

Democratic Services

Guildhall, High Street, Bath BA1 5AW
Telephone: (01225) 477000 *main switchboard*
Direct Lines - Tel: 01225 394411
Web-site - <http://www.bathnes.gov.uk>

29 January 2016
Democratic_Services@bathnes.gov.uk

To: All Members of the Resources Policy Development and Scrutiny Panel

Bath and North East Somerset Councillors: Sarah Bevan (Chair), Bob Goodman (Vice-Chair), Christopher Pearce, Jasper Becker, Colin Barrett, Chris Dando and Andrew Furse
Chief Executive and other appropriate officers
Press and Public

Dear Member

Resources Policy Development and Scrutiny Panel: Monday, 8th February, 2016

Please find attached a **SUPPLEMENTARY AGENDA DESPATCH** of late papers which were not available at the time the agenda was published. Please treat these papers as part of the agenda.

Papers have been included for the following items:

7. **MINUTES (Pages 3 - 6)**
8. **BUDGET AND COUNCIL TAX 2016/17 AND FINANCIAL OUTLOOK 2016/17 TO 2019/20 (Pages 7 - 156)**

The budget papers are attached in the following order:

- Budget Report
- Appendices (listed on the front of the report)
- Summary of comments from PDS Panels
- Budget Forum feedback

The Panel is invited to consider the reports and the feedback on the budget and to highlight any issue it would like the Cabinet to be aware of. The Panel may want to formulate some recommendations for the Cabinet but needs to recognise that such recommendations should be financially neutral as the Council has a requirement for a balanced budget.

Yours sincerely

Michaela Gay
for Chief Executive

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BATH AND NORTH EAST SOMERSET

RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL

Wednesday, 20th January, 2016

Present:- Councillors Sarah Bevan (Chair), Bob Goodman (Vice-Chair), Christopher Pearce, Jasper Becker, Colin Barrett, Chris Dando and Andrew Furse

Also in attendance:

36 WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting.

37 EMERGENCY EVACUATION PROCEDURE

The Chairman drew attention to the emergency evacuation procedure.

38 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

39 DECLARATIONS OF INTEREST

There were none.

40 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

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

There was none.

42 MINUTES

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

43 COUNCIL TAX AND BUSINESS RATE LIABILITY FOR STUDENT ACCOMMODATION

Ian Savigar, Divisional Director for Customer Services introduced the report.

Panel members made the following points and asked the following questions:

In response to a query from Councillor Barrett, the officer explained that those with a student exemption are all those on a qualifying course.

There was some discussion around charging students in language schools but it was noted that they are sometimes only attending for a short time.

Councillor Gerrish asked if there is a process to identify a student who has graduated but remains in place. The officer stated that these details are crossed checked as when the qualifying course ends the exemption ends and they will be issued with a revised bill.

Councillor Furse stated that there is a significant student population in the area but the authority does not gain any help with its services. He suggested that there should be some recognition of the impact.

The Panel **RESOLVED** unanimously to support the points in the Council motion of November 2014 and refer the following to the Cabinet Member for Finance and Efficiency, Councillor Charles Gerrish for his consideration:

- Ask our MPs to lobby their party in Government for changes in the current legislation;
- Write to Central Government to have the legislation changed on student exemptions to either:
 1. Consider a Council Tax levy;
 2. Return to concession compensation;
 3. Council Tax levy on Universities/providers.
- Write to all other University Cities asking them to lobby their MPs for changes in the legislation as they too are being affected in the same way as BANES.

44 COMMERCIAL ESTATE

Richard Long Head of Property Services gave a presentation to the Panel which covered the following:

- Commercial Estate
- Gross rental income over the last six years
- Rent arrears
- Voids
- Growth of secure net income
- Asset management plans
- Acquisition and restructures
- Funding options of future acquisitions and restructures
- Cost of managing the Commercial Estate
- Critical Partner

Panel members made the following points and asked the following questions:

In response to a query from Councillor Barrett, the officer explained that the cost of advice taken equates to £40k per year and that the budget to manage the Commercial Estate includes the money for consultant advice.

Councillor Goodman stated that he was disappointed to receive the information on the day of the meeting and asked three questions (1) What has the growth been since 2013? (2) Was the target of £1.5million achieved and (3) Regarding the three properties, once the borrowing is taken out, is there anything left? The officer responded that (1) He had not asked for the exercise to be repeated after 2013 which is why there are no figures. (2) The target was achieved and will now be one of the KPIs and (3) It is part of the net contribution. The Strategic Director explained the borrowing in the short term is 0.5% and long term is 4% which contributed to achieving the target.

Councillor Furse referred to the arrears graphs and asked why there were two peaks (June 2013 and June 2015) and why is there a move away from retail. The officer explained that the repair and maintenance recoveries and insurance recoveries explain the two peaks. He explained that there is an aim to release the authority from dependence on retail so acquisitions are being focused on non-retail. The Cabinet Member explained that this is about broadening risk.

Councillor Dando stated that he thought the news was quite good and asked for an update report (with an example Asset Management Plan) in 6 months.

45 WEST OF ENGLAND DEVOLUTION UPDATE

The Divisional Director of Strategy and Performance, David Trethewey gave a presentation to the Panel which covered the following:

- Devolution
- The West of England Proposition
- Regional Strengths
- Regional Challenges
- Objectives
- The proposition
- Governance
- Next Steps

Panel members made the following points and asked the following questions:

Councillor Barrett asked how much work has been done before it is known whether or not there will be an elected mayor. The officer explained that a Strategic Governance Review was set up in the summer. He further explained that the Government ministers have explained that a directly elected Mayor is not definite, it would depend on what is being devolved. The Strategic Director for Resources Andrew Pate, explained that it is not about imposing something on our existing governance, it is about additional powers, money and freedoms. He further explained that the authority are only at the 'in principle stage' at the present time and that the details of the working arrangements will be agreed in the final stages.

Councillor Goodman asked what the implications are of one authority not joining when the other three have agreed. The Divisional Director explained that the question is about the viability of delivering the deal so it would depend on the level of involvement.

Councillor Pearce asked what kind of powers would be involved. The Strategic Director explained that the four authorities would not be joined politically, the new powers would be added on top and a mayor would run this extra part. The Divisional Director explained that this authority is interested in going for devolved power around things that help drive the economy such as: housing and planning; first refusal on government land disposals; tourism levy.

Councillor Becker asked if Whitehall is cutting back on its departments and what budget this involved. The Divisional Director explained that the government is cutting back 40% in each department and that the budget involved here would be the DCLG (Department of Community and Local Government).

Councillor Barrett asked if members would play a lead role, the Strategic Director explained that the Council leaders would lead on talks with ministers on this.

46 CABINET MEMBER UPDATE

Councillor Charles Gerrish, Cabinet Member for Finance and Efficiency explained that he would be having meetings to discuss the Commercial Estate report and stated that it was an informative piece of work.

He stated that his work was focused on producing a balanced budget. He explained that since the Government announcement on 22nd December there had been much work gone into resolving the queries in it. He thanked officers for this work.

47 PANEL WORKPLAN

The Panel noted the workplan items.

The meeting ended at 6.20 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	10 February 2016	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2800
TITLE:	Budget and Council Tax 2016/17 and Financial Outlook 2016/17 to 2019/20	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1 – Budget Aims and Ambitions</p> <p>Appendix 2 – The Budget and Council Tax Proposal of the Cabinet 2016/17. This comprises a covering document, plus 4 Annexes</p> <p>Annex 1 Draft Base Revenue Budget 2016/17 – individual service cash limits</p> <p>Annex 2 Section 25 of the Local Government Act 2003 - Chief Financial Officer's Report on Adequacy of Balances and the Robustness of the Budget</p> <p>Annex 3 Draft Capital Programme 2016/17-2020/21 including other emerging projects and programmes on an indicative basis - items shown for provisional approval.</p> <p>Annex 3i Highways Maintenance Programme 2016/17</p> <p>Annex 3ii Transport Improvement Programme 2016/17</p> <p>Annex 3iii Schools Planned Maintenance Programme 2016/17</p> <p>Annex 3iv Corporate Estate Planned Maintenance Programme 2016/17</p> <p>Annex 4 Minimum Revenue Provision (MRP) Policy</p> <p>Appendix 3 – 2016/17 Budget - Saving Details</p> <p>Appendix 4 - Budget Setting Process – Advice of the Monitoring Officer</p> <p>Appendix 5 – Council Pay Policy Statement</p> <p>Appendix 6 – Equality Analysis on Budget Proposals</p>		

1 THE ISSUE

- 1.1 This report presents the Cabinet's revenue and capital budgets for the 2016/17 financial year together with a proposal for a Council Tax level for 2016/17.

2 RECOMMENDATION

The Cabinet is asked to recommend:

2.1 That the Council approve:

- a) The General Fund net revenue budget for 2016/17 of £115.729m and the associated Council Tax increase of 1.25% plus a further 2% for Adult Social Care, as set out in Appendix 2.
- b) That no Special Expenses be charged other than Town and Parish Council precepts for 2016/17.
- c) The adequacy of reserves at Appendix 2 Table 10 with a risk-assessed level of £10.5m.
- d) The individual service cash limits for 2016/17 summarised at Appendix 2 Table 6 and detailed in Annex 1.
- e) That the specific arrangements for the governance and release of reserves, including invest to save proposals, be delegated to the Council's Section 151 Officer in consultation with the Cabinet Member for Finance & Efficiency and the Chief Executive.

2.2 That the Council include in its Council Tax setting, the precepts set and approved by other bodies including the local precepts of Town Councils, Parish Councils and the Charter Trustees of the City of Bath, and those of the Fire and Police Authorities.

2.3 That the Council notes the Section 151 officer's report on the robustness of the proposed budget and the adequacy of the Council's reserves (Appendix 2, Annex 2) and approves the conditions upon which the recommendations are made as set out throughout Appendix 2.

2.4 That in relation to the capital budget the Council:

- a) approves a capital programme of £58.063m for 2016/17 and notes items for provisional approval in 2016/17 and the programme for 2017/18 to 2020/21 as shown at Appendix 2, Annex 3 including the planned sources of funding .
- b) delegates implementation, subject to consultation where appropriate, of the capital programmes set out in Annex 3i to Annex 3iv to the relevant Strategic Director in Consultation with the appropriate Cabinet Member.
- c) approves all other delegations as set out in the budget report.
- d) approves the Minimum Revenue Provision Policy as shown at Appendix 2, Annex 4
- e) approves the Capital Prudential Indicators as set out in Appendix 2 Table 8.

- 2.5 That the Council agree the Council's proposed pay policy statement, including the provision in respect of minimum pay rates in 2016/17 as set out at Appendix 5 delegating implementation arrangements to the Employment Committee where appropriate.
- 2.6 Authorise the Council's Section 151 Officer, in consultation with the Cabinet Member for Finance & Efficiency, to make any necessary changes and presentational improvements to the draft budget proposal for submission to Council.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 The resource implications are contained within the body of the report.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The Council is committed to ensuring that our financial decisions and the budgetary processes are subject to proportionate equality analysis.
- 4.2 Bath & North East Somerset Council can demonstrate that it has taken due regard for equality in its decisions by carrying out equality analysis. Thus the Council has a record of the equality considerations, which including the actions that would help to avoid or mitigate any negative impacts on people of particular protected groups.
- 4.3 Our decisions are supported by a strong evidence base (through effective use of equality mapping and Joint Strategic Needs Assessment) which help to make our decision-making processes more transparent. Further equality analysis can be undertaken as new information is made available.
- 4.4 When a budget proposal has implications for people covered by the Equality Act 2010, equality analysis must be carried out and the results considered before decisions are taken on the proposal. The decision maker must assure themselves that they are fully appraised of the equality implications of the decision proposed and should not assume the proposal must be approved. The report should contain a summary of the key findings from the equality analysis and actions that can be taken to remove or minimise any potential adverse impacts.
- 4.5 An Equality Analysis on budget proposals is included in Appendix 6.
- 4.6 Other issues considered include Social Inclusion; Customer Focus; Sustainability; Young People; Equality; Corporate; Impact on Staff and Other Legal Considerations such as the requirement to set a budget and Council Tax.

5 THE REPORT

- 5.1 In this document the Cabinet sets out the following:-

- Its medium term financial planning assumptions which set the basis for the draft budget proposal for 2016/17.
- Its draft budget proposal for 2016/17 (Appendix 2). This provides the detail of the first year of the Directorate Plans and recommends revenue and capital

budgets for 2016/17, together with capital commitments for future years, and recommends a level of Council Tax for 2016/17.

5.2 The budget proposal builds on the prudent financial management of the Council and is designed to maintain front line services as far as possible whilst recognising the significant financial challenge facing the public sector. The budget proposals include:

- A net £1.8m or 1.5% decrease in the non-schools budget to £115.729m
- An increase in the DSG estimated at £2.5m with total funding of £122.7m (including academies). The majority of the additional funding relates to the additional resources provided to accommodate increased pupil numbers in our schools. Taking account of this, the overall total represents a cash freeze per pupil compared to the previous year.
- An increase in the Council's level of Council Tax, comprising a 2% Adult Social care precept and a 1.25% general increase in order to avoid cuts to frontline services. This excludes Police, Fire and Parish precepts.
- These budget proposals are set out in detail at Appendix 2.

5.3 It is important to be clear on the process to be followed in setting the 2016/17 Budget. The Monitoring Officer has given specific guidance which is set out at Appendix 4, and in particular the need for the Council to approve a balanced budget.

5.4 The Monitoring Officer has also highlighted the implications arising if it does not prove possible for the Council to set a budget at its meeting on 16th February and any decision having to be deferred until the reserve date on 25th February. This includes potential delays to the Council Tax billing process.

5.5 The Council is required under the provisions of the Localism Act 2011 and associated statutory guidance to publish an annual statement of its policies relating to the pay of its direct workforce, in particular its 'Chief Officers' and 'lowest paid employees'. The purpose of the statement is to provide a clear and transparent policy to the public, which demonstrates accountability and value for money for the financial year ahead.

