

Democratic Services

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Date: 6 September 2011

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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, 14th September, 2011

You are invited to attend a meeting of the **Cabinet**, to be held on **Wednesday, 14th September, 2011** at **6.30 pm** in the **Banqueting Room - 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, 14th September, 2011

in the Banqueting Room - 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. MINUTES OF PREVIOUS CABINET MEETING 10TH AUGUST 2011 (Pages 7 - 12)

To be confirmed as a correct record and signed by the Chair

9. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

The consideration of proposals for HGV restrictions on the A36 Cleveland Bridge in Bath was originally a single Member decision but Councillor Roger Symonds has referred the matter to Cabinet under the Council's procedural rules. The issue will be considered at item 12 on today's agenda.

10. CONSIDERATION OF MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

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

11. SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING (Pages 13 - 14)

This report lists the Cabinet Single Member decisions which have been made and published since the previous Cabinet meeting

12. A36 CLEVELAND BRIDGE, BATH - HGV RESTRICTION (Pages 15 - 28)

Heavy Goods Vehicles travelling through Bath have been a concern for many years, particularly along A4 London Road and A36 Bathwick Street. Councillor Roger Symonds has under the Council's constitution referred this matter to Cabinet to make a decision. The Cabinet is asked to agree to introduce an Experimental Order to allow the effects of the weight restriction to be monitored and allow objections to be received during the first 6 months of operation.

13. YOUTH JUSTICE PLAN 2011-12 (Pages 29 - 66)

The Crime and Disorder Act 1998 requires Local Authorities to produce and publish an annual Youth Justice Plan, setting out how youth justice services are to be provided and funded. As part of the Council's Policy and Budget Framework, the Youth Justice Plan will need Full Council endorsement following Cabinet approval

14. WINTER SERVICE POLICY (Pages 67 - 90)

Approval of the Council's arrangements for dealing with ice and snow on the highway network, following a winter service review

15. DETERMINATION OF THE STATUTORY NOTICE TO EXPAND THE AGE RANGE OF ST. GREGORY'S CATHOLIC COLLEGE TO ADD A SIXTH FORM (Pages 91 - 110)

Determination of the statutory notice published by the Governing Body of St. Gregory's Catholic College proposing the expansion of the age range at the school to add a sixth form

16. NORTON-RADSTOCK REGENERATION TRAFFIC REGULATION ORDERS (Pages 111 - 130)

To consider objections received to proposed TROs and pedestrian crossing relocation notice

17. POLICY STATEMENT - ACADEMIES AND FREE SCHOOLS (Pages 131 - 140)

To agree the Council's policy approach to the development of school academies and free schools and resulting changes to the Council's role in working with such schools

18. MEDI VEND PLACEMENT AT PEASEDOWN YOUTH CENTRE (Pages 141 - 148)

Medi vend placement at Peasedown Youth centre: This is part of the PCT strategy to deliver sexual health services to young people in Bath and North East Somerset. Medi vend "vends" condoms, chlamydia testing kits and information and advice to young people who are registered on the C-card scheme

19. REVIEW OF HACKNEY CARRIAGE TARIFF RATES (Pages 149 - 156)

This report considers the annual review of the taxi tariff rate taking into consideration the inflation in average earnings and the increased costs of motoring

20. REVENUE AND CAPITAL BUDGET MONITORING, CASH LIMITS AND VIREMENTS
- APRIL 2011 TO JULY 2011 (Pages 157 - 178)

This report presents the first monitoring information for the Authority as a whole for the financial year 2011/12 to the end of July 2011. The report also includes a number of budget transfer requests for both revenue and capital that require Cabinet agreement or are reported for information purposes as prescribed by the Budget Management Scheme

BATH AND NORTH EAST SOMERSET

CABINET

Wednesday, 10th August, 2011

The decisions contained within these minutes may not be implemented until the expiry of the 5 working day call-in period which will run from 12th to 18th August. These minutes are draft until confirmed as a correct record at the next meeting.

Present:

Councillor Paul Crossley
Councillor Nathan Hartley

Councillor David Bellotti
Councillor Simon Allen
Councillor Tim Ball
Councillor Cherry Beath
Councillor David Dixon
Councillor Roger Symonds

Leader of the Council
Deputy Leader of the Council and Cabinet Member for Early Years, Children and Youth
Cabinet Member for Community Resources
Cabinet Member for Wellbeing
Cabinet Member for Homes and Planning
Cabinet Member for Sustainable Development
Cabinet Member for Neighbourhoods
Cabinet Member for Transport

34 WELCOME AND INTRODUCTIONS

The Chair was taken by Councillor Paul Crossley, Leader of the Council.
The Chair welcomed everyone to the meeting.

35 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the evacuation procedure as set out in the Agenda.

36 APOLOGIES FOR ABSENCE

There were no apologies for absence.

37 DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

There were none.

38 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was none.

39 QUESTIONS FROM PUBLIC AND COUNCILLORS

There were 23 questions from the following Councillors: Nigel Roberts, Eleanor Jackson, Bryan Chalker, Patrick Anketell-Jones, Tim Warren, Charles Gerrish, Anthony Clarke, Malcolm Hanney (15); and from the following members of the public: Rae Harris.

[Copies of the questions and response, including supplementary questions and responses if any, have been placed on the Minute book as Appendix 1 and are available on the Council's website.]

40 STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

The Chair announced that although David Redgewell had been registered to speak, he had been too unwell to attend the meeting. He asked for the warm regards of the Cabinet to be recorded, and said that he would send a get well note to David on behalf of the Council.

David Dunlop (The Bath Society) made a statement *[a copy of which is attached to these Minutes as Appendix 5 and on the Council's website]* relating to the flood risk at Bathampton meadows.

Councillor Tim Ball asked David Dunlop for the source of the estimates of a half-hour flood rate on the meadows. David replied that the worst case scenario was in fact that if the river were blocked by debris, the flooding would take only 6 minutes.

The Chair referred the statement to Councillor Roger Symonds for his response.

George Bailey made a statement *[a copy of which is attached to these Minutes as Appendix 6 and is available on the Council's website]* relating to the proposals to change the road system around Radstock.

The Chair referred the statement to Councillor Roger Symonds for his response.

Councillor Eleanor Jackson made a statement which is recorded at item 14 of the agenda.

41 MINUTES OF TWO PREVIOUS CABINET MEETINGS

On a motion from Councillor Paul Crossley, seconded by Councillor Roger Symonds, it was

RESOLVED that the minutes of the meeting held on Wednesday 13th July 2011 be confirmed as a correct record and signed by the Chair.

And

RESOLVED that the minutes of the meeting held on Thursday 14th July 2011 be confirmed as a correct record and signed by the Chair.

42 CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

There were none.

43 CONSIDERATION OF MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

The Planning, Transport and Environment Policy Development and Scrutiny Panel had referred a matter to Cabinet relating to the Bath Transport Package. The Notes from the Panel's meeting had been circulated in the public gallery before the Cabinet meeting *[a copy is attached to these Minutes as Appendix 2 and can be seen on the Council's website]*. The Chair referred the submission to Councillor Roger Symonds for a response.

Councillor Symonds gave a written response [*copies of which were put into the public domain as he spoke and a copy of which is attached to these Minutes as Appendices 3 and 4 and can be seen on the Council's website*]. He added that the Bath Transport Package was still a work-in-progress and would not be finalised until 9th September, when the bid would be delivered to government. He hoped that all councillors would support the bid. He thanked officers for the extremely hard work they were doing to prepare the bid in time.

The Chair asked the Cabinet to note the Panel's submission and Councillor Symonds' response.

44 SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING

There were none.

45 COMMUNICATION AND MEDIA PROTOCOL (SAFEGUARDING)

Councillor Simon Allen, in proposing the item, explained that the partnership between the Council, Police and PCT was increasingly aware of the importance of good media protocols, not least to protect innocent families in the event of tragic events. It was essential that communications issued by the partnership should do no harm to those involved. The protocol had already been approved by the PCT and by the Police, so it only remained for Cabinet to agree it on behalf of the Council.

Councillor Cherry Beath seconded the proposal and felt that the protocol was very sensible. She strongly felt that the importance of the multi-agency approach and the need to protect vulnerable adults. She welcomed the emphasis on training in the proposals.

Rationale

The multi-agency protocol sets out clear arrangements, practice guidance and training needed for LSAB member agencies regarding managing safeguarding cases which might attract media attention. The implementation of the protocol will ensure that media presentations are coordinated appropriately.

Other Options Considered

None.

On a motion from Councillor Simon Allen, seconded by Councillor Cherry Beath, it was

RESOLVED (unanimously)

(1) To AGREE that the Local Safeguarding Adults Board should adopt the proposed Communications and Media Protocol.

46 QUALITY PARTNERSHIP SCHEME FOR CORRIDOR 3 OF THE GREATER BRISTOL BUS NETWORK

Councillor Tim Warren made an *ad hoc* statement welcoming the West of England transport scheme which was almost at fruition. He asked Cabinet to work hard to achieve a maximum fares ceiling. He urged Cabinet to secure more frequent services on the A37 between Bristol and the Norton Radstock area.

Councillor Roger Symonds, in proposing the item, said that the first Quality Partnership Scheme (between Midsomer Norton and Bath) was almost complete. This second scheme would be due for completion in 2012. He agreed that the 4 authorities had worked well together and commended the hard work already done by Councillor Charles Gerrish. He thanked officers for their work too and warned that the second scheme would be more difficult to achieve. He would be meeting soon with First Bus and would argue strongly for equitable fares but reminded Councillor Tim Warren that he had no powers to enforce fare rates.

Councillor Nathan Hartley seconded the proposal and said that attention should be given to the relationship between the Council and First Bus.

Councillor Paul Crossley said that the scheme being proposed was a continuation of ongoing work. He felt that attention must be paid to family friendly pricing, especially at off-peak times.

Rationale

The recommended actions are a key part of the delivery of the GBBN major scheme.

Other Options Considered

Consideration has been given to removing some of the standards of services from the quality partnership scheme and negotiating them for inclusion in the voluntary partnership agreement that will support it. The fundamental principle is that the substantial investment by the public sector in infrastructure should be matched by a requirement on bus operators to provide a high-quality bus service on a commercial basis with a reasonable rate of return.

On a motion from Councillor Roger Symonds, seconded by Councillor Nathan Hartley, it was

RESOLVED (unanimously)

(1) To AGREE that a Quality Partnership Scheme be made covering the bus route corridor between Bath and Bristol via Keynsham;

(2) To DELEGATE to the Divisional Director for Planning & Transport Development the power to determine the appropriate standard of services in the Quality Partnership Scheme; and

(3) To DELEGATE to the Divisional Director for Planning & Transport Development the power to decide in consultation with the Cabinet Member for Transport on any revisions to the standard of services in the Quality Partnership Scheme arising from the formal review process.

47 DETERMINATION OF THE STATUTORY NOTICE TO ALTER THE LOWER AGE LIMIT AT ST. MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL (WRITHLINGTON)

Councillor Eleanor Jackson made a statement *[a copy of which is attached to these Minutes as Appendix 7 and is available on the Council's website]* in which she wholeheartedly supported the school's application.

Councillor Nathan Hartley, in proposing the item, paid tribute to the commitment and devotion of the group of parents who had run the existing Early Years group so successfully on a voluntary basis and who were now stepping down. He thanked the Governors of the school for their eagerness to maintain the provision and to spend school funds on refurbishment of the premises.

Councillor Simon Allen seconded the proposal and said how pleased he had been to see that there was widespread support for the proposals. He felt that removing a transition stage for children was always a good thing, and that maintaining the provision within school was therefore very welcome.

Councillor Cherry Beath endorsed the earlier comments.

Rationale

Capacity and sustainability in the local area should not be an issue because the proposal is for the school to take over running an existing pre-school provision currently run on a voluntary basis by a management committee, so no new places are being created that might have a negative effect on the viability of other provision locally. The proposal will ensure that this age group of children have access to high quality education, and a seamless transition into school. St. Mary's C of E Primary school benefits from excellent liaison and links with the Local Authority, a host of outside agencies and support, as well as strong links with a wide range of educational networks

Other than a response from the NUT who had no objections to the proposal, no responses were received during the six week representation period following publication of the statutory notice. No objections to the proposal were raised during the consultation period and there was one response from the local MP offering his assistance if required.

Other Options Considered

The school and the Early Years team did consider whether a replacement voluntary management committee could be identified to continue to run the provision but there has been no interest from the local community. Also the inclusion of the pre-school as part of the school is expected to improve educational outcomes for children and allow one whole phase of transition – from pre-school into school - to be eliminated.

On a motion from Councillor Nathan Hartley, seconded by Councillor Simon Allen, it was

RESOLVED (unanimously)

(1) To AGREE that the lower age limit of St. Mary's C of E Primary school be altered from age 4 to age 3 by the addition of Early Years provision to commence on 1 September 2011.

48 TREASURY MANAGEMENT MONITORING REPORT TO 30TH JUNE 2011

Councillor Charles Gerrish made an *ad hoc* statement in which he referred to paragraph 5.9 of the report and asked whether the Council was investing any funds in the parent company of the Ulster Bank (the Royal Bank of Scotland). He welcomed investment in other local authorities but asked whether any funds were invested in authorities which were considered to be at risk themselves.

Councillor David Bellotti, in proposing the item, referred to paragraph 5.5 of the report which identified that the Council's projected total borrowing at March 2012, based on the capital programme approved in the February 2011 budget, would be £151M. The current level of borrowing was at £90M. He also referred to paragraph 5.6 which related to the Council's share of the old Avon debt, because he had felt that it was important to spell out this debt in the report even though it was a deferred liability.

In reply to the comments made by Councillor Gerrish, and after taking advice from officers, he stated that the Council had no investments held in the parent company of the Ulster Bank (the Royal Bank of Scotland). Nor did the Council have any investments in local authorities which might be considered at risk; however, he himself held the view that all local authorities were in any case underwritten by government, so those investments were not at risk.

Councillor Paul Crossley seconded the proposal.

Rationale

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

Other Options Considered

None.

On a motion from Councillor David Bellotti, seconded by Councillor Paul Crossley, it was

RESOLVED (unanimously)

(1) To NOTE the Treasury Management Report to 30th June 2011, prepared in accordance with the CIPFA Treasury Code of Practice; and

(2) To NOTE the Treasury Management Indicators to 30th June 2011.

[Subsequent to the meeting the Council's 151 officer gave the following clarification: Whilst the Council currently has no direct investment with the Royal Bank of Scotland plc, the Council does hold investments with National Westminster Bank plc which is a 100% owned subsidiary of the Royal Bank of Scotland plc. The Royal Bank of Scotland plc forms part of the Royal Bank of Scotland Group plc which is 81% owned and supported by the UK Government. National Westminster Bank are also the Council's appointed bankers.]

The meeting ended at 7.15 pm

Chair _____

Date Confirmed and Signed _____

Prepared by Democratic Services

Cabinet Single-Member Decisions

published 9-Jul-11 to 2-Sep-11

Further details of each decision can be seen on the Council's Single-member Decision Register at <http://democracy.bathnes.gov.uk/mgDelegatedDecisions.aspx?&DM=244X>

Date	Decision Maker
Reference	Title

08-Jul-11 Cllr David Dixon

E2237 Response to OS Review of Commercial Waste Collection

The Cabinet Member accepted all the Panel's recommendations except recommendation 6, which he deferred until after the Footway Obstructions Policy had been adopted (scheduled for October Cabinet)

11-Jul-11 Cllrs David Dixon, David Bellotti

E2275 Cleansing Equipment Purchase

The Cabinet Members agreed the £220K allocation to purchase new cleansing equipment in agreement with proposals made by Bath City Liaison Forum's Task & Finish Group

29-Jul-11 Cllr Roger Symonds

E2242 Various Roads Prohibition of Stopping on School Entrances

The Cabinet Member agreed that the proposals proceed with amendments to the proposals for 7 schools as detailed in the report. There would be a second phase, when some amended proposals would be brought for some schools.

01-Aug-11 Cllr David Dixon

E2285 Dog Control Orders

The Cabinet Member agreed: To authorise the start of the consultation process required by the Regulations, and the publication of notices; that a charge of £75 is set for fixed penalty notices served under the new orders; that following the public consultation, any representations will be considered as a further single member decision

02-Aug-11 Cllr Roger Symonds

E2231 Extension to No vehicles Order, New Orchard Street, Bath

The Cabinet Member agreed that the orders would be implemented as advertised: Extension to existing 'Prohibition of Driving - Except for Cycles' in New Orchard St; No Waiting At Anytime and No Loading At Anytime in Henry St; Disabled Parking in Henry St.

Date	Decision Maker
Reference	Title

04-Aug-11 Cllr Tim Ball

E2295 Local Lettings Plan - Bath Western Riverside

The Cabinet Member agreed the adoption of the Bath Western Riverside Local Lettings Plan, which it was felt would have positive benefits to residents and visitors and would contribute to the socio-economic future and stability of the area

23-Aug-11 Cllr Roger Symonds

E2230 Puffin Crossing A367 Wellsway

The Cabinet Member agreed that the Puffin crossing should be implemented at the proposed location with the facility to accommodate bus detection equipment when introduced. The crossing shall emit an audible warning only between the hours of 7am and 11pm. The associated waiting restrictions will be implemented as proposed.

23-Aug-11 Cllr Roger Symonds

E2278 Combe Down waiting and loading prohibition TRO

The Cabinet Member agreed that the proposals should proceed as advertised except for the omission of the 'No waiting at any time' parking restrictions at Gladstone Road/Tynning Road junction

02-Sep-11 Cllrs Tim Ball, Simon Allen, David Bellotti

E2112 Capital Projects Approval - Disabled Facilities Grant Budget 2011/12

The Cabinet Members approved the Disabled Facilities Grant capital budget as proposed in the report

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14th September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2222
TITLE:	A36 Cleveland Bridge, Bath HGV Issues	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix A: Cleveland Bridge HGV flows</p> <p>Appendix B: A36 Bathwick St. and Beckford Road: Illustration of proposed 18 Tonne Experimental Environmental Weight Restriction</p> <p>Appendix C: Report to Cllr Symonds Cabinet Member for Transport, 6th August 2011 regarding A36 Cleveland Bridge, Bath HGV Issues</p>		

1 THE ISSUE

- 1.1 Heavy Goods Vehicles (HGVs) travelling through Bath has been a concern for many years, particularly along A4 London Road and A36 Bathwick Street. Local residents are concerned about the contribution made by HGVs to poor air quality, road safety issues and intimidation experienced by vulnerable road users within the Bath World Heritage Site.
- 1.2 An 18 tonne environmental weight restriction is proposed for vehicles turning between A36 Bathwick St and A36 Beckford Road, in both directions. This proposal will reduce the contribution that HGVs make towards poor air quality in an air quality management area, congestion and intimidation by traffic. A further ban on U turning traffic is proposed extending ¼ mile south of this junction, including the A36 Pulteney Rd/Bathwick Hill roundabout. This is to prevent HGV's avoiding the turning ban
- 1.3 An experimental traffic regulation order is proposed to allow the impact of the proposed weight restriction on alternative routes to be monitored before a decision is taken whether to modify, suspend or make the order permanent.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 2.1 Subject to consultation with affected local highway authorities, the police, the Highway Agency, Freight Transport Association and Road Haulage Association:

i) A local experimental environmental 18 tonne weight restriction be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route in the left hand turning lane on the A36 Bathwick Street approach to the A36 Beckford Road junction and in the central right turning lane on the A36 Beckford Road approach to the A36 Bathwick Street with an exemption for emergency services.

ii) An experimental 'U' turn prohibition be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route on Darlington Street and Pulteney Road for a distance of ¼ mile in a southbound direction from the junction of Darlington Street with Sydney Place with an exemption for emergency services.

iii) Delegated authority be given to the Group Manager Planning and Transport Policy to modify or suspend the operation of the order, or any part of it, in accordance with Section 10 Traffic Regulation Act 1984 in consultation with the Cabinet Member for Service Delivery.

3 FINANCIAL IMPLICATIONS

3.1 The capital cost of the project is estimated to be £34,000 funded from the Integrated Transport Block capital grant allocation. The whole life cost of providing additional signs is estimated to be £300.

4 CORPORATE PRIORITIES

4.1 Removing through HGV traffic on the A4 and A36 between the A46 and A36 Beckford Road in Bath will improve transport and the public realm in the local area by helping to reduce pollution and congestion.

5 THE REPORT

5.1 The A36 through Bath is designated as part of the Primary Route Network. The Primary Route Network (PRN) designates routes between major settlements and ports/airports across the UK, and is normally the preferred routing for long-distance traffic, particularly goods traffic, between those destinations.

5.2 A roadside interview conducted in October 2009 on the A36 Bathwick St, Bath, indicated some 335 HGV's (18 hr 2 way weekday flow) in excess of 18 tonnes (maximum laden weight) travelling between the A36 and A46 through Bath, with neither an origin nor destination in Bath & North East Somerset. This amounts to 60% of the total number of HGVs >18 tonnes travelling across the A36 Cleveland Bridge. The remaining 40% using Bathwick Street are delivering to locations in Bath and North East Somerset.

- 5.3 This volume of through HGV traffic is considered to be particularly low for a Primary Route, but nonetheless its impact on the local area is significant in terms, congestion and pollution this causes within the Bath World Heritage Site and designated Air Quality Management Area particularly along the A4 London Road.
- 5.4 Within the Air Quality Management Area levels of NO₂ exceed EU air quality standards. Introducing an 18 tonne weight restriction will help reduce congestion and air pollution in this area and also help to reduce HGV traffic travelling through the World Heritage Site, an important objective of the World Heritage Site Management Plan.
- 5.5 Consideration will also be given to the alternative suitable routes likely to be used for HGV's up to 44 tonnes and other abnormal loads to ensure their expeditious movement on the network, in accordance with the Council's duty under the Road Traffic Regulation Act 1984 and Traffic Management Act 2004. In exercising this duty, the Council will consult with both the Highways Agency and affected highway authorities before the experimental order is made and monitor the impact of the proposed 18 tonne weight restriction during the experimental period.
- 5.6 From the RSI survey, most HGV through traffic is travelling from the M4 west to destinations to the south and south/east of the district and the most suitable alternative route for HGVs to follow is the M32/A4174/A4/A36 via Saltford and Lower Bristol Road, Bath (Appendix A Fig 1 – Route 1).
- 5.7 Advance signing of the proposed weight restriction outside the district may be desirable, subject to the agreement of the relevant highway authorities, to discourage traffic from using less suitable routes.
- 5.8 The proposed 18 tonne experimental environmental weight restriction on the A36 Bathwick St and Beckford Road and associated U turn prohibition is illustrated in Appendix B.

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 proposal does not affect any of the equality groups and therefore no Equalities Impact Assessment has been carried out.

8 RATIONALE

- 8.1 The rationale is to reduce congestion and pollution on the A4 and A36 through Bath by reducing through HGV traffic movements. An experimental Traffic Regulation Order will allow before and after monitoring to take place to establish the impact of the weight restriction before a final decision is made.

9 OTHER OPTIONS CONSIDERED

9.1 The Bristol to South Coast Study considered options for building a link road between the A46 and the A36 to remove through traffic from Bath, and, whilst there are significant benefits for road users, the cost and environmental impact of a link road are also significant and should be considered as a last resort.

10 CONSULTATION

10.1 Ward Councillor; Cabinet members; Parish Council; Town Council; Local Residents; Community Interest Groups; Stakeholders/Partners; Other Public Sector Bodies; Section 151 Finance Officer; Monitoring Officer

10.1 Say HOW consultation was or will be carried out (mandatory)

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Customer Focus; Sustainability; 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	Adrian Clarke, tel 01225 395223
Sponsoring Cabinet Member	Councillor Symonds
Background papers	www.bb2scstudy.org.uk
Please contact the report author if you need to access this report in an alternative format	

Appendix A: A36 Cleveland Bridge HGV Flows

1) A36 Cleveland Bridge carries approx. 1,100 HGVs over 7.5 tonnes per day (0500-2300) and 560 HGVs over 18 tonnes.

2) A roadside interview survey of HGV drivers in November 2009 indicated that 41% of HGVs >7.5t were making a local delivery or within Bath and 59% were making a through trip, including 7% to the Radstock area. For HGVs >18t, 67% make a through trip, again with 7% to the Radstock area. Figure 1 shows the proportion of through trips by HGV weight. Figure 2 shows the origin/destination of through trips for HGVs >18t.

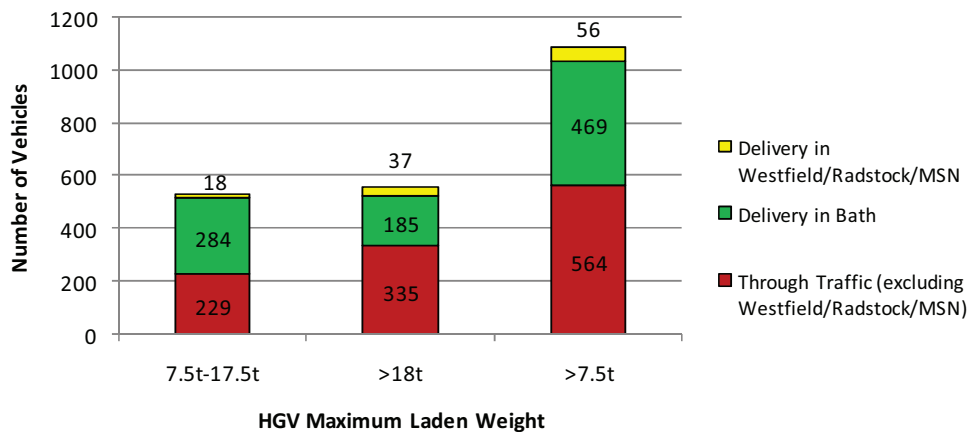


Figure 1: Distribution of HGV >18t travelling on Bathwick St (0500-2300)

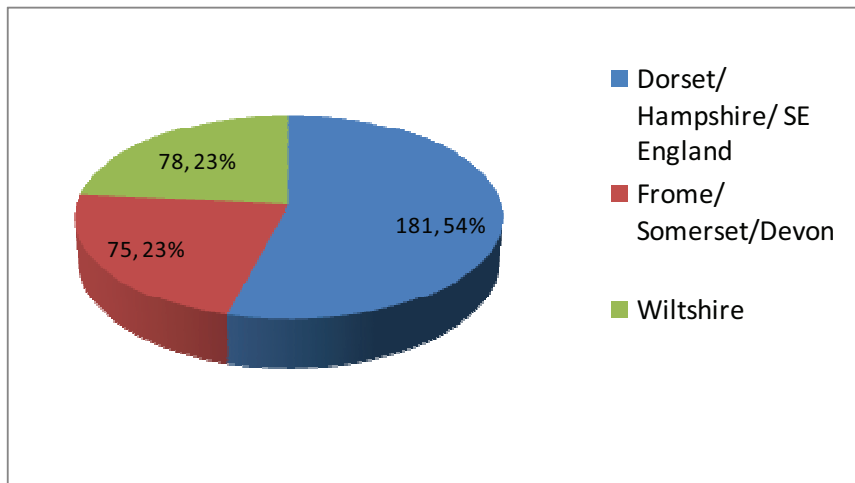


Figure 2: Origin/Destination of HGVs >18t making through trips, excluding Radstock (0500-2300)

3) HGV trips to Wiltshire are from Bristol, South Wales & the Midlands, travelling mainly to Salisbury and Warminster

4) The A4 London Road and A36 through Bath are designated as National Primary Routes, but not trunk roads. The A36 Warminster Road is a trunk road outside the Bath city boundary.

5) Alternative routes for HGVs travelling between M4 West and M5 North to A36 South are shown in Figure 1.

Tables 1 provides distance data for each route using MapInfo, together with the difference between these routes and the existing route .

