

Democratic Services

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To: All Members of the Cabinet

Councillor Paul Crossley	Leader of the Council
Councillor Nathan Hartley	Deputy Leader of the Council and Cabinet Member for Early Years, Children and Youth
Councillor David Bellotti	Cabinet Member for Community Resources
Councillor Simon Allen	Cabinet Member for Wellbeing
Councillor Tim Ball	Cabinet Member for Homes and Planning
Councillor Cherry Beath	Cabinet Member for Sustainable Development
Councillor David Dixon	Cabinet Member for Neighbourhoods
Councillor Roger Symonds	Cabinet Member for Transport

Chief Executive and other appropriate officers
Press and Public

Dear Member

Cabinet: Wednesday, 13th July, 2011

You are invited to attend a meeting of the **Cabinet**, to be held on **Wednesday, 13th July, 2011** at **6.30 pm** in the **Council Chamber - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely

Col Spring
for Chief Executive

The decisions taken at this meeting of the Cabinet are subject to the Council's call-in procedures. Within 5 clear working days of publication of decisions, at least 10 Councillors may signify in writing to the Chief Executive their wish for a decision to be called-in for review. If a decision is not called-in, it will be implemented after the expiry of the 5 clear working day period.

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Col Spring who is available by telephoning Bath 01225 394942 or by calling at the Riverside Offices Keynsham (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays, notice must normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward).

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Col Spring as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Col Spring as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

- 7. Officer Support to the Cabinet**
Cabinet meetings will be supported by the Director's Group.
- 8. Recorded votes**
A recorded vote will be taken on each item.

Cabinet - Wednesday, 13th July, 2011
in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

To receive any declarations from Members/Officers of personal or prejudicial interests in respect of matters for consideration at this meeting. Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest;
- b) The nature of the interest;
- c) Whether the interest is personal, or personal and prejudicial.

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

6. QUESTIONS FROM PUBLIC AND COUNCILLORS

At the time of publication, no items had been submitted

7. STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

At the time of publication, no items had been notified

8. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

This is a standard agenda item, to cover any reports originally placed on the Weekly list for single Member decision making, which have subsequently been the subject of a Cabinet Member requisition to the full Cabinet, under the Council's procedural rules

9. CONSIDERATION OF MATTERS REFERRED BY OVERVIEW AND SCRUTINY BODIES

This is a standing agenda item (Constitution rule 21, part 4D – Executive Procedure Rules) for matters referred by Overview and Scrutiny bodies. The Chair(person) of the relevant Overview and Scrutiny body will have the right to attend and at the discretion of the Leader to speak to the item, but not vote

10. SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING (Pages 9 - 14)

This report lists the Cabinet member decisions, sorted by Lead decision maker

11. EVERY DISABLED CHILD MATTERS (Pages 15 - 22)

Every Disabled Child Matters is a campaign by the Council for Disabled Children to promote rights and get justice for every disabled child. Part of this campaign has been to ask Primary Care Trusts and Local Authorities to sign up to a charter. The Disabled Children's Strategy Group has reviewed our achievements against the charter objectives and is now recommending that both the PCT and Local Authority should sign up to the charter.

12. LOCAL DEVELOPMENT SCHEME REVIEW (Pages 23 - 54)

In order to ensure that the Council has the necessary Planning Policy tools in place to respond to the forthcoming changes in Local Government finance, the enactment of the Localism Bill and the delivery of its own objectives, the existing Local Development Scheme (programme for preparation of planning policy documents) must be reviewed. This includes a minor review of the Core Strategy timetable to enable proper consideration of issues raised by the Inspector following submission of the Draft Core Strategy for examination.

13. HOUSING RENEWAL POLICY REVIEW (Pages 55 - 88)

The Council is required to adopt and publish a Housing Renewal Policy. This policy is periodically reviewed and revised as required. It sets out how Housing Services will provide assistance, including financial assistance, to help low-income, elderly, disabled and other vulnerable residents to undertake essential repairs and adaptations.

14. PRICE OF PRIMARY SCHOOL MEALS (Pages 89 - 94)

The proposal is to set the price of primary school meals from 1 September 2011.

15. VOLUNTARY SECTOR MUSEUMS AND HERITAGE GRANTS 2011-2012 (Pages 95 - 102)

The report describes the applications for revenue funding received from independent museums and heritage bodies for 2011-12 and recommends a number of awards to be made

16. VISITOR ACCOMMODATION STRATEGY (Pages 103 - 110)

This report considers the next steps for the future of the B&NES Visitor Accommodation Strategy. Both the Visitor Accommodation Study, and the strategy arising from it, have been taken into account in the preparation of the Core Strategy and the Economic Strategy. However, the Council has the option to adopt the B&NES Visitor Accommodation Strategy as Council policy.

17. BATH TRANSPORT PACKAGE (Pages 111 - 116)

By 9th Sept 2011 the Council must submit a Best & Final Bid to DfT for the funding of the Bath Transport Package. The Council meeting on 14th July is the last opportunity to amend the transport policy to reflect what is likely to be included in the Best and Final Bid. Following the Comprehensive Spending Review Department for Transport have indicated that they wish to reduce costs, enhance value and improve deliverability of major transport schemes. DfT also wish to increase Local Authority contribution. In January DfT requested an 'expression of interest' from the Council for

the Bath Package which proposed removing some parts of the package. Further work has been undertaken to reduce the cost of the Package which has resulted in the removal of the BRT and the A4 P&R from the BTP. The removal of these proposals are departures from the Council's existing transport policy as set out in the Joint Local Transport Plan.

18. WEST OF ENGLAND PARTNERSHIP TRANSITION ARRANGEMENTS TO A LOCAL ENTERPRISE PARTNERSHIP (Pages 117 - 122)

This report relates to the involvement of Bath & North East Somerset Council in the West of England Local Enterprise Partnership. After considering various forms of legal entity, it was agreed by the Partnership Board, on 4th March, that the LEP should establish a Company Limited by Guarantee. The report sets out recommendations for the establishment of the LEP Company.

19. FUTURE DEVELOPMENT OF BATH CITY LIAISON FORUM (Pages 123 - 126)

This report sets out proposals to further develop partnership working between the Council and organisations representing local residents and other groups and organisations within the City of Bath. It builds on and develops the work of the Bath City Liaison Forum and makes recommendations relating to future ways of working, in the context of the "Big Society"

20. TREASURY MANAGEMENT OUTTURN REPORT 2010/11 (Pages 127 - 138)

In February 2010 the Council adopted the 2009 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, and to receive a mid year report and an annual report after the end of each financial year. This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan for 2010/11.

21. REVENUE AND CAPITAL OUTTURN 2010/11 (Pages 139 - 190)

The report presents the provisional revenue and capital outturn for 2010/11. It refers to requests to carry forward specific revenue budget items to 2011/12, transfers to earmarked reserves and to write-off revenue overspends where recovery in future years would have an adverse impact on continuing service delivery. The report also refers to requests to rephrase specific capital budget items and to write off net capital underspends in 2010/11 and to approve specific capital budget items in the 2011/12 capital programme.

22. REVENUE BUDGET CONTINGENCY 2011/12 - ALLOCATION OF FUNDING (Pages 191 - 196)

As part of the Approved Budget for 2011/2012, additional funding was set aside in the Revenue Budget Contingency for future allocation once the full implications of government grant decisions for the financial year were clarified. This report sets out details of the allocations which have been approved from the Revenue Budget Contingency.

The Committee Administrator for this meeting is Col Spring who can be contacted on 01225 394942.

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Bath & North East Somerset Council
Cabinet Single-Member Decisions
 published 25-Feb-11 to 1-Jul-11

Agenda
 Item
 Number

10

Further details of each decision can be seen on the Council's Single-member Decision Register

Date Reference	Title	Decision Maker/s
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Cllr Charles Gerrish

23-Feb-11	Shared Use Footways - Churchill Gyratory, Bath	CG
E2183		
<p><i>The Cabinet member agreed that the Churchill Gyratory footpaths be converted to cycle tracks, but only after a separate Deed of Declaration covering the relevant section of the Authority's land; and that the conversion be reviewed after 12 months because of the heavy pedestrian count in the Churchill Bridge area</i></p>		

21-Mar-11	Alteration to Public Rights of Way Enforcement Policy	CG
E2224		
<p><i>The Cabinet Member agrees that the amended Policy is adopted as the formal policy of Bath and North East Somerset Council</i></p>		

21-Mar-11	Public Path Order Changes	CG
E2240		
<p><i>The Cabinet Member agrees that that during the 2011/12 financial year an hourly rate of £42 should be charged to Applicants for officer time incurred while processing PPO applications, up to a maximum total cost of £5,000</i></p>		

21-Mar-11	Air Quality Action Plan for Bath	CG
E2245		
<p><i>The Cabinet Member agrees that the Air Quality Action Plan is adopted.</i></p>		

28-Mar-11	Claverton Down Road, Bath 30mph speed limit	CG
E2218		
<i>The Cabinet Member agreed the extension to the speed limit</i>		

28-Mar-11	Highways LTP Capital Maintenance Programme 2011/12	CG
E2241		
<i>The Cabinet Member agreed the Capital Maitenance Programme</i>		

Cllr Chris Watt

23-Feb-11	Determination of Statutory Notice to Close Culverhay School	CW
E2233		
<i>The Cabinet Member agreed that Culverhay School would close on 31st August 2014 and there would be no admissions to Year 7 in September 2012 and beyond. THIS DECISION WAS CALLED-IN BEFORE BEING IMPLEMENTED</i>		

28-Feb-11	Fostering Allowances Annual Review	CW
E2219		
<i>The Cabinet member agreed an increase in fostering age related allowances and permanence allowances in line with Fostering Network recommendations; no change in fostering fees, savings rates for children in care, or supported lodgings; and to note the current level of care leavers maintenance which is linked to Job Seekers Allowance</i>		

21-Mar-11	Determination of Statutory Notice to Enlarge Bathampton Prim	CW
E2243		
<i>The Cabinet Member agrees that the Statutory Notice for the expansion of Bathampton Primary is approved and the temporary enlargement of the school can be made permanent.</i>		

21-Mar-11	Articles of South West Grid for Learning	CW
E2246		
<i>The Cabinet Member agrees the revised Articles of Association of the South West Grid for Learning and delegates to the Strategic Director for Children's Services any actions required to implement the changes on behalf of the Council in its role as a member of the South West Grid for Learning</i>		

26-Mar-11	Childcare Sufficiency Report and Action Plan	CW
E2207		
<i>The Cabinet Member agreed the report for use by the Council to fulfil its statutory obligations for reporting on Childcare Sufficiency as outlined in the Childcare Act 2006</i>		

26-Mar-11	School Term & Holiday Dates 2012-13 School Year	CW
E2234		
<i>The Cabinet Member agreed the proposed school term and holiday dates</i>		

Cllr Dave Dixon

28-Jun-11	Capital Projects Approval - CCTV Security for Waste Sites	DD/DB
E2227		
<i>The Cabinet Member agreed the Capital Funding allocation of £55,000 to purchase the CCTV equipment</i>		

Cllr Francine Haerberling

07-Mar-11	Bath Festivals Contract 2011-2014	FH
E2171		
<i>The Cabinet Member agreed the award of 3-year contracts to Bath Festivals for 2011-14 for delivery of the specified services</i>		

07-Mar-11	Grants to Voluntary Arts Organisations 2011-12	FH
E2172		
<i>The Cabinet Member agreed the award of grants for one or three years as detailed in the report</i>		

28-Mar-11	(Rule 15) Community Transport Grants 2011/12	FH
E2256		
<i>The Cabinet Member agreed the funding proposals</i>		

Cllr Malcolm Hanney

23-Feb-11	Treasury Management Monitoring Report to 31st Dec 2010	MH
E2163		
<i>The Cabinet Member accepted the treasury management report to 31st December 2010, prepared in accordance with the CIPFA Treasury Code of Practice and notes the performance</i>		

31-Mar-11	Approval of Risk Management Strategy Review	MH
E2203		
<i>The Cabinet Member agreed the Strategy</i>		

31-Mar-11	Approval of Business Continuity Management Strategy	MH
E2204		
<i>The Cabinet Member agreed the Strategy</i>		

31-Mar-11	Approval of Major Incident Plan	MH
E2205		
<i>The Cabinet Member agreed the Plan</i>		

Cllr Roger Symonds

07-Jun-11	Bus Lane and Waiting Restrictions, Wellsway, Bath	RS
E2220		
<i>The Cabinet Member agreed the proposals with the addition of extra parking</i>		

26-Jun-11	Hawthorn Grove Traffic Calming TRO	RS
E2232		
<i>The Cabinet member agreed that the proposal be implemented as advertised subject to Department for Transport sign authorisation; and that the objectors be advised accordingly</i>		

Cllr Tim Ball

20-Jun-11	Local Lettings Plans Pennyquick Vw Southlands Marjorie Whimster Hse	TB
E2273		
<i>The Cabinet Member approved the 3 Local Lettings Plans, all of which will be reviewed after 1 year</i>		

Cllr Terry Gazzard

14-Mar-11	Cultural Strategy 2011-26	TG
E2244		
<i>The Cabinet Member agreed to the adoption of the strategy</i>		

23-Mar-11	Regeneration Delivery Plans for Bath, Keynsham and MSN	TG/MH
E2238		
<i>The Cabinet Members agreed the Regeneration Plans</i>		

Cllr Vic Pritchard

22-Mar-11	Placements and Packages Policy for Adult Social Services	VP
E2251		
<i>The Cabinet member agrees that the Placements & Packages Policy for Adult Social Care should be adopted for use by all relevant staff operating within the Community Health & Social Care Service.</i>		

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13 July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2260
TITLE:	Every Disabled Child Matters Charter	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix 1 – Copy of the Local Authority Charter		
Appendix 2 – Review of progress against objectives 2010		

1 THE ISSUE

1.1 Every Disabled Child Matters (EDCM) is a campaign by the Council for Disabled Children to promote rights and get justice for every disabled child. Part of this campaign has been to ask Primary Care Trusts and Local Authorities to sign up to a charter. The Disabled Children’s Strategy Group has reviewed our achievements against the charter objectives and is now recommending that both the PCT and Local Authority should sign up to the charter.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 The Lead Member should sign the Every Disabled Child Matters Charter on behalf of the Local Authority.

3 FINANCIAL IMPLICATIONS

3.1 There are no additional financial costs from signing this charter. This is part of normal business factored into service budgets.

4 CORPORATE PRIORITIES

4.1 Signing the Every Disabled Children’s Charter will provide the residents of Bath & North East Somerset with increased confidence that services for vulnerable disabled children and young people are being appropriately provided. This meets the Councils priority to improve the life chances of disadvantaged teenagers and young people.

5 THE REPORT

5.1 The Disabled Children's Strategy Group which takes the multi-agency lead in developing services for disabled children reviewed the Every Disabled Child Matters Charter when it was originally promoted by the Council for Disabled Children and concluded there were some aspects we could not honestly say that we had in place. Many PCT's and Local Authorities however signed up aspiring to achieve the charter and the council for disabled children subsequently changed the wording slightly to make it easier for people to do so.

5.2 In the autumn 2010 the Disabled Children's Strategy Group reviewed our services in Bath & North East Somerset against the EDCN Charter objectives. This review showed that although there is always room for improvement we were performing well against the objectives set. The Disabled Children's Strategy Group proposed that both the PCT and Local Authority sign up to the Charter.

5.3 A report was presented to the Overview and Scrutiny Panel in March 2011 and in the same month NHS Bath & North East Somerset Board received a report and signed up to the Charter. The local elections prevented the Charter being subsequently signed off for the Council by the lead member. In April 2011 the Council for Disabled Children announced they were updating the Charter and have produced a new set of objectives to which they want the Local Authority to sign up (see appendix 1)

5.4 We have now reviewed the EDCM Charter revised objectives and can confirm that by October 2011 when we publish our short breaks statement we will have met all the objectives old and new. The review in Appendix 2 gives information about our performance in relation to the new objectives.

5.5 If the recommendation is accepted a signed copy of the charter will be registered with the Council for Disabled Children and published on our websites.

6 RISK MANAGEMENT

6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 An Equalities Impact Assessment is not appropriate for this report.

8 RATIONALE

8.1 We will meet all the objectives in the EDCM Charter by October 2011 so signing up to say we do so is appropriate.

9 OTHER OPTIONS CONSIDERED

9.1 None.

10 CONSULTATION

10.1 The review of the Every Disabled Child Matters Charter has been shared with services through the disabled children's strategy group and with representatives of

our forum for parent carers of disabled children and they are supportive of the PCT and Local Authority signing the charter.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 No additional issues to be considered

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Liz Price 01225 477930
Sponsoring Cabinet Member	Councillor Nathan Hartley
Background papers	None
Please contact the report author if you need to access this report in an alternative format	



Local Authority Charter

Bath & North East Somerset ensures that in our local authority:

- We know how many disabled children live in our area and all agencies in our area are working together to plan services based on this knowledge.
- We have an identified lead with specific responsibility for services for disabled children and families.
- We are providing clear information to support choice and control for parents that explains how we provide specialist services and also make all universal services accessible.
- Parents and carers in our area have access to transparent information on decisions made about their child, and have access to mechanisms for providing feedback
- Disabled children and their families are involved in the planning, commissioning and monitoring of services in our area, including both specialist and universal services.
- Our Parent Carer Forum is instrumental in developing and reviewing services in our area and promoting choice and control for parents.
- We actively include disabled children and young people in any decisions made about them and the services that they access, that might affect them.
- Parents in our area benefit from our Parent Partnership Service, which is able to provide impartial advice and support to parents of disabled children and young people
- Our staff receive both disability equality training and training to ensure that they have core competencies to work with disabled children.
- We have produced a short break services statement that has been drawn up in partnership with disabled children and their parents and have made it widely available.
- We have regard to the provision of services suitable for disabled children, when assessing the sufficiency and supply of childcare in their area
- We are working together with disabled young people and adult service providers in our area to ensure a smooth transition to adult services for disabled young people preparing for adulthood.

Signed: Councillor Nathan Hartley
Cabinet Member for Early Years, Children & Youth and Deputy Leader of Council
Bath & North East Somerset
October 2010





Bath & North East Somerset Review of Progress Against Every Disabled Child Objectives May 2011

Objective	Current Position
<p>1. We know how many disabled children live in our area and agencies are planning services on the basis of this knowledge.</p> <p>Page 17</p>	<p>Establishing exact numbers of disabled children has been challenging due to the application of varying definitions influenced by eligibility criteria. The Disabled Children's Strategy Group has agreed our definition should be wide and based on the 'social model of disability'. The Disabled Children's Strategy Group is committed to continue developing integration of service delivery to disabled children and sharing data, we therefore have a more accurate record of the number of children accessing services. Prevalence rates based on national studies vary from 3%-16%. 7% is often used in practice to explain prevalence and applying this to our 0-19 population gives a figure of around 2800 disabled children and young people in B&NES. Our current Children & Young People's Plan needs analysis suggests we are actively providing services to 1500 disabled children & young people through social care, special needs education and some health services. There are a further group of children identified through School Action Plus (3000) each year who may have some level of disability. The information from the needs analysis, the Special Needs Link (our disabled children's register), and from service reporting is used to plan services and target specific groups. The data is shared through the Disabled Children's Strategy Group.</p>
<p>2. We have an identified children's lead with specific responsibilities for disabled children and families.</p>	<p>Liz Price, Acting Divisional Director in the People & Communities Department is the lead commissioner for disabled children's services.</p>
<p>3. We are providing clear</p>	<p>Parents and carers are able to access information about services for disabled children in a</p>

Objective	Current Position
information to support choice and control for parents that explains how we provide specialist services and also make all universal services accessible.	<p>variety of ways.</p> <ul style="list-style-type: none"> • The Family Information Service provides information and advice about all services for children and young people including access to inclusive universal and specialist services via the phone or on line and has a dedicated post of Developmental Worker to provide specialist information to families with disabled children. • A Directory of Services for disabled children & their families is published and up dated on a regular basis (last one in six months) This directory is being moved to a dedicated on line portal for parents which will be launched in September . • A Link newsletter is sent directly to parents of disabled children three times per year. • Regular outreach advice work is undertaken to key locations, such as special schools, parent support groups, Children’s Centres and family events.
4. Parents and carers in our area have access to transparent information on decisions made about their child, and have access to mechanisms for providing feedback	<p>Parents and carers of disabled children are provided with clear and transparent information about their child and any decisions made about them. This is reflected across the schools and education statementing processes as well as when the child and family are involved with social care. Key decisions about school and care placements are always confirmed in writing with a named officer to contact. Parents and carers use the Parent Partnership Service, The Black Families Support Group as well as the complaints procedures to give feedback.</p>
5. Disabled children and their families are involved in the planning, commissioning and monitoring of services in our area, including both specialist and universal services.	<p>Our Parent Carers Forum is involved in the strategic planning and commissioning for disabled children’s services and has provided feedback for monitoring. They were consulted about the Children & Young People’s Plan priorities and how these should be taken forward. So far they have been included in the evaluation of commissions only for specialist services for disabled children due to their time constraints. Consultation with children and young people has been wide around the CYPP, including children at special schools and those young people involved with YAGA (see item 7)</p>
6. Our Parent Carer Forum is instrumental in developing and reviewing services in our area and promoting choice and control for parents.	<p>Our Parent Carers Forum has developed into a strong independent body supported by the Care Network. They have representatives who are members of the Disabled Children’s Strategy Group and have been represented on task groups such as for implementing Aiming High for Disabled Children. They are trying to widen their membership by making regular contact with other parents groups in the area. They have taken part in service reviews such as for the wheelchair service and occupational therapy.</p>
7. We actively include disabled children and young people in any	<p>Our participation strategy includes investing in work with primary and secondary school to involve them in service development. This has included a group of disabled young people</p>

Objective	Current Position
<p>decisions made about them and the services that they access, that might affect them.</p>	<p>presenting their ideas to the Secondary Parliament along with other groups of young people. A group for disabled young people to contribute to service planning and review has been supported called YAGA (Youth Action to Gain Access). A group of young people has been formed to review Equality Impact Assessments and other services.</p> <p>In relation to individual decisions about disabled children's lives they are always included in discussions/decisions e.g. through the review process for children in care.</p>
<p>8. Parents in our area benefit from our Parent Partnership Service, which is able to provide impartial advice and support to parents of disabled children and young people</p>	<p>We have a Parent Partnership service which provides advice and information to parents of children with special needs. This service has recently been moved to be managed with the Family Information Service.</p>
<p>9. Our staff receive both disability equality training and training to ensure that they have core competencies to work with disabled children.</p>	<p>Equalities training is available to all staff via the corporate training programme and promoted to all new staff as part of their induction programme.</p> <p>An audit of training needs was undertaken in 2009 at the beginning of the Aiming High for Disabled Children campaign. Core Competency training for staff working with disabled children is now available through Children's Services.</p> <p>The council also provides a range of 'Bite-size' specialist training for staff working with disabled children.</p> <p>Specialist training to support children with complex health needs is undertaken by Lifetime.</p> <p>Providers of short breaks are responsible for ensuring that their staff are in receipt of adequate training and evidence a commitment to developing their skills & Knowledge. There are robust commissioning & monitoring processes in place to ensure that providers of short breaks provide adequate training for their staff.</p>

Objective	Current Position
<p>10. We have produced a short break services statement that has been drawn up in partnership with disabled children and their parents and have made it widely available.</p>	<p>We have to produce a short break services statement that has been drawn up in partnership with disabled children and their parents for September 2011. We are on target to achieve this. We have consulted with parents about the process and are undertaking a further consultation with parents and children to inform our needs analysis for the commissioning of short break services from April 2012.</p>
<p>11. We have regard to the provision of services suitable for disabled children, when assessing the sufficiency and supply of childcare in their area</p>	<p>We published our 3 yearly Child Care Sufficiency Report this year (on website). In producing the needs analysis for this report we specifically targeted parents of disabled children e.g. those we knew received Disabled Living Allowance to receive the questionnaire. These parents found it significantly more difficult to find child care and an action plan has been drawn up to improve the options available to them.</p>
<p>12. We are working together with disabled young people and adult service providers in our area to ensure a smooth transition to adult services for disabled young people preparing for adulthood.</p>	<p>Our Transitions Board which is a multi-agency partnership provides effective leadership to promote smooth transitions from children's to adults services. Protocols are in place and working well in most areas. Information packs about transitions are available for disabled young people and their parents. Young People have been involved in making a DVD for other young people going through transition.</p>

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2277
TITLE:	Local Development Scheme Review	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Annex 1 : B&NES draft Local Development Scheme 2011-2014		

1 THE ISSUE

1.1 In order to ensure that the Council has the necessary Planning Policy tools in place to respond to the forthcoming changes in Local Government finance, the enactment of the Localism Bill and the delivery of its own objectives, the existing Local Development Scheme (programme for preparation of planning policy documents) must be reviewed. This includes a minor review of the Core Strategy timetable to enable proper consideration of issues raised by the Inspector following submission of the Draft Core Strategy for examination.

2 RECOMMENDATION

The Cabinet agree that:

- 2.1 the revised Local Development Scheme 2011 to 2014 for B&NES attached as Annex 1 adoption
- 2.2 the Core Strategy examination hearings are rescheduled to enable consideration of the issues raised by the Inspector in his letter dated 3rd June 2011

3 FINANCIAL IMPLICATIONS

- 3.1 National changes to Local Government finance means that Local Authorities will be increasingly dependent on locally generated income i.e. Council tax receipts, business rates, New Homes Bonus, Community Infrastructure Levy (CIL) and other local income. Economic and housing growth will therefore be increasingly important in the generation of local income and so facilitating new development will be a key mechanism in limiting future budget reductions.
- 3.2 The Council therefore needs to ensure that its planning tools are geared up to respond to this agenda. At the same time as conserving and improving the District's distinctive character, development needs to be brought forward with a streamlined and efficient level of regulation in order to achieve the Council's Economic Vision. Section 5 below sets out the key elements of the revised LDS in response to this new financial agenda.
- 3.3 The Local Development Framework budget is sufficient to fund the work set out in the draft LDS. See also the other item on this agenda E2292 New Budget Contingencies – Allocation of Funds. The work undertaken on the Neighbourhood Planning Protocol will clarify the likely costs of implementing the Localism Bill in B&NES from 2012/13 onwards.

4 CORPORATE PRIORITIES

- *Building communities where people feel safe and secure*
- *Promoting the independence of older people*
- *Improving life chances of disadvantaged teenagers and young people*
- *Improving school buildings*
- *Sustainable growth*
- *Improving the availability of Affordable Housing*
- *Addressing the causes and effects of Climate Change*
- *Improving transport and the public realm*

5 THE REPORT

- 5.1 The main changes to the LDS are outlined below.
- Core Strategy**
- 5.2 The B&NES Core Strategy was submitted for examination 3/5/11 and the public hearing is due to start mid September. The Inspector's role is to assess whether the Core Strategy is sound, judged on prescribed criteria i.e. is the Core Strategy is;
- based on evidence (including results of public consultation),
 - the most appropriate option selected in light of the alternatives,
 - prepared in accordance with statutory procedures of consultation and sustainability appraisal,
 - deliverable,
 - in conformity with the Sustainable Community Strategy
- 5.3 Before the hearings, an Inspector assesses whether he thinks there are any fundamental flaws preventing the Core Strategy from proceeding to examination. If

the Inspector has concerns, and these cannot be allayed by the Council, then a public exploratory meeting is normally held.

Inspector's Initial assessment

- 5.4 Following submission, the Inspector responded on 3/6/11 with a number of concerns about the B&NES Core Strategy, particularly;
- a) the relationship of Core Strategy with the Regional Spatial Strategy (RSS) (A legal ruling in May 2011 on the CALA case in South East England requires that Core Strategies should still conform generally with their RSS)
 - b) is the process whereby urban extensions were rejected is sufficiently explicit
 - c) There is lack of flexibility/contingency in the strategy if either housing delivery falters or economic/housing growth is greater than the Council is planning for
 - d) Inconsistency in the Council's position on economic growth i.e. the Core Strategy vs. LEP & B&NES Investment Prospectus
 - e) Affordable Housing needs are not adequately addressed
 - f) Whilst specific sites can be identified in the forthcoming Gypsies / Travellers site Plan, the scale of site provision for Gypsies and Travellers and Travelling Showpeople and the strategy for addressing this should be explained in the Core Strategy
 - g) Flood risk in relation to the delivery of sites in Bath and the implications of climate change
 - h) The existing approach to safeguarding minerals in the Local Plan should be included in the Core Strategy
 - i) Uncertainty around the Bath Package
- 5.5 The inspector is requesting a reply from the Council in early July. In order to give time to fully consider the issues he has raised, it is recommended that the hearings are rescheduled from September to December 2011 and this request will be put to the Inspector. However the exact timetable will depend on whether the Inspector considers an Exploratory Meeting is required before the hearings.

Facilitating Growth: The Placemaking Plan

- 5.6 In order to facilitate development as described in paragraph 3.1 above, the Placemaking Plan will identify the key development opportunities and set out the planning requirements to bring these sites forward efficiently in order to achieve Council's economic vision as well as ensuring high quality development and enhancement of the District's highly valued environment. Without this policy, the Council will have limited control over the nature, quality and location of development. The programme for the Placemaking Plan will focus on site delivery and be accelerated after the Core Strategy examination.

Securing Infrastructure: Community Infrastructure Levy (CIL)

- 5.7 Between July 2009 and March 2011 the Council has secured £13 million in developer contributions through planning consents. This excludes in-kind contributions such as affordable housing, on-site works, energy strategies/travel plans etc. CIL will replace S.106 developer contributions which will be significantly curtailed in 2014. It is estimated the Core Strategy could enable around £36 million up to 2026 to be raised through both CIL & s.106 contributions (although this is heavily dependent on the nature of the levy adopted. This is in addition to Affordable Housing. There is also the potential for CIL to be levied from commercial development such as retail, hotels and office development.

- 5.8 CIL is designed to fund infrastructure and will be a key mechanism for enabling future economic growth and housing. CIL is necessary to ensure a coordinated and efficient approach to the provision of infrastructure. However the CIL rate must be set at a level which does not inhibit growth. The CIL will need to be tailored both in the rate set, its geographic variation and the spending regime to ensure that it aligns with Council priorities. CIL will therefore make a significant contribution to the Capital programme but this will be clarified as progress is made on the preparation of CIL.
- 5.9 Whilst led by the Planning service, preparation of CIL will need to be undertaken corporately. A governance structure and preparation arrangements to facilitate this are set out in the draft LDS. It is particularly necessary to have representation from the Finance Team on this project.
- 5.10 The programme for CIL is set out in the draft LDS p.21 but is dependent on the adoption of the Core Strategy. Work on CIL will also be aligned with the Placemaking Plan. The preparation of CIL will be part funded through the LDF budget but will require the New Growth Point funding / Invest to Save bid.
- Localism: Neighbourhood Planning Protocol**
- 5.11 The Localism Bill is due to be enacted at the end of 2011 and will entail new responsibilities on the Council. The Bill, as currently formulated, will enable local communities (when constituted as a 'Neighbourhood Forum') and/or businesses to prepare a Neighbourhood Plan for their area. These will have the full weight of a formal planning document which the Council will need to adopt.
- 5.12 Whilst the details of preparation and funding arrangements of these initiatives are not yet clear, all Local Planning Authorities will be required to;
- Formalise the mechanism for designating a 'Neighbourhood Forum'
 - Undertake neighbourhood referenda
 - outline the nature of support to be given by the LPA to neighbourhood planning including validation of Neighbourhood Plans and local examinations in line with new duties
 - explain the Council's role in the operation of:
 - i. the 'Community Right to Build'
 - ii. 'Neighbourhood Development Orders'
- 5.13 To meet these requirements the following corporate actions are needed:
- agree a corporate approach to '**Neighbourhood Forum**' designation. This will be a particular challenge in un-parished areas i.e. the city of Bath. This has implications for Democratic/Electoral Services and Policy and Partnerships
 - agree a mechanism for undertaking **neighbourhood referenda**. This has implications for Democratic Services.
 - identify **new costs** to the Council arising from Localism Bill duties **establish collaborative approach** to community support/neighbourhood planning or between Policy and Partnerships and Planning.
- 5.14 Some of these issues may be contentious. For instance, within Bath, the definition within the legislation of a "Neighbourhood Forum" is not clear. Given this, and the requirement that forums must not overlap, a mechanism will need to be agreed to manage this process and the "boundaries" of any such Plans.

