

**Democratic Services**

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Date: 18<sup>th</sup> September 2012

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**To: All Members of the Economic and Community Development Policy  
Development and Scrutiny Panel**

Councillor Robin Moss  
Councillor Ben Stevens  
Councillor Patrick Anketell-Jones  
Councillor Brian Simmons  
Councillor Michael Evans  
Councillor Lisa Brett  
Councillor Manda Rigby

Chief Executive and other appropriate officers  
Press and Public

Dear Member

**Economic and Community Development Policy Development and Scrutiny Panel:  
Thursday, 27th September, 2012**

You are invited to attend a meeting of the **Economic and Community Development Policy  
Development and Scrutiny Panel**, to be held on **Thursday, 27th September, 2012 at 1.00  
pm** in the **Council Chamber - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic  
for Chief Executive

**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 Jack Latkovic who is available by telephoning Bath 01225 394452 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 be received in Democratic Services by 4.30pm the previous Friday)

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 be received in Democratic Services by 4.30pm the previous Friday). 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 Jack Latkovic 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 Jack Latkovic 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.

**Economic and Community Development Policy Development and Scrutiny Panel -  
Thursday, 27th September, 2012**

**at 1.00 pm in the Council Chamber - Guildhall, Bath**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

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

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**,  
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES OF THE MEETING ON 12TH JULY 2012 (Pages 9 - 16)

To confirm the minutes of the above meeting as a correct record.

8. COMMUNITY SAFETY PLAN: 'STUDENT WATCH' - BATH SPA UNIVERSITY AND UNIVERSITY OF BATH (20 MINUTES) (Pages 17 - 22)

In June 2010, Bath and North East Somerset's 'Student Watch' was launched by the Community Safety Partnership to strengthen students' safety awareness and, to reduce the risk of students becoming victims of crime.

This report invites the Panel to receive and ask questions of a presentation about how this scheme has progressed since 2010 and the outcomes it has achieved.

9. ASSETS OF COMMUNITY VALUE - UPDATE (25 MINUTES) (Pages 23 - 32)

This report updates the Panel on the progress in implementing the provisions of the Localism Act relating to assets of community value.

10. SCRUTINY INQUIRY DAY: THE RIVER CORRIDOR REPORT (10 MINUTES) (Pages 33 - 40)

The Economic and Community Policy Development & Scrutiny Panel is asked to:-

- Note the Terms of Reference and agree the proposal to have a joint Scrutiny Inquiry Day investigation
- Confirm that Councillors Anketell-Jones, Moss and Stevens from the Panel will act as key contacts for the co-ordination of the Single Inquiry day
- To make any initial suggestions for invitations to the Inquiry Day.

11. BDUK - CONNECTING DEVON AND SOMERSET BROADBAND PROJECT (20 MINUTES) (Pages 41 - 46)

The Connecting Devon and Somerset programme is led by Devon and Somerset County Councils in partnership with Bath and North East Somerset, North Somerset, Plymouth and Torbay Councils. It aims to provide 100% broadband coverage of at least 2Mbps with a minimum of 85% superfast broadband at 24Mbps by 2015 and superfast broadband for all by 2020.

The Economy Community Development Policy Development Scrutiny Panel is asked to note the contents of this report for information.

12. X MEDIA LAB (20 MINUTES) (Pages 47 - 50)

X Media Lab – the international digital media conference took place on 16th March 2012 with the theme of Digital Entertainment: Media Music Mobility.

Alongside the conference programme ran an expo to showcase the best of Bath

businesses who are leading the way in terms of cutting edge technology.

“The Lab” took place Over 2 days at Real World Studios in Box. It comprised 18 selected companies working directly with their selected Lab mentors on their own project ideas and the opportunity to explore partnerships and business opportunities with other Lab participants.

X Media Lab conference, expo and lab were part of the Bath Digital Festival 2012 - a week-long series of events that took place across the city. The events included OpenMIC, the Big M, a Hack Day, BathSPARK Awards, and ‘Web for the Terrified, Coding.

The Economy and Community Development Policy Development and Scrutiny Panel is asked to agree to:

- Note the contents of this report for information
- To endorse the approach set out in 3.4 whereby next steps include exploring alternative delivery models and core sponsorship, such that the Council may make a fixed contribution but is not required to underwrite the project.

13. REGENERATION UPDATE (20 MINUTES) (Pages 51 - 64)

This is a routine report for update on Regeneration activity, as requested by the Panel Chair.

14. BATH FESTIVALS CONTRACT: ANNUAL REVIEW (20 MINUTES) (Pages 65 - 84)

Report to the Panel on the performance of Bath Festivals. Bath Festivals is currently contracted to deliver services to B&NES residents for the period 2011-2014. This report summarises their performance to date, and identifies areas for improvement in performance.

15. HERITAGE SERVICES PROVISIONAL TRADING FIGURES DURING THE OLYMPIC GAMES PERIOD (20 MINUTES) (Pages 85 - 90)

The report describes the trading performance of Heritage Services during the period of the London Olympic Games and describes the business planning process that took account of their likely effect.

It should be noted that at the time of writing it is too early to fully assess the impact of the Games on business performance. There are numerous other factors such as the unseasonal weather that will have influenced it; performance in August has yet to be analysed; and the effect of the Games on other major attractions will only be known after the autumn Council meeting of the Association of Leading Visitor Attractions (ALVA), against whom we benchmark, later in September.

16. WORKPLAN (Pages 91 - 96)

This report presents the latest workplan for the Panel.

The Committee Administrator for this meeting is Jack Latkovic who can be contacted on 01225 394452.

**BATH AND NORTH EAST SOMERSET**

**ECONOMIC AND COMMUNITY DEVELOPMENT POLICY DEVELOPMENT AND SCRUTINY PANEL**

Thursday, 12th July, 2012

**Present:-** Councillors Ben Stevens (Vice-Chair), Patrick Anketell-Jones, Brian Simmons, Michael Evans, Manda Rigby and Ian Gilchrist

**15 WELCOME AND INTRODUCTIONS**

The Chairman, Councillor Robin Moss, sent his apology for this meeting. The Chair for this meeting only was taken by Councillor Ben Stevens who welcomed everyone to the meeting.

**16 EMERGENCY EVACUATION PROCEDURE**

The Democratic Services Officer drew attention to the emergency evacuation procedure.

**17 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Councillors Lisa Brett and Robin Moss had sent their apologies to the Panel. Councillor Ian Gilchrist was substitute for Councillor Brett.

**18 DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972**

Councillor Patrick Anketell-Jones declared personal and non-prejudicial interest in any agenda item that has Bath city centre mentioned in the report, in particular items from Economic Development, as he is owner of the shop located in Bath city centre.

**19 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN**

The Chairman informed the Panel that he agreed to include Cabinet Member update, from Councillor David Dixon, on the agenda for this meeting straight after confirmation of the minutes of last meeting.

**20 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING**

There were none.

**21 MINUTES OF THE MEETING ON 24TH MAY 2012**

The Panel confirmed the minutes of the previous meeting as a true record and they were duly signed by the Chairman.

Members asked that the Panel be kept up to date with the superfast broadband provision in Bath. According to Cabinet Member for Sustainable Development the Government put forward criteria for small cities broadband fund and it appears that Bath did not qualify under those criteria considering that Bath has only 38,000 residencies/dwellings (out of 45,000 required).

Members of the Panel also asked what Council's interest in Roman Bath Kitchen is. Councillor David Dixon (Cabinet Member for Neighbourhoods) replied that Council is a land owner of that site.

## **22 CABINET MEMBER UPDATE**

The Chairman invited Councillor David Dixon to give an update to the Panel (attached as Appendix 1 to these minutes).

The Panel asked the following questions:

Councillor Gilchrist and Councillor Anketell-Jones asked what needs to be done, or what criteria need to be fulfilled, to get the CCTV in particular areas and on particular locations

Councillor Dixon replied that the Council would need to assess the location need, what are the costs of installations and what are the expectations of having the CCTV in particular areas. The Council will also use evidence they currently have on particular area needs.

Councillor Simmons asked about the progress of looking at a new leisure centre for Keynsham and which sites were considered.

Councillor Dixon replied that the Council considered the site in Wellsway School and also around Ashton Way. Both of the sites will be subject of the feasibility costs before the decision is made. Nevertheless, the Cabinet is committed to maintain their plans for Keynsham regeneration.

Councillor Evans asked if the reason for not receiving £80,000 grant for the Community Safety is to finance the Police and Crime Commissioner (PCC) and what our future community safety role might be

David Trethewey (Divisional Director of Policy and Partnerships) responded that the specific grant received by the Council transfers to the commissioner, there are still some uncertainties about how the Councils responsibilities around Crime and Disorder reduction partnerships will develop in the light of the PCC.

Councillor Dixon also suggested that the Panel pay a visit to the new CCTV Control Room in near future.

The Panel **AGREED** to visit the new CCTV Control Room in near future.



It was also **RESOLVED** to note the update.

## **Appendix**

### **23 COMMUNITY SAFETY PLAN: HELPING VULNERABLE PEOPLE (30 MINUTES)**

The Chairman invited Sue Dicks (Community Manager Partnership Delivery) to introduce the report.

Sue Dicks took the Panel through the following priorities of the Community Safety Plan:

#### Increase protection of the most vulnerable victims of crime – domestic violence and abuse, sexual abuse and hate crime

Sue Dicks highlighted the work that Southside Family Project's Independent Domestic Violence Advisor (IDVA) Service did last year. They supported over 3,800 vulnerable people a year.

The Panel asked how we compare nationally, or West of England, on referral figures.

Sue Dicks replied that the service provision is excellent in comparison with other areas in Avon and Somerset. Sue Dicks said that she could provide national figures at the next meeting.

The Panel asked about the percentage of men who are victims of the domestic violence and abuse and hate crime.

Sue Dicks replied that 22% of victims are men and that the number is increasing. Sue Dicks said that there is a close working relationship with Sirona on this matter.

The Panel asked how many hate crimes are registered in a year.

Sue Dicks replied that fortunately the number is quite low and that is including universities, schools, etc.

Sue Dicks informed the Panel that she will soon meet with the partnership organisations about 'Safe Zones' for people with learning disabilities. Councillor Rigby suggested that Twerton Park should be included in the 'Safe Zones' area as well. Sue Dicks welcomed that suggestion.

#### Reducing antisocial behaviour – putting victims, witnesses and communities first

Sue Dicks informed the Panel that 21,000 calls, related to antisocial behaviour, were recorded last year with Police, Curo (previously known as Somer Housing Trust), and Environmental Services. The support is provided straight away to victims.

Councillor Simmons commented that he was involved, in his Ward Councillor capacity, in 3 antisocial behaviour cases and the response from the Community

Safety Team was quick and excellent. Councillor Simmons wished that the service continue to exist and do not disappear in near future.

#### Create a safe, strong and vibrant night time economy

Sue Dicks highlighted that Bath city centre gained a 'Purple Flag' award (the first one in the country) and the excellent work of Taxi Marshall Service. Taxi Marshall Service sees around 150,000 people home safely every year. They dealt with 421 incidents last year (between Sep 2011 and May 2012) out of which 82 needed Police intervention. The paramedics were also provided to free up A&E and out of 80 people treated, 77 did not need to go to A&E. Sue Dicks also highlighted the value of the Midsomer Norton Community Alcohol Partnership.

Councillor Rigby said that more people need to know about this good news because the perception from people is that Bath city centre is not the best place to be after certain hours.

Sue Dicks also highlighted partnership work with the British Transport Police and its positive effect on the night time economy.

#### Minimise harm from substance misuse

Sue Dicks highlighted the work of the Project 28 (local drug and alcohol treatment service for young people) and also River Water Safety campaigns (30 in total) which was promoted by the Panel. Project 28 is part funded through the Community Safety grant and part from different agencies.

#### Reduce crimes of local concern – tackling re-offending

Sue Dicks informed the Panel about the decrease in overall crime and that we are one of the first areas in Avon and Somerset where crime is reducing. Sue Dicks also highlighted the work of the multi-agency Integrated Offender Management Unit (locally known as IMPACT) that is based in Bath Police station. It started 18 months ago and it is tackling re-offending. Sue Dicks also mentioned successful launch of the 101 number which is the number to call Police in non-emergency.

#### Safeguard young people – prevent them becoming victims or perpetrators of crime

Sue Dicks highlighted the success of the Youth Offending Team Family Intervention Project and also the work of Student Watch in both Universities.

Sue Dicks reminded the Panel that the antisocial behaviour orders are still live until April 2013. The antisocial behaviour white paper: 'Putting victims first - more effective responses to antisocial behaviour' was laid before Parliament on 22 May 2012. Its aim is to sets out the government's plans to deliver on the commitment to introduce more effective measures to tackle antisocial behaviour. Sue Dicks said that she will keep the Panel informed about the future developments in this area.

It was **RESOLVED** to note the report and verbal update from Sue Dicks.

## 24 BATH AND NORTH EAST SOMERSET INDEPENDENT BUSINESS SECTOR STUDY (30 MINUTES)

The Chairman invited John Wilkinson (Economic Enterprise & Business Development Manager) to give the presentation.

John Wilkinson gave the presentation named 'Locally owned businesses in BANES' in which he highlighted the following points:

- Aims of the study
- Definition
- Headlines (1)
- Headlines (2)
- Headlines (3)
- Draft Conclusions
- Draft potential actions

*A full copy of the presentation is available on the minute book in Democratic Services.*

The Panel made the following points:

The Panel welcomed the information and good news in this area and asked if a press release was going to be issued.

John Wilkinson responded that nothing had been developed yet for the press because the research had only been received last Friday and there is a need for thorough analysis of information. In due course the press release will be issued because it is a good story.

The Panel commented that the creative industry seemed to be fastest growing industry and asked if that is because the sector is fast growing in general or because people who come here want to do business in that industry.

John Wilkinson replied that it is definitely a fast growing sector and there are far more opportunities and possibilities now than it was 10 years ago. John Wilkinson also said that he would like to think that there are also people who are choosing Bath because of its growing reputation for this sector. The great combination of the Universities, existing creative companies and quality of life, makes it particularly appealing as a business destination. The evidence shows that we are getting a higher proportion of these companies than one would expect for a place of this size.

The Panel asked if we are prepared to take those extra numbers of people interested in creative sector and whether there is the right infrastructure.

John Wilkinson replied that it is a top priority and there is on-going work in that area. The Council is aware that this is such a good opportunity for employment that we can't afford to miss it.

Some Members of the Panel suggested that because independent sector contribute so much to the economy some other Committees, such as Development Control Committee, should know about that.

John Wilkinson agreed with the view and said that there is a role for the other Committees and bodies to play on this area.

It was **RESOLVED** to note the report and presentation.