5.6 Appendix 5 sets out for Council approval the draft Pay Policy Statement for 2016/17.

6 RATIONALE

6.1 The rationale for the recommendations is contained in the supporting paper to this report.

6.2 The Council's Section 151 Officer is the Divisional Director – Business Support. As Section 151 Officer his duties include ensuring a prudent and balanced budget is set on time which properly takes into account the financial constraints and risks facing the Council.

7 OTHER OPTIONS CONSIDERED

- 7.1 The supporting paper and appendices also contain the other options that can be considered in making any recommendations.

8 CONSULTATION

- 8.1 Meetings have been and will continue to be held with staff, trades unions and other stakeholders during the development of Directorate Plans which have fed into this budget. This has included five budget engagement meetings across the area hosted by the Connecting Communities Area Forums (Bath, Bathavon, Chew Valley, Keynsham and Somer Valley), enabling cross service consideration of the range of proposals by a range of stakeholders.
- 8.2 Representatives of the business community were engaged in these consultations as part of the Budget Engagement meetings.
- 8.3 Comments received from consultation, including the Area Forums, Policy Development and Scrutiny Panels and Trade Unions have been provided for consideration by the Cabinet.

9 RISK MANAGEMENT

- 9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.
- 9.2 In addition Appendix 2 to this report includes (at Annex 2) the Section 151 Officer's assessment of the Robustness of Estimates and Adequacy of Reserves. One of the considerations taken into account is the Directors' Review of Robustness of Estimates and Budget Risks/Sensitivities and the Corporate Risk Register. This is completed by all Directors in respect of their own services.

Contact person	Tim Richens, Divisional Director – Business Support (01225) 477468
Background papers	Directorate Plan reports to Policy Development & Scrutiny Panels during November 2015. Consultation Response Summary – Report to Resources PDS 8 th February 2016 Financial Settlement 2016/17 and future years, CLG website
Please contact the report author if you need to access this report in an alternative format	

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APPENDIX 1

Budget Aims and Ambitions

Bath and North East Somerset Council, in partnership with other local public sector agencies has developed an ambitious 2020 vision for the area. This vision, sets out the Councils overarching aspirations for the future.

‘Bath and North East Somerset will be internationally renowned as a beautifully inventive and entrepreneurial 21st century place with a strong social purpose and a spirit of wellbeing, where everyone is invited to think big – a ‘connected’ area ready to create an extraordinary legacy for future generations’

From this, the Cabinet have identified three core aims and six key priorities for the Council to focus on:

Core Aims:

Ensuring the Council:

- Is efficient and well run;
- Invests in the future of the area; and
- Puts the interests of residents first

Key Priorities:

- Tackling waste and increasing efficiency
- Improving transport
- Delivering new homes and jobs
- Investing in young people
- Supporting cleaner, greener and healthier communities
- Promoting choice and independence for older people.

These areas will guide Council activity and budget planning over the next year; ensuring that resources are allocated in a robust and sustainable manner and enable the Council to invest in the things that matter most to local people.

Below are some examples of how the budget will deliver the Cabinet’s commitments:

Tackling waste and increasing efficiency

- Delivering internal organizational savings and improving financial efficiencies to produce over £5 million worth of efficiency savings.
- Exploring more opportunities for sharing services and collaborating with other organisations, including health, other public services and local authorities.
- Generating over £3 million of new income in 2016/17 by innovative means, such as:
 - More weddings and events in a variety of local places
 - Growing income from the Council’s commercial estate
 - Growing the visitor economy, with more markets, pop-ups and events

APPENDIX 1

- Developing the CCTV service to operate on a more commercial footing
- Increasing income from our Heritage estate and assets

Improving local transport

- Funding to support the implementation of Transport Strategies for Bath, Keynsham, Chew and Somer Valleys in order to tackle congestion and improve local transport;
- Investing an additional £500k in highway maintenance, over and above the £3.6 million granted by Government, in order to better maintain the condition of our local roads;
- Continued support of local buses, including additional investment through the Better Bus Fund;
- Increasing cycling opportunities and encouraging participation;
- Support for phase 1 of the MetroWest project to enable more frequent local rail services to Keynsham and Bath.

Delivering new homes and jobs

- Investing more than £3.2 million in new affordable housing schemes throughout the area, including support for extra-care housing and a shared-housing initiative for young people, as well as affordable housing schemes in rural and urban areas;
- Improving connectivity through continued support for rural broadband and investing £2.25 million investment in the Digital B&NES project to enable the provision of ultra and superfast broadband to local businesses;
- Supporting local traders through investment in improved Wayfinding;
- Up to a £30 million investment to support Bath Quays delivery, enabling the creation of thousands of local jobs whilst optimising a return for the Council;

Investing in our young people

- Protection for front-line children and youth services including children's centres, child protection services and schools.
- Providing £200k to improve and expand facilities at Riverside Youth Hub.
- Investing over £6 million in new and improved school buildings in order to modernise facilities for local school children and support parental choice;
- Providing £150k to upgrade and modernise children's play areas throughout the district.

Supporting cleaner, greener and healthier communities

- Protecting front line environmental services including street cleansing, with no further public toilet closures;
- Providing £60k to tackle the urban gull problem and enable the delivery of the new Gull Strategy;
- Investing in new leisure facilities in Bath and Keynsham to support an increase in participation in physical activities;
- Providing £50k to upgrade and replace old and damaged litter bins and benches.

APPENDIX 1

Promoting greater choice and independence for older people

- Protecting front-line adult health and social care services with additional funding enabled through the new Social Care precept.
- Investing over £1 million in Disabled Facilities Grants to enable home adaptations that support greater independence for elderly and vulnerable residents;
- Protection of funding for advice services delivered by the local Citizens Advice Bureau.

Further details on the context and strategic drivers of the budget are set out in the Council's Corporate Strategy 2016-2020. This strategy sets the Council's direction of travel over the next four years enabling it to shape its business so that it is able to deliver the Cabinets manifesto commitments in 2016/17.

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THE BUDGET PROPOSAL OF THE CABINET 2016/2017

Budget Headline

The proposed Budget for 2016/17 is the first to be prepared following the announcement by Government of the Comprehensive Spending Review for 2016/17 to 2019/20 and the resulting challenging Local Government Finance Settlement for the same period.

The Budget focusses on protecting high priority frontline services, delivering important manifesto commitments, growing income and further increasing the efficiency of Council services.

As part of the Local Government Finance Settlement, the Government recognised the acute financial challenges facing Adult Social Care services and have therefore proposed the introduction of a specific Adult Social Care council tax precept. Therefore, in order to protect frontline adult social care services, this specific council tax precept of 2% is included in our proposed Budget.

Whilst significant savings and additional income generation proposals totalling £11.7m are included in our proposed Budget, we are also recommending that Council Tax is increased by 1.25% in 2016/17 in order to avoid cuts to frontline services. The proposed band D Council Tax for Bath & North East Somerset Council next year is £1,240.90 (£1,201.85 in 15/16).

The proposed net revenue budget for Bath & North East Somerset Council next year, 2016/17, is £115.729m, a net cash decrease of £1.787m on the previous year. This includes the impact of significant reductions in government funding amounting to 17.7% for 2016/2017.

The Budget Context

The most recent Government Spending Review, announced in December 2016 confirms that financial challenge facing local government will continue to 2019/20 at least. This represents a full decade of sustained funding reductions which will fundamentally have changed the way in which the Council is actually funded for providing public services. Indeed by 2019/20 we now anticipate our core Government grant funding to be almost completely wiped out.

Since 2011/2012 the reduction in Government Grant Funding has averaged over 10% per annum resulting in over £30M of savings and additional income generation over the last three years alone.

Table 1: Reduction in Government Grant Funding 2011/12 to 2015/16

	2011/12	2012/13	2013/14	2014/15	2015/16
Actual B&NES Funding Reduction	-13.5%	-8.3%	-9.4%	-9.6%	-13.7%

The Council had anticipated that local government funding would continue to be squeezed for the next four year period and that 2016/17 would be particularly challenging. This early financial planning identified that further grant funding reductions of up to 10% per year could potentially be expected which, together with anticipated cost and demographic pressures would require up to £38m in additional savings and income generation over the next four year period.

The Local Government Finance Settlement was announced on 17th December 2015 and included firm figures for 2016/17 and indicative figures for a further 3 years to the end of the Spending Review period.

The Settlement was far worse than the Council had anticipated with annual cash reductions to grants exceeding the anticipated 10% per annum reductions. The decreases in funding for 2016/17 and 2017/18 are particularly large and result in an additional £3.6M of grant reductions for 2016/17 and £9.1M over the 4 year period. Further details of the grant changes are set out in Table 2 below.

The key basis of this disappointing Settlement was a change made by the Government to the allocation and distribution of the grant reductions across local government, moving from the flat rate reductions applied to all councils over the previous 4 years, to an approach based on a Council's overall funding including Council Tax and New Homes Bonus. This gives rise to a huge variation in grant reductions across the country from as little as -0.6% to – 32%. A significant number of authorities, including the Council Leader have raised concerns over this approach with the Local Government Minister.

Table 2: Reduction in Government Grant Funding 2016/17 to 2019/20

	2016/17	2017/18	2018/19	2019/20
Actual B&NES Funding Reduction	-17.7%	-15.9%	-10.6%	-11.7%

In financial terms, the Settlement has increased the saving and additional income required to at least £43M over the four year period broken down as follows:

Table 3: Estimated Budget Shortfall 2016/17 to 2019/20

	2016/17	2017/18	2018/19	2019/20
Council Savings and Income Target	£12M	£11M	£12M	£8M

Also within the Settlement the Government have made a number of further provisions and funding changes as follows:-

- A provision for Adult Social Care (ASC) authorities to make a specific ASC Council Tax increase of up to 2% to be spent specifically on ASC cost pressures.
- There is no continuance of government grant incentives for general council tax freeze funding, and the general council tax referendum limit remains at 2% (this excludes the ASC Council Tax increase).
- The in-year reductions to Public Health Funding in 2015/16 have been made permanent, together with on-going cash reductions of up to 2.6% per annum. Final funding settlements for Public Health Grant have yet to be announced but we have anticipated an overall 7.4% reduction for 2016/17.
- Education Support Grant is to reduce by 75% over the 4 year period to 2019/20 with a 19% reduction in 2016/17.
- A consultation on future changes to the New Homes Bonus scheme was launched as part of the Settlement the Government seeks to reduce this funding stream by over 50% from 2017/18.
- A future consultation on the introduction of a 100% Local Business Rate Retention scheme was confirmed for summer 2016 as the Government confirmed intentions to introduce this by 2019/20.
- An additional £1.5bn of funding for the Better Care Fund was announced, starting from 2017/18 over a 3 year period. No specific details of the level or conditions for this funding have been provided to date.
- The Government have offered local authorities the opportunity to agree a minimum 4-year funding Settlement offer subject to the agreement of a local efficiency plan. Further details of this have yet to be provided, including the requirements for such an efficiency plan.

Taking account of the Settlement, the Budget proposal outlines savings and additional income totalling £12M for 2016/2017.

The Council has a prudent level of reserves and can use these to support and smooth the effects of policy changes and additional financial challenges, particularly recognising the ongoing reductions in Council funding to 2019/20 and beyond.

The future indicative figures provided as part of the Settlement through to 2019/20 show a tough set of financial targets that will need to be met in order to deliver balanced Budget proposals for future years. It will become increasingly difficult to meet the challenge without significant changes and redesign of Council services over this period.

Structure of the Budget Proposal

Section 1 sets out the approach to the revenue and capital budget and the build-up of the recommended revenue budget for 2016/2017. Annex 1 provides the breakdown of the Budget for 2016/2017.

Section 2 sets out the position regarding future years 2017/18 to 2019/20.

Section 3 sets out the recommended capital programme for 2016/2017 including the indicative capital programme through to 2020/2021. Annex 3 provides more detail.

Section 4 sets out the current position on revenue balances taking into account the proposals for prudent use of reserves.

Section 5 sets out the implications of the revenue budget for Council Tax levels for 2016/2017.

Table 4: Summary Net Revenue Budget and Capital Programme 2016/17

	2016/17
Revenue Budget Funding:	£m
Council Tax	77.847
Revenue Support Grant	14.423
Retained Business Rates (after tariff)	22.509
Reserves & Collection Fund	0.951
Total Funding	115.729
Net Revenue Budget Spend	115.729
Capital Programme – for approval	58.063
Capital Programme - for provisional approval (subject to)	53.396

Note: Some of the figures in the table are affected by rounding.

Section 1 – The Revenue Budget for 2016/2017

The Budget Proposal

Each Directorate of the Council prepared a detailed Directorate Plan covering the 2016/17 Financial Year with some specific directions of travel for the following 3 years to 2019/20. These plans were reported to the relevant Policy and Development Scrutiny (PDS) Panel throughout November 2015.

The Directorate Plans set out the specific service and resource requirements for 2016/2017. Feedback from the individual PDS panels, the five Budget Fairs which were this year held as part of the Community Forums, trade unions and other stakeholders has been considered by the Cabinet in arriving at the proposed Budget for 2016/2017.

Subsequent to this, a number of further amendments were needed to the Directorate Plans to allow for the significant impact of the Local Government Finance Settlement received on 17th December 2015. These amendments were set out at the Resources PDS Panel on 8th February 2016 which included an open invitation to all members of the Council.

All of the detailed proposals for additional resources, savings and additional income to support this balanced Budget proposal are further summarised in the Service Impact Statements set out at Appendix 3 to this report.

The proposed Budget recognises the very difficult financial challenge facing the whole of the public sector and the increasing need to prioritise resources. The Cabinet have identified three core aims as a focus to ensure the Council:

- Is efficient and well run;
- Invests in the future of the area; and
- Puts the interests of residents first

In order to present proposals for a balanced budget in 2016/2017, the Cabinet have examined a range of options as part of its spending review of the Council. This has included consideration of proposals provided by Management, as part of the ongoing Strategic Review to generate the additional savings or income to address the Budget gap.

The Strategic Review covered the four strategic priorities of the Council as set out in the Corporate Strategy as follows:

- **A strong economy and growth**
- **A focus on prevention**
- **A new relationship with customers and communities**
- **An efficient business**

The Review considered spending across the Council to ensure efficiency savings and income generation opportunities are maximised ahead of reductions to Council services. The outputs from this review are reflected in the Directorate Plans and those which form part of the Budget proposal for 2016/17 are set out at Appendix 3.