- 5.15 A Neighbourhood Planning Protocol will be introduced to set out how these new mechanisms will operate, incorporating a review of the Council's Statement of Community Involvement (Adopted 2007) .This will ensure that the Council is in a position to respond to the Localism agenda efficiently and coherently. This will enable communities to understand the range of opportunities to interact with/take an active role in planning in their locality.
- 5.16 Preparation of the Placemaking Plan in close co-operation with local communities is likely to result in a more cohesive planning framework benefiting the Council and local communities and should ease the pressure on the Council to respond to many Neighbourhood Plan requests.

Other LDS documents

- 5.17 The Council is committed to identifying official Gypsy and Traveller sites in order to meet the needs for these communities. This work has fallen behind programme but will be expedited with the recent identification of necessary resources. A revised work programme is included in the LDS.
- 5.18 Work will continue on the Sustainable Construction and Retrofitting SPD and the World Heritage Site Setting SPD in order to meet the Council's Climate Change and other commitments. However there is considerable pressure to add further documents to the LDS. In response to a request from Full Council, the costs and implications of introducing an Article 4 Direction to manage student accommodation have been assessed. However, undertaking this work will require the identification of the necessary resources (see item E2292 on this agenda New Budget Contingencies 2011/12 – Allocation of Funds).

6 RISK MANAGEMENT

- 6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.
- 6.2 An up-to-date LDS provides good project management in preparation of Plans and identification of the resources required. The key risks of not ensuring progress on the necessary Plans are;
- Failure to facilitate necessary growth and housing development with the resultant impact on Council finances
 - Failure to meet housing needs of the district with the resultant social and economic consequences.
 - Failure to adopt the Core Strategy in time prevents adoption of CIL which will severely limit the developer contributions that can be sought
 - Without the Placemaking Plan, the proposals in the Economic Vision cannot be formalised in the planning system and the will not be able to control the type, location & nature of development within the District. This is exacerbated with the presumption in favour of development in the forthcoming National policy Framework.
 - Failure to prepare for the enactment of the Localism Bill will result in a uncoordinated response to requests arising under the bill and a more costly and poorer service delivery.

7 EQUALITIES

7.1 All Statutory Planning Documents undergo an Equalities appraisal as part of their preparation procedures

8 RATIONALE

8.1 To ensure the Council has the necessary planning tools needed to achieve its objectives

9 OTHER OPTIONS CONSIDERED

9.1 The Council is required to maintain an up-to-date LDS although the requirement for this to be approved by central Government will be removed through the localism Bill.

10 CONSULTATION

10.1 The following have been consulted in the preparation of this report: *Section 151 Finance Officer; Chief Executive; Monitoring Officer*

10.2 Preparation of planning documents entails statutory consultation and independent scrutiny. The Council's statement of Community Involvement (SCI) sets out how engagement on plan preparation & Development Management is undertaken.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 *Social Inclusion; Customer Focus; Sustainability; Human Resources; Property; Young People; Corporate; Health & Safety; Other Legal Considerations*

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>David Trigwell (Divisional Director - Planning and Transport) 01225 394125</i> <i>Simon de Beer (Planning Policy & Environment Manager) 01225 477616</i>
Sponsoring Cabinet Member	<i>Councillor Tim Ball,)</i>
Background papers	<i>Submission Core Strategy</i> <i>Letter from Examination Inspector to B&NES 3/6/11</i>
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset

LOCAL DEVELOPMENT SCHEME

2011 – 2014

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1

INTRODUCTION

The Local Development Scheme

- 1.1 The Local Development Scheme (LDS) is a work programme for the preparation of the Council's Local Development Framework (LDF) – the collective term for the Council's suit of planning documents. It sets out details of which Planning Documents will be produced, in what order and when. It is the starting point for residents and stakeholders to find out what planning policies relate to their area and how these will be reviewed.
- 1.2 The preparation of a Local Development Scheme is a requirement of the Planning and Compulsory Purchase Act (2004). The Act uses a range of terms and abbreviations and a glossary is therefore provided on page 27.
- 1.3 The amendments comprising this version of Local Development Scheme was agreed on _____ 2011 and came into effect on _____ 2011.

The Local Development Framework

- 1.4 A Local Development Framework comprises of a portfolio of locally prepared Planning Documents (Local Development Documents). It also includes related documents such as the Annual Monitoring Report and the Statement of Community Involvement. There are two types of Local Development Document:
 - (i) **Development Plan Documents (DPD)**, which will be subject to independent examination and have the weight of development plan status.
 - (ii) **Supplementary Planning Documents (SPD)** must supplement policy in a DPD and will not be subject to independent examination and do not have development plan status. Whilst they constitute a material consideration in the determination of planning applications they cannot be used to formulate planning policy or designate sites.

Planning Reform & Localism

- 1.5 The Localism Bill (due to be enacted late 2011/early 2012) will abolish Regional Spatial Strategies and the introduce Neighbourhood Plans, Neighbourhood Development orders and the Community Right to Build. Neighbourhood Plans are prepared by Neighbourhood Fora and will also form part of the Development Plan (see Localism Bill below).

The Development Plan

- 1.6 The Development Plan for any district is the suit of planning documents. The significance of a Plan's inclusion in the District's Development Plan is that Section 38(6) of the Planning & Compensation Act stipulates that planning applications must be determined in accordance with the plan unless material considerations indicate otherwise. This gives considerable weight to Development Plan Documents.

Key Changes to the LDS 2011-2014

- 1.7 Take Core Strategy through examination & adoption to ensure an up-to-date & robust strategic planning framework for the district. Then prepare for growth through facilitating delivery of key development sites in the PlaceMaking Plan. The CS & the PMP will need to be underpinned with CIL to address funding issues and ensure growth happens in a planned way. The Council will also need to prepare for Localism Act be revising SCI to incorporate neighbourhood planning.

THE BATH & NORTH EAST SOMERSET LOCAL DEVELOPMENT FRAMEWORK

B&NES DEVELOPMENT PLAN

REGIONAL PLANNING GUIDANCE

- **RPG10** *(Due to be abolished by the Localism Bill)*

LDF documents under preparation

DEVELOPMENT PLAN DOCUMENTS

- **Joint Waste Core Strategy**
- **Structure Plan 2002*** *(saved policies only)*
- **B&NES Local Plan 2007*** *(saved policies only)*
- **B&NES Proposals Map**

** Will be superseded by the adoption of LDF documents*

Development Plan Documents

- **B&NES Core Strategy** *(submitted Core Strategy is a key material consideration in determination of planning applications)*
- **Placemaking Plan**

(• Neighbourhood Plans)

SUPPLEMENTARY PLANNING DOCUMENTS

See Annex A for full list

Supplementary Planning Documents

See Annex A

Other LDF Documents

- Annual Monitoring Report
- Statement of Community Involvement

Other LDF documents

- CIL
- Placemaking Manual

B&NES Local Development Framework

2

LOCAL DEVELOPMENT FRAMEWORK PRODUCTION 2011-14

Development Plan Documents

- 2.1 **The Joint Waste Core Strategy DPD (JWCS)** was adopted in April 2011. It sets out the waste planning strategy for the West of England, addressing the planning aspects of waste minimisation, recycling/composting, recovery and disposal. This DPD will sit alongside the emerging Core Strategy.
- 2.2 The **Core Strategy** was submitted for examination in May 2011 and it sets out the long term planning framework for Bath & North East Somerset. It includes a spatial vision and spatial objectives looking ahead to 2026. It has regard to the Sustainable Community Strategy and the Council Vision. A key diagram defines the broad locations for delivering housing and other strategic development needs as well as setting out policies to protect the environment.
- 2.3 The Core Strategy is supported by an **Infrastructure Delivery Plan** to ensure the strategic proposals are deliverable and aligned with infrastructure needs. It is supported by the Planning Obligations SPD which will be replaced by the B&NES Community Infrastructure Levy (CIL), work on which is scheduled to begin in 2011.
- 2.4 Work began in 2009 on a **Gypsies and Travellers Sites DPD** in Bath & North East Somerset to establish the location of a number of sites suitable to meet the housing needs of Gypsies and Travellers in the District. This work was delayed due to resourcing arrangements but this work has now resumed.
- 2.3 The Core Strategy will to be complemented by the production of the **Placemaking Plan (PMP)**. This DPD identifies development site allocations and changes to Development Management policies. It will set out the development parameters for site allocations in the context of their surroundings. It will specify the delivery mechanisms drawing on key evidence such as SHLAA. The DPD will be structured to take account of the different needs of the varying locations across the District.
- 2.4 The Localism Bill is due to be enacted at the end of 2011/early 2012 and it introduces **Neighbourhood Plans**. These will be prepared by local neighbourhood under the auspices of the Local Authority and once adopted they will form part of the Development Plan. To facilitate this process, the Council will introduce a new Neighbourhood Planning Protocol.

Supplementary Planning Documents

- 2.5 A **Planning Obligations SPD** was adopted in 2009 and is a key document in setting out a coordinated approach to securing contributions from development. It currently supplements the Bath & North East Somerset Local Plan but it is a 'living document' and will be reviewed from time to time to take account of new information. In order to ensure that it is aligned with up-to-date policy, especially the Core Strategy, it will either need to be revised or replaced by the new Community Infrastructure Levy.
- 2.6 Work has commenced on a **Sustainable Construction and Retrofitting SPD** which will supplement Core Strategy policies CP1 and CP2, providing more detailed guidance. This SPD is aimed at (1) supporting householders to improve the energy efficiency of their homes and support the take-up of microgeneration from renewable energy sources (2) providing additional guidance in relation to retrofitting historic buildings and buildings of traditional construction and (3) provide additional guidance in relation to sustainable construction methods and how these can be implemented for developers, householders and planners. This SPD is aimed at being a practical, technically based 'how to' guide on the topics, using annotated diagrams.
- 2.7 Work has commenced on producing the World Heritage Site Setting Study as a Supplementary Planning Document to provide evidence and to supplement policy B4 in the Core Strategy. This Supplementary Planning Document will 1) explain the nature of the World Heritage Site setting including its extent and significance, 2) provide guidance to developers, consultants and others on carrying out impact assessments for proposals affecting the World Heritage Site setting and 3) inform decisions affecting the management of the World Heritage Site setting including development management and ongoing maintenance.

Other LDF documents

- 2.8 The Council will prepare a **Community Infrastructure levy (CIL)** by 2014. This will enable the Council to raise funds from new development in order to fund the timely delivery of infrastructure. Preparation of a CIL requires an adopted Core Strategy and it includes a charging schedule and a spending regime based on development proposals in the LDF. Its preparation will entail a , viability assessments so as not to inhibit development and input from stakeholders. The Infrastructure Delivery Plan will need to be kept up-to-date. The Localism Bill proposes to allocate a proportion of CIL revenues raised back to neighbourhoods where development takes place. Procedures will need to be established.

- 2.9 A **Neighbourhood Planning Protocol** will be introduced to set out how the following new mechanisms will operate:
- Neighbourhood Fora,
 - Neighbourhood Referenda
 - Neighbourhood Development Orders
 - Community Right to Build

It will also include a review of the Council's Statement of Community Involvement (Adopted 2007) .This will ensure that the Council is in a position to respond to the Localism agenda efficiently and coherently. This will enable communities to understand the range of opportunities to interact with and take an active role in planning in their locality.

- 2.10 The **Annual Monitoring Report** (AMR) assesses whether plan production is on target and the extent to which policies in local development documents are being implemented. It monitors key data such as housing completions, growth in office space, losses in industrial space. It will also monitor CIL once finalised. The AMR is based upon the period 1st April to 31st March each year.
- 2.11 The **Proposals Map** illustrates all the allocations and designations set out in the DPDs. It will be revised as each new DPD is adopted where there are allocations or designations. The existing Local Plan Proposals Map will be amended to give geographical expression to the LDF together with any policies that remain saved in the Bath & North East Somerset Local Plan 2001-2011. Proposed amendments to the Proposals Map will be publicised alongside the appropriate DPD.
- 2.12 There is significant pressure on the Planning Service to prepare a range of other documents and policy instruments such as the Article 4 Directions. These can only be prepared if necessary funding is secured

LDD Content and Key Milestones

- 2.13 The tables from page 16 provide a schedule of the LDDs to be prepared during the next 3 years with individual profiles for each LDD.

3

THE EVIDENCE BASE

- 3.1 The strategies, policies and proposals in the LDF Plans must be founded on a robust evidence base. A considerable amount of data is available at national and regional level. A number of studies have been commissioned to inform the preparation for the LDF and other Council strategies. There are also opportunities for the Council to improve its data collection and management strategies. The full [evidence base](#) informing the LDF is listed on the Council's website. Key studies are listed below.

Residential Development	
Strategic Housing Land Availability Assessment (SHLAA)	Assessment of availability, suitability and developability of land for housing across the District. This key study will inform the Council's identification of land through the LDF to enable its strategic housing requirement to be met. Version 1.1 of the study was completed in December 2010. Updates and/or amendments will be made pending consideration of responses to the Draft Core Strategy. Version 1.2 will be prepared to accompany the submission Core Strategy in 2011.
West of England Strategic Housing Market Assessment (SHMA)	Strategic Housing Market Assessment covers the West of England Housing Market Area as defined in the RSS. It reviews the housing market study undertaken in 2004 (see above) and assesses the need for affordable housing and different types and sizes of market housing. The assessment was published in June 2009.
Annual Residential Land Survey	Undertaken for each financial year. Data gathering exercise, such as housebuilding rates and housing land supply, needed for inclusion in the Annual Monitoring Report (AMR).
Bath Student Accommodation Study	An assessment of the current provision of student accommodation, future needs, the capacity for on-campus provision and the options for off-site accommodation. This was published in December 2010.
B&NES Future Housing Growth Requirements to 2026	This study provides evidence based guidance on future housing requirements for the District in the light of changing economic and social trends. The study was completed in September 2010.
Viability Study	This Viability Study examines the viability of delivering affordable housing by considering a range of possible policy options for new qualifying thresholds and percentages for requiring the provision of affordable housing.
Viability Validation Study	Review of viability assumptions and site based development viability testing.

Business and Employment Development	
Annual Employment Land Survey	Undertaken for each financial year. Data gathering exercise needed to report on national core output indicators.
Business Growth & Employment Land Study	Forecasts business requirements for economic land uses, assesses current supply and proposes land provision strategies for provision of required land uses. The study was completed in March 2009 and an update completed in June 2010.
Economic Strategy	Identifies current issues in the district, describes the current state of the B&NES economy, and actions needed to improve the prosperity and well being of residents through a more productive, competitive and expanded economy. Completed 2010.
Retail Strategy	Identifies the main issues associated with the retail economy, actions that need to be taken to realise the retail potential, and the quantitative need for new retail development. Completed December 2008. An update of the quantitative need for new retail development is due in early 2011.
Smart Growth Study 2011	Supersedes the BGELS. Considers the economic prospects of the district and employment land implications of growth. Sets out planning and not planning interventions needed to enable growth.
Visitor accommodation study	Suggests how the visitor accommodation profile of the city might be improved to 2016 and to 2026. Estimates future growth in the demand for staying visits. Recommends a net change in new rooms by star rating.

Recreational Uses and Green Spaces	
Playing Pitch Assessment, 2003	Estimates the required provision of football, rugby, hockey and cricket pitches up to 2011 in Bath, Keynsham, Norton-Radstock and the Chew Valley.
Green Space Strategy, 2006	Considers the quantity, distribution and quality of all publicly accessible green space, regardless of owner or manager. It assesses existing green space, determines existing and future needs and sets out new local standards for all parts of Bath & North East Somerset.
Sports Facilities Strategy	Currently underway, due for completion 2011.
Play Strategy 2006	Considers the supply, distribution and the level of use of current play provision and the views of children, young people & their families living in Bath & North East Somerset. Targets to improve access to play/recreation set for 6 year period.

Environmental Studies	
Strategic Flood Risk Assessment	A risk-based approach should be adopted at all levels of planning. Strategic Flood Risk Assessment (level 1) has been prepared and published in April 2008. Further assessment (level 2) provides greater understanding of the factors contributing to the probability of flooding in potential development areas, and provides guidance for LDF policy to ensure that development would be safe from flooding and would not increase flood food risk elsewhere. The SFRA level 2 assessments were completed in 2009.
Flood Risk Management Strategy	Identifies where strategic and site based flood risk management measures can be implemented to make sites at risk of flooding developable without increasing flood risk elsewhere. Completed June 2010.
Sustainable Energy and Planning Research	This research assists development of evidence based renewable energy targets and policies within B&NES. It includes the potential capacity for renewable energy and suggests the potential for sustainable energy at new developments. Completed June 2009, with an update completed in November 2010.
Bath World Heritage Site Setting Work	Defines the key characteristics of the setting, the extent of the setting, provides guidance on how to carry out impact assessments. Completed in October 2009.
District Heating Opportunity Assessment	This study reviews the potential for district heating in B&NES, identifies and assesses district heating opportunities. It also includes technical and financial assessments of the opportunities and commentary on the implementation and delivery of district heating.
Landscape Sensitivity Analysis for Wind Energy Development	This report sets out a landscape sensitivity analysis for Bath and North East Somerset (B&NES) in relation to wind energy development.

Transport Studies	
Strategic Transport Modelling Technical Note	Modelling work to examine the impact of new housing and employment development on the strategic transportation network and at a local level, including testing of potential transport interventions.
Joint Local Transport Plan 3	The West of England 'Final' JLTP, setting out plans for improving transport over the next five years.

Infrastructure Studies	
Bath & North East Somerset Infrastructure Delivery Programme	Outlines the key infrastructure requirements needed to support the scale of growth put forward in the Draft Core Strategy. Completed December 2010.

<p>Responding to Infrastructure Delivery and Planning Issues in the West of England</p>	<p>Describes the key infrastructure needed to get the West of England's key sites developed, and the costs and funding; analysis of barriers, funding and viability; and an action plan. Completed May 2010.</p>
<p>Single Conversation: West of England Delivery and Infrastructure Investment Plan</p>	<p>Sets out priorities for investment in communities, homes and jobs in the West of England. Completed 2010.</p>

4

LDS PRODUCTION ARRANGEMENTS

Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA)

- 4.1 The development of DPDs and SPDs in the Bath & North East Somerset LDF will be informed by Sustainability Appraisal. Sustainability Appraisal and is an iterative process through which the economic, social and environmental effects of a plan under preparation are assessed. It incorporates the requirements of Strategic Environmental Assessment as required by EU SEA Directive 2001/42 on the Assessment of certain Plans and Programmes on the Environment. The appraisal process will draw heavily on the evidence base.
- 4.2 In order to protect the integrity of European sites, Local Authorities are obliged to carry out Appropriate Assessment (AA) as a part of the planning process under the Habitats Directive. AA has been and will continue to be carried out in conjunction with the SA as recommended by the Guidance.

Review And Monitoring

- 4.3 Review and monitoring are key aspects of the Government's 'plan, monitor and manage' approach to the planning system. They are crucial to the successful delivery of the spatial vision and objectives of the LDF and will be undertaken on a continuous pro-active basis. An Annual Monitoring Report is prepared for each financial year. It has a dual purpose which is to:
- monitor progress of preparation of LDF documents against agreed milestones
 - assess the implementation of LDF policy against targets which will influence policy review and other decisions

Resources and Arrangements For Production

- 4.4 The Planning Service will co-ordinate the preparation of LDF Documents in liaison with the Council's cross service Development Coordination Group. The document profiles (p.13) set out responsibilities for document preparation.

Joint Working

- 4.5 Bath & North East Somerset works jointly with Bristol, North Somerset and South Gloucestershire Unitary Authorities (UAs) on sub-regional planning and cross boundary issues.
- 4.6 The authorities are also working with business leaders as part of the Local Enterprise Partnership (LEP) for the West of England. The LEP does not have a direct role in spatial planning but there will be a need for co-ordination in activities.

Member Arrangements & the LDF

- 4.7 A bespoke Local Development Framework Steering Group guides the production of the LDF and advises the Executive Member for 'Planning & Transport. Decisions on DPDs are made by Full Council in accordance with the Council constitution and other LDDs are agreed as appropriate.

LOCAL DEVELOPMENT DOCUMENT PROFILES

PART 1: DEVELOPMENT PLAN DOCUMENTS

CORE STRATEGY DPD	
Role and Content	The Core Strategy sets out the spatial vision, spatial objectives, core policies and a delivery strategy for the development of the district and framework for development control. It will be underpinned by an Infrastructure Delivery Plan to ensure a deliverable strategy.
Status	Development Plan Document
Chain of conformity	National Planning Policy, regard to Sustainable Community Strategy and Council Vision
Geographic Coverage	District wide
TIMETABLE & MILESTONES	
The milestones for the Core Strategy, both achieved and those planned, are set out below..	
Issues Consultation	Oct - Dec 2007
Publication of issues and alternative options for public consultation including indication of the Council's preferred options (Reg25)	Sept - Oct 2009
Publication of proposed Submission DPD (Reg 27) and draft SA report	Dec 2010
Submission to Secretary of State (Reg 30) with final SA Report	May 2011
Pre-examination meeting	July 2011
Examination Hearings Period	December 2011-Jan 2012
Receipt of Inspector's binding report	March 2012
Adoption	June 2012
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning & Transport Services in conjunction with other relevant Services. Officer co-ordination through Development Coordination Group. Preparation overseen by the cross-party LDF Steering Group and Policy agreed by Council & LSP Exec. Co-ordination with West of England through the Planning, Housing and Communities Board and the Joint Transport Board. Supporting evidence prepared corporately. Costs funded by the LDF Budget
Community and stakeholder involvement	In accordance with Regulations of the Town and Country Planning (Local Development) (England) Regulations and the adopted SCI.
POST-PRODUCTION	
Monitoring & Review	The implementation of the objectives and policies of the Core Strategy will be monitored as part of the AMR as set out in the submission Core Strategy.

PLACEMAKING PLAN	
Role and Content	<p>This is a place focussed planning policy framework, containing both site allocations and updated planning policies. The Plan will:</p> <ul style="list-style-type: none"> • Facilitate the delivery of key development sites by providing the necessary level of policy guidance and site requirements to meet Council objectives (eg ERDPs) • safeguard and enhance the quality and diversity of places in B&NES & identify opportunities for change. • set out the housing supply and other development commitments to meet development needs to 2026. • be prepared in a collaborative way in order to respond to Localism. • Address how infrastructure requirements will be met & other obstacles to delivery of development sites will be overcome. It will update the B&NES Infrastructure Delivery Plan • Preparation to be aligned with production of CIL
Status	Development Plan Document
Chain of conformity	National Policy Core Strategy Regard to Sustainable Community Strategy
Geographic Coverage	District-wide but area based
TIMETABLE & MILESTONES	
Pre-production period including commencement of document preparation (and publication of SA scoping report for consultation)	Aug 2010
Issues and alternative options consultation (Reg25)	March to April 2012
Publication of proposed Submission DPD (Reg 27) and draft SA report	Nov-Dec 2012
Submission to Secretary of State (Reg 30) with final SA Report	Feb-Mar 2013
Pre-examination meeting	Apr 2013
Examination Hearings Period	June-July 2013
Receipt of Inspector's binding report	Oct 2013
Adoption and publication	Dec 2013
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning & Transport Services in conjunction with other Services and consultant expertise where required. Internal B&NES co-ordination through Development Co-ordination Group reporting to SDG. Site input from B&NES Housing Delivery group. Corporate steer by the LDF Steering Group with key stages to be agreed at Cabinet and/or Council.
Key Evidence:	SHLAA, RDPs, IDP,
Community and stakeholder involvement	In accordance with Town and County Planning Local Development (England) Regulations, the adopted SCI, and emerging Localism Bill. Take account of previous consultation on Core Strategy & ERDPs
POST-PRODUCTION	
Implementation, Monitoring & Review	The implementation of the objectives and policies of the DPD will be monitored as part of the AMR.

GYPSIES AND TRAVELLERS SITE ALLOCATIONS DPD	
Role and Content	Allocate specific sites to meet the accommodation needs of gypsies and travellers
Status	Development Plan Document
Chain of conformity	Circular advice, Planning Policy Guidance Notes / Statements, emerging Core Strategy, Bath & North East Somerset Local Plan
Geographic Coverage	District-wide
TIMETABLE & MILESTONES	
Commencement and early stakeholder and community engagement in document preparation	July 2009
Publication of issues and alternative options for consultation (Reg 25)	November 2011 – January 2012 (Issues & Options - call for sites and site assessment criteria) June – July 2012 (Alternative and preferred sites)
Public participation on draft DPD (Reg 27) and draft SA report	November-December 2012
Submission to Secretary of State (Reg 30) with final SA Report	March 2013
Commencement of Hearings	June 2013
Receipt of Inspector's report	September 2013
Adoption and publication	December 2013
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning Services in collaboration with other relevant Council Service areas, external authorities service providers and specialist consultant advisors as required. Key stages to be agreed at Cabinet and Council. The Proposals Map will be revised accordingly. Cost to be shared between the Services.
Community and stakeholder involvement	In accordance with Regulations 25 and 27 of the Town and County Planning (Local Development) (England) (Amendment) Regulations 2008 and the SCI with particular attention to Figure 3 "Target Groups".
POST-PRODUCTION	
Monitoring & Review	The DPD will be monitored as part of the AMR and will be reviewed if the monitoring highlights such a need.

PART 2: SUPPLEMENTARY PLANNING DOCUMENTS

RETROFITTING & SUSTAINABLE CONSTRUCTION SPD	
Role and Content	Develop a firm steer for development management and public on application of emerging climate change policies related to construction and retrofitting of buildings.
Status	Supplementary Planning Document
Chain of conformity	To supplement Core Strategy policies: CP1 Retrofitting Existing Buildings; CP2 Sustainable Construction
Geographic Coverage	Whole District
TIMETABLE & MILESTONES	
Pre-Production period including commencement of SPD preparation Internal team commence SPD preparation Public Participation on Draft SPD (Reg 17) 6 week consultation on Draft Final Draft for internal consultation Adoption and publication	January 2011 March 2011 May-June 2011 Oct/Nov 2011 January 2012 March 2012
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning Policy & Environment Team with input from Development Management Team including conservation officers and other Services. Consultant expertise sought where necessary. To be steered by the LDF Steering Board with key stages to be agreed at Formal Council as appropriate.
Community and stakeholder involvement	In accordance with Town and Country Planning Local Development (England) Regulations and the adopted Statement of Community Involvement.
POST-PRODUCTION	
Monitoring & Review	All progress relating to implementation will be reported in the AMR.

WORLD HERITAGE SITE SETTING SPD	
Role and Content	To supplement the Core Strategy policy to enable effective management and protection of the Bath World Heritage Site Setting. Inform and provide a steer for development management, the public and local planning policy.
Status	Supplementary Planning Document
Chain of conformity	To supplement Core Strategy policy: B4 The World Heritage Site and its setting
Geographic Coverage	Bath and the surrounding parishes
TIMETABLE & MILESTONES	
<ul style="list-style-type: none"> • commencement April 2011 • stakeholder and public consultation Sep to Nov 2011 • Adoption March 2012 	
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning Policy & Environment Team with input from the World Heritage Site manager and other officers. Production costs and Consultant expertise sought for specific aspects of the SPD. Funded through the LDF Budget.
Community and stakeholder involvement	In accordance with Regulations 25 and 27 of the Town and County Planning (Local Development) (England) (Amendment) Regulations 2008 and the SCI.
POST-PRODUCTION	
Monitoring & Review	Progress relating to implementation will be reported in the AMR. DISCUSS

PART 3: OTHER LOCAL DEVELOPMENT DOCUMENTS

NEIGHBOURHOOD PLANNING PROTOCOL (NPP)	
Role and Content	<p>The NPP sets out how the community, stakeholders, businesses and interested parties can be active in neighbourhood planning, be involved in the production of plans and proposals for the District by the LPA and engage with planning applications.</p> <p>The NPP will reflect the new Localism Bill and will introduce the following:</p> <ul style="list-style-type: none"> • Neighbourhood Fora, • Verification, Examination and Adoption processes for Neighbourhood Plans. • Neighbourhood Referenda • Neighbourhood Development Orders • Community Right to Build
Status	LDD
Chain of conformity	Must at least meet the minimum requirements set out in the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. The NPP has regard to the Council's corporate communication strategy.
Geographic Coverage	Whole District
TIMETABLE & MILESTONES	
Public consultation on NPP	Dec 2011
Adoption of NPP	April 2012
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning service in conjunction with Policy & Partnerships Team, Democratic/Electoral Services and in consultation with Member portfolio holder. Agreed by the Council/Cabinet.
Community and stakeholder involvement	The development of the NPP will entail community engagement and will be prepared collaboratively
POST-PRODUCTION	
Monitoring & Review	To be reviewed on an ongoing basis in response to problems or successes consulting on LDDs or planning applications and as part of the AMR and changes in government legislation. The NPP will include details of its own review process.

PROPOSALS MAP	
Role and Content	The Proposals Map identifies site-specific proposals, designations, and locations and areas to which specific policies in other DPDs apply on an Ordnance Survey base map and will include inset maps. This map evolves with each Development Plan Document.
Status	Development Plan Document
Chain of conformity	Conformity with the Core Strategy and other Development Plan Documents (DPDs).
Geographic Coverage	District-wide
TIMETABLE & MILESTONES	
The production of the Proposals Map is dependent on the timetable of DPDs which require the geographical expression of location of site-specific proposals and area based policies and will be updated as DPDs are adopted.	
ARRANGEMENTS FOR PRODUCTION	
Resources required and management arrangements	Prepared by Planning Services with Corporate GIS and technical support. Preparation of printed versions and interactive electronic versions will be outsourced as required. Key stages to be agreed at Cabinet and Council.
Community and stakeholder involvement	In accordance with Regulations 25 and 27 of the Town and County Planning (Local Development) (England) (Amendment) Regulations 2008 and the SCI.
POST-PRODUCTION	
Monitoring & Review	An amendment to the Proposals Map is contingent on the outcome of the monitoring and review of DPDs.

COMMUNITY INFRASTRUCTURE LEVY	
Role and Content	The CIL is a levy on new development to fund the timely delivery of infrastructure needed to support development.
Status	Local Development Document
Chain of conformity	Core Strategy Infrastructure Delivery Programme
Geographic Coverage	Whole District
TIMETABLE & MILESTONES	
Commence	July 2011
Public consultation on Preliminary Draft Charging Schedule	March-April 2012
Public consultation on Draft Charging Schedule	September 2012
Submission	December 2012
Hearings	March 2013
Report	June 2013
Adoption	Sep 2013
ARRANGEMENTS FOR PRODUCTION	
Resources required & management arrangements	<ul style="list-style-type: none"> • Charging schedule and a spending regime based on development proposals in the LDF, viability assessments & the Infrastructure Delivery Plan to be prepared by the Planning & Transport Service in conjunction with other Council services. This will be overseen by the LDF Steering Group with decisions made by Cabinet/ Council and endorsement from the LSP Exec. The work will be co-ordinated by the Officer Development Co-ordination Group with input from external developers/stakeholders as required. • External expertise to be secured using the New Growth Point Funding • Other key tasks are; <ul style="list-style-type: none"> ○ Clarify the proportion to be allocated back to neighbourhoods ○ Establish enforcement arrangements/penalisation for non-payment
Community and stakeholder involvement	<ul style="list-style-type: none"> • Community engagement in preparation of charging schedule, spending regime and neighbourhood element in accordance with the SCI • Public examination
POST-PRODUCTION	
Implementation	<ul style="list-style-type: none"> • B&NES, as both the charging and collecting authority will issue a liability notice on grant of planning permission. The levy is paid on commencement of development. PD et al? para 41 • Establish collection arrangements
Monitoring & Review	A report on the levy raised and what it is spent on will be included in the AMR.