## **25 WORKPLAN**

It was **RESOLVED** to note the workplan with the following additions:

- Community Safety Plan: Student watch – September 2012
- Police Commissioner update – March 2013 (tbc)
- X-media Lab – September 2012 (tbc)
- River Corridor Group Scrutiny Inquiry Day Terms of Reference – September 2012

The meeting ended at 2.50 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**

**Cabinet Member update (Cllr David Dixon) for the Economic and Community Development Policy Development and Scrutiny Panel meeting on Thursday 12<sup>th</sup> July 2012**

**Community safety**

The new CCTV control room is now operational, and is being run now as part of the Contact Centre at Lewis House under Customer Services. The new control room has increased capacity on the system for more cameras and we are now looking at costing for new installations. I would strongly recommend a visit by panel and this can be organised through Ian Savigar.

We are also looking at the locations of Taxi Ranks for Bath City Centre in order to bring ranks nearer to where patrons are leaving the City centre, we have good support from the Taxi trade on this and we will be introducing new ranks at Milsom Street and Southgate and re-marking and looking at how to promote underutilised ranks at Walcot Street and George Street. It is envisaged that this will reduce the demand at Orange Grove and help with the on-going issues there.

We will continue to support the Bath BID with City Centre Marshalls and the new tender for this is due to go out soon.

**Leisure**

The Council is looking at a new leisure strategy. It is going to be focussed on the level of built facilities available. At present we have not been able to extend the contract with Aquaterra and we have to ensure that any future contract is focussed on what the future provision will look like. This includes the great progress being made looking at a new centre for Keynsham.

**Libraries**

We are still fortunate to be one of the only councils in the country to not have cut the number of libraries. The plans for the new Paulton hub are progressing well and I think that this will make a great pilot for future provision in other areas of the country. We have committed to keeping one mobile library vehicle on the road to deal with areas where very low but much needed demand exists. Officers are working well on the new Library Links and I am hopeful that we will have at least 3 links in place for March 2013 and 3 new community libraries on board.

Cllr David Dixon  
Councillor for Oldfield Ward  
Cabinet Member for Neighbourhoods  
Chair The Recreation Ground Trust

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<b>Bath &amp; North East Somerset Council</b>	
MEETING:	Economic and Community Development Policy Development and Scrutiny Panel
MEETING DATE:	27 September 2012
TITLE:	Community Safety Plan: 'Student Watch' – Bath Spa University and University of Bath
WARD:	ALL
<b>AN OPEN PUBLIC ITEM</b>	

## 1 THE ISSUE

- 1.1 In June 2010, Bath and North East Somerset's 'Student Watch' was launched by the Community Safety Partnership to strengthen students' safety awareness and, to reduce the risk of students becoming victims of crime.
- 1.2 This report invites the Panel to receive and ask questions of a presentation about how this scheme has progressed since 2010 and the outcomes it has achieved

## 2 RECOMMENDATION

The Panel is asked to agree that:

- 2.1 It receives a presentation on our approach to keeping students safe in Bath and North East Somerset, and identifies key questions for consideration
- 2.2 It identifies where further support can be generated by the Council and other agencies and opportunities for the Panel to influence

## 3 FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications directly arising from this report. Student Watch is managed within existing partner budgets.

## 4 THE REPORT

- 4.1 Student Watch aims to increase safety awareness amongst students living both in halls and private accommodation – where, for some, this will be their first time living away from home. The scheme adopts the same principles as 'Neighbourhood Watch' and is student-led. The "strapline" for the scheme is "**Students keeping Students safe**".
- 4.2 There are a number of reasons why students may be at risk of becoming victims of crime. For example, multi-occupancy is a particular risk factor for burglary. National statistics indicate that 1 in 3 students will become a victim of crime at some point during their stay at University.

- 4.3 Student Watch in Bath and North East Somerset has been initiated and developed by a core group of Student Volunteers involving Bath Spa University and the University of Bath Students' Unions. This has been supported by the Community Safety Team, Police, and the Student Community Partnership.
- 4.4 Students from the beginning expressed a wish to take full responsibility for this scheme and deliver safety messages tailored to student needs. The Council's Community Safety Team's commitment throughout has been to provide the support needed to make this possible.
- 4.5 This student-led approach has proved to be very successful and has established a greater impact than would public services delivering similar messages on their own. Students have utilised their exclusive communication networks to good effect , including:
- Campaigns and initiatives on the themes of personal and property safety – eg; personal safety at night, alcohol and drug awareness, and encouraging property marking and registration of laptops, cycles, mobile telephones etc
  - Using existing opportunities for student engagement- eg Freshers' and Refreshers' Fairs
  - Working with the Community Safety Partnership for specialist advice and guidance
  - Maximising communication opportunities within the Universities and in the wider community- eg, through use of Social Media
- 4.6 This approach has also led to student volunteers becoming directly involved in working with the Council, Police and Community Safety Partnership. This offers significant opportunities for future development of the scheme as well as strengthening the relationships between students and wider communities.

## **5 RISK MANAGEMENT**

- 5.1 The presentation relates to a number of agencies which have their own risk management processes relating to this work.

## **6 EQUALITIES**

- 6.1 Promoting equality and opportunity for all groups and individuals across the equality strands and promoting community cohesion is integral to this work. As highlighted in the report there are potential differential impacts of crime on students and this is reflected in this project.

## **7 CONSULTATION**

- 7.1 Divisional Director, Policy and Partnerships;

## **8 ISSUES TO CONSIDER IN REACHING THE DECISION**

- 8.1 *Social Inclusion; Customer Focus; Corporate; Other Legal Considerations (Section 17 and 115 Crime and Disorder Act 1998)*



## 9 ADVICE SOUGHT

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

<b>Contact person</b>	<b>Sue Dicks, Community Safety Manager - 01225 477415</b> <a href="mailto:Sue_dicks@bathnes.gov.uk">Sue_dicks@bathnes.gov.uk</a>
<b>Background papers</b>	Student Watch leaflet
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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# STUDENT WATCH

*Students keeping Students Safe*



Working in partnership to reduce the numbers of students who are victims of crime



Bath & North East  
Somerset Council



**Student Watch aims to increase safety awareness amongst students living in halls and private accommodation in the community, across Bath.**

Student Watch has been initiated and developed by a core group of Student Volunteers from Bath Spa University, Avon & Somerset Constabulary, B&NES Community Safety Team, Bath Spa University Students Union and The Student Community Partnership.

Student Watch will build on the strong foundations of the City of Bath being a safe and strong community.

**Students will keep students safe by:**

Running campaigns and initiatives about personal, home and property safety.

Using existing opportunities (eg Freshers and Refreshers Fairs) to reach students.

Creating a dialogue between students, the University and key partners on issues relating to home, personal and property safety.

Maximising communication opportunities within the University and in the wider community.

**For more information please contact:**

**Vice-President**

Communications & Campaigns Students' Union

Bath Spa University

Tel: 01225 875588

Email: [su-comms@bathspa.ac.uk](mailto:su-comms@bathspa.ac.uk)



**Through achieving our overall aim, we hope to reduce the numbers of students who are victims of crime.**

<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING:</b>	Economic and Community Development Policy Development and Scrutiny Panel
<b>MEETING DATE:</b>	27 September 2012
<b>TITLE:</b>	<b>Assets of Community Value- Update</b>
<b>WARD:</b>	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
NONE	

## **1 THE ISSUE**

1.1 This report updates the Panel on the progress in implementing the provisions of the Localism Act relating to assets of community value.

## **2 RECOMMENDATION**

The Policy Development and Scrutiny Panel is asked to agree that:

2.1 The update information contained in the report be noted

2.2 Members consider and comment on the guidelines for identifying assets which further the “social wellbeing or social interests of the local community” set out in Paragraph 4.13

2.3 Members note the work of the Resources Policy Development and Scrutiny Panel in relation to community assets

2.4 The outcomes of the Panel’s discussions are reported to October Cabinet as part of the report on this issue

2.5 The implementation of these provisions be monitored and a report be prepared following 12 months of operation

### **3 FINANCIAL IMPLICATIONS**

3.1 There are no direct financial implications arising from this report. However, there are financial implications arising from the implementation of these provisions, which relate to:

- Set-up costs – this has mainly required staffing resources within Policy and Partnerships and Property Services with the involvement of other services across the Council as required
- Ongoing management costs - this is dependent on scheme take-up but it is currently considered that this can be absorbed within current staffing budgets across relevant services
- Compensation arrangements- there are currently no estimates of the potential cost of operating the compensation scheme in Bath and North East Somerset as this will depend on a range of factors including take-up of the scheme, number of listed properties coming up for sale and the level of compensation determined in particular circumstances. The Government have stated that authorities will be indemnified to 2015 against any compensation claims over £20k (including a number of individual claims adding to more than £20k).

3.2 Cabinet allocated at its meeting of May 2012 a sum of £10k as a contingency for unresourced provisions of the Localism Act within the Community Empowerment Fund, This will be the first call for any specific additional resources required for implementation of the scheme. The Government have also stated that funding for the scheme will be made available to local authorities through “new burdens” but no further information is available on this at present.

### **4 THE REPORT**

4.1 The Panel at its March meeting received an update report on the Localism Act and resolved to request officers to provide regular updates on the provision of Localism Act, especially on issues that are within Panel’s remit. The Resources Policy Development and Scrutiny Panel received a report at their July meeting on the wider issue of the how the Council can engage local communities through its own community assets. An update report setting out examples of practice in other areas was presented to the Resources Panel on 17<sup>th</sup> September and discussions at that meeting will be reported to this Panel.

4.2 After some delay, the national regulations arising from the Localism Act on “assets of community value” have now been published. This provision places a duty on Councils, from October 12<sup>th</sup> 2012, to maintain a local register of such assets, using criteria laid down in the Act and regulations. Once an asset is placed on the register specific provisions apply when there is a proposal for sale in order to provide an opportunity for the community to prepare a “bid” for the asset. Assets of Community Value can be owned by public bodies (including the Council) or by private concerns.

4.3 A report will be presented to Cabinet on 10 October recommending the process to be adopted by the Council for implementing these provisions. In particular, the

Council will need to be clear on the process and criteria for placing assets on the register.

- 4.4 The Government's aim in introducing these provisions is to help local community groups to protect uses within buildings or land which are of importance to their community's social well-being. Councils must list a nominated asset if it considers that it furthers the social well-being or social interests of the community, or has done so recently and it is realistic to think that it will continue to do so. The asset will remain on the list for up to five years. If the asset still meets the definition after five years, it can be renominated and relisted
- 4.5 If the owner of a listed asset wants to sell it, Community Interest Groups (defined in regulations and including parish councils in the area the asset sits) will then have six weeks to lodge a non-binding expression of interest, in which case a window of opportunity of a further four and a half months-making a total of six months-will come into effect. This will give more time to prepare a Business Plan and raise the necessary capital. During this "window", the owner may market and pursue discussions about the sale of their asset but may not exchange contracts although the owner may sell to a community interest group during the moratorium period. At the end of the window, the owner will be free to sell to whoever they wish and for a "protected period" will not again be subject to delay. Entry onto the register of assets of community value will be a land charge and non-compliant sales will be ineffective.
- 4.6 There is a compensation scheme enabling owners to claim for costs or loss incurred as a direct result of any delay in sale due to compliance with the procedures, which is understood to include the result of the delay itself and also any changes in values caused directly by the delay. There is also a right of internal officer review of a compensation decision and of appeal to an independent tribunal on a point of law against the review decision.
- 4.7 Although the asset owner is ultimately free to sell to any party at any price (so long as the process is followed), this does give an opportunity to local groups to bid to own local facilities and as such links well with the Council's overall approach to localism, engagement and community assets. In addition, it should be noted that change of use whilst the property remains in the same ownership is determined by planning policy, not by the assets of community value provision.
- 4.8 The key initial duty on the Council is to establish, maintain and publicise the List of Assets of Community Value as well as a list of assets where nominations have not been successful. If the nominated asset meets the statutory definition of an asset of community value, as set out below, the local authority must list it. An asset is one of community value if "in the opinion of the authority—

(a)an actual current use of the building or other land that is not an ancillary use furthers the social wellbeing or social interests of the local community, and

(b)it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

OR

(a) there is a time in the recent past when an actual use of the building or other land that was not an ancillary use furthered the social wellbeing or interests of the local community, and

(b) it is realistic to think that there is a time in the next five years when there could be non-ancillary use of the building or other land that would further (whether or not in the same way as before) the social wellbeing or social interests of the local community.”

4.9 In determining whether a nominated community asset should be listed, the Council will therefore need to consider

- (1) The detailed provisions of the Act and subsequent regulations.
- (2) Its general duty to take all and only relevant matters into consideration when making its decisions

4.10 There are a number of “technical” criteria which must be met for a nominated asset to be considered for listing. These include:

- The nominating body must be a voluntary/community body or parish council with a “local connection”
- The use must not be an exempt one- eg residential, statutory undertakers’ assets

4.11 The Government have been clear that where the Act and regulations allow discretion it is for the local authority to decide how the scheme will work in its area. Particular areas of discretion include:

- (1) The definition of “recent past” – the Government have stated that “ ‘recent’ might be viewed differently in different circumstances”. Officers are recommending that a consistent definition for this time period for Bath & North East Somerset be adopted as “within the last 3 years”
- (2) The definition of “non-ancillary” use – ie that the use is not simply “supporting” a wider use
- (3) The assessment of how realistic the opportunity is for the use to continue (albeit in a different way)- this may include consideration of the “fitness for purpose” of the asset for its current use in the future

4.12 The Council has discretion as to what the key criteria relating to furthering the “social wellbeing or social interests of the local community including cultural, sporting or recreational interests”, so long as it meets the Act and regulations and acts in accordance with general public law principles and applies relevant factors.

4.13 it is recommended therefore that guidelines be adopted so that officers can “score” nominations to assess whether they further social wellbeing or social interest. This will use evidence submitted from the applicant, by the owner/occupier of the land or parish council in response to notification and information and evidence held by the Council, including discussions with relevant service areas such as Planning Services. The views of local ward councillors will also be fed into this. The use of these criteria is designed to allow for a degree of consistency of approach whilst recognising the differing contexts, needs and



settings of community assets in our communities. The suggested guidelines are set out below:

Criteria	Example Evidence	Weighting
<p><b>C1. Who</b> benefits from the use?</p> <p>Does it meet the social interests of the community as a whole not simply the users/customers of the specific service?</p> <p>Who will be impacted if the usage ceases?</p>	<ul style="list-style-type: none"> <li>• Policies/approach of organisation using the asset</li> <li>• Numbers of users/members/customers</li> <li>• Testimonials of service provided/outcomes</li> <li>• Accessibility of asset (eg DDA compliance)</li> <li>• Equalities impact</li> <li>• Number of volunteer hours drawn in by the facility</li> <li>• Equalities impact</li> <li>• Positive impacts on health and wellbeing</li> <li>• Positive impact on local natural environment and wildlife</li> <li>• Positive impact on cultural, sporting or recreational activities</li> <li>• Involvement in the community in running/managing it</li> </ul>	25%
<p><b>C2. What aspect of the usage can be related back to a social outcome in the Council's Policy and Budget framework?</b></p>	<ul style="list-style-type: none"> <li>• What services has the asset delivered to the community?</li> <li>• Are these services referred to in the following? <ul style="list-style-type: none"> <li>○ Sustainable Community Strategy</li> <li>○ Corporate Plan</li> <li>○ Local Development Framework</li> <li>○ Local Transport Plan</li> <li>○ Joint Strategic Needs Assessment</li> <li>○ Other plans/policies.</li> </ul> </li> </ul>	25%
<p><b>C3. Why is the usage seen as having social value in the context of the community on whose behalf the application is being made?</b></p>	<ul style="list-style-type: none"> <li>• Impacts on community pride, cohesion and sense of place- eg hosting community-wide events</li> <li>• Contribution of the usage to the specific community - eg to helping accessibility of services in that community</li> <li>• Positive impact on sustainable living</li> <li>• Positive impact on specific local communities and areas of need</li> <li>• Rural/urban differential impacts</li> </ul>	25%
<p><b>C4. How strongly does the local community feel about the usage as furthering their social interests?</b></p>	<ul style="list-style-type: none"> <li>• Evidence supplied by local stakeholders to support the nomination request- eg surveys, petitions etc</li> <li>• Evidence of soundness of process for gathering community feedback and views.</li> <li>• Reference to and evidence from Parish Plan/Community Plan or other local document as to the importance of this asset locally</li> <li>• Evidence from elected representatives including B&amp;NES elected members</li> </ul>	25%

4.14 It is recommended that a minimum score of 55% will be required for this aspect of the process. In addition, nominations will need to demonstrate that it is realistic

to think (for “current” uses) there will continue to be social use of the building or other land or (for “recent” uses) that it is realistic to think that there will be community use again within the next five years.