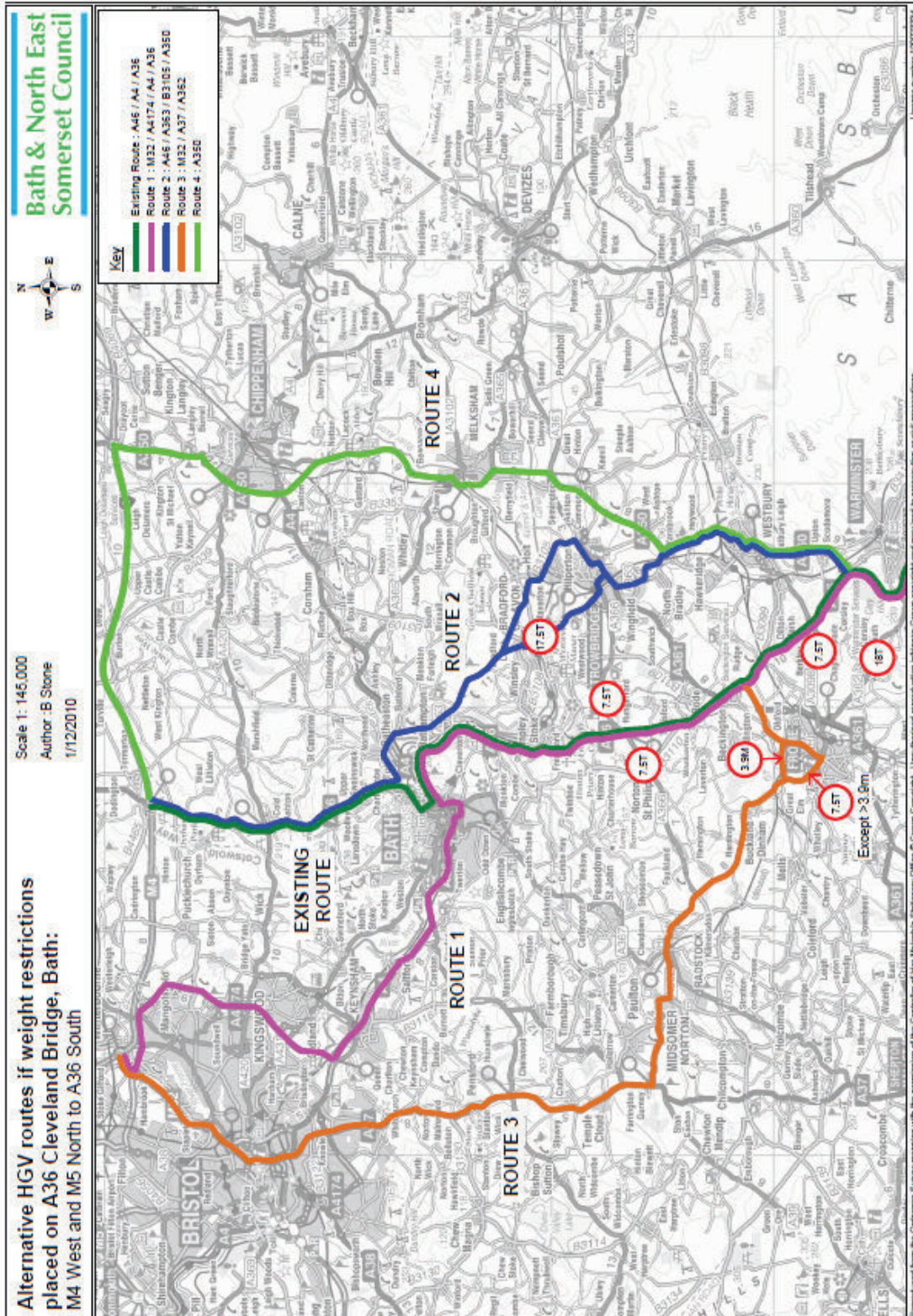
Route Ref	Route	Distance Miles (difference)
Existing	A46/A4 London Rd/A36	33
1	M32/A4174/A4/A36	34 (+1)
2	A363/B3105 Staverton/A361/A363/A350	35 (+2)
3	M32/A37/A362/A361	36 (+3)
4	A350	41 (+8)

Table 1 Alternative Routes for M4 West to A36 South (M4/M32 junction to A36/A350 junction)

6) Redistribution of HGVs. If HGVs >18t are restricted from making the movement from A4 London Rd to A36 Warminster Rd, then it is predicted that the 325 HGV movements (0500-2300) will redistribute in the following proportions, based on the shortest legal route: 71% to M32/A4/A36 Bath, 20% to the A37, 6% to the A34, 2% to the A350 (6 vehicles per day) and 1% to the M5.

7) Air Quality Issues. Both the A4 London Road and A36 Bathwick St suffer from significant peak hour congestion and lie with in an Air Quality Management Area where levels of NO₂ exceed EU air quality standards.

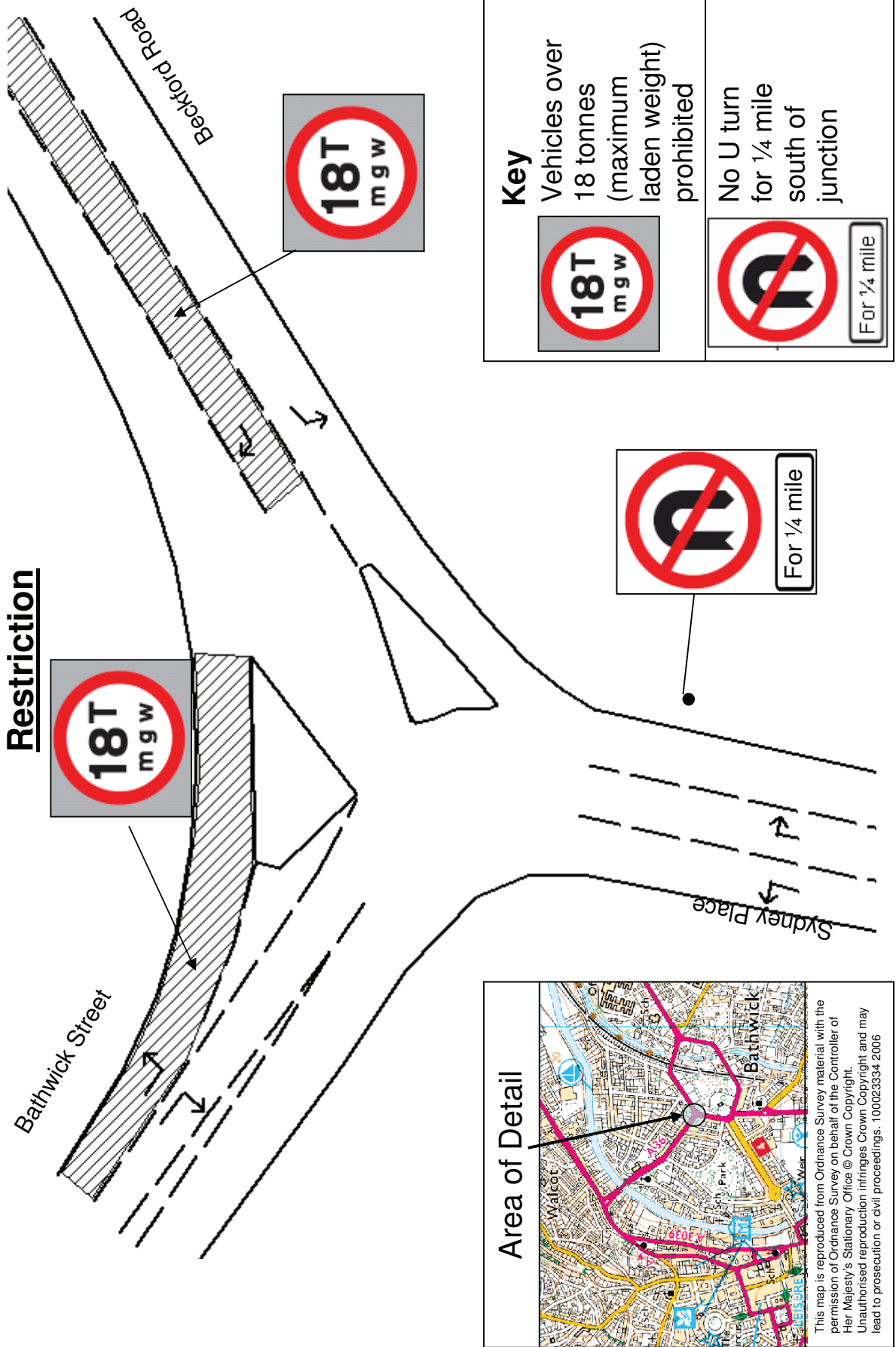
Figure 1



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Appendix B - A36 Bathwick St and Beckford Road:

Illustration of proposed 18 Tonne Experimental Environmental Weight Restriction



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Appendix C – Single-Member Report

Bath & North East Somerset Council			
DECISION MAKER:	Cllr Symonds, Cabinet Member for Transport		
DECISION DATE:	On or after 6th August 2011	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	2222
TITLE:	A36 Cleveland Bridge, Bath HGV Issues		
WARD:	All		
AN OPEN PUBLIC ITEM			
List of attachments to this report:			
Appendix A : A36 Cleveland Bridge HGV Flows			
Appendix B: A36 Bathwick St and Beckford Road: Illustration of proposed 18 Tonne Experimental Environmental Weight Restriction			

1 THE ISSUE

- 1.1 Heavy Goods Vehicles (HGVs) travelling through Bath have been a concern for many years, particularly along A4 London Road and A36 Bathwick Street. Local residents are concerned about the contribution made by HGVs to poor air quality, road safety issues and intimidation experienced by vulnerable road users within the Bath World Heritage Site.
- 1.2 An 18 tonne environmental weight restriction is proposed for vehicles turning between A36 Bathwick St and A36 Beckford Road, in both directions. This proposal will reduce the contribution that HGVs make towards poor air quality in an air quality management area, congestion and intimidation by traffic. A further ban on U turning traffic is proposed extending ¼ mile south of this junction, including the A36 Pulteney Rd/Bathwick Hill roundabout. This is to prevent HGV's avoiding the turning ban
- 1.3 An experimental traffic regulation order is proposed to allow the impact of the proposed weight restriction on alternative routes to be monitored before a decision is taken whether to modify, suspend or make the order permanent.

2 RECOMMENDATION

The Cabinet member is asked to agree that:

2.1 Subject to consultation with affected local highway authorities, the police, the Highway Agency, Freight Transport Association and Road Haulage Association:

i) A local experimental environmental 18 tonne weight restriction be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route in the left hand turning lane on the A36 Bathwick Street approach to the A36 Beckford Road junction and in the central right turning lane on the A36 Beckford Road approach to the A36 Bathwick Street with an exemption for emergency services.

ii) A experimental 'U' turn prohibition be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route on Darlington Street and Pulteney Road for a distance of ¼ mile in a southbound direction from the junction of Darlington Street with Sydney Place with an exemption for emergency services.

iii) Delegated authority be given to the Group Manager Planning and Transport Policy to modify or suspend the operation of the order, or any part of it, in accordance with Section 10 Traffic Regulation Act 1984 in consultation with the Cabinet Member for Service Delivery.

3. FINANCIAL IMPLICATIONS

3.1 The capital cost of the project is estimated to be £34k funded from the Integrated Transport Block capital grant allocation. The whole life cost of providing additional signs is estimated to be £300.

4. CORPORATE PRIORITIES

Removing through HGV traffic on the A4 and A36 between the A46 and A36 Beckford Road in Bath will improve transport and the public realm in the local area by helping to reduce pollution and congestion.

5. THE REPORT

5.1 The A36 through Bath is designated as part of the Primary Route Network. The Primary Route Network (PRN) designates routes between major settlements and ports/airports across the UK, and is normally the preferred routing for long-distance traffic, particularly goods traffic, between those destinations.

5.2 A roadside interview conducted in October 2009 on the A36 Bathwick St, Bath, indicated some 335 HGV's (18 hr 2 way weekday flow) in excess of 18 tonnes (maximum laden weight) travelling between the A36 and A46 through Bath, with neither an origin nor destination in Bath & North East Somerset. This amounts to 60% of the total number of HGVs >18 tonnes travelling across the A36 Cleveland Bridge. The remaining 40% using Bathwick Street are delivering to locations in Bath and North East Somerset.

- 5.3 This volume of through HGV traffic is considered to be particularly low for a Primary Route, but nonetheless its impact on the local area is significant in terms, congestion and pollution this causes within the Bath World Heritage Site and designated Air Quality Management Area particularly along the A4 London Road.
- 5.4 Within the Air Quality Management Area levels of NO₂ exceed EU air quality standards. Introducing an 18 tonne weight restriction will help reduce congestion and air pollution in this area and also help to reduce HGV traffic travelling through the World Heritage Site, an important objective of the World Heritage Site Management Plan.
- 5.5 Consideration will also be given to the alternative suitable routes likely to be used for HGV's up to 44 tonnes and other abnormal loads to ensure their expeditious movement on the network, in accordance with the Council's duty under the Road Traffic Regulation Act 1984 and Traffic Management Act 2004. In exercising this duty, the Council will consult with both the Highways Agency and affected highway authorities before the experimental order is made and monitor the impact of the proposed 18 tonne weight restriction during the experimental period.
- 5.6 From the RSI survey, most HGV through traffic is travelling from the M4 west to destinations to the south and south/east of the district and the most suitable alternative route for HGVs to follow is the M32/A4174/A4/A36 via Saltford and Lower Bristol Road, Bath (Appendix A Fig 1 – Route 1).
- 5.7 Advance signing of the proposed weight restriction outside the district may be desirable, subject to the agreement of the relevant highway authorities, to discourage traffic from using less suitable routes.
- 5.8 The proposed 18 tonne experimental environmental weight restriction on the A36 Bathwick St and Beckford Road and associated U turn prohibition is illustrated in Appendix B.

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

The proposal does not affect any of the equality groups and therefore no Equalities Impact Assessment has been carried out.

8. RATIONALE

The rationale is to reduce congestion and pollution on the A4 and A36 through Bath by reducing through HGV traffic movements. An experimental Traffic Regulation Order will allow before and after monitoring to take place to establish the impact of weight restriction before a final decision is made.

9. OTHER OPTIONS CONSIDERED

The Bristol/Bath to South Coast Study considered options for building a link road between the A46 and A36 to remove through traffic from Bath, and whilst there are significant benefits for road users, the cost and environmental impact of a link road are also significant and should only be considered as a last resort.

10. CONSULTATION

10.1 Ward Councillor; Cabinet members; Parish Council; Town Council; Local Residents; Community Interest Groups; Stakeholders/Partners; Other Public Sector Bodies; Section 151 Finance Officer; Monitoring Officer

10.2 The consultation will be carried out by email and letter with the above consultees, Highways Agency, Police, Freight Transport Association, Road Haulage Association and affected highway authorities and by advertisement of statutory notices prior to advertising the Experimental Traffic Regulation Orders.

11. ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Customer Focus; Sustainability; Other Legal Considerations

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.

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Background papers	www.bb2scstudy.org.uk
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:	14 September 2010	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2258
TITLE:	Youth Justice Plan 2011-12	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Youth Justice Plan 2011-12		

1 THE ISSUE

1.1 Production of an annual Youth Justice Plan is a statutory requirement. It sets out work planned to prevent youth offending and re-offending within Bath and North East Somerset. The Plan will be submitted to the Youth Justice Board for England and Wales.

2 RECOMMENDATIONS

Cabinet agrees that:

2.1 The Youth Justice Plan fulfils the requirements of the Crime and Disorder Act 1998

2.2 The Youth Justice Plan is recommended to Council as part of the Council's Policy and Budget Framework

3 FINANCIAL IMPLICATIONS

3.1 Responsibility for enabling local work in preventing youth offending is shared by the statutory partners, as set out in the Crime and Disorder Act 1998. The Council makes a significant contribution into the overall budget for the Youth Offending Team, which also receives staff and/or funding from the Police, Health, Probation, Community Safety Partnership, the Youth Justice Board and the Department for Education. For 2011-12, the overall budget is £1,006,391, towards which the Council is contributing £305,193 (and is also awarding £202,442 contribution from the Early Intervention Grant). Partners also support the work of preventing youth offending making in-kind contributions to the Youth Offending Team and by their own delivery of services.

3.2 Reductions in funding from the Youth Justice Board, Probation and Health have been managed by planned efficiencies and loss of two posts. The Youth Offending Team Service Manager has responsibility for delivering services within the budget, which is agreed by the Responsible Authorities Group and overseen by the Youth Offending Team Management Board, including representatives from all the statutory partners.

4 CORPORATE PRIORITIES

4.1 The Youth Justice Plan directly contributes to the following corporate priorities:

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

5 THE REPORT

5.1 The principal aim of the youth justice system is to prevent youth offending. The Youth Justice Plan sets out how Bath and North East Somerset will resource and deliver services to achieve this, in accordance with National Standards, guidance and a performance monitoring framework, whilst ensuring that locally agreed priorities receive due attention.

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 issues are addressed within the Youth Justice Plan, including data that highlights that young people from mixed race backgrounds are over-represented in the youth justice system, locally and nationally. Improvements are anticipated, as no young people from mixed race backgrounds entered the local youth justice system for the first time in 2010-11

8 RATIONALE

8.1 Submission of a Youth Justice Plan is a statutory requirement under Section 40 Crime and Disorder Act 1998 and the plan is part of part of the Council's Policy and Budget Framework. The work programme contained within the plan contributes to making Bath and North East Somerset a safer place and to helping young people involved in offending to work towards more positive outcomes.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 Cabinet members; Trades Unions; Scrutiny and Development Panel; Staff; Other B&NES Services; Service Users;

10.2 This Plan is informed by feedback from young people receiving services from the Youth Offending Team. It has been consulted with staff in small working groups and has been discussed by the Youth Offending Team Management Board. A report on last year's Youth Justice Plan and outturns has been discussed at the relevant Scrutiny and Development Panel, The Lead Member has been briefed and a copy will be sent to the Trades Unions.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

Social Inclusion; Customer Focus; Young People; Other Legal Considerations

12 ADVICE SOUGHT

12.1 This report has been cleared for publication by the Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) and was sent to the Unions on 24 August 2011

Contact person	Sally Churchyard, 01225396966
Sponsoring Cabinet Member	Councillor Nathan Hartley
Background papers	
Please contact the report author if you need to access this report in an alternative format	

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Bath and North East Somerset

Youth Justice Plan 2011 – 2012

“Working in partnership to prevent youth offending”



NATIONAL PROBATION SERVICE
for England and Wales

Avon & Somerset



Bath and
North East Somerset

working together for health & well-being

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1. Introduction

The Youth Offending Team (YOT) in Bath and North East Somerset works with children and young people aged 8-17 to help them not to offend or re-offend and enable them to take steps towards reaching their full potential. The Youth Offending Team plays a key role in the drive to reduce crime and the fear of crime and to represent and support the voice of the victims of crimes committed by young people.

Multi-agency Youth Offending Teams were established in April 2000 under the Crime and Disorder Act 1998 and include staff seconded from or with backgrounds in Police, Health, Social Care, Education, Parenting and Connexions, alongside staff who have lead roles in victim liaison, reparation, parenting, remand and intensive supervision. Compass and the Family Intervention Project make up the Prevention Team within the Youth Offending Team.

The Youth Offending Team is managed within Bath and North East Somerset's Children's Service and is overseen locally by the Youth Offending Team Management Board and nationally by the Youth Justice Board. The work of the Youth Offending Team contributes to the statutory responsibility to prevent offending and the three key outcomes that government is seeking from the youth justice system; reduction in first time entrants, reduction in re-offending and a reduction in the use of custody.

In the spring of 2011, the Youth Offending Team embarked on a significant re-organisation in how the statutory functions of the team are delivered. The statutory services will be delivered by an Assessment and Planning Team and an Interventions Team. This will enable the service to be delivered in a manner which will enable the young people to experience greater consistency and continuity in assessment and interventions to reduce their risk of offending and strengthen their ability to achieve positive outcomes. An organisational chart can be found in the appendices.

This Youth Justice Plan, written in accordance with requirements in the Crime and Disorder Act 1998, summarises the progress the Youth Offending Team made in 2010-2011 and sets out the work plan for 2011-2012. This plan will prepare us for anticipated national changes in how youth justice services are to be delivered and outlines the actions we will take to deliver a high quality service to young people, their families and to victims of crime.

2. The National Picture

The year 2011-2012 will be a year of considerable change and will continue to reflect the new political landscape. We anticipate the functions of the Youth Justice Board being incorporated into the Ministry of Justice and await legislation arising from the recent government criminal justice Green Paper. The Youth Offending Team will be consolidating its internal re-organisation and will be well-placed to deliver on the three key outcomes for youth justice outlined in this plan.

2.1 National vision for youth justice

In March 2011, the period for consultation on the government's Green Paper "Breaking the Cycle" was concluded. This paper set out a future vision and direction of travel for the justice system in England and Wales, including youth justice. There is a renewed focus upon early intervention and maximising opportunities for diversion from crime, with a greater value being placed on restorative justice and community involvement. The Green Paper introduces payment by results as an incentive to improve performance, an opportunity to review providers, and to increase accountability at a local level.

The past year has seen the introduction of The Apprenticeship, Skills, Children and Learning Act 2009 which has given young people in custody the same entitlement to education as young people in mainstream education and places the responsibility for securing suitable education in custody with local authorities. This Act has also placed a number of duties on local authorities designed to ensure the continuity of education provision from custody to the community.

3. Interface with Key Local Strategic Plans

All plans delivered within the local authority sit beneath the Local Strategic Partnership (LPS). Governance of the Youth Offending Team is reflected in this partnership through the Community Safety Partnership's Responsible Authorities' Group (RAG)

3.1 Children and Young People's Plan 2011-14

The Children's Trust Board's (CTB) Children and Young People's Plan sets out the vision that has been developed in consultation with children, young people, parents and carers and professionals. The plan sets out its action plan under the five Every Child Matters outcomes and the actions relating to the Youth Offending Team are found under "Delivering a positive contribution". The actions the Youth Offending Team has agreed to lead on are as follows:-

1. Establish the Housing Challenge as part of the Family Intervention Project, in partnership with Somer Community Housing Trust and Knightstone Housing Association.

2. Align the Deter Young Offenders scheme with the Integrated Offender Management Scheme, locally known as Impact, to ensure effective transitions for young people transferring to supervision by the Probation Service.
3. Under the section entitled “to prevent offending and re-offending by children and young people” the Youth Offending Team will
 - secure continuing funding for the Family Intervention Project
 - integrate the Compass and Family Intervention Project
 - decide on future models for youth crime prevention work
 - secure necessary partnership services for all young people coming out of custody
4. The Youth Offending Team and Children’s Social Care also undertake to ensure that children in care are well-supported have the best outcomes possible.

3.2 Reducing Re-Offending Strategy

The Community Safety Strategy incorporates the Reducing Offending Strategy which outlines the wider plan to reduce offending and cut crime in Bath and North East Somerset. The Youth Offending Team is a partner in the multi-agency integrated offender management team known locally as Impact which manages a selected and locally defined cohort of offenders who cause the most concern. This includes the cohort of young offenders who are in the Deter Young Offender (DYO) Cohort. The Reducing Re-Offending Strategy sets out the lead responsibility that the Youth Offending Team takes in reducing offending with young people and outlines the contributions it will make to the delivery of the plan.

3.3 Local Safeguarding Children Board Annual Report 2010 - 2011 and Work Programme 2011 - 2012

The Youth Offending Team has a statutory duty under Section 11 of the Children’s Act to safeguard and promote the welfare of the child. The Youth Offending Team contributes to the Local Safeguarding Children Board (LSCB) and related sub-groups (Training Management Committee and Children in Care Quality sub-group). The LSCB has undertaken to input to the Reducing Re-offending Strategy and Youth Justice Plan.

The LSCB Work Programme for 2011 - 2012 highlights the following:

- children in custody and leaving custody are recognised by all service providers as a priority vulnerable group who will receive proper provision in order for them to be safe
- young people in custody will be placed in suitable accommodation

- fewer children will be victims of crime and anti-social behaviour

The work programme requires exception reports from the Youth Offending Team if a child/young person has not had access to appropriate accommodation, education, training and employment opportunities, health care, family/parenting support and annual reports on young victims of crime.

3.4 Youth Crime Prevention Strategy

The Youth Crime Prevention Board oversees the partnership working to reduce first time entrants to the youth justice system and reports to the Youth Offending Team Management Board. The local Youth Crime Prevention Strategy contains a comprehensive action plan for the partnership and highlights it's priorities for youth crime prevention work as well as outlining challenges for the future.

4. **Review of 2010-2011**

- 4.1 This section of the plan reviews progress made since the publication of the Youth Justice Plan 2010-11. The first part reports on actions and priorities and the second part reports on performance against government indicators in 2010-11, whilst also highlighting work undertaken to support improvements
- 4.2 The work programme for the Youth Justice Plan 2010-2011 was preceded in 2010 by two inspections which highlighted actions necessary to improve Assessment, Planning, Interventions and Supervision (APIS) and particularly to manage the risk of young people's harm to others. Following completion and review of inspection actions, we have seen an improvement in the timeliness of assessments being completed which enables us to be confident in our interventions planning. We have seen an improvement in the quality of assessments, both in Assets, risk of serious harm and vulnerability assessments. We have established a system for receiving feedback from court and this, in turn, has helped inform our work in quality-assuring Pre Sentence Reports. These developments in practice have contributed to our improved performance and any actions that remain ongoing will be reflected in our overall plan.
- 4.3 Assessment, planning, intervention and supervision underpin all work that the Youth Offending Team delivers and will remain an ongoing practice priority. The progress made against this area of our work has been significant and has enabled us to review the organisation of service delivery and prepare for change in a positive way which will consolidate the efforts the team have made and support them to play to their strengths and skills to ensure better outcomes for all our service users. From June 2011, the two statutory teams re-organise their functions and this, combined with the progress which has enabled the shift, will position us to confidently meet the challenges presented through national and local changes and the focus on and alignment to three performance measures. The re-organisation of the team's service delivery will introduce an Assessment and Planning Team to ensure that the assessment of re-offending, risk and vulnerability are carried out to a high standard and form the basis of a plan of interventions delivered by the

Interventions Team. Both teams will work together to reduce the risk of young people offending.

- 4.4 In 2010-2011, the Youth Justice Plan outlined five new areas of work for consolidation; the introduction of the Youth Rehabilitation Order, the Family Intervention Project, the Deter Young Offenders Scheme, the Resettlement Consortium and Restorative Justice Services. Each of these areas plays a significant role in our capacity and capability to deliver on our priorities for 2011-2012 and feature in the priorities below for this year's work:-
 1. The Youth Rehabilitation Order was implemented nationally at the end of November 2009 and is now firmly embedded in the practice of the team. 57 Youth Rehabilitation Orders were made in 2010-11 and there has been an immediate simplification of community sentencing which does not lose any of the stringency of previous community disposals and provides a range of robust conditions to reduce re-offending.
 2. The Family Intervention Project (FIP) was set up to provide intensive support to families on a long term basis (12-18 months). The project is targeted at families where young people within the family are at significant risk of offending, re-offending or involvement in anti-social behaviour, following alternative, less intensive interventions. The project had dedicated national funding until March 2011, including a grant that has been match-funded by Somer Community Housing Trust and Knightstone Housing Association. Early partnership support of the effectiveness of the project has led to continued funding and the work continues to be overseen by a dedicated steering group which reports to the Youth Offending Team Management Board.
 3. The Deter Young Offenders scheme derived from the national Prolific and Other Priority Offender Strategy and enables key agencies to focus both attention and resource on an identified group of young people with the highest likelihood of re-offending and harm. Cohorts of young people (the national aim is 10% of the Youth Offending Team caseload) are identified on a quarterly basis and remain on the scheme until significant change is evident. The effectiveness of this scheme is measured by a reduction in re-offending. Locally, this relates to our partnership commitment to community safety through effective, efficient, equitable and sustainable management of resources.
 4. The South West Resettlement Consortium was established in 2010 as a pilot and is made up of partners representing six local authorities, HMP and YOI Ashfield and Eastwood Park, Vinney Green Secure Unit, Probation, Police and voluntary sector providers, under the governance of the Youth Justice Board. The aim of the consortium is to reduce the risk of re-offending, to manage the risk of harm to the public and improve outcomes for young people leaving custody. The Consortium works to provide an enhanced offer of support for young people to assist with their resettlement and local young people have benefited from additional support from a number of agencies, helping them with accommodation and employment. The Youth Justice Board have agreed to extend the pilot, which is being externally evaluated, until 2012.
 5. In the last year the Youth Offending Team has acknowledged and embraced the shift towards a restorative justice approach to reducing

re-offending. In accordance with this one of the police secondments has been given over exclusively to that of Victim Liaison Officer. As a result, where appropriate, all victims of youth crimes known to the Youth Offending Team are now contacted by the Victim Liaison Officer. The victims are given the opportunity to participate in a restorative intervention with the young person who has offended against them. This participation can be as complex as face to face mediation or as simple as a phone call to update them on the progress of the case. If required, the victims are contacted on a regular basis and feedback is given regarding the progress of the work undertaken by the Youth Offending Team, throughout the order. As a result of the creation of the Victim Liaison Officer post, restorative justice has become a significant consideration in the work undertaken on all orders and these are now increasingly victim focused and led.

6. The Youth Offending Team is committed to promoting the participation of young people in aspects of service delivery and ensuring that we act upon the feedback that we receive. Article 12 of United Nations Convention on the Rights of the Child (UNCRC) states that 'Children have a right to say what they think should happen, when adults are making decisions that affect them, and to have their opinions taken into account.' The Youth Offending Team has been working to increase the level of participation from young people using its service. This is building on the achievement of Compass, which was awarded the Children and Young People's Rights Charter Silver Award in December 2011. Over the next year the Youth Offending Team will work towards achieving the Children and Young People's Rights Charter Bronze Award for its work with young people subject to statutory interventions. To achieve this, the Youth Offending Team has established a participation group, which is a working group of staff from across the service. The Children's Society has been commissioned to assist with the development of participation work within Bath and North East Somerset and is advising this piece of work. We have begun work towards achieving the Bronze Award by seeking direct feedback from young people, including the establishment of a young person's forum at Youth Offending Team. We will be using this feedback to develop our service over the next year to include the views of young people with whom we work.