BATH & NORTH EAST SOMERSET LOCAL DEVELOPMENT SCHEME REVIEW 2011-2014

	2010				2011				2012				2013				2014																			
	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr											
Development Plan Documents																																				
Core Strategy								P		S												H			R		A									
PlaceMaking Plan			C																					O		P		S		H		R		A		
Gypsies & Travellers Sites																								O		P		S		H		R		A		
Review saved policies (LP & SP)																								R		R										
Neighbourhood Plans														Localism Bill Enacted																						
KEY: C Commencement O Options P Publication S Submission H Hearings R Report A Adoption																																				
Supplementary Planning Documents																																				
Sustainable Construction & Retrofitting								C																												
World Heritage Site & its Setting																																				
2012 onwards to be decided																																				
Other LDF Documents																																				
Community Infrastructure Levy																																				
Annual Monitoring Report																																				
Neighbourhood Planning Protocol																																				
Proposals Map																																				
KEY: CIL C Commencement P Prelim. Schedule D Publish Draft S Submission H Hearings R Report A Adoption Other C Commencement S Survey P publish draft X Publish changes A Adoption																																				

APPENDIX A: STATUS OF EXISTING SPGs and SPDs

- **Planning Obligations SPD (July 2009)** supplements policy IMP.1 in the Bath & North East Somerset Local Plan.
- **Bath Western Riverside SPD (March 2008)** supplements Bath & North East Somerset's Local Plan site allocation Policy GDS.1/B1.
- **Existing Dwellings in the Green Belt SPD (October 2008)** supplements Bath & North East Somerset's Local Plan Policies HG.14 and HG.15.
- **Affordable Housing SPG (December 2003)** supplements Policies HG.8 & HG.9 of the Bath & North East Somerset Local Plan. Is partly superseded by the Planning Obligations SPD.
- **Streetscape Manual SPD (April 2005)** supplements Policy D.2 of the Bath & North East Somerset Local Plan
- **Bath City-wide Character Appraisal (August 2005)** supports Policies BH.1, BH.6, BH.8, BH.15, D.1, D.2, D.4, HG.7, GB.2, NE.1, NE.2, NE.3, NE.12 and NE.15 of the Bath & North East Somerset Local Plan.
- **Rural Landscapes of Bath & North East Somerset: A Landscape Character Assessment (February 2003)** supports Policy NE.1 of the Bath & North East Somerset Local Plan.
- **Archaeology in Bath & North East Somerset (May, 2004) & Archaeology in Bath (May, 2004)** supports Policies BH.11, BH.12 & BH.13 of the Bath & North East Somerset Local Plan.
- **Horse Related Development (Mendip AONB only) (2004)** supplements Policies NE.2 and SR.12 of the Bath & North East Somerset Local Plan.
- **Agricultural Building Design Guidelines (Mendip AONB only) (2001)** supplements saved policies in the JRSP.
- **Paulton Conservation Area Statement (2003)**
- **Chew Magna Conservation Area Statement (2003)**
- **Midsomer Norton and Welton Conservation Area Statement (2004)**
- **Larkhall area of Bath Conservation Area Statement (1998)**
These are saved as SPG to supplement the Bath & North East Somerset Local Plan.
- **Peasedown St. John Village Statement (2001), High Littleton & Hallatrow Village Design Statement (2003), Paulton Village Design Statement (2003), Bathford Village Design Statement (2005) & Chew Magna Village Design Statement (2006)** saved as SPG to supplement the B&NES Local Plan.
- **Walcot Street Works (1997), Cherishing Outdoor Places (1994), & External Building Materials Local Design Guide** supplement the B&NES Local Plan.
- **Forest of Avon Developer Guidance** supplements Policy NE.5 in the B&NES Local Plan.

APPENDIX B GLOSSARY OF TERMS

- AAP** An **Area Action Plan** can be used to provide a planning framework for areas of change and areas of conservation. Area Action Plans will have the status of Development Plan Documents.
- AMR** The **Annual Monitoring Report** will assess the implementation of the Local Development Scheme and the extent to which policies in Local Development Documents are being successfully implemented.
- CS** **Core strategy:** sets out the long-term spatial vision for the local planning authority area, the spatial objectives and strategic policies to deliver that vision. The Core Strategy will have the status of a *Development Plan Document*.
- DP** **Development plan:** as set out in Section 38(6) of the Act, an authority's development plan consists of the relevant *Regional Spatial Strategy* and the *Development Plan Documents* contained within its *Local Development Framework*.
- DPD** **Development Plan Document:** spatial planning documents that are subject to independent examination, and together with the relevant Regional Spatial Strategy, will form the *development plan*. They can include a *Core Strategy*, *Site Specific Allocations of land*, and *Area Action Plans* (where needed). Other Development Plan Documents, including generic Development Control Policies, can be produced. They will all be shown geographically on an *adopted proposals map*.
- Generic development control policies:** these will be a suite of criteria-based policies which are required to ensure that all development within the areas meets the spatial vision and spatial objectives set out in the *Core Strategy*. They may be included in any *Development Plan Document* or may form a standalone document.
- LDF** **Local Development Framework:** the name for the portfolio of *Local Development Documents*. It consists of *Development Plan Documents*, *Supplementary Planning Documents*, a *Statement of Community Involvement*, the *Local Development Scheme* and *Annual Monitoring Reports*. Together these documents will provide the framework for delivering the spatial planning strategy for a local authority area.
- LDD** **Local Development Document:** the collective term for Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.
- LDS** **Local Development Scheme:** sets out the programme for preparing *Local Development Documents*.
- LEP** **Local Enterprise Partnership**

NPP Neighbourhood Planning Protocol: sets out mechanisms for:

- Neighbourhood Fora,
- Neighbourhood Referenda
- Neighbourhood Development Orders
- Community Right to Build

It will also include a review of the Council's Statement of Community Involvement.

RSS Regional Spatial Strategy: sets out the region's policies in relation to the development and use of land and forms part of the *development plan* for local planning authorities.

Saved policies or plans: existing adopted development plans are saved for three years from the date of commencement of *the Act*. Any policies in old style development plans adopted after commencement of the Act will become saved policies for three years from their adoption or approval.

SA Sustainability Appraisal: tool for appraising policies to ensure they reflect sustainable development objectives. Sustainability Appraisals are required in the Act to be undertaken for all local development documents.

SEA Strategic environmental assessment: a generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

SPD Supplementary Planning Document: provide supplementary information in respect of the policies in *Development Plan Documents*. They do not form part of the Development Plan and are not subject to independent examination.

This document can be made available in a range of community languages, large print, Braille, on tape, electronic and accessible formats from the Planning Policy Team Tel (01225 477548) Fax (01225 477617), Minicom (01225 477535).

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2269
TITLE:	Housing Renewal Policy	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Home Health and Safety Policy 2011 (adaptations, repairs and improvements)		

1 THE ISSUE

1.1 The Council is required to adopt and publish a Housing Renewal Policy. This policy is periodically reviewed and revised as required. It sets out how Housing Services will provide assistance, including financial assistance, to help low-income, elderly, disabled and other vulnerable residents to undertake essential repairs and adaptations.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 The proposed Home Health and Safety Policy 2011 attached to this report is adopted as the Council's Housing Renewal Policy.

2.2 The budget allocations detailed within the policy are applied in conjunction with this policy.

2.3 The policy is reviewed in 1 year.

3 FINANCIAL IMPLICATIONS

- 3.1 The funding for the Home Health and Safety Policy 2011 is detailed in the Medium Term Financial Plan previously adopted by the Council. The total funding amounts to £165,000, which includes, £45,000 from Housing Services efficiency savings and £120,000 for Housing Renewal allocated from new monies for adult social care and which has come to the Council from the Department of Health.
- 3.2 The policy also relies on a Disabled Facilities Capital Grant allocation of £422,000 from Government and a Council revenue contribution of £578,000.

4 CORPORATE PRIORITIES

- *Building communities where people feel safe and secure*
- *Promoting the independence of older people*
- *Improving life chances of disadvantaged teenagers and young people*
- *Sustainable growth*
- *Addressing the causes and effects of Climate Change*

The policy deals with Council assistance to remove serious housing health and safety hazards such as problems keeping homes warm, dangerous stairs and steps and serious home security issues. The policy also deals with the administration of the Disabled Facilities Grant which provides assistance to install adaptations and equipment to help maintain independent living. Assistance to install certain energy efficiency measures is also included in the policy. The assistance is subject to eligibility criteria which are related to low income and vulnerability.

5 THE REPORT

- 5.1 The Regulatory Reform (Housing Assistance) (England & Wales) Order 2002 provides local authorities with a general power to offer assistance to improve housing conditions. This assistance may take the form of financial grants, loans or any other type of help and support thought appropriate. Prior to making such assistance available it is a requirement that the Council must adopt and publish a Housing Renewal Policy. All applications for housing grants, loans and other forms of housing assistance will be judged against this policy.
- 5.2 Since 2003 the Council has adopted an annual Housing Renewal Policy. The proposed Home Health and Safety Policy 2011, contained in the appendix, is a revised and updated version of our current Housing Renewal Policy. A significant focus of the policy is the improvement of unsuitable homes occupied by low-income, disabled, elderly and otherwise vulnerable households. The policy explains how Housing Services propose to improve the health and safety of homes through six schemes:
- advice and home visits – to help vulnerable people decide what work is required to remedy serious hazards and property defects;
 - disabled facilities grants – working with the Occupational Therapy Service to help disabled people make their homes safe and suitable to live in;

- urgent repairs grants - to fast track an urgent small repair for vulnerable people and help prevent illness or accident;
- home improvement loans – to help vulnerable people afford repairs and safety improvements that help to keep them safe and well at home;
- home insulation and top up heating/insulation grants to help households with low income keep their homes warm and energy efficient;
- community alarms grant – to help vulnerable people feel safer in their homes by providing community alarms and key safes.

5.3 The main revisions to the existing policy are firstly, tighter eligibility criteria which aims resources at removing serious housing health and safety hazards within the homes of older people, and secondly, the introduction of a new scheme to deliver urgent repairs quickly. These changes driven by an increased focus on the health and wellbeing of B&NES residents, the loss of the capital grant from Government for Housing Renewal, together with the views of staff and service users on improvements to the service.

6 RISK MANAGEMENT

6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 The proposed policy will assist vulnerable households in B&NES access financial assistance to carry out essential repairs and safety improvements and adapt their homes to meet their needs. It is proposed that resources for essential repairs and safety improvements will be aimed at low income residents that are over 60 years of age or a have a relevant disability affecting their ability to work. An equalities impact assessment has been undertaken on this Policy which will be discussed with the Lead Cabinet member for Housing.

8 RATIONALE

8.1 The implementation of the policy will enable financial assistance to be allocated according to Council priorities and current housing need.

9 OTHER OPTIONS CONSIDERED

9.1 Two options were considered for eligibility criteria for access to a low cost loan to remove serious housing health and safety for vulnerable households. The two options considered for eligibility as vulnerable were a) on low income; or b) on low income and over 60, disabled or with a long term life limiting illness. Option b) is proposed in the policy.

10 CONSULTATION

10.1 Ward Councillor; Cabinet members; Parish Council; Staff; Other B&NES Services; Service Users Stakeholders/Partners; Section 151 Finance Officer; Monitoring Officer

10.2 The consultation was carried out using individual and group meetings, telephone and email.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion. Good quality, suitable housing increases social inclusion, particularly for children and older people on low income. It also assists with the maintenance of good health and comfort, reducing social exclusion caused by poor health and poor living conditions. These factors should reduce the demands on Primary Care Trust.

11.2 Sustainability. Relatively small scale targeted intervention can prevent housing falling into excessive disrepair. Also energy efficiency improvements reduce carbon dioxide emissions and the likelihood of fuel poverty.

11.3 Young people. Good quality suitable housing improves the health and educational outcomes for children and young people.

11.4 Customer focus. This policy aims to help meet the housing needs of residents in B&NES.

11.5 Health and Safety. The policy is underpinned by actions in the Housing and Wellbeing Strategy to improve the health, safety and wellbeing of vulnerable households in B&NES.

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Chris Mordaunt 01225 396282
Sponsoring Cabinet Member	Councillor Tim Ball
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

Housing Services

Home Health and Safety Policy

(adaptations, repairs and improvements)

June 2011

This document can be made available in a range of languages, large print, Braille, on tape, electronic and accessible formats from the Housing Services Telephone 01225 396444

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1 HOME HEALTH AND SAFETY POLICY

1.1 This policy sets out how home adaptations and home safety repairs and improvements budgets are to be spent from July 2011.

1.2 Adaptations for disabled people

1.3 This policy will improve the housing conditions of eligible disabled owner occupiers or tenants and families with disabled children by providing Disabled Facilities Grants (DFG) to purchase adaptations that enable independent living.

1.4 Eligibility for a DFG is assessed by the Occupational Therapy Service and a test of resources will be carried out by Housing Services.

1.5 Home safety repairs and improvements

1.6 This policy will improve the housing conditions of vulnerable owner occupiers by giving them advice and financial support in the form of loans or grants to remedy and alleviate serious health and safety hazards in their homes.

1.7 This policy operates alongside the Housing Services Enforcement policy which deals with the repair and improvement of rented homes to remedy serious housing health and safety hazards.

1.8 For the purposes of this policy a serious health and safety hazard means a hazard assessed as Category 1 or 2 and rated A-D under the Housing Health and Safety Rating System.

1.9 For the purposes of this policy a household is defined as vulnerable if the household is a low income household and, aged over 60 or with a limiting long term illness or disability.

1.10 **Home insulation and community alarm grants**

1.11 This policy will improve the housing conditions of people with low income by giving them advice and financial support in the form of grants to help them insulate their homes – making it more affordable to stay warm.

1.12 This policy will improve the housing conditions of vulnerable people with low income by giving them advice and financial support in the form of grants for community alarms that makes them safer in their homes.

1.13 **Delivery Schemes**

1.14 This policy will be implemented by Housing Services and delivered via the following six schemes:

- advice and home visits – to help vulnerable people decide what work is required to remedy serious hazards and property defects;
- disabled facilities grants – working with the Occupational Therapy Service to help disabled people make their homes safe and suitable to live in;
- urgent repairs grants - to fast track an urgent small repair for vulnerable people and help prevent illness or accident;
- home improvement loans – to help vulnerable people afford repairs and safety improvements that help to keep them safe and well at home;

- home insulation and top up heating/insulation grants to help households with low income keep their homes warm and energy efficient;
- community alarms grant – to help vulnerable people feel safer in their homes by providing community alarms and key safes.

1.15 **Budget**

1.16 This Policy and the delivery schemes are subject to the availability of funding. Grants and loans are subject to eligibility criteria and a maximum amount to distribute the financial support available in an effective way.

1.17 The Policy will be subject to periodic review particularly if there are substantial changes to funding and resources.

2 **Policy Context**

2.1 Bath and North East Somerset Council has general powers given under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 to provide assistance that improves housing conditions in the area.

2.2 The Council's priorities for improving the lives of local residents are set out in the Sustainable Community Strategy 2009-2026. The Policy will contribute towards the aims of the Sustainable Community Strategy and the Housing and Wellbeing Strategy 2010-2015 by:

- improving health and wellbeing and reducing inequalities within our communities: narrowing the gap between people with low income living in poor housing conditions and the better off.
- by helping people to feel confident about carrying out their daily activities inside the home

- making homes more resilient to climate change,

2.3 The Key to Independence 2008-2013 is the Council's Housing Strategy for older people. The Policy will contribute towards the aims of the Key to Independence by providing person centred housing repairs and adaptation support and by improving the health and safety of older people.

2.4 The Joint Strategic Needs Assessment (summary and conclusions for 2009) identifies falls and associated injuries and cold weather in energy inefficient homes as being a particular problem amongst older people in the area. The implementation of this policy will contribute to reducing the incidence of hospital admissions because of falls and excess cold and to preventing excess winter deaths amongst older people by targeting loans and grants to remedy serious hazards and improve home energy efficiency to owner occupiers aged 60 or over.

3 Equalities

3.1 The Policy will be implemented by Housing Services and its delivery partners and the Schemes will be available to people with protected characteristics in accordance with the Equality Act 2010 and the Council's Single Equalities Scheme.

4 Appeals

4.1 If an applicant is refused a loan or grant and wants to appeal against the adverse decision they may contact the Housing Services Manager who will consider the appeal. An appeal must set out the reasons why the applicant wants the decision changed and provide supporting evidence. An appeal should be made in writing unless the applicant's circumstances are exceptional.

5. Complaints and Comments

- 5.1 We want to provide good quality services but sometimes things can go wrong. If this happens we need to know so that we can put it right and learn from the experience. We welcome comments or suggestions that help us to improve the service.
- 5.2 The Council has a Complaints procedure (available on the website) that recommends that complaints are first made to the housing officer for the application or to the Housing Service Manager. Complaints can also be made to the Complaint Procedure Manager who can be contacted on: 01225 477931.

6 Exceptional cases

- 6.1 In exceptional cases the Council will consider applications for help with home adaptations, repairs and safety improvements that fall outside this Policy. Such applications will be decided by the Housing Services Manager.
- 6.2 Exceptions to the maximum amount of financial assistance available will be considered by the Housing Service Manager where the maximum is likely to be exceeded due to unforeseen works.

7 HOME HEALTH AND SAFETY DELIVERY SCHEMES

Disclaimer

The Council does not accept responsibility for any loss or damage incurred as a result of the advice and guidance provided by the repairs and safety improvements and adaptations schemes.

Summary Table: Home Health and Safety Delivery Schemes

Assistance Type	Purpose	Eligible client group	Amount available	Additional information
Free home health and safety advice	Home visits by housing Officers to give advice about home repairs and prioritising work to remedy defects.	<ul style="list-style-type: none"> ✓ Low income ✓ Home owners ✗ Tenants 	None as this scheme for giving advice only.	Low income is defined as being on income related benefit.
Disabled Facilities Grant	Financial assistance and advice to make home adaptations to promote independent living	<ul style="list-style-type: none"> ✓ Low income ✓ Disabled ✓ Home owners ✓ Tenants 	Up to £30,000	All DFG approvals are subject to an eligibility assessment and a test of resources. The maximum grant will not exceed the cost of works scheduled by the Council Occupational Therapist.
Home Improvement Loans	To provide loans for repairs and improvements to remove serious health and safety hazards (Category 1 hazards A to C and Category 2 hazards D only).	<ul style="list-style-type: none"> ✓ Low income ✓ over 60 ✓ vulnerable ✓ Home owners ✗ Tenants 	Between £500 and £15,000	<p>Loans are available from Wessex Home Improvement loans upon a referral from Housing Services.</p> <p>Loans will be low cost repayment, interest free or a combination of</p>

				<p>both.</p> <p>Loans are repayable to Wessex HIL.</p> <p>Low income is defined as having a certain level of disposable income which is assessed by Wessex HIL.</p>
<p>Urgent Repairs Grant</p>	<p>To provide small grants for carrying out urgent repairs quickly.</p> <p>For example to fix dangerous electrics or repair a broken heating system.</p>	<p>✓ Low income</p> <p>✓ over 60</p> <p>✓ vulnerable</p> <p>✓ Home owners</p> <p>✗ Tenants</p>	<ul style="list-style-type: none"> • £1000 per grant • No client to have more than 3 grants in a year and more than £1,500 in a year. 	<p>Low income is defined as being on an income related benefit. Clients not on a benefit may be given a Test of Resources to determine their income level.</p>
<p>Home energy efficiency.</p> <p>Two types of assistance:</p>	<p>Warm Streets To provide cavity wall and loft insulation.</p> <p>Warm Front top-ups</p>	<p>Both Schemes:</p> <p>✓ Low income</p> <p>✓ Home owners</p> <p>✓ Tenants</p>	<p>Warm Streets: Depending on age and income some people will be provided with home insulation. Otherwise there are</p>	<p>Low income for the Warm Streets scheme is defined by the Warm Streets scheme and is subject to change.</p>

<p>Warm Streets and Warm Front Top-ups</p>	<p>To provide top-up grants to successful Warm Front applicants who need additional money on top of the Government grant to carry out the works.</p>	<p>Warm Front Top-up clients must be successful applicants of the Warm Front Scheme who have been told by Ega that the cost of works they have applied for is more than the maximum allowed by the Warm Front Scheme.</p>	<p>discounts of at least 50% (May be subject to changes which are outside the scope of this Policy)</p> <p>Warm Front Top-ups Top-up grants are given at an amount that will cover the extra cost required to complete works being funded by the Government Warm Front grant (or equivalent). Excessive claims may be refused. Average grants paid have been between £200 and £1,000.</p>	<p>Warm front Top-up clients will have been assessed by the Warm Front scheme as having a low income in order to be entitled for a Warm front grant.</p>
<p>Community alarms Grants</p>	<p>For the installation of community alarms and key safes.</p>	<ul style="list-style-type: none"> ✓ Low income ✓ over 60 ✓ vulnerable ✓ Home owners ✓ Tenants 	<p>£200 maximum</p>	<p>Low income is defined as being on income related benefit.</p>

HOME HEALTH AND SAFETY ADVICE AND HOME VISITS

Who can apply?

This service is for home owners with low income only. Private sector tenants and tenants of Registered Providers (for example Somer Community Housing Trust) should, at first, ask their landlord about repairs that need doing.

Low income is defined as being on one of the income related benefits listed below:

- *Income Support
- *Income based Jobseekers allowance
- *Employment support allowance (income Based)
- *Council Tax benefit
- *Pension credit (Guarantee credit)
- Likely to satisfy low income eligibility
(Not likely to be assessed as having full contribution in Housing Services test of resources as determined at point of initial inquiry)

The Scheme

When landlords do not carry out repairs Housing Services will provide help and advice which includes the use of enforcement powers to remedy significant Housing Health and Safety Hazards rated as band A to D hazards. This is a separate service that can also be accessed by calling the number below under the heading "How to apply". The Housing Services Enforcement Policy describes how the Council will deal with landlords who fail to carry out reasonable repairs to the homes of their tenants.

Home visits will be carried out to enable housing officers to give preliminary advice about home repairs and prioritising work to remedy any defects. A list of contractors for repairs can be provided.

Home repairs and improvements advice and support for elderly, disabled or vulnerable people can also be provided by the Home Improvement Agency.

Works that can be included

When an officer visits they will focus on identifying serious health and safety hazards and major disrepair. For example:

Dangerous electrics
Inadequate heating and/or home insulation
Damp and mould
Roof leaks
Dangerous staircases and pathways

How to apply

Call Housing Services on 01225 396444 to ask for an appointment

Funding amount

This scheme is not for giving out grants or loans. It is for advice only.

Requirements and conditions

- Advice and guidance is given subject to available resources and to reflect the best interests of the household.
- The advice and guidance is not a structural survey and the assessment is based on the Housing Health and Rating System under the Housing Act 2004.
- Advice given may be verbal or written.
- The Council may have to take formal action when they discover a serious hazard or disrepair. For example they may have to serve a Hazard Awareness Notice which tells the house owner what the hazards are.

DISABLED FACILITIES GRANT

Who can apply?

This grant is available to residents who are disabled and have been referred for assistance by the Council's Occupational Therapy Team.

It is available to owner-occupiers and private tenants, including tenants of Residential Social Landlords (with the landlord's consent).

The grant is only available to people on low incomes and is subject to a "test of resources" which examines people income and savings.

Applications for children will not be subject to a "test of resources" under current legislation.

The Scheme

Grants are available for disabled people to provide adaptations in their homes which will enable them to live more independently and remain at home.

The grants are mandatory which means that the Council has a legal duty to provide them. The grant can include payment for professional fees and any unforeseen works that are necessary.

Works that can be included

The eligible works include those that are deemed mandatory in accordance with the Housing Grants, Construction and Regeneration Act 1996. This includes essential adaptations to give residents better freedom of movement into and around their home and to access facilities within it. All applicants will have to be assessed by an Occupational Therapist before being referred to the Housing Standards and Improvement Team.

Funding will only be considered up to the value of the works recommended by the Council Occupational Therapist.

In exceptional circumstances funding will be made available for the provision of an additional access ramp into the disabled person's accommodation so that, for example, they have access to the back garden as well as access through the main entrance. As agreed by Occupational Therapist Manager and Housing Services Manager.

Funding amount

The maximum amount of grant will be £30,000.

Home Improvement Loans can also be used to “top up” a Disabled Facilities Grant (DFG) where the cost of work exceeds the maximum of £30,000 allowed for a DFG.

Home Improvement Loans can only be made available to owner occupiers as the loans are put as a charge against the property so that outstanding loans can be reclaimed by Wessex HIL when the property is sold or inherited. See the Home Improvement Loans section to this document for further information about applying for a loan.

How to apply

Contact the Access team on 01225 - 396000 and ask for an assessment by and Occupational Therapist (OT). If the OT judges that the client is in need of a DFG the case will be referred to Housing Services who will administer the grant application.

The Council’s Home Improvement Agency is also available to help and support clients through the process of applying for a DFG. The first point of contact however is the Access Team.

Requirements and conditions

About the applicant

The property is to be occupied by the applicant following the completion of the work.

Applicants are subject to a test of financial resources except where the works are for children.

About the grant

A valid application and specified conditions are detailed in the Housing Grants, Construction and Regeneration Act 1996. (Assistance with completing forms is available.)

The client will be informed within 6 months whether or not their application has been approved or refused. Housing Services will aim to approve a valid application within 6 weeks.

About the works

Estimates for the cost of the works are required, prior to approval, from two contractors (unless otherwise directed by the Occupational Therapist).

Reasonable professional fees will be paid only when considered necessary. Fees from a chartered architect, chartered surveyor or a home improvement agency, or private OT will be considered.

Unforeseen works

Unforeseen works can only be considered upon prior inspection and agreement by Housing Services.

If unforeseen works take the total cost of the works above the grant maximum of £30,000 the client may be asked to pay the additional money.

Payment of works

Payments will be made to the client or will be paid to the contractor(s) only at the client's request.

Final payments are only made on the submission of an acceptable invoice for the works, including any professional fees.

Final payments will be made when all works are completed and meet the client's needs as determined by the Occupational Therapist.

Interim payments will be paid at the discretion of the Housing Services. Clients will be expected to pay any contribution they may have before the Council pays an interim payment.

Interim payments are only made on the submission of an acceptable invoice for the works, including any professional fees, and will be paid to a maximum of 90% of the approved amount. Works to the value of the payment being requested must have been completed and the works must have been inspected by a Housing Services Officer from the Council, or an Officer from the Home Improvement Agency or both.

Recovery of Grant

Disabled Facilities Grant exceeding £5,000 may be reclaimed by the Council where a property is sold or transferred within 10 years of the certified grant completion date. No more than £10,000 will be reclaimed in each case. Grant in excess of £5,000 may be registered as a local Land Charge. The decision to recover Grant will be made on an individual basis by the Housing Services Manager.

A local Land Charge will be registered if the Grant is likely to have added value to the property. For example a land charge may be registered where the property has been extended to provide additional facilities and/or accommodation, but not usually for the installation of stair lifts or other items that would not substantially change the property value.

HOME IMPROVEMENT LOANS

Who can apply?

This service is for vulnerable home owners with low income only.

Private sector tenants and tenants of Registered Providers such as Somer Community Housing Trust should ask their landlord to carry out repairs. The Housing Services Enforcement Policy describes how the Council will deal with landlords who fail to carry out reasonable repairs to the homes of their tenants.

Low income eligibility will be assessed by Wessex Home Improvement Loans who will carry out a financial assessment to decide whether or not an applicant is able to have a low interest home improvement loan. As part of the assessment they will look at clients' income savings and outgoings.

The criteria for eligibility are a disposable income of less than £125 per week and savings of less than £16,000.

Vulnerable people are defined as people with low income and with a limiting long term illness or disability living in unsafe or unsuitable housing.

The Scheme

Home Improvement Loans will be offered for home repairs and improvements that will remove serious health and safety hazards band A to D as assessed under the Housing Health and Safety Rating System. This includes Category 1 Housing Health and Safety Hazards bands A to C and Category 2 Housing Health and Safety Hazards band D

Home Improvement Loans can also be used to "top up" a Disabled Facilities Grant (DFG) where the cost of work exceeds the maximum allowed for a DFG.

Home Improvement Loans can only be made available to owner occupiers as the loans are put as a charge against the property so that outstanding loans can be reclaimed by Wessex HIL when the property is sold or inherited.

Loans are available from Wessex Home Improvement Loans (Wessex HIL) via a referral from Housing Services.

There are several types of loan available. Advice and guidance will be provided by Wessex HIL to ensure applicants are offered the most suitable type of loan for their situation. In some cases Wessex HIL may not be able to lend to the client. In such cases clients will be referred back to the Housing Service who may be able to offer alternative form of assistance.

In some cases where Wessex is unable to lend to a client or where the maximum they can lend is insufficient to complete all the essential works the Council may not be able to offer any further financial assistance. In such cases careful

consideration will be given to taking the most appropriate course of action and may be referred to the Housing Manager for a decision.

The Home Improvement Loans will be low cost capital repayment, interest only, interest roll-up, interest free or a combination at the discretion of Wessex HIL

All loans are repayable to Wessex HIL who holds the loan fund on the Council's behalf.

The loans are subsidised by the Council who pay an annual subscription to Wessex HIL for running the scheme and subsidise each loan individually when required to do so.

Who are Wessex HIL?

Wessex HIL is a Community Development Finance Institution who works in Partnership with Bath and North East Somerset Council as well as with other councils in the area. Established in 2002 as a "not for private profit" organisation they provide low cost finance to home owners for essential maintenance and improvement works.

Works that can be included

Home repairs and improvements that will remove serious health and safety hazards band A to D as assessed under the Housing Health and Safety Rating System will be considered. For example:

- Dangerous electrics
- Inadequate heating and/or home insulation
- Damp and mould
- Roof leaks
- Dangerous staircases and pathways

Home improvement loans may also be able to cover works to the common parts of a building, or where a legal notice has been served requiring fire precautions work and when there are insufficient funds held by the management company.

Home Improvement Loans can also be used to "top up" a Disabled Facilities Grant (DFG) where the cost of work exceeds the maximum of £30,000 allowed for a DFG.

Unforeseen works and professional fees may also be included in the loan amount (see below in conditions and requirements).

Funding amount

The maximum that can be lent is £15,000

The minimum that can be lent is £500

All assistance is subject to the availability of funding.

The Council will subsidise each loan given and the subsidy will be a grant paid directly to Wessex HIL on the client's behalf. The subsidy amount is determined by Wessex HIL on a case by case basis and will depend on the type of loan the interest payable and the loan period.

If the client chooses to use the service of the Council's Home Improvement Agency then the agency's fees will be included in the loan. Housing Services will approve fees charged at 10% of the cost of the works.

How to apply

Clients can contact Housing Services on 01225 396444 to discuss whether or not they are likely to be eligible.

Clients can also contact the Home Improvement Agency. The Agency can help people make an application for this type of loan and provide help to get the works carried out. For example they will arrange for building contractors to carry out the work.

The following gives a brief out line of how to apply:

- An officer from the Council will visit and decide which works can be included.
- Clients will be provided with a schedule of works by the Council.
- A financial advisor from Wessex HIL will arrange to visit the client/ applicant in their home and assess eligibility for the loan. They will make a decision on eligibility, whether a loan is affordable and if so what type of loan is best for the client.
- Clients must use the schedule of works to get two estimates; one each from two different building contractors. These estimates will be part of the application to the Council which will also include a proof of title (or equivalent proof of ownership) to show who owns the house and completed application forms.
- When Housing Services have a full and complete application they will aim to approve it in writing within 20 days.
- Clients can only start works when they have their written approval from the Council.

The Home Improvement Agency and the Council and Wessex HIL will do what they can to guide and support clients through the process.

Wessex Subscription

The Council will pay from its Housing Renewal budget an annual subscription fee to Wessex HIL to belong to the Wessex Consortium.

Requirements and conditions:

About the applicant

Applicants must own the property.

Applicants must have sufficient equity in the property.

Owner-occupiers are to have owned and lived in the property for the past 2 years. Occupying applicants with shared equity will usually be assessed jointly.

The applicant is to be over 18 years old

About the loan

Full repayment of any outstanding loan will be necessary on the disposal of the dwelling. In this instance disposal means the sale of the property or the transfer of ownership, or the inheritance of the property.

Applicants must have a bank account; repayments are made by a monthly standing order from this account.

The loan will be recorded as a land charge until repayment.

About the works

Funding is only available for the cost of works started after the approval of assistance. This means that applicants must not start works for which they are borrowing the money until the loan is approved by Wessex HIL and the Council.

Reasonable professional fees may be included from a chartered architect, chartered surveyor, home improvement agency or for other associated services approved by the Council.

As part of the application estimates for the cost of the works are required, prior to approval, from two approved contractors.

Works eligible for funding through an insurance claim will not receive assistance but the policy excess amount can be.

Clients can only start works when they have their written approval from the Council. Starting works before written approval may invalidate their application.

Unforeseen works

Unforeseen works are works that were not expected to be needed when the works were originally planned but are essential for the job to be completed safely and in a satisfactory manner.

Unforeseen works can only be considered upon prior inspection and agreement of Housing Services.

Unforeseen works will have to be funded by the applicant. However Wessex HIL may, in agreement with the client, add a maximum of 10% of the cost of the works (including any fees) to the loan when the loan is initially set up. This extra amount can then be used for unforeseen works if needed. If this amount is not used then the 10% must be paid back to Wessex HIL by the applicant when works are complete.