4.15 It is proposed that the Divisional Director Policy and Partnerships would use all this evidence to make the decision within 8 weeks of the nomination being made and enter this onto the public decision register. A list of both successful and unsuccessful nominations will be made available through the Council’s website, as will nomination form and guidance notes. An owner will have the right to request a review of a decision to list a property within 8 weeks and for the review to be determined within 8 weeks (unless otherwise agreed with the owner). The provisions require that the review be undertaken by a senior officer not involved in the initial decision. The owner will have the right to request an oral hearing and to be represented. There is a right of external appeal by an owner who is dissatisfied with the outcome of an internal review. This is will be heard at an independent tribunal.

4.16 This is new legislation and the interpretation of some provisions may only be clarified by subsequent case law. It will be important therefore that those administering the scheme are given the flexibility to amend it to react to emerging regulations and case law. It is also recommended therefore that a review and analysis of the scheme take place following the 12 months of operation

4.17 As well as being responsible for notifying owners and occupiers of listings and receipt of notices, the Council will be required to publicising the possible sale of a listed asset in case of a “relevant disposal” (the sale of the freehold, or the grant or assignment of a lease for 25 years or more, but only where the disposal will give the new owner 100% vacant possession). Some disposals are exempt, including transfer through gift, within a family, inheritance, or where the listed community asset forms part of a larger estate. Owners will be entitled to claim compensation for loss or expense directly caused by operation of the moratorium procedures required by the scheme and it is proposed that the Divisional Director Property Services determine applications for compensation.

## **5 RISK MANAGEMENT**

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## **6 EQUALITIES**

6.1 An EqIA has not been completed on this report but has been completed for the recommended approach and no impacts on equalities strands have been identified. The Government’s own EqIA for this aspect of the Localism Act identified that “there are no foreseeable adverse impacts on any single equality group.

6.2 However, it is considered that the exercise of discretion by the local authority is a result of the new provision requires that transparent guidelines be introduced to reduce the possibility of differential impact. Equalities considerations have also been built into the suggested guidelines for assessing social value. In addition, the Council will help support groups and communities who need the most assistance to take advantage of the new community right. A number of

presentations have been made to local partnership groups on the new community rights and the Council is contributing to a training event organised by the B&NES Local Councils Association on the provisions of the Localism Act.

- 6.3 It is also recommended that the process agreed for listing of assets in Bath & North East Somerset be reviewed after 12 months of operation and an analysis of impacts be undertaken.

## 7 CONSULTATION

- 7.1 Consultation in this report has taken place with the Chair and Vice-Chair of the Panel, the Strategic Director - Resources and the Divisional Director, Policy and Partnerships

## 8 ISSUES TO CONSIDER IN REACHING THE DECISION

- 8.1 *Social Inclusion; Customer Focus; Sustainability; Property; Corporate; Other Legal Considerations*

## 9 ADVICE SOUGHT

- 9.1 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.

<b>Contact person</b>	Andy Thomas, 01225 394322
<b>Background papers</b>	<a href="#">Assets of Community Value (England) Regulations 2012</a>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

## **APPENDIX Background and Briefing Materials relating to Community Asset Transfer and Assets of Community Value**

### **1. Localism Act and Assets of Community Value**

[Bath & North East Somerset Council Quick Guide to the Localism Act](#)

Locality Website- [community right to bid](#)

### **2. Supporting materials and information relating to Community Asset Transfer**

[“Making Assets Work”](#)- the Quirk review

[Asset Transfer Unit](#)

Asset Transfer Unit – [Example Asset Transfer Strategy](#)

[Multiple Asset Transfer Programme](#)

[Community Organisations Controlling Assets: A Better Understanding](#) (Summary of report from Joseph Rowntree Foundation)

### **3. Examples of Asset Transfer Policies from other Councils**

[Bristol City Council](#)

[Ashfield District Council](#)

[Portsmouth City Council](#)

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<b>Bath &amp; North East Somerset Council</b>	
MEETING:	Economic & Community Development Policy Development and Scrutiny Panel
MEETING DATE:	27 <sup>th</sup> September 2012
TITLE:	Scrutiny Inquiry Day: The River Corridor report
WARD:	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
<ol style="list-style-type: none"> <li>1. Summary of a Single Day Inquiry</li> <li>2. Terms of Reference for Scrutiny Inquiry Day</li> </ol>	

## 1. THE ISSUE

- 1.1 In late 2010 the Council, acting through the Cabinet member for Economic Development at the time, Councillor Terry Gazzard and the Strategic Director, Development & Major Projects John Betty invited several people with relevant skills and experience interested in the future role of the River Avon to advise the Council on how its potential as a force for regeneration might be achieved. The River Corridor Report was completed in June 2011 by the River Corridor Group. The report covers a whole range of issues relating to the river but is primarily focused on how a range of agencies can work together to improve the river and increase employment along the river corridor in B&NES
- 1.2 The report and findings were taken to the Economic & Community Development Panel meeting in May 2012 (*as the nominated lead PDS Panel for the report*) and asked to undertake its review in its Policy Development role to advise Cabinet on future decisions (if any) with regard to the RCG Reports recommendations. At the meeting it was agreed that the best approach would be to defer the response to Cabinet on the best ways to move the recommendation's forward until a special meeting (*Scrutiny Inquiry Day*) was arranged which could thematically condense the report so the Panel could give the adequate scrutiny to each theme and invite all of the interested and key stakeholders to the meeting.
- 1.3 It has been proposed that the Panel may wish to undertake this in the form of a 'Single Inquiry Day'.
- 1.4 A Single Inquiry Day is one of the most effective mechanisms for the scrutiny of a single topic. This meeting would combine presentations about the current situation with informal discussion groups and finally producing recommendations at the end of the inquiry day for the relevant Cabinet Members.

## **2 RECOMMENDATION**

The Economic and Community Policy Development & Scrutiny Panel is asked to:-

- 2.1 Note the Terms of Reference and agree the proposal to have a joint Scrutiny Inquiry Day investigation
- 2.2 Confirm that Councillors Anketell-Jones, Moss and Stevens from the Panel will act as key contacts for the co-ordination of the Single Inquiry day
- 2.3 To make any initial suggestions for invitations to the Inquiry Day

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The enquiry day will be conducted within the resources available to the Economic & Community Development Panel.

Part of the objectives of the meeting will be to identify the financial implications of the proposed options/ models identified.

## **4 THE REPORT**

- 4.1 The draft Terms of Reference details the purpose and key objectives of undertaking a Scrutiny Inquiry Day investigation into the river corridor report.

## **5 RISK MANAGEMENT**

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

A detailed risk assessment will be undertaken as part of the final agreement of the Terms of Reference for the Scrutiny Inquiry Day.

## **6 EQUALITIES**

- 6.1 Equalities issues were considered by the Panel as part of their work in formulating the scope of this proposed investigation.

## **7 CONSULTATION**

- 7.1 *Policy Development & Scrutiny Panel; Cabinet Member; Other B&NES Services; Stakeholders/Partners; Section 151 Finance Officer; Monitoring Officer.*

- 7.2 Consultation has happened with relevant Service Officers. More detailed consultation will take place with partner organisations and local businesses during the course of this investigation.

## **8 ISSUES TO CONSIDER IN REACHING THE DECISION**

- 8.1 *Customer Focus; Sustainability; Property; Young People; Human Rights; Corporate; Health & Safety; Impact on Staff; Other Legal Considerations (*



*representation and advice will be sought due to the overlap of complex stakeholder issues/ responsibilities at the meeting)*

## **9 ADVICE SOUGHT**

9.1 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.

<b>Contact person</b>	<i>Donna Vercoe – Policy Development &amp; Scrutiny 01225 396053 Lauren Rushen – Policy Development &amp; Scrutiny 01225 396410 Robin Moss – Chair of the ECD Panel (Robin_Moss@bathnes.gov.uk) Ben Stevens – Vice Chair of the ECD Panel (Ben_Stevens@bathnes.gov.uk)</i>
<b>Background papers</b>	<i>River Corridor Report (Minutes and attached Report and Appendices is available 24<sup>th</sup> May 12 ECD Panel (Intranet)</i>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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## **Economic and Community Development & Policy Development and Scrutiny Panel**

### **THE RIVER CORRIDOR REPORT**

#### **SCRUTINY INQUIRY DAY**

Date: 31<sup>st</sup> October

Room: The Guildhall, Banqueting room

*This meeting is a public meeting, though members of the public must submit any statements in advance of the meeting – outcomes will be presented to the next public meetings of the Economic and Community Development on (date TBC)*

#### **Background**

In late 2010 the Council, acting through the Cabinet member for Economic Development at the time, Councillor Terry Gazzard and the Strategic Director, Development & Major Projects John Betty invited several people with relevant skills and experience interested in the future role of the River Avon to advise the Council on how its potential as a force for regeneration might be achieved. The River Corridor Report was completed in June 2011 by the River Corridor Group (*comprising of people with related professional disciplines, such as ecology, sustainability, regeneration, transportation, or decades of experience in managing or using waterways, together with Council Member representation from the two main political parties.*) The report covers a whole range of issues relating to the river but is primarily focused on how a range of agencies can work together to improve the river and increase employment along the river corridor in B&NES

The report and findings were taken to the Economic & Community Development Panel meeting in May 2012 (*as the nominated lead PDS Panel for the report*) and asked to undertake its review in its Policy Development role to advise Cabinet on future decisions (if any) with regard to the River Corridor Group Reports recommendations. At the meeting it was agreed that the best approach would be to defer the response to Cabinet on the best ways to move the recommendation's forward until a special meeting (*Scrutiny Inquiry Day*) was arranged which could thematically condense the report so the Panel could give adequate scrutiny to each theme and invite all of the interested and key stakeholders to the meeting.

An informal meeting was then held at the beginning of July with key service officers and the Chair & Vice Chair of the ECD Panel and the Chair of the River Corridor Group to help shape the form of the Scrutiny Inquiry Day.

#### **Purpose**

The purpose of the scrutiny inquiry day will be to review the recommendations contained within the River Corridor Report which focus on the potential of the River Avon to unlock the economic activity and wealth compatible with elements of cultural, social and environmental value.

## Outcome

The outcomes of the day will be to:-

1. identify the best sustainable and regenerative ways of taking forward the suggested options and ideas contained within the report
2. develop a joint and consistent approach that is shared and understood between key stakeholders.
3. inform the vision for a future Council River Strategy which places a higher social, environmental and cultural value to the river.
4. ensure the Council and key stakeholders are at the centre of the reshaping of the river corridor.

## Key Objectives

To develop a shared approach which will take the river corridor report from a conceptual idea to a reality which would:-

1. highlight who needs to be involved and engaged with the process to help focus established interest and to understand the broader corporate implications / priorities in delivering the recommendations
2. to inform the Cabinet of the best options/ models available to achieve the RCG Reports recommendation's through building a body of evidence which demonstrates the current and future demands from the community/businesses/other local authorities/quangos etc. to move this forward.

## Scope

The River Corridor Group will condense its recommendations down into 5 thematical groups which will be evaluated and discussed at the meeting. This will help focus the meeting and manage the large stakeholder engagement on the day.

The focus of the day will be to identify:-

1. What work has the River Corridor Group already done and what were the issues raised?
2. Identify the river stakeholders/ organisations (including the Council) and their roles
  - i. now and for the future. ( Including key developments/ projects)
  - ii. What obligations/ interest do they each have to offer?
  - iii. Note: The Panels prior knowledge of recent issues of River safety will be considered
  - iv. Examine whether the report aligns with the Councils Corporate agenda and Service delivery plans?
3. The future/Strategy and how it can be delivered (in light of the Council and partners role)
  - i. Consideration will be given to each of the options/ models identified and are available such as establishing a River Corridor Trust or Community Enterprise body to take ownership of moving the recommendations forward.
  - ii. Examination of the funding options available for each

## Approach

## Final Version

The ECD Panel will take the lead in co-ordinating the Scrutiny Inquiry Day, however it has been recognised that the subject area under investigation overlaps within other Panel remits, particularly the Housing & Major Projects Policy Development Panel and Planning Transport & Environment Panel. The ECD Panel will therefore keep these Panels regularly informed of developments and will also be invited to attend the Scrutiny Inquiry Day.

The Panel will request for written submissions at least 5 days before the event to try to avoid duplication and to ensure that everyone has the opportunity to engage in the event.

### Exclusions:

The primary purpose of the day, as stated, is to look at the economic regeneration of the river and therefore while the day will give consideration to many of the wider elements of the River Avon it will not be an opportunity to discuss detailed issues such as:-

- detailed environmental and climate change issues such as; water quality / catchment area issues, and flooding of Bath
- The SID will not be an opportunity to raise individual planning issues or rules and responsibilities of the river but about the Economic opportunities & benefits that it creates
- Those individuals who live on Boats and the rules and regulations surrounding this

### Outline of the Day (draft)

- What work has already been done on this? Presentation by the River Corridor Group Report on key findings and issues (set the scene)
- Best Practice examples: Presentations/ Speakers and good practice/industry experts, with Q&A opportunity (confirm these)
- What work has already been developed since the production of the River Corridor Group Report was produced.
- What's the role of Key stakeholder's: Facilitated workshops to:-
  - A. Examine the roles/ interest/ obligations of the different stakeholders and organisations in relation to each of the recommendations ( Can be broken down into 5 individual round table sessions)(Including: Brief on written submissions/ roaming mic)
- *Networking lunch*
- Round up of First Session Findings
- What future options are available and achievable?: Facilitated workshops to:-
- Identify the recommendations the council would like to take forward:-
  - A. Examining the different models and options available to achieve the above and
  - B. Formulate a joint approach to be delivered to Cabinet
- Round up and next steps

### Attendees

*(Please note a full communications plan will be developed therefore the below only provides a draft list of some of the key stakeholders that will be invited to engage at the Scrutiny Inquiry Day)*

#### *Members of the ECD /HMP/ PTE Panels*

*Cabinet Members, Cherry Beath (Sustainable Development), Paul Crossley (Leader of the Council), David Bellotti (Community Resources)*

*Service Directors Officers from relevant departments within Council (Developmental & Regeneration, Planning & Transport, Tourism Leisure & Culture, Environmental Services, Property Services) will also include an open invite to the Chief Executive and all Strategic and Divisional Directors to help to identify what each department are currently working on to link with the Councils Corporate objectives.*

*Relevant stakeholders include;-*

The River Corridor Group

Final Version

West of England LEP

Statutory & Regulatory Bodies ( Environment agency, Natural England, British Waterways, Inland Waterways, Wessex Water etc)

Regional & local Business Community (Buro Happold, Residents/ Residents Associations, Arts & Culture, local University's

Special Interest Groups ( Bath Preservation Trust, World Heritage Site Consultation Committee, Bath renewables Group, Transition Bath, Bath & Britsol Initiative.