Performance: National Indicators 2010-2011

4.5 Reduce first time entrants to the youth justice system

National Indicator	2008 - 9	2009 – 10	2010 – 11	Comparators
<p>NI 111: First time entrant rates</p> <p>The number of young people aged 10-17 who receive their first substantive outcome (a Reprimand, Final Warning or conviction in court). Local target for 2010-11: 5% reduction</p>	<p>160</p> <p>-31.6%</p>	<p>151</p> <p>-5.6%</p>	<p>169</p> <p>+11.9%</p>	<p>South West = - 10.5%</p> <p>Family = - 21.1%</p> <p>England = - 25.3%</p>

Effective prevention of youth crime contributes to a wide range of improved outcomes for children, young people, their families and communities. The practice of targeted early prevention is well established locally and is recognised as a worthwhile investment in young people's lives. In this area, we have seen significant reductions in the number of first time entrants over four consecutive years. However, as first time entrants have continued to decrease nationally, there is concern locally at an increase of 18 young people (11.9%) in 2010-11. The increase is being monitored by the Youth Crime Prevention Board in order to identify any patterns and trends which may require more targeted work. For example, direct referrals from the police has been low, so promotional work of preventative work within the Police district is underway, as is an appraisal of referral systems to improve access for Police.

The Youth Offending Team has a well established youth crime prevention project, Compass, and is involved in the commissioning of Mentoring Plus, a well regarded voluntary sector service. It also manages a Family Intervention Project which works with whole families where at least one young person at high risk of offending, (as well as families with young people engaged in anti-social behaviour or at high risk of re-offending). Compass and the Family Intervention Project are very much complementary services which provide a proportionate amount of support to children and young people. Both projects work on a key-worker model and the staff are often the lead professional in team around the child meetings. Compass has taken great strides in demonstrating the benefits of this model within the Children's Service over the last twelve months. When a young person already has a team of professionals working with them, they have co-ordinated the delivery of an intervention plan through the team around the child model. The Family Intervention Project likewise endeavour to work in an integrated way with other partners in children's and adult's services and act as a key worker for the families they are engaged with.

This Indicator remains for 2011-12, reported as a rate per 100,000 young people, taken from Police National Computer rather than YOT data.

4.6 Reduce re-offending

National Indicator	2008 –2009	2009 - 2010	April- December 2010 (9 months performance)	Comparators
<p>NI 19: Re-offending rates</p> <p>The average number of further proven offences committed by the January – March 2010 cohort of young people within 12 months of the initial substantive outcome, presented as a rate of offences per 100 young people (compared with 2005 baseline of 0.75)</p> <p>Local target for 2010-11: 2.5% reduction</p>	1.10	1.06	<p>0.58</p> <p>(-23.3% reduction compared with same 9-month period last year)</p>	<p>South West = 0.82</p> <p>Family = 0.94</p> <p>England = 0.88</p>

Data is only available for a nine-month period, as this measure follows up re-offending of young people dealt with between January and March each year; twelve month data will be available at the end of September. At the nine-month stage, re-offending had reduced significantly and was at a lower rate than all comparators for the same period.

A core function of the Youth Offending Team is the supervision of young people on statutory court orders including the Referral Order, the Youth Rehabilitation Order (YRO), and the Detention and Training Order (DTO). Each young person will be assessed by the Assessment and Planning Team using the standard Asset assessment tool. Asset identifies areas of concern and strength in a young person's life and informs the intervention plan which is subsequently delivered to reduce the risk of re-offending. The intervention plan is completed by either the case manager or by the community panel member volunteers who decide on contracts for young people on a Referral Order. The team uses the "scaled approach" which uses the measure of the risk of re-offending and harm to determine the frequency of reporting to the Youth Offending Team to ensure that resources are targeted at those who present the most risk. For those young people who do commit further offences, the focus of our work is to help them reduce the frequency and seriousness of offending, their risk of harm and provide a service which is tailored to meet their individual needs. For young people who present a serious risk of harm, the Youth Offending Team has internal risk management meetings chaired by a team manager and these will be fully inclusive of partners within the wider children's workforce. These meetings present an opportunity to make realistic plans to safeguard the public from the risk the young person has been assessed as posing and to manage this

as effectively across the agencies as possible. The Intensive Supervision and Surveillance requirement of a Youth Rehabilitation Order can be one such measure. For those who present the most serious risk of harm, Multi Agency Public Protection Arrangement procedures are employed.

The Deter Young Offender scheme derived from the national Prolific and Other Priority Offender Strategy and enables key agencies to focus both attention and resource on an identified group of young people with the highest likelihood of re-offending and harm. Cohorts of young people are identified on a quarterly basis and remain on the scheme until significant change is evident. The Deter Young Offender Strategy was outlined as an area for consolidation in last year's plan and is a key area to focus on in the coming year to enable us to maintain the good progress with reducing re-offending and to prepare for the impact of payment by results.

Over the last twelve months the Youth Offending Team has worked to ensure that the assessments it produces for Court and for Referral Order panels, in the form of pre-sentence reports and referral order reports, are of a high quality. Pre-sentence report training was commissioned and this took place in August 2010. A feedback form for Magistrates in regard to pre-sentence reports has been introduced. The Youth Offending Team also introduced a quarterly audit process for pre-sentence reports and referral order reports, which reflects on the standard and the quality assurance of those reports. The audit provides an opportunity to identify learning and feedback good practice to report authors.

This Indicator will also remain in 2011-12 and will be based on data from the Police National Computer

4.7 Reduce the use of Custody

National Indicator	2008 – 09	2009 – 10	2010 – 11	Comparators
<p>NI 43: Custodial sentences</p> <p>Reduce the proportion of young people receiving a conviction in court who are sentenced to custody.</p>	<p>8.6% (18/209)</p>	<p>8.6% (18/209)</p>	<p>5.4% (8/148)</p>	<p>South West = 3.5%</p> <p>Family = 4.2%</p> <p>England = 5.6%</p>

There has been a significant improvement in this area and Bath and North East Somerset has had its lowest number of custodial sentences since 2000.

Any targets relating to the reduction of the use of custody are inextricably linked to reducing re-offending. In order to have confidence in a reduction in custody, the Youth Offending Team, partners and the public need to feel confident that robust, evidence based and closely monitored community sentences are being delivered. This relies on strong partnerships and a commitment to ensuring public safety. The Youth Offending Team actively works with partner agencies to look at effective ways of reducing re-offending and the subsequent use of custody. A Custody Panel is held quarterly to review the cases of young people who have been sentenced to custody. The Asset and Pre Sentence Report are reviewed and, reflecting the learning environment of the team, give useful indications for ongoing improvement and training needs. The membership of the Custody Panel is being reviewed to ensure partners are able to contribute fully to these discussions. This will further demonstrate our commitment to delivery on actions reflected in the Children and Young People's Plan, the LSCB Action Plan and the Reducing Offending Strategy.

One of the factors behind this improvement has been the availability and use of a more robust community sentence as an alternative to custody. This has been delivered through the use of the twelve month Youth Rehabilitation Order with an extended Intensive Supervision and Surveillance requirement. This has enabled young people whose offences have placed them at risk of custody to be subject to intensive supervision and monitoring for a longer period. The Youth Offending Team has also recommended the use of other requirements, such as the Prohibitive Activity Requirement and Exclusion Requirement, in the Youth Rehabilitation Order, to support victim safety and public protection whilst working to address young people's offending in the community. These are stringent conditions and require a level of support and monitoring that should increase public confidence.

The Youth Offending Team provides an efficient and reliable service to Bath Youth Court and Bristol Crown Court, with a remand service and timely, informative Pre -Sentence Reports which enable the courts to sentence in an appropriate way.

The Youth Offending Team works to support the successful resettlement of young people leaving custody who are returning to the community. Our participation in the South West Resettlement Consortium provides an enhanced offer of services to young people and their families to reduce the risk of re-offending manage the risk of harm to the public and improve outcomes for young people leaving custody through effective, efficient, equitable and sustainable management of resources.

Youth Offending Team case managers supervising young people on custodial sentences will co-ordinate the planning for their resettlement immediately following sentence. The continuity and co-ordination of services when children and young people transfer into and out of the secure estate, is a vital element of safeguarding practice and resettlement planning. This includes ensuring that young people have suitable supported accommodation, help with mental health and substance misuse issues and with identifying appropriate education, training or employment. To support this work, the Youth Offending Team has access to services from other partners within the wider Children's Service, and from third sector partner agencies with a specific role in supporting the resettlement of young people.

This Indicator remains for 2011-12 but will change to measurement of the rate of custodial sentences per 1,000 young people aged 10-17 in the general population

4.8 Race Disproportionality

National Indicator	2008 – 09	2009 – 10	2010 – 11	Comparators
<p>NI 44: Race Disproportionality The difference in the proportions of each Black or Minority Ethnic group of young people on youth justice disposals against the proportions of each Black or Minority Ethnic group in the equivalent local population</p>	<p>White -2.6% Mixed 4% Asian -0.9% Black 0.5% Chinese -1%</p>	<p>White 0.2% Mixed 1.2% Asian -0.1% Black -1.0% Chinese -0.3%</p>	<p>White -0.2% Mixed 1.9% Asian 0.7% Black 0.2% Chinese -0.9%</p>	<p>Not available by comparators</p>

Young people with mixed race backgrounds continue to be over-represented in the youth justice system nationally and locally, by comparison with the general population (rather than the 10-17 population). Whilst our local population of black and minority ethnic young people is low, those within the youth justice system have specific needs that we need to be aware of within our service and the interventions that we provide. In the period from April 2010-11, there were no mixed race first time entrants into the service and so it is likely that the over-representation will fall in 2011-12

There is no longer a requirement to report on this Indicator from 2011-12 onwards, but the Youth Offending Team is working with colleagues in the wider Children's Service to continue to monitor and address this issue, in order to help 'narrow the gap' for young people from mixed race backgrounds..

4.9 Engagement in Education, Training and Employment

National Indicator	2008 – 09	2009 – 10	2010 – 11	Comparators (overall percentage)
<p>NI 45: Engagement in ETE</p> <p>The proportion of young people supervised by YOTs who are actively engaged in suitable full time education, training or employment.</p> <p>Statutory school age</p> <p>Above statutory school age</p> <p>Overall percentage</p>	<p>78% (90/115)</p> <p>89% (93/104)</p> <p>83.6%</p>	<p>86% (68/79)</p> <p>92% (69/75)</p> <p>89%</p>	<p>95.9% (71/74)</p> <p>84.5% (60/71)</p> <p>90.3%</p>	<p>South West = 70.9%</p> <p>Family = N/A</p> <p>England = 72.8%</p>

This year saw a further improvement and performance is consistently better than all comparators.

Education, training and employment are vital components of reducing re-offending and resettlement plans for young people. The introduction of the Apprentices and Learning Skills Act 2008 has placed the responsibility on local authorities for young people's education whilst in custody. The Youth Offending Team's performance in the education training and employment indicator remains very good, above the national average, and the strongest in the south west. There is no longer a requirement to report on this indicator centrally. However the Youth Offending Team has elected to continue on a voluntary basis, in order to retain an overview of performance, but also to sustain it as an internal mechanism for managing our education recording. Greatest concern is post 16 access to education training and employment and so funding has been maintained for a Connexions Officer.

5. Resources

5.1 Budget summary 2011-2012

This year sees reductions in Health, Probation and Youth Justice Board funding. This has been reflected in loss of a youth justice post in the statutory service and a health worker from the Family Intervention Project, together with reductions in a number of budgets for running costs.

Source	Staffing costs	Non-staffing costs	Payment in kind	Pooled budget	Total
Police	82,833	0	Police computer with access to Police National Computer	26,442	109,275
Probation	43,378	0	Unpaid work requirements	0	43,378
Health	29,218	0	CAMHS consultation	14,885	44,103
Local Authority	258,884	29,041	IT, financial, human resources and other corporate services	17,268	305,193
Youth Justice Board (Youth Justice Grant)	212,389	89,611	0	0	302,000
Department for Education (locally awarded element of Early Intervention Grant)	158,342	44,100	0	0	202,442
Total	785,044	162,752	Not costed	58,595	1,006,391

6. Governance and Leadership

- 6.1 Bath and North East Somerset Council as the relevant local authority is the lead partner; and has the primary responsibility to the relevant Secretary of State to ensure that the Youth Offending Team is able to fulfil requirements and deliver services required under the Crime and Disorder Act 1998, and any subsequent criminal justice legislation and also that it meets the requirements of all relevant legislation applicable to young people. The statutory partners (Social Care, Police, Probation, Education and Health) have a duty to ensure that, through the provision of resources and other support, that statutory requirements are met.
- 6.2 Governance of the Youth Offending Team rests with the Community Safety Partnership's Responsible Authorities Group (RAG), but immediate oversight and accountability is provided by the Youth Offending Team Management Board, with representation from the key statutory partners and Community Safety. The Board has a Partnership Agreement in place, setting out its responsibilities for the strategic direction, resourcing and operational delivery of youth offending services. A member of the Youth Offending Team Management Board represents the Youth Offending Team's interests at the Children's Trust Board.
- 6.3 This Youth Justice Plan will be monitored by the Youth Offending Team Management Board, and there will be continue to be some oversight by the regional Youth Justice Board. There is also quarterly exception reporting to the Responsible Authorities Group. An annual report is made to the Council's relevant Development and Scrutiny Panel.
- 6.4 The Youth Offending Team is managed within the Children's Service and now sits within the Learning and Inclusion Division.

7. Partnership Arrangements

- 7.1 The Youth Offending Team is very well established within the authority and makes a substantial contribution to the work of a range of other partnerships and work streams. It regards these as opportunities to learn and share good practice and to influence other strategies to ensure they take account of the interests of young people at risk of offending and re-offending, their parents/carers and victims.
- 7.2 Relationships with other key partner agencies within the authority and across Avon and Somerset are set out in written protocols, including arrangements for transfer of young people to the supervision of the probation service when they are eighteen.

8. Work Plan 2011-2012

Priority area	What will be done	Who will do it?	Timetable for completion
<p>1) Developments in the Youth Offending Team</p>	<p>a) Form two new service teams with new line management structures - the Assessment and Planning team and the Interventions Team.</p>	<p>Team Managers- Assessment and Planning Team and Interventions Team</p>	<p>June 2011</p>
	<p>b) Complete and deliver against a protocol outlining roles and responsibilities and expectations for communication between the two teams</p>	<p>Team Managers – Assessment and Planning Team and Interventions Team</p>	<p>December 2011 for review</p>
	<p>c) Hold a local launch event to mark the re-organisation and promote the work of the service.</p>	<p>Service Manager</p>	<p>March 2012</p>
	<p>d) Revise and implement the team's information management policy</p>	<p>Information Manager</p>	<p>March 2012</p>
	<p>e) Ensure the impact on carbon emissions is taken in to account in any new service developments</p>	<p>Service Manager</p>	<p>March 2012</p>
<p>2) Establishing a restorative Youth Offending Team</p>	<p>a) The management group will receive training in implementing a restorative service.</p>	<p>Service Manager</p>	<p>June 2011</p>
	<p>b) A working group will be established to agree the vision and deliver training in restorative interventions to the broader service.</p>	<p>Service Manager</p>	<p>October 2011</p>
	<p>c) Restorative justice principles will underpin all interventions with young people.</p>	<p>Team Managers</p>	<p>March 2012</p>

3) Inter-agency working	a) Ensure all the actions in partnership plans (outlined on pages 4, 5 and 6) are addressed	Service Manager and Team Managers	March 2012
	b) Agree protocol between the Youth Service and the Youth Offending Team	Service Manager	December 2011
4) Workforce Development	a) Prepare and deliver a workforce development plan, including training requirements, arising from anticipated new legislation	Service Manager	March 2012
	b) Introduce core training for case managers and interventions team staff to develop skills in assessment, planning, intervention and supervision.	Assessment and Planning Team Manager and Interventions Team Manager	March 2012
	c) Increase the skills of staff participating in Referral Order panels by identifying training in restorative justice conference facilitation.	Assessment and Planning Team Manager	March 2012
	d) Ensure refresher training is provided for case managers on assessment of vulnerability and production of vulnerability management plans.	Assessment and Planning Team Manager	December 2011
	e) Ensure training events are delivered across the Preventions Team to help the understanding of role and processes.	Preventions Team Manager	March 2012

5) First time entrants (a national impact indicator)	a) Ensure skills training is delivered to support production of ONSET, Whole Family Assessment and Asset assessments	Preventions and Assessment and Planning Team Managers	March 2012
	b) Target areas where referrals need to be increased with the Police.	Preventions Team Manager	March 2012
	c) Improve early identification of young people demonstrating early indications of offending behaviour by liaising with primary school head teachers and promoting Compass and FIP	Preventions Team Manager	March 2012
	d) Continue to promote preventative projects across the authority.	Preventions Team Manager	March 2012
	e) Introduce twilight sessions on preventative work for pastoral staff in schools	Preventions Team Manager	December 2012
	f) Integrate Compass and the Family Intervention Project to ensure a whole family approach is provided to young people at risk of entering the youth justice system	Preventions Team Manager	December 2011

	<p>g) Ensure the quality of assessment in Onsets and FIP assessments is of a high standard and leads to a robust intervention plan and references parenting strengths and areas that could be addressed by the Parenting worker</p>	Preventions Team Manager	March 2012
	<p>h) Work with Police and other partners to review pre-court decision-making, in light of anticipated new legislation</p>	Service Manager	March 2012
	<p>i) Ensure that crime prevention work remains a priority within new commissioning arrangements for 11-17 year olds</p>	Service Manager	March 2012
	<p>j) Ensure that the Family Intervention Project plays a key role in the development of local work with families with multiple problems</p>	Service Manager	March 2012
<p>6) Reduce re-offending (a national impact indicator)</p>	<p>a) Ensure the quality of assessment is of a high standard and leads to a robust intervention plan and that all assessments reflect young people's health needs and have an assessment of parenting.</p>	Assessment and Planning Team Manager	March 2012

	<p>b) Ensure the quality of all risk of harm assessments, risk management plans and vulnerability assessments is of an acceptable standard and are shared with all partners supporting the plans</p>	<p>Assessment and Planning Team Manager</p>	<p>March 2012</p>
	<p>c) Establish monthly risk management meetings for all young people with a high risk of harm which are inclusive of young people and their parents/carers</p>	<p>Assessment and Planning and Interventions Team Managers</p>	<p>September 2011</p>
	<p>d) Establish team around the child meetings following sentence which use the Asset as the basis of planning interventions</p>	<p>Assessment and Planning Team Manager</p>	<p>December 2011</p>
	<p>e) Introduce an Asset peer review process</p>	<p>Assessment and Planning Team Manager</p>	<p>December 2011</p>
	<p>f) Ensure that restorative approaches are fully integrated across the team's caseload and inform all assessments</p>	<p>Assessment and Planning Team Manager</p>	<p>December 2011</p>
	<p>g) Review and catalogue intervention materials</p>	<p>Interventions Team Manager</p>	<p>December 2011</p>
	<p>h) Review assessments to ensure that interventions are available to address identified need and equalities</p>	<p>Interventions Team Manager</p>	<p>December 2011</p>

	<p>i) Introduce a set of workbooks with materials to address offending behaviour issues with young people</p>	Interventions Team Manager	March 2011
	<p>j) Develop interventions for young women and girls who are offending</p>	Interventions Team Manager	March 2012
	<p>k) Collate and act on young people's feedback and evaluation from interventions provided by the YOT</p>	Interventions Team Manager	March 2012
	<p>l) Work with partner agencies to support young people's work readiness</p>	Interventions Team Manager	March 2012
	<p>m) the YOT will work with 16+ year olds to identify learning and training opportunities</p>	Interventions Team Manager	March 2012
	<p>n) Ensure that all young people with ethnic minority backgrounds have continuing support when they finish their statutory contact</p>	Assessment and Planning Team Manager	March 2012
	<p>o) the YOT will work to improve the attendance of young people in education and will increase mental and physical health support through the integration of the school nurse role</p>	Interventions Team Manager	March 2012

<p>7) Reduce the use of custody (a national transparency indicator)</p>	<p>p) the YOT will help young people to set up bank accounts</p>	<p>Interventions Team Manager</p>	<p>March 2012</p>
	<p>q) the YOT will target strategic accommodation issues through the B&NES Young People's Housing Group</p>	<p>Interventions Team Manager</p>	<p>March 2012</p>
	<p>r) Analyse performance data to improve understanding of trends of offending and outcomes for young people</p>	<p>Service Manager</p>	<p>March 2012</p>
	<p>a) Ensure the quality of assessment is of a high standard and leads to a robust community intervention plan presented in a pre-sentence report.</p>	<p>Assessment and Planning Team Manager</p>	<p>March 2012</p>
	<p>b) Ensure that all pre-sentence reports are delivered to court on the day before sittings in order that they are available for the bench.</p>	<p>Assessment and Planning Team Manager</p>	<p>December 2011</p>
	<p>c) Plan updated training events with the local Youth Court Magistrates</p>	<p>Assessment and Planning Team Manager</p>	<p>December 2011</p>
	<p>d) Facilitate procedures for assessing young people in custody who have learning difficulties</p>	<p>Assessment and Planning Team Manager</p>	<p>September 2011</p>

	<p>e) Ensure the Custody Panel is embedded in local practice and is supported by actions in the CYPP and LSCB action plan</p>	Service Manager	December 2011
	<p>f) Improve the systems for monitoring health input into release plans for young people leaving the secure estate</p>	Interventions Team Manager	December 2011
	<p>g) Continue to ensure that the enhanced offer is reflected in DTO Plans</p>	Interventions Team Manager	March 2012
	<p>h) Wherever possible, establish a restorative intervention for young people whilst they are in custody.</p>	Interventions Team Manager	March 2012

9. Partner Organisation Commitment

Partner Organisation	Name of chief Officer	Signature	Date
Local Authority	John Everitt Chief Executive		
Children's Service	Ashley Ayre Strategic Director, People and Communities Department		
Health Service	Jeff James Chief Executive Officer NHS BANES and NHS Wiltshire		
Police Service	Geoffrey Spicer Bath and North East Somerset District Commander		
Probation Service	Anne King Assistant Chief Officer		

Appendices

Appendix 1: Main areas of work undertaken by the Youth Offending Team

- Voluntary support to young people aged 8-17 who are assessed as being at high risk of offending – including Compass and the Family Intervention Project.
- Appropriate Adult services to safeguard a young person's interests when they are being questioned by the police and a parent/carer is unable to attend.
- Help with arrangements for young people remanded to the care of the local authority.
- Support to young people who are bailed by the courts, which can attach conditions to maintain contact with the Youth Offending Team.
- Work with young people who are subject to police Final Warnings.
- Preparation of reports to help with key decision-making about young people who have offended (supporting contract requirements for referral order panels, proposing sentencing options to the courts and providing assessment information to the Parole Board).
- Supervision of young people on court orders – meeting regularly to help them to face up to the consequences of offending and address the factors that make it likely that they will re-offend. The main court orders are now referral orders, reparation orders and youth rehabilitation orders. Those with a high likelihood of re-offending may be placed on the Intensive Supervision and Surveillance Programme.
- Restorative justice services designed to provide victims with the information they want and to engage them and young people in meetings or activities to repair the harm caused by offending. Young people can also make indirect reparation through community projects.
- Support for young people sentenced to custody and supervision of them when they return to the community. The most common youth custodial sentence is the detention and training order, lasting up to two years. Longer sentences apply for more serious offences.
- In all suitable cases, individual work with parents and carers of young people at risk of offending or re-offending through voluntary support, and access to parenting programmes

Appendix 2: Youth Offending Team staff

The work of the Youth Offending Team would not be possible without its volunteers, who make up a third of the staffing complement. We take this opportunity to thank them for their time, commitment and hard work as Appropriate Adults and Community Panel Members.

Staff in the Youth Offending Team by gender and ethnicity based on census 2001 categories																	
	Strategic Manager		Operational Manager		Practitioner		Administrator		Sessional		Student		Volunteer		Total		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
White British		1	1	2	3	16				4	4		1	8	11	16	41
White Irish																0	0
White Other					1											1	0
Black Caribbean						1			1					2		3	1
White and Black African																0	0
White and Asian																0	0
Pakistani																1	0
Total	0	1	1	2	5	17	0	6	5	4	0	1	10	11	21	42	

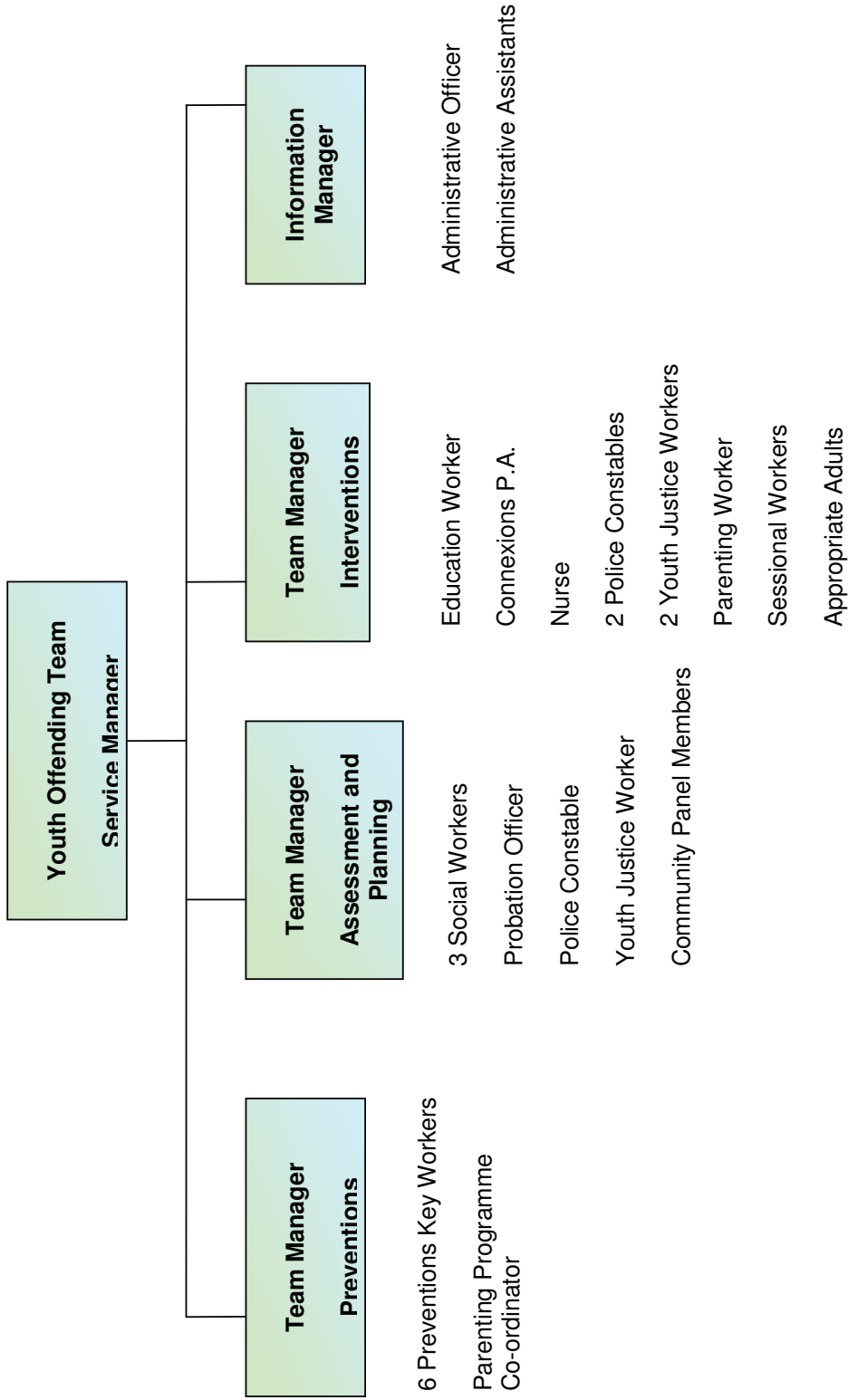
Appendix 3: Glossary of terms

ASSET	A structured assessment tool used by Youth Offending Teams to consider how a range of factors, such as engagement with education or mental health issues, may have contributed - and continue to contribute - to a young person's offending
Common Assessment Framework/CAF	A shared assessment tool for use across all children's services and local areas in England. It is used to support early identification of need and assist the co-ordination of services to address that need
Children and Young People's Plan	The Children and Young People's Plan is the single plan that outlines what all agencies, schools, Local Authority and voluntary groups are going to do to help improve outcomes for Children and Young People across Bath & North East Somerset.
Children's Trust Board	Children's Trust Boards are the co-operation arrangements and partnerships between local organisations with a role in improving outcomes for children and young people. It is a partnership that has overall responsibility for planning and delivery of services for children and young people. The trust in Bath and North East Somerset is responsible for publishing this Children and Young People's Plan and for making sure that services deliver the commitments outlined in that Plan.
Compass	The Compass Project, managed within the Youth Offending Team, provides intensive support to children and young people aged 8-17, who have been assessed as being at high risk of offending.
Connexions	A universal service to provide a wide range of support for 13-19 year olds, particularly regarding education, training and employment. It gives priority to those considered most vulnerable
Criminal Justice Board	A partnership of criminal justice services, locally serving the Avon and Somerset area
Deter Young Offenders	Cohort of young people representing approximately 10% of the caseload of a Youth Offending Team who have the highest likelihood of offending and harm. The cohort is reviewed on a quarterly basis
Family Intervention Project (FIP)	The aim of a family intervention is to reduce offending behaviour of children and young people in the family through the provision of co-ordinated multi-agency work, whole family assessment and long term intervention of a dedicated keyworker (12-18 months). The project accepts referrals where it is clear a significant change within family behaviour is needed to reduce youth offending, and prevent further young people entering the youth justice system.