Payment of the works

For clients not being helped by the Home Improvement Agency the Home Improvement Loan payment is only made on the submission of an acceptable invoice for the works, including any professional fees. All works must be completed to the satisfaction of the Council.

Home Improvement Agency (HIA) clients must agree to have their loan held for them by the Agency in the Home Improvement Agency Client account. The loan money will be put in to that account when the loan has been agreed by Wessex HIL and signed up to by the client. The Home Improvement Agency (HIA) will pay the building contractor when all works have been completed to the satisfaction of the Council and upon receipt of an acceptable invoice. This will mean that Home Improvement Agency clients have to start making repayments to Wessex HIL from the time the loan is paid to the HIA client account and before that works have started.

URGENT REPAIRS GRANT

Who can apply?

This service is for vulnerable home owners with low income only.

Private sector tenants and tenants of Registered Providers such as Somer Community Housing Trust should ask their landlord to carry out repairs. The Housing Services Enforcement Policy describes how the Council will deal with landlords who fail to carry out reasonable repairs to the homes of their tenants.

Vulnerable people are defined as people with low income and with a limiting long term illness or disability living in unsafe or unsuitable housing.

Low income is defined as being on one of the income related benefits listed below.

- *Income Support
- *Income based Jobseekers allowance
- *Employment support allowance (income Based)
- *Council Tax benefit
- *Pension credit (Guarantee credit)

For clients who are not on one of these benefits but who are on one of the following benefits or, who consider themselves to have a low income, Housing Services will carry out a Test of Resources to determine eligibility. In such cases clients may have to make a contribution.

- Disability Living allowance
- Industrial injuries disablement benefit
- War disablement pension
- Child Tax credit (Joint income of £15,000)
- Working Tax Credit
- Pension credit (savings credit)

The Scheme

Urgent repair grants are available for carrying out urgent repairs quickly. The scheme uses a fast track simple application process. For instance; only one estimate for the works is required and the owner will not need to prove that they own their home, only to declare that they do.

This service is different and separate from the Handy Man service and from the Housing Improvement Loans service whereby clients receive a low interest loan from Wessex Home Improvement Loans via the Council.

Works that can be included

Grants will be offered for works that will remove serious health and safety hazards band A to D as assessed under the Housing Health and Safety Rating System.

This includes Category 1 Housing Health and Safety Hazards bands A to C and Category 2 Housing Health and Safety Hazards band D.

A disrepair or failing that is causing a statutory nuisance or is prejudicial to health and that needs to be dealt with urgently. For example a blocked toilet or dangerous electrical systems would be eligible.

The Urgent Repairs Service must be the most appropriate way to help the client. It should not be used to cover work that could be carried out by the Handy Man Service or Bobby Van or by a Home Repair Loan.

Examples of eligible work are

- Repairs to a boiler or heating system to ensure that provision of heating and or hot water.
- Repairs to stop water leaking into the property.
- Repairs to dangerous electrics.
- Repairs to fix a broken or leaking WC or cess-pit.
- Works to investigate the condition of power and lighting circuit and establish what repairs are needed.
- Works to investigate the structural stability of a dwelling or part of it and establish what works are needed.
- Repairs or alterations to help prevent falls of various types. For e.g. falls on stairs, falls between levels and in bath rooms.
- Repairs or alterations to make a property secure.

Funding amount

£1,000 per job

No more than 3 grants per client in any one year and a maximum of £1,500 per client in any one year.

All assistance is subject to the availability of funding.

How to apply

Contact Bath and North East Somerset Council's Housing Services or the Council's Home Improvement Agency.

Requirements and conditions

About the grant

The payment for urgent repair work is made as a grant and so is not repayable to the Council. Therefore the Council will not seek to recover this grant if the property is subsequently sold or if the applicant moves out for some reason.

About the works

As part of the application, one estimate for the cost of the works is required from one approved contractor.

Unforeseen works

Unforeseen works are works that were not expected to be needed when the works were originally planned but are essential for the job to be completed safely and in a satisfactory manner.

Unforeseen works can be paid for up to the maximum amount of grant allowable under the scheme.

Unforeseen works can only be considered upon prior inspection and agreement of Housing Services.

Payments of works

Final payment for work is only made on the submission of an acceptable invoice for the works, including any professional fees. Works must be completed to the satisfaction of the HIA or Housing Services.

Payment of the works will be made directly to the building contractor by the Council or the Housing Improvement Agency (or the Council commissioned provider of this scheme). Applicants will need to agree to this when they sign the application form.

HOME ENERGY EFFICIENCY

Who can apply?

This assistance is available to everyone in Bath and North East Somerset with greater benefits for those on a low-income.

The Schemes

These schemes are to provide help to improve energy efficiency within the home and reduce fuel poverty. There are two forms of Assistance:

- Warm Streets scheme (or equivalent)
- Warm Front top-up grants.

Warm Streets scheme

Who can apply?

“There is something for everyone”

- Home owners
- Tenants of private rented accommodation who have their landlord’s permission.

What works can be included

Loft insulation and or cavity wall insulation

Funding amount

Depending on age, income and household circumstances, some people will be provided with home insulation for free. In other cases there are discounts of up to 50%.

How to apply

- Phone the Energy Saving Trust advice centre on 0800 512012
- Email on warmstreets@cse.org.uk

An energy advisor will tell you if you are eligible for free or discounted home insulation.

Requirements and Conditions for Warm Streets

- All assistance is subject to the availability of funding.

- The applicant is to be over 18 years old.
- A valid application
- Applicant to meet Warm Streets low income/low savings, household or age criteria

Top-ups for National Warm Front Scheme (or equivalent)

Where the cost of works usually included in the Warm Front Scheme or equivalent exceeds the amount paid by the Warm Front Grant (£3,500) the Council will make up the additional amount on the applicant's behalf. The additional cost must pay for works which help provide affordable warmth or increased energy efficiency. Applicants must apply to the Council for this discretionary funding. An additional estimate may be required.

Who can apply?

Successful applicants to the Warm Front Scheme who have been told by Warm Front that the cost of the works they have applied for are more than the maximum allowed by the Warm Front Scheme.

What works can be included

Works approved by Warm Front (or equivalent). A typical example is central heating system being installed where there was none before or where the existing system was broken and needs replacing.

Funding amount

Top-up grants are given at an amount that will cover the extra cost required to complete the works being funded by Warm Front grant. Excessive claims however may be refused. On average grants that have been paid in the past range between £200 and £1,000.

How to apply

Clients will need to contact Housing Services and pass to them a copy of their approval letter from Warm Front. This letter will say how much extra funding is needed to complete the works.

If the Council can approve the client's application for a Warm Front Top-up they will write to them confirming this. The Council will make the payment to Warm Front on the client's behalf.

Requirements and Conditions for Warm Front Top-ups:

- All assistance is subject to the availability of funding.
- The applicant is to be over 18 years old.
- A valid application to Housing Services.
- Applicant to already be a successful Warm Front applicant.
- Payment of works - The Council will pay Warm Front directly on behalf of the client.

COMMUNITY ALARMS

Who can apply?

This grant is available to low income residents who are elderly, disabled or otherwise vulnerable.

The assistance is available to owner-occupiers, private tenants and Residential Social landlord (Housing Association) tenants.

Low income is defined as being on one of the income related benefits listed below.

- *Income Support
- *Income based Jobseekers allowance
- *Employment support allowance (income Based)
- *Council Tax benefit
- *Pension credit (Guarantee credit)

Vulnerable people are defined as people with low income and with a limiting long term illness or disability.

The scheme

Small grants are available for vulnerable people on low income for the installation of community alarms and key safes. This equipment can help people to remain in their own homes as it enables them to call for help easily if they fall or become ill for example.

Works that can be included

Eligible works include community alarms and key safes.

Funding amount

The maximum amount of assistance offered is £200

How to apply

Contact the Community Alarms Service. They will visit the client in their home and decide what equipment is needed and they will help the client apply for the grant from Housing Services.

Requirements and conditions

- All assistance is subject to the availability of funding.
- The applicant is to be over 18 years old.

- A valid application will comprise of a correctly completed and signed application form and specified proof of income. (Assistance with completing forms is available.)
- The eligible works are to be specified and arranged by the Community Alarms Service.

Payment for works

Community Alarms and Housing Services will arrange for the payment of the grant when the works are complete.

Summary of budgets and targets for the year 2011/12

Type of assistance	Maximum assistance available	Targets (No. of grants or loans given per year)	Total budget available for scheme
Free home safety repairs and adaptations advice and home visits	No funding Advice only.	none	No funding
Home Improvement Loans	£15,000	20	£50,000 for Wessex Subscription payment and subsidy payments for individual loans @ April 2011 Wessex Pot total - £250,000
Critical Repairs Grants	£1,000	30	£50,000
Home Energy Efficiency			
<ul style="list-style-type: none"> • Warm Streets 	Cost of Loft and cavity wall insulation	160 measures	£40,000
<ul style="list-style-type: none"> • Warm front Top-ups 	Reasonable costs to enable applicant to take up Warm Front grant	10	£10,000
Community Alarm Grants	£200 maximum	100	£15,000
Disabled Facilities Grants	£30,000 maximum	250	£1,000,000

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13 July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2277
TITLE:	The Price of Primary School Meals	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Report to Schools Forum 17 May 2011		

1 THE ISSUE

1.1 The proposal is to set the price of primary school meals from 1 September 2011.

2 RECOMMENDATION

The Cabinet agrees that the price of a school meal for a pupil in the Council's primary schools will not increase from 1 September 2011 and will stay at £2.00 per meal.

3 FINANCIAL IMPLICATIONS

3.1 There are inflationary pressures on the costs of production of school meals. The Schools Forum's proposal to increase prices by 5 pence per meal might have produced additional income of £31,000 in a full financial year. If the price is not to be increased then the loss of potential income needs to be met from the Revenue Budget Contingency.

4 CORPORATE PRIORITIES

The provision of school meals in all of the Council's primary and secondary schools is subject to national minimum standards of nutrition. A national performance indicator NI52 measures the % take-up of school meals. In B&NES primary schools with a school meals service the take-up is currently running at 38.9% (September 2010 to March 2011). Healthy eating by young people enhances their life chances.

5 THE REPORT

5.1 Primary school meal prices in Bath and North East Somerset were increased in September 2010 to £2.00 per meal. Since then, the costs of food and transport, as well as other costs, have risen. The full cost of a meal including business and Council overheads is estimated at £2.49 for the coming year.

5.2 In recent years there has been a steady growth in the number of school meals eaten in B&NES primary schools. There is a strong connection with the Healthy Schools Initiative and the Soil Association’s Food For Life Partnership, which has led to an improved food culture in schools and a loyal customer base.

5.3 Current prices in neighbouring council areas are: South Gloucestershire £1.65, North Somerset £1.95, Bristol £2.20 and Somerset £2.15 - £2.30.

6 RISK MANAGEMENT

6.1 The report author and Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 School meals are available to every child in 61 out of 62 B&NES primary schools. An increase in price would affect those who currently buy meals (30% of all pupils).

8 RATIONALE

8.1 Although a price increase would help to offset increases in the cost of providing school meals, there is a continuing increase in the cost of living that affects all families in our communities and the Council may wish to support families, particularly those on low incomes who wish to buy school meals.

9 OTHER OPTIONS CONSIDERED

9.1 A range of options was considered, from no increase in price to an increase of 10 pence per meal.

10 CONSULTATION

10.1 Cabinet member; Children’s Services, Section 151 Finance Officer; Monitoring Officer

10.2 Circulation of this report.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Sustainability; Young People.

12 ADVICE SOUGHT

The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Ian Crook 01225 477392
Sponsoring Cabinet Member	Councillor Nathan Hartley

Background papers	None
Please contact the report author if you need to access this report in an alternative format	

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SCHOOLS FORUM

17 May 2011

Lead Officer	Ian Crook, Business Services Manager, Property Services
Contact details	iancrook@bathnes.gov.uk 01225 477392 or 01225 394432
Forum asked to decide / steer / be informed	To recommend to the Cabinet member the amount of the increase, if any, in the price of primary school meals from 1 September 2011
Time Needed	

Introduction

This report puts forward options for an increase in the price of primary school meals from 1 September 2011.

Recommendation

That the Schools Forum agrees a recommendation to the Cabinet member on the price of primary school meals from 1 September 2011.

Price of Primary School Meals

1. School meals increased in price by 5.2% from £1.90 to £2.00 in September 2010.
2. The number of pupil meals supplied in Sept-Dec 2010 was 4.1% up on the same period in 2009. Take-up rose from 37.4% to 38.1%. The number of free school meals increased (3.7%) and so did the number of paid meals (4.3%).
3. Options for price increases are shown in the table below.

Increase per meal	% increase	Price	Additional income 2011-12	Additional income 2012-13
£0.00	0%	£2.00	£0	£0
£0.05	2.5%	£2.05	£21,000	£31,000
£0.10	5.0%	£2.10	£42,000	£62,000

4. A 5 pence increase represents an additional cost of £9.50 a year for each child buying a meal every day.
5. The average cost of a primary school meal (kitchen staff and ingredients only) in 2010-11 was £2.05. The total average cost including service and Council overheads was £2.53 per meal. Equipment replacement costs have been greatly reduced this year and food costs have been contained.
6. You are asked to recommend the increase, if any, in the price of primary school meals from 1 September 2011.

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13 July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2253
TITLE:	Voluntary Sector Museums and Heritage Grants 2011-2012	
WARD:	Various	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Annex A – grant-aid criteria for independent museums and heritage bodies		
Annex B – detail of grant applications received		

1 THE ISSUE

- 1.1 The report describes the applications for revenue funding received from independent museums and heritage bodies for 2011-12 and recommends a number of awards to be made.

2 RECOMMENDATION

The Cabinet agrees the award of the following grants for 2011-2012 and for officers to subsequently make a grant of up to £4,000 under delegated authority to Radstock Museum.

Applications received	Request £	Purpose	Recommendation £
Bath & NE Somerset Museums Group	5,000	Co-operative events programme [retained and funded direct by the Service]	5,000
Bath Postal Museum	3,022	Visual display equipment	2,400
Bath Royal Literary & Scientific Institution	2,000	Exhibition and meeting room plinths	0
Beckford Tower Trust	2,000	'Beckford's Ride' project	2,000
Building of Bath Collection	2,000	World Heritage events programme	1,000
Holburne Museum	4,474	Interpretation project for families and the visually impaired	3,415
Mayor's Honorary Guides	5,000	Walking tours of Bath for residents and visitors	5,000
Museum of Bath at Work	4,000	Two community exhibitions	3,500
No.1 Royal Crescent	1,600	Education and interpretation programme	1,000
Radstock Museum	5,000	Appointment of temporary staff and training for volunteers and trustees	4,000
Somerset & Dorset Railway Heritage Trust	4,000	Purchase of a road-rail vehicle	0
Total:	38,096		27,315

3 FINANCIAL IMPLICATIONS

- 3.1 The Financial Plan contains a sum of £31,210 for annual grants to independent museums and heritage bodies in 2011/12.
- 3.2 Applications for a total of £38,096 have been received. Recommendations are made here for the award of £27,315 against the grant-aid criteria agreed by the Cabinet Member in 2010 (attached as Annex A), with the possibility of a grant of up to £4,000 being made later in the financial year under delegated authority. It is proposed that the balance of £5,000 be retained to support community events during 2011/12. The balance of £3,895 will be allocated to supporting community events hitherto funded by grants from the Museums Libraries & Archives Council.

4 CORPORATE PRIORITIES

- 4.1 The grants recommended will contribute to some or all of the following:
- Building communities where people feel safe and secure;
 - Promoting the independence of older people;
 - Improving life chances of disadvantaged teenagers and young people;
 - Sustainable growth.
- 4.2 The Council's place-shaping vision is to 'make Bath & North East Somerset an even better place to live, work and visit', by building on the area's uniqueness to make the district a distinctive place:
- with an outstanding built and natural environment, dynamic economy, connectivity, world class arts and culture;
 - with vibrant and sustainable communities that are active, healthy and inclusive, feel safe, take responsibility and make a contribution, are carbon neutral and where disadvantaged and vulnerable are supported and protected and people feel proud to live;
 - where everyone fulfils their potential, has equal opportunity to learn and develop skills, enjoy a healthy lifestyle, influence the future of their area and contribute to the economy and society.

5 THE REPORT

- 5.1 The museums and heritage grant-aid criteria agreed by the Cabinet Member in 2010 are:
- **local distinctiveness** – the social, industrial, architectural and natural history that characterises places in Bath & North East Somerset and makes them special for people who live in them;
 - **new audiences** – reaching and engaging people who do not normally visit the museum or use the organisation's services;
 - **volunteers** – giving people opportunities to explore and celebrate the history of the district through volunteering while at the same time contributing to the financial viability of the organisation.

5.2 Annex B contains the detail of the grant applications.

6 RISK MANAGEMENT

6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 Equalities Impact Assessments are conducted on the Unit Service Plan and Business Plans. There will be no impact on equality for any of the protected characteristics.

7.2 Grant awards are made on condition that the recipient organisation has an Equal Opportunities policy or statement, a Child Protection policy and can demonstrate that all staff or volunteers with unaccompanied access to children have been checked by the new Independent Safeguarding Authority.

8 RATIONALE

8.1 The rationale behind the grant-aid criteria is to align them with the Council's vision and the Local Cultural Strategy.

8.2 The rationale behind the recommendations of sum to be awarded is that these applications most closely align with the grant-aid criteria. The grants recommended are all judged to contribute to local distinctiveness and aim to engage new audiences and volunteers.

9 OTHER OPTIONS CONSIDERED

9.1 One option would be for no grants to be awarded in 2011/12. This option is not recommended.

9.2 Another option would be to take a less discerning approach and meet more of the requests made by applicants by allocating the full sum available. However in view of the inadequate information provided by some applicants and the inappropriate nature of some elements of the projects for which funding was sought, this option is not recommended.

10 CONSULTATION

10.1 Section 151 Finance Officer; Monitoring Officer.

10.2 Consultees were sent the draft report by e-mail in advance of its submission to Democratic Services for publication.

10.3 Consultation was carried out by email and in person.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Young People.

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director – Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Stephen Bird, Head of Heritage Services 01225 477750
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

Criteria for grant-aid to museums and heritage bodies.

March 2010

Background.

The unusually dense concentration of museums and heritage sites in Bath & North East Somerset constitutes a significant component in its appeal as a destination for home market and international tourism. It also provides schools and the local community with a range of educational and leisure time opportunities.

A characteristic of independent museums and heritage sites which distinguishes them from other voluntary sector bodies is that they care for irreplaceable buildings, monuments or collections of original material, many of which relate to the history of the district. Like those owned by the Council, historic buildings and collections owned by independent charitable trusts are also held in trust for the benefit of the present and future generations. Because of the nature and location of these institutions, they often have high building-related and running costs.

The Council's Vision.

The Council has developed an overarching and ambitious new place-shaping vision to '**make Bath & North East Somerset an even better place to live, work and visit**', by building on the area's uniqueness to make the district a distinctive place:

- with an outstanding built and natural environment, dynamic economy, connectivity, world class arts and culture;
- with vibrant and sustainable communities that are active, healthy and inclusive, feel safe, take responsibility and make a contribution, are carbon neutral and where disadvantaged and vulnerable are supported and protected and people feel proud to live;
- where everyone fulfils their potential, has equal opportunity to learn and develop skills, enjoy a healthy lifestyle, influence the future of their area and contribute to the economy and society.

The new vision will drive everything done to improve the quality of life for residents, underpinned by the Council's core values of quality and value with customer focus.

Priority will be given to grant applications which align with the Council's Vision and Key Priorities and contribute to objectives set out in the Cultural Strategy for Bath & North East Somerset.

The principal criterion will be that of:

- **local distinctiveness** – the social, industrial, architectural and natural history that characterises places in Bath & North East Somerset and makes them special for people who live in them.

In addition, consideration will be given to projects which seek to reach and engage:

- **new audiences** – people who do not normally visit the museum or use the organisation’s services; and
- **volunteers** – giving people opportunities to explore and celebrate the history of the district through volunteering while at the same time contributing to the financial viability of the museum.

Applications for ‘core funding’ (ie, non-project-led or commissioned funding) will not normally be considered unless it can be demonstrated that the museum is at serious risk of closure. Even then, an application for grant-aid will be considered and prioritised alongside applications received from other independent museums.

Applications from consortia of organisations proposing joint initiatives that meet the Council’s Key Priorities will be considered. The Council may also wish to propose its own projects and fund one or more museums to deliver them in partnership with or on behalf of the Council.

In view of the modest budget available and the number of potential applicant bodies, grant awards will be restricted to £5,000 and below.

Eligibility Criteria.

The eligibility criteria for museums and heritage bodies wishing to apply for grant-aid are that:

- a) the organisation is a registered charity or unincorporated body based in Bath and North East Somerset;
- b) the purpose of the grant is for the public benefit rather than that of the staff or trustees of the organisation;
- c) the organisation has an Equal Opportunities policy or statement, a Child Protection policy and can demonstrate that all staff or volunteers with unaccompanied access to children have been checked by the new Independent Safeguarding Authority;
- d) where the applicant is a museum, it is Accredited under the UK Museums Accreditation Scheme, its governing body endorses the Museums Association's Code of Ethics for Museums (revised 2008) and it is open to the public on a regular basis;
- e) the organisation participates in the Council’s annual Heritage Open Week;
- f) the organisation offers concessions to the district's residents through the Resident’s Discovery Card scheme and considers participation in other joint activities organised through the Heritage Services Heritage Events Co-ordinator.

Grant applications have been received from the following:

1. **Bath & North East Somerset Museums Group:** requested £5,000 for a co-operative events programme to continue the work previously funded by the Museums Libraries & Archives Council. No grant is recommended as the Group does not have a bank account. It is recommended that £5,000 be retained by Heritage Services to support this programme directly.
2. **Bath Postal Museum:** requested £3,022 for a new visual display equipment and installation costs. A grant of £2,400 is recommended for two touch-screen display units to give public access to digital images of over 5,000 museum objects, many connected with Bath and Somerset.
3. **Bath Royal Literary & Scientific Institution:** requested £2,000 for display plinths for their exhibition and meeting room. The request does not align sufficiently with the criteria and no grant recommended.
4. **Beckford Tower Trust:** requested £2,000 for their 'Beckford Rides' landscape project of lectures, walking tours, Heritage Open week events, 'design a garden' activity, a downloadable educational activity and a volunteer training programme. A grant of £2,000 is recommended for Heritage Open Week materials (£300), walking tours fees and publicity (£500), design-a-garden activity (£700) and volunteers training and expense (£500).
5. **Building of Bath Collection:** requested £2,000 for World Heritage events programme. A grant of £600 is recommended for Museums at Night opening costs (£100) and Heritage Open Week activities resources (£500).
6. **Holburne Museum of Art:** requested £4,474 for their 'Hands On' interpretation project for families and the visually impaired. A grant of £3,415 is recommended for Art Cart materials (£500), Family museum trails (£1,500), Saturday Art Club materials (£360), marketing of family and interpretation activities (£500), volunteers training (£250) and CRB checks for volunteers and freelance staff (£305).
7. **Mayor's Honorary Guides:** requested £5,000 to support the Guides' walking tours of Bath. These provide local people with educational, leisure and volunteering opportunities, adding to Bath's appeal as a destination for home market and international tourism and enhancing residents' and visitors' appreciation and understanding of the district's heritage. A grant of £5,000 is recommended, conditional on the inclusion of World Heritage Site information in walking tours.
8. **Museum of Bath at Work:** requested £4,000 for two exhibitions to be created with community groups and schools, on 'Weston Village' and 'Seed, Crop, Harvest' looking at Bath's agricultural hinterland. A grant of £3,500 is recommended for exhibition creation (£3,250) and publicity (£250).
9. **No.1 Royal Crescent:** requested £1,600 for an education and interpretation programme. A grant of £1,000 is recommended for Museums at Night activities

(£300), Heritage Open Week workshop resources (£100), an historic re-enactment in October 2011 (£300) and an autumn lecture series on Georgian food and cookery (£300).

10. **Radstock Museum:** requested £5,000 for two displays: a Victorian Print Room, recognising the importance of the local printing industry and encouraging ex-printers to become volunteers; and Geological Minerals from the locality but internationally important. However due to recent and unforeseen circumstances, the Museum has notified officers that it wishes to refocus its grant request towards strengthening the management of the Museum as they deal with its current difficult circumstances. This will include additional costs for appointing temporary staff and training for trustees, staff and volunteers. Therefore no grant is recommended at this stage but officers request delegated authority to offer a grant of up to £4,000 for these purposes once their costs are known and report back to the Cabinet Member in due course.
11. **Somerset & Dorset Railway Heritage Trust:** requested £4,000 for the purchase of a road-rail vehicle. The request does not align sufficiently with the criteria and no grant recommended.

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13 th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E E2290
TITLE:	VISITOR ACCOMMODATION STRATEGY FOR B&NES	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
B&NES Visitor Accommodation Study Executive Summary		

1 THE ISSUE

- 1.1 This report considers the next steps for the future of the B&NES Visitor Accommodation Strategy. Both the Visitor Accommodation Study (VAS), and the strategy arising from it, have been taken into account in the preparation of the Core Strategy and the Economic Strategy. However, the Council has the option to adopt the B&NES Visitor Accommodation Strategy as Council policy

2 RECOMMENDATION

The Cabinet agrees that:

- 2.1 The Visitor Accommodation Strategy is published for consultation, and
- 2.2 The results of the public consultation, along with any suggested amendments arising, are reported to Cabinet with options for adoption as Council Policy.

3 FINANCIAL IMPLICATIONS

- 3.1 Public consultation on the Visitor Accommodation Strategy will cost in the order of up to £10,000. There will also be additional costs relating to the analysis of the consultation results and its subsequent adoption. The funding for this consultation is the subject of a separate report on this agenda (E2292 – New Budget Contingencies 2011/12 – Allocation of Funding).

4 CORPORATE PRIORITIES

- *Building communities where people feel safe and secure*
- *Improving life chances of disadvantaged teenagers and young people*
- *Sustainable growth*

5 THE REPORT

- 5.1 The B&NES Visitor Accommodation Study has reviewed the current provision of visitor accommodation in B&NES and assesses future requirements in terms of the scale, nature and location of accommodation. The study is District-wide but looks in more detail at Bath.
- 5.2 The Study proposes a Visitor Accommodation Strategy which makes specific proposals on the need for new accommodation in Bath in terms of scale and type and associated implications such as parking. The strategy also makes recommendations to address the particular requirements of tourism accommodation outside of Bath (see Executive Summary attached). These recommendations have been taken into account in the preparation of the Economic Strategy and the planning policy aspects have informed the preparation of the Core Strategy. However, there are elements of the Visitor Accommodation Strategy which are outside the planning system. The Council may wish therefore to consider adoption of the Strategy as Council policy.
- 5.3 It needs to be noted that adoption as Council policy gives no greater weight in the determination of planning applications than that which is currently included in the Core Strategy. The Visitor Accommodation Study states that;

“Planning policies alone cannot be relied on as the sole means of determining the scale, shape and mix of accommodation development. If the Council wants to directly influence the shape and size of the accommodation offer it will need to take a more pro-active role in terms of targeting selected hotel operators and developers, allocating sites for hotel development in the City centre, bringing together developers and hotel operators, and using its own land holdings to secure specific outcomes.”

6 RISK MANAGEMENT

- 6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

- 7.1 None

8 RATIONALE

8.1 The VAS should be published for consultation in order to ascertain public views before the strategy is considered for adoption.

9 OTHER OPTIONS CONSIDERED

9.1 The Strategy could be adopted without consultation but this is contrary to the Council's inclusive way of working.

10 CONSULTATION

10.1 *Ward Councillor; Cabinet members;; Staff; Other B&NES Services; Service Users; Local Residents; Community Interest Groups; Stakeholders/Partners; Section 151 Finance Officer; Chief Executive; Monitoring Officer*

10.2 A broad public consultation will be undertaken before strategy is adopted.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 *Customer Focus; Sustainability; Property; Young People; Corporate; Other Legal Considerations*

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>David Lawrence, Divisional Director Tourism Leisure and Culture</i>
Sponsoring Cabinet Member	<i>Councillors Tim Ball; Paul Crossley; Cherry Beath</i>
Background papers	Visitor Accommodation Study Draft B&NES Core Strategy B&NES Economic Strategy
Please contact the report author if you need to access this report in an alternative format	

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B&NES Council

VISITOR ACCOMMODATION STUDY

Final Report
December 2009

EXECUTIVE SUMMARY

The Tourism Company
5 Market Yard Mews
194 Bermondsey Street
London
SE1 3TJ

EXECUTIVE SUMMARY

This report reviews the current provision of visitor accommodation in Bath and North East Somerset (B&NES) and assesses future requirements in terms of the scale, nature and location of accommodation. The study covers all aspects of accommodation across the District but looks in more detail at hotels in Bath.

Background and analysis

Bath is an established and successful tourist destination with an international profile and has a relatively buoyant local economy driven by the service sector. It is identified as one of 21 strategically important towns and cities in the South West which will drive regional prosperity in future and it is expected to accommodate significant growth in terms of jobs and people over the next twenty years. This will generate a demand for additional visitor accommodation in the area.

There are, however, significant development constraints resulting from the World Heritage Site, green belt and AONB designations.

B&NES has a range of visitor accommodation. The majority of bedspaces are in serviced accommodation provided in 197 hotels, guesthouses and B&BS. In addition there are 216 self catering units, 4 caravan and campsites and some accommodation at Bath University. Three quarter of all bedspaces are located in the built-up area of Bath and most of the rest within the BA1 and BA2 postcodes.

In general, accommodation enterprises are doing well and performing at levels above the national average. Operators are generally confident about future prospects.

There are 24 hotels within Bath itself, providing some 1352 bedrooms. These tend to be fairly traditional in nature and there are relatively few large, branded hotels present. Leisure bookings account for two thirds of room nights on average and weekend occupancies are higher than weekday. Hotels are commonly turning business away on Saturday nights although all have spare capacity during the week when demand is less strong. Bath accommodation is performing well by national standards and average occupancy levels and achieved room rates are well above the national average. Occupancy levels appear to be generally holding up well in 2009 although room rates have fallen.

A benchmarking exercise conducted for this study suggests that Bath has less hotel accommodation than other historic cities of comparable size and status and appears to have added less capacity over the past decade. This may reflect the difficulty and cost of hotel development in Bath, a view which is held by hotel developers.

There is positive feedback from existing business and leisure users about hotel and other accommodation in Bath. There is no indication that this is putting people off visiting Bath although price/value for money comes in for more criticism than other aspects.

We have projected the future demand for hotel accommodation in Bath based on various assumptions about growth in the underlying drivers of economic activity, tourism and population. This suggests there is scope for adding 256-376 rooms by 2016 and 444-761 rooms by 2026. The higher figures represent a 25% and 52% increase over and above the existing hotel stock. This is an unconstrained projection and takes no account of land availability or the relative costs of developing in Bath.

There is currently strong interest from developers and hotel operators in getting into Bath, at all levels from budget hotels through to 4/5 star. Bath is seen as a desirable destination to be in and a number of planning applications are being considered or likely to come forward in the near future. Developers are primarily interested in the City centre and are looking for hotels of 100+ rooms although boutique hotels can be smaller than this.

This is a period of major change in Bath with significant opportunities for new development in and around the City centre. There are a number of sites likely to come on-stream in the centre which could accommodate hotel development although hotels will have to compete against other uses both in terms of land value and potential benefit.

Whilst there is no obligation to satisfy demand for hotel development there are implications and opportunity costs which need to be considered. This may constrain the growth of leisure tourism and the development of the city's cultural offer, make it hard to meet the targets set out in the Destination Management Plan (DMP) and make for a weaker tourism offer and image.

Towards a strategy

The right accommodation strategy depends on the Council's aims and priorities; a different accommodation mix will support different outcomes. In the case of Bath, existing policy statements suggest the aspirations include diversifying and growing the economy, accommodating growth, maintaining and enhancing the special character of Bath, developing a sustainable visitor economy, and growing tourism with an emphasis on increasing value.

In Bath we recommend that the Council plans for the expansion of the hotel stock in the City centre within the range indicated by our projections. These are consistent with the targets set in the DMP.

There are some options and choices with regard to the development mix with pros and cons attached to each. These need to be considered in the light of the above aspirations. Nevertheless, we think there is case for prioritising :

- A new 3 or 4 star branded hotel with a preference for a 4 star international brand if it can help secure or support significantly enhanced conference facilities.
- Attracting two or more boutique hotels.
- Some modest expansion of budget chain provision which diversifies the existing budget offer

In addition we propose that the Council should :

- Seek to maintain a viable guest accommodation sector. The impact of new hotel development on this sector should be monitored and policies reviewed accordingly.
- Encourage some modest expansion of self catering and hostel accommodation.
- Prioritise the search for ways to create a conference facility to boost business tourism midweek,
- Review car parking policy and provisions for hotels
- Consider the potential for the inclusion of visitor accommodation land uses into employment land use policies.