Best practice examples: Thames/ Kennet, Avon Canal Trust, Avon Valley Park/ Limpley Stoke Marina, Minerva and/or other examples to be identified.

Waste: Severn Waste Recycling Company Mead – Broadmead lane

Major landowners/ Developers (Town & Parish Councils, Neighbouring Local Authorities, Sainsbury's Green park (New Development Plans) Bath Western Riverside Developers, Bath Quays South

### Draft Timescales

The planning and preparation for the Scrutiny Inquiry Day will take a minimum of 3 months looking at an event date to be agreed around the end of October or beginning of Nov. This would allow for a report of findings/ outcomes to be delivered to the ECD November Panel meeting and to Cabinet in December-January.

### Enquiries

For further information, contact:

Chair of ECD Panel-

Vice Chair of ECD Panel

Policy Development & Scrutiny

Policy Development & Scrutiny

Councillor Robin Moss

Councillor Ben Stevens

Donna Vercoe

Lauren Rushen

[Donna\\_Vercoe@bathnes.gov.uk](mailto:Donna_Vercoe@bathnes.gov.uk)

[Lauren\\_Rushen@bathnes.gov.uk](mailto:Lauren_Rushen@bathnes.gov.uk)

<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING:</b>	Economy and Community Development Policy Development and Scrutiny Panel
<b>MEETING DATE:</b>	27 <sup>th</sup> September 2012
<b>TITLE:</b>	BDUK – Connecting Devon and Somerset Broadband Project
<b>WARD:</b>	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
None	

## **1 THE ISSUE**

1.1 The Connecting Devon and Somerset programme is led by Devon and Somerset County Councils in partnership with Bath and North East Somerset, North Somerset, Plymouth and Torbay Councils. It aims to provide 100% broadband coverage of at least 2Mbps with a minimum of 85% superfast broadband at 24Mbps by 2015 and superfast broadband for all by 2020.

## **2 RECOMMENDATION**

The Economy Community Development Policy Development Scrutiny Panel is asked to:

2.1 Note the contents of this report for information.

## **3 FINANCIAL IMPLICATIONS**

3.1 In January 2012 Cabinet agreed a capital contribution of £690,000 to the Connecting Devon and Somerset project over 3 years 2012/13 to 2014/15.

3.2 This secures a contribution of £690,000 from the Department of Culture Media And Sport's BDUK fund direct to the project.

3.3 This allows for match funding of £1,380,000 from a private infrastructure provider also direct to the project.

3.4 £179,000 European Regional Development Fund (ERDF) revenue funding for Demand Stimulation and Skills Uplift has also been secured, this goes directly from ERDF to the project.

3.5 In February 2012 the Chief Executive agreed a Council revenue contribution totalling £175,000 over three years for project management to the Connecting

Devon and Somerset project from the Revenue Budget Contingency Reserve. This goes direct to the project.

3.6 B&NES Officer time is provided from core Economic Development budgets.

## **4 THE REPORT**

### **THE INVITATION TO TENDER**

4.1 The Connecting Devon and Somerset superfast broadband programme launched its procurement process on 2<sup>nd</sup> July 2012. This followed the completion of work to deliver a National Framework of suppliers, with two bidders, BT and Fujitsu Telecom, signing an agreement in London.

4.2 BT and Fujitsu were invited to tender for the Connecting Devon and Somerset contract to deliver the infrastructure for superfast broadband across the area. Both companies signed up to the National Framework following a lengthy procurement process, however Fujitsu have withdrawn from the bidding process following a public statement that they will not be submitting bids to any of the national publicly-funded opportunities.

4.3 The BT bid is due for submission on 31<sup>st</sup> August 2012. The Connecting Devon and Somerset project is committed to ensuring that a successful bid from BT would deliver excellent value for money.

### **DEMAND REGISTRATION**

4.4 The Connecting Devon and Somerset project is registering demand for improved broadband from residents and businesses via their website [www.connectingdevonandsomerset.co.uk](http://www.connectingdevonandsomerset.co.uk)

4.5 This information will be provided to the infrastructure providers and will inform their decisions about where to invest further.

### **STATE AID**

4.6 State aid is a European Commission term which refers to forms of assistance from a public body or publicly-funded body, given to undertakings engaged in economic commercial activity on a selective basis, with the potential to distort competition and affect trade between member states of the European Union.

4.7 Connecting Devon and Somerset must have a state aid notification approved by the European Commission before public monies can be spent on superfast broadband.

4.8 The formal consultation has been launched that will form an important part of the state aid notification.

4.9 The consultation, launched 3rd March 2012, sets out where it is currently known that superfast broadband will be provided over the next 3 years and where under



state aid rules, the Connecting Devon and Somerset Programme can intervene to increase superfast coverage. The outcome of the State Aid process has not yet been announced but resolution is expected by the end of September 2012.

## **DEMAND STIMULATION AND SKILLS UPLIFT**

4.10 The demand stimulation and skills development programme will motivate and equip consumers, communities and businesses with the desire and the right skills to fully adopt broadband and to use ICT in order to achieve maximum economic development impact. It comprises a significant targeted promotional campaign, a community support programme, a business support programme and a skills development programme covering businesses, consumers and public service users.

4.11 Businesses will be targeted through

- Business transformation mentoring to provide bespoke and tailored advice
- Interactive business animation events targeted at sectors and areas facing particularly strong skills, knowledge and confidence gaps
- Peer to peer support using business associations, sector networks and business support intermediaries such as banks and accountants
- Skills development workshops
- A promotional campaign.

4.12 Communities and residents will be targeted through:

- Community champions giving trusted advice and helping other members of their community gain confidence
- Interactive community animation events targeted at those which face particularly strong skills, knowledge and confidence gaps.
- A programme of support, expert advice and a toolkit to support those communities who wish to develop their own community broadband hubs
- A skills development programme to equip basic adopters with the skills needed to utilise better broadband
- a promotional campaign across the area.

## **SURVEY RESULTS**

4.13 A survey of 8,170 businesses and residents across the Connecting Devon and Somerset area has been undertaken.

- 4,470 telephone interviews were conducted with residents. Of these 73% had a broadband connection, a figure that is very close to the national average of 76% (Ofcom Q4, 2011)
- Only 3% of broadband users questioned during the survey already had what could be considered to be a superfast connection reflecting the relatively low penetration of the technology across the project area
- 3,699 businesses took part in the telephone survey. Of these, 19% of businesses said they do not currently have a broadband connection. The majority of these felt it was not needed for their business
- 62% of residents and 59% of businesses with a connection stated they needed faster broadband (a total 16,911 residents and businesses across the programme area)
- During the survey respondents were asked to do an online speed check, 27% of residents and 25% of businesses currently experience speeds of less than 2Mbps. Currently 5,598 businesses and residents have told us they are experiencing this level of service
- 54% of residents and 54% of businesses experience speeds of between 2 and 8 Mbps
- For those with a measured connection speed of less than 4Mbps (Nearly 50% of all broadband users) the demand for a faster service was very significantly higher at nearly 80%

Figures for B&NES are not being published at this time.

## **TIMETABLE**

4.14 The award of the Devon and Somerset broadband partner contract is expected in late 2012.

4.15 The business and community skills campaign will be launched early 2013.

4.16 The deployment and roll out schedule will be announced Jan / February 2013.

## **5 RISK MANAGEMENT**

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

5.2 The Service maintains and regularly reviews a risk register aligned with corporate requirements.

5.3 There are a number of Risks associated with the Programme and these have been acknowledged in the Local Broadband Plan. A Risk Log for the Programme is owned by the Connecting Devon and Somerset Programme Manager and this is

reviewed at each Programme Board meeting. Responses to some of the key risks of the Programme are commercially sensitive and are not in the public domain.

## 6 EQUALITIES

6.1 Through the Connecting Devon and Somerset broadband project there are some real opportunities to:

- Reduce the inequality of service generally experienced by those living in more rural areas than those living in more urban areas;
- Improve communities' ability to use the internet to access public service information, work from home if travel is difficult, develop their businesses, use distance learning materials, and so on;
- Ensure more vulnerable communities and groups, such as older people, can receive help to access better internet services which might for example help to support them in dealing with health issues.

## 7 CONSULTATION

7.1 During the course of the project so far there has been consultation and involvement with *the Cabinet Member; Parish Councils; Overview & Scrutiny Panel; Service Users; Local Residents; Community Interest Groups; Stakeholders/Partners; Section 151 Finance Officer; Chief Executive; Monitoring Officer*

7.2 This consultation and involvement has been carried out through surveys, meetings and email.

## 8 ISSUES TO CONSIDER IN REACHING THE DECISION

8.1 *Social Inclusion; Customer Focus; Sustainability; Human Resources; Young People; Human Rights; Corporate;*

## 9 ADVICE SOUGHT

9.1 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.

<b>Contact person</b>	Anna Garner 01225 477 748
<b>Divisional Director</b>	Jeremy Smalley 01225 477 822
<b>Background</b>	Report to Cabinet 11 <sup>th</sup> January 2012, Connecting Devon and

<b>papers</b>	Somerset.
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<b>Please contact the report author if you need to access this report in an alternative format</b>
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<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING:</b>	Economy and Community Development Policy Development and Scrutiny Panel
<b>MEETING DATE:</b>	27 <sup>th</sup> September 2012
<b>TITLE:</b>	X Media Lab
<b>WARD:</b>	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
None.	

## **1 THE ISSUE**

1.1 X Media Lab – the international digital media conference took place on 16<sup>th</sup> March 2012 with the theme of Digital Entertainment: Media Music Mobility.

Alongside the conference programme ran an expo to showcase the best of Bath businesses who are leading the way in terms of cutting edge technology.

“The Lab” took place Over 2 days at Real World Studios in Box. It comprised 18 selected companies working directly with their selected Lab mentors on their own project ideas and the opportunity to explore partnerships and business opportunities with other Lab participants.

X Media Lab conference, expo and lab were part of the Bath Digital Festival 2012 - a week long series of events that took place across the city. The events included OpenMIC, the Big M, a Hack Day, BathSPARK Awards, ‘Web for the Terrified’, ‘Coding for Kids’ and ‘GovWest’ focussing on digital work within the public sector.

## **2 RECOMMENDATION**

The Economy and Community Development Policy Development and Scrutiny Panel is asked to agree to:

2.1 Note the contents of this report for information

2.2 To endorse the approach set out in 3.4 whereby next steps include exploring alternative delivery models and core sponsorship, such that the Council may make a fixed contribution but is not required to underwrite the project.

### 3 FINANCIAL IMPLICATIONS

3.1 The total cost to the Council of XMedia Lab, the expo and Bath Digital Festival was c £144k to deliver the outputs and outcomes set out in sections 4.4 and 4.5.

#### ANTICIPATED FUTURE COSTS AND DELIVERY:

3.2 The total cost to re-run X Media Lab, the expo and the Bath Digital Festival is anticipated to be similar to 2012 at c £144k.

3.3 However, there is no secured funding or budget to deliver X Media Lab 2013 or the Bath Digital Festival and a commitment to re-run the event with support from the Council would be subject to the normal Council budgeting processes.

3.4 Next steps include discussions with X Media Lab about alternative delivery models and discussions with the Universities and the business community about core sponsorship.

### 4 THE REPORT

4.1 The primary objectives of X Media Lab were to:

- Support growth in our economy by showcasing and connecting the regions creative potential to a global market
- Position the world heritage city of Bath at the cutting edge of digital enterprise.

335 delegates attended the conference with 10% attending from outside the UK.

4.2 The Expo comprised 3 zones:

- A stand area for 25 interactive projects from businesses and the universities
- 'Play Area' showcasing apps / websites of local businesses through series of iPads / play opportunities
- Wall projections showcasing the best of Bath tech/creative businesses including live animation and film production.

4.3 Bath Digital Festival estimate that overall 2700 participants took part in 28 events.

#### 4.4 TANGIBLE VALUE

- Bath has secured the Explay Festival and National Games Awards 2012. This is a major story for B&NES as we have secured the event ahead of Plymouth, Bournemouth and Bristol, clearly demonstrating Bath's growing reputation as a centre for digital and creative businesses
- **#xmlbath2012** trended worldwide on twitter on Friday 16 March. This means it was determined one of the 'hottest emerging topics of discussion on Twitter'. For a conference on digital media this is particularly significant
- A number of companies attending the Labs have reported valuable outcomes from their engagement with the programme, including companies who have secured new investment, who are launching new companies or who have gained a new global perspective on the value and potential of their business
- Jeff Gomez, President of Starlight Runner, one of the world's leading transmedia producers of films such as Avatar, Transformers and Pirates of the Caribbean has become engaged in the process to establish a new more competitive identity for the

City of Bath. Jeff and his team reviewed the Bath vision, our strategies and the brief for the competitive identity project and has given our lead officer a mini-masterclass in how Starlight approaches the identity process. He is also keen to stay involved as the work progresses

#### 4.5 INTANGIBLE VALUE

- Placing Bath firmly on the map for Creative and Digital Media
- The international profile, with speakers from Beijing, Bangalore, Los Angeles, New York, San Francisco, Santa Barbara and Toronto with the involvement of individuals from corporations such as MTV, Starlight Runner, YouTube and Sony
- The international profile with delegates from Amsterdam, Malmo in Sweden, Sydney and Auckland
- Raising the profile with Government through the involvement at the VIP launch event and the opening of the conference by Ed Vaizey, MP and Minister for Culture, Communications and Creative Industries
- High-level networking opportunities with Senior Executives from Future, Double Negative, Fujitsu, Catalyst Venture Partners, MTV, European Broadcasting Union, Realworld Studios, Media Innovation Network, the Dutch national public broadcaster and Sweden's Media Evolution
- The identification and promotion of world-class digital media projects being developed within B&NES including
  - Artolo – an online platform for the sale, sharing and resale of artists work [www.artolo.com](http://www.artolo.com)
  - The Alphasphere – a new, truly innovative and remarkable, spherical musical instrument for modern musicians to program, play and produce any kind of music [www.alphasphere.com](http://www.alphasphere.com)
  - Art at the Edge – an augmented reality project promoting Bath's Heritage and a sculpture trail in Bath. Augmented Reality involves using an App, downloaded on to smart devices like iphones, ipads to introduce an experience into the space between your eyes and the object you are viewing through the device. These experiences can be all sorts of things such as illusions, holograms, information labels, sound effects, commentary or simply ways to link to videos. [www.artattheedge.org/news/sculpture-trail](http://www.artattheedge.org/news/sculpture-trail)

#### 4.6 CASE STUDY:

##### ARTOLO

Tom Brereton Downs described XML as 'quite simply the best thing to happen in the city since the Roman's built the baths!'