Corporate Assumptions

The assumptions which underpin the 2016/2017 Budget are set out below:

- An estimated pay increase of 1% from 1 April 2016 which covers the period until 31 March 2017 (this also provides for some additional provision for lowest pay spine points).
- National changes to the employers national insurance rates – increasing by 3% from 1 April 2016 for earnings from £8K to £43K with an estimate annual cost to the Council of £1.3M per annum.
- Continued low rates of interest of under 0.5% per annum for treasury management cash investments. The Council will maintain a minimum cash policy.
- Balanced budgets are achieved for 2015/2016 with no new related on-going funding pressures.
- No general inflationary provision – specific inflation has been provided and identified as growth within service areas based on specific service circumstances and contractual commitments
- That capital funding is provided as far as possible from Capital Receipts and internal cash flow. New borrowing will be kept to a minimum subject to market conditions and the overriding need to meet cash outflows.
- Fees and charges set by statute will be calculated in accordance with defined calculations under statutory guidance.
- The level of discretionary fees and charges are delegated to Officers, in consultation with the relevant Cabinet member and, will generally increase in line with the increase in the costs of the relevant service.
- No general increases are proposed to Car Parking Charges during 2016/2017, with the exception of changes to charges for car parking season tickets as set out in Appendix 3.
- Park and Ride Charges – charges are now set by the operator within agreed contractual limits.

Government Grant Funding

The provisional Local Government Finance Settlement was announced on 17 December 2015 and included firm figures for 2016/17 and indicative figures for a further 3 years to the end of the Spending Review period.

This showed the Council's funding baseline for 2016/2017 reducing by 17.7% which represented a reduction of £7.8M in cash terms, this was significantly worse than the financial planning assumptions which had allowed for a reduction of around 10%. Over the four year period the settlement was £9.1M worse than the medium term financial plan assumptions.

The main factor in the worse than expected position reflects a change in the Government's method for allocating the grant reductions between Councils. The Provisional Settlement, without any prior consultation, took into account income raised

from Council Tax and New Homes Bonus when distributing grant reductions. This has varying impacts on different Council's with those which had higher Council Tax bases (like Bath & North East Somerset Council) receiving a higher level of reduction in Settlement Funding Assessment (Revenue Support Grant & Retained Business Rates Baseline).

The funding baseline itself takes account of the start-up funding baseline for the Localised Business Rate element so the overall reductions in Revenue Support Grant (RSG) equate to far larger percentages (35.5% for 2016/17). In reality, reductions to RSG will look increasingly large in percentage terms as the Government seeks to take the cash reductions from an increasingly reducing pot of RSG funding with the Council's indicative RSG reduced to just £0.5m by 2019/20.

This settlement confirms that B&NES Council will remain one of the lowest funded unitary authorities, in fact the Council has the 9th lowest core spending power per dwelling when comparing all Unitary Authorities for 2016/2017.

The New Homes Bonus Scheme which provides funding for new homes brought into use and included in the Council Tax Base, was provisionally confirmed at a total of £5.199m for 2016/2017. This is the sixth year for funding for New Homes Bonus and includes an additional £1.490m for 2016/2017. This funding is un-ring-fenced and is currently fully allocated as part of the overall revenue Budget supporting all Council services. The government is currently consulting on the future of the New Homes Bonus scheme with a proposed reduction of £800m (over half) nationally starting from 2017/2018.

The Settlement did not include any provision of funding to support Council Tax freezes, as had been the case in previous years. Prior years Council Tax Freeze Grants have been transferred into core grant funding and are being reduced in line with the reductions set out above.

Retained Local Business Rates

The 2016/2017 financial year will be the fourth year of operation of the retained local business rate shares although only two years (2013/14 & 2014/15) has been fully completed at this point.

As part of the Spending Review 2016 and the Settlement, the Government has signaled its intention to extend the current retained local business rates into a 100% local retention scheme by 2019/20. Whilst there are no direct changes for 2016/17, the Government will be issuing a consultation document on this during 2016. The Council, with all the WoE authorities, has sought assurance from Government that the proposed changes will not adversely impact on our existing City Deal arrangements where 100% of business rates are already retained for the Economic Development Fund.

The Budget proposal also reflects the continuation of the Somerset Business Rates Pool; consisting of Somerset County Council, Bath & North East Somerset (B&NES) and North Somerset Unitary councils, Mendip, Sedgemoor and South Somerset District councils, and Taunton Deane Borough Council. Using forecasts for business rates income based on 2016/17 estimates, the forecast gains from pooling are anticipated as being £2.3m for across the pool with the forecast gain for the Council being £350k.

As part of the proposed Budget, reasonable assumptions have been made for likely future Business Rate income, together with specific proposals as part of the Strategic Review to generate further income. Any surplus or deficit on the Business Rate Collection Fund will be transferred to an earmarked reserve for consideration as part of the Business Rates calculations for 2017/2018.

The West of England City Deal arrangements have no impact on retained local business rates as the pooling arrangements include a “no worse off” provision. The City Deal also sits alongside the Somerset Business Rates Pool so the two financial arrangements operate completely separately and have no impact on each other.

Business Rates form an increasingly large proportion of the Councils core income and this will increasingly be the case as we seek to grow this income stream and Government seeks to use this in the determination of future grant funding. Significant changes to this income stream propose a key risk for the Council going forward and the national revaluation to be undertaken during 2016 for a 2017 implementation will need to be carefully monitored and considered.

Schools Funding

Schools are funded by the Dedicated Schools Grant (DSG) which is initially allocated to the Council by the Department for Education. The DSG supports all expenditure in schools (who set their own budgets) and the activities that the Council carries out directly for schools. It does not cover the statutory responsibilities the Council has towards parents. These responsibilities are funded through the Councils main revenue funding and included as part of the proposed Budget.

The Dedicated Schools Grant (DSG) increase compared to 2015/2016 is complicated by the conversion of several schools to academies, and the transfer of additional funding for new studio schools into the DSG from other funding routes. The overall increase in the DSG is estimated for 2016/2017 at £2.53m with total funding of £122.73m. The majority of the additional funding relates to the additional resources provided to accommodate increased pupil numbers in our schools. Taking account of this, the overall total represents a cash freeze per pupil compared to the previous year.

The Pupil Premium, paid to schools to support pupils from deprived backgrounds has also had a cash freeze attached to its funding rates. This means that all school funding has been contained at the same funding rates as 2015-16. The financial pressures on schools including pay awards, NI changes and Superannuation charge increases will have to be found by schools through efficiency gains.

As schools convert to academies the DFE take back the element of DSG payable to the local authority in order to make payments direct to the academies. The DFE estimate of this will be £49.25m in 2016/2017 leaving £73.48m payable to the Council.

This recoupment by the DFE is based on 10 secondary, 3 special, 11 primary and 3 Studio academies in 2016/2017. These school numbers include 5 primary school anticipated to convert to academies on 1st April 2016. It is difficult to assess whether there will be more schools converting to academies over the next year.

Further budget changes to council funding are generated by the changes proposed to the Education Services Grant (ESG) which provides for resources for academies taking on the statutory responsibilities of the council. Schools converting to academies and the Local Authority will be allocated resources that were originally part of the local government settlement. The grant allocations are based on pupil numbers in the establishments with academies being funded directly and the Local Authority receiving the allocation for all maintained schools. As schools convert to academies the resources allocated to the Local Authority under the ESG would diminish on a per pupil basis.

The DFE have informed the Local Authority of a planned reduction and a phasing out of this element of Local Authority and school funding. In 2016-17 the reduction planned for B&NES amounts to 243k and has been incorporated into the overall funding set out in the Local Authority budget.

Adult Social Care

As set out above, the Government announced the provision within the Local Government Finance Settlement for Adult Social Care (ASC) authorities to apply a specific increase in local council tax rates of up to 2% from 2016/17 to specifically meet ASC costs pressures.

Whilst some of these costs pressures facing ASC have been identified by the Council as part of the financial planning processes, a number of additional costs pressures have emerged over recent months including:

- Financial pressures from providers, a number of whom have already written to notify of intended fee increases
- The full impact of Government's national living wage
- Increasing demand and demographic pressures
- The reallocation of Government Care Act grant funding

Taking account of these pressures, the Budget proposal includes the provision for the full increase of 2% in the Council Tax to meet these ASC cost pressures. This will raise approximately an additional £1.5M which will be passed directly to the ASC Budget on the basis that service works to ensure costs pressures are contained within this provision.

This new Government flexibility for a specific ASC Council Tax increase comes with a range of certification requirements to ensure the funding raised is spent on ASC and effectively ring-fences the ASC Budget within the Council.

The Better Care Fund

The Better Care Fund is providing a significant incentive to support the integration of health and social care, requiring Clinical Commissioning Groups and Local Authorities to pool budgets and agree an integrated spending plan. Greater integration is seen as a potential way to use resources more efficiently, in particular by reducing avoidable hospital admissions and facilitating early discharge.

In 2016/2017 nationally the fund increases from the £3.8bn in 2015/16 to a mandated minimum of £3.9bn, the local flexibility to pool more than the mandatory amount will remain. From 2017/2018 the government will make funding available incrementally to Local Authorities, worth £1.5bn by 2019/2020.

Changes to the Better Care Fund in 2016/2017 include a more streamlined approach to planning and assurance; this includes redirecting the £1bn payment for performance framework to fund NHS commissioned out-of-hospital services which may include a wide range of services including social care. There is also a requirement to develop a clear, focused action plan for managing delayed transfers of care (DTOC), including locally agreed targets.

The 2016/2017 Budget proposal incorporates the following financial provisions for the Better Care Fund:-

- Revenue funding transferred from B&NES CCG for Council commissioned Better Care Fund schemes will remain consistent with the 2015/2016 allocation of £8.4m.
- £540k of funding related to the payment for performance in 2015/16 will be reviewed against locally priorities in funding out-of-hospital services in line with the requirements in the Better Care Fund 2016/2017 planning guidance.

To access the fund the Health and Wellbeing Board will jointly agree plans for how the money will be spent with sign off by the relevant Council and B&NES CCG groups.

Beyond 2016/2017, the Spending Review sets out an ambitious plan so that by 2020 health and social care are integrated across the country. Every part of the country must have a plan for this in 2017, implemented by 2020. The Council and the B&NES CCG are already well advanced with this integration.

Areas will be able to graduate from the existing Better Care Fund programme management once they can demonstrate that they have moved beyond its requirements. Further details will be set out in guidance during 2016.

Resource Allocation including Recurring and One-Off Funding

The Cabinet has considered the allocation of recurring and one-off funding to meet resourcing priorities. This recurring or one-off funding is created from a number of sources and can only be finalised once all assumptions and calculations are completed for the proposed Budget. These sources include:-

- Changes in financial planning assumptions
- Variations in grant settlement
- Full year effect of savings proposals
- Adjustments to corporate finance items
- Calculation of the Council Tax Base
- Calculation of the Retained Local Business Rates
- One-off funding provisions and variations, for example the council tax collection fund surplus (or deficit).

The Budget includes the following allocations of resourcing to meet specific commitments and priorities:

On-going Resourcing Allocations - £Nil

No specific allocations of on-going funding have been made within the Budget proposal for new revenue Budget statutory or policy service commitments.

A number of cost, demand and legislative pressures have been recognised within the Budget Proposal as summarised in Table 5 of this Appendix.

One-off Funding Allocations - £2.34M

These following allocations are to be made from the anticipated Council Tax Collection Fund Surplus (£753K) together with a draw down from the Financial Planning Reserve (£33K):

- £60K to provide funding to progress the Council's proposed gull strategy for 2016/17
- £25K to meet the implementation costs of the Council's proposed approach to a permit scheme for advertising board enforcement.
- £8K as a contribution towards the provision of the Duke of Edinburgh Award Scheme for Keynsham and Bath
- £23K to continue to support the delivery of the "Wheels for All" programme for 2016/17.
- £63K to provide up to 6 months funding to support the development of a self-funding and sustainable approach to the freight consolidation service in the Council's area.
- £120K in total for 2016/17 and 2017/18 to meet the Council's contribution to external costs for professional advice and support in respect of the WoE Joint Spatial Plan (amount conditional upon all WoE authority contributions).
- £100K to support the redesign work for the Waste Service including external professional advice and support.
- £200K to provide for a range of cycling and related events and activities across B&NES. This figure may be supplemented and offset by potential sponsorship of the events and activities.
- £80K to provide for the costs of a parking and highways implementation study in support of the Keynsham Transport Strategy. This figure is a maximum amount subject to detailed specification to be agreed for the study.
- £107K to provide for a one-year extension to the adults advice and information commission to align this contracted service with the recommissioning work for Your Care Your Way.

The following one-off allocations for 2015/16 are to be funded directly with allocations from the Council's Financial Planning Reserve totalling up to £1.555M:

- £195K to provide a further one-year of supplementary for funding for the Human Resources Team to support the ongoing service transformation of the Council, specifically the HR advisory and management support. The ongoing provision will be mainstreamed as part of a restructure and redesign of the HR service within the Council during 2016.
- £180K to meet the costs for a Mayoral referendum as a result of a qualifying petition having been received by the Council. A further £180K will be required to meet the costs for a Mayoral referendum in the event of a vote in favour of an elected Mayor for the Council.
- Up to £200K to support the development of proposals to implement the provisionally agreed Enterprise Zone extension site for the existing Bath Enterprise Area (EA) and an extension site in the Somer Valley.
- Up to £300K to support the development of proposals for Phase 2 delivery of Bath Western Riverside and the Enterprise Area.
- Up to £250K to meet the Council's share of external support, advisory and economic modelling costs incurred in relation to development of the Devolution Deal proposals for the West of England. A further sum of up to £250K is included for development of legal, financial and bid preparation costs in the event this is progressed to a final deal with HM Government (further details are set out in the specific paragraph below).

In addition to these specific proposals, under the Council's Invest to Save Scheme, the Section 151 Officer in consultation with the Cabinet Member for Finance & Efficiency, may authorise funding for robust and credible invest to save proposals from reserves (i.e. in the short term creating a 'negative ear-marked reserve' which is then repaid over time, usually 3 years, from the related savings).