Outside Bath in the rest of the District, visitor accommodation is more varied, limited in scale and performs less well. There is little indication of any great development pressure and in much of the rural area there is a presumption against development. Aspirations are to accommodate some growth in population and employment, to revitalise the market towns and diversify the local economy, spread the benefits of tourism more widely capitalising on the presence of Bath, and protect the quality of the environment.

In the light of the above we think the appropriate accommodation strategy for the rural areas and market towns should be one of small scale, incremental growth capitalising on the area as a base from which to visit Bath and to enjoy activities and scenery in the surrounding countryside.

We suggest the main opportunities lie with:

- Modest extensions to existing hotels.
- A new hotel in Keynsham in the medium term, probably a mid market budget hotel.
- Small scale accommodation extensions to pubs and restaurants with rooms.
- Conversions of rural buildings to self catering accommodation in existing settlements and associated with attractions, activity centres and recreational routes.
- The development of new forms of camping, probably on farms or close to settlements.
- Extensions to existing caravan and camp sites.

Planning policies alone cannot be relied on as the sole means of determining the scale, shape and mix of accommodation development. If the Council wants to directly influence the shape and size of the accommodation offer it will need to take a more pro-active role in terms of targeting selected hotel operators and developers, allocating sites for hotel development in the City centre, bringing together developers and hotel operators, and using its own land holdings to secure specific outcomes.

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2281
TITLE:	Bath Transport Package – Best & Final Bid to DfT	
WARD:	Various	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		

1 THE ISSUE

1.1 By the 9th September 2011 the Council has to submit a Best & Final Bid to DfT for the funding of the Bath Transport Package(BTP). The Council meeting on 14th July is the last opportunity to amend the transport policy to reflect what is likely to be included in the Best and Final Bid.

1.2 Following the Comprehensive Spending Review Department for Transport (DfT) have indicated that they wish to reduce costs, enhance value and improve deliverability of major transport schemes. DfT also wish to increase Local Authority contribution. In January DfT requested an 'expression of interest' from the Council for the Bath Package which proposed removing some parts of the package. Following recent Council elections further work has been undertaken to reduce the cost of the Package. This has resulted in the removal of the BRT and the A4 P&R from the BTP. The removal of these proposals are departures from the Council's existing transport policy as set out in the Joint Local Transport Plan.

2 RECOMMENDATION

The Cabinet agree and recommends to Full Council that any amendments to the details of the scope and financial arrangements of the submission to DfT be approved by the Strategic Director Service Delivery and Strategic Director Resources, if necessary, in consultation with the Cabinet.

The Cabinet agrees that the following elements of the BTP should not be included in the Best & Final Bid to DfT and that these changes to the BTP are recommended to Full Council on 14th July 2011:

2.1 The Bus Rapid Transit Segregated Route

2.2 The A36 Lower Bristol Road Bus Lane

2.3 The A4 London Road Lambridge Bus Lane

2.4 New A4 Eastern P&R (1400 spaces), plus bus lane priority on the A4/A46 slip road

2.5 And in addition reduce the size of the P&R expansion at Newbridge.

As a result the BTP would comprise of the following elements:

- 2.6 Upgrades to bus stop infrastructure on 9 service routes, including real time passenger information.
- 2.7 Expansion of Odd Down P&R by 250 spaces, of Lansdown P&R by 390 spaces and of Newbridge P&R by about 250 spaces.
- 2.8 Variable Message signs on the main approaches to Bath, and within the city centre
- 2.9 City centre works: High Street improvements and timed access restrictions (currently ongoing)
- 2.10 Works to support BWR

As a result of the above the Cabinet agree to formally withdraw the CPOs agreed at its meeting on 3rd September 2008 and subsequently served to allow for the implementation of the BTP.

The Cabinet agree and recommends to Full Council that the Council contribution towards the BTP would be no more than £17.8m as set out in section 3 below. The schemes costs as recommended in this report have been reduced from £58.8m to £34.3m.

3 FINANCIAL IMPLICATIONS

- 3.1 In January this year the Council submitted an 'expression of interest' to DfT which indicated that we would be prepared to make a local contribution for the BTP of £17.8m and this was subsequently earmarked in Council budgets as part of the budget setting report 2011/12. The Council contribution is included at this level within the current approved Capital Budget (Hard Coded and Italics) and included the revenue implications of the borrowing costs which are estimated to be £657,000 per annum. In submitting our Best & Final Bid later this year the Council needs to reconsider the amount of its own contribution in the light of the significantly reduced scope and cost of the project i.e. without the BRT and A4 P&R.
- 3.2 As is indicated above DfT have emphasised that the projects in the Development Pool are in a highly competitive process where DfT wants to fund as many schemes as they can but can only do so if Local Authorities maximise their contributions. At a meeting with the Leader and Don Foster MP, Norman Baker Parliamentary Under Secretary of State for Transport, indicated his expectation that the local funding contribution to be committed in the Best & Final Bid would match the figure already stated in the Expression of Interest i.e. £17.8m. It is for the Council to decide what contribution to offer to DfT and given the reduced scope of the project (and net reduction in cost to DfT) a reduced Council contribution of less than £17.8m might be acceptable however this would appear to increase the risk of DfT rejecting the funding bid.

3.3 In the event of DfT not approving the scheme there would be a potential revenue reversion risk of commitments to date of up to £6.5m. This is a worst case scenario. There is a revenue reversion risk of up to £3.8m due to the deletion of the A4 P&R and the BRT (£1.3m & £2.5m respectively). Any revenue reversion would immediately fall as a charge to the Council's general fund balances which would then have to be repaid from the annual Council budget over a period of not more than three years.

4 CORPORATE PRIORITIES

- *Promoting the independence of older people*
- *Improving life chances of disadvantaged teenagers and young people*
- *Sustainable growth*
- *Improving the availability of Affordable Housing*
- *Addressing the causes and effects of Climate Change*
- *Improving transport and the public realm*

5 THE REPORT

5.1 Following the comprehensive spending review DfT confirmed that they wished to continue to fund the BTP by placing it within a 'Development Pool' with other projects. The number of projects was significantly increased earlier this year following submission of Expressions of Interests. (There is about £1bn available with all scheme costs in the pool totalling £1.5bn). There will be no other source of capital funding for Transport Improvements of this scale until the next Comprehensive Spending Review commencing 2015/16. Key to obtaining DfT approval will be the affordability of the project, its appraisal (value for money) and deliverability. Finally DfT have emphasised the competitive nature of this bidding round and are seeking to reduce the size of their contribution by increasing other sources particularly from Local Authorities.

5.2 The first stage of this review culminated in the Expression of Interest to DfT in January 2011. This excluded the A36 Bus Lane and Lambridge Bus lane from the BTP. The costs of these elements outweigh the benefits they deliver, and their removal will improve the benefit cost ratio for the remaining BTP. The A36 Bus Lane is a part of a long standing improvement line, which it is recommended we continue to protect through planning policy, and can be implemented in the future should resources allow. The Lambridge Bus lane was particularly expensive (£1.2m for 190 metres) due to diversion of statutory services and the need to build an extension to the Lambrook Culvert. While the loss of this small bus lane is regrettable it is not considered justifiable in the current financial climate.

5.3 **BRT:** DfT have continued to challenge all elements of schemes especially when they are particularly expensive. The new administration has indicated their wish to delete the BRT from the BTP. The removal of the BRT segregated route which was subject to most objections would greatly improve the deliverability of the reduced BTP, a key DfT criteria. It would also reduce the cost of the project significantly. As a result the P&R service would have to continue to use the existing route along the Newbridge Road. This would reduce the reliability of this service and increase journey times as traffic levels increase. However DfT have now published new forecasts on which projects in the Development Pool will have to be modelled. This indicates that traffic levels will not grow as fast as previously predicted (as a result

of the current economic downturn) and the running the P&R on Newbridge Road would not adversely impact on the benefit cost ratio for the BTP as a whole.

- 5.4 Newbridge P&R expansion:** The original BTP proposed that Newbridge P&R should be doubled in size from 500 to 1,000 spaces. Last year an application to register some of the land on which this expansion would take place as a Town and Village Green (TVG) was made. The Inspector's report into this informal hearing is expected to be published soon and will then be considered by the Council's Public Rights of Way Committee. If this land is registered as a TVG it will prevent the implementation of the full expansion of the P&R. However as indicated above in paragraph 5.3 growth forecasts have been revised by DfT and a smaller expansion of the Newbridge P&R (less than the original 500 new spaces) would meet the likely demand in the short to medium term. The original expansion of Newbridge P&R also included a new traffic signal controlling access to and from the site. This required acquisition of a small parcel of land. However, should a negotiated settlement not be reached, a slight modification to the scheme design would allow implementation without acquisition of 3rd party land, and without material affect to operations or scheme benefits. It is recommended that this element is retained within the bid, on the assumption that CPO is not pursued for its delivery.
- 5.5 A4 P&R site:** The site was selected after a thorough review of the alternatives and remains a deliverable location for this much needed facility. The new administration has indicated their wish to delete this element from the BTP. Its deletion from the BTP at this time might raise questions from DfT (and others) on the Council's core strategy for delivering economic and housing growth on key brown field sites in the city itself. There is a risk that DfT might, as a result, not fund the remaining elements of the project. However, given the relatively small amount of DfT funding required for the remaining elements, if the facility is not included in our bid, we might still be successful in December. Alternative P&R sites are being considered but it is not possible to include a credible or deliverable option within the bid in the very short timescale remaining.
- 5.6 Bus Lane A4/A46 roundabout:** in the absence of the A4 P&R it is not clear that the bus lane on the A4/A46 roundabout can be justified as a stand alone proposal and it is not recommended to be included in the package.
- 5.7 Third Party contributions:** The BTP assumed 2 sources of local contributions firstly £2.2m from BWR and secondly £2.9m from the P&R operator by way of new buses. We will still need the contribution from Crest Nicholson to help provide a public transport solution to the development of this key site to reduce its impact on the local road network. The alternative transport interventions will need to be agreed with Crest Nicholson to secure these funds.
- 5.8** The contribution by way of new buses may now need to be reviewed. The reduction in the growth in the number of P&R spaces from 2,400 to 870 as now proposed may not allow this element of the project to be delivered. In addition there were a number of improvements to the highway proposed particularly in the city centre to assist in implementing the cross city P&R service which we need to review in developing our Best & Final Bid to DfT. This may further reduce the cost of the project.
- 5.9 Deliverability and timescale:** The recommendations set out above presents an opportunity to implement the BTP **without the need for CPO or public inquiry.**

This not only allows the BTP to be offered to DfT as a project 'ready to go' for which full approval could be given it but it would also significantly reduce costs to the Council by avoiding direct costs of CPO and inquiry, and the inflationary cost of delaying construction. The cost of the CPOs themselves would be avoided and earlier delivery would also avoid risks from inflation. These costs are estimated at £1.5m for a medium delay, excluding the baseline costs of construction.

6 RISK MANAGEMENT

- 6.1 DfT have made clear that they cannot afford all the projects within their Development Pool and that Local Authorities are in a competition for a limited amount of funding. Key criteria for DfT are the deliverability of the project, its benefit cost ratio and its affordability. The project has been significantly reduced in scope to comply with these criteria but there remains a risk that the project has changed to such an extent that it may not attract DfT funding.
- 6.2 As mentioned in paragraph 5.5 above we are reviewing the options for a new P&R to the east of the city. Sites have been considered in the past and one of the major constraints on locating a P&R further from the city is that operating cost will rise while patronage will fall, reducing revenues. In any event the development of a new P&R would need to be funded by the Council, without DfT support, as we cannot identify a deliverable site for this bid other than the previously approved site on the A4. In addition we would need to seek further planning permission(s) and acquire any such site.

7 EQUALITIES

- 7.1 We have provided to DfT an assessment of the Social and Distributional Impact of the proposed BTP albeit with the A4 P&R included. This gives an assessment of the impact on the package on low income and/or vulnerable groups. We will have to review this assessment when submitting our Best & Final Bid to DfT in September.
- 7.2 The initial assessment showed that the BTP will continue to provide improved access to the city for those on low incomes by improvements to the bus network. The expansion of P&R sites will improve access from rural areas to the city and its facilities.

8 RATIONALE

- 8.1 The transport problems faced by the City of Bath are well known. The Council has for many years implemented a policy of reducing traffic entering the city by providing P&R facilities while reducing the availability of parking in the city itself. The BTP, albeit in its reduced form, will continue this successful policy by expanding P&R facilities which are often at capacity. In addition the development of Showcase Bus routes as part of the package will continue to develop a high quality public transport network within the city.

9 OTHER OPTIONS CONSIDERED

- 9.1 The major option currently available to the Council is to retain the A4 P&R and associated bus lane within the BTP. The inclusion of this element would bring additional P&R capacity back up to over 2,200 for the city as a whole allowing projected demand to be met. These elements can be delivered without CPO or

other statutory procedures. This would significantly reduce the amount of traffic entering the city from the east along an existing heavily congested corridor. It would also allow more city centre car parks to be redeveloped as part of the Council's core strategy. Removing the A4 P&R proposal reduces the cost of the project by £5.5m.

10 CONSULTATION

10.1 Cabinet members; Section 151 Finance Officer; Chief Executive; Monitoring Officer

10.2 The BTP has been the subject of considerable consultation over the last 3 years or more since DfT gave it initial approval in October 2007. Detailed discussions have been undertaken in developing the bid since the elections in May with Cabinet members. An informal workshop was held in June to discuss options taking the project forward.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Resources; Property;

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Peter Dawson 01225 39 5181
Sponsoring Cabinet Member	Councillor Symonds
Background papers	<ul style="list-style-type: none"> • Major Scheme Business Case (MSBC) for BTP • Council approval March 2006 for submission of (MSBC) • Planning approvals & supporting documents • Expression of Interest • JLTP2 & 3
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2271
TITLE:	Establishment of the Local Enterprise Partnership (LEP) as a Company Limited by Guarantee	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: None		

1. THE ISSUE

- 1.1 This report relates to the involvement of Bath & North East Somerset Council in the West of England Local Enterprise Partnership (LEP). After considering various forms of legal entity, it was agreed by the Partnership Board, on 4th March, that the LEP should establish a Company Limited by Guarantee.
- 1.2 This report sets out recommendations for the establishment of the LEP Company.

2. RECOMMENDATIONS

- 2.1 The Cabinet agrees that:
- 2.2 That Bath & North East Somerset shall become a member of the “West of England Local Enterprise Partnership Limited” being a Company Limited by Guarantee.
- 2.3 That the Leader of the Council be put forward as the Council’s appointed Director of the above company.
- 2.4 That the Chief Executive, in consultation with the Leader of the Council, be authorised to conclude all necessary documentation, including signing the Articles of Association, and to take all necessary steps to effect these objectives.

3. FINANCIAL IMPLICATIONS

- 3.1 The LEP Company cannot take decisions that have an impact on Bath & North East Somerset Council resources, nor can the Leader when acting as a Director of the Company. Therefore no decision of the LEP can affect the Council's revenue, capital or land position, without the Council itself making the relevant decision.

4. CORPORATE PRIORITIES

- 4.1 These proposals will help to "Make Bath & North East Somerset an even better place to live, work and visit", in particular, impacting on the achievement of the Council's following priorities:

Directly:

- *Sustainable growth*

Indirectly:

- *Improving life chances of disadvantaged teenagers and young people*
- *Improving the availability of Affordable Housing*
- *Addressing the causes and effects of Climate Change*
- *Improving transport and the public realm*

5. THE REPORT

- 5.1 In June 2010, Vince Cable and Eric Pickles wrote to local authorities across England inviting them to submit their proposals to form Local Enterprise Partnerships (LEPs).

- 5.2 The new LEPs were to replace Regional Development Agencies, and be established on the following principles:

- Focussed on delivering jobs and growth
- Equal partnership between local authorities and business
- Covering a geographical area best representing the scale at which the economy functions.

- 5.3 In September 2010, the West of England authorities, in conjunction with business, submitted an outline proposal for a West of England LEP status setting out the priorities of the LEP, and is available at:

<http://www.westofengland.org/media/191203/west%20of%20england%20lep%20proposal%20september%202011.pdf>

- 5.4 Our proposal was subsequently accepted and we were asked to form our LEP.

- 5.5 The West of England LEP Board was subsequently formed and has met 3 times since the start of 2011.

5.6 At their meeting on 4th March 2011, the Board agreed:

- In principle, the LEP would become a Company Limited by Guarantee with the LEP Board acting as the Board of Directors.
- James Durie (Business West) and the Chief Executives of the Local Authorities would liaise over the preparations for implementation.

5.7 This Cabinet report is based upon a core report template prepared by Bristol City Council, in their lead role on behalf of the 4xUA West of England (WEP) authorities, in preparing a consistent report for use by all 4x involved Unitary Authorities in making our joint transition arrangements to the LEP company.

5.8 It is intended that reports to the current round of Council Cabinet meetings include a recommendation for 'in-principle' agreement to enter into a Company arrangement and to delegate to the Chief Executives authority to agree the Articles of Association once they are finalised.

5.9 In preparation of our own Bath & North East Somerset Cabinet report, under detailed examination, officers have flagged a series of detailed company composition issues that will have to be resolved prior to the full formation of the LEP Company. Work is underway by the legal teams of all 4x UAs, who have, via Bristol as the lead, commissioned external specialist legal advice. Financial and company structure implications have also been reviewed with Section 151 officers.

5.10 There is a significant workstream required to establish how the company will actually transact business, receive funding, employ staff, etc. For Bath & North East Somerset, as accountable body for the existing West of England Partnership (WEP), there may be potential implications and resourcing requirements for BANES in supporting the transition to a LEP. However, we believe that the scope of responsibilities and liability will not materially change. The report delegates this role to the Chief Executives.

5.11 The legal work currently in train will take account of all these matters to define the full LEP Company Articles of Association, which will be available to each of the authorities to allow Chief Executives to conclude the company formation process under the delegated authority sought within the recommendations of this Cabinet report.

5.12 Until that information is available, Bath & North East Somerset's position is that a decision in principle only is possible, subject to satisfactory definition of the Articles of Association.

6. RISK MANAGEMENT

6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

6.2 Cabinet are asked to agree to our involvement in the LEP Company, subject to a risk assessment being carried out once the necessary legal documentation has been finalised.

7. EQUALITIES

7.1 Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

- (1) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
- (2) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - a) remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - c) encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- (3) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - a) tackle prejudice; and
 - b) promote understanding.

7.2 Providing local authority advice and support to the LEP is a ‘West of England Stakeholders group’. This group supersedes the West of England Partnership Board, and provides an effective forum for cross-party engagement from the 4 interested local authorities, as well as engagement from Third Sector representatives, the health sector and a range of other stakeholders who can advise on the impact of LEP activities on various communities across the area.

8. RATIONALE

8.1 Establishing the LEP as a Company will support the delivery of Bath & North East Somerset’s Economic Strategy and Sustainable Community Strategy. A Company will be able to receive funds and hold assets, allowing for more effective delivery of economic development projects across the area.

9. OTHER OPTIONS CONSIDERED

9.1 At their Board meeting on the 4th March, LEP Members considered various options for the legal entity of the LEP, including:

- Company Limited by Guarantee
- Company Limited by Shares
- Community Interest Company
- Unincorporated Association

9.2 The advice offered to the Board was that:

“...if the LEP is to be a decision making body in its own right and be responsible for assets and expenditure, its directors might be exposed to potential liabilities. In this instance, a company limited by guarantee would provide the appropriate protection of limited liability to its directors acting within the terms of their appointment. If the LEP is not going to receive public funding or be a decision making body in its own right (i.e. it would provide direction to its constituent organisations but they would take the decisions individually), then an unincorporated association could be appropriate. An unincorporated association cannot provide limited liability to its members. Separate advice has been sought on Directors liability insurance.”

9.3 Following discussion on the various options, the business and local authority members of the LEP Board agreed to pursue the ‘Company Limited by Guarantee’ model.

10. CONSULTATION

10.1 This report has been prepared in consultation with Cabinet members, the Enterprise, Economy and Development Overview & Scrutiny Panel; and Partners in the LEP.

10.2 Externally, the structure and establishment of the company has been the subject of extensive discussions between the interested local authorities (being North Somerset Council, South Gloucestershire Council, Bath & North East Somerset Council and Bristol City Council), the business element of the LEP (represented by Business West), and the law firm instructed by Business West to draft the articles of association for the company.

10.3 The 4 interested local authorities have also jointly obtained independent, external legal advice.

11. ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Customer Focus; Sustainability; Property; Corporate; Other Legal Considerations

12. ADVICE SOUGHT

12.1 Legal Power to participate: The Council has the legal power to participate in a company limited by guarantee by virtue of section 2 of the Local Government Act 2000 and section 111 of the Local Government Act 1972. Participation in the company is consistent with the Council's community strategy and participation is likely to achieve the promotion or improvement of the economic, social or environmental well-being of the Council's area.

12.2 Company documentation: Legal Services has received expert advice on the draft Articles of Association of the company, which confirms that the draft documentation is a suitable basis for a company limited by guarantee, however, various matters need to be finalised before the documentation could be regarded as complete and meeting the Council's specifications. Further legal advice will be required before the Council takes membership of the company.

12.3 Procurement and assets: The membership of the company comprises public sector and private sector members, therefore, despite the Council's participation, Cabinet should note that the company must be treated as a third party company. The Council must comply with the applicable legal regimes in all its dealings with the company.

12.4 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	John Betty, Strategic Director - Development & Major Projects. Tel: 01225 477158
Sponsoring Cabinet Member	Councillor Paul Crossley
Background papers	Enterprise&Economic Development O&S Panel papers and meeting notes, 22nd March 2011.
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13 th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2279
TITLE:	Future development of Bath City Liaison Forum	
WARD:	All Wards in the City of Bath	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
None		

1 THE ISSUE

This report sets out proposals to further develop partnership working between the Council and organisations representing local residents and other groups and organisations within the City of Bath. It builds on and develops the work of the Bath City Liaison Forum and makes recommendations relating to future ways of working, in the context of the "Big Society".

2 RECOMMENDATION

The Cabinet agrees that:

- 2.1 The approach to the future development of the Bath City Liaison Forum set out in this report be adopted
- 2.2 An Interim Steering Group be established with the membership as set out in paragraph 5.5
- 2.3 The Interim Steering Group be requested to prepare detailed Terms of Reference, membership and working arrangements to be agreed by the Leader of Council and presented for approval to the first meeting of the revised Forum

3 FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications although Council resources will be required to be allocated for support to the Forum, its Task and Finish Groups and any online services that the Forum uses to conduct its business.

4 CORPORATE PRIORITIES

- *Building communities where people feel safe and secure*
- *Promoting the independence of older people*
- *Improving life chances of disadvantaged teenagers and young people*
- *Improving school buildings*
- *Sustainable growth*
- *Improving the availability of Affordable Housing*
- *Addressing the causes and effects of Climate Change*
- *Improving transport and the public realm*

5 THE REPORT

5.1 The Bath City Liaison Forum was established in 2008 as a way of improving information flow and liaison between groups representing residents in Bath and the Council and other partners. It has provided a useful conduit to raise issues of local concerns and to keep residents' groups informed of Council activities. Reports presented have included on the Local Development Framework and City Centre issues.

5.2 In addition, the Forum established a successful Task and Finish group on street cleansing which directly led to improved outcomes in this area of work.

5.3 At its meeting of January 2011, the Forum considered how it could make improvements to its working arrangements. In particular, the need was identified to develop and deepen collaboration between public services and local residents and to utilise the goodwill of local citizens in improving the City and its neighbourhoods.

5.4 Following this, the Council has undertaken an initial engagement with residents' groups to consider new ways of working which meet these objectives. Emerging from this process are the following proposals for a more flexible style of partnership working which aims to strengthen engagement, promote active citizenship and better reflect the diversity of Bath's communities.

- An Annual or twice-yearly **Forum meeting**, engaging a much wider range of local organisations in the City of Bath than were represented on the previous Bath City Liaison Forum. The aim would be to seek to reflect the diversity of Bath and its communities. The membership could therefore potentially also encompass local businesses and other organisations contributing to the life of local communities as well as organisations such as our Student Unions and of course relevant public service partners. This Forum would set priorities for the coming session following open discussion, and agree the goals of Task and Finish groups, as described below. The Forum would also provide an opportunity for councillors representing Bath wards to identify key issues and exercise their influence on shaping the debate. Further work is being undertaken by the Interim Steering Group on the detailed membership, Terms and Reference and ways of working for this Forum

- **Task and Finish Groups** – comprising representatives of groups with an interest in the subject under discussion, potentially including representatives of: local residents’ and locally-based businesses; elected members; and representatives of relevant public service providers. This would build on the success of the street cleansing group highlighted above.
- An **online presence** which would enable quick and easy communication, reduce the need for meetings and encourage practical discussions on key issues. This could potentially be accessed by a wide group of local citizens who wish to take part in this new approach to collaboration and to suggest and develop practical solutions. However, it is also recognised that take-up of online services is uneven across different areas and communities. The aim would therefore be to complement our “face-to-face” work with local residents and businesses, not replace it.
- A “light touch” **steering group** which will support and manage the process and ensure it is delivering its objectives.

5.5 Subject to agreement of Cabinet, it is suggested that the current group developing this approach (comprising the Federation of Bath Residents’ Associations, the London Road and Snowhill Partnership and *Changes in Whiteway*) continue to meet as an Interim Steering Group to finalise detailed working arrangements, working closely with the Cabinet member for Neighbourhoods. These detailed Terms of Reference would be subject to formal agreement by the Leader of Council and be presented for adoption to the first meeting of the Forum

5.6 It is considered that this approach to building the capacity of a wider “network” can make a real contribution to the Council’s commitments to localism and to the “Big Society”. For example, the first Task and Finish group under the umbrella of this Forum is expected to relate to winter weather precautions, where close co-operation between the Council, active citizens and local businesses is central. The intention is for the recommendations of this group to be reported to the first meeting of the wider Forum which will, subject to finalising Terms of Reference, take place later this year.

5.7 It is currently envisaged that the Council will help support the Forum, online presence, steering group and task groups. The Council will also help to publicise the opportunities for engagement provided by the Forum both through its work in specific communities and more widely.

6 RISK MANAGEMENT

6.1 The report author and Lead Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 An Equalities Impact Assessment was carried out on the establishment of the Bath City Liaison Forum. An initial revised assessment of the approach set out in this report indicates that there will be a positive equalities impact. The creation of a wider forum and more task and finish groups will allow for groups and individuals reflecting the protected characteristics better to engage in the process than at present. The introduction and use of an on-line system may have a

differential impact across the protected characteristics but this will be mitigated by ensuring other communications methods are used and that tailored support is given. These working arrangements will be incorporated into the plans and documentation of the Forum.

8 RATIONALE

8.1 The development of the Forum set out in this report arise from discussions with the Federation of Bath Residents' Associations and other residents' groups designed to improve the operation of the Forum.

9 OTHER OPTIONS CONSIDERED

9.1 Consultation with residents' groups considered whether the Forum needed to continue. It was concluded that there was a role for an improved arrangement.

10 CONSULTATION

10.1 *Cabinet members; Other B&NES Services; Local Residents; Community Interest Groups; Section 151 Finance Officer; Chief Executive; Monitoring Officer*

10.2 Consultation with residents' groups was carried out through a series of discussions and a draft of this report was circulated to seek views. The feedback received will also be used as the Interim Steering Group develops the detailed arrangements for the Forum.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 *Social Inclusion; Customer Focus; Corporate;*

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>Andy Thomas, 01225 394322</i>
Sponsoring Cabinet Member	<i>Councillor Paul Crossley</i>
Background papers	<i>Bath City Liaison Forum – existing Terms of Reference</i>
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	AGENDA ITEM NUMBER
TITLE:	Treasury Management Outturn Report 2010/11	E 2264
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1 – Performance Against Prudential Indicators Appendix 2 - The Council's Investment Position at 31st March 2011 Appendix 3 – Average monthly rate of return for 2010/2011 Appendix 4 – The Council's External Borrowing Position at 31st March 2011 Appendix 5 – Sterling Consultant's Economic & Market Review of 2010/11 Appendix 6 – Interest & Capital Financing Budget Monitoring 2010/11</p>		

1 THE ISSUE

- 1.1 In February 2010 the Council adopted the 2009 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, and to receive a mid year report and an annual report after the end of each financial year.
- 1.2 This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan for 2010/11.

2 RECOMMENDATION

The Council agrees that:

- 2.1 the 2010/11 Treasury Management Annual Report to 31st March 2011, prepared in accordance with the CIPFA Treasury Code of Practice, is noted
- 2.2 the 2010/11 actual Treasury Management Indicators are noted.

3 FINANCIAL IMPLICATIONS

3.1 The financial implications are contained within the body of the report.

4 CORPORATE PRIORITIES

4.1 This report is for information only and is therefore there are no proposals relating to the Council's Corporate Priorities.

5 THE REPORT

Summary

5.1 Performance against the Treasury Management & Prudential Indicators agreed as part of the annual Treasury Management Strategy is provided in Appendix 1. The outturn position and all treasury activity undertaken during the financial year is within the limits agreed by Council in February 2010, as shown in Appendix 1, as well as the CIPFA Code of Practice and the relevant legislative provisions.

5.2 The average rate of investment return for the 2010/11 financial year is 0.51% above the benchmark rate.

Summary of Returns 2010/11

5.3 The Council's investment position as at 31st March 2011 is given in Appendix 2. In line with the Annual Investment Strategy, investments undertaken were temporary short term investments made with reference to the core balance and cash flow requirements.

5.4 Gross interest earned from investments for 2010/11 totalled £910k. Net interest received, after deduction of amounts due to Schools, the West of England Growth Points, PCT and other internal balances, is £760k. Appendix 3 details the investment performance, the average rate of interest earned on investments over this period was 1.00%, which is 0.51% above the benchmark rate of average 7 day LIBID + 0.05% (0.49%).

Summary of Borrowings 2010/11

5.5 The Council's external borrowing as at 31st March 2011 is detailed in Appendix 4.

5.6 New loans totalling £10 million were taken from the Public Works Loan Board on 12th May 2010. One of the loans was £5 million for 25 years at a rate of 4.55%, and the other for a further £5 million for 50 years at a rate of 4.53%. It was decided to take a portion of the Council's borrowing requirement at this stage of the financial year so as to lock in at an interest rate below the rate of 4.75% included in the 2010/11 budget.

5.7 At the time of the decision, long term rates had fallen from a high in April 2010 of 4.74%, and there were concerns that rates could increase again if the general election failed to produce a clear direction in tackling the public sector budget deficit, making UK sovereign debt and therefore long term borrowing more expensive

5.8 The new borrowing took the Council's total borrowing to £90 million. The Council's Capital Financing Requirement (CFR) as at 31st March 2010 was £93.6 million. This represents the Council's need to borrow to finance capital expenditure, and demonstrates that the borrowing taken relates to funding historical capital spend relating to 2009/10 and prior years.

Strategic & Tactical Decisions

5.9 We have continued to place a significant proportion of our funds with highly-rated major financial institutions, primarily with UK banks, where we assess there is implicit or explicit Government support. During the year the amount invested with the Debt Management Office has gradually reduced to between 0-10% of total investments. Some short term investments of have been made with UK Building Societies from the Council's counterparty list that was approved by Council in February 2010. This has resulted in earning a more favourable return than the 0.25% paid by the Debt Management Office.

5.10 In line with recent years, the Council continued to take a pro-active risk management approach to its investment decisions during 2009/10 due to the continued volatility of the financial markets and banking sector. This approach included the following actions.

Budget Implications

5.11 A breakdown of the revenue budget for interest and capital financing and the actual year end position is included in **Appendix 6**. This shows an underspend of £330k in 2010/11. During the year, the Council tightened controls on expenditure where doubts over funding existed. This caused a slowing down of capital expenditure reducing capital financing costs in the short term. The Council's cash balances were higher than anticipated at budget setting generating higher investment interest income.

5.12 A Capital Financing Smoothing Reserve has been created from the underspend which arises in capital financing costs (Debt charges & MRP) in 2010/11, due to the profiling of the borrowing costs compared to the Capital Programme spend. This timing difference is caused where a Service starts to repay its borrowing costs when capital spending begins, but the spend is initially funded by internal borrowing until the Council's cash balances require the planned external funding to be taken.