Following the Lab, Tom reports that:

- Chris Deering – Former President of Sony Computer Entertainment is joining Artolo as an investor / advisory board member
- Ralph Simon – Mobile strategist for Lady Gaga, Madonna, U2 and the World Cup made an introduction into Comic Relief and they are now in discussion about a national project using Artolo. He is also joining their advisory board
- They are working with Rubedo (who have collaborated with Double Negative on the VFX for the Batman films, Inception and the Tree of Life) on shaping their message for the high end art world

- They have negotiated a development deal for equity with web software developers iPrinciples, meaning Artolo is nearly built
- They have secured their first round of funding from a syndicate of investors
- They report an increase in their confidence of 10 fold following the 2 days of mentoring
- They describe the outcome of XML as 'like an injection of high grade rocket fuel into our enterprise'.

## 5 RISK MANAGEMENT

5.1 A risk assessment related to the issue and recommendations will be undertaken, in compliance with the Council's decision making risk management guidance.

## 6 EQUALITIES

6.1 *An Equality Impact Assessment (EqIA) will be completed.*

## 7 CONSULTATION

7.1 *Cabinet Member; Other B&NES Services; Service Users; Local Residents; Stakeholders/Partners; Section 151 Finance Officer; Monitoring Officer*

7.2 Consultation was carried out through meetings, phone and email.

## 8 ISSUES TO CONSIDER IN REACHING THE DECISION

8.1 *Sustainability; Young People; Economy;*

## 9 ADVICE SOUGHT

9.1 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.

<b>Contact person</b>	Anna Garner 01225 477 748
<b>Divisional Director</b>	Jeremy Smalley 01225 477 822
<b>Background papers</b>	None
<b>Please contact the report author if you need to access this report in an alternative format</b>	



<b>Bath &amp; North East Somerset Council</b>		
MEETING:	Economy and Community Development Policy and Scrutiny Panel	
MEETING DATE:	27 <sup>th</sup> September 2012	AGENDA ITEM NUMBER
TITLE:	Regeneration Paper	
WARD:	ALL	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
Appendix 1 - Regeneration Paper		

## **1 THE ISSUE**

1.1 This is a routine report for update on Regeneration activity, as requested by the Panel Chair.

## **2 RECOMMENDATION**

There are no recommendations required.

## **3 FINANCIAL IMPLICATIONS**

3.1 None- for information only.

## **4 THE REPORT**

A report is attached as appendix 1 reporting on Regeneration.

## **5 RISK MANAGEMENT**

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## 6 EQUALITIES

Equalities are considered within all our projects remit as required.

## 7 CONSULTATION

7.1 No consultation has been carried out as this is an update report only.

## 8 ISSUES TO CONSIDER IN REACHING THE DECISION

8.1 There is no decision to be made

<b>Contact person</b>	Jeremy Smalley, Divisional Director Regeneration, Employment and Skills
<b>Background papers</b>	None
<b>Please contact the report author if you need to access this report in an alternative format</b>	

## **1 REGENERATION INTRODUCTION AND CONTEXT**

The Regeneration and Development team sits within the Service Division of Regeneration, Skills and Employment, part of the Place Directorate.

The Division is focussed on initiatives and projects that relate to:

- Worklessness – linking with the Connecting Families agenda and ESF
- Skills initiatives to ensure local provision reflects future business needs
- Physical regeneration of key development sites that address market failure in the office, employment and enterprise sectors that allows our 'growth business sectors' to expand and grow as well as providing the required infrastructure and housing.

The Regeneration activities are focused on delivering Sustainable Economic Growth as set out in the Economic Strategy of April 2010, the Smart Economic Growth Cabinet paper of November 2010 and Delivering Sustainable Economic Growth in B&NES Cabinet paper of November 2011.

Furthermore, while seeking to regenerate key physical sites a key priority of this work is maximisation of the wider social and economic growth of the area.

The work outlined in this report is set in the following context:

- A background of significant Government changes to funding and support, continuing macro-economic challenges and increasing pressure on housing; and the aspiration to progress the B&NES Development Agenda.
- The ability of the Council to deliver its priorities and aspirations continues to depend on the alignment of policies in Planning, Transport and the ability of the Council to influence and encourage growth and development through its asset base, policy and enabling officer
- Significant challenges lie ahead in bringing forward development but there are also major opportunities through our Enterprise Area -Bath City Riverside, Bath Western Riverside and Bath Quays South. Also Norton Radstock Regeneration, MOD Sites, Keynsham, Somerdale and Temple Street. All of which could and should have significant ability to help the economic growth, development agenda and Housing delivery.
- The need to continuously review our capacity and organisation in order to respond to this agenda.
- Ensuring that the agenda is rooted in the Administrations requirement to ensure local engagement.

- The continuing development of the Planning and Financing the Future programme (PaFF). This is being carried out to establish the viability of developments and the impact of development upon corporate financing.

## **2 THE CORE STRATEGY INSPECTOR'S PRELIMINARY CONCLUSIONS**

The work of Development, Regeneration, Skills and employment is guided by the Council's policies in the core strategies. The examination into the Core Strategy has been suspended in light of the Inspector's preliminary conclusions (refs ID/28 & 29 and BNES/39). The suspension will enable further work to be undertaken to address the concerns raised by the Inspector.

The most substantive issue set out in ID/28 relates to the housing requirement for the district. For the period 2006-2011 the Core Strategy proposed 11,500 (575pa) homes against a technical requirement of 12,100 (600pa). The Inspector is of the view that the publication of the National Planning Policy Framework (NPPF) during the course of the examination rendered the B&NES methodology for assigning housing need non-compliant with National policy. He therefore states that he could not come to a conclusion on the level of housing. The Inspector states that the concerns he has raised "suggest that the plan should be amended to facilitate more housing than currently planned and/or to enable some of the planned housing to be delivered sooner."

The reasons for the Council's preference for suspension as opposed to withdrawal are set out in the Council's reply to the Inspector's preliminary conclusions reference BNES/39

Further work required on the Core Strategy

- The Inspector's key issues in respect of housing land are the need for;
- A National Planning Policy Framework compliant assessment of the housing requirement,
- Inclusion of the shortfall from the B&NES Local Plan in the housing figure;
- A 20% buffer to the 5 year housing land supply;
- Flexibility in the events of delay in bringing forward the complex, brownfield
- Further work on the sequential and exception flood risk tests
- A 15 year time horizon from the eventual date of adoption
- Greater consideration of meeting current and projected affordable housing needs

### **2.1 Implications for preparation of other LDF Plans**

The suspension of the Core Strategy has logistical implications for the preparation of other Local Development Framework documents, most significantly the Placemaking Plan, Community Infrastructure Levy and the Gypsy & Traveller Sites Plan. These documents can only be progressed in alignment with the Core Strategy and there are resource implications of the extra workload. Therefore the Council's programme for the preparation of planning documents in the Local Development Scheme (LDS) needs to be reviewed.

There is considerable benefit to continuing the preparation of the Placemaking Plan alongside the Core Strategy. Not only will the Core Strategy work entail a review of the Strategic Housing Land Availability Assessment (SHLAA) but progressing the Placemaking Plan it will provide the evidence that the development sites are deliverable and that there is a robust assessment of capacity, thereby addressing the Inspector’s concerns about housing delivery.

### 2.3 Approach to Core Strategy Review

A Report to the 12th September 2012 Cabinet meeting from Cllr Tim Ball (David Trigwell) set out the programme for preparing a National Planning Policy Framework compliant assessment of the housing requirement and for developing subsequent changes to the strategy (if required). This is set out in the table below.

Table

Review evidence (SHMA including market, affordable, older person and student housing matters)	Sept to Jan 2013
Develop changes to strategy (if required)	Now to Jan 2013
Update & clarify other matters in Annex to ID/28 (4 months - overlap with 1&2 above)	Now to Dec 2012
Council agrees changes to Core Strategy	Feb-March 2013
Consult & consider comments	April -May 2013
Resume exam & hearings (Confirm date with Inspectorate)	July 2013
Inspector’s Report (Confirm date with Inspectorate)	Oct 2013
Adopt	Dec 2013

Source

### **3 DEVELOPMENT AND REGENERATION PROJECTS**

This section sets out the current status of each of the projects.

#### **3.1 South West Keynsham K2B**

- Planning permission for 285 homes granted on appeal in July 2011.
- Taylor Wimpey are the developer and are currently undertaking work to satisfy the pre-commencement conditions in the planning consent.
- Taylor Wimpey are actively marketing new homes on their website.

#### **3.2 South West Keynsham K2A**

- This is a council-owned site which is earmarked in the SHLAA for 235 homes.
- Marketing of the K2A housing site, through specialist consultants, has resulted in a number of offers for the K2A site.
- Detailed discussions are in course with shortlisted firms.
- The results of the marketing suggest that there is good interest in the market in building the full potential of the site

#### **3.3 Somerdale**

Discussions continue with Taylor Wimpey, the preferred developer, and Kraft on the consultation process and planning strategy for the site.

Highway modelling work is underway. Archaeological assessment has revealed potential Roman settlements.

Further public consultation scheduled for October'12 in advance of an anticipated planning application by the end of November 2012.

#### **3.4 Riverside**

The Council is moving forward with options and negotiations for the demolition and redevelopment of the Riverside Building.

Once determined, the Council will start consulting with the community in the Autumn before any decision on the future of this site.

The ideas being considered indicate that there could be a range of uses for the site and particularly housing, including town houses and retirement living for older people.

### **3.5 Bath City Riverside - Enterprise Area**

In November 2011 a paper was passed by the B&NES Cabinet approving the Bath City Riverside Enterprise Area.

The financial model being developed as proof of concept for the Bath Enterprise Area is being completed and is being reviewed against a series of scenarios and sensitivities.

Work is continuing on the Competitive Identity project with key members of the local business community to better promote the area, and Bath in particular, as a vibrant and active location for business and lifestyle.

Bath Riverside, within the Enterprise Area, has already delivered 48 affordable units and 34 private units within the first 12 months. Sales for these are on target and occupations commenced in July 2012.

Work is continuing to identify further flood alleviation measures to facilitate development of key sites in the Area. In consultation with the Environment Agency the next stage of the Compensatory Flood Storage Study is being prepared which identifies the size of upstream compensatory flood storage area needed.

Developer interest in the Enterprise Area is increasing and initial discussions regarding various sites as well as more detailed discussions for a few priority sites are being held.

An interdepartmental officer working group is developing development criteria for priority sites. These will be used to inform the development process and as a basis for planning policy development.

Bids for the LEP's Revolving Infrastructure Fund are being finalised for Council approval in September 2012. The bids will allow infrastructure projects to be brought forward to release key development sites within the Enterprise Area.

### **3.6 London Road**

A decision on the preferred bidder for 3 & 4 Longacre has been made. Property services are negotiating with the preferred bidder and are expected to instruct solicitors within the next few weeks.

The future of Caroline House is still being discussed between PfP and the Council and an update will follow in due course

London Road budget to deliver physical regeneration £750k for 2012/13 was approved by Cabinet 13th June 2012 for delegated officer decision on individual budget elements once the Project Initiation Document /Capital Strategy Group process has been completed.



A new community group 'The Gateway Group' has been formed to make recommendations to the Sponsoring Cabinet Member of projects to be tested and assessed against agreed criterion. If and when approved, projects will be delivered by a delivery team headed by Development & Major Projects.

A landscape architect was appointed in July 2012 to develop proposals for a public realm scheme. The first workshop with the Gateway Group, to gather initial ideas, took place on 13th August 2012.

### **3.7 MOD Sites**

The M.O.D has announced that its sites at Ensleigh, Foxhill, and Warminster Road are surplus to requirements for military use and the relocation of staff to M.O.D Abbey Wood has already commenced. It is intended to dispose of the sites by March 2013, although a portion of the Ensleigh site is anticipated to remain in active M.O.D use until approximately 2018, and the M.O.D intends to start marketing the sites from September 2012.

The three M.O.D sites are of significant importance to Bath and North East Somerset in terms of housing delivery. The sites are identified within the Strategic Housing Land Availability Assessment (SHLAA) as providing circa 20% (1,200 homes) of Bath's housing units as set out in the Council's Draft Core Strategy in the period up to 2026. The sites provide a significant opportunity to address housing need issues within Bath, together with having the potential to create strong vibrant communities.

A Steering Group, includes senior representatives from the M.O.D, Bath & North East Somerset Council and the Homes and Communities Agency, has prepared a Project Delivery Plan which covers;

- The preparation of Concept Statements including community consultation and stakeholder engagement for each of the MOD sites. These are about to be finalised after a useful consultation period in April and May 2012
- The marketing and disposal of the MOD sites
- The relocation programme & procedures for the transfer of Bath based MOD staff
- Draft Concept Statements have been developed and set out in a concise manner:
  - The aspirations for each site,
  - The key planning priorities and requirements for new development,
  - The process setting out how developers (once the sites have been sold) should engage with local communities

The Concept Statements have undergone a period of public consultation ahead of being submitted for approval by Cabinet in September 2012. Following this the Council will continue to work proactively with the MOD and partners through the Steering Group to implement the Project Delivery Plan.

### **3.8 Manvers Street**

We continue to consider options in relation to the Manvers St site. This includes looking at Banes assets on a standalone basis as well as the possibility of co-operating with other land owners with a view developing a wider regeneration agenda on the site.

### **3.9 Midsomer Norton**

We continue to investigate the possibility of regeneration sites across various locations around MSN. These sites offer the possibility of regeneration opportunities including mixed use and town centre projects.

### **3.10 Bath Quays South and Bath Quays North**

- The team is currently progressing the development of priority sites within the Enterprise Area
- Current priority is the development of a site brief for the council owned Bath Quays South site due to a strong private sector interest in the site.
- The site brief will outline the essential council requirements for the development of the site and will be used as a basis for development proposals.
- The council is also looking into the possibility of progressing a (partial) site development of Bath Quays South without a developer.
- Due to the close regeneration links between Bath Quays South and Bath Quays North, Bath Quays North will be one of the next priority sites the team will develop site briefs for. The responsibility for marketing and progressing the development of Bath Quays North lies with the property department.

### **3.11 Radstock**

Linden Homes remain intent on progressing the scheme and is currently working with the Council to bring forward the site for development. The Council has secured funding to implement the necessary infrastructure to support the new housing. This includes relocating an oak tree which needs to take place in November / December to maximise chances of successful relocation.