Final Warnings	Final Warnings were introduced by the Crime and Disorder Act 1998, to be issued in place of cautions, to eligible 10-17 year olds who admit an offence to the Police. All young people who receive these Warnings are referred to the Youth Offending Team for help to tackle offending behaviour at an early stage
Intensive Supervision and Surveillance / ISS	Intensive Supervision and Surveillance Programmes provide a rigorous community sentence for eligible young people who have been convicted of an offence or a pattern of offences so serious that they would otherwise receive a custodial sentence. The Programme is also available as a condition of a Bail Supervision and Support programme or as a condition of the community element of a Detention and Training Order
Local Safeguarding Children's Board	The Local Safeguarding Children Board (LSCB) brings together local agencies working with children and families. LSCB is responsible for policy, procedures and services to support children and families in need to prevent significant harm.
Ministry of Justice	The Ministry of Justice (MoJ) is a ministerial department of the UK Government headed by the Secretary of State who is responsible for improvements to the justice system so that it better serves the public. The functions of the Youth Justice Board will be taken over by the MoJ.
Multi-Agency Public Protection Arrangements/ MAPPA	Under the direction of Police, Probation and Prison services, these are a series of processes to safeguard the public from the threat posed by sexual and violent offenders, whilst also attending to the needs of the victim.
Onset	A structured assessment tool to measure a young person's risk of offending
Parenting Orders	Parents whose children offend or persistently truant from school can be made the subject of Court Orders, requiring them to attend parenting support, and sometimes, to exercise specific control over their child's behaviour.
Pre Sentence Report/PSR	Pre-Sentence Report, prepared to assist the Court at sentencing stage, by providing an offence analysis, in the light of risk of continued offending and risk to the public, and outlining suitable sentencing options.
Protective Factors	Aspects of young people's lives that mitigate against offending, such as consistent parenting, engagement in education or involvement in constructive leisure

Referral Order	Available since April 2002, these are mandatory sentences for all young people appearing in Court for a first offence and pleading guilty. They refer a young person to a Community Panel, led by trained members of the public and attended by their parents and the victim[s] of their offence[s]. The Panel agrees a contract for how the young person is to make amends for their behaviour. If they complete the contract successfully, the offence is not recorded; if they do not, they are referred back to Court for re-sentencing.
Reprimand	These were introduced by the Crime and Disorder Act 1998 and are issued by the Police when a young person aged 10-17 who has not previously had a Final Warning, admits an offence that isn't serious enough to merit a Final Warning.
Resettlement Consortium	A south west partnership pilot between Police, YOTs, the secure estate, voluntary sector partners and Probation which aims to provide an enhanced offer of service to young people being released from custody to assist with their resettlement .
Restorative Justice/RJ	Restorative Justice describes a range of approaches to resolving a situation where serious harm, usually an offence, has been caused. It focuses on victim satisfaction, offering a range of services by which the victim can gain an understanding of the offence, have a chance to be fully heard, and agrees to any suitable reparation.
Responsible Authorities Group	The Responsible Authorities Group oversees the delivery of the creating and maintaining safer communities. It is comprised of senior managers from the statutory agencies, an elected Council Member and other partners who together pool their combined knowledge to identify the key issues within the community and understand clearly how best to tackle them. This Partnership accepts that fighting crime is not just the job of the Police, but the responsibility of all organisations whether public, private or voluntary, and works towards the creation of safer and stronger communities.
Scaled Approach	A system whereby the level of intervention for a young person during the course of their Court order is determined by their assessed likelihood of re-offending

Sustainable Community Strategy	<p>The Sustainable Community Strategy (SCS) sets out what type of place Bath & North East Somerset should become. It deals with a range of challenges and changes that impact on our daily lives. The strategy sets out the challenges but also how they are going to be addressed. It is aspirational and high level, but these aspirations will be worked towards to make them a reality.</p> <p>The strategy is the outcome of listening to what is important for the community and responding with a vision for the area.</p>
Team around the Child	<p>A multi-agency planning meeting with the child and parent/carer present. The young person can help decide the agenda and should be enabled to fully participate in the meetings and the planning.</p>
Victim Liaison Officer	<p>Member of the Youth Offending Team who makes contact with the victims of crimes we are notified about. They discuss the impact of the crime with the victim and enable them to consider a restorative approach.</p>
Youth Rehabilitation Order	<p>The Youth Rehabilitation Order (YRO) is a generic community sentence for young offenders and can combine a number of requirements into one generic sentence. It is the standard community sentence used for the majority of children and young people who offend. It simplifies sentencing for young people, while improving the flexibility of interventions.</p>
Young Offender Information System/YOIS	<p>This is a standard database used by the Youth Offending Team for case management and monitoring.</p>
Youth Offending Team/YOT	<p>These multi-agency teams were established under the Crime and Disorder Act 1998, with a principal aim of preventing youth offending. They include representatives from Police, Probation, Health and the Local Authority, and their work is overseen by local steering group made up of key stakeholders.</p>
Youth Justice Board/YJB	<p>The Youth Justice Board for England and Wales is a non-departmental public body responsible to the Home Secretary for overseeing the youth justice system, including by monitoring performance, providing advice and guidance and disseminating good practice.</p>



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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14 September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2276
TITLE:	Winter Service Policy	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix 1 – Winter Service Policy		

1 THE ISSUE

1.1 The Council's severe winter weather arrangements have evolved over many years. The severe weather in the last two winters has resulted in a significant increase in demand for services and an increased public expectation on the Council. Cabinet is asked to formally approve the Highways Team's Winter Service policy

2 RECOMMENDATION

The Cabinet agrees that:

2.1 The Winter Service Policy (Appendix1) is approved as the Highway Authority's policy for winter maintenance in Bath and North East Somerset.

2.2 The Cabinet receives a separate report on the on the outcome of the Community Snow Warden Pilot scheme following Winter 2011.

3 FINANCIAL IMPLICATIONS

- 3.1 The current operational winter maintenance budget provides for an average British winter. In the event of a heavy snowfall or prolonged icy conditions the service budget will overspend, and may require additional financial support from the Council's Revenue Budget Contingency.
- 3.2 The operational service has reached its capacity and any increase in standards above those in the Policy will require a significant investment in additional salt storage facilities, the purchase of additional gritters and an increased number of operatives to deliver the service. Funding would need to be identified by re-appraising existing Council priorities.
- 3.3 Any reduction to the level of service could result in the Council receiving an increase in claims for damage and personal injury, resulting in an increase in compensation payments. Funding would need to be identified by re-appraising existing Council priorities.
- 3.4 The Community Snow Warden pilot scheme is still in development and costs are yet to be finalised, but are likely to be in the region of circa £20k. Funding for this has not yet been identified and a separate report will be presented to Cabinet, in due course, to finalise the scheme and the funding.

4 CORPORATE PRIORITIES

- *Addressing the causes and effects of Climate Change*
Recent winters have resulted in heavy snowfall incidents. This policy ensures that the Council has arrangements in place to respond to snowfalls and icy weather
- *Improving transport and the public realm*
The Council's gritting routes are based around key transport routes and roads used by public transport. The strategic gritting route network helps keep public transport moving

5 THE REPORT

- 5.1 Full details of the Council's winter maintenance arrangements are set out in Appendix 1. Details of gritting routes and grit bin positions are also published on the Council's web site.
- 5.2 The winter maintenance period runs from 1 October to 30 April. During this period the Council's contractor maintains an available pool of gritter drivers on a rota and the Council's Duty Engineer is available around the clock to make any decisions in relation to winter weather operations.
- 5.3 The Council pays for a specialist weather forecasting system that operates a 24 hours a day service and Officers also use live data from two weather stations to inform decision making on gritting operations.
- 5.4 Officers recognise that the topography across the district can be difficult during severe weather and therefore the Highway's team already pre-salts 38% of the road network when snow and ice is likely. This is well above the national average of 30%

- 5.5 Various improvements have already been undertaken as a result of the Winter Maintenance review completed in 2010. Changes included additional lengths of gritting added to the routes, a review of all grit bin requests and a number of additional bins being placed on the highway.
- 5.6 National salt supplies did run low and reached critical levels during the worst of the snowfall. The Council has increased its salt storage capacity from approximately 1300 tonnes (in Clutton Depot) by an additional 1000 tonnes by creating a salt storage area within Brayesdown Depot.
- 5.7 Officers have developed contingency plans and gritting route reductions that will be introduced in the event of a national salt shortage. These measures ensure the most critical routes remain open and protect essential services.
- 5.8 The Council plans to continue with the arrangement of employing a network of local farmers to assist with snow clearing operations.
- 5.9 The Council has developed arrangements that enable additional resources to be redeployed from other teams in Environmental Services to support Highways during snowfall conditions. This additional resource is used to clear snow and ice at busy transport interchanges, areas of high pedestrian use and other essential local facilities that communities rely upon.
- 5.10 It is proposed to trial a pilot scheme in winter 2011 using volunteer snow wardens to provide a community resource to help clear snow and ice in local communities. The Council will provide training, salt (depending on availability) and an appropriate spreader to enable locally prioritised areas of adopted public highway be cleared of snow and ice. The pilot scheme should enable local communities to ensure more footways are cleared of snow and ice.
- 5.11 Schools will be offered the opportunity, on a rechargeable basis, a small supply of salt before the onset of winter. This will be delivered by Highways to the school in small bags to enable 'self –help' during snowfall conditions

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 A proportionate equalities impact assessment has been completed. It is not considered that the policy will impact negatively on equalities. The proposed pilot is likely to impact positively on age and socio economically disadvantaged groups.

8 RATIONALE

- 8.1 The Winter Service Policy is based upon nationally recognised standards set out in *Well Maintained Highways – A code of Practice*.
- 8.2 Officers consider that the Winter Service Policy (Appendix 1) is a good standard of service to provide for the residents and the travelling public. An increase in

standards would require significant extra investment for relatively rare snowfall events. It is considered that any reduction in standards of service would be very unpopular with the residents and users of the highway network, as well as increasing the potential for claims against the Council.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 The Council's Section 151 Officer and Divisional Director Legal and Democratic Services have been consulted on the report and any comments received are included in the report.

10.2 The views of all Ward Councillors and Cabinet members were sought as part of the Winter Maintenance Review in 2010. Where appropriate, and feasible, these have been reflected in the Winter Service Policy.

10.3 Parish Councils, Town Councils and Residents associations also participated in the Winter Maintenance Review and their views have been considered when drafting the Policy. The Service Manager for Highways has discussed winter weather arrangements extensively at Parish Cluster meetings and the findings of the Winter Maintenance Review were reported to Parish Liaison Meeting on 20 October 2010.

10.4 The Safer and Stronger Communities Overview & Scrutiny Panel meeting on 18 November 2010 received a Winter Maintenance Arrangements update. The Panel meeting on 24 March 2011 considered the Winter Service Policy. The views of the Panel are reflected in the Policy (Appendix 1)

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Financial- Cabinet should consider that in addition to funding the Snow Warden pilot, any increase in standards or improvements to the service would require an increase in the operational winter maintenance budget.

11.2 Legal – The Council has a statutory obligations under the Railways and Transport Act 2003 (Section 111) and the Highways Act 1980 Section 41 (1A) which places a duty on the Highway Authority to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow and ice.

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	Kelvin Packer, Service Manager – Highways 01225 394339
Sponsoring Cabinet Member	Councillor Roger Symonds
Background papers	<p>Safer and Stronger Communities Overview and Scrutiny Panel -24 March 2011. Winter Maintenance Policy</p> <p>Safer and Stronger Communities Overview and Scrutiny Panel -18 November 2010 .Winter Maintenance Arrangements update</p> <p>Report to Parish Liaison 20 October 2010 – The outcome of the Winter Maintenance Review.</p>
Please contact the report author if you need to access this report in an alternative format	

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APPENDIX 1

WINTER SERVICE POLICY



Winter Service Policy

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Appendix A – Salting Routes (Normal Operations and Emergency Operations)

Appendix B – Priority areas for clearance during snowfall and prolonged icy conditions

Document History

<i>Revision Description</i>	<i>Dated</i>
Winter Service Policy	March 2011

DEFINITIONS

- 0.1 HIGHWAY SENIOR ENGINEER (HSE)** – Member of the Council team specifically tasked to manage and co-ordinate the Winter Service.
- 0.2 HIGHWAY SERVICE MANAGER (HSM)** – Member of the Council's staff having overall responsibility for the management of the Winter Service.
- 0.3 EMERGENCY DUTY OFFICER (EDO)** – Member of the Council's staff who is the designated contact out of hours. This role is undertaken on a rota system with responsibilities set out in Section 3.2 of this document.
- 0.4 SERVICE PROVIDER** – Organisation contracted to Bath & North East Somerset Council to provide highway network management and construction services. For the term maintenance contract commencing on 1st October 2008 the provider is Atkins Highway Services.
- 0.5 COUNCIL CONNECT** – (Tel: 01225 394041 in hours 01225 477000 Out of hours) Facility based in Plymouth House in Bath. During office hours it is the principal point of contact by telephone for the public on highway matters. It receives information from the public and external organisations, distributes it as appropriate within the Council and Service Provider and can report on issues to the public and external organisations.
- 0.6 WEATHER FORECAST SERVICE PROVIDER** – The organisation responsible for providing weather forecasts on a 24 hour basis throughout the winter season. This is currently the Met Office.
- 0.7 SALT PROVIDER** – The supplier responsible for the providing the 6mm graded rock salt used to treat snow and ice on the highway. This is currently Irish Salt Sales.
- 0.8 DEPARTMENT FOR TRANSPORT (DfT)** – Government Department responsible for transport issues (except when devolved), providing national policy and strategy guidance.

1.0 INTRODUCTION

1.1 Statutory Obligations and Government Requirements

Bath and North East Somerset Council's (the "Council") Winter Service Policy is designed to meet the Council's statutory obligations and will provide a consistent approach to the management of the network during the winter season. The *Code of Practice for Maintenance Management: Well Maintained Highways* (2005)¹ identified four core objectives that have been used as the basis of the Council's Policy: Customers; Safety; Serviceability; and Sustainability. All of these objectives are incorporated into the Council's Winter Service Policy.

Section 41 of the Highways Act 1980 states that the Council has:
"A duty to maintain highways at public expense."

Section 111 of The Railways and Transport Safety Act 2003 supplemented this with the inserted Section 41(1A) which states that:
"A Highway Authority is under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow and ice".

What is reasonably practicable is decided by the Courts rather than the local Highway Authority (the Council) or the Department for Transport (DfT). However the DfT strongly recommends that local Highway Authorities continue to carry out Winter Service activities in accordance with Section 13 of the Code of Practice for Maintenance Management: Well Maintained Highways ("the Code"). Amongst other recommendations, the Code states that best practice would be for local Highway Authorities to adopt and publish a Winter Service Operational Plan setting out the standards for delivery of these policy objectives, developed in consultation with key stakeholders and users which is reviewed annually to take into account of changing circumstances.

Since the Code was published in 2005, Government policy with respect to highway maintenance has developed and evolved in a number of areas. There have also been a number of changes, including the introduction of new statutory duties that have been placed on Highway Authorities.

To assist users of the Code, the Roads Liaison Group has prepared complementary guidance² to advise and direct users to where they may find more up to date information to assist them in implementing best practice and the recommendations of the Code.

¹ "Well Maintained Highways", Road Liaison Group (2005)

http://www.ukroadsliasongroup.org/pdfs/p03_well_maintained_highways.pdf

² Well Maintained Highways Complementary Guidance, Road Liaison Group (Last Updated August 2010)

<http://www.ukroadsliasongroup.org/pdfs/Well%20maintained%20Highways%20August%202010.pdf>

Users of the Code should treat this complementary guidance as up to date and having the same status as the Code. Where paragraphs have been amended, they supersede the ones in the Code. It must be noted that these updates should not be read in isolation but should be considered within the context of the Code.

The Council have designed their Winter Service Policy to identify how the Council will manage the Winter Service to ensure that it meets the statutory requirements placed on the Authority, whilst still delivering a Winter Service that is operated in the best interest of the Council.

The Government also provide information for the public relating clearing snow from pavements and public places: The Snow Code³. The Snow Code states that there is no law preventing the public from clearing snow themselves and that members of the public are unlikely to be sued for any resultant slip or fall from undertaking this action. The website contains advice on the following topics:

- Preventing slips;
- When to clear snow and ice;
- What to use;
- Where to move the snow to; and
- Clearing snow from neighbours' paths.

1.2 Consistent Approach to Delivery

In delivering the Winter Service the Council will use a consistent approach to ensure that a satisfactory service is delivered to all highway users. Every year the Council deals with regular and reasonably predictable occurrences of low temperatures and ice and snow. Occasionally the Council has to deal with exceptional events and prolonged periods of cold weather.

The roads that are to be treated for precautionary salting are shown in Appendix A (Plan 1) and also available to the public on the Council's Internet Mapping System⁴. The most important routes are pre-salted in anticipation of frost when icy conditions are expected.

The following criteria have been developed using the recommendations from the Code to enable the pre-salting network to be defined. This is required to ensure a consistent approach across Bath and North East Somerset and achieve a reasonable balance between cost and level of service. During 2010 a review of the pre-salting network was carried out using the following criteria:

³ direct.gov.uk (2011) *Clearing snow and ice from pavements yourself*
http://www.direct.gov.uk/en/NI1/Newsroom/DG_191868

⁴ Ishare (2011) -
<http://isharemaps.bathnes.gov.uk/mybathnes.aspx?MapSource=BathNES/WinterMaintenance&StartEasting=365755&StartNorthing=161998&StartZoom=28000&o=1&tab=maps>

- Strategic and Principal Routes;
- Public Transport Routes;
- Emergency Location Links including Hospitals, Fire Stations; and Ambulance Stations;
- Ensure continuity on roads that cross the boundary into other local authorities;
- Maintain a link to the strategic road network from towns and villages;
- Ensure that key link roads near schools are treated to minimise school closures during severe weather.

The Council will salt the highway network for exceptional events that take place off of the pre-salting routes. The Council will also consider salting the network following emergency service requests: where resources permit.

Some sections of the pre-salting route do not meet the criteria above, but have historically been included in the pre-salting routes. The Council will continue to pre-salt these sections of the network as there is a public expectation that these links will be pre-salted.

The pre-salting routes are assessed using a two hour treatment time. This has allowed the capacity of the dedicated equipment to be used more effectively.

Under the current term contract the Service Provider employs 40 staff full time, with an additional call on 20 subcontract staff. The core number is adequate to react to snow clearance situations, for two full shifts only, where double manning is required to operate the snow ploughs.

Winter Service is the least predictable of all highway budget expenditure. South West England generally has around fifty nights when frost is experienced and it is prudent to prepare for up to one week of moderate snowfall although this may not materialise.

By following this structured approach the Council are able to operate an effective highway network throughout the winter months. The Policy is aligned with the Council's wider objectives for: transport; accessibility; and network management to ensure a consistent approach through all Council policies relating to the management of the highway network.

Requests for amendments to the standard pre-salting routes will be considered by the Highway Service Manager against the above criteria and will only be authorised when the increase in route length can be accommodated within the capacity of the gritter operating at a 40 grams/m² spread rate and within the two hour treatment time.

1.3 Bath and North East Somerset Highways

The Council's annual estimate of road lengths for Communities and Local Government stated that there were 648.5 miles (1043.6 km) of adopted highway network in Bath and North East Somerset in 2010. Sixty percent of the Council's adopted highway network is made up of rural roads, which are predominantly either C Class roads or unclassified roads.

1.4 Trunk Road Network

The Highways Agency manages a further 13.5 miles (21.7km) of roads within Bath and North East Somerset as part of the national trunk road network. These Trunk Roads are identified on Plan 1 of Appendix A.

2.0 THE WINTER SERVICE POLICY

The Winter Service Policy outlines the decision making process used by the Council's Highway Maintenance team in deciding on which areas of the network are to be gritted and when this will take place. Managing the Highway Assets is an important function of the Council. Low temperatures and the formation of ice can cause serious damage to the fabric of running surfaces and accelerated damage of the network. By operating an effective Winter Service the Council can contribute to a reduction in whole life costs and minimise damage to the environment.

Winter maintenance, pre-salting the carriageway and clearing snow, from the highway network is essential for ensuring public safety on the network and supporting the local economy. The Council's Winter Service has been designed to aid movement for highway users when adverse winter conditions make it difficult for the highway network to operate normally.

2.1 Winter Service Season

The winter season traditionally runs from 1 November to 31 March each year. The season can be extended at either end as required, and any extension would be covered by the Council's Winter Service Policy.

2.2 Direction from DfT

Periodically throughout the winter season the DfT will release a National Directive on the Winter Service that the Council will have to adhere to.

2.3 Policy Updates

A Winter Service Operational Plan will be completed by the end of October before the start of the winter season. This is an internal document intended for use by Council staff.

The Operational Plan will be designed to conform to current policy guidance as at the 31st October each year. The document will be agreed with the Divisional Director – Environmental Services.

The Council's Winter Service policy will be amended in the following circumstances;

- (a) When the Council receive a directive from the DfT;
- (b) To incorporate changes in legislation; and
- (c) When requested by the Cabinet Member for Service Delivery.

2.4 Working with Neighbouring Authorities

To successfully deliver the winter service the Council will have to liaise with neighbouring authorities. The key contact details for each bordering authority are included in the Operational Plan (as an Appendix) and are available to the EDO when undertaking their duties.

Several routes cross the Council's Boundary and reciprocal arrangements are discussed with neighbouring authorities prior to the winter season by the Highway Service Manager with a view to providing a consistent and efficient service.

The Council will share information with neighbouring authorities throughout the winter season. Every working day throughout the winter season the Council will email neighbouring authorities to inform them of what action is being taken in Bath and North East Somerset with regards to the forecast weather conditions. For example if the Council are gritting due to the weather reports this 'Action Information' will be emailed by the Highway Service Manager to all neighbouring authorities, who in turn will email their 'Action Information'. This ensures neighbouring authorities are aware of what work is being undertaken on their network under any reciprocal arrangement that have been agreed.

The Council and the neighbouring authorities also share their Operational Plans to allow each authority to understand what service levels are being undertaken in adjoining authorities. This ensures consistency for the public and offers the Council opportunity to share best practice with regards to the Winter Service.

2.5 Neighbourhoods and Waste Services support

During periods of prolonged icy weather or snowfall the Divisional Director Environmental Services will, when deemed appropriate, authorise staff from the Neighbourhoods and Waste Services to support the winter weather response. The level of resources that will be made available will be dependent on the overall demands and priorities facing the Council at the time.

These teams will focus on dealing with issues away from the strategic highway network such as:

- Busy pedestrian areas with high levels of footfall e.g. shopping areas;
- Car parks;

- Public transport interchanges;
- Areas surrounding medical centres and hospitals;
- In exceptional circumstances to support an event, such as large funeral or a sporting fixture that will result in a large numbers of pedestrians.

The priority sites to be treated by Neighbourhoods are listed in Appendix B.

3.0 WEATHER INFORMATION

3.1 Decision Making/ Forecasting

The Secretary of State for Transport asked the UK Roads Liaison Group to review lessons that can be learnt from the events of winter 2008/9 and to recommend what steps could be adopted by highway authorities, producers and suppliers of salt and other stakeholders to ensure England is even better prepared should similar events occur in future.

This review makes recommendations in four themes:

- Winter service resilience;
- Preparation for and operation of winter service;
- Communications: and
- Procurement.

The Winter Service Operational Plan is updated by the Highway Maintenance Team each October and sets out the key information relating to how the network will be managed during the winter season including information on salting routes, spreading rates and when the network will be treated.

The Operational Plan is for internal use as it contains contact information such as contact telephone numbers of staff who will be on call as part of the Winter Service.

Deciding when winter maintenance activities are to be carried out is the responsibility of the Highways Service Manager (HSM) and the Highway Maintenance Team using weather forecasts supplied by the Met Office. The Forecast is received daily by computer and comprises:

- 24-hour road forecast;
- 2-5 day forecast for planning purposes;
- A weather summary for the previous 24 hours; and
- 24-hours 7 days a week consultancy service.

The Council also uses an ice detection system 'ICENET' which is provided by Vaisala Data Services. This service is used to support the weather forecast in planning the Winter Service.

All crews involved in Winter Service activities are issued with mobile telephones to enable central control of the operations to enable quick response to changing conditions allowing the HSM to alter planned winter maintenance to meet the conditions. The use of mobile communication devices by any staff are to conform to the Council's and/or the Service Provider's mobile communication policy.

The Council officers will make the decision whether or not to grit the network using the forecast information received from the Met Office and ICENET predictions. It is always difficult to judge whether the weather conditions will change significantly from the forecast so the Council will if the forecast is for adverse weather pre-salt the road as a precaution based on the information they have available at the time.

3.2 Emergency Duty Officer (EDO) Role

The EDO is responsible for managing the Winter Service outside of normal office hours. The EDO role is operated on a rota system, utilising the expertise of the Council's Environmental Services team. The EDO is on call at night and through bank holidays and the weekend to deal with the following issues as and when they occur including:

- Receive emergency information from police;
- Decide on appropriate resource and call them out;
- Record messages and action/s taken;
- Keep up to date with conditions/action taken to provide continuity and information;
- Liaise with Highway Senior Engineer (HSE) and HSM;
- Receive forecast/weather information in and outside office hours and at weekends/bank holidays;
- Decide preliminary action;
- Approve major changes from planned action; and
- Record decisions and reasons for them.

The EDO will be a competent and experienced member of the Environmental Services team able to make important decisions relating to the management of the network during the winter season. The appointment of an EDO will be made by either the Divisional Director Environmental Services or the Highway Service Manger. The EDO records all messages and actions that they take to ensure that there is an appropriate audit trail of the Council's decisions.

4.0 SALTING

4.1 Salting Route Criteria

The salting routes are planned using the criteria set out in Section 1.2, focusing on the importance of each road to the operation of the network. The road's classification is used as part of the decision making process to ensure the key local and strategic roads are pre-salted. At present the Council pre-salt 38% of the network which covers 261 miles (420km) of the network managed by the Council. The roads that will be pre-salted are shown in Appendix A (Plan 1).

The drivers of both the pre-salting vehicles and snow ploughs will undertake a risk assessment of the route as part of the treatment process. If a road or section of the route is not safe for the vehicle then the driver can decide not to pre-salt or clear the section. This decision can be taken for a number of reasons including: the driver's own safety; risk to the public; and the practicality of accessing the route. This is especially important for snow ploughs where the width of the blades mean that some routes may be omitted due to the road width and the number of parked vehicles preventing the ploughing from taking place. All decisions will be recorded by the drivers and this information will be supplied to the Council who can inform the public.

4.2 Salting Divorced Cycleways (cycleways not adjacent to a road)

The Council does not pre-salt any divorced cycleways such as the Bristol to Bath Railway path. Clearing of snow and ice on divorced cycleways will be dependent on resources available and the status during the weather event.

4.3 Salting Car Parks

Routine pre-salting of car parks will not take place. In the event of snowfall or prolonged icy weather staff from Neighbourhoods, Parking Maintenance and any other available staff from other services will be redeployed to critical facilities.

4.4 Providing Salt to Local Residents and Private Organisations

The Council is unable to provide salt to private residents, local businesses and farms etc. Due to supply arrangements the Council's salt stock needs to be conserved for use on the strategic highway network.

4.5 Providing salt to Local Education Schools, the Business Improvement District and other Council Services

During the summer months schools, organisations and businesses in the Business Improvement District and other Council Services will be offered the opportunity to purchase salt through the Highways supply chain. The costs will be recharged to the user. Due to operational needs this service cannot be offered during the winter months.

4.6 Salting of Walking Routes

Under normal service operations the Council do not pre-salt the footpaths within its administrative area. Where resources allow any gritting of walking routes will be focused on routes to schools, hospitals and the main business areas within Bath and North East Somerset.

4.7 Spreading Rates

The Council follow a specific strategy for salting depending on the weather type experienced. The spread rates used by the Council are in accordance with the national guidance⁵. At times of exceptional conditions officers will reduce the levels of salt used at key trigger points as shown in Table 4.1.

Table 4.1 – Exceptional Condition road salt usage criteria

Stock Level (tonnes)	Action	Impact
800	Mix additives such as grit to maximise stock. Refuse external mutual aid.	Minimal increased risk of icy roads. None
700	Stop filling grit bins and supply of bagged salt. Minimise footway treatment by Neighbourhoods.	Impact on busy City Centre footways and rural communities.
700	Stop support to other services.	Negative impact on, care facilities, schools and events.
630	<ul style="list-style-type: none"> - Stop treatments in the car parks. - Stop any supplementary spot treatments by Neighbourhoods. 	<ul style="list-style-type: none"> - Closure of car parks and negative impact on city business. - Service reduced to treating the strategic network only.
500	Cut treated network by 20%	No treatment of Unclassified Roads on priority routes.
300	Cut treated network by 60%	No treatment of C Roads, Unclassified Roads and hills on minor roads on priority routes.
200	Cut treated network by 70%	Only treating the A road network and road to the RUH.

Note: A full review of regional and national stock levels and delivery capacities will be undertaken prior to invoking the service reduction thresholds which are indicative. Consultation at both Strategic and Divisional Director level will be undertaken prior to implementation.

⁵ DfT (2010) *Recommended Precautionary Treatments and Post Treatments Including Revised Salt Spread Rates* <http://www.ukroadsliasongroup.org/liaison/winter.htm>

The standard treatment will be to apply salt to pre salting routes at 10-20 grams per square metre. If applied when the road surface is slightly damp this can remain effective for up to three days in dry conditions.