Robust and credible 'invest to avoid' proposals (where investment can avoid future costs), can also be considered, but in addition there needs to be specific provision within business cases to replenish the reserves over a 3 year period.

West of England Devolution

A Devolution Bid is being developed by the 4 Unitary Authorities in the West of England. The bid includes the potential for a Combined Authority to take on additional commissioning and funding powers, including a new Payment By Results (PBR) West of England infrastructure investment programme. The latter would require the Council to underwrite further borrowing for infrastructure investment on the basis this would be funded via additional future government grants, should specific economic growth (GVA) targets be met.

The detail of any deal is subject to negotiation and is intended to be developed over the next 6 months. There are two potential key risks for the Council. Firstly, that should targets not be achieved, government grants may not be received in full, secondly that

the interest payments linked to the borrowing or additional minimum revenue provision may require additional sources of funds.

As part of the detailed work still to be undertaken underwriting responsibilities need to be determined, together with how interest costs are to fall within the PBR grant, or are to be funded through other funding streams. Based on theoretical modelling completed to date, assuming investment and borrowing levels are proportionate to population, annual financing costs could equate at their peak to £5M to this Council. An allowance has been made in the Budget proposals for one-off costs.

This will help ensure any Devolution Deal that is completed is robust and carries the minimum level of local authority risk. This work will in any case help the West of England attract Government funding with the aspiration being £1Bn of additional funds over 20 years through the Devolution Deal. This aspiration is roughly in line with some other City Region Deals elsewhere in the country.

The risks will be mitigated through funds being set aside this year to develop robust modelling for the deal, together with the necessary due diligence that will be required, before any final deal could eventually be considered by Council later this year. No other financial assumptions have been made in the council Budget or financial plans around the future funding of a combined authority or deal, over and above the current financing arrangements for the West of England.

Council Tax

The Local Government Financial Settlement included provisions for Councils to:

- Provide for a specific Council Tax increase of up to 2% to be ring-fenced for the additional cost and demand pressures facing the Adult Social Care service. This provision includes a number of specific certification requirements to ensure all such funds raised are spent on delivering Adult Social Care services.
- A further general Council Tax increase of up to 2% beyond which a specific local referendum on Council Tax increases would be required.

There were no provisions within the Settlement for the Government to provide grant funding support for council tax freezes, as had been the case in previous years.

The Government Settlement figures assumed Councils would exercise these options in full for the period of the Spending Review.

The proposed Council Budget provides for the following:

- **In order to protect frontline Adult Social Care services, a specific council tax increase of 2%.**
- **A general council tax increase of 1.25% in 2016/17 in order to avoid cuts to frontline services.**

The proposed band D Council Tax for Bath & North East Somerset Council next year is £1,240.90 (£1,201.85 for 2015/16).

Revenue Budget Proposal – The Headline Numbers

The proposed revenue budget for 2016/2017 represents:

- A net £1.8m or 1.5% decrease in the non-schools budget.
- An increase in the DSG estimated at £2.5m with total funding of £122.7m (including academies). The majority of the additional funding relates to the additional resources provided to accommodate increased pupil numbers in our schools. Taking account of this, the overall total represents a cash freeze per pupil compared to the previous year.
- An increase of 3.25% in the Council's level of Council Tax, comprising a 2% Adult Social Care precept and a 1.25% general increase in order to avoid cuts to frontline services. This excludes Police, Fire and Parish precepts.

We are recommending a net revenue budget for 2016/2017 of £115.729m. Table 5 below, and Annex 1 to this Appendix, show the build-up of the recommended 2016/2017 revenue budget, compared to the rolled forward base budget from the current year.

Table 5: High Level Build-up of the 2016/2017 Budget (detail in Annex 1)

Description	£'000
Total Base Budget rolled forward – 2016/2017 (after removal of one-off items in 2015/2016 Budget)	117,517
One-off Allocations	726
Contractual and Unavoidable Inflation	1,938
New Legislation / Government Initiatives	2,529
Increased Service Volumes	3,736
Other / Technical (Including Capital Financing)	991
Total including Growth	127,437
Efficiency Savings	5,328
Refinancing	1,571
Growth Avoidance	1,013
Increases in Income from fees, charges and other grants	3,024
Service Redesign	772
Total Savings	11,708
Recommended Net Revenue Budget 2016/2017	115,729

In recommending the overall revenue budget to the Council, this also includes the individual service cash limits for 2016/2017. These are shown in **Annex 1** to this Appendix. Table 6 shows the resource allocation for 2016/2017 by service area.

Table 6: Resource Allocation 2016/2017

SERVICE AREA	2016/2017		
	GROWTH (£M)	SAVINGS (£M)	CASH LIMIT (£M)
Adult Social Care	4,232	2,209	58,572
Children's Services	1,841	733	23,918
Place	2,092	3,525	23,368
Resources & Support Services	1,230	2,710	8,791
Corporate & Agency	525	2,531	1,081
Totals	9,920	11,708	115,729

Note: Some of the figures in the table are affected by rounding.

Section 2 – Future Years 2017/18 to 2019/20

The current Directorate Plans were primarily constructed to cover the 2016/17 financial year with some future direction of travel in line with the specific budget priorities and the Council's Corporate Strategy.

The Settlement for 2016/17 provided definitive figures for one year only with indicative allocations for 2017/18 to 2019/20. The implications derived from these indicative figures for the Council show continuing significant reductions in the Council's core grant funding during this period. The Settlement also came with a number of further changes to local government finance during this period including:-

- Ongoing reductions to Public Health and Education Support Grant funding in addition to core grant reductions.
- A proposal for Government to offer a guaranteed "minimum" future funding settlement in exchange for Council's providing 4-year efficiency plans. The specific details of this have yet to be provided by Government.
- A consultation on the future of the New Homes Bonus, as substantial changes are considered to reduce this funding stream by up to 60% by the end of the Spending Review period.
- The implementation of the Business Rates Revaluation from April 2017 – this should be neutral across the country as a whole but there will be regional and even local impacts, including likely appeals from local businesses on any changes.
- A consultation during 2016 on Government proposals to provide for 100% locally retained business rates scheme. This will have substantial implications for local government funding and Government has indicated this will be accompanied by an updated needs assessment of local government funding and, a transfer of additional unfunded responsibilities from Government.
- Expansion of the Better Care Fund, including an additional £1.5bn of national funding between 2017/18 to 2019/20. The distribution of this funding and any service or outcome delivery requirements accompanying this have not yet been set out.

In light of these changes and the significant funding reductions already announced, we cannot be certain about local government funding from 2017/2018 onwards although we can expect the scale of the financial challenge facing the Council to continue right through to 2019/20 and potentially beyond.

Whilst the scale and speed of funding reductions will vary depending on the outcome of these national changes, there are also a number of factors which we can identify that will impact on local government funding going forwards:

- The ongoing impact of demographic changes for Adult Social Care.

- The likelihood of increasing pay inflation (direct and indirect).
- The potential impact of changes to interest rates and the revenue cost of meeting the Council's full borrowing requirement.
- The level of inflationary cost pressures arising on Council services.

Given the scale of savings already achieved and those outlined in the Budget proposal for 2016/17, it is likely that future savings will require prioritised changes to, and redesign of Council services.

The Financial Planning work undertaken indicates the remaining future scale of the financial challenge for remainder of the Spending Review Period from 2017/18 to 2019/20 requires the Council to deliver savings or additional income of £31M over this 3 year period.

The Spending Review process, which includes the Strategic Review already undertaken by Management, has identified a range of options to deliver savings and generate additional income covering the full Spending Review period. These pick up on the 4 key themes of the Council's Corporate Strategy :-

- Customer and Community
- Prevention
- Growth
- Generating Revenue / Making the Finances Work

A number of these options have already been included in the proposed Budget for 2016/17 and set out in more detail within the Directorate Plans. Where appropriate, particularly for income generating projects, these extend to the full 4 year period to 2019/20.

Further consideration of the full range of Spending Review options will be brought forward as part of the Budget development for 2017/18 and beyond, including the potential for a full three-year Budget for the period 2017/18 to 2019/20 as greater clarity is provided on the Government's funding plans for local councils.

Section 3 – The Capital Budget for 2016/2017

Introduction

The Cabinet's proposals for the Council's capital programme are limited to a number of specific new additions to the existing approved programme full details of which are set out in this Section.

This Capital programme proposals:

- Limits new commitments to items which are in line with Council priorities and objectives and which are funded either from external sources, from anticipated future capital receipts.
- Provides capital funding to support specific projects which generate new and additional new income for the Council as set out in specific business cases. The borrowing costs associated with these projects are anticipated to be more fully covered by the income generated.
- Recognises that careful consideration has been made by Officers and Members regarding future commitments and the direction of this programme.

The intention remains to minimise new borrowing in the current market climate and fund the capital programme from a mixture of future capital receipts and internal cash flow wherever possible. However the decision on the timing of new borrowing will be driven by market factors, particularly movements in interest rates to provide overall value for money to the Council.

The projected capital receipts were shaped by a Property Review of proposals for development of Council owned sites. These projected receipts are kept under regular review to ensure the latest position is reflected in budget planning and all existing and future projected capital receipts will be utilised to support the general financing of the Council's Approved Capital Programme.

The presentation of the Capital Programme retains the clear separation of schemes for **Full Approval** and those which are for **Provisional Approval**.

Items gaining **Full Approval** are clear to proceed to full scheme implementation and delivery, subject to appropriate project management and governance.

Items for **Provisional Approval** will require further Officer and Member scrutiny, including a formal Executive decision for Full Approval. The budget numbers for schemes shown for Provisional Approval are therefore included on an indicative basis, and as an aid to planning.

Recommended Programme for 2016/2017

On this basis the Cabinet is recommending the Capital Programme as attached in **Annex 3** and summarised in the table below.

APPENDIX 2

The proposed programme assumes total capital payments and funding in 2016/2017, comprising both the programme for Full Approval of £58.063m and a programme for Provisional Approval (subject to) of £53.396m, as shown in Table 7 below. This table also shows the indicative capital programme and funding at summary level for 2016/2017 to 2020/2021. **Annex 3** shows the total capital programme for 2016/2017 to 2020/2021 in more detail.

Table 7: Summary Capital Programme and Financing 2016/17 - 2020/21

For Approval

Capital Scheme	Budget 2016/2017 £'000	Budget 2017/2018 £'000	Budget 2018/2019 £'000	Budget 2019/2020 £'000	Budget 2020/2021 £'000	Total £'000
Place	26,679	8,136	2,635	0	0	37,450
People & Communities	9,601	2,046	258	0	0	11,905
Resources	20,569	3,590	6,158	5,394	190	35,901
Corporate Capital Contingency	1,215	0	0	0	0	1,215
Total	58,063	13,772	9,051	5,394	190	86,470

For Provisional Approval (Subject to)

Capital Scheme	Budget 2016/2017 £'000	Budget 2017/2018 £'000	Budget 2018/2019 £'000	Budget 2019/2020 £'000	Budget 2020/2021 £'000	Total £'000
Place	39,737	51,851	34,574	11,757	1,549	139,468
People & Communities	5,978	3,039	0	0	0	9,017
Resources	7,681	7,385	7,307	2,307	0	24,680
Total	53,396	62,275	41,881	14,064	1,549	173,165

Grand Total	111,460	76,047	50,932	19,458	1,739	259,636
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Funded By

Financing	Budget 2016/2017 £'000	Budget 2017/2018 £'000	Budget 2018/2019 £'000	Budget 2019/2020 £'000	Budget 2020/2021 £'000	Total £'000
Grant	27,801	14,714	5,766	4,959	148	53,388
Capital						
Receipts/RTB	8,508	10,444	0	2,800	0	21,752
Revenue	977	1,113	1,068	1,068	635	4,861
Borrowing	71,522	45,924	42,736	10,481	956	171,619
3rd Party (inc S106)	2,652	3,852	1,362	150	0	8,016
Total	111,460	76,047	50,932	19,458	1,739	259,636

Note: Some of the figures in the above table are affected by rounding.

Funding

The revenue budget for 2016/2017 provides for the revenue consequences of the Council borrowing in support of capital expenditure where appropriate.

A desire to minimise the planned levels of external borrowing continues to be recognised within the funding arrangements for the Capital Programme. It is anticipated that all current and future capital receipts will be utilised, together with the Council's internal cash balances to fund the Capital Programme. However the decision on the timing of new borrowing will be driven by market factors, particularly movements in interest rates to provide overall value for money to the Council.

The Capital Programme assumes the achievement of £21.752m of capital receipts over the five year period 2016/17 to 2020/21.

This prudent assumption recognises the difficulty in accurately projecting the actual level of capital receipts over longer-term periods, which will ultimately be dependent on the specific proposals for individual sites in the future.

New Schemes within the Capital Programme**PLACE****Environmental Services****Highways Maintenance Programme for Full Approval of £3.645m**

The Highways Structural Maintenance budget is included for Full Approval at £3.645m. This is funded by Government Grant through the DfT, £3.457m of which relates to the main part of the maintenance block settlement and £188k is the incentivised element of the same funding block.

This will be used to address a programme of priority works across all highway asset groups namely carriageways, footways, structures (bridges, retaining walls, embankments & culverts), drainage and electrical infrastructure as identified through on-going inspection, monitoring and evaluation.

The proposed programme of work will help address the backlog of maintenance and improve the condition of the highway network, reducing the whole life costs of maintaining roads through earlier intervention.

It is proposed to enhance the quality of substandard footways in the district. This project supports the key objective of encouraging walking as sustainable travel and by resurfacing footways at the optimum time the council is saving the costs of more expensive and disruptive repair works.

A detailed list of schemes, attached at Annex 3(i), will be subject to consultation with cabinet and ward members. Any amendments to the programme will be approved by the Divisional Director for Environmental Services in consultation with the Cabinet Member for Transport.

Highways and Infrastructure Priority Capital Maintenance for Provisional Approval of £500k

An additional sum for the Highways and Infrastructure Maintenance Programme to that outlined above which will further address the list of capital maintenance priorities. This may include supporting works funded with contributions from local parish councils. Further detailed proposals to be brought forward for Full Approval.

Transport Improvement Programme for Full Approval of £1.890m

The Transport Improvement Schemes budget is included at £1.890m for Full Approval funded from £1.163m of Integrated Transport Block Government Grant, £480k of Local Growth Fund, £60k of Better Bus Area Funding and £186.8k of s106 funds.