#### **4. HOUSING DELIVERY PERFORMANCE FOR 2012 AND 5 YEAR PROJECTION**

In 2011/12 460 new homes were delivered;

- For the period 2012/13-16/17 the Strategic Housing Land Availability Assessment (SHLAA) identifies that 3,400 could be delivered.
- This is a very substantial uplift in delivery compared to the last 5 and 10 years
- Whether this uplift it is sufficient in relation to the inspectors conclusions will depend on the outcome of the new Strategic Housing Market Assessment SHMA.
- Finally, the need to identify a 20% buffer to the above may signal the need to identify additional land to that already earmarked in the Draft Core Strategy.

##### **4.1 QPR**

Whilst the potential level of housing that could be delivered in 2012/13 is 494, the actual target is for a level of delivery not less than 2011/12 (i.e. 460). This is the NI 154 target.

It is not possible to calculate the NI 159 target (5 year land supply) until the SHMA has been completed. However, the following observation can be made.

- Against the (defunct) Core Strategy technical requirement of 12,000, a 5 year housing land supply could not be identified. There was a deficit of 10 units. To achieve a 20% surplus, as required by the Inspector, a surplus of 648 would be needed i.e. an additional 700 units.
- This does not take into account the requirement to add on the Local Plan shortfall.
- Even if this were to be redressed over a 20 year period the impact in term of 5 year land supply would be significant, especially in conjunction with the need for a 20% buffer.

## **5 PLANNING AND FINANCING THE FUTURE**

The Council has commissioned the “Planning & Financing the Future” ( PaFF ) project to gain a better understanding of the issues and constraints surrounding the delivery of development sites linked to a financial model which will assess the impact on the Council’s income and expenditure streams over time.

The project is a response to the new and emerging income streams available to local authorities such as New Homes Bonus (NHB), Tax Increment Finance (TIF), Community Infrastructure Levy (CIL) and the potential for retention of Business Rates which are linked to the delivery of housing and employment growth

The PaFF project will initially consist of a pilot study to develop a delivery and funding model based on the Bath City Riverside “City of Ideas” Enterprise Area; the pilot study will establish whether the PAFF model has the potential to be rolled out across the whole of B&NES.

The regeneration and finance teams are now working through specific development site examples in order to inform decision making ahead of the councils budget making process.

## **6 PROJECTS**

### **6.1 River Group**

A scrutiny inquiry, led by the 'Economic & Community Development' (Policy Development & Scrutiny) Panel is scheduled for the end of October 2012, to look at the River Corridor Group report in detail.

All stakeholders in relation to the River Corridor will be invited to join the workshop.

The outcome of the day will be recommendations for the council – and all stakeholders involved – on how the report recommendations should be taken forward.

### **6.2 Keynsham New Build & Regeneration**

- Project remains on budget
- A new Transport Assessment has been submitted and accepted by the Local Highways Authority
- Service disconnections are currently being arranged
- Following the decision by the Development Control Committee to date, the application to allow for design concerns to be reconsidered the project programme is now under review.

### **6.3 Southgate**

- Station works are progressing well and open to the public- anticipated in the autumn 2012
- Practical completion under the Development Agreement Act anticipated October 2012
- Land transfer registration is anticipated end of November 2012

### **6.4 Public Realm**

- Preparatory Projects -City Info, Street Furniture & Pattern book
- All elements are on programme
- Monoliths installation commenced spring 2012 will complete final September 2012
- Printed artwork & maps are completed and have been distributed–talks are taking place with Bath Tourism & Future Bath Plus for leading going forward.
- Street Furniture – Invitation to Tender have been issued - Contractor appointment due 19th November 2012
- Pattern Book aim to complete April 2013.

## **6.5 Public Realm**

- Construction works to Northumberland Place completed 19th July 2012.
- Works to the High Street commenced 8th August 2012 and are on programme and within budget.
- Traffic management by The Abbey will commence to initiate new paving by The Guildhall.
- Traders have been consulted and are continuing to communicate with.
- Planned completion March 2013.

## **6.6 Guildhall Tech Hub**

- Scheme agreed and does not require formal approval (planning and listed building) as it does not alter the original structure
- Due to commence works October 2012.
- Occupation scheduled for early December 2012
- Procurement will utilise local construction companies
- Security access will be installed to separate the Hub from Council operations

<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING:</b>	Economic and Community Development Policy Development and Scrutiny Panel
<b>MEETING DATE:</b>	27 September 2012
<b>TITLE:</b>	Bath Festivals contract: Annual review
<b>WARD:</b>	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<p><b>List of attachments to this report:</b></p> <p>Appendix 1: Report from Bath Festivals</p> <p>Appendix 2: Budget and Attendance data</p>	

## **1 THE ISSUE**

Report to the Panel on the performance of Bath Festivals. Bath Festivals is currently contracted to deliver services to B&NES residents for the period 2011-2014. This report summarises their performance to date, and identifies areas for improvement in performance.

## **2 RECOMMENDATION**

The Economic and Community Development Policy Development and Scrutiny Panel is asked to agree that:

2.1 The report, together with the two appendices, is noted

2.2 Officers work with Bath Festivals to support improvement in performance

### 3 FINANCIAL IMPLICATIONS

3.1 The Council has a contract with Bath Festivals for the period 2011-2014 (Decision E2171, March 2011, refers). Bath Festivals is an independent Company, limited by guarantee, and a registered Charity. The Council has no interest in the Company.

3.2 Bath Festivals delivers the following activities and services under the contract:

Bath International Music Festival, annually 2011-2014

Bath Literature Festival, annually 2011-2014

Year-round education programme in support of both festivals, 2011-2014

Whats on Website, 2012-14

3.3 The contract fee payable for the services is as follows:

2011-12      £220,583

2012-13      £200,583 + £10,000 for Whats on Website

2013-14      £150,583 + £10,000 for Whats on Website

The fee has been reduced in each consecutive year in response to the Council's savings and efficiency targets. The same level of service is required from Bath Festivals each year, the reduction in Council funding being met from earned income (box office sales) and income from trusts, foundations and other public funding. Bath Festivals is to be congratulated for consistently maintaining a high level of performance in light of these substantial reductions in public funding, and for its success in external fund-raising.

All funding for 2013-14 is indicative and will be subject to the approval of the Budget for 2013-14 by the Council in February 2013.

3.4 In addition, Bath Festivals receives the following benefits annually 2011-2014:

Rent & service charge £24,782

Room hire discount £16,046

3.5 Bath Festivals also runs the Bath Box Office which is outside the contract and not subsidised by the Council. However the Council contributes financially to the purchase of upgraded ticket sales software used by the Box Office, as follows:

£12,000 per year x 5 years, 2012-2017

All funding for 2013-14 and future years is indicative and will be subject to the approval of the Budget for each year. The Box Office services 90+ client organisations and therefore forms a vital part of the local cultural infrastructure for ticket sales, marketing, and promotion of events and concerts.

3.6 Bath Festivals also runs the Bath Children's Literature Festival which is outside the contract and not subsidised by the Council. The Children's Literature Festival



has been very successful and has significantly increased engagement with children and young people.

3.7 Bath Festivals is funded by Arts Council England for the period 2012-2015:

2012-13	£190,218
2013-14	£194,593
2014-15	£199,652

Arts Council England funding enables Bath Festivals to programme innovative and high quality arts festivals, with artists and performers who would not otherwise come to Bath. The festivals receive 4 and 5 star reviews in the national press and strong endorsement from Arts Council England assessors.

3.8 The Panel is referred to Appendix 1, report from Bath Festivals, for further detail of earned income, fund-raising, leverage, and economic impact – all of which figures demonstrate that the organisation continues to be very successful and contributes significantly to the local economy.

## **4 THE REPORT**

4.1 The Panel is referred to Appendix 1, report submitted by Bath Festivals. Bath Festivals' Chief Executive will attend this meeting and will respond to the Panel's questions.

4.2 Council Officers undertake monthly monitoring of the contract with Bath Festivals, so that progress can be monitored and issues requiring improvement can be addressed swiftly.

4.3 There is an annual review of the contract with the Cabinet Member for Sustainable Development. The next annual review is 18 October 2012 which will review the performance for 2011-2012.

4.4 The organisation is one of the largest arts providers in Bath and NE Somerset, by turnover and number of staff. It has a national and international reputation for the Bath International Music Festival and Bath Literature Festival, and these events contribute to Bath's reputation and status as a cultural centre that attracts visitors and tourists. Equally important is Bath Festivals' work with and for residents, especially the year-round education programme and its engagement with schools and youth settings.

4.5 The key area where Officers would like to see improvement is in delivery of services and activities in North East Somerset, outside the city of Bath. In 2010-11, the contract target required Bath Festivals to deliver 20% of activity in venues outside Bath. The actual performance was: 9% of Music festival events delivered outside Bath, and 1% of Literature festival events. Officers have some concerns that Bath Festivals have so far found it difficult to deliver the required level of activity in North East Somerset. The organisation is responding in a proactive manner and will address this through consultation with the local communities, changes in programming (in response to community need), and better targeting of pricing and promotion. Officers are working closely with Bath Festivals to support this activity.

4.6 Officers note that Bath Festivals' delivery of work with schools is excellent. In 2010-11, 52% of schools activity was delivered in NE Somerset, and 12.5% in the more deprived areas of Bath. Further detail is shown in Appendix 1.

4.7 It was recognised that the 20% target set for 2010-11 was challenging. Consequently, for the 2011-2014 contract, phased targets were agreed for the proportion of work to be delivered in North East Somerset:

2011-12 target 10% - performance to be reported Oct. 2012

2012-13 target 15%

2013-14 target 20%

4.8 Appendix 2 shows Council expenditure on Bath Festivals as a proportion of all expenditure on funded arts activity (Table 1); attendance/participation in Bath Festivals activity as a proportion of attendance/participation in all funded arts activity (Table 2); and list of all arts organisations funded 2011-12, amounts funded to each, and attendance figures for each (Table 3).

## **5 RISK MANAGEMENT**

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## **6 EQUALITIES**

An Equalities Impact Assessment has not been completed for the following reasons: This report is an interim progress review of performance.

A full Equalities Impact Assessment has been completed for the overall Arts Development Strategy 2011-2014 and is published on the Council website here: [Equalities Impact Assessments: Service Delivery](#)

## **7 CONSULTATION**

7.1 Ward Councillor; Cabinet Member; Policy Development and Scrutiny Panel; Stakeholders/Partners; Section 151 Finance Officer; Chief Executive; Monitoring Officer

7.2 The report was drafted in consultation with Bath Festivals.

7.3 Councillor Katie Hall is a member of Bath Festivals Board and the report was sent to her as part of the draft circulation process.

## **8 ISSUES TO CONSIDER IN REACHING THE DECISION**

8.1 Social Inclusion; Customer Focus; Young People

## **9 ADVICE SOUGHT**

9.1 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.

<b>Contact person</b>	Ann Cullis, Senior Arts Development Officer <a href="mailto:ann_cullis@bathnes.gov.uk">ann_cullis@bathnes.gov.uk</a> 01225 396455
<b>Background papers</b>	Arts Development Strategy 2011-2014: Decision report E2009 Bath Festivals contract 2011-2014: Decision report E2171
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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## **APPENDIX 1**

### **Report from Bath Festivals**

Author:

Belinda Kidd, Chief Executive, Bath Festivals  
6 September 2012

# REPORT FROM BATH FESTIVALS TO BATH & NORTH EAST SOMERSET COUNCIL ECONOMIC AND COMMUNITY DEVELOPMENT POLICY DEVELOPMENT AND SCRUTINY PANEL

## 1 INTRODUCTION

Since Bath Festivals was last reviewed by the Scrutiny Panel, in November 2010, the organisation has risen to the challenge of continuing to grow its national profile and maintaining a vibrant and flourishing artistic programme, despite a significant reduction in its public sector funding. Bath Festivals has also had a complete change in its senior management team since that time, with a new Chief Executive, joined by new appointments to the key posts of Finance Director and Development & Marketing Director.

Bath Festivals:

- **Produces three successful festivals of national significance**, having added the Telegraph Bath Festival of Children's Literature<sup>1</sup> to its portfolio in autumn 2010, joining the long-established Bath International Music Festival and the Independent Bath Literature Festival.
- **Runs an extensive learning & participation programme**, which is far larger than those operated by comparable festival organisations across the UK, and which ensures that the organisation is engaging on a regular basis with people across the outer areas of Bath and in North East Somerset. In 2011/12 44% of the participatory programme took place in schools, libraries & youth centres in North East Somerset, and 11% in areas such as Twerton, Whiteway and Foxhill.
- **Supports other local cultural organisations** by running the Bath Box Office, which sells almost 90,000 tickets per annum for 120 organisations in and around Bath and helps to market their events through the use of social media. It also operates a What's On listings website which publicises the work of all local cultural organisations.

## 2 BATH FESTIVALS' CONTRIBUTION TO BATH & NORTH EAST SOMERSET COUNCIL'S OBJECTIVES

Bath Festivals contributes to the priorities of Bath and North East Somerset Council through:

**Building a stronger economy:** as a leading player within Bath's cultural offer, enhancing its image as a contemporary, vibrant city as well as a world heritage site, and thus attracting visitors to the City including a significant proportion of higher-spending overnight visitors. An economic impact study of

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<sup>1</sup> The Children's Literature Festival is not part of the services contracted by B&NES Council from Bath Festivals, but it is an important addition to the overall range of activity undertaken by the organisation.

Bath Festivals in 2009/10 demonstrated that it contributes £3.88million to the local economy, which will have grown since the addition of the Children's Literature Festival to our programme. We have also grown a much stronger range of national media partnerships with The Independent, the Telegraph, Sky Arts and BBC Radio 3, which all secure a significant national profile for Bath.

**Creating neighbourhoods where people are proud to live:** Festivals are an important part in making people proud of their area, both through our major high profile events such as Party in the City, involving nearly 2000 local performers and an audience of 18,000 plus, and through our commitment to increasing our engagement in areas outside the city centre.

**Promoting independence and positive lives for everyone:**

Through its learning & participation programme, Bath Festivals makes a significant impact on the confidence and communication skills of young people, from the exuberant annual performance by hundreds of school children in Bath Abbey as part of the Music Festival, to in-depth, focused work with disengaged young people in youth centres and schools throughout the district.<sup>2</sup> Bath Festivals also has more than 200 volunteers, many of whom are retired – not only do they provide invaluable support, but they gain much enjoyment and engagement from their involvement.

### **3 ACHIEVEMENTS AND CHALLENGES**

This report summarises the major recent achievements of Bath Festivals, and also sets out the challenges that the organisation faces.