6 RISK MANAGEMENT

6.1 The Council's lending & borrowing list has been regularly reviewed during the financial year and credit ratings are monitored throughout the year. All lending/borrowing transactions are within approved limits and with approved institutions. Investment & Borrowing advice is provided by our Treasury Management consultants Sterling.

6.2 The 2009 edition of the CIPFA Treasury Management in the Public Services: Code of Practice requires the Council nominate a committee to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies. In May 2010, the Council's treasury advisors provided training to the Corporate Audit Committee to carry out this scrutiny.

6.3 In addition, the Council maintain a risk register for Treasury Management activities, which is regularly reviewed and updated where applicable during the year.

7 EQUALITIES

7.1 This report provides information about the financial performance of the Council and therefore no specific equalities impact assessment has been carried out on the report.

8 RATIONALE

8.1 The Prudential Code and CIPFA's Code of Practice on Treasury Management requires regular monitoring and reporting of Treasury Management activities.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 Consultation has been carried out with the Cabinet Member for Community Resources, Section 151 Finance Officer, Chief Executive and Monitoring Officer.

10.2 Consultation was carried out via e-mail.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 This report deals with issues of a corporate nature.

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Council Solicitor) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>Tim Richens - 01225 477468 ; Jamie Whittard - 01225 477213</i> Tim_Richens@bathnes.gov.uk Jamie_Whittard@bathnes.gov.uk
Sponsoring Cabinet Member	<i>Councillor David Bellotti</i>
Background papers	<i>20010/11 Treasury Management & Investment Strategy</i> <i>1st & 3rd Quarter Treasury Performance Reports (Single Member Decisions)</i> <i>Half yearly Treasury Performance Report (Cabinet & Council)</i>
Please contact the report author if you need to access this report in an alternative format	

APPENDIX 1

Performance against Treasury Management Indicators agreed in Treasury Management Strategy Statement

1. Authorised limit for external debt

These limits include current commitments and proposals in the budget report for capital expenditure, plus additional headroom over & above the operational limit for unusual cash movements.

	2010/11 Prudential Indicator	2010/11 Actual as at 31 st Mar 2011
	£'000	£'000
Borrowing	115,000	90,000
Other long term liabilities	3,000	0
Cumulative Total	118,000	90,000

2. Operational limit for external debt

The operational boundary for external debt is based on the same estimates as the authorised limit but without the additional headroom for unusual cash movements.

	2010/11 Prudential Indicator	2010/11 Actual as at 31 st Mar 2011
	£'000	£'000
Borrowing	105,000	90,000
Other long term liabilities	2,000	0
Cumulative Total	107,000	90,000

3. Upper limit for fixed interest rate exposure

This is the maximum amount of total borrowing which can be at fixed interest rate, less any investments for a period greater than 12 months which has a fixed interest rate.

	2010/11 Prudential Indicator	2010/11 Actual as at 31 st Mar 2011
	£'000	£'000
Fixed interest rate exposure	107,000	70,000*

* The £20m of LOBO's are quoted as variable rate in this analysis as the Lender has the option to change the rate at 6 monthly intervals (the Council has the option to repay the loan should the rate increase)

4. Upper limit for variable interest rate exposure

While fixed rate borrowing contributes significantly to reducing uncertainty surrounding interest rate changes, the pursuit of optimum performance levels may justify keeping flexibility through the use of variable interest rates. This is the maximum amount of total borrowing which can be at variable interest rates less any investments at variable interest rates (this includes any investments that have a fixed rate for less than 12 months).

	2010/11 Prudential Indicator	2010/11 Actual as at 31 st Mar 2011
	£'000	£'000
Variable interest rate exposure	20,000	-44,000

5. Upper limit for total principal sums invested for over 364 days

This is the maximum % of total investments which can be over 364 days.

	2010/11 Prudential Indicator	2010/11 Actual as at 31st Mar 2011
	%	%
Investments over 364 days	25	0

6. Maturity Structure of new fixed rate borrowing during 2010/11

	Upper Limit	Lower Limit	2010/11 Actual as at 31st Mar 2011
	%	%	%
Under 12 months	50	Nil	0
12 months and within 24 months	50	Nil	0
24 months and within 5 years	50	Nil	0
5 years and within 10 years	50	Nil	0
10 years and above	100	Nil	100

£10 million of new borrowing was undertaken from the PWLB (Public Works Loan Board) during 2010/11 all of which had a maturity of greater than 10 years. The borrowing portfolio is shown in Appendix 4.

APPENDIX 2

The Council's Investment position at 31st March 2011

	Balance at 31 st March 2011
	£'000's
Notice (instant access funds)	24,000
Up to 1 month	10,000
1 month to 3 months	15,000
Over 3 months	15,000
Total	64,000

The investment figure of £64 million is made up as follows:

	£'000's
B&NES Council	48,434
West of England Growth Points	3,787
Schools	11,779
Total	64,000

The Council had an average net positive balance of £75.9m (including Growth Points Funding) during the period April 2010 to March 2011.

The following fixed term investments were undertaken during 2010/11 with a maturity date in the following financial year:

Institution	Amount	Rate	Start Date	Maturity Date	Long Term Credit Rating*
Barclays Bank	£5m	1.55%	15/04/10	14/04/11	AA-
Barclays Bank	£5m	1.00%	08/11/10	09/05/11	AA-
Barclays Bank	£5m	1.10%	10/12/10	10/06/11	AA-
Bank of Scotland	£5m	1.84%	01/06/10	01/06/11	A+
Bank of Scotland	£5m	2.10%	12/07/10	12/07/11	A+
Lloyds Banking Group	£5m	1.60%	26/11/10	26/08/11	A+
Oversea Chinese Banking Corporation	£5m	1.07%	31/03/11	30/09/11	A+
Total	£35m	-	-	-	

* The credit rating shown is the lowest equivalent rating from Fitch, Standard & Poors and Moody's credit rating agencies

The balance of £29m was held in call accounts at 31st March 2011.

Chart 1: Investments as at 31st March 2011 (£64m)

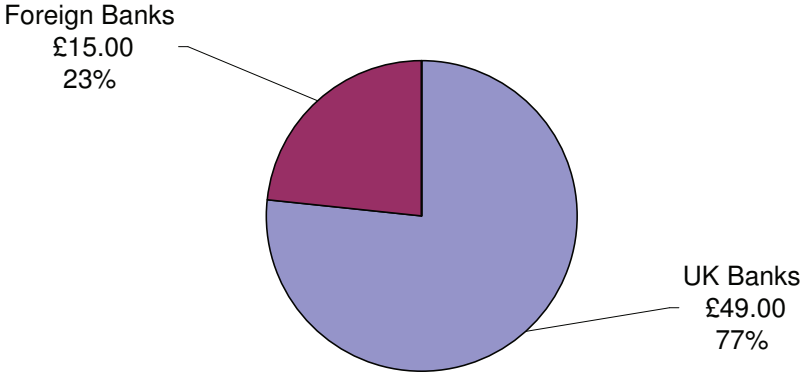
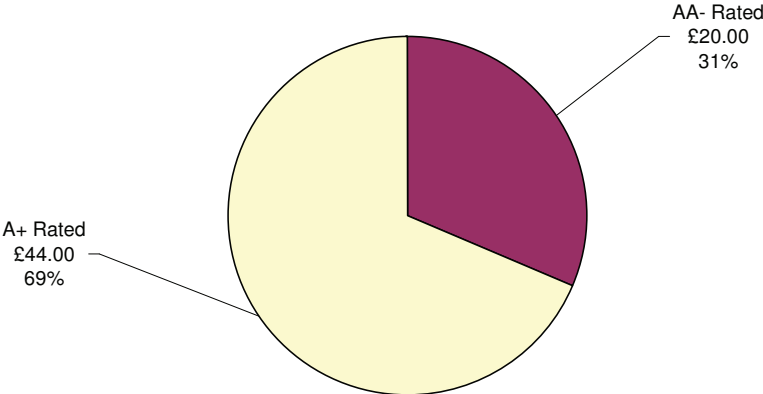


Chart 2: Investments - Lowest Equivalent Credit Ratings (£64m) - 31st March 2011



APPENDIX 3

Average rate of return for 2010/11

	Apr %	May %	Jun %	Jul %	Aug %	Sep %
Average rate of interest earned	0.97%	0.94%	0.98%	1.00%	1.03%	1.03%
Benchmark = Average 7 Day LIBID rate +0.05% (source: Sterling)	0.47%	0.48%	0.48%	0.48%	0.48%	0.48%
Performance against Benchmark %	+0.50%	+0.46%	+0.50%	+0.52%	+0.55%	+0.55%

	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Average for Period
Average rate of interest earned	1.01%	1.04%	1.05%	0.99%	0.97%	1.05%	1.00%
Benchmark = Average 7 Day LIBID rate +0.05% (source: Sterling)	0.48%	0.48%	0.49%	0.50%	0.50%	0.50%	0.49%
Performance against Benchmark %	+0.53%	+0.58%	+0.58%	+0.49%	+0.47%	+0.55%	+0.51%

APPENDIX 4

Councils External Borrowing at 31st March 2011

LONG TERM	Amount	Start Date	Maturity Date	Interest Rate
PWLB	10,000,000	15/10/04	15/10/35	4.75%
PWLB	20,000,000	02/10/06	20/05/54	4.10%
PWLB	10,000,000	21/12/06	20/11/52	4.25%
PWLB	10,000,000	15/02/06	15/02/56	3.85%
PWLB	10,000,000	19/07/06	15/04/53	4.25%
PWLB	5,000,000	12/05/10	15/08/35	4.55%
PWLB	5,000,000	12/05/10	15/08/60	4.53%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
Eurohypo Bank*	10,000,000	27/04/05	27/04/55	4.50%
TOTAL	90,000,000			
TEMPORARY	NIL			
TOTAL	90,000,000			

- All LOBO's (Lender Option / Borrower Option) have reached the end of their fixed interest period and have reverted to the variable rate of 4.5%. The lender has the option to change the interest rate at 6 monthly intervals, however at this point the borrower also has the option to repay the loan without penalty.

APPENDIX 5

Annual Review 2010/11 – (provided by Sterling Treasury Advisors)

Following recession in 2009, global economic activity rebounded in 2010. Traditional exporters like Germany benefited from rising consumer demand worldwide, although economies more reliant on domestic consumption, including the UK, faced a weaker outlook. The government and household sectors of these countries were burdened by excessive debt, ultimately resulting in weaker domestic spending.

The absence of a quick economic recovery led to rising government budget deficits, especially in the European periphery, and prompted some concern among bond investors and credit rating agencies. This loss of confidence in the ability of some governments to repay their debts saw bond yields rise and the markets effectively closed to certain countries. Greece, Ireland and Portugal were all forced to seek financial assistance from the European Union and the International Monetary Fund.

The UK's deteriorating financial position was also a concern. The UK had the highest budget deficit in the EU in 2009/10 and the economic outlook was weak. However, the new Conservative-Liberal Democrat coalition government, formed following the inconclusive General Election in May 2010, outlined what was perceived by investors and credit rating agencies to be a credible fiscal consolidation plan. With financial problems continuing elsewhere in Europe, the UK was perceived to be a relative "safe haven", and strong appetite for UK government debt kept gilt yields low.

While the UK government focused on tightening fiscal policy, the Bank of England maintained loose monetary policy. Bank Rate remained at 0.5% throughout the financial year, despite inflation rising to over double the 2% target as the price of raw materials increased. With inflation expected to test 5% during 2011, heightening the risk that raised inflation expectations would feed into wages and prices, three members of the Monetary Policy Committee voted for a rise in Bank Rate in February. The remaining six members, however, were more concerned that higher interest rates could choke off the economic recovery, which was already showing signs of slowing in response to fiscal tightening. The MPC remains divided on when to raise Bank Rate.

APPENDIX 6

Capital Financing Costs – Budget Monitoring 2010/11 (Outturn)

April 2009 to March 2010	YEAR END POSITION			ADV/FAV
	Budgeted Spend or (Income) £'000	Actual Spend or (Income) £'000	Actual over or (under) spend £'000	
Interest & Capital Financing				
- Debt Costs	2,025	2,025	0	
- Ex Avon Debt Costs	1,606	1,476	(130)	FAV
- Minimum Revenue Provision (MRP)	2,146	2,146	0	
- Interest on Balances	(560)	(760)	(200)	FAV
Sub Total - Capital Financing	5,217	4,887	(330)	FAV

Debt Costs shown net of Service Supported Borrowing income and includes transfers to capital financing reserve.

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	13th July 2011	AGENDA ITEM NUMBER
TITLE:	Revenue & Capital Outturn 2010/11	EXECUTIVE FORWARD PLAN REFERENCE: E 2270
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1: Revenue & Capital Outturn 2010/11 information Appendix 2: Provisional Revenue Outturn by Portfolio 2010/11 Appendix 3: Reasons for Revenue Budget Variances 2010/11 Appendix 4: Revenue Budget Items to be considered for carry forward/write-off Appendix 5: Corporate Earmarked Reserves at 31/3/11 Appendix 6: Revenue Virements 2010/11 & 2011/12 Appendix 7: Provisional Capital Outturn by Portfolio 2010/11 Appendix 8: Detailed Capital Variance & Rephasing Requests 2010/11 Appendix 9: Capital Programme 2011/12 Approvals Appendix 10: Capital Programme by Portfolio 2010/11 & 2011/12 Appendix 11: Capital Virements 2010/11 to 2015/16</p>		

1 THE ISSUE

1.1 The report presents the provisional revenue and capital outturn for 2010/11.

1.2 The report refers to requests to carry forward specific revenue budget items to 2011/12, transfers to earmarked reserves and to write-off revenue overspends where recovery in future years would have an adverse impact on continuing service delivery.

1.3 The report also refers to requests to rephrase specific capital budget items and to write off net capital underspends in 2010/11 and to approve specific capital budget items in the 2011/12 capital programme.

2 RECOMMENDATIONS

The Cabinet agrees that:

- 2.1 The provisional revenue budget outturn for 2010/11 as set out in Appendix 2 is noted.
- 2.2 The revenue carry forward proposals and write-off requests listed in the tables in Appendix 4 as exceptions to the Budget Management Scheme are approved.
- 2.3 The revenue Budget Contingency is increased by £65k.
- 2.4 The revenue virements for 2010/11 and 2011/12 as listed in Appendix 6(i) & 6(iii) are approved.
- 2.5 The resulting reserves position shown in Appendix 1 paragraph 1.14 is noted and that unearmarked reserves remain at the target level of £10.5m
- 2.6 The provisional outturn of the 2010/11 capital programme in Appendix 7, and the funding as laid out in the table in Appendix 1 Paragraph 1.24, is noted.
- 2.7 The capital rephasing and write-off of net underspends as listed in Appendix 8 are approved.
- 2.8 The capital programme 2011/12 items as detailed in Appendix 9 are approved.
- 2.9 The adjustments to the 2010/11 to 2015/16 capital programme as detailed in Appendix 11, and the final capital programme for 2010/11 in Appendix 10 are noted.

3 FINANCIAL IMPLICATIONS

- 3.1 These are contained throughout the Report and Appendices.

4 CORPORATE PRIORITIES

- 4.1 The Medium Term Finance & Planning process allocates scarce resources across services with alignment of these resources towards our corporate improvement priorities as set out in the Corporate Plan. This report monitors how the Council has performed against the financial targets set in February 2010 through the budget setting report.

5 THE REPORT

- 5.1 This report provides information about the Council's financial performance against its revenue and capital budgets in 2010/11.
- 5.2 This report enables Cabinet to review:
- Requests for write-off of overspends
 - Requests for carry forward of underspends
 - Suggested earmarking of reserves
- 5.3 The report identifies that before any carry forwards or transfers to reserves, the Council underspent by £445,000, equating to 0.1% of the Council's gross revenue budget (excluding DSG) for 2010/11. This represents a significant achievement in the context of the government's public sector deficit recovery plan which resulted in an in year cut of £1.8m per annum to the Councils revenue funding during 2010/11.
- 5.4 The capital spend in 2010/11 was £51.5m against a budget of £64.8m excluding corporate capital contingency given a variance of £13.2m. Of this variance, £12.6m (including £4.2m for Combe Down Stone Mines) is requested for carry forward to 2011/12 to cover re-phased costs of capital projects, with the balance of £0.6m relating to net capital project underspends which will be written off.
- 5.5 Details of and commentary on the outturn position for the revenue and capital budgets are provided in Appendices 1-11.
- 5.6 The Corporate Audit Committee will approve the audited statutory final accounts of the Council. This report presents the provisional 2010/11 outturn in the form that is routinely reported throughout the year as part of budget monitoring.
- 5.7 The Cabinet received financial reports throughout the year highlighting the known pressure areas, and identifying those actions that could be taken to reduce these to manageable proportions.
- 5.8 A Budget Management Scheme (BMS) is in force, which specifies how over and under spending should be treated in any year.
- 5.9 Under the Budget Management Scheme all revenue overspends should be carried forward, subject to a proposal from the service to recover them. At least 60% of any revenue underspends can also be carried forward providing that the management of all overspendings have been agreed within Strategic Directors' service areas and also providing these underspends were reported at January 2011. If not reported by then, they are considered "windfall" and should not be carried forward unless the Cabinet expressly approves.

6 RISK MANAGEMENT

- 6.1 The substance of this report is part of the Council's risk management process. The key risks in the Council's budget are assessed annually by each Strategic

Director, with these risks re-assessed on a monthly basis as part of the budget monitoring process.

7 EQUALITIES

7.1 This report provides information about the financial performance of the Council and therefore no specific equalities impact assessment has been carried out on the report.

8 RATIONALE

8.1 The recommendations made are based upon the Budget Management Scheme and a consideration of the Council's latest financial position and reserves strategy.

9 OTHER OPTIONS CONSIDERED

9.1 Appendix 4 lists all options that can be considered in making a decision on carry forwards and write offs from 2010/11 to 2011/12.

10 CONSULTATION

10.1 Consultation has been carried out with the Cabinet Member for Sustainable Resources, Strategic Directors, Section 151 Finance Officer, Chief Executive and Monitoring Officer.

10.2 The provisional outturn position has been discussed at Strategic Directors' Group and Divisional Directors' Group during June.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 This report deals with issues of a corporate nature.

12 ADVICE SOUGHT

12.1 The Council's Monitoring Officer (Council Solicitor), Section 151 Officer (Strategic Director – Resources & Support Services), Strategic Directors' Group & Divisional Directors' Group have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>Tim Richens - 01225 477468 ; Gary Adams - 01225 477107 ; Tim_Richens@bathnes.gov.uk Gary_Adams@bathnes.gov.uk</i>
Sponsoring Cabinet Member	<i>Councillor David Bellotti</i>
Background papers	<i>2010/11 Budget Monitoring reports to the Cabinet; Budget Management Scheme</i>
Please contact the report author if you need to access this report in an alternative format	

REVENUE OUTURN 2010/11

1.1 Appendix 2 outlines the Council's provisional financial outturn for the 2010/11 financial year. Despite a number of major pressures during 2010/11 including the impact of the governments in year cuts, the provisional outturn shows the budget has been managed in total with an under spend/surplus. Before any carry forwards or transfers to reserves, the Council underspent by £445,000, equating to 0.1% of the Council's gross revenue budget (excluding Dedicated Schools Grant) for 2010/11.

1.2 In addition, the bottom line out-turn position in relation to schools is an overspend of £570,000, while the LEA/DSG element has an underspend of £2,618,000. The School's Forum has deliberately created a large carry forward as part of its budget planning to support the changes to funding allocations as part of the Academies programme. The carry forward reflects the significant carry forward from 2009-10 into 2010-11 and will be utilised when the DFE adjust recoupment charges for those schools converting in 2011-12. Both of these are automatically carried forward under the DSG arrangements, and hence these figures are excluded from this report.

1.3 Underlying the Council's "bottom line" figure are a number of variations (at a Directorate level):

- Service overspends of £0.492m
- Service underspends of £0.396m
- In addition to the net overspend of £0.096m at Directorate level, there is a £0.541m underspend on Corporate and Agency budgets mainly related to capital financing costs and investment income.

1.4 The Council has used a robust action plan system for addressing Service overspends, which were monitored on a monthly basis, and has helped offset some of the previously reported spending pressures. Significant pressures in both Adult & Children's care placement costs and cross Council severance costs during the financial year have been contained at the bottom line level.

1.5 The explanations for the 2010/11 outturn variations are given in Appendix 3, and some are highlighted below.

1.6 The main area contributing to the underspend are:

Ex Avon Debt and investment interest:

Additional investment interest of £200,000 was earned due to higher than anticipated cash balances. The costs incurred on the Council's share of the Ex Avon debt, which is managed by Bristol City Council, was £130,000 less than original estimates due to debt restructuring lowering interest costs.

Corporate Budgets – Housing & Council Tax Benefit Subsidy:

The element of non recoverable subsidy was £142,000 less than budgeted.

Adult Social Care & Housing:

Underspend in the Supporting People / Community Funding budget and additional income from service user contributions.

- 1.7 The main areas of overspending have occurred in the Service Delivery and Children's Services Portfolios due to the inclusion of severance costs. However there are wide variations between services within those broad headings.

DECISIONS REQUIRED RELATING TO OVER AND UNDERSPENDS

- 1.8 Decisions are needed on some of the items in Appendix 4 relating to under and overspending in 2010/11. Each section of Appendix 4 is clearly marked for information or for decision. In particular, decisions are required in Tables 2 and 3 of Appendix 4. If all these items are approved, this would give a final underspend of £1,000.
- 1.9 After allowing for the earmarked reserves referred to in paragraph 1.13, the net amount returned to unearmarked reserves would be £nil.
- 1.10 Table 3 of Appendix 4 contains requests to write off overspends as an exception to the Budget Management Scheme rules, which would require recovery by service over a maximum of 3 years. The write offs are requested as it is not considered practical to recover these overspends against the continuing financial pressures in 2011/12 and future years.

OTHER 2010/11 MOVEMENTS AFFECTING RESERVES

- 1.11 The net underspend position of £455,000 reported above does not include the following unbudgeted transactions, which are one-off in nature, or relate to previous years so are reported separately from the regular monitoring figures:

Item	Amount (-ve = increase in reserves) £k	Description
General Bad Debt Provision	75	Increase in Council's general bad debt provision following review as part of closedown activities.
Other minor transactions	-139	Historical refunds of NNDR on Council properties and other smaller transactions.
Total	-64k	Increase in un-earmarked reserves

- 1.12 The net effect of the above transaction is an increase in unearmarked reserves of £64k.
- 1.13 Appendix 5 provides details of corporately earmarked reserves reflecting the outturn revenue budget position.

USE OF UNDERSPEND TO MAKE EARMARKED RESERVES

1.14 The Cabinet may wish to take this opportunity to make the following provision within balances for potential costs which could arise, and which are not allowed for in the budget agreed during February 2011:

- Increase in Revenue Budget Contingency Reserve: £65k.

The proposed transfer to the Revenue Budget Contingency would increase the reserve to £1.065m.

REVENUE RESERVES

1.15 If the requests shown in recommendations 2.2 and 2.3 are approved by the Cabinet, the overall situation would be as follows:

Description of the Revenue Reserves Movements	£'000
Estimated General Reserves following February Budget Report 2011	10,480
Net transfers into reserve (see paragraph 1.11)	+64
2010/11 Outturn position, including additional use in carry forward of underspends and write off of overspends (recommendation 2.2)	+1
Increase in earmarked Revenue Budget Contingency Reserve (recommendation 2.3)	-65
Remaining available reserves would then be	10,480
<i>Recommended optimal level based on corporate risk assessment</i>	10,480

1.16 As a result, the Council is meeting the reserves strategy outlined in the budget report to Council on 15th February 2011.

1.17 The balances held by schools have decreased by £570k from £3.084m to £2.514m.

COLLECTION FUND OUTTURN POSITION

1.18 As part of the 2011/12 Budget, an estimate was made on the position of the Council Tax Collection Fund as at the 31st March 2011. The estimate was for a surplus of £700k, of which the Council's share was £591k (the balance is paid to the Police and Fire Authorities). The actual outturn position on the Collection Fund for 2010/11 is a surplus of £999k (the Council's share is £843k).

CAPITAL OUTTURN 2010/11

- 1.19 The capital spend was £13.2m less than the 2010/11 revised budget, of which £4.3m related to Combe Down Stone Mines (CDSM). These figures exclude corporate capital contingency.
- 1.20 Services are requesting rephasing of variances (project rephasing) to 2011/12 of £12.6m, which includes £4.2m for CDSM (see Appendix 8). It is proposed to write off the remaining net underspends and budget adjustments of £0.6m.
- 1.21 Details of the overall capital outturn position are given in Appendix 7, with detail on rephasing requests and over/underspends in Appendix 8.

CAPITAL RESOURCES

- 1.22 The 2010/11 budgeted figure for capital receipts assumed Right to Buy (RTB) receipts of £0.3m from Somer Housing Association, and General Fund receipts of £4.4m, giving estimated receipts of £4.7m. Actual receipts achieved, net of costs, were RTB sale receipts of £0.4m, General Fund receipts of £1m.
- 1.23 The current position is that, from 1 April 2008, non scheme-specific receipts are earmarked to Public Realm Improvements and the property maintenance programme, and receipts from the schools' estate are earmarked for School Improvements.
- 1.24 The Council is also required to report how the 2010/11 programme is to be financed. This is as follows:

	£'000
Total Capital Spending:	51,526
Funded by:	
Government Supported Borrowing	4,464
Capital Receipts	2,383
Capital Grants	25,214
3 rd Party Receipts	968
Revenue	1,768
Prudential Borrowing	16,729

- 1.25 The £1.768m of revenue funding is predominantly in respect of the IT investment programme and Disabled Facilities Grants.

APPROVAL OF CAPITAL PROJECTS

- 1.26 As explained in the Council Report of February 2010, there were a number of items included in 'italics' for information which were not approved at the time, due to a requirement to be signed off through the Capital Review process. A number of these items have now progressed to the stage where they require approval. These are included in Appendix 9 for approval.

Financial Monitoring Statement (Revenue): All Portfolios

APPENDIX 2

REVENUE SPENDING All Portfolios For period to 31st March 2011	YEAR END FINAL FIGURES				Carry forwards overspends under the BMS Rules (App 4 table 3) Col 4 £'000	Requested by Strategic Directors		Net Col 7 £'000
	Actual Spend or (Income) Col 1 £'000	Budgeted Spend or (Income) Col 2 £'000	Outturn over or (under) spend Col 3 £'000	ADV/FAV		Requested carry forward Underspend (App 4 table 2) Col 5 £'000	Write off overspend (App 4 table 3) Col 6 £'000	
Service Delivery	31,698	31,393	305	ADV	(305)	48	305	353
Children Services	26,346	26,217	128	ADV	(128)		128	128
Adult Social Services & Housing	51,070	51,466	(396)	FAV		396		()
Resources	17,701	18,242	(540)	FAV				(540)
Development & Major Projects	2,069	2,010	58	ADV	(58)		58	58
TOTAL	128,884	129,329	(445)	FAV	(492)	444	492	(1)
Overall Position (negative = increase in reserves)								(1)
<p>Note: "ADV" indicates an adverse variance, "FAV" a favourable variance, and a "()" in the over and under spend columns indicates an underspend or overachievement of income</p>								

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Council Overall Revenue Budget Monitor
Financial Monitoring Statement: All Portfolios

APPENDIX 3

REVENUE SPENDING All Portfolios For period to	YEAR END ACTUAL			ADV/FAV	Notes on main areas of over / under spending
	Actual Spend or (Income)	Budgeted Spend or (Income)	Over or (under) spend		
	A £'000	B £'000	C £'000		
31st March 2011					
Service Delivery					
Transport Design & Projects	540	70	470	ADV	Reduced capital recharge income and costs of severance
Transportation Planning (incl. Public Transport)	5,328	5,260	69	ADV	
Park & Ride	(751)	(1,036)	285	ADV	Decline in patronage and delayed price increase
Planning Services	3,521	3,246	275	ADV	Costs of severance
Building Control & Land Charges	63	2	60	ADV	
Highways Network Maintenance	7,369	7,258	111	ADV	Costs of severance
Highways - Transport & Fleet Management	(93)	(120)	27	ADV	
Customer Services - Overheads	2,046	2,173	(128)	FAV	Various service efficiency savings
Car Parking (excluding Park & Ride)	(6,355)	(6,348)	(7)	FAV	
Waste	9,612	10,513	(901)	FAV	Improved income relating to garden waste and scrap metal and other recyclables. Waste disposal reduced tonnages and contract review. Recycling savings.
Public Protection	1,016	1,177	(161)	FAV	Additional income from Street Trading and other licences and staff savings.
Neighbourhood Services	5,388	5,144	244	ADV	Costs of severance
Customer Access	1,904	1,904		ADV	
Libraries & Information	2,511	2,523	(12)	FAV	
Arts	757	711	45	ADV	
Tourism & Destination Management	1,344	1,279	65	ADV	
Heritage including Archives	(3,507)	(3,305)	(202)	FAV	Increased Roman Bath visitor volumes which were 6% over budgeted levels.
Leisure - Sports & Active Leisure	1,007	942	65	ADV	
Sub Total	31,698	31,393	305	ADV	
Children's Services					
Children, Young People & Families	12,752	12,623	128	ADV	Children in care placements and associated legal cost overspend offset by Care matters budget and Connexions savings. Balance relates mainly to severance costs.
Education & Schools' Budget	13,594	13,594		ON TARGET	
Sub Total	26,346	26,217	128	ADV	

Council Overall Revenue Budget Monitor
Financial Monitoring Statement: All Portfolios

APPENDIX 3

REVENUE SPENDING All Portfolios For period to	YEAR END ACTUAL			ADV/FAV	Notes on main areas of over / under spending
	Actual Spend or (Income)	Budgeted Spend or (Income)	Over or (under) spend		
	A £'000	B £'000	C £'000		
31st March 2011					
Adult Social Services & Housing					
Adult Services	42,564	42,598	(34)	FAV	Overspends in respect fo placement costs for Adult Social Care offset by additional income from service user contributions
Advice Service	5,289	5,589	(300)	FAV	Delay in contract start dates following completion of tendering processes.
Employment Development	189	235	(46)	FAV	
Community Learning	165	127	38	ADV	
Adult Substance Misuse	598	598	()	FAV	
Housing	2,265	2,320	(55)	FAV	
Sub Total	51,070	51,466	(396)	FAV	
Development & Major Projects					
Major Projects Support	548	525	24	ADV	
Development & Regeneration	1,520	1,485	35	ADV	
Sub Total	2,069	2,010	58	ADV	
Resources					
Policy & Partnerships	2,226	2,289	(62)	FAV	
Property Services	837	1,006	(170)	FAV	Additional income through recharges from staff working on specific capital projects
Corporate Estate incl. Repairs & Maintenance	7,039	7,070	(31)	FAV	
Traded Services	94	54	41	ADV	
Commercial Estate	(12,520)	(12,731)	211	ADV	Rental income below target
Finance	1,534	1,401	134	ADV	Costs of severance
Support Services Change Programme	251	252	(1)	FAV	
Revenues & Benefits	1,110	1,110		ADV	
Risk & Assurance Services	1,286	1,225	62	ADV	
Transformation Programme	767	767		ON TARGET	
Council's Retained ICT Budgets	(1,069)	(1,069)		ADV	
Communications & Marketing	546	551	(5)	FAV	
Performance Development	827	867	(40)	FAV	
Chief Executive	421	444	(23)	FAV	
Human Resources	962	967	(5)	FAV	
Council Solicitor & Democratic Services	2,416	2,523	(108)	FAV	Underspends in Democratic Services

Council Overall Revenue Budget Monitor
Financial Monitoring Statement: All Portfolios

APPENDIX 3

REVENUE SPENDING All Portfolios For period to	YEAR END ACTUAL			ADV/FAV	Notes on main areas of over / under spending
	Actual Spend or (Income)	Budgeted Spend or (Income)	Over or (under) spend		
	A £'000	B £'000	C £'000		
31st March 2011					
Hsg / Council Tax Benefits Subsidy	213	355	(142)	FAV	The element of non recoverable subsidy was less than budgeted Additional investment income due to higher than anticipated cash balances. Reduced interest costs on Ex Avon debt following debt restructuring.
Capital Financing / Interest	4,887	5,217	(330)	FAV	
Unfunded Pensions	1,650	1,654	(5)	FAV	
Other Misc Budgets	3,721	3,773	(51)	FAV	
Magistrates	20	22	(2)	FAV	
Coroners	284	291	(7)	FAV	
Environment Agency	201	205	(4)	FAV	
Sub Total	17,701	18,242	(540)	FAV	
TOTAL	128,884	129,329	(445)	FAV	

Note: "ADV" indicates an adverse variance, "FAV" a favourable variance, and a "(" in the over and under spend columns indicates an underspend or overachievement of income

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**Budget Items to be considered for carry forward to
2011/12**

TABLE 1: Over and under spends already approved under Budget Management scheme (BMS) and Statutory Requirements (SR)

This table is for **information** - no decision is required

Under spend Carry Forward Requests - approved under rules of BMS – 2010/11 to 2011/12 or already agreed by the Cabinet	Requested approval £	Already Approved under BMS/ SR £	Director
<p><u>Children's Service Portfolio</u></p> <p>The Dedicated Schools' Grant is ring-fenced, the under spend will be automatically carried forward into 2011/12.</p> <p>The School's Forum has deliberately created a large carry forward as part of its budget planning to support the changes to funding allocations as part of the Academies programme. The carry forward reflects the significant carry forward from 2009-10 into 2010-11 and will be utilised when the DFE adjust recoupment charges for those schools converting in 2011-12.</p>	2,618,066	2,618,066	AA
Total (Net position)	2,618,066	2,618,066	

Appendix 4 (cont)

TABLE 2:
For Decision - Under spend carry forward requests not automatically approved

Under spend Carry Forward Requests - those <u>not</u> approved under rules of BMS – 2010/11 to 2011/12	Requested approval £	Already Approved under BMS £	Dir	Reported by BMS Deadline (Jan'11)
<u>Service Delivery Portfolio</u>				
(SD1) – Gypsy site DPD (Development Plan Document) Transfer of funds to enable work to continue during 2011/12	48,000		GC	No
<u>Adult Social Service & Housing Portfolio</u>				
(AS1) – Community Learning Service Transfer of funds to cover anticipated costs due to government change in funding policy which requires a minimum contract values and transfer of staff to another provider.	130,000		JR	No
(AS2) – Supporting People & Community Funding Transfer to increase fund available to lend Rent in Advance/Deposits to assist homeless households to access private rented accommodation; fund an Enhanced Housing Options module for Abris IT system; and fund the second 6 months of two pilot initiatives (Young People's mediation and Training & employment to tackle worklessness) both of which have slipped to the new financial year.	166,000		JR	No
(AS3) – Social Enterprise Set Up Costs Additional funding to support professional advice and transition costs for the establishment of the Social Enterprise.	100,000		JR	No
TABLE 2 TOTAL	444,000			

Appendix 4 (continued)

TABLE 3:
For Decision - Requests for overspend write off from services in 2010/11

Requests to write off overspends	Request £	Already approved under BMS £	Director
<u>Service Delivery</u> Net position on Service Delivery	305,000		GC
<u>Children's Services</u> Net position on Children's Services.	128,000		AA
<u>Development & Major Projects</u> Net position on Development & Major Projects	58,000		JB
Total	491,000	0	

This column lists the figures requested

This column indicates where figures are approved within the rules of BMS. If no figure it will need decision to approve it

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Appendix 5

Corporate Earmarked Reserves as at 31/3/2011

Corporate Earmarked Reserves	31st Mar 2011
Insurance Fund	1,081
Service Supported Borrowing	867
Risk Mgt Reserve	55
Invest to Save Reserve	45
Revenue Contingency Reserve	1,065
Casino Licence Application project costs	87
Medium Term Financial Challenge Reserve	5,842
PCT Integration	112
D&MP regional & sub regional issues	350
PCT Pooled Budget upfront payment	2,625
Carbon Management Reserve	120
Procurement Reserve	60
Exceptional Risk Reserve - Other	62
Exceptional Risk Reserve - Recession Reserve	127
Affordable Housing & Capital Development	3,000
Restructuring Reserve	5,598
Capital Financing Reserve	1,461
Community Empowerment Fund	1,366
Independent Safeguarding Reserve	100
Olympics Reserve	225
Regional Delivery Plan Reserve	150
Other	449
Total	24,847

New General Service Earmarked Reserves	31st Mar 2011
Youth Services Reserve	75
Adult Re-enablement Section 256 Reserve	708
Total	783

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2010/2011 Revenue Virements for Approval

Appendix 6(i)

REF NO	REASON/ EXPLANATION	CABINET MEMBER	TRANSFER FROM CASHLIM (£'s)	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASHLIM (£'s)	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
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The following virements are reported for approval under the Budget Management Scheme rules.