4.8 Requests for Spot Treatments and Gritting

During normal working hours any requests for service will be considered by the HSM in accordance with the operational plan. Out of normal working hours the EDO will decide what action, if any is required.

Resources do not permit a response to all requests and any response will be prioritised. Dealing with any issues on the strategic gritting routes will be the priority. Although each request will be considered on its merits, priority will be given to emergency service requests and accident locations away from the strategic gritting routes.

4.9 Salt Shortages and National Supply Problems

During periods of extreme or prolonged weather events stocks of salt may become depleted, due to demand and lack of availability of new stock. When directed by the DfT or during a national salt shortage the Council may have to reduce the amount of road network it treats. The Council has produced plans to operate under these conditions, which have been agreed with the Government Office. These are shown in Appendix A (Plans 2-4).

During a salt shortage the Council will always endeavour to obtain salt through the DfT or through mutual aid arrangements. In the event of salt being unavailable from alternative sources the service may need to be reduced to protect the most important routes and most essential facilities such as hospitals. If and when this is necessary the trigger points in Table 4.1 will be used to determine the reduction in service.

4.10 Treatment Times

Evening salting of the priority routes normally takes place when temperatures are likely to drop during the evening but before freezing has occurred. In this case no inspection of the routes would be required unless rain followed by freezing or snow had been forecast.

Morning precautionary salting on the priority routes will normally be carried out between 05.00 and 07.30 hours. It is accepted that it will not always be possible to maintain even priority routes free from ice throughout the night. However, it is particularly important that pre-salting routes on the approaches to built-up areas should be dealt with before the morning peak traffic flows.

Secondary salting on the priority routes takes place to treat areas where frost or ice has already formed and been in existence for at least 24 hours salt shall be applied at 10-20 grams per square metre to pre-salting routes and off the pre-salting network routes in that order. It will not normally be possible to treat routes off the pre-salting network before pre-salting routes are completed.

4.11 Salt Stock and Storage

The Council have the capacity to hold a maximum stock level of around 2300 tonnes distributed throughout the Area, as shown in Table 4.2. This is enough to provide 43 days of frost salting or seven days of major snow and ice treatment on the pre-salting network. This level will be depleted more quickly if other routes are treated with salt following snow ploughing.

Table 4.2 – Salt Stock Distribution

Store	Location	Tonnes (capacity)
Clutton Salt Barn	Upper Bristol Road, Clutton	1300
	Total:	1300
Braysdown Depot (Sheeted storage)	Braysdown Access, Braysdown Lane, Peasedown St John	1000
	Total:	1000
	Grand Total:	2300

Salt needs to be dry for efficient spreading or it will coagulate and form a tunnel over the distribution belt on the spreader unit. Salt is generally stored at depots in barns but where these are not present salt is stored in the open and is covered.

5.0 SNOW CLEARANCE

5.1 Snow Clearance Route Criteria

In the event of snowfall the Council will clear the principal routes of snow. The principal routes have been identified in Appendix A Plan 4. The secondary routes will be cleared by farmers through a Winter Maintenance Agreement with the Council particularly in rural areas of Bath and North East Somerset.

5.2 Use of Farmers

Prior to the start of the winter season the Council will seek rates from private farmers and contractors for snow clearing. A schedule detailing those accepted will be included in the Operational Plan at the start of each season.

The HSE may, where appropriate, arrange for local farmers to be given designated areas or routes, which they shall plough depending on local conditions. The routes included may form part of the pre-salting network, the post treatment network or any other road carried out to deal with local safety or access problems.

The HSE will arrange for ploughs to be issued to farmers and arrange for those already issued to be serviced ready for use. The HSE shall also ensure that the equipment can be fitted onto the farmer's current machinery.

The EDO or the HSE will liaise with the available farmer, set the priorities and direct the operations to be undertaken by the farmer/contractor.

5.3 Redeployment of Staff

When adverse weather conditions occur that prevent them from undertaking their normal duties the Highways teams will be supported by the re-deployment of staff from the Neighbourhoods and Waste teams. In such conditions these teams will assist with the clearance of priority footways within Bath and North East Somerset.

Salt will only be used sparingly to avoid the subsequent safety problem associated with loose grit and the need to clear drains and channels of accumulated debris. The treatment of key footway areas is undertaken under delegation agreements with Neighbourhood and Waste Services.

Operational Staff from Waste Services will be redeployed to assist when it is anticipated that ploughing is likely to be necessary. Two staff will operate each vehicle fitted with a snow plough.

5.4 Clearance of Footways

Footways and shared footway/cycleways are not routinely pre-salted. In the event of prolonged icy weather or snowfall clearance of snow and ice will be dependent on resources as set out elsewhere in the policy.

5.5 Support to Other Services

Where resources permit the Council will provide assistance to institutions such as schools and colleges in the form of farmer support or with any available staff redeployed from their normal duties. Support to other services will only be available once the routes and sites listed in Appendix A and B.

6.0 GRIT/SALT BINS

6.1 Grit/Salt Bins

The Council provides grit/salt bins for the use by residents to spread salt on the public highway (roads and footpaths) in winter weather. This provision is not to be used by members of the public for personal use within their own properties. The bins are to be used in conjunction with the winter service leaflet as far as practical, though bins are not locked so can be accessed at all times. The Inventory of Council maintained grit/salt bins can be on the Council's Internet Mapping System⁶.

⁶ Ishare (2011) -

<http://isharemaps.bathnes.gov.uk/mybathnes.aspx?MapSource=BathNES/WinterMaintenance&StartEasting=365755&StartNorthing=161998&StartZoom=28000&o=1&tab=maps>

6.2 Grit/Salt Bin Criteria

Bins will be provided within the approved resources when the following criteria are satisfied:

- (a) At busy pedestrian points not on the priority routes or on paths removed from them that have a gradient in excess of 15% (approx. 1 in 7), or are steps and have a significant footfall;
- (b) At junctions away from the priority network with a gradient in excess of 10% (1 in 10) and vehicle flow exceeding 200 vehicles per day (VPD);
- (c) On hills with gradients in excess of 15% (approx. 1 in 7) and vehicle flow in excess of 200 VPD not on priority network;
- (d) On hills at locations with gradients in excess of 20% (1 in 5) whatever the vehicle flow not on priority network.

Existing bins on the Council's Inventory that do not meet the current day criteria will remain in place unless they become obsolete through lack of use.

6.3 Grit/Salt Bin Installation

Bins will be located within the public highway, a minimum of 450mm from the carriageway edge, not obstructing sight lines or pedestrian flow. No new bins will be installed within 150 metres of an existing bin. The identification of locations will be reliant upon requests being received from Parish and Town Councils or Members following circulation of the proposed criteria. Salt/grit heaps will not be provided by the Council as they may cause environmental damage and present a hazard to users of the highway.

6.4 Grit/Salt Bin Refills

The Council will fill each Council owned bin annually prior to the start of the winter season. Defective bins will be replaced as necessary. Bins will be replenished following notification from elected members, Parish and Town Councils and members of the public that they are empty. There are situations where the cost of maintenance is excessive, and it is proposed that the following procedure will be followed:

- (a) Following vandalism a bin will be replaced once only in season.
- (b) If usage is excessive through inappropriate use of grit, the bin will be removed. It will be assumed that the bin should only be used when the priority routes are being gritted.

The Council will only fill bins owned by the Council. There are a number of existing bins on the network, some provided by the Parishes. The existing bins will be deemed 'adopted' by the Council Bins and the Council will continue to service these.

6.5 Grit/Salt Bin Appearance

All new bins in urban areas will be black in colour and in rural locations will be yellow in colour.

6.6 Privately owned bins

Any new bins installed direct by Town and Parish Councils or private individuals will not be serviced by the Council and proof of Public Liability Insurance will be required. Any bins placed on the highway network without the relevant consent of the Highway Authority will be removed.

7.0 COMMUNICATION

7.1 Communication

During the Winter Season the Highways Maintenance team provide daily updates to other departments such as Corporate Health and Safety allowing them to plan for weather events. The forecast information supplied by the Met Office is also disseminated through the Council.

Providing customer satisfaction is an important part of the Winter Service as the Council need to provide an efficient, effective and proportionate response to winter conditions. Providing accurate and up to date information to the public and emergency services forms an essential part of this process.

The Council has produced a winter service leaflet, which explains: the location of grit bins and how to use the grit effectively; winter driving tips; how to help yourself and others in adverse winter conditions; and the Council's Winter Service. The leaflet also contains a map showing the pre-salting routes in Bath and North East Somerset.

During both normal winter operations and severe weather incidents, local residents, visitors to the area and other bodies will be kept informed locally through a dedicated information page on the Council's website and information available from Council Connect. National and local weather forecasts on Television and Radio will provide reliable information on prevailing weather conditions.

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Bath & North East Somerset Council			
MEETING:	Cabinet		
MEETING DATE:	14 September 2011	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	2267
TITLE:	Determination of the Statutory Notice to Expand the Age Range of St. Gregory's Catholic College to Add a Sixth Form		
WARD:	All but specifically Odd Down ward		
AN OPEN PUBLIC ITEM			
<p>List of attachments to this report:</p> <p>Appendix 1 Report of Statutory Notice Representations Received</p> <p>Appendix 2 Equalities Impact Assessment</p>			

1 THE ISSUE

1.1 The four week representation period for the statutory notice published by the Governing Body of St Gregory's Catholic College on the 21 July 2011 proposing the expansion of the age range at the school to add a sixth form ended on 17 August 2011 and a decision is required to determine the notice.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 The age range at St Gregory's Catholic College should be expanded to add a sixth form on 1 September 2013, subject to the following conditions being met by the dates specified:

- Detailed Planning Permission being granted for the additional school accommodation by 31 June 2012. (The Governing Body has been granted Outline Planning Permission for the additional building that will be required as a result of the proposal).
- The acquisition of the site required for the implementation of the proposals by 31 December 2011.

3 FINANCIAL IMPLICATIONS

- 3.1 The Local Authority has agreed to purchase the additional site needed which in line with normal provisions for voluntary aided church schools will be leased to the Diocese of Clifton and Diocese of Bath and Wells on a 125 year term with details to be agreed between the parties.
- 3.2 The LA has committed a total of £2.4 million capital to the project including the cost of the above land and the Dioceses have allocated £376,000 of capital from the 2011/12 Local Co-ordinated Voluntary Aided Programme funding.
- 3.3 Long term prudential borrowing of £2m will be provided by the Council to support the estimated capital construction costs and related fees for the new sixth form.
- 3.4 The total capital costs of £2.776m are broken down as follows:
- £400,000 - estimated land purchase costs.
 - £2.376m – estimated construction costs and related fees.
- 3.5 The Council's long term provision of capital funding for the new sixth form assumes £400k is funded from the Schools Modernisation Grant with the balance of £2m now proposed to be met from additional prudential borrowing.
- 3.6 The additional annual revenue costs to meet the required £2m of new borrowing is estimated at £130,000 including interest and capital repayments over a period of 30 years. This has been approved by Council (on 14 July 2011) as a priority commitment for the 2012/13 budget.
- 3.7 The revenue funding for sixth form pupils will be supplied by the Young People's Learning Agency (YPLA) (or its replacement) under the funding mechanism for sixth form pupils. The numbers of pupils and their predicted achievements will affect the total resource available to the school. The 14-19 advisors employed by the Local Authority will work with the school to develop a curriculum and will model the funding implications.

4 CORPORATE PRIORITIES

- Improving life chances of disadvantaged teenagers and young people
- Improving school buildings
- Sustainable growth
- Addressing the causes and effects of Climate Change

5 THE REPORT

- 5.1 In July 2010 the Cabinet agreed to support the federation of St Gregory's Catholic College and St Mark's Church of England School with a joint sixth form as part of the strategy for secondary schools in Bath. The proposal will contribute to the Council's aims of raising standards, increasing diversity and choice for parents and providing sufficient church school places to meet the level of demand.

- 5.2 Statutory consultation prior to the publication of the notice was carried out by the school and this meets statutory requirements. Following consultation the statutory notice proposing the expansion of the age range at the school to add a sixth form was published on 21 July 2011. There followed a representation period of 4 weeks which closed on 17 August 2011 which provided stakeholders with a final opportunity to submit any further comments or objections they may have to the proposal.
- 5.3 The statutory notice meets statutory requirements and is valid. The proposal is not related to another published proposal.
- 5.4 Appendix 1 contains a summary of representations received during the representation period. All representations received during the representation period were made available to the Cabinet exactly as submitted in order to help inform their decision.
- 5.5 The main factors that have been taken into consideration in determining this proposal as set out in DfE school organisation guidance are outlined below.

A System Shaped by Parents and Views of Interested Parties

- 5.6 91% of the parents and carers who responded to the school's consultation (which included parents of primary partner schools) said it was 'very/fairly likely' (71% said 'very likely') that their child would attend a sixth form at St Gregory's. 85% of parents rated the Christian ethos at St Gregory's as very good and 90% said that a Christian ethos was 'very or fairly' important when choosing where to study at sixth form. In the second consultation carried out by the school, 97% of all parents who responded supported a sixth form for St Gregory's. A significant majority of parents at the school would like to see a sixth form at St Gregory's.
- 5.7 When a previous statutory notice for this proposal was published in March 2011, a total of 82 representations were received all of which were in support of the proposal. This notice was subsequently withdrawn until the funding was approved and the notice could be published again on 21 July 2011. During this representation period a total of nine representations were received, all of which were in support of the proposal.
- 5.8 During the consultation a number of other local providers of post-16 provision voiced concerns about the creation of additional places. As demand for post-16 provision has been growing and is expected to grow further in the future and as many pupils who are likely to attend the school come from across a much wider geographical area than just Bath, the creation of additional places is not expected to impact significantly on the viability of existing provision in the city, nor on provision at St Brendan's Sixth Form College which takes pupils from Bristol and across a much larger area.
- 5.9 Pupils at the school are also supportive of the proposal. In the 2010/11 consultation, of the year groups most likely to be affected, the percentages in favour were: Year 9 - 86%, Year 8 - 82% and Year 7 - 87%.

Diversity and Equal Opportunities

- 5.10 The proposal would add to diversity by providing faith based publicly funded school post-16 provision in the Local Authority where currently there is none. The Authority's surveys of parental preferences in 1999 and 2004 showed that 41% of those who expressed a preference wanted either a Catholic or Anglican

school place. The school's surveys have shown the demand for school post-16 places in a Christian setting.

- 5.11 The forthcoming Raising of the Participation Age (RPA) means that all young people will continue in some form of education or training to the age 17 from 2013 and to the age 18 from 2015. All young people are expected to be in employment with training or education to the age of 18 by 2015. This will be the first time in nearly forty years that the education leaving age has been raised. This will require more provision for those most vulnerable.
- 5.12 Currently almost 5% of young people aged 16 to 18 in Bath and North East Somerset are not in employment. While primarily aimed at those young people who already engage in employment, education and training, this provision will also contribute to the overall strategy of providing more opportunities for young people who may not currently engage in education beyond age 16.

Effects on Standards and School Improvement

- 5.13 Level 3 (AS and A-Level) attainment in the Local Authority is low in comparison to Level 2 (GCSE or equivalent) attainment which is above the national average. St. Gregory's as a high-performing 11-16 school with an Ofsted rating of Outstanding and with attainment above local and national averages, especially in new academic measures such as the English Baccalaureate (43%), should help to improve educational achievement in the Authority at post-16.

Need for Places and Creating Additional Places

- 5.14 Primarily, the need for additional places comes from the need for the type of places offered by a Christian post-16 provision at St Gregory's. Currently around half of the students leaving St Gregory's go to St Brendan's in Brislington for their post-16 education. The College and a number of sixth forms in Bath have grown in size significantly in recent years, demonstrating a demand for places in the area. The sixth form will be a joint provision with St Mark's which does not currently run a sixth form and will also serve pupils from the St Gregory's 'catchment' area which includes all of Bath and North East Somerset, as well as some parishes in West Wiltshire, North Somerset and South Gloucestershire. The impact of the proposed sixth form places on existing provision in Bath and across the region as a whole is therefore likely to be minimal.
- 5.13 The Authority's Statement of Priorities for 2011/12, which maps the future direction of 14-19 provision in the area, shows that there is demand for the places to be created in a sixth form at St Gregory's.
- 5.14 The Learning and Skills Council's (LSC) final Local Area Statement of Need for 2011/12 included among its commissioning priorities the need to 'support infrastructure based growth in school sixth form places to facilitate participation.' It further commented that 'the impact of the recession is expected to see a further increase in the demand for places.'

Expansion of Successful and Popular Schools and the Addition of Post 16 Provision by High Performing Schools

- 5.15 The Government wishes to see the best 11-16 schools being able to expand and spread their ethos and success to post 16 provision. The provision at St Gregory's is rated as Outstanding by Ofsted, levels of attainment measured by the percentage of students achieving 5 or more A*-C passes at GCSE including

English and Maths are consistently above national averages and the average capped points score achieved by students has been described as SIG+ (significantly above national average) for the last three years. The proposal is expected to extend this high standard to the new sixth form provision at the school.

Travel and Accessibility

- 5.16 44% of parents who were surveyed in 2009 thought that the travel to a St Gregory's sixth form would be 'a great deal more convenient' than to other sixth form destinations. A travel plan has been drawn up with support from travel consultants and is available on the school website. The proposal will result in reduced journeys and travel times for many of the St Gregory's students who currently make the journey into Bristol to attend St Brendan's for their post-16 provision.

School Playing Fields

- 5.17 The school is currently below the minimum required team games playing field requirement for its size. Although this proposal will serve to enlarge the school, as the additional places relate only to pupils over statutory school age who are not required to take part in physical education, this does not directly impact on the existing team games playing field provision at the school for pupils aged 11-16. A relaxation to the minimum team games playing field land requirement at the school was granted by the Secretary of State on 1st August 2011.

Collaboration

- 5.18 Local collaboration has been pursued with two secondary schools, St Mark's and Writhlington which, with St Gregory's, have formed the B&NES Federation. The Federation has drawn up plans for shared courses at 14-16 to begin in September 2011 and is working on plans for an integrated curriculum offer at post-16 from September 2012. The federation with Writhlington School is expected to benefit St Gregory's via Writhlington's expertise at post-16 and by bringing their experience in business and training to students at the school.
- 5.19 The school plans to collaborate with its federation partners and in time with any other providers who are willing to participate and collaborate and wishes to provide an integrated offer which will concentrate the best provision in the most appropriate individual institutions, avoid unnecessary duplication of provision and courses and provide a broad range of options for students.

14-19 Provision

- 5.20 St Gregory's intends to continue to work with the Authority's 14-19 Strategic Board, of which the headteacher is a member, to fully integrate its proposed new provision with other existing post-16 provision in the Authority and in Bath in particular. The new places will fit within 16-19 organisation in the area by providing Christian post-16 provision where currently there is none and offer enhanced provision for 14-19 year olds.

Admissions Arrangements

- 5.21 The proposed admission arrangements of the school appear to fully meet the provisions of the mandatory School Admissions Code.

Every Child Matters

5.22 The proposal is expected to have a positive impact in the five areas of helping children be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic well-being.

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.

6.2 If the new sixth form places cannot be created there will be unmet demand for Christian sixth form places in Bath and North East Somerset and less diversity of post 16 provision.

6.3 The Governing Body has been granted Outline Planning Permission for the additional building that will be required as a result of the proposal.

7 EQUALITIES

An equalities impact assessment has been carried out using corporate guidelines.

7.1 The additional provision will add to diversity in Bath and the Authority as a whole by providing Christian faith based post-16 places where currently there is no provision of this type.

7.2 This proposal is not expected to have an impact on the equality areas of gender (including pregnancy and maternity), transgender, race or sexual orientation.

7.3 The proposal is expected to have a positive impact on the equality areas of:

- Age - the proposal will provide additional places for post 16 age pupils.
- Disability – the new building that is to be constructed adjacent to St. Gregory's will be designed according to the latest disability access requirements. The sixth form will admit pupils regardless of disability or Special Educational Needs (SEN) in line with its current policy for admissions into the school.
- Religion - the provision will add Christian sixth form places to enhance diversity in the city/Bath and North East Somerset where currently all of the sixth form provision available is non-denominational. The provision is however not exclusive to Christians and the school sixth form will admit pupils of all religions and beliefs or those with no religious beliefs according to its published admissions policy.
- Socio-economic disadvantaged – access to additional maintained school sixth form provision of a high standard is likely to lead to improved educational outcomes and in turn enhanced life chances for children who are socio-economically disadvantaged. The pupils who attend the sixth form will come from a range of backgrounds as seen in Years 7 to 11 in the two schools at present. This provision will contribute to the overall strategy

of providing more opportunities for young people aged 16 to 18 who may not currently engage in education beyond age 16.

- Rural communities - pupils living in rural areas that fall within the catchment area for St. Gregory's or St. Mark's will have access to Christian sixth form places as a result of the proposal.

7.4 The proposal is not expected to have a negative impact on any of the above equality areas.

8 RATIONALE

8.1 The proposal will contribute to the Council's strategy for secondary provision and as agreed by the Cabinet in July 2010.

8.2 The proposal has the support of pupils at St. Gregory's, parents of pupils at the school, parents of pupils at St Mark's and parents of primary age pupils who have expressed their desire for a sixth form at St Gregory's via the consultation process and the representation period. The nine comments on the proposal received during the representation period as outlined in Appendix 1 were all in support of the proposal. There were no objections to the proposal. All representations received during the representation period have been taken into consideration as a part of the overall decision making process.

8.3 The proposal will add to diversity of provision by the addition of Christian faith based post-16 places in the Local Authority and in Bath.

8.4 There is a strong case for approval on parental preference and standards grounds and evidence suggests that there is sufficient demand for Christian sixth form places at the expanded school for the additional provision to be sustainable.

8.5 There is strong evidence to suggest that the provision will be of high quality and will have a positive impact on standards and school improvement in the Authority.

8.6 The 'condition to be met' dates set out in the recommendations are believed to be achievable, however they can be varied at the request of the proposer (the school) if it looks as if the condition will not be met by that date. If a condition cannot be met the proposal will go back to the Decision Maker (the Cabinet) for fresh consideration.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 Ward Councillor; Cabinet Member; Trades Unions; Staff; Service Users; Stakeholders/Partners; Other Public Sector Bodies; Section 151 Finance Officer; Chief Executive; Monitoring Officer.

10.2 The original consultation to open a sixth form at St Gregory's ran from 1 Sept 2009 until 21 Oct 2009. In Dec 2010 the governing body decided to 'refresh and consolidate' the original consultation given that more than twelve months had

elapsed since the original consultation. The second period of consultation, from 6 Dec 2010 until 11 Jan 2011 had the same scope as the first consultation, except that the YPLA which had replaced the LSC in the intervening period as statutory consultee were also consulted.

10.3 During the consultation periods the documents were posted to consultees and were also available on the school's website and by request at no charge. A dedicated email address was set up to receive comments and a number of public meetings were arranged at St Gregory's open to all. There was extensive coverage in the local press and local newsletters made it clear that copies of the consultation documents could be found on the website or from St Gregory's by request.

10.4 The statutory notice representation period provided a final opportunity for comments on the proposal to be made. The statutory notice was published in a local paper, posted outside the school gates, in a shop in the local area and placed on the school's website.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Sustainability; Property; Young People; Human Rights; Corporate; Impact on Staff; 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	Helen Hoynes 01225 395169
Sponsoring Cabinet Member	Councillor Nathan Hartley
Background papers	Statutory Notice and Complete Proposal published by the Governing Body of St. Gregory's Catholic College and Consultation document (available on the school's website)
Please contact the report author if you need to access this report in an alternative format	

Appendix 1

Report of Representation Responses

Determination of the Statutory Notice to Expand the Age Range of St.
Gregory's Catholic College to Add a Sixth Form

21 July – 17 August Representation Period

My son has only been at St. [Gregory's](#) school for a year, but has made so many friends and is really settled and happy there. The ethos and atmosphere are truly amazing so friendly and welcoming to all. To expect children to then leave and study for their A levels elsewhere would be detrimental for many. I know of three students where this has been the case.

The argument that students should transfer to St Brendan's is unrealistic for many, as the journey is simply too far. St .Brendan's has thrived in the last few years and takes students from all over BANES and Bristol and certainly is not reliant on St . Gregory's pupils to ensure its continuation.

If the sixth form goes ahead all three of our children will be studying there.

Dear sirs,

Myself and my wife are in complete support of the proposed six form development.

We write as parents of [REDACTED] who will enter year 8 this September and for our 3 year old, [REDACTED] who we hope will go through StJohns from Sept 2012 before joining her sister at St.Gregorys.

We very strngly support the building of St.Gregorys 6th Form and hope that the builders can soon start work.

We live on the Wellsway, have no car and it is essential to us that our daughters are in a safe and academically excellent environment until they leave school.

We look forward to the 6th form becoming a reality.

As a parent of two boys currently attending St Gregory's College it is really important to us as a family that a sixth form is approved and built at the college. Please take this email as support for the sixth form.

Regards

We are parents of a Year 9 child at St Gregory's Catholic College and we would like to send a message of support for the Sixth Form.

It would be wonderful for the students to be able to go on and study until 18 with their peer group, close friends and the excellent staff that they already have strong relationships with.

We very much hope that this joint Sixth Form will go ahead and will benefit not just our child but many hundreds over the coming years.

Dear Sir

As parents of a girl who is just moving up from Year 7 to Year 8 at St Gregory's, we strongly support the BANES proposal to provide capital funding for the new joint sixth form.

Thank you

We are writing in support of the provision of a Sixth Form at St Gregory's Catholic College, Bath

We already have one daughter at St Gregory's and another will start in September 2011. We would like to have this provision available to them to further their education beyond GCSEs.

Kind Regards

Parents

Dear Sir/ Madam,

I understand that B&NES Council have now approved capital funding for the joint sixth form of St Gregory's and St Mark's.

I am fully in support of the proposal for the sixth form. As a parent it will provide me with a choice to continue my son's education in a christian environment, a choice that I currently do not have.

Regards

to whom it may concern
i am delighted to see BANEs approved capital funding. I would urge you
to support the opening of the sixth college St Gregorys is a really
excellent school.

Regards

Parent of yr 8 daughter at st gregs

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Appendix 2

Equality Impact Assessment / Equality Analysis

Title of service or policy	Determination of the Statutory Notice to Expand the Age Range of St. Gregory's Catholic College to Add a Sixth Form
Name of directorate and service	Children's Services
Name and role of officers completing the EIA	Helen Hoynes, Children's Services and School Organisation Manager
Date of assessment	14 th April 2011

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality Impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

1. Identify the aims of the policy or service and how it is implemented.		
	Key questions	Answers / Notes
1.1	<p>Briefly describe purpose of the service/policy including</p> <ul style="list-style-type: none"> ● How the service/policy is delivered and by whom ● If responsibility for its implementation is shared with other departments or organisations ● Intended outcomes 	<p>The Governing Body of St. Gregory's Catholic College is proposing to expand the age range at the school to add a sixth form and the Local Authority is required to determine the statutory notice.</p> <p>Delivered by St. Gregory's Catholic College</p> <p>Implemented by St. Gregory's with capital for land and construction costs provided by the Council with some capital provided by the two Diocese.</p> <p>Provision of new high quality Christian sixth form places at an Outstanding school in order to enhance choice and diversity of provision and to raise educational standards.</p>
1.2	<p>Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> ● Is it a new service/policy or review of an existing one? ● Is it a national requirement?. 	<p>New provision</p> <p>Not a national requirement</p>

	<ul style="list-style-type: none"> How much room for review is there? 	Unknown as it will be provision at a Voluntary Aided school
1.3	Do the aims of this policy link to or conflict with any other policies of the Council?	In July 2010 the Cabinet agreed to support the federation of St Gregory's and St Mark's with a joint sixth form as part of the strategy for secondary schools in Bath. The proposal will contribute to the Council's aims of raising standards, increasing diversity and choice for parents and providing sufficient church school places to meet the level of demand.
2. Consideration of available data, research and information		
Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources:		
<ul style="list-style-type: none"> Demographic data and other statistics, including census findings Recent research findings (local and national) Results from consultation or engagement you have undertaken Service user monitoring data (including ethnicity, gender, disability, religion/belief, sexual orientation and age) Information from relevant groups or agencies, for example trade unions and voluntary/community organisations Analysis of records of enquiries about your service, or complaints or compliments about them Recommendations of external inspections or audit reports 		
Key questions		Data, research and information that you can refer to
2.1	What is the equalities profile of the team delivering the service/policy?	Unknown - delivered by St. Gregory's
2.2	What equalities training have staff received?	Unknown
2.3	What is the equalities profile of service users?	October 2010 School Census: age, ethnicity, gender, Special Educational Needs, eligibility for free school meals, Virtual Schools report on the number of Children in Care.