The 2016/2017 proposals focus on supporting the five objectives identified in the West of England Joint Local Transport Plan:

- Reducing Carbon Emissions
- Supporting Economic Growth
- Promoting Accessibility
- Contributing to better safety, security and health
- Improving quality of life & a healthy natural environment.
-

Proposals provide measures which improve;

- access to local transport;
- pedestrian and walking facilities;
- cycling provision;
- congestion & traffic management;
- safer routes to school; and
- road safety.

A detailed list of schemes, attached at Annex 3(ii), will be subject to consultation with cabinet and ward members and the general public where appropriate. Any amendments to the programme will be approved by the Divisional Director for Environmental Services in consultation with the Cabinet Member for Transport.

Street Lighting - LED Replacement Programme for Full Approval of £3.034m (links to Strategic Plan saving)

To extend the conversion of street lighting units to LEDs in residential areas and introduce dimming technology, in line with Council Policy approved in 2012, to reduce energy consumption and maintenance costs. Expected savings are £331K p.a. before borrowing costs, giving rise to on-going net savings of £101K p.a. It reduces the Council's energy costs and carbon consumption helping achieve both the Council's environmental and Strategic Plan targets. Any amendments to the programme will be approved by the Divisional Director for Environmental Services in consultation with the Cabinet Member for Transport.

Neighbourhoods - Bin and Bench Replacement for Full Approval of £50k

This funding will continue the work of improving the street scene within Bath & North East Somerset Council by upgrading and replacing of old and damaged litter bins and benches across Bath and North East Somerset. The prioritisation for replacement will be driven from the recently completed condition survey of the assets.

Neighbourhoods - Vehicles for Full Approval of £692k

This rolling replacement programme covers vehicles for Parks (£235k), Cleansing (£273k), Environmental Protection (£14k) and Waste (£170k).

Play Equipment for Full Approval of £150k

This funding will continue the improved standard of replacement and regeneration of play areas, in consultation with local members and communities, which has been seen in the last few years. The replacement and improvement of play equipment supports the Council's Green Space Strategy, Play Policy and Play Strategy.

Parade Gardens Infrastructure for Business Development for Full Approval of £32k (for income generating)

This project will deliver infrastructure improvements in Parade Gardens designed to attract more paying visitors to the site and will support the Council's objective of creating neighbourhoods where people are proud to live.

Park and Ride East of Bath for Provisional Approval of £9.7m

The creation of a new Park & Ride east of Bath was included for Provisional Approval in the 2015/16 Budget Report at £4.7m. This did not include site acquisition costs. Consultations on suitable locations have been undertaken including a number of the sites that are not in the Council's ownership. If any of these are chosen there will be additional costs although the exact value needs to be established; an indicative increase to the Provisional budget is shown.

Road Safety Initiatives for Provisional Approval of £125k

Avon and Somerset Police carry out speed enforcement operations and some offending drivers are offered attendance at a speed awareness courses in lieu of a fine and licence points. The income from course fees is shared with B&NES Council for investment in road safety initiatives which could include traffic calming, Safer Routes to School schemes, and speed enforcement measures. Funds are ring-fenced in accordance with the written agreement between both parties.

Better Bus Fund 2017/18 for Provisional Approval of £70k

This is to improve the punctuality of bus services in key areas in Bath based on specific schemes identified in the grant funding bid assembled from suggestions by bus operators.

Transport Strategic Review Items for Provisional Approval of £550k

This includes capital funding to support the four transport strategies for Bath, Keynsham, Somer Valley and Chew Valley as well as funding to enable transport improvements on footpaths, roads, traffic lights etc to compliment delivery of the transport proposals within the Place Directorate Plan.

Pay & Display Machines - New Coin Acceptance for Provisional Approval of £100k

This will provide funding in order to upgrade internal counting mechanisms in the Authority's pay and display machines to enable the use of new £1 and £2 coins being introduced by the Royal Mint in 2016/17.

Waste Infrastructure & Service Works for Provisional Approval of £26.853m

This is the cost of the capital works required to relocate and implement service redesign works for the Waste Services provided by the Council.

The project will contribute to Council priorities across a range of areas including:

- Core Strategy housing delivery
- Regeneration and the Enterprise Area delivery
- Sustainability and carbon management
- Protecting frontline services
- Increasing recycling
- Reducing waste to landfill
- Improving street cleanliness and reducing litter arising from waste collection
- Improving customer service and satisfaction by providing modern purpose built facilities

The capital works in the first year of this project are not impacted by decisions around the service delivery model and may include land acquisition for a replacement Waste Transfer Station & Refuse Collection depot, early

development costs for the site and the relocation of the outer Bath Cleansing depot, as well as further progressing the design for a replacement recycling centre for Bath.

Decisions around the service delivery model will only influence the 2017/18 onward element of this capital item. This is subject to full business case, which will be developed to inform decisions to be taken regarding the service delivery model being taken forward.

Office for Low Emission Vehicles (OLEV) Bid for Provisional Approval of £1.449m

This project forms part of the successful funding bid entered into by the West of England Partnership for 'Go Ultra Low West' to the Office for Low Emission Vehicles in October 2015.

This is also subject to full business case and robust inter-authority arrangements for implementation.

The submission covers 2016 to 2021 and incorporates funding of approximately £1.5 million for B&NES that will cover a wide variety of emission efficient incentives and assets including further electric vehicle charging infrastructure and contributions to existing capital programme purchases to enable purchase of UAs ultra-low emission vehicles (ULEVs).

Keynsham Leisure Centre - Land Assembly for Provisional Approval of £2.5m

As part of the GLL leisure contract the Council is required to provide a clean and serviced site for the re-provision of a new leisure facility in Keynsham. This budget would include land costs, CPO costs, demolition, highways works & service upgrades.

Community Regeneration

Roman Baths Archway Centre for Full Approval of £5.317m

The Archway Centre will provide a new Roman Baths Learning Centre and World Heritage Centre in York Street / Swallow Street, conserve Grade II listed buildings and in-situ Roman remains and extend public access to hitherto unseen parts of the Roman Baths. The project is the subject of a Round 2 bid to Heritage Lottery Fund in 2016.

Heritage Infrastructure Development for Full Approval of £100k (for income generation)

The Heritage Infrastructure Development Programme is a rolling programme of projects to invest in the Roman Baths and Pump Room buildings, facilities and 'visitor experience'. The projects currently planned for 2016/17 include the King's Bath conservation, lighting improvements, together with the tanking and fitting out of two vaults beneath Stall Street, as carried out for the East Baths. Any amendments to this programme will be approved by the Strategic Director for Place in consultation with the Cabinet Member for Sustainable Development.

Roman Baths: Infrastructure for Provisional Approval of £500K (for income generating)

The Heritage Services Business Plan 2016-2021 provides for the continuation of an annual programme of works at a value of £100k to £200k in each future year of the programme to include heat recovery from the spa water and conservation of the ancient monument.

Victoria Art Gallery Air Conditioning for Provisional Approval of £150k (for income generation)

The air conditioning system in the lower gallery of the Victoria Art Gallery is unreliable and our technical specialists have advised its replacement. Art works need stable levels of humidity, with temporary exhibitions hosted in this gallery generating direct income in excess of £100k p.a, as well as supporting income in other attractions. Borrowing costs are provided for within the Heritage Services Business Plan for 2016-2021.

Disabled Facilities Grant for Full Approval of £1.002m

This is the mandatory grant service administered for eligible applicants that satisfy the following criteria:

- it is a necessary and appropriate home adaptation to enable them access to and use of their home;
- the required adaptation is reasonable and practical; and
- it meets the requirements of a test of resources.

The assessment of need is carried out by Sirona's Occupational Therapy service, whilst the grant scheme is administered by Housing. The scheme allows an eligible applicant to continue to live independently in their own home by providing a range of buildings adaptations and/or specialist items of equipment.

Affordable Housing for Provisional Approval of £3.275m

This capital supports the Council's strategic aim of delivering Affordable Housing and is funded through existing sources of funding including the application of Affordable Housing Revenue Reserve and s106s receipts.

Key projects expected to come forward in the near future include: 72 units of Extra-care housing; 20 bed shared housing initiative for young people; and a rural affordable housing scheme. Other schemes will be considered on a case by case basis as they are brought forward, this could include the development at Foxhill.

As schemes come forward they will be subject to business case and approved, along with the application of funding, by the Divisional Director Community Regeneration in consultation with Cabinet Member for Homes and Planning.

Sawclose Pedestrian Highway Space for Provisional Approval of £2.05m

The project will deliver a shared space environment, with improvements to the public highway and footways to Saw Close. It will also complete the Saw Close Development public Realm works, with the Developer delivering further public realm within the confines of its Property Boundary. These improvements will link up with the shared space scheme in Seven Dials and enhance the surrounding public space to recent Council freehold acquisition in the area.

Radstock Pedestrian Bridge for Provisional Approval of £174k

This project will deliver the construction of a pedestrian footbridge linking the new housing development in Radstock to St Nicholas Primary School.

River Corridor Fund for Provisional Approval of £150k

Partnership working through the Strategic River Group has delivered a programme of works of over £700k including £222k external match over 3 years. A Waterspace Strategy will determine future years' priorities for the River Corridor Fund, further details of which will be set out for future full approval.

Wayfinding and Public Realm for Provisional Approval of £100k

A review of wayfinding and public realm across the city centre is currently underway. It is likely to conclude on priority areas where wayfinding and the urban environment could be improved to support local businesses, encourage retail spend, enhance quality of visitor experience and connect areas together in a more coherent way. The priorities suggested here are for Walcott, Widcombe and the river pathway. The delivery solution would be agreed through consultation with local Members, traders and residents.

Keynsham Town Centre for Provisional Approval of £200k

The Keynsham Transport Strategy and Draft Placemaking Plan recommend developing a scheme for making Keynsham High Street one way. Funds are required to develop a temporary trial with monitoring and evaluation and potentially to design an “oven ready” scheme for funding bids. Consultation and stakeholder engagement would be necessary to define a solution which is deliverable in transport terms and well supported by Members, residents and the business community.

Digital B&NES for Provisional Approval of £2.25m

This project is to maximise on the extensive fibre network within the City of Bath to enable provision of ultra and superfast broadband connectivity for the greater socio-economic and e-government benefit of citizens, businesses, the public sector and tourists in Bath while spearheading the connection of all residents and businesses including: schools, hospitals, hotels, malls, shops, restaurants and clinics throughout the city.

It is subject to the consideration of a robust business case.

Bath Quays Delivery for Provisional Approval of £30m

This provisional item, funded by Service Supported Borrowing, is in addition to the EDF funded Infrastructure elements of the Bath Quays development already in the capital programme. It contributes to the delivery of a mix of office, residential, parking and associated infrastructure, in particular a Council delivered investment block.

This further capital investment is to increase the net return of the development. The business case continues to be developed and further refined in order to optimise this return.

In addition to this Council funded item, grant funding to support the Bath Quays delivery is being sought through the Local Growth Fund (£10m).

Bath Quays Bridge & Linking Infrastructure for Provisional Approval of £3.137m

This will be spent on a new river crossing at the Bath Quays to link the Green Park Road on the north side to the Newark Works buildings on the south. Works will include connecting links. This is funded by capital grant from the Cycle City Ambition Fund.

PEOPLE AND COMMUNITIES

Children & Young People

Youth Services Capital Investment

Riverside Youth Hub Development for Full Approval of £200k

A previous bid for lottery match-funding for development of shared community facilities on the London Road, including the replacement the Riverside Youth Hub, for which provisional funding approval had been given, was unsuccessful.

An allocation of £200k is now proposed as an alternative scheme to improve provision by refurbishing the current building. This proposal will make it safer, more flexible and give better energy efficiency.

The centre will be used by the Council's Youth Connect Service and a number of community groups. Improvements will include changing a store room into a workshop, adding a sheltered area at the back of the building, opening up the garden area, building a pontoon for better river access for kayaking, improving the music studio, painting and decorating throughout, including some new flooring, suspended ceilings and improved access signage and lighting.

Schools Capital Investments

Overview

The Council retains responsibility for capital funding of existing schools (excluding academies) and for the expansion of school places at all schools, including academies.

Schools capital grant funding £6.694m in 2016/17 and £3.039m in 2017/18 has been confirmed by the Education Funding Agency (EFA) for Basic Need to support the provision of additional pupil places where there is population growth. An allocation for Capital Maintenance has yet to be announced, but an indicative figure of £1.5m is assumed.

2016/17 Basic Need Schemes

Our increased level of Basic Need grant funding reflects the growing number of additional places required as identified in the School Organisation Plan and annual School Places Return (SCAP). The funding is to provide the projected number of places that will be needed by September 2018. The allocation is non ring-fenced to enable the Council to fulfil its statutory duties in ensuring sufficient school places. There are no revenue implications for the Council arising from the expansion of schools as these will be met by the Dedicated Schools Grant (DSG).

The Council has a statutory duty to provide sufficient school places for every child resident in the Local Authority who requires a place with Projects identified in line with these responsibilities. The key priority for investment is the need to provide additional primary pupil places driven both by underlying population growth and new housing. Funding has been provided for places required within the next two years and a number of schools have been identified where capacity will be required.

This list is not exhaustive as factors such as the need to revise projections as a result of updated information on births and resident population particularly when most primary schools are full or filling, may mean even small numbers of additional pupils can trigger the need for additional classrooms. Other factors such as changes to the timescales of new housing delivery or a free school being approved can increase or reduce the need to add capacity.

Basic Need (BN) has been allocated for 2016/17 for the following schemes (noting that the New Ensleigh School has been previously approved with a sum of £1.25m from 2016/17 BN funding within a total project budget of £4m).

Basic Need has been allocated for 2016/17 to the following schemes.

St Mary's Primary School, Writhlington for Full Approval of £700k

Final phase of expansion adding two general teaching classrooms to increase the Published Admission Number (PAN) to 210 from September 2017. It is expected the Council will receive a Section 106 contribution of £176k which will reduce the amount funded from BN.

Farmborough Primary School for Full Approval of £714k

To provide additional accommodation to meet an increase in PAN from 20 to 25 with effect from September 2016. The scheme will also address a number of condition related issues which will be undertaken as part of the works.