OVERALL TOTALS		0	0	0	0	0	0	0	0		
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2010/2011 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	CABINET MEMBER	TRANSFER FROM CASHLIM (£'s)	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASHLIM (£'s)	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
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The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.

INFO 10#43	Future Bath Plus	Resources [MH]	Other Miscellaneous Budgets		50,000	Service Delivery [CG]	Tourism & Destination Management		50,000	Release part of Corporately held Future Bath Plus Headroom allocation to Tourism & Destination Management, as approved by Cabinet Member for Resources 23rd Jan 2011.	Budget virement is one off
INFO 10#44	Insurance Recharge	Resources [MH]	Other Miscellaneous Budgets		5,869	Service Delivery [CG]	Tourism & Destination Management		5,869	Correction to previous virement INFO10#24 for realignment of Property Insurance Recharge budgets.	Budget virement is ongoing
INFO 10#45	Places For Change	Adult Social Services & Housing [VP]	Housing		93,000	Resources [MH]	Other Miscellaneous Budgets		93,000	Transfer of financing budget to combine with Corporately held budget for financing this scheme.	Budget virement is ongoing
INFO 10#46	Change in PCT contribution to Pooled Budget	Adult Social Services & Housing [VP]	Adult Services		2,625,000	Resources [MH]	Council Balances		2,625,000	Due to its financial position, the PCT is making an additional contribution to the pooled budget in 2010/11 with an equal offsetting reduction in the Council's contribution.	Budget virement is one off.
INFO 10#47	Section 256 PCT contribution for re-enablement.	Adult Social Services & Housing [VP]	Adult Services		708,000	Resources [MH]	Council Balances		708,000	Transfer to reserves of s.256 re-enablement contribution received from the PCT for use in 2011/12	Budget virement is one off.

2010/2011 Revenue Virements for Information

<u>REF NO</u>	<u>REASON/ EXPLANATION</u>	<u>CABINET MEMBER</u>	<u>TRANSFER FROM</u>	<u>Income</u>	<u>Expenditure</u>	<u>CABINET MEMBER</u>	<u>TRANSFER TO</u>	<u>Income</u>	<u>Expenditure</u>	<u>DESCRIPTION</u>	<u>ONGOING EFFECTS</u>
			<u>CASHLIM</u>	<u>(£'s)</u>	<u>(£'s)</u>		<u>CASHLIM</u>	<u>(£'s)</u>	<u>(£'s)</u>		

The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.

INFO 10#48	Gypsies and Travellers Policy Review	Resources [MH]	Other Miscellaneous Budgets		17,845	Children's Services [CW]	Health, Commissioning & Planning		17,845	Virement from inflation underspend to cover cost of resourcing policy review for Gypsies and Travellers.	Budget virement is one off.
INFO 10#49	Youth Services Headroom Drawdown	Resources [MH]	Other Miscellaneous Budgets		8,225	Children's Services [CW]	Children, Young People & Families		8,225	Release part of Corporately held Youth Support Headroom allocation to Children's Services, as approved by Divisional Director of Finance 13th April 2011.	Budget virement is one off.
INFO 10#50	Planning Appeal Provision	Resources [MH]	Other Miscellaneous Budgets		250,000	Service Delivery [CG]	Planning Services		250,000	Virement from underspends in corporately held inflation provisions to create provisions in Planning Services.	Budget virement is one off.
INFO 10#51	Additional Highway Gritting	Resources [MH]	Coroners Unfunded Pensions		60,000	Service Delivery [CG]	Highways Network Maintenance		115,000	Virement from underspends in corporately held budgets to cover additional costs of salting roads during adverse winter weather.	Budget virement is one off
INFO 10#52	Business Improvement District	Resources [MH]	Balances (Recession Reserve)		27,000	Development & Major Projects [TG]	Development & Regeneration		27,000	Allocation from Recession Reserve to cover the costs in setting up the Business Improvement District.	Budget virement is one off.
INFO 10#53	Workplaces & Offices Rationalisation	Resources [MH]	Balances		52,853	Resources [MH]	Corporate Estate (incl R&M)		52,853	Temporary drawdown from reserves to cover initial costs of Workplaces Rationalisation Project, to be repaid to reserves in 2011/12 & 2012/13, as reported December 2009 Workplaces & Office Rationalisation Cabinet Report.	Budget virement is one off.

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Virements are reported by Strategic Director - pending reallocation of budgets into new Cabinet Portfolio's

REF NO	REASON/ EXPLANATION	STRATEGIC DIRECTOR	TRANSFER FROM	Income (£'s)	Expenditure (£'s)	STRATEGIC DIRECTOR	TRANSFER TO	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
			CASHLIM				CASHLIM				

The following virements are reported for approval under the Budget Management Scheme rules.

LOG 11#01	Guildhall Room Hire	Service Delivery	Heritage	7,188		Resources	Corporate Estate incl. R&M		7,188	Transfer of Guildhall Room Hire budget from Heritage Services to Property & Facilities.	Budget virement is ongoing.
LOG 11#02	Drawdown from specific grant loss revenue budget contingency	Resources	Balances - Revenue Budget Contingency		56,899	Children's Services Resources & Support Services	Learning Inclusion Policy & Partnerships		26,000 30,899	Transfer to mitigate loss in 2011/12 only of specific grant funding for Community Safety (£30,899) and the Music Service (£26,000)	Budget virement is one-off
OVERALL TOTALS				7,188	56,899			0	64,087		

2011/2012 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	STRATEGIC DIRECTOR	TRANSFER FROM	Income (£'s)	Expenditure (£'s)	STRATEGIC DIRECTOR	TRANSFER TO	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
			CASHLIM				CASHLIM				

The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.

INFO 11#01	Business Improvement District Levy	Resources & Support Services	Other Miscellaneous Budgets		38,597	Service Delivery Resources & Support Services Development & Major Projects	Car Parking Libraries & Information Heritage & Archives Corporate Estate Commercial Estate Major Projects Support		11,120 1,350 8,210 15,182 2,190 545	Allocation of budget approved at February Council to service cashlimits in respect of increased Business Rates in respect of the Business Improvement District (BID) Levy	Budget virement is ongoing.
INFO 11#02	Olympics 2012 Reserve Drawdown	Resources	Balances (earmarked reserve)		56,000	Service Delivery Arts	Arts		56,000	Annual release of Olympics 2012 budget (approved in 2010/11 Council budget) in line with phased spend profile as approved by Cabinet Member for Resources 23rd Jan 2011.	Budget virement is one-off.
INFO 11#03	Food Waste Carry Forward	Resources	Balances		237,300	Service Delivery	Waste		237,300	Carry forward part of 2010/11 £400k Food Waste Collection Budget into 2011/12 to reflect timing of implementation - as agreed by SDG November 2010.	Budget virement is one-off.

2011/2012 Revenue Virements for Information

REF NO REASON/ EXPLANATION STRATEGIC DIRECTOR TRANSFER FROM CASHLIM Income (£'s) Expenditure (£'s) STRATEGIC DIRECTOR TRANSFER TO CASHLIM Income (£'s) Expenditure (£'s) DESCRIPTION ONGOING EFFECTS

The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.

INFO 11#04	Re-allocation of Property MTSRP savings	Resources & Support Services	Corporate Estate	Resources & Support Services	Property Services	106,781	106,781	Technical adjustment within Property Services. Following savings identified during the MTSRP process an adjustment is required to ensure that savings are shown against the correct cash limits.	Budget virement is ongoing.
INFO 11#05	Allocation of 2011/12 Labour Group Budget Amendments- from One-off Headroom	Resources	One-off Headroom Allocations	Children's Services	Learning Inclusion Health, Commissioning & Planning Corporate Estate	232,000	62,000	Allocation of Labour Budget amendments as approved at February Council (Budget Setting)	Budget virement is one-off
INFO 11#06	Transfer of 2011/12 approved budget for additional Social Care funding	Resources	Corporately Held Social Care Funding	Adult Social Services & Housing	Adult Services	1,600,000	1,600,000	Transfer of Council approved budget for Social Care from corporately held budgets into Service Cashlimit	Budget Virement is ongoing
INFO 11#07	Change in PCT contribution to Pooled Budget	Resources	Balances	Adult Social Services & Housing	Adult Services	2,625,000	2,625,000	2011/12 Reversal of LOG10#46 to reflect adjustment in the PCT's contribution to the pooled budget in 2011/12.	Budget virement is one-off.
INFO 11#08	Reallocation of budgets to reflect Revenue's & Benefits restructuring	Resources & Support Services Service Delivery	Revenues & Benefits Customer Access	Resources & Support Services	Revenues & Benefits Finance	35,896 160,222	155,320 40,798	Reallocation of budget to reflect revised responsibilities following restructuring of Revenue's & Benefits and Customer Access	Budget virement is ongoing
INFO 11#09	Parking Permits	Resources	Council Solicitor & Democratic Services	Service Delivery	Car Parking (excluding Park & Ride)	120,900	120,900	Corporate re-alignment of budgets to reduce administration costs and reflect current policy on Parking Permits	Budget virement is ongoing.
INFO 11#10	Allocation of Children's Act Development Funding	Children's Services	Learning Inclusion	Children's Services	Children, Young People & Families	25,000	25,000	Contribution to Integrated Safeguarding Officer from Children's Act Development funding	Budget virement is ongoing.
	Realignment of		Children, Young People & Families			1,120,838			

2011/2012 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	STRATEGIC DIRECTOR	TRANSFER FROM		STRATEGIC DIRECTOR	TRANSFER TO		Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
			CASHLIM	Income (£'s)		CASHLIM	Expenditure (£'s)				
The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.											
INFO 11#11	Reassignment of Children's Services Cashlimits	Children's Services	Health, Commissioning & Planning	0	Children's Services	Learning Inclusion	0	17,255,879	5,353,976	Technical adjustment to realign Children Services cashlimits	Budget virement is ongoing.
			Schools Budget	10,781,065							
INFO 11#12	Reallocation of Care Matters Funding	Children's Services	Health, Commissioning & Planning	0	Children's Services	Children, Young People & Families	0	31,991	31,991	Transfer of Care Matters funding	Budget virement is ongoing.
INFO 11#13	Reallocation of Youth Service to reflect management responsibilities	Children's Services	Children, Young People & Families	0	Children's Services	Learning Inclusion	0	707,077	707,077	Movement of Youth Service budgets between cashlimits to reflect restructuring	Budget virement is ongoing.
INFO 11#14	Reallocation of Young People's Substance Misuse Budget	Children's Services	Health, Commissioning & Planning	0	Children's Services	Children, Young People & Families	0	16,000	16,000	Transfer of Young People's Substance Misuse Budget	Budget virement is ongoing.
INFO 11#15	Reallocation of equipment and stationary Budgets	Adult Social Services & Housing	Adult Services	0	Children's Services	Children, Young People & Families	0	17,431	17,431	Transfer of budgets to equipment and stationary budgets to reflect revised responsibility for spend.	Budget virement is ongoing.
OVERALL TOTALS				0	23,266,074		120,900	23,145,174	23,266,074		

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Strategic Directors Cash Limits 2011/12 - Revenue Budgets
Appendix 6 (iv)

Strategic Director Portfolio	Service	2011/12 Cashlimits - February 2011 Budget	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements For Approval	2011/12 Revised Cashlimit - July'11
		£'000	£'000	£'000	£'000
Service Delivery	Transport Design & Projects	25			25
	Transportation Planning (including Public Transport)	6,316			6,316
	Park & Ride	(1,013)			(1,013)
	Planning Services	2,789			2,789
	Building Control & Land Charges	49			49
	West of England Partnership				
	Highways - Network Maintenance	6,561			6,561
	Highways - Transport & Fleet Management	(60)			(60)
	Customer Service - Overheads	2,183			2,183
	Car Parking (excluding Park & Ride)	(7,418)	132		(7,286)
	Waste	10,702	237		10,939
	Public Protection	1,135			1,135
	Neighbourhood Services	5,072			5,072
	Libraries & Information	2,472	1		2,474
	Arts	591	56		647
	Tourism & Destination Management	990			990
	Heritage including Archives	(3,543)	8	(7,188)	(3,542)
	Sports & Active Leisure	1,018			1,018
	Customer Access	1,916	(160)		1,756
PORTFOLIO SUB TOTAL	29,786	275	(7,188)	30,054	
Children's Services	Children, Young People & Families	12,930	(1,737)		11,193
	Learning Inclusion	1,797	18,000	26	19,823
	Health, Commissioning & Planning	(107,825)	(5,292)		(113,117)
	Schools Budget	114,279	(10,781)		103,498
PORTFOLIO SUB TOTAL	21,180	189	26	21,396	
Adult Social Services and Housing	Adult Services	48,539	4,208		52,746
	Housing	2,308			2,308
	Community Learning				
	Drug Action Team	598			598
	Employment Development	154			154
PORTFOLIO SUB TOTAL	51,598	4,208		55,806	
Resources	Finance	1,256	41		1,297
	Support Services Change Programme	186			186
	Revenues & Benefits	827	119		947
	Transformation Service	737			737
	Council's Retained ICT Budgets	(1,220)			(1,220)
	Audit, Risk & Information Service	1,024			1,024
	Property Services	568	107		675
	Corporate Estate Including R&M	6,910	(32)	7	6,886
	Commercial Estate	(12,830)	2		(12,827)
	Traded Services	54			54
	Policy & Partnerships	1,895		31	1,925
	Performance Development	721			721
	Human Resources	881			881
	Chief Executive	446			446
	Communications & Marketing	440			440
	Council Solicitor & Democratic Services	2,073	(121)		1,952
	SUPPORT SERVICES SUB TOTAL	3,969	117	38	4,124
	Hsg / Council Tax Benefits Subsidy	355			355
	Capital Financing / Interest	6,063			6,063
	Unfunded Pensions	1,709			1,709
	Other Miscellaneous Budgets	2,667	(39)		2,629
	Magistrates	22			22
	Coroners	362			362
Environment Agency	205			205	
Corporately Held Social Care Funding	1,600	(1,600)			
One-off Headroom Allocations	591	(232)		359	
PORTFOLIO SUB TOTAL	17,542	(1,871)		15,672	

Strategic Director Portfolio	Service	2011/12 Cashlimits - February 2011 Budget	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements For Approval	2011/12 Revised Cashlimit - July'11
		£'000	£'000	£'000	£'000
Development and Major Projects	Major Projects Support	560	1		560
	Development & Regeneration	1,075			1,075
	PORTFOLIO SUB TOTAL	1,635	1		1,635
	NET BUDGET	121,742	2,918	57	124,717

Sources of Funding (£)

Council Tax	77,427			77,427
Revenue Support Grant	10,280			10,280
Redistributed Business Rates (NNDR)	33,259			33,259
Collection Fund Deficit (-) or Surplus (+)	591			591
Council Tax Freeze Grant	1,920			1,920
Balances / Earmarked Reserves	(1,736)	2,918	57	1,240
Total	121,742	2,918	57	124,717

FINANCIAL YEAR 2010-2011		Actuals £000's	Budget £000's	Variance £000's	Requested Re-Phasing			Overspend / (Underspend)		
					+ Over	- Under	Total	+ Over	- Under	Total
Total Service Delivery	15,541	17,905	(2,364)	414	(2,736)	(2,322)	85	(128)	(43)	
Total Children Services	19,932	24,485	(4,553)	685	(5,226)	(4,542)	0	(12)	(12)	
Total Adult Social Services & Housing	2,458	2,739	(281)	8	(280)	(272)	184	(193)	(9)	
Total Resources & Support Services	6,453	7,791	(1,338)	8	(1,303)	(1,295)	5	(48)	(44)	
Total Development & Major Projects	7,142	11,838	(4,696)	244	(4,408)	(4,165)	56	(587)	(531)	
Total	51,526	64,758	(13,231)	1,359	(13,953)	(12,594)	329	(968)	(639)	
Capital Contingency	0	6,518	(6,518)		(6,518)	(6,518)			0	
GRAND TOTAL	51,526	71,276	(19,749)	1,359	(20,471)	(19,112)	329	(968)	(639)	

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FINANCIAL YEAR 2010-2011 £000's	Variance	Requested Re-Phasing			Overspend / (Underspend)	Commentary
		+ Over	- Under	Total	Total	
					Total	
Service Delivery						
Bath Transport Package	(250)	5	(255)	(250)		Property: £250k rephasing requested as property acquisition not as initially anticipated when budget set due to delay in CPO review etc.
CIVITAS (Strategic Transport)	152	193	(41)	152		Additional EC Funding obtained. Change Orders required to enable B&NES budget revision to reflect this additional funding / cost. Net £152k rephasing requested.
Transport Improvement Programme	81	81		81		£81k Overspend - rephase to 11/12. Overspend on Wellow, Midford Rd & Minor Improvement Schemes projects.
2 Tunnels	(47)		(47)	(47)		The project has been planned so that the line is opened-up section by section. B&NES works on the path following SUSTRANS work on the structure. Delay in SUSTRANS works over initially anticipated programme requires B&NES works rephasing.
5 Arches	(337)		(337)	(337)		Project rephasing requested due to more problems encountered than initially anticipated.
Rossiter Rd	(9)		(9)	(9)		Minor underspend on project development work charged in 10/11, budget will be required to fund works in 11/12.
GBBN	(60)		(60)	(60)		Rephasing requested due to slight delay in installation on Bus stops programme. Work carried out in 11/12.
Green Bus	(127)				(127)	Grant could not be utilised. Operator could not be found therefore grant cancelled. Funds have not been received therefore no repayment required.
Planning & Transportation Development	(597)	279	(749)	(470)	(127)	
Highway Structural Maintenance	(86)	110	(196)	(86)		Net £86k rephasing to 11/12 requested. The £110k overspend re A4 detrunking due to in-year Government grant cuts. The Sally in the Woods project was consequently phased to span the year end, however a little too much work was planned for 11/12 than was required to cover the impacts A4 detrunking overspend. Work carried out in 11/12.
Other Highway Maintenance Projects	(237)		(237)	(237)		Projects & funding identified late in year (Nutmeg, River Somer, Batheaston River Footpath). Works & funding slipped into 11/12.
Transport & Fleet Mangement	24				24	Overspend due to 3 Vehicles purchased off lease without budget provision. Write off requested - to be funded by increase of SSB.
Parking: CCTV	(381)		(30)	(30)		Project rephasing requested - delays in procurement.
Parking: ANPR			(351)	(351)		Project rephasing requested - delays in implementation of final CCTV camera on Wellsway due to delay in implementation of Bus lane.
Waste Vehicle Replacement	(668)		(725)	(725)	57	£93k total overspend on programme mitigated by £32k contribution from Revenue and c.£60k asset disposal proceeds. Therefore write-off effectively fully funded.
Other Waste Initiatives (incl Kitchen Waste)	28	25		25	3	Reduction required to the anticipated rephasing as approved at Feb11 Council.
Neighbourhood Vehicle Replacement	(79)		(79)	(79)		Rephasing requested for 3 Vehicles in process of being purchased. Procurement held-up by the need to satisfy the requirements of Capital approval process before replacement could be made.
Haycombe Cemetery Extension	(131)		(131)	(131)		Project rephasing requested. Construction completed in June within budget.
Other Neighbourhoods Projects	(1)				(1)	Write of requested - fully funded in year.
Environmental Services	(1,531)	135	(1,749)	(1,614)	83	
Roman Baths Development	(42)		(42)	(42)		Installation of pipework delayed for Spa drinking water due to Environment Agency approval delays.
Roman Baths Catering Development	(106)		(106)	(106)		Project has been reviewed and revised cost plan produced that reflects both Council and Catering contractor investment in a joint statement. The revised plan and phased budget will be presented as a "soft PID" in May. Rephasing required in mean time.
Roman Baths Infrastructure Development	1				1	
Bath Spring Waster Strategy	(80)		(80)	(80)		These funds, together with similar amounts slipped from previous financial years, will be used to finance the Council's liabilities connected with the drilling of a new spa water borehole and the development of the Gainsborough hotel site. The full amount - £246k - will be required in 2011/12, subject to progress on the hotel development
Central Bath Toilet Facilities Grant	(10)		(10)	(10)		Project plan not yet prepared, but would be dependent upon the future development of the Waitrose building
Tourism Leisure & Culture	(237)	0	(238)	(238)	1	
Total Service Delivery	(2,365)	414	(2,736)	(2,322)	(43)	

FINANCIAL YEAR 2010-2011 £000's	Variance	Requested Re-Phasing			Overspend / (Underspend)	Commentary	
		+ Over	- Under	Total	Total		
Childrens' Services							
Spend at School level:							
Devolved Capital	2,527	11	2,517	2,527	0	Rephasing required into 11/12. Too much budget was rephased to 11/12 during the 11/12 budget setting process leaving a net overspend to rephase to 11/12.	
Seed Challenge	(39)	5	(43)	(39)	0		
Harnessing Technology	(5)		(5)	(5)	0		
School Travel Plans	(38)		(38)	(38)	0		
Private Capital	(285)		(285)	(285)	(0)		
E Learning Credits	(0)		(0)	(0)	0		
School Managed Projects	(486)		(486)	(486)	0		
Specialist Schools	(94)		(94)	(94)	0		
Section 106	(1)		(1)	(1)	0		
14-19 Diplomas	0		0	0	0		
Aiming High for Disabled Children	(5)		(5)	(5)	0		
Early Years Projects :					0		
Play Pathfinder	221	221		221	0		Budget still to be allocated to project once 3rd party contributions are received.
Early Years / Extended Services	(17)		(17)	(17)	0		S106 funding to be spent in future years.
School Projects :					0		
Writhlington BSF	(47)		(47)	(47)	0	Budget phasing inaccurate in year but correct over whole project.	
Writhlington ALC	(179)		(179)	(179)	0	Budget phasing inaccurate in year but correct over whole project.	
Wellsway Sports Hall	(793)		(793)	(793)	0	Delays due to planning approval. Scheme budget remains unchanged.	
Ralph Allen ALC	(74)		(74)	(74)	0	Delays due to planning approval. Scheme budget remains unchanged.	
Oldfield Co ed Improvements	93	93		93	0	Expenditure on planning and feasibility/design ahead of budget allocation.	
Fosseway	(273)		(273)	(273)	0	Project to be reconciled during 11/12.	
St Keyna	(176)		(176)	(176)	0	Project to be reconciled during 11/12.	
Beechen Cliff ATP	(483)		(483)	(483)	0	Slippage as project was put on hold when funding cuts first announced.	
Primary Capital Programme	(3,391)		(3,391)	(3,391)	0	Rephasing required due to delays in work from bad weather.	
Other Schemes/Projects:					0		
Medium Schemes	147	147		147	0	Budget transfer required for St Johns. Rephasing required.	
Small Schemes	(28)		(28)	(28)	0	Budget transfer required in 11/12.	
Schools Capital Programmes	(692)		(692)	(692)	0	Rephasing required then reconciliation needed.	
Schools Repairs & Maintenance	208	208		208	0	Overspend due to emergency works. To be covered from 11/12 allocation.	
Aiming High for Disabled Children	(12)				(12)	This is an underspend of grant funding and can be written off.	
Care Services	(50)		(50)	(50)	0	Viable capital project identified late in the year.	
Southside Regeneration	(581)		(581)	(581)	0	Original phasing of budget was inaccurate. Project still to be completed on budget.	
Total Childrens' Services	(4,553)	685	(5,226)	(4,542)	(12)		
Adults' Services							
Disabled Facilities Grant	(59)		(59)	(59)	0	This is to enable us to deal with the backlog of DFG requests that built up in the OT service during 2010/11 due to staff shortages. Capacity issues now resolved so outstanding works will slip to 2011/12.	
Housing Association Grant	(218)		(218)	(218)	0	Commitments agreed for 11/12 & 12/13 requiring rephasing.	
Adult Care IT Projects	(3)		(3)	(3)	0	Underspend occurred purely from differences between estimate and actual cost and also some timing differences. Rephasing requested to contribute towards other project costs for 2011/12.	
CRC: Capital Major Projects Scheme	(11)				(11)	To be written off - Project finished	
Adult Care: CRC Extensions	8	8		8	0	Spend on feasibility and planning works in advance of full approval.	
Other schemes	2				2	To be written off - Project finished	
Total Adults' Services	(281)	8	(280)	(272)	(9)		
Resources & Support Services							
Estates: Capital Disposal Schemes	0			0	0		
Estates: Bluecoat House	(18)				(18)	The project is now fully completed and the Outturn position established at £126K which came in under budget.	
Estates: Commercial Estate Development Fund	(14)				(14)	This sum is result of actual costs not meeting '09-10 accruals, therefore underspend	
Estates: Capital	(25)		(10)	(10)	(15)	The capital budget is now to be funded by a revenue windfall in 2010/11 and not SSB, capital accountant has been consulted. The specialist works required has been fully investigated and a much lower budget of £34.5k is required. Tenant of number 2 will make a revenue contribution in 2011/12. Works started in early March and is expected to be completed within 7 weeks.	
Building Consultancy: DDA	(11)		(11)	(11)	0	Slippage requested to fund additional cost of works re projects : (1) Waterford Park Allotments and (2) Haycombe Crem projects	
Building Consultancy: CPM	(133)		(133)	(133)	0	Slippage requested as follows : (1) £35k for essential works re Cleeve Court Boundary Wall (shared cost with RNID remains under dispute) and (2) £97,846 to supplement grant funding for Biomass Boiler installation at RVP.	
Property: Workplaces	(682)		(682)	(682)	0	See appendix 10 (ii) for the detailed breakdown.	
Finance: IT & Agresso	7	8		8	(1)	Small overspend in 2010-11; overall project spend still to be managed within total budget	
Transformation: WorkSMART & IT	(463)		(467)	(467)	4	In year review of capital IT expenditure resulted in slippage overall with a number of changes being made to the original programme of works.	
Total Resources & Support Services	(1,339)	8	(1,303)	(1,295)	(44)		

FINANCIAL YEAR 2010-2011 £000's	Variance	Requested Re-Phasing			Overspend / (Underspend)	Commentary
		+ Over	- Under	Total	Total	
Development & Major Projects						
Combe Down Stone Mines	(4,330)		(4,247)	(4,247)	(82)	Project completed on time and under budget due to avoidance of major risk items. Current discussions with HCA to re-allocate risk budget to other projects and to agree commuted sum for ongoing liabilities Commutated sum will not be agreed until Final Account in July 2012 QS is currently working on 2012/2013 expenditure forecast
Southgate	(142)		(142)	(142)		Rephasing requested, £57k non-recoverable / £85k recoverable
Public Realm	(19)		(19)	(19)		Rephasing requested. Revised programme - switch from Stall Street to High Street
BWR	(229)	244		244	(473)	- Slippage due to the prolongation of the finalisation of the Corporate agreement between the Council and Crest. - Underspend due to public procurement originally anticipated to be undertaken fully by B&NES and might have been subject to further legal challenge. This in reality did not occur with Crest undertaking a large part of the work to produce tender information. Also the PR and other more minor budgets appear not to have been utilised.
Spa	24			0	24	Additional expenditure re minor defects. Write off requested as fully funded in year.
Total Development & Major Projects	(4,696)	244	(4,408)	(4,164)	(531)	
Corporate Budgets						
Capital Contingency	(6,518)		(6,518)	(6,518)		
Total Corporate Budgets	(6,518)	0	(6,518)	(6,518)	0	
Grand Total	(19,752)	1,359	(20,471)	(19,112)	(639)	
Total Excluding Combe Down Stone Mines and Capital Contingency	(8,904)	1,359	(9,706)	(8,348)	(557)	

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2011/12 Capital Programme Approvals

Changes in Budget

Funding Source	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
Project Approvals						
Communications Hub	650					650
One Stop Shop	340					340
Beau St Coin Hoard	150					150
Community Responce Centre Extension	167					167
Oldfield Secondary Co Ed Improvements	1,171	679				1,850
Norton Hill S106 Improvements	310					310
Total	2,788	679	0	0	0	3,467

Changes in Funding

Funding Approvals	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
Government Grant	1,388	679				2,067
Service Supported Borrowing	540					540
Unsupported Borrowing						0
Capital Receipts inc RTB receipts						0
Third Party Contributions inc 106	860					860
Revenue Contribution						0
Total	2,788	679	0	0	0	3,467