2.4	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, consultation findings). Are there any gaps?	Consultation reports and minutes.
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	The school has consulted with parents at the school, pupils at the school, parents of primary age pupils, staff, the Local Authority and other relevant bodies. Consultation documents were distributed and meetings held at the school. There was general support for the proposal to add a sixth form at St. Gregory's with very strong support from parents for Christian post 16 provision to be available at this Outstanding school.
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	NA
3. Assessment of impact: 'Equality analysis'		
	Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy: <ul style="list-style-type: none"> Meets any particular needs of equalities groups or helps promote equality in some way. Could have a negative or adverse impact for any of the equalities groups 	
3.1	Gender – identify the impact/potential impact of the policy on women and men. (Are there any issues regarding pregnancy and maternity?)	Examples of what the service has done to promote equality Both boys and girls will be admitted into the new co-educational sixth form provision.
3.2	Transgender – identify the impact/potential impact of the policy on transgender people	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this None
		None

3.3	<p>Disability - identify the impact/potential impact of the policy on disabled people (ensure consideration of a range of impairments including both physical and mental impairments)</p>	<p>The new building that is to be constructed adjacent to St. Gregory's will be designed according to the latest disability access requirements. The sixth form will admit pupils regardless of disability or Special Educational Needs (SEN) in line with its current policy for admissions into the school. According to the October School Census there are a total of 84 pupils with statements of SEN in all Bath secondary schools, average 12. St. Gregory's has 12 pupils and St. Mark's has 8.</p>	None
3.4	<p>Age – identify the impact/potential impact of the policy on different age groups</p>	<p>The provision will add places for post 16 age pupils.</p>	None
3.5	<p>Race – identify the impact/potential impact on different black and minority ethnic groups</p>	<p>St. Gregory's and St. Mark's currently admit pupils who come from a range of ethnic backgrounds and this will also apply to the new sixth form provision. According to the October School Census, within all Bath secondary schools the average of pupils who's ethnicity is recorded as being other than White British is 12.12%. At St. Gregory's it is 18.3% and at St. Mark's it is 8.6%. The geographical area that the new provision will serve is of the same ethnic mix as at present.</p>	None

3.6	<p>Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people</p>	<p>Sexual orientation will not be a factor in admission to the sixth form.</p>	None
3.7	<p>Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.</p>	<p>The provision will add Christian sixth form places to enhance diversity in the city/Bath and North East Somerset. All of the sixth form provision currently available in the city/Bath and North East Somerset is non-denominational. The provision is however not exclusive to Christians and the school sixth form will admit pupils of all religions and beliefs or those with no religious beliefs according to its published admissions policy.</p>	None
3.8	<p>Socio-economically disadvantaged – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances</p>	<p>Access to additional maintained school sixth form provision of a high standard is likely to lead to improved educational outcomes and in turn enhanced life chances for children who are socio-economically disadvantaged. The pupils who attend the sixth form will come from a range of backgrounds as seen in Years 7 to 11 in the two schools at present. According to the October School Census the average eligibility for free school meals in all Bath secondary schools is 10.62%. At St. Gregory's it is 6.4% and at St. Mark's it is 17.6%. There are no</p>	None

		<p>Children in Care currently attending St. Gregory's or St. Mark's. The forthcoming Raising of the Participation Age (RPA) means that all young people will continue in some form of education or employment with training to the age 17 from 2013 and to the age 18 from 2015. This will require more provision for those most vulnerable. Currently almost 5% of young people aged 16 to 18 in Bath and North East Somerset are not in employment. This provision will contribute to the overall strategy of providing more opportunities for young people who may not currently engage in education beyond age 16.</p>	
<p>3.9</p>	<p>Rural communities – identify the impact / potential impact on people living in rural communities</p>	<p>Pupils living in rural areas that fall within the catchment area for St. Gregory's or St. Mark's will have access to Christian sixth form places as a result of the proposal.</p>	<p>None</p>

**4. Bath and North East Somerset Council & NHS B&NES
Equality Impact Assessment Improvement Plan**

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
None	None	NA	NA	NA

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

Signed off by: Tony Parker
Date: 2/9/11

(Divisional Director or nominated senior officer)

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14th September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2291
TITLE:	Norton Radstock Regeneration TROs	
WARD:	Radstock	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>“Consult Breakdown”</p> <p>“Equality Impact Assess”</p> <p>“Reply Details”</p>		

1 THE ISSUE

- 1.1 To consider the Traffic Regulation Orders required for the proposed highway improvement works associated with the Norton Radstock Regeneration Project, and either agree, alter, or remove some of the proposed elements.

2 RECOMMENDATION

The Cabinet agrees that:

- 2.1 The TRO’s be implemented as proposed.

3 FINANCIAL IMPLICATIONS

- 3.1 Funding for the Highway works have been secured through a grant from the Homes & Communities Agency. The grant is conditional on works being completed within the current financial year, therefore any delay in implementing the works may prejudice receipt of the grant.

4 CORPORATE PRIORITIES

- *Building communities where people feel safe and secure*
- *Sustainable growth*
- *Improving the availability of Affordable Housing*
- *Improving transport and the public realm*

5 THE REPORT

- 5.1 The statutory Traffic Regulation Order consultation process for all the various elements of the regeneration works was carried out over June and July. The attachments contain a combined breakdown of the points raised in the objections. Using the reference numbers in the "Consultation Breakdown.doc" document, we can reply as follows:
1. Proposal will kill off local trade.
 - A. Access to local shops will be retained, therefore local trading will not be affected.
 2. Proposal will add to congestion in the town centre.
 - A. A traffic impact assessment has been undertaken which indicates that there will be no additional congestion in the vicinity of the town centre.
 3. The proposed 360° turning manoeuvres will be dangerous to other road users and pedestrians.
 - A. The Road Safety Audit undertaken has not raised concerns with these manoeuvres.
 4. It will produce greater air pollution in an already polluted town centre.
 - A. A significant change in air quality is not expected.
 5. The proposal will mean the loss of the Jubilee oak tree, a significant local monument.
 - A. Thorough consideration has been given to how the oak tree could be retained as part of the scheme. Unfortunately, this is not possible because a roundabout at this location is required which is essential to the scheme. However, a replacement tree/s in an appropriate location selected in consultation with the local community will be provided. Arboricultural advice indicates that relocation of the tree is not a viable option.

- 6. Increased vibrations from extra vehicles could damage the historic buildings and cellars in the area.
 - A. Road construction details will be employed in accordance with current design guidance. There is no evidence that vibrations from vehicles cause structural damage to buildings.
- 7. No provisions have been made to include the expected increase in cyclists using the NCN 24 cycle route through the area.
 - A. Completion of the development will include a more direct access to NCN 24.
- 8. No-one can explain how the proposals will be of benefit to the residents and businesses.
 - A. Residents will benefit from the expected economic improvements associated with the regeneration proposals. Access to the shops will be maintained at all times. There will be clear signage to ensure that people are aware that it is business as usual.
- 9. The proposals are in breach of the Local Plan.
 - A. The scheme has planning consent. As part of the planning process, consideration would have been given to the Local Plan.
- 5.2 As part of the responses, we also received a petition opposing the diversion of the Frome Road through the middle of Radstock, and another one in support of the removal of the two mini-roundabouts to replace them with one big one. They also showed support for an idea to move the electricity sub-station, which has been suggested by Radstock Action Group as needed in order to install a single larger roundabout.
 - A. The suggested layout would not facilitate the envisaged redevelopment and public realm improvements.

6 RISK MANAGEMENT

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

7 EQUALITIES

- 7.1 A proportionate equalities impact assessment has been carried out and is attached to this report.

8 RATIONALE

- 8.1 Adopt the current highway layout for the regeneration works because it will complement the proposed redevelopment of the area and the public realm improvements.

9 OTHER OPTIONS CONSIDERED

- 9.1 A number of alternative options were evaluated as part of the planning process, the result of which concluded that the current proposal achieved the greatest benefit.

10 CONSULTATION

- 10.1 *Ward Councillor; Cabinet members; Parish Council; Town Council; Local Residents; Staff; Other B&NES Services; Community Interest Groups; Other Public Sector Bodies*
- 10.2 Consultation was carried out as part of the planning process (application 06/02880/EOUT) and via e-mail and public notices for the TRO advertisement process.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

- 11.1 Social Inclusion; Customer Focus; Sustainability; Human Resources; Property; Health & Safety.

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	Andy Coles - (01225) 394208
Sponsoring Cabinet Member	Councillor Roger Symonds
Background papers	
Please contact the report author if you need to access this report in an alternative format	

Norton Radstock Regeneration Traffic Regulation Order Process - Consultation Breakdown

During the consultation period, the Council received a total of 40 responses to the request for feedback. Of those, 35 were in objection to the scheme, 1 was in favour, and the other 4 were just asking for some additional information.

As a general rule, most of the objections covered the same points. I've listed these out below for clarity.

1. Proposal will kill off local trade because:
 - People will no longer want to pop in to buy items on impulse,
 - The number of parking spaces has been greatly reduced,
 - There is not enough crossing points on the design to make it safe,
 - Deliveries to local shops will be affected by the increased traffic.
2. Proposal will add to congestion in the town centre, affecting pedestrians and bus times.
3. The proposed 360° turning manoeuvres will be dangerous to other road users and pedestrians.
4. It will produce greater air pollution in an already polluted town centre.
5. The proposal will mean the loss of the Jubilee oak tree, a significant local monument.
6. Increased vibrations from extra vehicles could damage the historic buildings and cellars in the area.
7. No provisions have been made to include the expected increase in cyclists using the NCN 24 cycle route through the area.
8. No-one can explain how the proposals will be of benefit to the residents and businesses.
9. The proposals are in breach of the Local Plan.

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Equality Impact Assessment

Title of service or policy	Radstock Regeneration Scheme
Name of directorate and service	Engineering Design Team, Planning & Transport Development
Name and role of officers completing the EIA	Andy Coles – Technical Assistant
Date of assessment	August 2011

An Equality Impact Assessment is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when conducting an Equalities Impact Assessment (EIA) on a policy, service or function. It is intended that this is used as a working document throughout the EIA process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

1.	Identify the aims of the policy or service and how it is implemented.	
	Key questions	Answers / Notes
1.1	Briefly describe purpose of the service/policy including <ul style="list-style-type: none"> ● How the service/policy is delivered and by whom ● If responsibility for its implementation is shared with other departments or organisations ● Intended outcomes 	The works will be carried out by a mixture of groups, but will be lead by Major Projects. The intended outcome of the works is to improve the movement of traffic through the area, and to increase the safety of pedestrians and other road users.
1.2	Provide brief details of the scope of the policy or service being reviewed, for example: <ul style="list-style-type: none"> ● Is it a new service/policy or review of an existing one? ● Is it a national requirement?. ● How much room for review is there? 	The revised road layout has been the subject of public consultation undertaken as part of the planning process for application ref: 06/02880/EOUT (Redevelopment of former railway land) which has been granted planning permission (now submitted for renewal).
1.3	Do the aims of this policy link to or conflict with any other policies of the Council?	These works are in line with the Councils' priorities.

2. Consideration of available data, research and information

Monitoring data and other information can help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential evidence:

- Demographic data and other statistics, including census findings
- Recent research findings
- Results from recent consultation or surveys
- Service user monitoring data (including ethnicity, gender, disability, religion/belief, sexual orientation and age)
- Information from relevant groups or agencies, for example trade unions and voluntary and community organisations
- Analysis of records of enquiries about your service, or complaints or compliments about them
- Recommendations of external inspections or audit reports

	Key questions	Data, research and information that you can refer to
2.1	What is the equalities profile of the team delivering the service/policy?	The Design & Projects Team is comprised of people of different ethnicities (white British, eastern European, Mediterranean, South American and Asian), sex, age, religion and sexual orientation.
2.2	What equalities training have staff received?	Training session carried out on 2 nd August 2011, at Keynsham Town Hall, by Samantha Jones.
2.3	What is the equalities profile of people using the service?	The resulting works will be used by the local residents, local children, pedestrians, cyclists, visitors and commuters. Their equalities profile isn't really that relevant for this proposal, as the design is meant to improve safety for all users by creating a safer environment.
2.4	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, results of previous consultations)	N/A
2.5	Are there any gaps in the data, research or information that is available?	N/A
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	N/A

3. Assessment of impact

Based upon any data you have analysed, or the results of consultation or research, use the spaces below to list how the service or policy:

- Meets any particular needs of each of the six equalities groups or helps promote equality in some way.
- Could have a negative or adverse impact for each of the six equalities groups

		Examples of what the service has done to promote equality	Examples of potential negative or adverse impact and what steps have been or could be taken to address this
3.1	Gender – identify the impact/potential impact of the policy on women, men and transgender people	The introduction of these works in the area is non gender specific; it is based on improving safety for all road users by providing a safer environment for all.	N/A
3.2	Disability - identify the impact/potential impact of the policy on disabled people (ensure consideration of a range of impairments including both physical and mental impairments)	Elements of this scheme have been designed to improve the freedom and mobility of disabled pedestrians in the area.	There are controlled / uncontrolled crossing points for pedestrians to use which might not be on the desire line due to site limitations, which could result in slightly longer journeys. Also the bus stops and parking spaces have been relocated, which could cause problems for some.
3.3	Age – identify the impact/potential impact of the policy on different age groups	See comments contained within item no. 3.1 above	See comments contained within item no. 3.2 above.
3.4	Race – identify the impact/potential impact on different black and minority ethnic groups	See comments contained within item no. 3.1 above	N/A
3.5	Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people	See comments contained within item no. 3.1 above	N/A

3.6	Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	See comments contained within item no. 3.1 above	N/A
3.7	Socio-economically disadvantaged – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances	See comments contained within item no. 3.1 above	N/A
3.8	Rural communities – identify the impact / potential impact on people living in rural communities	See comments contained within item no. 3.1 above	Not applicable as this scheme is in an urban area.

4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
N/A	N/A	N/A	N/A	N/A

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

Signed off by:

(Divisional Director or nominated senior officer)

Date:

Radstock Regeneration TRO Responses

No.	Name	Date	Opinion For/Against	Comments	Specific Objection	Summary points												
						1	2	3	4	5	6	7	8	9				
1	Dawn Milsom	08/07/11	✓	Objecting. Locals have always objected strongly to the scheme, but the Council seems determined to proceed. Realises we think we are revitalising the area, we will actually kill it.	It will kill off local trade as vehicles can no longer stop to shop. She also pointed out that Wells Hill is already congested at rush hour, and the proposal will only add to these problems.	✓												
2	Deborah Porter	10/07/11		Asked for conformation and explanation of the legal wording of the proposal, and how it would affect deliveries to the local businesses.	Not Applicable.													
3	Malcolm Stanbridge	14/07/11		Enjoys cycling, and has asked questions about how the changes will affect his preferred routes.	Not Applicable.													
4	Simon Allen (Ward Cllr)	18/07/11	✓	Totally in support of the current scheme.	Not Applicable.													
Page 123						✓												
6	Don Morris Co-Operative Society	15/07/11	✓	There is no reliable available information for the Council to confirm or deny how the proposals will affect delays/congestion in the town, as the modelling took each element in isolation, and not combined.	Citing DMRB 2007, he objects to how dangerous the u-turning traffic will be to the other vehicles. Also, he thinks that the design does not take into account how each bit will have a knock-on affect to the next.		✓											
7	Mr W.C. Chivers	15/07/11	✓	He has sent a couple of petitions in. First is in support of repositioning the sub-station and conversion of the mini roundabouts into one larger one. The second is in opposition to the creation of the new road by diverting the Frome Road.	No need to relocate the crossing as the main route is moving over to the Frome Road. No need to make The Street one way if it isn't being altered. No need to make part of Frome Road one way, just move the road over to coincide it with the new large roundabout. No requirement to ban turning into Victoria Square, Radstock should be left as a small town, and not a through road.		✓											

Radstock Regeneration TRO Responses

No.	Name	Date	Opinion For	Opinion Against	Comments	Specific Objection	Summary points											
							1	2	3	4	5	6	7	8	9			
8	Mr C.J. Chivers	15/07/11	✓		Copy of a letter sent to the local press. Sent the same information/petition as above. Building more houses will create more traffic, which the locals do not need or want. Current councillors will implement this and then leave office, leaving the town messed up beyond repair.	See above comments.	✓											
9	D. Russell Radstock Town Council	15/07/11			Asked for information on the consultation.	Not Applicable.												
10	M. Boulton	15/07/11	✓		Objecting as the proposed works are at variance to sections in the Local Plan.	Proposal does not comply with sections T13, T15, T16(i), T16(ii), T16(v), T16(vi), T16(x), T20, D9(1), D9(2) of the Local plan, 2007.												✓
	Diana Walker	17/07/11	✓		Doesn't think that the Council will listen to her objections, but thought that she should voice them anyway.	The proposed layout makes shopping in Radstock a lot harder, while also hampering the flow of traffic in a serious way, instead of helping it. Traffic will come to a complete standstill while people try to negotiate the roundabouts. The NRR land should have been kept as a natural habitat and play area, and used to encourage wildlife.	✓	✓	✓									
12	Amanda Leon Radstock Action Group	19/07/11			Asked for information on how the consultation responses are processed.	Not Applicable.												
13	Catherine Whybrow	19/07/11	✓		Made comment on various things, including cyclist and pedestrian safety, short-term parking problems, and the fragility of the Victoria Hall.	The new bus stop impedes people crossing the road. Disabled residents need a dedicated crossing point.		✓										
14	Elizabeth Button	20/07/11	✓		Changes will have a detrimental effect on the older part of the town and will not improve the traffic flow. Realises that more houses are needed.	Two way traffic along The Street will make it harder to cross for pedestrians. Parking will also be harder outside the chemist and doctors.	✓											
15	Emily Gregory	20/07/11	✓		Generally not against change, and thinks that something needs to be done to alleviate the problems, but doesn't think this is the answer. She does approve of replacing the double mini-roundabout with one large one though.	Changes to Frome Road will not work for HGV's, because of the amount of room needed to turn. Cars from Haydon will also cause hold-ups for the same reason. Reducing parking will badly affect passing trade.		✓										

Radstock Regeneration TRO Responses

No.	Name	Date	Opinion For Against	Comments	Specific Objection	Summary points												
						1	2	3	4	5	6	7	8	9				
16	Jeffrey Blake	20/07/11	✓	Objects to the proposal for several reasons.	The proposal will: threaten or remove the livelihood of trader in The Street and Fortescue Road; will not improve traffic flow; will increase local journey times; and is impassable for large vehicles at one point, and doesn't explain itself well enough for those who want to turn right from Fortescue Road into Church Street. There is also no traffic study available for the public to have a look at.	✓												
17	Ray Conneely Massey Wilcox	20/07/11	✓	Considers the proposal to be bad for Radstock.	Accessing Haydon Industrial Estate from the Frome Road would mean having to perform a U turn, which would be made more dangerous with the heavy traffic; two-way traffic along The Street would increase the danger to pedestrians; and also that the bus lane should allow use from HGV's, which would solve the problem of the U turn previously mentioned.	✓												
	Tony Marion	20/07/11	✓	He is worried about the safety of local children who walk to school.	Children going to St. Nicholas Primary School would have to cross two-way traffic along The Street, with no pedestrian crossing point.	✓												
19	Deborah Porter	21/07/11	✓	The objection is submitted on behalf of the Somer Valley Friends of the Earth	She has submitted a large number of objections. They range from the proposal not complying with the requirements of the Local Plan; lack of consideration of the shear volume of traffic that will use the new layout, and the knock-on effects this will have; increased pollution in the area due to the increased amount of traffic; to the lack of on-street parking in the proposed layout.	✓						✓						
20	Phil Martin	21/07/11	✓	The orders need to be stopped until a more coherent approach has been agreed with local residents.	Buses will have problems turning right for Bath, how do you intend to sort this out. Also, how do cars accessing Frome Road turn around if they cant exit through the bus lane - why isn't the whole road a bus lane? If HGV's are being forced to perform a 360° turn, what is going to make the queuing traffic clear enough space to enable it to do it.												✓	

Radstock Regeneration TRO Responses

No.	Name	Date	Opinion For Against	Comments	Specific Objection	Summary points												
						1	2	3	4	5	6	7	8	9				
21	Hayley & Simon Arter	21/07/11	✓	Strongly objects to the changes.	The Arters' have sent in a very long list of objects, which is split into four categories.	✓	✓	✓	✓									
22	Caroline Green	21/07/11	✓	She is concerned that the proposal will bring danger to pedestrians, kill off the local shops and destroy the heart of Radstock.	Objects to the proposed two-way traffic on The Street, as it will cause congestion, make crossing the road impossible, and makes using the rear access to the shops impossible. Also the proposed turning manoeuvre will bring traffic to a standstill, and could cause damage to the historic buildings. Most places are changing to divert traffic away from town centres, so why is Radstock going the other way.	✓	✓	✓										
23	Amanda Leon Radstock Action Group	21/07/11	✓	Strongly objects to the changes.	The Action Group have submitted a very long list of objects, split into each individual TRO.	✓	✓	✓										✓
24	John Spratley	21/07/11	✓	Totally opposed to the scheme; its design, ideology, funding and lack of local in-put.	He thinks the scheme has been drawn up by those who have no knowledge of Radstock, its physical infrastructure, or its traffic patterns and pedestrian usage. Because of this, it is ill conceived, without any consultation to local residents, traders and road user businesses. He also objects to the cost of the scheme, and relies on considerable public subsidy.	✓												
25	Andrew Jolliffe	21/07/11	✓	Objection to increasing the waiting limit on the parking spaces.	Objects to extending the permitted parking from 30 minutes to 2 hours. There is currently not enough parking, and this will only make the situation worse.	✓												
26	Andrew Jolliffe	21/07/11	✓	Objections to the two-way proposal for The Street.	The Street isn't wide enough to accommodate two-way traffic, and the turning manoeuvre will make things very difficult for all vehicles, and a more difficult trading environment in the town.	✓	✓											
27	Andrew Jolliffe	21/07/11	✓	Objection to relocating the Wells Road pedestrian crossing.	Doesn't appear to add anything to the scheme, only increased journey time and driver frustration.	✓												

No.	Name	Date	Opinion For Against	Comments	Specific Objection	Summary points													
						1	2	3	4	5	6	7	8	9					
28	Nigel Cook Demonic Dermagraphic	21/07/11	✓	Objects to the reversal of the one-way system on Fortescue Road as it will affect his business.	Reversing the flow of traffic will affect businesses on Fortescue Road. When people can't find a parking space, they go on and park in the Victoria Hall car park. With the new proposal, they would just carry on and go somewhere else.	✓													
29	J Davison	21/07/11	✓	A feature of the NRR plan is to promote it as a major cycle route (NCN 24), but this seems to have been overlooked.	Relocating the pedestrian crossing makes things even harder for pedestrians than at present. More thought needs to be put into making the area more walker friendly than it is now. There is also no provision for cycle parking to cope with the expected increase in cycle traffic to the area.	✓							✓						
30	Doug Benson	21/07/11	✓	Mr Benson has submitted a large number of objections and observations to all parts of the scheme.	Various points raised, including - The Street - the proposed two-way traffic will increase the risks to pedestrians and cyclist; the road isn't wide enough to safely let two larger vehicle pass; delivery vehicles servicing the Working Men's Club will struggle to get out onto the road; the camber of the road isn't designed to be used in both directions; the buildings are not designed to withstand the extra traffic vibrations. Fortescue Road - cars going to Bath are forced to turn left, go through the pedestrian crossing, perform a 360° turn, and then go through the crossing again, which will cause mass congestion. General points (including, but not limited to) - lots of standing traffic causes greater air pollution; no-one can explain how this road proposal will benefit the people of Radstock.	✓								✓					
31	George Bailey	21/07/11	✓	Mr Bailey has submitted a large number of objections and observations to all parts of the scheme.	Mr Bailey has submitted exactly the same list of objections and observations as Mr Benson.	✓								✓					

Radstock Regeneration TRO Responses

No.	Name	Date	Opinion For Against	Comments	Specific Objection	Summary points												
						1	2	3	4	5	6	7	8	9				
32	Jenny Hutton	21/07/11	✓	Resident of Haydon objecting to various knock-on effects from the scheme.	Objects to the increase in traffic onto The Street, making it dangerous for pedestrians and drivers trying to access the A367. Objects to the removal of the Jubilee Oak. Objects to the right turn ban on Church Lane/The Street, as it will mean those existing Church Lane will have to turn around on the A367 and come back along The Street in order to go down Fortescue Road.	✓	✓	✓		✓								
33	Rupert Bevan	21/07/11	✓	Mr & Mrs Bevan are objecting principally to the environmental effects that the scheme would have on local residents, but also the effect on pedestrians.	Objects to the increase in air pollution that the double roundabouts will cause, due to the standing traffic. Also objects to the reduction in on-street parking, which will help to kill off the town centre.	✓			✓									
34	Rebecca Owen	21/07/11	✓	The majority of people living in Radstock have opposed the scheme. Please do not ignore the views of the people who live in the town.	Objects to turning the centre of town into a giant roundabout. The proposal will also affect the activities which go on throughout the day due to the reduction in on-street parking. The Victoria Hall and the underground cellars in the vicinity will also be compromised structurally with the increase in HGV traffic driving past it.	✓						✓						
35	Sue Burchell (on behalf of) Irene Burchell	21/07/11	✓	Objection to the Bus Lane	The bus lane blocks off the road for everyone else's, causing road blocks due to the volume of traffic going elsewhere. If there was another emergency like the Writlington School fire, the emergency services would struggle to get through.		✓											
36	Sue Burchell (on behalf of) Irene Burchell	21/07/11	✓	Objection to pedestrian crossing alterations	New location will increase the walking distance for the disabled to cross the road into Radco. The new turning manoeuvre will make it very dangerous for pedestrians standing on the pavement if an HGV is trying to turn. The crossing time on the current set-up does not give an adequate time for the elderly to cross the road; if there are tailbacks caused by the new roundabouts, pedestrians will never get across the road safely.	✓												

No.	Name	Date	Opinion For Against	Comments	Specific Objection	Summary points												
						1	2	3	4	5	6	7	8	9				
37	Sue Burchell (on behalf of) Irene Burchell	21/07/11	✓	Objections to one-way order and also the prohibition of right hand turn order	Objects because removing the one-way restriction will create unnecessary dangers to pedestrians and school children using the areas, and the Victorian buildings were not designed to withstand all the extra heavy vehicles close by, and the cellars could also collapse under the added stresses; reversing the one-way on Fortescue Road seems to do nothing but slow down the traffic trying to go through Radstock, and for no apparent benefit - the ultimate result of which will be the killing off of the heart of the town.	✓					✓							
38	Sue Burchell (on behalf of) Irene Burchell	21/07/11	✓	Objection to prohibition of waiting.	Objection is based on the fact that the number of spaces has been significantly reduced, so if you allow people to park longer in the ones that are left, where is everyone else meant to park?	✓												
39	Meadow View Residents' Action Group	22/07/11	✓	The objection letter contains extra information on pollution monitoring results for various local roads over the last 6 years.	Objects to: the dispersal of the bus stops (no longer possible to choose which bus to take); the removal of parking spaces (small shops need nearby parking to flourish); the removal of the 'Stag' oak tree (planted to mark the jubilee and also marks the place where a local man died); two-way traffic in The Street (its dangerous to pedestrians); the damage the extra traffic will cause to the buildings via traffic vibrations. Most of all they object to the way the scheme is being implemented without regard to existing traffic counts, common sense or academically accredited research.	✓					✓		✓					

No.	Name	Date	Opinion		Comments	Specific Objection	Summary points											
			For	Against			1	2	3	4	5	6	7	8	9			
40	Dr E.M. Jackson (Ward Cllr)	25/07/11		✓	States that the proposal is both 'unworkable and not fit for purpose'	Objects that the proposal is in breach of the agreed Local Plan. Objects that the revised layout will make deliveries to the shops on The Street impossible, and will ultimately kill off the businesses. Objects to the removal of the Jubilee Oak, and has suggested that it would be possible to relocate it in Jubilee Park. She has also made comment about the increase in air pollution in the area, which the stacking traffic will make worse.				✓								

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14 September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2302
TITLE:	Policy Statement – Academies and Free Schools	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix 1: Draft Policy Statement – Academies and Free Schools, September 2011		

1 THE ISSUE

1.1 To agree the Council’s policy approach to the development of school academies and free schools and resulting changes to the Council’s role in working with such schools.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 It adopts the policy statement regarding the Council’s proposed approach to the development of academies and free schools and to the evolving role of the Council in working with schools.

2.2 It asks the lead member to review this policy statement periodically to ensure it remains current and reflects changes and developments in our local context

3 FINANCIAL IMPLICATIONS

3.1 Whilst there are potentially significant financial implications for the Council (outwith its control) as a result of the funding removed from the local authority to fund academies, this proposed policy statement does not directly have any additional financial consequences.

4 CORPORATE PRIORITIES

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

5 THE REPORT

5.1 National Government policy since the Education Reform Act (1988) has been to promote school autonomy as a means to raise educational standards and outcomes through improvement and innovation in teaching and the ability to deploy all resources flexibly.

5.2 The Academies Act (2010) has widened the range of schools able to seek to become an academy. Under previous legislation, the academy 'route' was used to address those secondary schools in serious weakness or with long term under performance challenge. Under the new Act the Government has determined that any school can seek to become an academy.

5.3 The Government is also promoting the creation of new 'Free Schools' where there is demand to improve parental choice and quality. Free schools will operate in the same way as academies.

5.4 Each academy becomes a publicly funded, independent school. It is independent of the LA and has an individual funding agreement with central Government. All elements of funding provided to the local authority which relate to the provision of services or support to the academy are removed from the local authority and allocated to the academy.

5.5 The local authority retains a number of statutory responsibilities (notably school place planning; home to school transport; statementing processes for children and young people with Special Educational Needs) for children and young people and must provide services to these children irrespective of the type of school attended.