Saltford Primary School for Full Approval of £1.425m

In April 2014 Cabinet approved £400,000 for the provision of two additional classrooms to enable the permanent expansion of the school due to increasing pupil numbers in the area. Subsequently, four temporary classrooms at the school have been undermined by significant badger activity. These classrooms require urgent replacement. The project will replace the four poor condition buildings and add two new classrooms as part of a traditional permanent build 6 classroom block. £240k of the original budget remains and will be added to the £1.425m to meet the total scheme budget costs of £1.665m

Schools Capital Maintenance Programme 2016/17 for Full Approval of £1.389m

In recent years allocations from the Department for Education (DfE) for Capital Maintenance funding have been made on the basis of one year allocations. This funding is non ring-fenced grant funding to address the worst building condition issues at schools. To date the funding allocations have not been announced for 2016/17 but are expected to be made by the DfE in late January 2016.

In 2016/17 it is proposed to allocate £455K for the replacement of assets at St Michael's and Chandag Infant school and £434k for schemes at 10 schools where the condition surveys show the most urgent need for repair. These are detailed in Annex 3(iii). These schemes will cover a range of projects such as, replacement of heating systems, windows and health and safety. At some schools more than one scheme will be undertaken to address condition issues. In the event of the funding allocations being reduced in 2016/17 it is proposed the number of schemes may need to be reduced to reflect the amount of funding available.

This figure is lower than in previous years as it addresses only the most urgent condition issues whilst keeping funding aside for larger emerging schemes (see emergency works below).

A budget for minor works and Disability Discrimination Act (DDA) works of £250k is proposed to address smaller condition issues such as replacement heating controls and obsolete distribution boards. This funding will be used to address ad hoc condition and health and safety issues as they arise throughout the year. Additionally, this budget can be accessed to address future DDA adaptations at school sites.

It is recommended that a £250k emergency works budget is allocated to meet larger unforeseen issues if they occur throughout the year. A recent example of this being the need to replace buildings at St Michaels Junior

It is proposed that delegated authority for approval of individual Minor Works/DDA and Emergency Works schemes within the totals above is given to the Director for Children & Young People – Strategy & Commissioning in consultation with the Cabinet Member for Children's Services.

The balance of the estimated funding available for this year of £111k is to be held provisionally at this time, the value to be confirmed once the grant notification has been received.

The Schools capital maintenance team maintain a rolling list of capital works required, this funding will be used to work through these projects as they are fully reviewed and prioritised. Timing of the work on these projects will be reliant on resources available to cost and prioritise these projects and so may slip into future years as has occurred previously.

School Basic Need Schemes Unallocated for Provisional Approval of £2.605m

There are a number of housing developments where Section 106 contributions have been agreed that will provide funding to extend existing schools and meet future basic need requirements. In some circumstances, there may be additional basic need pressures in the local area and Council funding may be required to address the additional accommodation needs. In particular there will be a requirement to provide a bulge class in September 2016 in the Keynsham area which may require some capital funding.

RESOURCES & SUPPORT SERVICES SCHEMES

Property Maintenance and Equality Act Works for Full Approval of £1.457m

Capital Planned Maintenance and Equality Act works will be undertaken on the Council Corporate Estate. Annex 3(iv) provides the detailed plan for 2016/2017, with prioritisation informed by full condition surveys. Any amendments to the programme will be approved by the Strategic Director for Resources in consultation with the Cabinet Member for Resources.

Commercial Estate Investment for Provisional Approval of £15m (for income generation)

Active management of the commercial estate will seek external investment opportunities on the open market for acquisition. Acquisitions will be funded from borrowing, which as borrowing costs increase may limit the type and nature of investments available.

Initiatives will also facilitate the pursuance of development and reinvestment opportunities within the existing commercial estate ranging from lease restructuring, to asset enhancement exploiting returns from assets by activities such as the separation of retail and residential elements within buildings to transfer the latter into the proposed LHDV. Where assets are assessed as underperforming assets these may be proposed for disposal.

Investments will require a full business case before proceeding.

Property Company Investment for Full Approval of £20m (for income generation)

A Council owned local housing delivery vehicle to: deliver the development of market housing / to hold, manage and operate market housing / to sell market housing / to provide other market housing related activity / to deliver and manage other commercial and property development.

Allocation of this funding will be in accordance with the specific process and delegations included within the report to Cabinet dated 3 December 2015.

Print Services - Equipment Investment for Provisional Approval of £300k
(for income generation)

Investment in lithographic print equipment and a letter inserter to enable Print Services to offer the full range of services to the Council. This will also enable the co-location of Print Services and Post to take advantage of Print to Post capabilities to achieve cost reductions in postage. Print/Post Services would also be able to offer services to other public sector organisations (such as the CCG, hospitals and GPs) mailing services.

Energy Services Investment for Provisional Approval of £3m

Council investment in renewable energy generation and infrastructure, in order to support the Council's delivery of Core Strategy Policy 'CP3' and generate a return on investment, in projects which will also deliver other community benefits.

Communications Hub for Provisional Approval of £176k

Proposal for £100k to support investment in CCTV infrastructure to support the diversification of the service. (The initial investment of £40k is in the connection with Keynsham so that it uses up to date and reliable digital infrastructure. The further £60k is for similar investment in infrastructure or cameras that may be required but will be dependent on business cases and as such is provisional). Further £76k of S106 funding to install CCTV cameras at Oldfield Park Railway station and make improvements to CCTV camera provision for passengers at Keynsham Railway Station.

EMERGING CAPITAL SCHMES

The following schemes are not yet fully developed and outline business cases have not been produced at this stage so it is not possible to identify an appropriate provision for them within the proposed Capital Programme.

These schemes may require significant capital expenditure some or all of which may be met through external sources or the related service provider. As the specific business cases are more developed and the capital requirements are more fully understood these schemes will come forward for Council consideration and decision at that point.

The business cases will need to identify suitable capital and, if necessary, revenue funding provision at this time.

Enterprise Zone

B&NES were successful in securing provisional Enterprise Zone (EZ) status the existing Bath Enterprise Area (EA) and an extension site in the Somer Valley.

Recognising current workloads officers are exploring options for funding resources necessary to deliver the additional workload a EZ brings. At present it is expected that most logical route would appear to be to seek funding via the Regional Infrastructure Fund (RIF) for the identified resources with the current RIF headroom being between £3-£4m. Whilst the expectation is that RIF should be repaid, this could be funded through the retained rates generated for the new EZ. This is the model used for the existing Bristol EZ Infrastructure Programme (RIF repaid by the Economic Development Fund (EDF)).

The other option would be to seek funding through the EDF although as the programme is oversubscribed this could only be accommodated through substitution (as resolved by the West of England Strategic Leaders' Board (SLB)).

Any capital works proposed for this area will require robust business case to be put forward.

Bath Western Riverside Phase II

Bath Riverside (BWR) has now established itself delivering a strong foundation for growth within the Enterprise area and a vibrant new community within Bath is emerging. With completion of the first phase (813 homes) now likely ahead of programme in 2018/19 and gas holder decommissioning and demolition complete, the project can plan to continue delivery across the entire site, including the current waste site. This will deliver the primary school, 1200+ new homes and commercial space.

In order to realise full regeneration in line with the Core Strategy, further significant capital investment may be required to support project partners in delivering comprehensive regeneration, some or all of which may be met through external sources.

Link Road east of Bath

The Council aims to develop proposals to remove through traffic from the city. This work will continue with discussions with Wiltshire, Highways England and the DfT. The objective will be to develop these options for inclusion in Highways England's next funding programme.

Roman Baths Refurbishment & Development

The Heritage Business plan envisages the need to update, refurbish and improve the Roman Baths from 2019/20 to enable continued strong visitor numbers.

Funding will be through borrowing afforded by the revenue streams and is subject to the consideration of a robust business case.

New School Provision and Existing School Expansions from Future Housing Development

It is expected that up to six new primary schools will be required to meet future housing development by 2029. Of these schools, three will be delivered by the housing developers and three are likely to be delivered by the Council. Two of the schools, Ensleigh and Somerdale are in the process of being delivered for September 2017 opening.

The following table provides information on development sites where agreement has been reached or discussions are ongoing to deliver new schools or expand existing schools.

Development Name	Developer	Provision to be delivered by Developer	Anticipated opening/completion date.	Approximate Funding Shortfall
Foxhill	Curo	A new one form entry primary school, delivered on site	September 2018	To be delivered by developer
Bath Western Riverside - Crest	Crest	A new one form entry primary school, delivered on site	Not yet determined	To be delivered by developer
Bath Western Riverside - Other	Multiple	A new one form entry primary school	Not yet determined	Unknown

APPENDIX 2

Keynsham East & South West	Multiple	A new one form entry primary school, delivered on site	Post Sept 2018	£1.4m plus land contribution
Whitchurch	Multiple	Extension of Whitchurch Primary School	Post September 2017	Unknown
MOD Warminster Road	Unknown	Expansion of Bathwick St Mary Primary School	Not yet determined	£1.1m
Odd Down (Sulis Down)	Unknown	Expansion of St Martins Garden Primary	Not yet determined	Unknown
Radstock Railway Line	Linden Homes	Expansion of St Nicholas Primary School	Not yet determined	£2.5m

The longer term provision of additional places or new schools at other development sites will need further consideration by the Council. At this point in time no, agreements have been made as to when this new provision might be required but it may have an impact on future Capital budgets if any shortfalls in funding are identified.

Furthermore, the future programme will be dependent on a range of assumptions, including a Free School being delivered in the Somer Valley area with capital funding directly from the DfE.

Minimum Revenue Provision (MRP) Policy

The Council is required to make revenue provision to repay capital spend that is financed by borrowing (either supported or unsupported). This is called the Minimum Revenue Provision (MRP). The Department of Communities & Local Government has issued regulations that require full Council to approve a MRP Policy in advance each year. The policy defines how the Council will make a prudent minimum revenue provision for all new unsupported borrowing. The Council is recommended to approve the statement in Annex 4 which is unchanged from last year.

Prudential Indicators

The prudential framework for local authority capital investment was introduced through the Local Government Act 2003. The key objectives of the Prudential Code are to ensure that the capital investment plans of local authorities are affordable, prudent and sustainable. The Capital Prudential Indicators are shown in Table 8 below.

Table 8: Capital Prudential Indicators.

PRUDENTIAL INDICATOR	2014/15 Actual	2015/16 Probable Outturn	2016/17	2017/18	2018/19
Estimate of Capital Expenditure (£'000s)					
Actual/estimates of capital expenditure	62,560	64,123	111,460	76,047	50,932
Net Increase in council tax (band D per annum) Figures in £'s (not £'000's)					
The implied estimate of incremental impact of the new capital investment decisions on the council tax			£3.22	£6.96	£30.88*
Cumulative totals:			£3.22	£6.96	£41.07*
Capital Financing as % of Net Revenue Stream					
Actual/estimates of the ratio of financing costs to net revenue stream			11.82%	16.11%	18.96%
<i>Memo: estimates of the ratio of financing cost to gross revenue stream</i>			4.32%	5.71%	6.62%
Borrowing Limits (£m)					
Operational boundary – borrowing			£229m	£268m	£300m
Operational boundary – other long-term liabilities			£2m	£2m	£2m
Operational boundary - total			£231m	£270m	£302m
Authorised limit - borrowing			£266m	£302m	£333m
Authorised limit – other long-term liabilities			£2m	£2m	£2m
Authorised limit - total			£268m	£304m	£335m
Capital Financing Requirement (£'000s) (as at 31 March)					
Actual/estimate of capital financing requirement	177,384	200,353	265,531	301,739	333,311

*These are indicative figures only awaiting detailed proposals for financing of the waste capital project.

Gross Debt and the Capital Financing Requirement

In order to ensure that over the medium term debt will only be for a capital purpose, the Council should ensure that external debt does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.

After reviewing the capital programme and borrowing proposals, the Section 151 officer reports that the Council will continue to meet the demands of this indicator.

Borrowing limits

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

The Operational boundary for external debt (or planned borrowing level) is based on the same estimates as the authorised limit but without the additional headroom for unusual cash movements.

Section 4 – Revenue & Capital Reserves and Contingencies

Significant Earmarked Reserves

In developing the proposed Budget for 2016/2017 all the Council's earmarked reserves have been routinely reviewed and the related potential liabilities assessed to establish the future requirements for each of the reserves.

Key requirements for earmarked reserves 2016/2017 and beyond will continue to be the funding for a significant transformation programme for Council services. This will include specific resourcing proposals as part of Strategic Review projects together with support to recognise the timescales to fully implement delivery and related reorganisation and severance costs.

The proposals for significant earmarked reserves are as follows:-

The Revenue Budget Contingency – This reserve has been utilised during 2015/16 to meet a range of in-year pressures and priorities. It is proposed to ensure this reserve is topped up to a minimum level of £1M for 2016/2017. The Revenue Budget Contingency continue to be made available for allocation to meet new and emerging priorities of the Council during the financial year, including the management of the Budget Outturn.

Financial Planning Reserve – this reserve supports the future medium term financial planning of the Council. The reserve will generally be allocated as part of the Budget process each year to support the specific medium term financial proposals and priorities of the Council. As a general principle, this reserve will be used to support the transition to the delivery of future identified savings, as opposed to supporting ongoing revenue expenditure. During 2016/2017 a number of key allocations are proposed:-

- Up to £1.587M to fund the specific one-off resource allocations proposed for 2016/2017 in this Budget.
- Up to £1.300M to support the implementation of the Management and Service Review Savings.

The Transformation Investment Reserve – will support the development and progression of a significant transformation programme to redesign and reshape a range of services to recognise the future shape of the Council. These changes primarily support the implementation of approved Strategic Review projects supporting the 4 key themes of the Council's Corporate Strategy to deliver ongoing savings and generate additional income.

This reserve will be committed to meet the costs associated with these changes over the next three to four years and allocations will be subject to the approval of the Chief Executive in consultation with the Cabinet member for Resources and the S151 Officer.

The Restructuring and Severance Reserve – the significant financial challenge facing the Council will lead to some reductions in staffing number as savings and efficiencies are delivered.