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Capital Programme by Portfolio - 2010/11

CAPITAL SCHEME	2010/11			
	Current Budget at 2nd March	Rephasing Reductions to Programme (agreed in Budget Report)	Other Programme Additions to Outturn	Final Budget at Outturn
	£000	£000	£000	£000
Customer Services				
Planning & Transport				
Local Transport Improvement Schemes	920		388	1,308
Two Tunnels	270		35	305
5 Arches	631			631
Rossiter Road	(0)		120	120
CIVITAS schemes	561		120	681
GBBN Construction	594			594
Bath Package Bid costs post PE	865			865
Bath Package Construction	0			0
Bath Package Scheme Property	835			835
Green Bus	127			127
	4,802	0	664	5,466
Environmental Services				
Highways				
Highways Maintenance Block	3,578		(180)	3,398
Highways Maintenance - top up	2,000			2,000
Highways Related Schemes	0		237	237
A4 Hicks Gate to Twerton Fork	242			242
A4 Station Road	42			42
Highways drainage survey (TAMP)	1			1
				0
Passenger Transport				0
Passenger Transport Fleet Replacement	944		3	947
				0
Waste				0
Waste Efficiency Initiatives	120	(45)		75
Kitchen Waste Containers	321			321
Vehicle Replacements - Waste	2,300		32	2,332
Route Planning Software	50	(30)		20
Weighbridge Replacement	30			30
Disposal Containers	9			9
Grab Handle Compactor	136			136
Windsor Bridge MOT Facilities	60			60
				0
Parking				0
Car Parks ANPR & Permit Management System	351			351
ANPR Bus Lane Enforcement Upgrade	30			30
				0
Neighbourhoods				0
Vehicle Replacement - Neighbourhoods	881			881
Play Area Equipment	66			66
Allotments	6		20	26
Haycombe Cemetery Extension	200			200
Mobile Technology - Litter Enforcement	35			35
	11,400	(75)	112	11,437

CAPITAL SCHEME	2010/11			
	Current Budget at 2nd March	Rephasing Reductions to Programme (agreed in Budget Report)	Other Programme Additions to Outturn	Final Budget at Outturn
	£000	£000	£000	£000
Tourism Leisure & Culture				
Roman Baths Site Development	301			301
Roman Baths Site Development - catering	512			512
Roman Bath Infrastructure Development	100			100
Bath Spring Water Strategy	164	(84)		80
Central Bath Toilet Facilities Grant	10			10
	1,087	(84)	0	1,003
	17,289	(159)	776	17,905
Childrens Services				
Extended schools services	76			76
Spend at school level - DFC non VA schools	2,245	(2,673)		(428)
Spend at School Level - VA Devolved Capital	15			15
Spend at school level - travel plans	59			59
Spend at school level - Harnessing Technology	14			14
Spend at school level - seed challenge	193			193
Spend at school level - private capital	339			339
Spend at school level - e-learning credits	0			0
Spend at school level - Specialist Schools Capital	145			145
	0			0
Ralph Allen Schools Access Initiative	598			598
	0			0
BSF Writhlington School	1,672			1,672
St Keyna School	33			33
Fosseway School	278			278
	0			0
Schools Capital Maintenance Programme	461			461
	0			0
Batheaston PCP	1,465			1,465
WASPS PCP	3,215			3,215
Midsomer Norton PCP	1,600			1,600
Bathford PCP	774			774
	0			0
14-19 Diplomas	1,017			1,017
Writhlington Applied Learning Centre	3,129			3,129
Ralph Allen Applied Learning Centre	105			105
Southside Regeneration	2,081		5	2,086
	0			0
The link KS3 Extension	350			350
Aiming High for Disabled Children	137			137
Integrated Childrens System	27			27
ICT Grant for Mobile Technology	9			9
Play Pathfinder	385		28	413
	0			0
Children's Centres	1,612		200	1,812
Children's Centre Improvement	66			66
Early Years IT packages for Children's Centres	45			45
Early Years small capital claims	83			83
Early Years Access & Quality	200			200

CAPITAL SCHEME	2010/11			
	Current Budget at 2nd March	Rephasing Reductions to Programme (agreed in Budget Report)	Other Programme Additions to Outturn	Final Budget at Outturn
	£000	£000	£000	£000
Spend at school level - Harnessing Technology	507			507
Writhlington - Childrens Trust Co-location project	479			479
Wellsway Sports Hall	1,307	(400)		907
Beechen Cliff Artificial Turf Pitch	500			500
Beechen Cliff Music Block	321			321
Youth Capital	57			57
Peasdown St John Early Years Element	49			49
Peasdown St John Internal Refurbishment	28			28
Primary Basic Need Schemes	149			149
School Kitchen Capital	627		(73)	554
C&F minor works	28			28
Chew Valley Construction LA contribution	52			52
Medium Schemes	(70)			(70)
Small Schemes	833			833
Chew Stoke Primary Classroom Extension	104			104
	27,397	(3,073)	161	24,485
Adult Care & Health Service Delivery				
Social Care IT Infrastructure	38			38
Adult Care & Health Commissioning				
Remedial Repairs	6			6
Freedom from Fuel Poverty	78			78
Social Housing Grant	1,368	(683)		685
Community Resource Centres	11			11
Carrswood Terrace	(2)			(2)
DoH IT Infrastructure Grant	101		92	193
Occupational Therapy Equipment Pool	0		40	40
Disabled Facilities Grant	1,000			1,000
Private Sector Renewal	689			689
	3,290	(683)	132	2,739
Support Services				
Property & Facilities				
Corporate Estate Planned Maintenance	1,031		21	1,052
Risk Assessment/Disabled Access (DDA)	538			538
Property Disposal - Cost of Sales	128			128
Blue Coat House	144			144
Support Services - non-Property				
Safer Stronger Communities - Nightwatch Scheme	0		26	26
Agresso update (5.5)	144	(27)		117
PC & Server Refresh			710	710
Government Connect Project	28	(26)		2
Critical Application Upgradfe	33			33
IT Infrastructure Upgrade Projects	208			208
IT Management Systems	255			255
Modern Gov Implementation	26			26
	2,535	(53)	757	3,238

CAPITAL SCHEME	2010/11			
	Current Budget at 2nd March	Rephasing Reductions to Programme (agreed in Budget Report)	Other Programme Additions to Outturn	Final Budget at Outturn
	£000	£000	£000	£000
Development & Major Projects				
Combe Down Stone Mines (HCA)	8,411	(861)		7,550
Combe Down Stone Mines (Council)	526	(206)		320
Combe Down Stone Mines - Foxhill	10			10
Southgate (Multi)	286	(113)		173
Southgate (Council)	261	(138)		123
Spa	24			24
Public Realm - Wayfinding	1,196	(475)		721
Public Realm - Preparatory Projects	687	(372)		315
Public Realm - Union Street/Stall Street	1,589	(1,482)		107
	12,991	(3,647)	0	9,344
Corporate BWR				
BWR Council Project Team	994			994
BWR - Affordable Housing Contribution	1,419	(419)		1,000
BWR - Infrastructure Contribution	2,700	(2,200)		500
Replacement Council Offices				
Keynsham & Regeneration Programme Office	361	(39)		361
Change Management (new ways of working)	(136)			(136)
The Hollies	(15)			(15)
Short Term - including Lewis House Refurbishment	3,303	(1,892)		1,411
Medium Term Replacement Council Offices	2,971			2,971
	11,558	(4,511)	0	7,047
TOTAL	75,059	(12,126)	1,825	64,758
Contingency	6,518			6,518
GRAND TOTAL	81,577	(12,126)	1,825	71,276

Sources of Funding (£'000)				
Government Supported Borrowing	4,472		207	4,679
EU/Government Grant	24,578	(6,322)	463	18,719
Capital Receipts (inc RTB)	4,269	(2,537)		1,732
Revenue	3,594	(26)	1,039	4,607
Service Supported Borrowing	15,642	(2,478)	20	13,184
Unsupported Borrowing (inc Inter Yr Adjustments)	26,405	(763)	120	25,762
s106 Contribution	333			333
Other 3rd Party	2,283		(24)	2,260
Total	81,577	(12,126)	1,826	71,276

Capital Programme by Portfolio - 2011/12

CAPITAL SCHEME	2011/12					
	Feb'11 Council Approved Budgets	Additions to Programme to 13th July	Budget at 13th July Cabinet	Approvals Requested at 13th July Cabinet	Rephasing Request at 13th July Cabinet	Revised Budget after 13th July Cabinet
	£000	£000	£000	£000	£000	£000
Customer Services						
Planning & Transport						
Local Transport Improvement Schemes			0		(81)	(81)
Two Tunnels	169		169		47	216
5 Arches	9		9		337	346
Rossiter Road		80	80		9	89
CIVITAS schemes	217		217		(152)	65
GBBN Construction	553		553		60	613
Bath Package Pre Construction	2,132		2,132			2,132
Bath Package Scheme Property	6,232		6,232		250	6,482
Smart Card E Purse for WofE - Feasibility		39	39			39
Delivery of DoT Emergency Fund		341	341			341
	9,312	460	9,772	0	470	10,242
Environmental Services						
Highways						
Highways Maintenance Block		5,016	5,016		323	5,339
Highways Maintenance - top up			0			0
Highways Related Schemes			0			0
A4 Hicks Gate to Twerton Fork			0			0
A4 Station Road			0			0
Highways drainage survey (TAMP)			0			0
Waste						
In Cab Technology	30		30			30
Waste Efficiency Initiatives			0			0
Kitchen Waste Containers			0			0
Recycling Collection Containers	45		45		(25)	20
Vehicle Replacements - Waste	322		322		725	1,047
ANPR CCTV at Recycling Centre	99		99			99
Parking						
Car Parks ANPR & Permit Management System			0		30	30
ANPR Bus Lane Enforcement Upgrade			0		351	351
Neighbourhoods						
Vehicle Replacement - Neighbourhoods	440		440		79	519
Vehicle Tracking Equipment	33		33			33
Haycombe Cemetery Extension			0		131	131
Mobile Technology - Litter Enforcement			0			0
	969	5,016	5,985	0	1,614	7,599
Tourism Leisure & Culture						
Roman Baths Site Development					42	42
Roman Baths Site Development - Catering	333		333		106	439
Roman Bath Infrastructure Development	100		100			100
Bath Spring Water Strategy			0		80	80
Central Bath Toilet Facilities Grant			0		10	10
Beau Street Coin Hoard			0	150		150
	433	0	433	150	238	821
	10,714	5,476	16,190	150	2,322	18,662

CAPITAL SCHEME	2011/12					
	Feb'11 Council Approved Budgets	Additions to Programme to 13th July	Budget at 13th July Cabinet	Approvals Requested at 13th July Cabinet	Rephasing Request at 13th July Cabinet	Revised Budget after 13th July Cabinet
	£000	£000	£000	£000	£000	£000
Childrens Services						
Spend at school level - DFC non VA schools	3,000		3,000		(2,527)	473
Spend at school level - travel plans			0		38	38
Spend at school level - Harnessing Technology			0		5	5
Spend at school level - seed challenge			0		39	39
Spend at school level - private capital			0		285	285
Spend at school level - Specialist Schools Capital			0		94	94
Spend at school level - School Managed Projects			0		487	487
Ralph Allen Schools Access Initiative						
BSF Writhlington School	166		166		47	213
St Keyna School			0		176	176
Fosseway School			0		273	273
Threeways						
Schools Capital Maintenance Programme		1,000	1,000		(208)	792
Primary Capital Programme						
Batheaston PCP	150		150		601	751
WASPS PCP	136		136		1,977	2,113
Midsomer Norton PCP	120		120		610	730
Bathford PCP			0		203	203
Unallocated PCP						
Schools - Modernisation Grant funding stream						
Schools - New Pupil Places/Basic Need funding stream						
Writhlington Applied Learning Centre			0		179	179
Ralph Allen Applied Learning Centre / Astro Turf Pitch	1,226	400	1,626		74	1,700
Southside Regeneration			0		581	581
The link KS3 Extension	400		400			400
Aiming High for Disabled Children			0		5	5
Play Pathfinder			0		(221)	(221)
Children's Centres			0		17	17
Wellsway Sports Hall	1,954		1,954		793	2,747
Beechen Cliff Artificial Turf Pitch			0		483	483
Beechen Cliff Music Block		429	429			429
Medium Schemes			0		(147)	(147)
Small Schemes			0		28	28
School Capital Programmes			0		692	692
Moorland Infant School - Expansion	188	122	310			310
Newbridge Primary - Expansion	188		188			188
Bathampton Primary - Temporary Classrooms	221		221			221
Oldfield Secondary - Co-Ed Improvements			0	1,171	(93)	1,078
Norton Hill S106 Improvements			0	310		310
Chew Stoke Primary Classroom Extension			0			0
Care Services			0		50	50
	7,749	1,951	9,700	1,481	4,542	15,722
Adult Care & Health Service Delivery						
Social Care IT Infrastructure			0		3	3
Adult Care & Health Commissioning						
Social Housing Grant	1,018		1,018		218	1,236
Community Resource Centre - Extension			0	167	(8)	159
Disabled Facilities Grant			0		59	59
Private Sector Renewal			0			0
	1,018	0	1,018	167	272	1,457

CAPITAL SCHEME	2011/12					
	Feb'11 Council Approved Budgets	Additions to Programme to 13th July	Budget at 13th July Cabinet	Approvals Requested at 13th July Cabinet	Rephasing Request at 13th July Cabinet	Revised Budget after 13th July Cabinet
	£000	£000	£000	£000	£000	£000
Support Services						
Property & Facilities						
Capital Planned Maintenance & DDA		1,457	1,457		154	1,611
Property Disposal - Cost of Sales	171		171			171
Property Disposal - Cost of Sales - Children's Services	111		111			111
House of Fraser Re-structure		4,200	4,200			4,200
Van Purchase - Cleaning Team		18	18			18
Support Services - non-Property						
Communications Hub			0	650		650
Agresso update (5.5)	71		71		(8)	63
Government Connect Project	26		26			26
Transformation Worksmart & IT			0		467	467
	379	5,675	6,054	650	613	7,317
Development & Major Projects			0			0
Combe Down Stone Mines (HCA)	818		818		4,247	5,065
Combe Down Stone Mines (Council)	63		63			63
Southgate (Multi)	121		121		142	263
Southgate (Council)	138		138			138
Public Realm - Wayfinding	1,028		1,028			1,028
Public Realm - Preparatory Projects	610		610			610
Public Realm - Union Street/Bath Street	1,111		1,111		19	1,130
Public Realm - Stall Street	270		270			270
Public Realm - City Centre/High Street	100		100			100
Public Realm - Design - Next Stage	168		168			168
Radstock Public Infrastructure		800	800			800
	4,427	800	5,227	0	4,408	9,635
Corporate						
BWR						
BWR Council Project Team	422		422			422
BWR - Affordable Housing Contribution	1,000		1,000		(244)	756
BWR - Infrastructure Contribution	2,000		2,000			2,000
Replacement Council Offices						
Keynsham & Regeneration	2,260		2,260		218	2,478
Workplaces - Other	887		887		(24)	863
The Hollies	1,858		1,858			1,858
Lewis House	894		894		487	1,381
One Stop shop			0	340		340
Contribution to Guildhall Works from HMRC		7	7			7
	9,321	7	9,328	340	438	10,106
TOTAL	22,894	8,433	31,327	2,638	10,273	44,237
Contingency	500		500		6,518	7,018
GRAND TOTAL	34,108	13,909	48,017	2,788	19,112	69,917

Sources of Funding (£'000)						
Government Supported Borrowing		1,429	1,429			1,429
EU/Government Grant	9,603	4,977	14,580	1,388		35,080
Capital Receipts (inc RTB)	3,629		3,629			3,629
Revenue	26	359	385			385
Service Supported Borrowing / Unsupported Borrowing (inc Inter Yr Adjustments)	20,649	6,744	27,393	540	19,112	27,933
s106 Contribution			0	310		310
Other 3rd Party	201	400	601	550		1,151
Total	34,108	13,909	48,017	2,788	19,112	69,917

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Capital Virements - Additions & Reductions 2010/11

Appendix 11(i)

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP10#92 - 2010	Two Tunnels	3rd Party Contributions & Government Grant	105,358		Service Delivery - Two Tunnels		105,358	Approved by Technical Adjustment in April
CAP10#93 - 2010	Transport Improvement Programme	Government Grant	259,000		Service Delivery - Transport Improvement Programme		259,000	Approved by Technical Adjustment in April
CAP10#94 - 2010	Waste Vehicle	Revenue Contribution	32,300		Service Delivery - Waste Vehicles		32,300	Approved by Technical Adjustment in April
CAP10#95 - 2010	Highway Maintenance Vehicle	Revenue Contribution	2,750		Service Delivery - Highway Maintenance		2,750	Approved by Technical Adjustment in April
CAP10#96 - 2010	PC & Server Refresh	Revenue Contribution	709,872		Support Services - PC & server Refresh		709,872	Approved by Technical Adjustment in April
CAP10#97 - 2010	School Kitchen Capital	3rd Party Contribution		73,000	Childrens Services - Schools Kitchen Capital	73,000		Approved by Technical Adjustment in April
CAP10#98 - 2010	Childrens Centres	Government Grant	200,000		Childrens Services - Childrens Centres		200,000	Approved by Technical Adjustment in April
OVERALL TOTALS			41,270,214	17,533,858		17,533,858	41,270,214	
				23,736,356			-23,736,356	

Capital Virements - Additions & Reductions 2011/12 - 2014/15

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM		Income	Expenditure	TRANSFER TO	Income	Expenditure	Notes
FUT10#19 - 2011	Schools Capital Planned Maintenance 11/12	Government Grant		1,000,000		Children's Services - School Planned Maintenance		1,000,000	Approved by March Cabinet
FUT10#20 - 2011	Capital Planned Maintenance & DDA 2011/12	Unsupported Borrowing & Capital Receipts		1,457,000		Property Services - Planned Maintenance & DDA		1,457,000	Approved by March Cabinet
FUT10#21 - 2012	Capital Planned Maintenance & DDA 2012/13	Unsupported Borrowing & Capital Receipts		1,457,000		Property Services - Planned Maintenance & DDA		1,457,000	Approved by March Cabinet
FUT10#22 - 2013	Capital Planned Maintenance & DDA 2013/14	Unsupported Borrowing & Capital Receipts		1,457,000		Property Services - Planned Maintenance & DDA		1,457,000	Approved by March Cabinet
FUT10#23 - 2011	Moorlands Infant School	Government Supported Borrowing & Government Grant		122,000		Children's Services - Moorlands Infant School		122,000	Approved by Technical Adjustment in March
FUT10#24 - 2012	Moorlands Infant School	Government Supported Borrowing & Government Grant		3,000		Children's Services - Moorlands Infant School		3,000	Approved by Technical Adjustment in March
FUT10#24 - 2011	Rossiter Rd - Preliminary Design & Consultation	Unsupported Borrowing (Capital Contingency)		80,000		Service Delivery - Rossiter Road		80,000	Approved by Technical Adjustment in March
OVERALL TOTALS				18,352,031	1,658,390		1,658,390	18,352,031	
					16,693,641			-16,693,641	

Capital Virements - Additions & Reductions 2011/12

Appendix 11 (ii)

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM		TRANSFER TO		Income (£'s)	Expenditure (£'s)	Income (£'s)	Expenditure (£'s)	Notes
		Income (£'s)	Expenditure (£'s)	Income (£'s)	Expenditure (£'s)					
CAP11#01 - 2011	Beechen Cliff Music Block	Government Grant & Government Supported Borrowing	429,000	Children's Services - Beechen Cliff Music Block	429,000	429,000	Approved by February Cabinet			
CAP11#02 - 2011	Schools Capital Planned Maintenance 11/12	Government Grant	1,000,000	Children's Services - School Planned Maintenance	1,000,000	1,000,000	Approved by March Cabinet			
CAP11#03 - 2011	Capital Planned Maintenance & DDA 2011/12	Unsupported Borrowing & Capital Receipts	1,457,000	Property Services - Planned Maintenance & DDA	1,457,000	1,457,000	Approved by March Cabinet			
CAP11#04 - 2011	Moorlands Infant School	Government Supported Borrowing & Government Grant	122,000	Children's Services - Moorlands Infant School	122,000	122,000	Approved by Technical Adjustment in March			
CAP11#05 - 2011	Rossiter Rd - Preliminary Design & Consultation	Unsupported Borrowing (Capital Contingency)	80,000	Service Delivery - Rossiter Road	80,000	80,000	Approved by Technical Adjustment in March			
CAP11#06 - 2011	Highways Maintenance 2011/12	Government Grant	5,016,000	Service Delivery - Highways Maintenance	5,016,000	5,016,000	Approved by Single Member Decision on 28th March 2011			
CAP11#07 - 2011	House of Fraser Lease Restructure	Service Supported Borrowing	4,200,000	Property Services - House of Fraser Lease Restructure	4,200,000	4,200,000	Approved by Chief Executive in consultation with Group Leaders on 7th March under rule 3 of the Council's Urgent Business and Absence Procedure Rules			
CAP11#08 - 2011	Contribution to Guildhall Works from HMRC	3rd Party Contribution	7,075	Corporate - Guildhall Works	7,075	7,075	Approved by Technical Adjustment in May			
CAP11#09 - 2011	Purchase of 2 vans for cleaning team	Revenue Contribution	18,000	Property - Cleaning Vehicles	18,000	18,000	Approved by Technical Adjustment in May			
CAP11#10 - 2011	Smart Card E Purse for WofE - Feasibility	Government Grant	39,000	Service Delivery - Smart Card E Purse Project	39,000	39,000	Approved by Technical Adjustment in May			

Capital Virements - Additions & Reductions 2011/12

Appendix 11 (ii)

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP11#11 - 2011	Delivery of Department of Transport Winter Maintenance Emergency Fund	Revenue Contribution (from Government Grant)	341,408		Service Delivery - Department of Transport Emergency Fund		341,408	Approved by Technical Adjustment in May
CAP11#12 - 2011	Radstock Public Infrastructure	Government Grant	800,000		Development & Major Projects - Radstock Public Infrastructure		800,000	Approved by Technical Adjustment in May
CAP11#13 - 2011	Ralph Allen - Astro Turf Pitch	3rd Party Contribution	400,000		Children's Services: Ralph Allen ALC / ATP		400,000	Approved by Technical Adjustment in May
CAP11#14 - 2011	Service Delivery	2010/11 Outturn Rephasing to 2011/12 - Various Funding Sources	2,322,000		Service Delivery		2,322,000	Approval Requested at this meeting (See Appendix 7)
	Children's Services		4,542,000		Children's Services		4,542,000	
	Adult Services		272,000		Adult Services		272,000	
	Resources & Support Services		1,295,000		Resources & Support Services		1,295,000	
	Development & Major Projects (inc Stone Mines)		4,164,000		Development & Major Projects (inc Stone Mines)		4,164,000	
	Capital Contingency		6,518,000		Corporate (inc Capital Contingency)		6,518,000	
CAP11#15 - 2011	Communications Hub	Government Grant	500,000		Support Services - Communications Hub		650,000	Approval Requested at this meeting (See Appendix 9)
		Service Supported Borrowing	150,000					
CAP11#16 - 2011	One Stop Shop	Service Supported Borrowing	340,000		Corporate - One Stop Shop		340,000	Approval Requested at this meeting (See Appendix 9)
CAP11#17 - 2011	Beau St Coin Hoard	3rd Party Contribution	100,000		Service Delivery - Beau St Coin Hoard		150,000	Approval Requested at this meeting (See Appendix 9)
		Service Supported Borrowing	50,000					

Capital Virements - Additions & Reductions 2011/12

Appendix 11 (ii)

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP11#18 - 2011	Community Resource Centre Extension	Government Grant	167,000		Adult Care & Health Commissioning - CRC Extension		167,000	Approval Requested at this meeting (See Appendix 9)
CAP11#19 - 2011	Oldfield Secondary School Co-ed Improvements	Government Grant	721,000		Children's Services - Oldfield School Co-ed Improvements		1,171,000	Approval Requested at this meeting (See Appendix 9)
		3rd Party Contribution	450,000					
CAP11#20 - 2011	Norton Hill School S106 Improvements	3rd Party Contribution	310,000		Children's Services - Norton Hill School S106 Improvements		310,000	Approval Requested at this meeting (See Appendix 9)
OVERALL TOTALS			35,810,483	35,810,483		0	35,810,483	

Capital Virements - Additions & Reductions 2012/13 - 2015/16

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
FUT11#01 - 2012	Capital Planned Maintenance & DDA 2012/13	Unsupported Borrowing & Capital Receipts	1,457,000		Property Services - Planned Maintenance & DDA		1,457,000	Approved by March Cabinet
FUT11#02 - 2013	Capital Planned Maintenance & DDA 2013/14	Unsupported Borrowing & Capital Receipts	1,457,000		Property Services - Planned Maintenance & DDA		1,457,000	Approved by March Cabinet
FUT11#03 - 2012	Moorlands Infant School	Government Supported Borrowing & Government Grant	3,000		Children's Services - Moorlands Infant School		3,000	Approved by Technical Adjustment in March
FUT11#04 - 2012	Oldfield Secondary School Co-ed Improvements	Government Grant	679,000		Children's Services - Oldfield School Co-ed Improvements		679,000	Approval Requested at this meeting (See Appendix 9)
OVERALL TOTALS			3,596,000	3,596,000		0	3,596,000	

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Bath & North East Somerset Council			
MEETING:	Cabinet		
MEETING DATE:	13th July 2011	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	2292
TITLE:	Revenue Budget Contingency 2011/2012 - Allocation of Funding		
WARD:	All		
AN OPEN PUBLIC ITEM			
List of attachments to this report:			
None			

1 THE ISSUE

1.1 As part of the Approved Budget for 2011/2012, additional funding was set aside in the Revenue Budget Contingency for future allocation once the full implications of government grant decisions for the financial year were clarified. This report sets out details of the allocations which have been approved from the Revenue Budget Contingency.

2 RECOMMENDATION

2.1 The Cabinet is asked to note the report.

3 FINANCIAL IMPLICATIONS

- 3.1 The Revenue Budget Contingency for 2011/2012 included £1.736M of funding set aside to cover the risks arising from changes to specific government grants which were unknown at the time the Budget was approved by the Council on 15th February 2011, together with potential costs of emerging priorities.
- 3.2 The position in respect of the specific government grants has been fully clarified and this funding is available for allocation from the Revenue Budget Contingency for emerging priorities in accordance with the agreed approval process.
- 3.3 The allocations of funding set out in section 4 of the report below have been approved and are for one-off items of expenditure totalling £491,000 in 2011/2012.
- 3.4 Potential on-going financial implications identified of up to £150k will be included as a priority within the 2012/2013 Budget.
- 3.5 The balance of this funding totalling £1.245M will continue to be held in the Revenue Budget Contingency for further review and allocation to emerging Council priorities including those in respect of Culverhay School and the Bath Transport Package. It is unlikely that the Revenue Budget Contingency will be sufficient to meet these in full and any further costs arising from these would fall to be met from the Council's General Fund Balances.

4 THE REPORT

- 4.1 The following allocations of funding have been approved from the Revenue Budget Contingency:

ITEM	Funding Allocated
Homes and Planning	
<u>HMO Article 4 Direction over Student Accommodation</u>	£45,000
The direction withdraws permitted development rights for change of use from a house to a small HMO. This work is a priority for the new administration but it could not previously be progressed due to lack of resources. A brief has been prepared setting out the scope and programme which was used to ascertain the likely costs of the work. The extra costs of managing the preparation of this work will have to be absorbed by the Planning Service. Introduction of an article 4 direction can have significant implications on the City and the 1st part of the project will be to ascertain the costs and implications with Members before a Direction is implemented. The Direction is likely to increase the workload in Development Management due to the additional planning applications and the ongoing resourcing implications will need to be considered.	
<u>Locally Important buildings List SPD</u>	£2,500
Preparation of this Supplementary Planning Document began in response to Government advice in 2008 to introduce a list of locally	

important buildings. However the work could not be progressed as there were insufficient resources. The ongoing maintenance of this list will marginally increase the workload of the heritage officers/Development Management function.

Site for Nature Conservation Importance SDP

£2,500

This supplementary Planning Document was also progressed in 2008 but was held in abeyance in light of lack of resources. However the work was well advanced and will be relatively inexpensive to complete and may be reconfigured as a technical 'protocol' rather than a full blown SPD.

Hotel Accommodation Strategy Consultation

£20,000

Prior to the Visitor Accommodation Strategy being adopted as Council policy, it needs to undergo public consultation which will cost an estimated £20,000. The comments received will then be taken into account as part of the approval process.

The consultation can be arranged for a 6-8 week period within the current financial year and the costs will cover printing, publicity, analysis of comments and amending the strategy. The work will be led by the Tourism, Culture and Leisure Service.

Transport

Increase Frequency of the 6/7 Bus Service

£85,000

To provide additional funding to First to improve service frequency on the 6/7 bus route. The funding covers the cost of one additional bus to increase frequency of the service from a combined 20 minute frequency to a combined 15 minute frequency.

The continuation of this arrangement beyond the current financial year will require the identification of recurring funding as part of the 2012/2013 budget process.

Feasibility Study into Frome/Radstock Rail Link

£15,000

This funding will be used to secure appropriate professional resources to review and update the previous feasibility report into this rail link undertaken as part of Radstock Regeneration Scheme.

Environmental Improvements to include but not limited to:

- Bryant Rd/Glebelands Rd, Westfield £30,000
- Elm Rd/Rudgery Rd, Paulton £30,000
- Landscaping around shops at Westfield £20,000

Any ongoing maintenance costs to be included within 2012/2013 Budget.

20 mph Schemes

£25,000

For the prioritised introduction of 20mph speed limit zones across B&NES. Any ongoing maintenance costs will be included within the 2012/2013 Budget.

Early Years, School and Youth

Primary School Meals - Price Freeze

£31,000

As detailed elsewhere on this Cabinet Agenda, this funding is being provided to avoid raising the price of school meals from 1 September 2011 to offset the rising costs. The recommended price increase would have increased income by £22,000 in 2011-12 and £31,000 in a full financial year; a price increase would offset rising costs.

In 2012-13 there will be a shortfall in income that will need to be reflected in the charges to the Dedicated Schools Grant.

Peasedown Youth Arts Room

£20,000

To be used to completely refurbish the art room in Peasedown youth hub. Staff & young people have recently visited the new Southside Youth Hub and this has led to many requests as it gives people a real vision of what quality spaces for young people look like. Officers believe this is a very achievable project, which will come in on budget and within the agreed timescale.

Radstock Youth Centre (youth worker hours)

£10,000

Consultation to be undertaken with the local community to prioritise the allocation of this funding for additional youth worker support.

Community Resources

Redundant Toilets

£50,000

Funding to ensure these facilities are appropriately secured and maintained as redundant assets. Detailed proposals will be developed for each of the three sites within B&NES.

Neighbourhoods

Play Area Equipment

£50,000

Acceleration of the planned replacement programme with areas progressed on the basis of greatest need in as many play areas throughout B&NES as possible.

As we are accelerating planned replacement, this will not increase revenue costs.

Radstock Playscheme Funding

£10,000

Officers are currently considering options for the application of this funding to support the playscheme.

Internet Café in Paulton Library £20,000
 This project is to relocate Paulton Library to new premises in Paulton, and to extend the offer to a community building to include an internet café and other partner agencies. This relocation meets a number of the needs expressed in the Paulton Community Plan.

The Library service is working closely with Paulton Parish Council, Ward Councillors and the community to agree the best offer to place this library at the centre of community life. This funding will be specifically used to fit out the building with up to 6 PC's, computer furniture, library furniture, shelving and signage.

Street Cleaning £25,000
 To be allocated on a one-off basis to priority areas in discussion with officers.

TOTAL FUNDING ALLOCATED **£491,000**

5 RISK MANAGEMENT

5.1 Officers are requested to ensure the application of funding for the purposes identified is undertaken with full regard to appropriate risk management arrangements and guidance.

6 EQUALITIES

6.1 Officers are requested to ensure the application of funding for the purposes identified takes account of equalities in accordance with corporate guidelines.

7 CONSULTATION

7.1 Officers are requested to ensure appropriate consultation with stakeholders will be undertaken as part of the implementation arrangements for each of these projects.

8 ADVICE SOUGHT

8.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>Andrew Pate – Strategic Director of Resources 01225 477300</i>
Background papers	<i>Medium Term Service & Resource Planning 2011/12 – 2013/14, & Budget and Council Tax 2011/12</i>
Please contact the report author if you need to access this report in an alternative format	

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