5.6 Academies are able to commission or provide directly a range of services. The academy can continue to contract with the local authority or with any other service provider.

5.7 The Council needs to develop a coherent response to these developments, including:-

- How it should respond to proposals for schools wishing to convert to academies or proposals to establish free schools;
- How it should adapt the way it works with schools in order to deliver on its wider strategic responsibilities for all local children and young people.

5.8 The proposed policy statement on the Council's approach to academies and free schools is attached at Appendix 1.

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 No equalities impact assessment has been carried out on this draft policy. The policy is intended to ensure the Council can respond proactively to the impacts of national legislative change and in particular to promote an ongoing collaborative approach with schools and academies to secure the wellbeing of all children and young people and minimise any negative impact on inequalities.

7.2 In the event that this leads to further specific proposals in respect of schools organisation or services provided to schools, these will be subject to equality assessment as appropriate.

8 RATIONALE

8.1 The Government's approach to the development of academies is a 'permissive' one, which allows schools (subject to certain conditions) to apply directly to the Department for Education (DfE) to be allowed to convert. Equally, any group which believes there is demand for a new free school can put forward proposals to DfE. Whilst the Council may choose to express a view about an application for an academy or a free school, the decision to approve rests with the Secretary of State.

8.2 The authority retains a number of statutory responsibilities for specific functions relating to academy pupils as well as an overall responsibility towards all children and young people in the area. It is appropriate for the authority to have a proactive and coherent approach to these developments and to its evolving role.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 *Section 151 Finance Officer; Chief Executive; Monitoring Officer*

10.2 The statutory officers have seen and had chance to input to this policy statement.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 *Social Inclusion; Customer Focus; Sustainability; Human Resources; Property; Young People; Human Rights; Corporate; Health & Safety; Impact on Staff; 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>Ashley Ayre 01225 394200</i>
Sponsoring Cabinet Member	<i>Councillor Nathan Hartley</i>
Background papers	<i>None</i>
Please contact the report author if you need to access this report in an alternative format	

Draft Policy Statement – Academies and Free Schools – September 2011

1. Background

1.1 National Government policy since the Education Reform Act (1988) has been to promote school autonomy as a means to raise educational standards and outcomes through improvement and innovation in teaching and the ability to deploy all resources flexibly.

1.2 The Academies Act (2010) has widened the range of schools able to seek to become an academy. Under previous legislation, the academy 'route' was used to address those secondary schools in serious weakness or with long term under performance challenge. Under the new Act the Government has determined that any school can seek to become an academy. The Government is also promoting the creation of new 'Free Schools' where there is demand to improve parental choice and quality. Free schools will operate in the same way as academies.

1.3 Each academy becomes a publicly funded, independent school. It is independent of the LA and has an individual funding agreement with central Government. All elements of funding provided to the local authority which relate to the provision of services or support to the academy are removed from the local authority and allocated to the academy.

1.4 The local authority retains a number of statutory responsibilities (notably school place planning; home to school transport; statementing processes for children and young people with Special Educational Needs) for children and young people and must provide services to these children irrespective of the type of school attended.

1.5 Academies are able to commission or provide directly a range of services. The academy can continue to contract with the local authority or with any other service provider.

1.6 The authority accepts the diversification of the schools sector and the Government's stated aim of driving up achievement and closing the achievement gap for the most deprived children and young people. The authority takes the view that all local schools are an intrinsic part of the social, professional and political 'fabric' of the area irrespective of their formal designation. All schools educate our children and young people and as such will be supported, and challenged to be the best that they can for all of our children.

2. Responsibilities of the Local Authority

2.1 As mentioned above, the local authority retains a number of statutory responsibilities as broadly outlined above. However, this section deals with the wider role of the local authority.

2.2 The local authority retains a key strategic responsibility for the 'whole system' within which children and young people are cared for and educated. This responsibility includes ensuring that the schools and learning settings within the local area are effective, accessible and focussed upon the individual and collective needs of children and young people who live within the community

2.3 The local authority will champion all children and young people and will act and challenge to secure the highest standards possible for them including those who are most vulnerable and those who potentially might under-achieve.

2.4 The local authority directly and in partnership with the Local Safeguarding Children's Board (LSCB) will act robustly and decisively to ensure that all children and young people are appropriately cared for, safeguarded and to secure their well-being. This will include challenging schools and learning settings to ensure that their systems are child-centred recognise those vulnerable and in need of care and protection as well as those whose wellbeing is potentially compromised.

2.5 The local authority will ensure a fair and equitable admissions system is in place and will act to secure co-ordination across the schools system. The authority will also provide timely and accessible information to parents and carers to enable them to exercise their preference effectively and will act to address admissions practices that are inconsistent with the Admission Code of Conduct.

2.6 The local authority will promote high standards in all schools through helping to establish collaborative networks between schools, monitoring and analysing performance data and trends and through the provision of timely and accessible information to parents and carers about school performance and outcomes. Ideally this will include all schools within the area; however, as individual academies are able to provide this independently, the local authority will support parents and carers by "sign-posting" them to relevant sources of performance information.

2.7 The local authority will actively develop its new strategic role and will become a strategic commissioner of educational services rather than a service provider. This role fits with the increasing diversification and autonomy within the school system and will enable the local authority to deliver its responsibilities effectively.

2.8 Schools and the local authority have a strong relationship and the local authority wishes to sustain this as the new roles of both LA and schools develop. The LA commits itself to work in partnership and to be transparent in its decision making. Partnership working will continue and will be utilised to consider future models for service delivery both for those services where the LA has a continuing responsibility and those which can be wholly or partly provided in a different way.

2.9 The local authority commits to develop any new service models in partnership with all schools so that the needs of all children and young people are effectively met. In developing new models the local authority will develop effective guidance and toolkits to support school decision making and choice and will remain mindful of the need to secure sustainable, high quality and value for money arrangements for the ongoing provision of services for which it remains statutorily responsible.

2.10 There is a critical interplay between schools and the wider array of Children's Services which underpins the educational achievement, secure development and overall wellbeing of our children and young people. Decisions in one part of the wider system can have repercussions in other parts. The local authority disagrees with the Government decision to remove the duty on schools to cooperate to secure the wellbeing of children. The local authority believes that this is a retrograde step and is at odds with other stated policy objectives, for example, supporting community cohesion, removing child poverty and closing the attainment and achievement gap. The local authority therefore anticipates that all schools within the area will continue to collaborate to secure the wellbeing of all children and young people. Such commitments can be evidenced through a variety of means e.g. decisions on resource deployment by Schools Forum, commitment to collaborative fora such as Behaviour and Attendance Panels, Area Panels etc.

2.11 To reinforce this and in line with its responsibilities towards all children and young people in the area, the authority will actively seek to work with academies beyond its strict functional remit in order to seek to ensure, for example, that:

- The best safeguarding practice is adopted;
- Governing bodies are well-informed and advised
- Mechanisms are developed to share and encourage the adoption of best practice
- A culture of mutual challenge and shared responsibility is maintained.

3. The Role of Schools

3.1 Schools are at the centre of their communities, they are critical to the development of resilient, confident and able citizens. Schools form a critical part of the universal public service to families and must play a full role within the delivery of good outcomes for all children and young people. The local authority believes that all children have the right to a quality local school and also believes that every child has the right to the best opportunities that can be provided to meet their specific educational needs. Even those who are most challenging to educate are a shared responsibility and the prevention of possible educational failure is a collective responsibility.

3.2 Schools have a responsibility to neighbouring schools to share practice and improve outcomes. They have a responsibility to hold one another to account and to support school improvement through collaboration across areas and phases and in partnership with the Local Authority.

3.3 Increasingly schools are becoming and will continue to be more accountable to the public and parents. The LA role will shift to commissioning, brokerage of support and provision of information to parents as 'consumers' of education for their children. School leadership and governance will have to adapt to this and become more open and respond to what will be a more market orientated education system.

4. Further development of Academies

4.1 The local authority recognises that the 'loosening' of criteria may lead to a greater number of schools choosing to become academies. The local authority accepts this and would wish to see academies remaining part of the local pattern of provision and acting in the collaborative way outlined above, so that all schools, and by definition their children and communities receive a high standard of education regardless of their designation

4.2 For those small number of schools where attainment is lower and the rate of improvement is slower, the local authority will actively support a decision to become an academy where it can demonstrate that the course of action is part of a planned strategy that will lead to improvement and where there is a robust partnership or collaboration planned with another, preferably outstanding school. As part of the new role of the LA as commissioner, the LA may well broker or facilitate such a development. However, applications for academy transfer which are not grounded in a strong school improvement strategy, or conflict with the wider educational strategies of the local authority, will be challenged by the local authority.

4.3 Where a 'good' or 'outstanding' school is considering academy transfer and is seeking a partner school to collaborate with to raise standards further, the LA would actively seek to support such developments, including liaising with other local authorities should a suitable school lie in another administrative area.

4.4 As part of its ongoing work to assess the impact of the Academy Act (2010), the local authority will examine whether a 'tipping point' may be reached with regard to secondary schools where a joint policy position is reached and all schools move to become academies. This has substantial implications for those schools which may not wish to move to become academies and for the functions of the local authority. However, the issue merits debate and analysis.

4.5 It is not anticipated that this same 'tipping point' would be reached with either primary or special schools in the foreseeable future, but the local authority will work with interested schools to explore viable models for effective and responsive service delivery in both sectors.

5. Free Schools

5.1 The starting point of the local authority is that we have a diverse range of mainly good to outstanding schools across the primary, secondary and special phases, so that the vast majority of parents receive one of their preferred school places. Where there is a legitimate unmet need, the local authority seeks to build capacity to enable parents and carers to access a local place for their child/ren.

5.2 Before supporting any proposal to establish a free school the local authority would expect the proposing group to be able to demonstrate:

- Serious consideration of the coherence of school places in the LA including an analysis of impact on over-provision/excessive capacity
- Robust planning on viability of pupil numbers and a funding model
- The ability to provide a high quality education and outcomes over the period during which children would complete a key stage or phase of their education
- Robust governance arrangements which link the school to the wider community
- A robust Equalities Impact Assessment to identify how the proposal contributes to the development of more highly skilled, resilient communities within Bath and North East Somerset

6. Conclusion

6.1 The local authority fully accepts the change in its role within the sphere of education and will assume its new strategic role in a positive manner. The strength of local relationships will support this change and the local authority will work in collaboration with all schools to enable them to move into their new roles so that our children and young people are well served.

6.2 This policy statement will be reviewed periodically by the Local Authority to ensure that it remains current and reflects changes and developments in our local context.

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14 September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2304
TITLE:	Proposed placement of Medi vend at Peasedown Youth Centre	
WARD:	Peasedown	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appx 1: Briefing sheet</p> <p>Appx 2: Equalities impact assessment</p>		

1 THE ISSUE

The Youth Service is proposing to put a Medi-Vend machine into Peasedown Youth Hub.

Peasedown is a large village situated 7 miles outside Bath it is rurally isolated although served by public transport. Although we currently provide sexual health work via the staff based at Peasedown this service would provide a quicker access for young people providing them with an opportunity to access sexual health advice and where appropriate free contraception links to the C-Card scheme which provides the platform in which to do this work.

2 RECOMMENDATION

The Cabinet agrees that:

- 2.1 Medi-Vend machine will increase the range and quality of sexual health services available to young people; it will enhance delivery and the service provided by Youth Workers, in an area of greatest need.
- 2.2 It will help to protect young people from sexuality transmitted diseases, reduce teenage pregnancy as well as providing information about drugs.

3. FINANCIAL IMPLICATIONS

2.3 Financial implications (statutory requirement).

NHS B&NES will fund the ongoing maintenance costs of the machine with Children's Services Youth Service meeting the ongoing cost of internet access and the electricity. This cost will be absorbed into the general running costs of the building. Insurance costs will be funded by the Youth service and absorbed in to the general running costs of the building.

3 CORPORATE PRIORITIES

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

4 THE REPORT

NHS B&NES implemented the C-Card scheme in 2005 and became SAFE branded in 2009. The C-Card scheme forms part of the NHS B&NES and B&NES Council partnership strategy for the reduction of teenage pregnancy and improving access to contraception.

The aim of the C-Card scheme is to provide good quality access to sexual health advice and services and already operates across BANES in all youth centres providing young people aged 13-24 with access to free condoms and sexual health information from a variety of different locations in Bath and North East Somerset. The C-Card scheme forms part of a range of services which aims to decrease sexually transmitted disease and teenage pregnancy as detailed in the Sexual Health for Young People in B&NES strategy (2010).

In short this Medi-Vend machine will increase the quality of delivery and enhance the service provided by Youth Workers, in an area of greatest need. It will help to protect young people from sexuality transmitted diseases, reduce teenage pregnancy as well as providing information about drugs. Evidence tells us that when young people use drugs, including alcohol, risky behaviour increases greatly.

All young people who enter into the C-Card scheme are supported, briefed and trained by staffs that are qualified to reduce the risk of young people gaining access to condoms within the proper support. This scheme would be a pilot within the Youth Service and if successful could be put into other Hubs

5 RISK MANAGEMENT

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 EQUALITIES

6.1 Yes impact statement has been carried out and is one of the appendices

7 RATIONALE

The medi-vent is a tool for enabling young people to access safe confidential sexual health services, offering good quality information and advice this will lead to the improvement of good sexual health for young people, reduction in teenage pregnancy and abortion rates. The medi-vent adds to the services already provided at Peasedown and is complimentary to the delivery program.

8 OTHER OPTIONS CONSIDERED

NONE

9 CONSULTATION

9.1 *Ward Councillor; Cabinet members; Youth Council;*

9.2 HOW: Consultation will be carried out by discussing the proposal with the above groups and sending the proposal to them for comment.(mandatory)

10 ISSUES TO CONSIDER IN REACHING THE DECISION

10.1 *Social Inclusion Resources; Property; Young People; Human Rights;*

11 ADVICE SOUGHT

11.1 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>Tracey Pike 01225 39 6988</i>
Sponsoring Cabinet Member	<i>Councillor Nathan Hartley</i>
Background papers	<i>Sexual health policy and procedures</i> <i>SAFE policy and program</i>
Please contact the report author if you need to access this report in an alternative format	

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Mendi-Vend Briefing Sheet

The Youth Service are proposing to put a Mendi-Vend machine into Peasedown Youth Hub.

Peasedown is a large village situated 7 miles outside Bath it is rurally isolated although served by public transport. Although we currently provide sexual health work via the staff based at Peasedown this service would provide a quicker access for young people providing them with an opportunity to access sexual health advice and where appropriate free contraception links to the C-Card scheme which provides the platform in which to do this work.

NHS B&NES implemented the C-Card scheme in 2005 and became SAFE branded in 2009. The C-Card scheme forms part of the NHS B&NES and B&NES Council partnership strategy for the reduction of teenage pregnancy and improving access to contraception.

The aim of the C-Card scheme is to provide good quality access to sexual health advice and services and already operates across BANES in all youth centres providing young people aged 13-24 with access to free condoms and sexual health information from a variety of different locations in Bath and North East Somerset. The C-Card scheme forms part of a range of services which aims to decrease sexually transmitted disease and teenage pregnancy as detailed in the Sexual Health for Young People in B&NES strategy (2010).

Currently there is 67 C-Card venues in B&NES, with 46 of these venues providing registration access and ongoing supplies. These include community pharmacies, GP surgeries and within the Youth Service in all locations where we operate.

The introduction of the Medi-Vend in 2010 is seen as a natural extension of the scheme allowing young people to access condoms and advice in an accessible and confidential manner.

Young people can also register for a C-Card online at www.ccardfreecondoms.com which has had a staggering 191% increase in usage over the previous year.

Current sexual health service provision (including C-Card) in the area of Peasedown is limited.

There is only one registering site Peasedown and one ongoing supply site at the local Chemist. Current service provision of both sites is limited suggesting a need to widen access to sexual health advice and services. Peasedown Youth Hub has been registered to deliver the C-Card scheme and staff are trained to delivery the service, this will compliment and support the Medi-Vend scheme.

The scheme is already operating locally to young people attending City of Bath College and Norton Radstock College who have registered with C-Card can access condoms and sexual health information and signposting at Medi-Vend condom vending machines located at the colleges. These have proved successful with Norton Radstock requesting an extra machine.

So what does the Medi-Vend machine do?

The Medi-Vend vends condoms and Chlamydia testing kits, it provides sexual health advice and signposting information, inline with the content of the local young people's website (www.ccardfreecondoms.co.uk) and other national sexual health sites. There is also an information and sign posting package called "drugs angel".

Operational issues

- The Mendi-Vend machine is being supplied and funded by NHS B&NES.
- Requires standard internet access (wired) and therefore needs to be connected to the buildings network. Allows the C-Card database to be updated automatically and the ability to access 'live' monitoring information.
- Provides young people access to condoms by inputting their c –card number. Access is, restricted to four supplies of condoms (a total of 24 condoms and four sachets of lubrication) a month.
- Provides sexual health information
- Provides drug angel accessed by anyone; however there are no graphic pictures and it is all written text (suitable for young people).
- This machine is low cost to run and when the screen isn't in use it reverts to an energy saving screensaver.
- If you agree to this request we hope to position it in a place that can be observed by staff whilst also being in an accessible area. It is hoped this will encourage use but also limit any potential vandalism.
- It will be filled by staff on the site – after further training from the sexual health improvement specialist
- NHS B&NES will fund the ongoing maintenance costs of the machine with Children's Services Youth Service meeting the ongoing cost of internet access and the electricity. This cost will be absorbed into the general running costs of the building.

Evaluation

In short this Mendi-Vend machine will increase the quality of delivery and enhance the service provided by Youth Workers, in an area of greatest need. It will help to protect young people from sexuality transmitted diseases, reduce teenage pregnancy as well as providing information about drugs. Evidence tells us that when young people use drugs, including alcohol, risky behaviour increases greatly.

All young people who enter into the C-Card scheme are supported, briefed and trained by staff who are qualified to reduce the risk of young people gaining access to condoms within the proper support. This scheme would be a pilot within the Youth Service and if successful could be put into other Hubs

Equalities Impact Assessment – Policies and Procedures					
Name of Service:				Youth Service	
Name of Policy or Procedure:				Medi-vend	
Date of assessment:				3/08/2011	
1	When was the policy/procedure written?			1/08/2011	
2	When was the policy/procedure last reviewed?			Due to be reviewed in Feb 2011	
3	How was the policy/procedure developed?			Through discussion and ongoing developments with youth workers, BANES NHS regarding the need to further develops sexual health services to young people in Peasedown to enable a greater impact on young people.	
4	What consultation took place?			January 2011 – August 2011	
5	How is the policy/procedure monitored?			The program will be monitored by the youth worker on site, BANES NHS and evaluated at the Wider management team meeting every 6 months.	
6	Have all managers and staff been made aware of their responsibilities and rights in relation to the policy/procedure?			Once the medi-vend is in place staff at the site will be fully briefed	
7	Have any complaints been received in the last 12 months about the policy/procedure?			No	
8	If so how many?			N/A	
9	Do any of the complaints highlight an impact on service users in relation to race, gender, disability, age or sexuality?			N/A	

10	If so, please complete the table at Q14	N/A											
11	How have complaints been addressed?	N/A											
12	Have any changes been made to the policy/procedure as a result of complaints investigations?	N/A											
13	If no complaints have been received do you think there any aspects of the policy/procedure which may have an impact on service users in relation to the issues highlighted in question 9?	N/A											
14	If so, please complete the table below	N/A											
	Complaint received or issue identified (please list below)												

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14th September 2011	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2308
TITLE:	REVIEW OF HACKNEY CARRIAGE TARIFF RATES	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix A; Table of Existing Hackney Carriage Tariff Rates</p> <p>Appendix B; Table of Proposed Hackney Carriage Tariff Rates</p>		

1 THE ISSUE

1.1 To review the Hackney Carriage tariff rates charged within the Bath and North East area for time and distance.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 There is an increase of 5.64% on the current Hackney Carriage fares for time and distance.

3 FINANCIAL IMPLICATIONS

- 3.1 As the tariff increase relates to the taxi trade there are no significant cost implications for the authority.
- 3.2 The cost of consultation and advertising of the tariff changes, in the local papers, is met within existing budgets.

4 CORPORATE PRIORITIES

- Sustainable growth
- Improving transport and the public realm

5 THE REPORT

- 5.1 The authority for the Council to set fares for Hackney Carriages is given under Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 (“the Act”).
- 5.2 Section 65 (1) of the Act states that a district council may fix the rates or fares within the district as well for time as distance and all other charges in connection with the hire of a vehicle or with arrangements for the hire of a vehicle to be paid on respect of the hire of hackney carriages by means of a table of fares made or varied in accordance with the provisions of this section.
- 5.3 The procedure to be followed in exercising this power is as follows:-
- 5.3.1 when a Council makes, or varies, a table of fares (which may be by time and/or distance), it must publish, in at least one local newspaper, a notice setting out the table of fares or variation to the table
- 5.3.2 the notice must specify a date, not less than 14 days from the date on which the notice is first published. That date has two functions i.e.
- a) it is the date by which any objections to the table, or variations, can be made.
- b) it is the date on which the revised fares will come into effect, if either no objections have been received, or any objections received have been withdrawn before that specified date
- 5.3.3 the notice must contain details of where objections should be addressed and how they can be made.
- 5.3.4 a copy of the proposed tariff must be available at the Council’s Offices for the public to inspect, free of charge, at reasonable hours.
- 5.3.5 once the objection period (usually 14 days) has expired, if no objections have been received or those that have been received are subsequently withdrawn, the table, or variation, will come into effect at the end of the objection period or when the last objection has been withdrawn.
- 5.4 If there are objections the Council must consider them and then set a further date, within two months after that date first specified in the notice, on which the table is to come into force with, or without, modification as decided

- 5.5 The legislation allows local authorities to set fares and there is no requirement to review fares annually. However, it is the policy of this Council to review Hackney Carriage fares annually to ensure a competitive and attractive service.
- 5.6 The Cabinet Member for Service Delivery considered the Hackney Carriage fares in November 2010 and the revised tariff was introduced in December 2010.
- 5.7 A copy of the existing tariff is produced at Appendix A.
- 5.8 A copy of the proposed tariff, including all changes, is produced at Appendix B. The proposed structure is a maximum table of fares; the driver may exercise discretion and charge a lower fare than that shown on the taximeter.

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 A proportionate equalities impact assessment has not been carried out as this is not relevant to this issue.

8 RATIONALE

- 8.1 In the 1980's Bath City Council adopted a formula to calculate a "fair" increase in the tariff rate. With only one or two exceptions this formula has been used every year to calculate the percentage increase. The adopted formula used for calculating the proposed tariff rate is one-half of the percentage increase in the Average Earnings Index plus one-half of the percentage increase in the cost of motoring. Using the formula the proposed increase calculates as 5.64%. The formula is based on the annual increase between the 1st April and the 31st March the following year. However, since the last review there has been a sharp rise in the price of fuel which has made a substantial increase in the running costs of Hackney Carriage vehicles.

- 8.2 Following consultation with the Hackney Carriage trade, the proposal is to carry out the following changes to the existing tariff rates:-

- 8.2.1 to increase the tariff rate across all five tariffs by 5.64% (this includes the starting yardage, drop yardage and the waiting time). This increase is in line with the formula that the Council uses to calculate an increase and is based on current information from the Office of National Statistics.

9 OTHER OPTIONS CONSIDERED

- 9.1 A meeting was held with representatives of the Bath Spa Taxis Owners Association where they listed changes that they would like to see made to the existing table of tariffs.

- 9.2 The proposals from the Bath Spa Taxi Owners Association were:-

- 9.2.1 to amend tariffs four and five so that these included the increased tariff after 5 miles.

9.2.2 that the starting price or drop is held at its current price this year but will be reviewed next year.

9.3 The Bath Spa Taxi Owners Association was in agreement with the proposed increase of 5.64%.

10 CONSULTATION

10.1 Service Users; Section 151 Finance Officer; Monitoring Officer.

10.2 Meetings with representatives of the Bath Spa Taxi Owners Association.

10.3 The proposed decision will be published in the local paper specifying a date by which the public can object.

11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Human Rights; Legal Considerations under the legislation specified in Section five of this report.

12 ADVICE SOUGHT

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

Contact person	Andrew Jones, Environmental Monitoring and Licensing Manager Tel 01225 477557
Sponsoring Cabinet Member	Councillor R Symonds
Background papers	The Local Government (Miscellaneous Provisions) Act 1976
Please contact the report author if you need to access this report in an alternative format	

TABLE OF EXISTING HACKNEY CARRIAGE FARES

Period Applicable	Monday to Saturday (Except Public Holidays) 06:01 hrs to 20:00 hrs	Monday to Saturday (Except Public Holidays) 20:01 hrs to 24:00 hrs Sundays 06:01 hrs to 24:00 hrs	Daily (Except Public Holidays) 00:01 hrs to 06:00 hrs	Public Holidays and Easter Sunday, Xmas Eve, New Year's Eve. (Except New Year's Day, Christmas Day & Boxing Day). 00:01 hrs to 24:00 hrs	New Year's Day Christmas Day & Boxing Day 00:01 hrs to 24:00 hrs
Tariff Rate	1	2	3	4	5
Initial distance 372 yards (approx. 340 meters) or initial time of 1 minute 47 seconds or a combination of both	£2.60	£3.10	£3.60	£3.60	£4.80
Each additional 183 yards (approx. 167 meters)	£0.20	£0.20	£0.20	£0.30	£0.40
Or each additional minute of waiting time or a combination of both.	£0.30	£0.30	£0.30	£0.30	£0.30
Until the fare reaches 5 Miles					
Each additional 147 yards (approx. 134 meters) or each additional.	£0.20	£0.20	£0.20		
Or each additional minute of waiting time or a combination of both.	£0.30	£0.30	£0.30	£0.30	£0.30
Additional passengers over initial 2 persons	£0.50	£0.50	£0.50	£0.50	£0.50
Each large item of luggage	£0.20	£0.20	£0.20	£0.20	£0.20

All hackney carriage fares are clock - calendar controlled. All charges shown inclusive of VAT where applicable.

Maximum Table of Fares

Additional charges

Dogs:	For every dog carried (except assistance dogs) 50p
Children:	For the purpose of charging, two children under the age of 12 shall be regarded as one person, and children under the age of three shall not be reckoned.
Fouling charge:	For each fouling of the interior of the vehicle, e.g. by vomiting, urinating, defecating or spilling food or drink a charge (at the driver's discretion) of up to £100.
Wheelchairs	Free of charge

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TABLE OF PROPOSED HACKNEY CARRIAGE FARES

Period Applicable	Monday to Saturday (Except Public Holidays) 06:01 hrs to 20:00 hrs	Monday to Saturday (Except Public Holidays) 20:01 hrs to 24:00 hrs Sundays 06:01 hrs to 24:00 hrs	Daily (Except Public Holidays) 00:01 hrs to 06:00 hrs	Public Holidays and Easter Sunday, Xmas Eve, New Year's Eve. (Except New Year's Day, Christmas Day & Boxing Day). 00:01 hrs to 24:00 hrs	New Year's Day Christmas Day & Boxing Day 00:01 hrs to 24:00 hrs
Tariff Rate	1	2	3	4	5
Initial distance 351 yards (approx. 321 meters) or initial time of 1 minute 41 seconds or a combination of both	£2.60	£3.10	£3.60	£3.60	£4.80
Each additional 173 yards (approx. 158 meters)	£0.20	£0.20	£0.20	£0.30	£0.40
Or each additional minute of waiting time or a combination of both.	£0.30	£0.30	£0.30	£0.30	£0.30
Until the fare reaches 5 Miles					
Each additional 142 yards (approx. 130 meters) or each additional.	£0.20	£0.20	£0.20		
Or each additional minute of waiting time or a combination of both.	£0.30	£0.30	£0.30	£0.30	£0.30
Additional passengers over initial 2 persons	£0.50	£0.50	£0.50	£0.50	£0.50
Each large item of luggage	£0.20	£0.20	£0.20	£0.20	£0.20

All hackney carriage fares are clock - calendar controlled. All charges shown inclusive of VAT where applicable.

Maximum Table of Fares

Additional charges

Dogs:	For every dog carried (except assistance dogs) 50p
Children:	For the purpose of charging, two children under the age of 12 shall be regarded as one person, and children under the age of three shall not be reckoned.
Fouling charge:	For each fouling of the interior of the vehicle, e.g. by vomiting, urinating, defecating or spilling food or drink a charge (at the driver's discretion) of up to £100.
Wheelchairs	Free of charge

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	14th September 2011	
TITLE:	Revenue and Capital Budget Monitoring, Cash Limits and Virements – April 2011 to July 2011	EXECUTIVE FORWARD PLAN REFERENCE: E 2305
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report</p> <p>Appendix 1: Revenue & Capital Monitoring Commentary Appendix 2: Revenue Monitoring Statement: All Council Spending Appendix 3: Capital Monitoring Statement: All Council Spending Appendices 4(i) & 4(ii): Proposed Revenue Virements & Revised Revenue Cash Limits 2011/12 Appendices 5(i) & 5(ii): Capital Virements & Capital Programme by Portfolio 2011/12</p>		

1 THE ISSUE

1.1 This report presents the financial monitoring information for the Authority as a whole for the financial year 2011/12 to the end of July 2011.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 Strategic Directors should continue to work towards managing within budget in the current year for their respective service areas, and to manage below budget where possible by not committing unnecessary expenditure, through tight budgetary control.