It is estimated that this reserve will be available to help meet these costs, avoiding the need for subsequent additional service savings purely to pay such severance costs. This approach will be regularly reviewed to ensure it is being applied appropriately within the overall scale of anticipated staffing reductions.

The Affordable Housing Reserve – this reserve is partially committed to fund the Council's contribution to affordable housing including within the Bath Western Riverside development.

The uncommitted balance of this reserve will be made fully available to fund affordable housing developments including those set out in the Capital Programme.

All service based Earmarked Reserves are anticipated to be fully committed although a further detailed review of these will be undertaken as part of the 2017/18 Budget process.

Business Rate Reserve

This reserve manages the variations, commitments and liabilities against the Business Rate Collection Fund including the impact of business rate appeals. Projections for the use of this reserve are based upon the estimated impact of future appeals.

Workplaces Invest to Save

As part of the Budget proposals for 2016/17, the earmarked reserves will be used to repay the Invest to Save funding utilised by the Workplaces Project, immediately allowing the full saving to support the Council's Budget Savings required.

Table 9 below, sets out the projected level of the significant earmarked reserves taking account of anticipated commitments.

Table 9: Projected Significant Earmarked Reserves

	Revenue Budget Contingency	Transformation Investment Reserve	Restructuring & Severance Reserve	Business Rate Reserve	Affordable Housing Reserve	Financial Planning Reserve
	£'000	£'000	£'000	£'000	£'000	£'000
Estimated Reserves @ 1st April 2016	680	2,185	4,500	1,444	2,735	5,839
Reallocation of Reserves	320	1,000	-2,000	520	0	-1,250
Allocation in 2016/2017	0	-1,800	-2,400	-1,363	-285	-2,827
Balance C/F	1,000	1,385	100	601	2,450	1,762
Allocation in 2017/2018	0	-985	-50	0	-635	-60
Balance C/F	1,000	405	50	601	1,815	1,702
Allocation in 2018/2019	0	-350	-50	0	-590	TBC
Balance C/F	1,000	50	Nil (est)	601	1,225	Nil (est)

Unearmarked Revenue Reserves

The Local Government Act 2003 contains a duty on the Statutory Finance Officer (s151 Officer) to report to the Council, at the time the budget is considered and the Council Tax set, on the robustness of the budget estimates and the adequacy of financial reserves. The report of the s151 Officer on this subject is included as **Annex 2** to this report and is recommended to the Council. The conditions of the report by the Divisional Director – Business Support are an integral part of our budget recommendations. This sets an unearmarked reserves target of £10.5 million based on a financial risk assessment and in the context of the "one-off" funding proposals contained within this Budget proposal.

Table 10 below details the proposed movement in the level of unearmarked reserves over the period of the medium term service and resource plans. This analysis includes the proposed use of reserves to support invest to save proposals included within the Budget, specifically:

- The Workplaces Project – assumes full repayment of the reserves in 2016/17 from Earmarked Reserves as set out above.
- The Leisure Contract - an allocation of up to £2.1m to cover the smoothing of Council and contractor costs in the first 6 years with this being repaid over a period of up to 10 years.

This actual level of unearmarked reserves will also depend on the Outturn position for 2015/2016 and on future decisions by the Cabinet about any overspends. The figures are therefore only an estimate at this stage and are without prejudice to future Cabinet decisions.

Budget Report 2015/16 - Contingent Liabilities

Asbestos Related Claim

In September 2014 the Council received a letter from Curo Places Limited identifying a potential claim relating to the presence of asbestos within the housing stock that was transferred to Curo Places Limited (formerly Somer Community Housing Trust Limited) in March 1999.

On receiving the letter the Council and Curo entered into discussions relating to the basis of the claim and the liability for the treatment of asbestos. Much of the claim related to future liabilities. As part of these discussions the Council has been working with Curo on ways of mitigating future costs relating to the management of asbestos within their housing stock.

Following a number of meetings Curo have agreed in principle to a commercial settlement which will be completed by the end of Q1 16/17. The settlement will not have any impact on the Council's reserves or Budget.

Locally Retained Business Rates

A letter has recently been sent to a number of local billing authorities, including the Council, by a national Property Agent acting on behalf of a number of NHS Foundation Trusts and NHS Trusts requesting mandatory business rate relief.

This is a complex legal matter at this stage the Council would not accept any such request for mandatory relief. Further guidance has been requested from the Department for Communities and Local Government on this matter and the Local Government Association are coordinating with the local authorities concerned.

Adequacy of reserves

The s151 officer's report on the robustness of estimates and adequacy of reserves is set out at Annex 2. This provides a reserves strategy to maintain non-earmarked General Fund reserves at £10.5m based on a thorough risk assessment. The projected reserve levels are set out in Table 10 below.

Table 10: Projected Non-Earmarked Revenue Reserves

	2016/17 £'000	2017/18 £'000	2018/19 £'000
Estimated Reserves @ 1st April each year	8,369	9,487	9,370
2015/2016 Projected Outturn Underspending	-	-	-
Projected Invest to Save Movements	+1,118	-117	-464
Estimated Reserves @ 31st March each year	9,487	9,370	8,906

Based on anticipated invest to save commitments associated with the Leisure Contract, it is currently forecast that the Non-Earmarked Reserves will begin to be repaid in 2023/24 and at no point will reduce below the risk assessed minimum level of £6M.

Under the Council's Invest to Save Scheme, the Section 151 Officer in consultation with the Cabinet Member for Finance & Efficiency can authorise funding from within the non-earmarked reserve for robust and credible invest to save proposals (i.e. in the short term creating a 'negative ear-marked reserve' which is then repaid over time, usually 3 years, from the related savings). This is subject to the overall level of non-earmarked reserves being maintained above the risk assessed minimum level of £6M.

Capital Risk Contingency

There are three levels of risk provision in relation to the capital programme.

Firstly individual major projects within the capital programme hold their own contingency in accordance with good project management practise to meet unavoidable and unforeseen costs;

Secondly, the capital programme includes a funded corporate risk contingency which will be maintained at £2m.

Thirdly the corporate risk assessment on which the general reserves target is based includes an element in the context of the capital programme based on the risks of the current programme.

As with all capital projects, relevant risks are being considered as part of the overall risk-assessed general reserves and the Corporate Risk Register.

Governance

The Council is requested to confirm the specific arrangements for the governance and release of Council reserves, including invest to save proposals, be delegated to the Council's Section 151 Officer in consultation with the Cabinet Member for Finance & Efficiency and the Chief Executive.

Section 5 – Council Tax

This section shows the implications of the recommended revenue budget for Council Tax levels for 2016/2017.

There were no provisions within the Settlement for the Government to provide grant funding support for council tax freezes, as had been the case in previous years. The proposed Council Budget provides for the following:

- In order to protect frontline Adult Social Care services, a specific council tax increase of 2%.
- A general council tax increase of 1.25% in 2016/17 in order to avoid cuts to frontline services.

The proposed band D Council Tax for Bath & North East Somerset Council next year is £1,240.90 (£1,201.85 for 2015/16). Table 11 explains the calculation of this figure:

Table 11: Council Tax 2016/17 for Bath & North East Somerset Council Services

Description	Amount	Comments
Recommended Net Revenue Budget	£115,729k	See Annex 1
Less grant, retained business rates, reserves and estimate of Collection Fund surplus	£37,882k	See Annex 1 Sources of Funding
To be funded by Council Tax	£77,847k	
Tax base (Band D properties equivalent)	62,734.60	Approved by the Section 151 Officer in December 2015
Recommended Council Tax at Band D for 2016/17	£1,240.90	
2015/16 Council Tax Band D	£1,201.85	
Recommended Increase	£39.05	3.25% increase
<i>The increase comprises:</i>		
<i>Adult Social Care Precept</i>	<i>£24.03</i>	<i>2.00% increase</i>
<i>General Fund Precept</i>	<i>£15.02</i>	<i>1.25% increase</i>

The figures above exclude parish, fire and police precepts.

This Council collects Council Tax on the behalf of the parishes, Fire and Police Authorities and the final bills issued will include the Council Tax they have requested this Council to collect. These will form part of the Council's overall budget-setting resolution.

The Police & Crime Commissioner's current budget proposals include a planned increase in Council Tax of 1.99% for 2016/17. The Final budget and precept proposal will be presented to the Police and Crime Panel at their meeting on 8th February 2016.

The Avon Fire Authority at its meeting on 18th December 2015 agreed to consult on the following two budget options:

- Option 1 – a 2% increase in Council Tax
- Option 2 – a Council Tax freeze

The Fire Authority will meet on 5th February 2016 to finalise its budget and set its Council Tax and precepts for 2016/2017.

The headline increase will be affected by the final decisions of the parishes, Fire and Police Authorities, and any decision made concerning special expenses (see below). Final figures will not be available until after Fire and Police meetings and decision dates highlighted above.

Table 12 sets out the composite Council Tax likely to be charged:

Table 12: Potential Total Council Tax 2016/17 (Band D)

Council Tax charges (Band D) made by	Charge made now 2015/16 £	Proposed Charge 2016/17 £	% Change
Bath and North East Somerset Council	1,201.85	1,240.90	3.25% (£39.05 at Band D)
Avon and Somerset Police	174.78	TBC	Final Decision to be taken on 8 th February 2016.
Avon Fire & Rescue	66.60	TBC	Final decision to be taken on 5 th February 2016
Total excluding parishes	1,443.23	TBC	
Parishes (average)	35.99	TBC	Not known at time of writing
Total	1,479.22	TBC	The 2016/17 figure will depend on decisions taken by the Police, Fire and Parish/Town Councils

The precepts required by Parishes, Fire and Police will form part of the Council Tax setting resolution at Council on 16th February 2016, and so the necessary updated information will be set out in the report.

Special Expenses

As part of the 2015/2016 Budget preparation process no special expenses were declared (with the exception of Parish and Town Council precepts). It is proposed that this policy remains unchanged for the 2016/2017 budget.

CABINET PORTFOLIO	Service	Current 2015/16 Cash Limits		Removal of One-offs (including one-off virements in 2015/16)	2016/17 Base Budget		MTSRP Growth	MTSRP Savings	Total 2016/17 Budget Changes	2016/17 Proposed Budget
		£'000			£'000					
Leader	Council Solicitor & Democratic Services	2,702		(220)	2,482		75	(51)	24	2,507
	Improvement & Performance	2,861		(256)	2,605		63		63	2,668
	PORTFOLIO SUB TOTAL	5,563		(476)	5,087		138	(51)	87	5,174
	Finance	2,161			2,161		150	(25)	125	2,285
	People Services	513			513		14		14	527
	Risk & Assurance Services	1,008		(164)	844		25	(70)	(45)	799
	Council's Retained ICT Budgets	4,350		(115)	4,235		145	(380)	(235)	3,999
	Customer Services	2,402			2,402		250	(120)	130	2,532
	Human Resources	529			529		60		60	588
	Property Services	3,084		(58)	3,026		124	(280)	(156)	2,870
	Corporate Estate Including R&M	4,140		258	4,398		175	(680)	(505)	3,893
	Commercial Estate	(14,276)			(14,276)			(450)	(450)	(14,726)
	Traded Services	5			5		67		67	73
	Strategic Director - Resources	45			45		3	(654)	(651)	(605)
	Corporate items (Procurement)	(200)			(200)					(200)
Finance & Efficiency	Hsg / Council Tax Benefits Subsidy	(195)			(195)					(195)
	Capital Financing / Interest	3,008			3,008					3,008
	Unfunded Pensions	1,679			1,679					1,679
	Corporate Budgets incl. Capital, Audit & Bank Charges	1,496		72	1,568		521	(1,041)	(520)	1,048
	New Homes Bonus Grant	(3,709)			(3,709)			(1,490)	(1,490)	(5,199)
	Magistrates	17			17					17
	Coroners	305			305					305
	Environment Agency	219			219		4		4	223
	PORTFOLIO SUB TOTAL	6,582		(7)	6,575		1,538	(5,190)	(3,652)	2,922
	Adult Services	62,406		(6,408)	55,998		3,447	(1,413)	2,034	58,032
	Adult Substance Misuse (Drug Action Team)	550			550		7	(18)	(11)	540
	Public Health						778	(778)		
	PORTFOLIO SUB TOTAL	62,956		(6,408)	56,549		4,232	(2,209)	2,023	58,572
	Children, Young People & Families	12,136			12,136		612	(169)	443	12,579
	Children's Services	Learning & Inclusion	15,801		(121)	15,680		228	(162)	67
Health, Commissioning & Planning		(108,504)			(108,504)		1,001	(402)	598	(107,906)
Schools Budget		109,422		(5,924)	103,498					103,498
PORTFOLIO SUB TOTAL		28,855		(6,045)	22,810		1,841	(733)	1,108	23,918
Development Management		1,747		(124)	1,623		171	(66)	105	1,728
Homes & Planning	Building Control & Land Charges	354		(14)	340		41	(89)	(48)	292
	Housing	1,654			1,654		53	(218)	(165)	1,489
	PORTFOLIO SUB TOTAL	3,755		(138)	3,617		265	(373)	(108)	3,509
	Economy & Culture	1,782		(126)	1,656		20	(476)	(456)	1,199
	World Heritage	159			159		3		3	162
Economic Development	Heritage including Archives	(4,995)		(36)	(5,031)			(500)	(500)	(5,531)
	Project Delivery	49			49		16		16	64
	Regeneration, Skills & Employment	240		25	264		96	(12)	85	349

CABINET PORTFOLIO	Service	Current 2015/16 Cash Limits		Removal of One-offs (including one-off virements in 2015/16)	2016/17 Base Budget		MTSRP Growth		MTSRP Savings		Total 2016/17 Budget Changes		2016/17 Proposed Budget	
		£'000			£'000		£'000		£'000		£'000		£'000	

Sources of Funding

Council Tax	74,455				74,455				3,392		77,847
Revenue Support Grant	20,504				20,504				(6,082)		14,423
Retained Business Rates	21,744				21,744						22,509
Collection Fund Deficit (-) or Surplus (+)	1,578		(1,578)						(385)		(385)
Council Tax Freeze Grant	813				813				(813)		
Balances	12,979		(12,979)								1,336
Total	132,074		(14,557)		117,517				(1,787)		115,729

Council Tax - Calculation

Council Tax Debit £'000	74,455	77,847
Taxbase (No. of Band D equivalent properties)	61950.62	62734.60
Band D Charge £	£1,201.85	£1,240.90
%age Increase	0.00%	3.25%

Chief Financial Officer's Opinion on Adequacy of Balances and the Robustness of the Budget

The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the 2003 Local Government Act which states the following:

(1) Where an authority to which section 32 or 43 of the Local Government Finance Act 1992 (billing or major Precepting authority) or section 85 of the Greater London Authority Act 1999 (c. 29) (Greater London Authority) applies is making calculations in accordance with that section, the chief finance officer of the authority must report to it on the following matters-

(a) The robustness of the estimates made for the purposes of the calculations, and

(b) The adequacy of the proposed financial reserves.