#### **3.1 ARTISTIC PROGRAMME**

- The **Bath International Music Festival** has attracted 4 and 5 star reviews in the national press for its adventurous programming which in 2011 and 2012 has included highlights such as the opening concert for 2011 with a lyrical contemporary programme on a Celtic theme, introduced by the Bristol Pipe & Drum band and followed by a ceilidh, to performances in the Roman Baths, to the Bath Abbey concert in the round by the renowned Early Music choir I Fagiolini, to our outgoing Music Director Joanna MacGregor's final production – a modern day rendering of Mozart's *The Magic Flute*, designed to make opera accessible to families and young people. The Festival's programming is deliberately broad ranging in order to attract a wide spectrum of audiences – from world famous classical stars such as Sir Willard White, to popular artists such as Billy Bragg and Martha Reeves & the Vandellas.

A particular highlight of the 2012 festival was the moving *Labyrinth of Stories* installation on homelessness in St Michael's Without, produced in partnership with the Genesis Trust. The church was transformed with a labyrinth of candles,

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<sup>2</sup> An external evaluation by the University of Exeter of Bath Festivals creative writing in schools programme, *The Write Team*, provided strong evidence for its beneficial impact on overall engagement in learning, confidence and communication skills, and for its long-term effect on teaching practice.

with listening posts for the public to listen to the life stories of homeless people. Ambient music was created by young people involved in Bath Festivals' youth music programme, and each night students from Bath Spa University performed Gavin Bryars' composition inspired by the song of a homeless man, *Jesus' Blood Never Failed Me Yet*.

- **Party in the City:** this takes place on the first Friday of the Music Festival, and has been developed by Bath Festivals in order to show off the huge range of musical talent in Bath and the surrounding area. Just under 2000 performers – almost all local – join in, presenting concerts in 30 venues across Bath. In 2012 Party in the City also took place in some venues in Keynsham. Party in the City is also an important way of launching the Festival to local people, reaching an audience of 18,000 plus on the night – admission is free to all venues which are mostly packed out, and the whole evening ends with fireworks and a free party event at the Pavilion.
- **The Independent Bath Literature Festival** has considerably increased its national profile in the past two years under James Runcie's leadership, enhanced by the media partnership gained with the Independent in 2012. It stands out in the increasingly crowded literature festival market, because of its strongly curated approach – it is not just an assembly of writers offered for tour by their publishers. The festival has strong themes each year, encompassing debates, talks, workshops and mass public readings. Highlights range from well-known figures such as Jeremy Paxman, Hisham Matar and Sandi Toksvig, to our first public reading event of the King James Bible in 2011: over 400 volunteers signed up within a few days of putting out the call for readers, joined by well-known writers and actors. This success was built on in 2012, with public readings for the Dickens' Bi-Centenary of *David Copperfield* in Bath, and of *A Tale of Two Cities* in Midsomer Norton.
- **The Telegraph Bath Festival of Children's Literature** is not part of the contracted service from Bath & North East Somerset Council but forms an important new part of Bath Festivals' overall programme. It reached an audience of in 2011, aiming to enthuse children and young people with a love of reading. The programme ranges from best-selling authors such as Jacqueline Wilson, who packed out the Forum, to a series of workshops in schools and children's centres – in order to ensure that we reach children whose families might not bring them to the Festival.

### 3.2 LEARNING AND PARTICIPATION

Bath Festivals has an active learning and participation programme, both through the festivals and year-round.

- The major creative writing in schools programme *The Write Team* completed its first three years of delivery in July 2011. Targeted at under-achieving children, this project has placed writers into schools on a long-term basis and has had a significant impact on communication skills and overall engagement in learning, as well as on teachers' own practice. External evaluation by the University of Exeter demonstrated the benefits of the approach, gathering some moving testimonials from children:

*'I have concentrated more in lessons. Also I have started to write outside of schools and it has really widened my imagination. I have really like the Write*



*Team because I have felt more comfortable about writing generally.’*

The Write Team was funded by the Paul Hamlyn Foundation for three years. Bath Festival is now working in partnership with Saltford teaching school to offer the Write Team approach as part of professional development programmes for teachers, and with Bath Spa University’s teacher training department. We are also working with national partners such as the BookTrust to promote the success of our approach, and to influence teaching policy.

- Bath Festivals started a new youth music programme, *Make Music Happen*, in September 2011, in partnership with music providers in Bath & NE Somerset. It involves creative music making workshops in Radstock, Peasedown St John, Southdown and Keynsham youth centres, and a training programme to develop young music promoters. Most of the young people involved do not engage with formal music provision, and have responded positively to the chance to broaden their musical vocabulary and skills.
- In 2011 and 2012, the schools commission which launches Party in the City at the Music Festival was led by Brazilian percussionist Adriano Adewale. Each year it involved 10 schools, particularly targeting schools in the less well provided for areas of Bath & NE Somerset. Adriano was a dynamic role model for the children, who worked with him to create compelling compositions, on the rights of the child in 2011 and on sport & music for 2012. Both years, 180 children took part in the performance in Bath Abbey, drawing in a full capacity audience of more than 1000 parents and family. Teachers told us afterwards that many of the parents had never previously set foot in the Abbey.
- The Literature Festival learning and participation programme involved over 1000 students in 4 projects, including Aesop’s Fables in which the young people created moral messages for adults and used QR code technology to share their writing with our festival audience and the general public.

### **3.3 BATH BOX OFFICE**

Bath Festivals operates Bath Box office without any dedicated subsidy for the ticket sales function, offering it as a service to the local community. Bath Festivals is however grateful for the support from B&NES to produce the What’s On website (£10,000 per annum), and for the support towards the software upgrade which is being implemented in Summer 2012.

- In 2011/12 89,175 tickets were sold on behalf of 120 organisations in and around Bath, plus 50 more promoted on our What’s On website, receiving 50,521 unique visitors.
- Bath Box Office relocated into the newly refurbished Bath Visitor Centre in February 2012. This greatly enhances the service offered to visitors and the strategic relationship with Bath Tourism Plus. It also integrates the box office team better to Bath Festivals, as it is in the same building as the office base
- Selling tickets and providing front of house service for the Bath Music Plus popular music events has helped to grow ticket commission income significantly

### 3.4 MANAGEMENT

Bath Festivals has to achieve demanding financial targets in order to secure our future. In order to do this, it is vital to make sure that the management of the organisation is as strong as possible. This has been a major focus of the new management team's work over the past 2 years:

- **Governance:** Bath Festivals has adopted a comprehensive Governance Handbook as a framework for the board, and has adopted new Articles of Association. New board members have been recruited to fill identified skills gaps, including John Cullum, a locally based businessman and previous High Sherriff of Somerset, and Louise Mitchell, Chief Executive of Colston Hall/Bristol Music Development Trust.
- **Fundraising:** the core proposition of Bath Festivals' business plan, adopted in January 2011 and currently being updated, is that the reduction in public sector funding will be compensated for by improved fundraising performance. The demanding fundraising targets have been more than achieved since the arrival of Owen McNeir as Development & Marketing Director in September 2011. However some ground was lost in early 2011 after an unsuccessful appointment to this post in January 2011, which eroded the financial reserves. Bath Festivals was awarded support from Arts Council England's Catalyst scheme in 2012, to build capacity to raise money from private philanthropy.
- **Marketing:** a new marketing strategy is being developed, with the intention that Bath Festivals is presented more clearly as one organisation, rather than a disparate collection of separate brands. The websites will be brought together under one umbrella, and greatly improved over the next 12 months.
- **Staffing:** Bath Festivals staff team is one of its greatest assets. A new Music Festival Artistic Director, Alasdair Nicolson, has been appointed and will present his first Festival in 2013. Alasdair is a renowned composer, and a versatile artist who is also a programmer, conductor and educationalist. A new staff development plan is being adopted, and a review of salary structure is underway.
- **Finance:** Bath Festivals has a highly experienced Finance Director, supported by a Finance officer (both posts are part-time). Financial reporting has been significantly improved, and financial performance is regularly reviewed by the Board's finance group.  
A recovery plan has been adopted by the board, to rebuild the reserves over the next three years.

### 3.5 FUTURE PRIORITIES

Bath Festivals will address three major priorities over the next few years:

- **Broadening engagement:** building on our successful learning and participation programme, we will increase and deepen the festival presence in the less affluent areas of B&NES
- **Raising our national and international profile,** which will bring more visitors to Bath and complement the tourism strategy, building Bath's image as a lively, culturally active city as well as a major world heritage site
- **Achieving financial and organisational stability:** continuing our work to increase our earned and fundraised income, and to build a resilient, well-

managed organisation

## **Broadening Engagement**

We are determined to broaden the range of people engaging with our festivals and to maintain and enhance our already considerable programme of education activity, in the belief that participation in the arts makes a vital contribution to personal growth, and to the wellbeing of individuals and whole communities. There is extensive research to demonstrate that building new audiences for the arts take a very long-term and committed approach, and we know this will take time, and a thoughtful engagement with local communities.

We will focus on areas such as Radstock, Midsomer Norton, Keynsham and Peasedown St John in NE Somerset, and on Whiteway, Foxhill and Twerton in Bath. There is considerable strength to build on in terms of Bath Festivals' work with schools, libraries and youth centres in these areas.

We know that the answer is to work in partnership with others – with local community organisations, with agencies such as Libraries and the Youth Service, and with other arts organisations who share our commitment to working in these areas such as Creativity Works in Radstock and the Bath Film Festival. We recently organised a productive meeting of potential arts partners, including B&NES Arts Development, from which we will develop a shared approach, pooling our expertise and community relationships.

Although Bath Festivals has presented events outside Bath in the past, the current management team intends to take a different approach from now on. Whilst some of our past events have been successful – when there is a welcoming and well set up community venue – we know that there needs to be a long-term approach, focusing on specific community partners who we can work with over several years. We will have to balance our desire to increase this area of our programming with the constraints of our reduced staffing resources and the need for careful financial management, but this is a strongly felt priority and a core part of our long-term vision for the organisation.

A year round programme of youth engagement is also being developed, building on the strengths of the emerging teenage strand in the Children's Literature Festival, the youth music programme, and *The Write Team*.

Bath Festivals also intends to continue the strategic lead it has provided in bringing music education providers together through the *Make Music Happen* project, supporting Bath & NE Somerset's Music Service in creating a Music Hub to secure future investment from Arts Council England.<sup>3</sup>

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<sup>3</sup> Music Services nationally are now funded by Arts Council England rather than by the Department for Education, and are required to create Music Hubs that bring together the Music Service with other local music education providers, including relevant arts organisations in their local area such as Bath Festivals.

## **Profile**

Our festivals programmes will mix high profile artists with new commissions and collaborations, creating national and international partnerships to widen our creative inspiration and to share resources. The programming will remain deliberately broad, in order to attract a range of audiences, but will have strong unifying themes of artistic exploration and intellectual challenge, mixed with popular and accessible events and imaginative community participation projects.

We will invest in our marketing and communications operation, securing and growing our national media partnerships, and delivering on our new ambitious marketing strategy.

## **Finance**

Bath Festivals has made a good start in increasing its fundraising performance to meet the reduction in public sector funding, increasing fundraising from £262,000 in 2010/11 to £413,500 forecast for 2012/13 (much of which has already been secured). However it faces significant challenges in achieving financial stability over the next few years, with a reduction in public sector income of £155,000 (26%) between 2010/11 and 2012/13, and a further reduction of £50,000 from Bath & North East Somerset Council already indicated for 2013/14. We also face potential difficulties in terms of a contested VAT liability on the literature festivals box office income. However the impact of that is unlikely to be felt for about two years while HMRC reviews its practice on VAT on ticket sales for cultural events, in the light of a tribunal case brought by the British Film Institute.

## **The Future**

Bath Festivals is determined to meet these challenges, but it will require continued success in fundraising and earned income generation, and tight financial management. Any significant further cuts in core public funding would pose a major challenge to its ability to continue to deliver festivals that achieve the current national and international profile, and to achieve the intended expansion of our community engagement and education programmes.

## **APPENDIX 2**

### **Table 1**

Council expenditure on Bath Festivals as a proportion of all expenditure on funded arts activity

### **Table 2**

Attendance/participation in Bath Festivals activity as a proportion of attendance/participation in all funded arts activity

### **Table 3**

List of all arts organisations funded 2011-12; amounts funded to each; attendance figures for each

Table 1. Arts Development budget by type of expenditure 2004-2013

1	2	3	4	5	6	7	8
	Total budget £	Staff & office overheads <i>as percentage of total, column 2</i>	Arts development activities (projects initiated by Arts Development team) <i>as percentage of total, column 2</i>	Commissioned services from voluntary arts sector (grants & contracts) <i>as percentage of total, column 2</i>	Bath Festivals contract fee and other costs as percentage of commissioning fund (column 5)	Grants to all Key Strategic Organisations & other support to arts organisations as percentage of commissioning fund (column 5)	All One-year arts projects grants & Micro grants as percentage of commissioning fund (column 5)
2004-5	605,116	12.45%	0.33%	87.21%	61.14%	36.6%	2.26%
2005-6	629,130	15%	0	85%	60%%	37.7%	2.3%
2006-7	662,031	18%	2%	80%	62.24%	35.06%	2.7%
2007-8	666,565	14.8%	1.05%	84.15%	65.81%	31.87%	2.32%
2008-9	681,022	25.5%	1.2%	73.3%	70.2%	27.2%	2.6%
2009-10	646,067	22.9%	4.7%	72.4%	66.5%	30.7%	2.8%
2010-11	633,059	23.4%	4.8%	71.8%	64.2%	32.9%	2.9%
2011-12	647,275	21%	21% <sup>1</sup>	58%	69.5%	27.8%	2.7%
2012-13	518,415	30.56% <sup>2</sup>	3.08%	66.35%	70.18%	26.9%	2.9%

See notes to table on following page.

## **Notes to Table 1.**

<sup>1</sup> Includes additional funding from Council corporate resources for a Cultural Olympiad project.

<sup>2</sup> The proportion of the total budget allocated to staff and overhead costs in 2012-13 is greater than in previous years. The actual cost of staff and overheads has decreased. However the overall budget has also reduced, making staff and overhead costs a higher percentage of the total.

## **Commentary**

What can be seen from Table 1 is that annually, Bath Festivals' contract fee and other costs consistently represent about two thirds of the available budget for commissioned services, regardless of reduction in overall budget.

It can also be seen that annually, the remaining one third of the available budget for commissioned services is divided to support all other funded arts activity in the district.

However it should also be noted that the budget allocated to Bath Festivals' fee over the period has decreased. Therefore, whilst the proportion of the budget that is allocated to Bath Festivals has remained the broadly the same, the actual amount has decreased.

**Table 2. Annual participation in all funded arts activity 2004-2013**

1. Year	2. Total participation in arts activity	3. Participation in Bath Festivals' arts activity and as % of column 2	4. Participation in all other funded arts activity and as % of column 2
2004-5	187,385	54,353 (29%)	133,032 (71%)
2005-6	277,720	37,920 (13.6%)	239,800 (86.4%)
2006-7	272,127	35,849 (13.2%)	236,278 (86.8%)
2007-8	279,587	38,283 (13.7%)	241,304 (86.3%)
2008-9	493,654	48,763 (9.8%)	444,891 (90.2%)
2009-10	380,528	52,382 (13.7%)	328,146 (86.3%)
2010-11	399,936	60,793 (15.2%)	339,143 (84.8%)
2011-12	318,801	62,917 (19.7%)	255,884 (80.3%)
2012-13	Figures not yet available		

It can be seen that Bath Festivals, which receives approximately two thirds of the annual budget for commissioning, has achieved an average participation level of 15.17% of all funded arts participation over the period 2004-2012.