2.2 This year's revenue budget position as shown in Appendix 2 is noted.

2.3 The capital expenditure position for the Council in the financial year to the end of January and the year end projections detailed in Appendix 3 of this report are noted.

2.4 The revenue virements listed for approval in Appendix 4(i) are agreed.

2.5 The changes in the capital programme listed in Appendix 5(i) are noted.

3 FINANCIAL IMPLICATIONS

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

4 CORPORATE PRIORITIES

4.1 The annual service and resource 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 is performing against the financial targets set in February 2011 through the Budget setting process.

5 THE REPORT

5.1 The Budget Management Scheme requires that the Cabinet consider the revenue and capital monitoring position four times per year.

5.2 For revenue, where overspent, services are expected to seek compensating savings to try and bring budgets back to balance.

5.3 Appendix 1 highlights significant areas of forecast over and under spends in revenue budgets. Appendix 2 outlines the Council's current revenue financial position for the 2011/12 financial year to the end of July 2011 by Cabinet Portfolio. The current forecast outturn position is for an underspend of £1,009,000 which equates to 0.25% of gross budgeted spend (excluding Schools).

5.4 The Council's financial position, along with its financial management arrangements and controls, are fundamental to continuing to plan and provide services in a managed way, particularly in light of the medium term financial challenge. Close monitoring of the financial situation provides information on new risks and pressures in service areas, and appropriate management actions are then identified and agreed to manage and mitigate those risks.

5.5 Revenue budget virements which require cabinet approval are listed in Appendix 4(i). Technical budget adjustments are also shown in Appendix 4(i) for information purposes as required by the Budget Management Scheme.

5.6 Appendix 3 outlines the current position for the 2011/12 Capital budget of £64.3m (excluding contingency), with a current forecast spend of £60.2m which is £4m less than the budget.

5.7 Previously approved changes to the capital programme are listed in Appendix 5(i), while Appendix 5(ii) provides the updated capital programme allocated by Directorate.

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 report is presented as part of the reporting of financial management and budgetary control required by the Council.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

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

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 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>Cllr David Bellotti</i>
Background papers	<i>Budget Management Scheme</i>
Please contact the report author if you need to access this report in an alternative format	

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REVENUE BUDGET MONITORING APRIL 2011 TO JULY 2011

- 1.1 Appendix 2 outlines the Council's current financial position for the 2011/12 financial year to the end of July 2011 by Cabinet Portfolio. The Appendix shows the current forecast outturn position is an underspend of £1,009,000, or 0.25% of the gross expenditure budget (excluding Schools).
- 1.2 Within the current £1,009,000 forecast underspend figure, there are areas of over and under spending which are detailed below along with planned management actions being taken to reduce any overspends.

1.3 Leader's Portfolio – forecast £154,000 overspend

The forecast overspend on this portfolio is mainly due to a £201,000 of required savings in Legal & Democratic Services not having been fully demonstrated as achievable within year. This is partially offset by the £61,000 forecast underspend in Improvement & Performance, mainly due to vacant posts in Human Resources. Further work is being undertaken to identify possible mitigating actions.

1.4 Community Resources Portfolio – forecast £1,390,000 underspend

The forecast underspend on this portfolio is made up of the following variances:

Support Services: £115,000 underspend, mainly due to Commercial Estate income being forecast £129,000 above budget following acquisition of an additional asset. There are also some small underspends and overspends in other areas such as Customer Access, Property, Finance and Risk & Assurance Services.

Corporate costs: £1,274,000 underspend, mainly made up of £250,000 additional investment interest from higher than expected cash balances, a provision of £360,000 for potential low pay provision and £611,000 additional income from a New Homes Bonus Grant, both of which are currently forecast not to be spent this year. In addition, there is a £52,000 forecast underspend in historic pension liabilities.

1.5 Wellbeing Portfolio – forecast £20,000 overspend

An overspend of £919,000 for the purchase of care for older people and £201,000 for the purchase of mental health care have been almost entirely offset within the Portfolio by additional national grant for social care services, the containment of spend on the purchase of care for learning difficulties, and salary savings in Older People's Services.

1.6 Early Years, Children & Youth Portfolio – forecast £121,000 overspend

This overspend is being forecast mainly due to the spend on children in care, and is dependant on the number of children placed. Mitigating actions, such as promotion of adoption and in-house fostering recruitment, are being undertaken, along with the negotiation of payment rates to providers.

1.7 Homes & Planning Portfolio – forecast £161,000 underspend

This forecast underspend is due to the provision in the budget for the historic downsizing costs now not being required, as these costs were fully absorbed in the 2010/11 outturn.

The underlying position within this Portfolio without taking into account the underspend on this provision is a small overspend of £7,000.

1.8 Sustainable Development Portfolio – forecast £45,000 underspend

Within the forecast for this Portfolio, there is a £176,000 forecast overspend in Tourism & Destination Management, due to a provision for legal fees, and commitments to events and projects. This is offset by £221,000 additional income forecast in Heritage, due to a higher level of performance expected over the Summer.

1.9 Neighbourhoods Portfolio – forecast £367,000 underspend

There is a £318,000 underspend in waste, mainly due to the rebasing of the recycling contract and staffing budget underspends, partially reduced by adverse income in trade waste. There are also a number of other small underspends in Neighbourhood Services which amount to £66,000.

There are overspends in the Library Service of £34,000 due to staff savings not being achieved, and £11,000 in Active Lifestyles due to project commitments.

Similar to the Homes & Planning Portfolio, there is also a provision in the budget of £158,000 for the historic downsizing costs that were fully absorbed in the 2010/11 outturn.

The underlying position within this Portfolio, without taking into account this provision, is an underspend of £209,000.

1.10 Transport Portfolio – forecast £659,000 overspend

This overspend is mainly made up of a shortfall against income budgets of £240,000 in Park & Ride and £450,000 in Parking Services, mainly as a result of a year on year decline in volume. Detailed analysis work is being undertaken to understand the trend and to identify possible mitigating actions. There is also an overspend of £80,000 in Parking Services due to unbudgeted costs.

Similar to the Homes & Planning and Neighbourhood Portfolios, there is also a provision in the budget of £110,000 for the historic downsizing costs that were fully absorbed in the 2010/11 outturn.

The underlying position within this Portfolio without taking into account the underspend on this provision is an overspend of £770,000.

CAPITAL BUDGET MONITORING – APRIL 2010 TO JULY 2011

1.11 The 2011/12 Capital Programme approved by Council in February 2011 was £33.6m (excluding contingency). Since then, £18.1m of spend on existing capital projects has been approved, along with rephasing of £12.6m as recommended in the 2010/11 Outturn Report on 13th July 2011.

1.12 The approved Capital Programme for 2011/12 is currently £64.3m (excluding contingency), and is detailed in Appendix 5(ii). Changes to the Capital Programme since July Cabinet are shown in Appendix 5(i).

1.13 Key Capital Issues

- Bath Transport Package: At their meeting in July, Council agreed the basis of a revised Bid to the Department for Transport. The bid was submitted in accordance with the deadline of 9th September 2011.
- Victoria Bridge: The requirements in respect of Victoria Bridge are currently being reviewed pending a formal proposal to the Council via PID & Capital Strategy Group as appropriate.
- Leisure Provision: The Leisure Strategy is currently under review and specific proposals will be considered as part of the Budget for 2012/13.
- Hetling Spring Borehole: The specific details for the delivery of this scheme including related capital costs are currently being developed
- Rossiter Road: Costs are currently being evaluated as part of a full scheme work up.
- Keynsham Regeneration: The Council are committed to the scheme and alternative funding options are being considered.
- Wellsway Sports Hall: An alternative planning application has been submitted and will go to Planning Committee in November.

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Portfolio Summary Monitor REVENUE SPENDING For the Period APRIL 2011 to JULY 2011	CURRENT YEAR 2011/12 FORECAST OUTTURN					ADVERSE / FAVOURABLE
	Forecast Gross Expenditure	Forecast Gross Income	Net Forecast Actual	Annual Current Budget	Forecast over or (under) spend	
	£'000	£'000	£'000	£'000	£'000	
Leader	16,699	(11,004)	5,695	5,541	154	ADV
Community Resources	52,626	(42,316)	10,311	11,700	(1,390)	FAV
Wellbeing	85,422	(31,943)	53,479	53,459	20	ADV
Early Years, Children & Youth	161,154	(139,637)	21,517	21,396	121	ADV
Homes & Planning	7,674	(2,651)	5,023	5,185	(161)	FAV
Sustainable Development	15,352	(15,617)	(265)	(220)	(45)	FAV
Neighbourhoods	29,431	(6,930)	22,501	22,868	(367)	FAV
Transport	28,041	(22,593)	5,447	4,788	659	ADV
TOTAL COUNCIL	396,399	(272,691)	123,708	124,717	(1,009)	FAV

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	Current Year		Prior Years	Budget			Forecast				Variance				
	Actuals	Commitments		Actual Spend to Date	Total Spend	Budget 2011/2012	Budget 2012/2013	Budget 2013/2014	Total Scheme Budget	Forecast 2011/2012	Forecast 2012/2013	Forecast 2013/2014	Total Scheme Forecast	Current Year	Scheme
Capital Monitor April 2011 - July 2011	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's	£' 000's
Summary															
Service Delivery	2,350	925	3,275	16,384	19,064	249	0	35,697	20,331	200	0	36,915	1,267	1,218	
Children Services	2,888	1,319	4,207	49,537	16,635	4,438	0	70,610	20,119	5,216	8	74,881	3,485	4,271	
Adult Social Services & Housing	106	0	106	237	1,057	0	0	1,294	2,017	0	0	2,254	960	960	
Resources & Support Services	1,272	510	1,782	4,975	14,296	1,467	1,457	22,195	9,610	7,000	29,078	51,905	(4,686)	29,710	
Development & Major Projects	1,366	6	1,372	161,765	13,214	2,494	3,200	184,472	8,156	4,272	5,480	184,361	(5,057)	(111)	
Total	7,983	2,760	10,743	232,898	64,266	8,648	4,657	314,269	60,234	16,688	28,566	350,315	(4,032)	36,047	
Capital Contingency	0	0	0	0	7,018	500	0	7,518	500	0	0	500	(6,518)	(7,018)	
GRAND TOTAL	7,983	2,760	10,743	232,898	71,284	9,148	4,657	321,787	60,734	16,688	28,566	350,815	(10,550)	29,029	

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2011/2012 Revenue Virements for Approval

Appendix 4(i)

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

LOG 11#03	Revenues & Benefits & Customer Access combining	Community Resources	Revenues & Benefits		946,543	Community Resources	Customer Access		946,543	Merging cash limits for service budget, due to both now reporting to one Portfolio holder.	Budget virement is on-going.
LOG 11#04	Waste Contact Centre budget	Community Resources	Customer Access		15,726	Neighbourhoods	Waste		15,726	The System's Thinking review in Waste Services identified the budget for one member of staff from the Contact Centre be transferred, to enable Waste Services to recruit a member of staff to handle most of the telephone calls relating to 'missed bins' and liaise directly with the crews at Midland Road Depot.	Budget virement is on-going.
LOG 11#05	Tell Us Once Project	Community Resources	Customer Access		10,000	Leader	Council Solicitor & Democratic Services		10,000	To fund changes to be bought in as part of the national Tell Us Once project.	Budget virement is on-going.
LOG 11#06	Cheque Processing staff budget	Community Resources	Customer Access		16,448	Community Resources	Finance		16,448	To fund an additional post within Finance to deal with cheque processing for the Council. A function Customer Services inherited many years ago which has now transferred to Exchequer Services.	Budget virement is on-going.
INFO 11#07	Improvement & Performance consolidation of cash limits.	Leader	Chief Executive Communications & Marketing Human Resources Performance Development		441,981 439,594 887,391 720,655	Leader	Improvement & Performance		2,489,621	Merging of the four separate cash limits to create one overall cash limit for Improvement & Performance, as requested by Divisional Director.	Budget virement is on-going.

OVERALL TOTALS											
				0	3,478,338	0	3,478,338	0	3,478,338	3,478,338	

2011/2012 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 11#16	Movement of Divisional Director Budget	Sustainable Development	Development & Regeneration		24,000	Early Years, Children & Youth	Health, Commissioning & Planning		24,000	Movement of Divisional Director from Development & Regeneration to Skills & Employability.	Budget virement is one-off.
INFO 11#17	Chair's Office Pendants	Community Resources	Other Miscellaneous Budgets		2,420	Community Resources	Chief Executive		2,420	Transfer from unused inflation provision to fund new pendants for Chair's office.	Budget virement is one-off.
INFO 11#18	Places for Change	Homes & Planning	Housing		93,000	Community Resources	Other Miscellaneous Budgets		93,000	Transfer of financing budget to combine with Corporately held budget for overall financing of scheme. (On-going effect of previously reported virement INFO 10#45)	Budget virement is on-going.
INFO 11#19	Underspend from 2010/11 Carried Forward	Council Balances	Council Balances		444,000	Wellbeing	Adult Services		266,000	Carry forwards from 2010/11 underspends, as agreed by July Cabinet in Outturn report.	Budget virement is one-off.
						Homes & Planning	Community Learning		130,000		
INFO 11#20	2010/11 Dedicated Schools' Grant Carry Underspend Carry Forward	Council Balances	Council Balances		2,618,066	Early Years, Children & Youth	Schools Budgets		2,618,066	Automatic carry forward of 2010/11 DSG underspend.	Budget virement is one-off.
INFO 11#21	Rack Up & Grow Budget	Wellbeing	Adult Services		23,315	Wellbeing	Employment Development		23,315	Change of departmental management of the Rack Up & Grow service budget.	Budget virement is on-going.
INFO 11#22	Workplaces Records Management	Community Resources	Corporate Estate Including R&M		138,648	Community Resources	Risk & Assurance Services		138,648	One-off allocation for records management as agreed by Workplaces Steering Board.	Budget virement is one-off.
INFO 11#23	Tourism, Leisure & Culture Projects	Neighbourhoods	Sports & Active Leisure		22,000	Sustainable Development	Tourism & Destination Management		49,645	Due to slippage, current year budgets previously allocated to finance capital expenditure transferred to fund various projects in the service, as approved by Divisional Director of Tourism, Leisure & Culture.	Budget virement is one-off.
			Customer Access		27,645						
INFO 11#24	Midland Road Depot	Neighbourhoods	Neighbourhood Services		29,166	Neighbourhoods	Waste		29,166	Transfer of budget for Midland Road Depot following change of use of site.	Budget virement is on-going.

2011/2012 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 11#25	Bath Transport Package Service Borrowing Costs	Neighbourhoods	Customer Services overheads		245,000	Transport	Transport Design & Projects		245,000	Correction of cash limit for management of Service Supported Borrowing budget for Bath Package.	Budget virement is one-off.
INFO 11#26	Youth Offending Team Telephone Charges	Wellbeing	Adult Services		500	Early Years, Children & Youth	Children, Young People & Families		500	Transfer of budget for Youth Offending Team telephones previously held by Adult Services.	Budget virement is ongoing.
INFO 11#27	Reception NLA Budget	Wellbeing	Adult Services		38,198	Homes & Planning	Housing		38,198	Transfer of management of budget for Reception NLA charges.	Budget virement is ongoing.
INFO 11#28	Senior Team Structure Evaluation	Leader	Chief Executive		6,500	Leader	Human Resources		6,500	Transfer of budget to Human Resources to fund Senior Management Team structure review - as agreed by Divisional Director of Improvement & Performance.	Budget virement is one-off.
INFO 11#29	Worklessness Co-Ordinator	Sustainable Development	Development & Regeneration		25,467	Early Years, Children & Youth	Health, Commissioning & Planning		25,467	Transfer of responsibility for managing salary budget, following recent Divisional Director transfer.	Budget virement is ongoing.
INFO 11#30	Service Delivery HR Charges	Homes & Planning	Planning Services		43,034	Neighbourhoods	Customer Service - Overheads		85,531	Re-alignment of Human Resource recharge allocation & budgets throughout the Service Delivery Directorate.	Budget virement is ongoing.
		Neighbourhoods	Public Protection		42,497						
INFO 11#31	Transport Inflation allocation	Transport	Highways - Transport & Fleet Management		14,147	Transport	Car Parking (excluding Park & Ride)		14,147	Correction of central inflation allocation within Transport Services.	Budget virement is ongoing.

OVERALL TOTALS											
				0	3,837,603			0	3,837,603		

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Portfolio Cash Limits 2011/12 - Revenue Budgets

Appendix 4 (ii)

Portfolio	Service	2011/12 Cashlimit - July'11	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements For Approval	2011/12 Revised Cashlimit - Sep'11
		£'000	£'000	£'000	£'000
Leader	Policy & Partnerships	1,584			1,584
	Transformation Service	737			737
	Council's Retained ICT Budgets	(1,220)			(1,220)
	Council Solicitor & Democratic Services	1,952		10	1,962
	Improvement & Performance			2,490	2,490
	Performance Development	721		(721)	
	Human Resources	881	7	(887)	
	Chief Executive	446	(4)	(442)	
	Communications & Marketing	440		(440)	
PORTFOLIO SUB TOTAL	5,541	2	10	5,554	
Community Resources	Finance	1,297		16	1,314
	Support Services Change Programme	186			186
	Revenues & Benefits	947		(947)	
	Customer Access	1,756		904	2,660
	Risk & Assurance Services	1,024	139		1,163
	Property Services	675			675
	Corporate Estate Including R&M	6,886	(139)		6,747
	Commercial Estate	(12,827)			(12,827)
	Traded Services	54			54
	Hsg / Council Tax Benefits Subsidy	355			355
	Capital Financing / Interest	6,063			6,063
	Unfunded Pensions	1,709			1,709
	Other Miscellaneous Budgets	2,629	91		2,719
	One-off Headroom Allocations	359			359
	Magistrates	22			22
	Coroners	362			362
	Environment Agency	205			205
PORTFOLIO SUB TOTAL	11,700	91	(26)	11,765	
Wellbeing	Adult Services	52,746	204		52,950
	Adult Substance Misuse (DAT)	598			598
	Community Learning		130		130
	Employment Development	154	23		177
PORTFOLIO SUB TOTAL	53,497	357		53,855	
Early Years, Children & Youth	Children, Young People & Families	11,193	1		11,193
	Learning Inclusion	19,823			19,823
	Health, Commissioning & Planning	(113,117)	49		(113,068)
	Schools Budget	103,498	2,618		106,116
PORTFOLIO SUB TOTAL	21,396	2,668		24,064	
Homes & Planning	Planning Services	2,789	5		2,794
	Building Control & Land Charges	49			49
	Housing	2,308	(55)		2,253
	PORTFOLIO SUB TOTAL	5,146	(50)		5,097

Portfolio	Service	2011/12 Cashlimit - July 11	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements For Approval	2011/12 Revised Cashlimit - Sep 11
		£'000	£'000	£'000	£'000
Sustainable Development	Arts	647			647
	Tourism & Destination Management	990	50		1,040
	Heritage including Archives	(3,542)			(3,542)
	Major Projects Support	560			560
	Development & Regeneration	1,075	(49)		1,026
PORTFOLIO SUB TOTAL		(270)			(269)
Neighbourhoods	Customer Service - Overheads	2,183	(159)		2,024
	Waste	10,939	29	16	10,984
	Public Protection	1,135	(42)		1,093
	Neighbourhood Services	5,072	(29)		5,043
	Libraries & Information	2,474	(28)		2,446
	Sports & Active Leisure	1,018	(22)		996
	Community Safety	341			341
	PORTFOLIO SUB TOTAL	23,163	(252)	16	22,927
Transport	Transport Design & Projects	25	245		270
	Transportation Planning (including Public Transport)	6,316			6,316
	Park & Ride	(1,013)			(1,013)
	Highways - Network Maintenance	6,561			6,561
	Highways - Transport & Fleet Management	(60)	(14)		(74)
	Car Parking (excluding Park & Ride)	(7,286)	14		(7,272)
PORTFOLIO SUB TOTAL	4,543	245		4,788	

NET BUDGET	124,717	3,062		127,779
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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	1,240	3,062	4,302
Total	124,717	3,062	127,779

Capital Virements - Additions & Reductions 2011/12

Appendix 5(i)

REF NO	REASON / EXPLANATION	TRANSFER/FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP11#21 - 2011	Pay & Display Machines	Revenue Contribution	72,000		Service Delivery - Pay & Display Machines		72,000	Approved by Technical Adjustment in June
CAP11#22 - 2011	Workplaces - One Stop Shop/Comms Hub Contribution	3rd Party Contribution	7,761		Property Services - Workplaces		7,761	Approved by Technical Adjustment in June
CAP11#23 - 2011	WASPS PCP	3rd Party Contribution	24,000		Children's Services - WASPS PCP		24,000	Approved by Technical Adjustment in June
CAP11#24 - 2011	Chew Valley & The Link 14-19	Government Grant	28,700		Children's Services - 14-19 Grants		28,700	Approved by Technical Adjustment in June
CAP11#25 - 2011	St Gregory's Land Purchase	Government Grant	406,000		Children's Services - Modernisation Grant		406,000	Approved by July Council
CAP11#26 - 2011	Southside Youth Centre	Capital Receipt	1,890		Children's Services - Southside Youth Centre		1,890	Approved by Technical Adjustment in July
CAP11#27 - 2011	Basic Needs Schemes (Wasps, St Saviours, Castle, Peasdown St John)	3rd Party Contributions	377,100		Children's Services - Basic Needs Schemes		377,100	Approved by Technical Adjustment in July
CAP11#28 - 2011	Ralph Allen S106	3rd Party Contributions	64,837		Children's Services - Ralph Allen ALC S106		64,837	Approved by Technical Adjustment in July
CAP11#29 - 2011	Castle S106	3rd Party Contributions	9,459		Children's Services - Castle S106		9,459	Approved by Technical Adjustment in July
CAP11#30 - 2011	Transport Smart Card	Government Grant	55,000		Service Delivery - Transport Smart Card		55,000	Approved by Technical Adjustment in July
CAP11#31 - 2011	Disposal of Blue Coat House	Capital Receipt	43,000		Property Services - Disposals of Blue Coat House		43,000	Approved by Technical Adjustment in July
CAP11#32 - 2011	Cleansing Equipment Purchase	Service Supported Borrowing	220,000		Service Delivery - Cleansing Equipment		220,000	Approved by SMD E2275
CAP11#33 - 2011	CCTV at Waste Sites	Service Supported Borrowing	55,000		Service Delivery - CCTV Waste Sites		55,000	Approved by SMD E2227
OVERALL TOTALS			37,175,230	37,175,230		0	37,175,230	

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#05 - 2012	Disposal of Blue Coat House	Capital Receipt	10,000		Property Services - Disposals of Blue Coat House		10,000	Approved by Technical Adjustment in July
OVERALL TOTALS			3,606,000	3,606,000		0	-3,606,000	

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Capital Programme by Portfolio - 2011/12

CAPITAL SCHEME	2011/12				
	Revised Budget after 13th July Cabinet	Approvals to 14th September Cabinet	Budget at 14th September Cabinet	Approvals Requested at 14th September Cabinet	Revised Budget after 14th September Cabinet
	£000	£000	£000	£000	£000
Customer Services					
Planning & Transport					
Local Transport Improvement Schemes	(81)		(81)		(81)
Two Tunnels	216		216		216
5 Arches	346		346		346
Rossiter Road	89		89		89
CIVITAS schemes	65		65		65
GBBN Construction	613		613		613
Bath Package Pre Construction	2,132		2,132		2,132
Bath Package Scheme Property	6,482		6,482		6,482
Smart Card E Purse for WofE - Feasibility	39	55	94		94
Delivery of DoT Emergency Fund	341		341		341
	10,242	55	10,297	0	10,297
Environmental Services					
Highways					
Highways Maintenance Block	5,339		5,339		5,339
Waste					
In Cab Technology	30		30		30
Recycling Collection Containers	20		20		20
Vehicle Replacements - Waste	1,047		1,047		1,047
CCTV at Waste Sites	0	55	55		55
ANPR CCTV at Recycling Centre	99		99		99
Parking					
Car Parks ANPR & Permit Management System	30		30		30
ANPR Bus Lane Enforcement Upgrade	351		351		351
Pay and Display Machines	72		72		72
Neighbourhoods					
Vehicle Replacement - Neighbourhoods	519		519		519
Cleansing Vehicles		220	220		220
Vehicle Tracking Equipment	33		33		33
Haycombe Cemetery Extension	131		131		131
	7,671	275	7,946	0	7,946
Tourism Leisure & Culture					
Roman Baths Site Development	42		42		42
Roman Baths Site Development - Catering	439		439		439
Roman Bath Infrastructure Development	100		100		100
Bath Spring Water Strategy	80		80		80
Central Bath Toilet Facilities Grant	10		10		10
Beau Street Coin Hoard	150		150		150
	821	0	821	0	821
	18,734	330	19,064	0	19,064
Children's Services					
Spend at school level - DFC non VA schools	473		473		473
Spend at school level - travel plans	38		38		38
Spend at school level - Harnessing Technology	5		5		5
Spend at school level - seed challenge	39		39		39
Spend at school level - private capital	285		285		285
Spend at school level - Specialist Schools Capital	94		94		94
Spend at school level - School Managed Projects	487		487		487
Ralph Allen Schools Access Initiative					
BSF Writhlington School	213		213		213
St Keyna School	176		176		176
Fosseway School	273		273		273
Threeways					
St Gregs & St Marks 6th Form	406		406		406
Schools Capital Maintenance Programme	792		792		792
Primary Capital Programme					
Batheaston PCP	751		751		751
WASPS PCP	2,137		2,137		2,137
Midsomer Norton PCP	730		730		730
Bathford PCP	203		203		203
Unallocated PCP					
Basic Need - Weston All Saints Primary		143	143		143
Basic Need - St Saviours		69	69		69
Basic Need - Castle		41	41		41
Basic Need - Peasdown St Johns		73	73		73
Basic Need - Contingency		50	50		50
Schools - New Pupil Places/Basic Need funding stream		0	0		0
Writhlington Applied Learning Centre	179		179		179
Ralph Allen Applied Learning Centre / Astro Turf Pitch	1,700		1,700		1,700
Ralph Allen S106		65	65		65
Castle S106		9	9		9
Southside Regeneration	581	2	583		583
The link KS3 Extension	400		400		400
Aiming High for Disabled Children	5		5		5
Play Pathfinder	(221)		(221)		(221)

CAPITAL SCHEME	2011/12				
	Revised Budget after 13th July Cabinet	Approvals to 14th September Cabinet	Budget at 14th September Cabinet	Approvals Requested at 14th September Cabinet	Revised Budget after 14th September Cabinet
	£000	£000	£000	£000	£000
Children's Centres	17		17		17
Wellsway Sports Hall	2,747		2,747		2,747
Beechen Cliff Artificial Turf Pitch	483		483		483
Beechen Cliff Music Block	429		429		429
Medium Schemes	(147)		(147)		(147)
Small Schemes	28		28		28
School Capital Programmes	692		692		692
Moorland Infant School - Expansion	310		310		310
Newbridge Primary - Expansion	188		188		188
Bathampton Primary - Temporary Classrooms	221		221		221
Oldfield Secondary - Co-Ed Improvements	1,078		1,078		1,078
Norton Hill S106 Improvements	310		310		310
Chew Stoke Primary Classroom Extension	0		0		0
Chew Valley 14-19 Contribution	19		19		19
The Link 14-19 Contribution	10		10		10
Care Services	50		50		50
	16,181	453	16,634	0	16,634
Adult Care & Health Service Delivery					
Social Care IT Infrastructure	3		3		3
			0		0
Adult Care & Health Commissioning					
Social Housing Grant	1,236	(400)	836		836
Community Resource Centre - Extension	159		159		159
Disabled Facilities Grant	59		59		59
	1,457	(400)	1,057	0	1,057
Support Services					
Property & Facilities					
Capital Planned Maintenance & DDA	1,611		1,611		1,611
Property Disposal - Cost of Sales	171		171		171
Property Disposal - Blue Coat House	0	43	43		43
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 (part of workplaces OSS)	650		650	(650)	0
Aggresso update (5.5)	63		63		63
Government Connect Project	26		26		26
Transformation Worksmart & IT	467		467		467
	7,317	43	7,360	(650)	6,710
Development & Major Projects					
Combe Down Stone Mines	0		0		0
Combe Down Stone Mines (HCA)	5,065		5,065		5,065
Combe Down Stone Mines (Council)	63		63		63
Southgate (Multi)	263		263		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	1,130		1,130		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	400	1,200		1,200
	9,635	400	10,035	0	10,035
Corporate					
BWR					
BWR Council Project Team	422		422		422
BWR - Affordable Housing Contribution	756		756		756
BWR - Infrastructure Contribution	2,000		2,000		2,000
Replacement Council Offices					
Keynsham & Regeneration	2,478		2,478		2,478
Workplaces - Other	863		863		863
The Hollies	1,858		1,858		1,858
Lewis House	1,381		1,381		1,381
One Stop shop (inc Comms Hub)	340		340	650	990
Contribution to Workplaces from 3rd Parties	15		15		15
	10,113	0	10,113	650	10,763
TOTAL	44,703	496	45,199	0	45,199
Contingency	7,018		7,018		7,018
GRAND TOTAL	70,455	826	71,281	0	71,281