**Table 3. List of arts organisations funded 2011-12; amounts funded to each; attendance figures for each**

<b>Name of organisation</b>	<b>2011-12</b>	<b>Attendance</b>
<i>Key Strategic Organisations 2011-14:</i>		
Arts at the Heart – Royal United Hospital	£5,000	186,000 [ <i>note</i> ]
Bath International Guitar Festival	£10,000	12,622
Creativity Works	£15,000	2,666
The Egg/Theatre Royal Bath	£7,000	11,829
Fringe Arts Bath	£4,661	5,400
Keynsham Music Festival Association	£5,000	17,730
Kilter Theatre Company	£6,000	402
Rondo Theatre	£8,000	12,885
Suited & Booted CIC	£5,000	5,934
<i>One year funding 2011-12:</i>		
Bath Fringe [specific project]	£1,740	80
Heads & Tales	£2,000	336
<i>Contract:</i>		
Bath Festivals contract	£220,583	62,917
Bath Literature Festival		
Bath International Music Festival		
Year-round education programme for both festivals		

[*note*]

Arts at the Heart – Royal United Hospital attendance 186,000 is significantly higher than any other funded organisation. This is a large and wide-ranging programme which includes: (1) programme of changing art exhibitions seen by in-patients, out-patients, hospital visitors, and staff; (2) creative arts activity provided for adult in-patients and out-patients; (3) creative arts activity provided for children, especially those in long-stay wards; (4) arts-based projects used to communicate key messages to staff (eg. infection control / hand-washing).

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<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING:</b>	Economic and Community Development PDS Panel
<b>MEETING DATE:</b>	27 September 2012
<b>TITLE:</b>	Heritage Services provisional trading figures during the Olympic Games period
<b>WARD:</b>	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	

## **1 THE ISSUE**

- 1.1 The report describes the trading performance of Heritage Services during the period of the London Olympic Games and describes the business planning process that took account of their likely effect.
- 1.2 It should be noted that at the time of writing it is too early to fully assess the impact of the Games on business performance. There are numerous other factors such as the unseasonal weather that will have influenced it; performance in August has yet to be analysed; and the effect of the Games on other major attractions will only be known after the autumn Council meeting of the Association of Leading Visitor Attractions (ALVA), against whom we benchmark, later in September.

## **2 RECOMMENDATION**

The PDS Panel is asked to:

- 2.1 Note the report.

## **FINANCIAL IMPLICATIONS**

- 2.2 The Heritage Services budget for 2012/13 made provision for an anticipated downturn in visitors compared with the previous year, and the consequent effect on both admissions and secondary spend achieved by both the Roman Baths and Pump Room and Assembly Rooms and Fashion Museum sites. The downturn was expected as a result of the anticipated impact of this year's Olympic Games together with other economic factors.
- 2.3 As noted below, the downturn in visitors during the period of the Olympics and across the months of July and August was greater than expected. The reduction in income that has resulted from this downturn has been reflected in the forecast financial position for the Service. Options are actively being reviewed to mitigate this downturn and ensure that the budgeted annual profit of £3.8 Million is still generated in 2012/13 in line with the Council's Medium Term Service & Resource Plan.

## **3 THE REPORT**

- 3.1 Heritage Services is an internal business unit, working to rolling annual net profit targets measured by fully inclusive and transparent accounts. The Service prepares a five year rolling business plan which is revised and updated annually. This business plan aims to ensure the ongoing sustainability of the Council's unique heritage assets, the audiences that visit and use them and the income streams those audiences bring. The business planning process is informed by detailed market analysis, benchmarking of performance against other leading UK visitor attractions and by visitor feedback.
- 3.2 The business planning process also takes account of social, economic, environmental and geo-political issues that influence the tourism business and people's willingness to fly, their confidence to travel and their propensity to spend.
- 3.3 Analysis of performance over many years has shown that global sporting events such as the Football World Cup and the Olympic Games also influence people to change their patterns of behaviour, either by attending the events, avoiding them or staying at home to watch them on television.
- 3.4 The implications of the announcement in July 2005 that London would be the host city for the 2012 Olympic Games were overshadowed by the London bombings the day after, which had a noticeable effect on the visitor attractions sector. Following the 2008 Beijing Games attention turned to the effect that the 2012 Games would have on tourism in general and on visitor attractions in particular.
- 3.5 Research undertaken by the European Tour Operators Association (ETOA) and published in a series of reports between 2006 and 2010 analysed the detrimental effect on tourism of the Olympic Games in Sydney (2000), Athens (2004) and Beijing (2010) and cautioned against over-optimism for London 2012. Many leading visitor attractions that receive large numbers of groups brought by tour operators allowed for a downturn in their visitor numbers in 2012 and, in the case of the Roman Baths where c.33% of visitors each year come in groups, a downturn of 8% in overall visitor numbers in July / August 2012 has been factored into the annual update of the Heritage Services Business Plan each year since 2010.

- 3.6 Under normal circumstances 66% of overseas visitors to Britain cite 'heritage' as the main purpose of their visit, but it was recognised that many of these visitors would be displaced out of London in the summer of 2012 by Olympic-related visitors who would be there purely for the sport and who would not visit attractions. This forecast was based on ETOA's research into visitor behaviour at Sydney, Athens and Beijing.
- 3.7 At the Roman Baths there has been some evidence of in-year displacement in 2012, with some visitors, child groups being the most noticeable, coming in January-March rather than in April-July. This has had the effect of taking visitors out of the current financial year into the previous one, a year that for other reasons already enjoyed a level of profit in excess of that forecast in the Business Plan.
- 3.8 There are many other contributing factors that make it difficult to make direct comparisons between successive years. Each year since 2001 which saw Foot-and-Mouth Disease and the 9/11 attacks, there has been one or more unforeseen event that has influenced the visitor market, be it a terrorist outrage, war in the Middle East, a new epidemic such as SARS, the recession, extremes of weather or the volcanic ash cloud.
- 3.9 When comparing performance in 2012 with that in 2011, it should be recognised that 2011 saw a 25-year high in visitor numbers, driven by a number of factors:
- the Roman Baths Development which transformed the quality of the visit;
  - new marketing to promote this to new UK markets;
  - the 'stay-cation' effect;
  - reaching the final of The Art Fund Museum Prize 2011 and the national publicity that it generated;
  - active management of groups to move some business away from peak periods.
- 3.10 The Business Plan 2012-2017 recognised that the achievements of 2011 would not be repeated in 2012. It planned for a downturn of 5% in Roman Baths' visitors in the financial year 2012/13, with a greater shortfall of visitors, including a reduction of c.25% in group sales business, during the months of July and August.
- 3.11 Actual sales in July and August have reduced significantly across the board, with reduced sales of both group tickets (mainly coach parties) and tickets purchased by other categories of visitor. During the 17 days of the Olympics themselves total sales were 27% lower than in the same period in 2011.
- 3.12 We believe that the greater than expected downturn in individual (ie, non-group) visitors was caused by a combination of two factors; a) the increased cost of travel and accommodation during the Olympics; and b) the incentive for UK public to watch the show in person or on TV, rather than to visit attractions during the summer holidays.
- 3.13 Our major customers have assured us that their forward bookings indicate that the Olympic effect will not continue during the Paralympics, mainly because

London hotels did not expect the Paralympics to be a major draw and therefore prices were not inflated early in the year.

- 3.14 There will be some adverse effect due to domestic visitors watching the Paralympics on TV, but since the Paralympics happen during term time, this will mainly affect a relatively small number of UK senior citizens. We therefore confirm that our forecast figures are currently the most robust estimate that we have of admission figures for September.

#### **4 RISK MANAGEMENT**

- 4.1 The Heritage Services Business Plan is underpinned by extensive and integrated modelling of all key visitor, income and cost assumptions and is sensitive to normal tolerance on the business model and its assumptions. The Business Plan is subject to challenge and review by the Heritage Services Advisory Board, which contains external advisers from the visitor attraction, heritage and financial sectors. The detailed modelling that underpins the Plan is subject to specific review and challenge by the external financial expert on the Board.
- 4.2 Provision is made in the Director's 'Review of the Adequacy of Reserves and Robustness of Estimates' which assesses the potential exposure to risk at c.£450k in 2012/13. The provision of £206k included in the Service Profit Reserve increases the total risk provision by the Authority to an appropriate level of c.£650k, or 5% of turnover

#### **5 EQUALITIES**

- 5.1 An Equalities Impact Assessment of the Heritage Service Business Plan was undertaken as part of the wider Service equalities impact action plan that looked at all business and non-business activities across the Service.

#### **6 CONSULTATION**

- 6.1 Interim Divisional Director; Section 151 Finance Officer; Chief Executive; Monitoring Officer.
- 6.2 Consultation was carried out either in person or by email.

#### **7 ISSUES TO CONSIDER IN REACHING THE DECISION**

- 7.1 N/A

#### **8 ADVICE SOUGHT**

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

<b>Contact person</b>	Stephen Bird, Head of Heritage Services x7750
<b>Background papers</b>	<u>Heritage Services 5-year rolling business plans</u> for 2010-2015, 2011-2016 and 2012-2017

	2010 <u>Olympic Hotel Demand</u> , European Tour Operators Association
	2009 <u>Beijing Olympic Update</u> , European Tour Operators Association
	2008 <u>Olympics &amp; Tourism: Update on Olympic Report 2006</u> , European Tour Operators Association
	2006 <u>Olympic Report</u> , European Tour Operators Association

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<b>Bath &amp; North East Somerset Council</b>	
MEETING:	<b>ECONOMIC AND COMMUNITY DEVELOPMENT PANEL</b>
MEETING DATE:	<b>27<sup>th</sup> September 2012</b>
TITLE:	<b>WORKPLAN FOR 2012/13</b>
WARD:	All
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
Appendix 1 – Panel Workplan	

**1 THE ISSUE**

- 1.1 This report presents the latest workplan for the Panel (Appendix 1).
- 1.2 The Panel is required to set out its thoughts/plans for their future workload, in order to feed into cross-Panel discussions between Chairs and Vice-chairs - to ensure there is no duplication, and to share resources appropriately where required.

**2 RECOMMENDATION**

- 2.1 The Panel is recommended to
  - (a) consider the range of items that could be part of their Workplan for 2012/13

**3 FINANCIAL IMPLICATIONS**

- 3.1 All workplan items, including issues identified for in-depth reviews and investigations, will be managed within the budget and resources available to the Panel (including the designated Policy Development and Scrutiny Team and Panel budgets, as well as resources provided by Cabinet Members/Directorates).

## 4 THE REPORT

4.1 The purpose of the workplan is to ensure that the Panel's work is properly focused on its agreed key areas, within the Panel's remit. It enables planning over the short-to-medium term (ie: 12 – 24 months) so there is appropriate and timely involvement of the Panel in:

- a) Holding the executive (Cabinet) to account
- b) Policy review
- c) Policy development
- d) External scrutiny.

4.2 The workplan helps the Panel

- a) prioritise the wide range of possible work activities they could engage in
- b) retain flexibility to respond to changing circumstances, and issues arising,
- c) ensure that Councillors and officers can plan for and access appropriate resources needed to carry out the work
- d) engage the public and interested organisations, helping them to find out about the Panel's activities, and encouraging their suggestions and involvement.

4.3 The Panel should take into account all suggestions for work plan items in its discussions, and assess these for inclusion into the workplan. Councillors may find it helpful to consider the following criteria to identify items for inclusion in the workplan, or for ruling out items, during their deliberations:-

- (1) public interest/involvement
- (2) time (deadlines and available Panel meeting time)
- (3) resources (Councillor, officer and financial)
- (4) regular items/"must do" requirements (eg: statutory, budget scrutiny, etc)?
- (5) connection to corporate priorities, or vision or values
- (6) has the work already been done/is underway elsewhere?
- (7) does it need to be considered at a formal Panel meeting, or by a different approach?

The key question for the Panel to ask itself is - can we "add value", or make a difference through our involvement?

- 4.4 There are a wide range of people and sources of potential work plan items that Panel members can use. The Panel can also use several different ways of working to deal with the items on the workplan. Some issues may be sufficiently substantial to require a more in-depth form of investigation.
- 4.5 Suggestions for more in-depth types of investigations, such as a project/review or a scrutiny inquiry day, may benefit from being presented to the Panel in more detail.
- 4.6 When considering the workplan on a meeting-by-meeting level, Councillors should also bear in mind the management of the meetings - the issues to be addressed will partially determine the timetabling and format of the meetings, and whether, for example, any contributors or additional information is required.

## 5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## 6 EQUALITIES

- 6.1 Equalities will be considered during the selection of items for the workplan, and in particular, when discussing individual agenda items at future meetings.

## 7 CONSULTATION

- 7.1 The Workplan is reviewed and updated regularly in public at each Panel meeting. Any Councillor, or other local organisation or resident, can suggest items for the Panel to consider via the Chair (both during Panel meeting debates, or outside of Panel meetings).

## 8 ADVICE SOUGHT

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

<b>Contact person</b>	Jack Latkovic, Senior Democratic Services Officer. Tel 01225 394452
<b>Background papers</b>	None
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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Last updated 18.09.12.

**Economic and Community Development Policy Development & Scrutiny Panel Workplan**

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>27<sup>th</sup> Sep 12</b>	Community Safety – Student Watch (20 min)		Sue Dicks			
	Assets of Community Value - update (20 min)		Andy Thomas			
	River Corridor Scrutiny Inquiry Day – Terms of Reference approval (10 min)		D Vercoe			
	BDUK - Progress on rural broadband (20 min)		John Wilkinson			
	X-media Lab (20 min)		John Wilkinson			
	Update on Regeneration Projects (20 min)		Jeremy Smalley		Panel in March 2012	
	Bath Festivals annual report (20 min)		Ann Cullis	Presentation and report		
	Provisional trading figures during Olympic Games period (20 min)		Stephen Bird			
<b>22<sup>nd</sup> Nov 12</b>	Community Safety - IMPACT (tbc.)					
	Medium Term Service and Resource Plans		tbc			
	River Corridor Scrutiny Inquiry Day – recommendations		D Vercoe			
<b>24<sup>th</sup> Jan 13</b>	Community Safety –(tbc)					
	Parish Charter (tbc)					

Last updated 18.09.12.

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>14<sup>th</sup> Mar 13</b>	Community Safety - Police Commissioner update		Andy Thomas			
<b>Future items</b>	Sport and Active Lifestyle Partnership		David Lawrence			
	World Heritage Site – 25 years on		David Lawrence			
	‘Clawback’ from Voluntary/3 <sup>rd</sup> Sector				Panel in March 2012	
	Localism Act regular updates				Panel in March 2012	
	Post-Midnight Economy and its contribution to overall economy		Andrew Cooper (?)		Panel in May 2012	