(2) An authority to which a report under this section is made shall have regard to the report when making decisions about the calculations in connection with which it is made.

Report of the Chief Finance officer and Divisional Director – Business Support:

I have examined the budget proposals contained in this report, and believe that the spending, income and service delivery proposals are achievable in terms of the requirement to set a balanced budget for 2016/2017.

I am satisfied that, in general, the requisite management processes exist within the Council to deliver this budget, and to identify and deal with any problems which may unexpectedly arise throughout the year.

The key points to highlight are:

- Un-earmarked reserves are at a prudent levels and this Budget proposes to maintain this position. This reserve will also be utilised for invest to save initiatives going forwards but at no point is the reserve planned to fall below the risk assessed minimum level.
- This Budget is for a one-year period only with further work required to develop a robust medium term financial plan.
- Sound financial planning processes are in place, and there is member scrutiny at appropriate stages
- Revenue spend is closely monitored on a risk assessed basis and integrated finance and performance management reports are currently produced monthly.
- Delivery of Strategic Review savings will be monitored regularly by the Strategic Management Team and the Cabinet.

- A specific process is being developed to support the identification and delivery of the proposed Management and Service Review Savings
- Provision for inflation and demographic changes continue to be challenging and will require the focus on commissioning and procurement to be maintained to help ensure they are fully delivered.
- The new and additional income targets assumed within the Budget proposals will increase the overall risk to the budget should they not be fully achieved.
- Retained local business rates have been budgeted at prudent levels allowing for anticipated appeals and collection risks.
- Capital schemes are managed through an integrated project management, risk and financial management process.
- The intense external pressures on public finances require annually decreasing budgets and this will need to be closely managed.

As part of the financial management and monitoring processes of the Council it will continue to be necessary to give a high priority to the monitoring and review of the savings delivery plans within each service area.

The significant commitment in the capital programme for 2016/2017 will require sound monitoring, review and programming of schemes for projects to meet delivery and funding expectations. Where projects form part of partnership arrangements, satisfactory partnership governance processes will need to be in place.

On the matter of unearmarked reserves, I have continued to evidence the requisite level by use of internal risk assessment. The Council is maintaining its unearmarked reserves at the appropriate risk assessed level. The 2016/17 recurring budget contains no reliance on the use of unearmarked reserves although some of these reserves (above a minimum level) will continue to be utilised on an Invest to Save basis under the parameters set out in Appendix 2.

In view of the challenging financial climate, it remains essential that unearmarked reserves are maintained at risk assessed levels, the only prudent exceptions being to fund invest to save schemes (provided a minimum level is maintained) and to enable exceptional risks or contingencies to be funded where no other funding is available.

It will be essential in the event of any exceptional use of unearmarked reserves for the Council to continue to put in place arrangements in future years' budgets to recover the level of reserves to at least the minimum level within 3 years.

From 2001/2, the Council adopted a risk management approach, which assesses the level of unearmarked reserves required against a corporate assessment of the risk being carried. The assessed risk suggests reserves of

£10.5M for 2016/2017 with a minimum level of £6M, excluding earmarked reserves.

My recommendation that the budget is robust and Unearmarked reserves are adequate is on the basis that the Council and the Cabinet:

- Understand that this Budget proposal represents the first year of a challenging Spending Review period to 2019/20 and that detailed financial plans will need to be considered during 2016/17 to facilitate the delivery of balanced budgets in future financial years.
- Recognise the need to continue to regularly review the level of reserves in the light of the regularly updated corporate risk assessment.
- Recognise that in any use of reserves to fund ‘one-off’ corporate priorities on an invest to save basis, the Council needs to be clear that the overall level of reserves remains adequate and that the relevant business cases for such expenditure are fully scrutinised and monitored appropriately.
- Recognise that where there is a draw down on risk assessed reserves taking them below the minimum level, for whatever reason, this is repaid within 3 years.
- Maintain a rigorous approach to financial monitoring, particularly at this time when a significant level of savings is expected to be delivered in the financial years ahead.
- Ensures that capital schemes are funded prudently and do not rely excessively on revenue funding and do not create unaffordable revenue consequences including maintenance and other running costs
- Maintain a prudent approach to budgeting for capital receipts, given due consideration to the prevailing market conditions and the need to optimise value over the medium term.
- The Cabinet Members, Strategic Directors and budget holders achieve their cash limits for 2015/16.

Processes

Budget estimates are exactly that - estimates of spending and income made at a point in time. This statement about the robustness of estimates cannot give a guarantee about the Budget but gives members reasonable assurances that the Budget has been based on the best available information and assumptions at the time. The budget process aims to set challenging budgets while recognising the risk of this within its reserves strategy.

In order to meet the requirement on the robustness of estimates a number of key processes are in place, including:

- Specific guidance to Directorates on developing their budgets.
- A Council wide risk assessment.
- The continuing use of budget monitoring and financial outturn information to identify risks.
- The Council's s151 Officer and his staff providing advice throughout the process of budget preparation and budget monitoring.
- The Directors' review of the robustness of their budgets and budget sensitivities.
- Member scrutiny of the Directorate Plans.

Notwithstanding these arrangements, which are designed to test the budget throughout its various stages of development, considerable reliance is placed on the Strategic Directors and Divisional Directors having proper arrangements in place to identify issues, project costs, service demands, to consider value for money and efficiency, and to implement changes in their service plans. This is supported by appropriately qualified financial support service staff.

Corporate and departmental processes will continue to develop over the future financial planning period to reflect the challenging financial position of the public sector. This will include the on-going development of risk assessed budget monitoring and enhancements to processes for monitoring implementation and delivery of savings.

Robustness of Estimates

The 2016/17 Budget and the supporting Directorate Plans continue to link financial resources to corporate priorities and risks. The delivery of the savings and income targets in the 2016/17 financial year remain challenging and have presented some complex and difficult choices for the Council:

- To realise ongoing efficiencies.
- To allocate appropriate financial resources to meet new obligations and increased demand.
- To reduce where necessary service levels and standards, frequency of service delivery, and eligibility for services.
- To ensure all resourcing decisions reflect statutory and other external requirements, as well as Council priorities.
- To manage risks and impacts appropriately.

As part of developing the Budget, Members of the administration have considered these options and they are reflected in the proposed Budget.

Most notably the Council has had to address significant reductions in government grant funding, unavoidable cost increases, and demand pressures as well as the corporate priorities including;

- Significantly reducing Government Grant funding
- National changes to taxation and employer costs
- Changing statutory service and operating requirements
- The on-going impact of welfare and benefits reforms
- Priorities as set out in the Corporate Plan
- Low levels of interest rates
- Demand and price pressures in Adult Social Care
- Demand and price pressures in Children's Social Care
- Realising and maximising capital receipts
- Need for capital investment in priority schemes

The assumptions used for the 2016/17 Budget period will require the forecasts for future years to be reviewed in light of actual circumstances. This will be undertaken in the new financial year as part of the more detailed work required to prepare a new medium term financial plan covering the next 3 year period 2017/18 to 2019/20.

Given all these factors I, as the Council's Section 151 Officer, consider the estimates for 2016/17 to be sufficiently robust, and the reserves adequate, to be recommended for approval by the Council.

It remains likely that further service improvement and reasonable Council Tax levels, will only be achievable in the medium term through continued development of different ways of working, and clear prioritisation between services.

The Capital Budget

Projects included in the capital programme for **Full Approval** were prepared by Divisional Directors and managers in line with financial regulations and guidance. All projects were agreed by the relevant Strategic Director and Cabinet Member and are fully funded, and reviewed through the Divisional Directors Group.

Projects have been estimated and costed at outturn prices with many subject to tender process after inclusion in the programme. This may lead to variance in the final cost.

Directorates are required to work within the given cash envelope so any under or over provision must be found within these limits.

In addition, I will require a clear commitment from the Council to:

- Ensure that all future commitments on the capital programme provide for a prudent source of funding in terms of revenue provision, including where investment will lead to future revenue savings.
- Carefully consider and balance the use of capital receipts to ensure they are prudently applied to help the council manage its resources effectively and achieve its priorities
- Review capital commitments in light of any future changes to Central Government support for capital projects where they are dependant on substantial Government funding.
- Be aware of the potential risks associated with capital spend before the scheme is completed i.e. the potential for costs charged to capital budgets to revert to revenue in the event schemes are discontinued prior to completion.

The West of England Local Enterprise Partnership

The Council acts as the Accountable Body for the West of England LEP for a range of capital and revenue funding streams to support infrastructure, skills and economic development across the sub-region.

In fulfilling this role, the Council acts as “agent” for the LEP with governance through a “one front door” process and approval of funding decisions made by the Strategic Leaders Board.

The Capital Programme does not include any projects for the WoE LEP unless they relate specifically to funding for capital schemes to be delivered directly by this Council following approval of the Strategic Leaders Board.

Estimated Available Revenue Reserves

Earmarked Revenue Reserves

The Council's earmarked revenue reserves have been reviewed as part of the 2016/2017 Budget proposal and are generally committed either directly or as a contingency provision as set out in Appendix 2. This position will be regularly reviewed.

Non-Earmarked Revenue Reserves

Detailed in the table below is the estimated level of non-earmarked revenue reserves over future years, reflecting the specific elements within the Budget proposal as set out in Appendix 2.

Table: Projected Non-Earmarked Revenue Reserves

	2016/17 £'000	2017/18 £'000	2018/19 £'000
Estimated Reserves @ 1st April each year	8,369	9,487	9,370
2015/2016 Projected Outturn Underspending	-	-	-
Projected Invest to Save Movements	+1,118	-117	-464
Estimated Reserves @ 31st March each year	9,487	9,370	8,906

Assessment of Adequacy of Reserves

Under the Local Government 2003 Act the Secretary of State has reserve powers to set a minimum level of reserves. The most likely use of this power is where an authority is running down its reserves against the advice of their s151 Officer.

Determining the appropriate levels of reserves is not a precise science or a formula e.g. a %age of the Council's budget. It is the Council's safety net for risks, unforeseen or other circumstances and must last the lifetime of the Council unless contributions are made from future years' revenue budgets. The minimum level of balances cannot be judged merely against the current risks facing the Council as these can and will change over time.

Determining the appropriate levels of reserves is a professional judgement based on local circumstances including the overall budget size, risks, robustness of budgets, major initiatives being undertaken, budget assumptions, other earmarked reserves and provisions, and the Council's track record in budget management. This judgement is subject to regular review as an integral part of the Council's financial reporting cycle, and annual review by full Council as an integral part of budget-setting and medium term financial planning. Clearly, as circumstances change, the currently recommended level of reserves can be expected to change.

The recommendation on the prudent level of reserves has been based on the robustness of estimate information and the Corporate Risk Register. In

addition, the other strategic, operational and financial risks taken into account when recommending the minimum level of unearmarked reserves include:

- There is always some degree of uncertainty over whether the full effects of any economy measures and/or service reductions will be achieved. Directors have been requested to be prudent in their assumptions and should have clear action plans to deliver such savings.
- The Bellwin Scheme Emergency Financial Assistance to Local Authorities provides assistance in the event of an emergency. The Local Authority is able to claim assistance with the cost of dealing with certain emergencies over and above a threshold set by the Government.
- The extent to which the Council is dependent on traded income.
- The risk of major litigation, both current and in the future.
- Risks in the inter-relation between the Council and other partner authorities and organisations.
- Unplanned volume increases in major demand led budgets, particularly in the context of high and accelerating growth.
- The need to retain a general contingency to provide for any unforeseen circumstances or emergencies, which may arise.
- The need to retain reserves for general day-to-day cash flow needs.

The recommendations of the Council's s151 Officer are:

- **That the Council continues to maintain an absolute minimum prudent level of unearmarked reserves (excluding schools) of £6m at the end of any financial year, in addition to any specific earmarked reserves. The minimum level is designed to cope with risk and unforeseen circumstances that cannot be addressed by management or policy action within the year. Management and policy action should be the first actions taken before any resort to reserves.**
- **That an appropriate level of unearmarked reserves to provide resilience against day to day risks is £10.5m. This level of reserves is designed to allow the Council to withstand a measure of changes in circumstances during the year or minor variations in projected resources or spending over the period of the medium term service and resource plans.**
- **That the Council should restore unearmarked reserves to at least their minimum level within a period of 3 years in the event they are used to meet any risks that crystallise.**

Capital Programme - 2016/2017 - 2020/2021																APPENDIX 2 ANNEX 3	
												Total 5 Year Funding					
Project Title	PY Spend pre 2015/2016	Forecast Outturn 2015/2016	Actual / Projected Spend pre 2016/2017	Projected Re-phasing from 2015/2016 to 2016/2017 and Future Years	Budget Required 2016/2017	Total Budget 2016/2017	Total Budget 2017/2018	Total Budget 2018/2019	Total Budget 2019/2020	Total Budget 2020/2021	Total Cost 5 Years	Overall Project Total	Borrowing/ Capital Receipts	Grants/ External Funding	Comments		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000			
PLACE																	
Environmental Services																	
Full Approval																	
Highways Maintenance Programme 16/17	0	0	0	0	3,645	3,645	0	0	0	0	3,645	3,645	0	3,645	Proposed for full approval		
Transport Improvement Programme 16/17	0	0	0	0	1,890	1,890	0	0	0	0	1,890	1,890	0	1,890	Proposed for full approval		
Kennet & Avon Tow Path & Cycle Parking	0	695	695	0	48	48	0	0	0	0	48	743	0	48	For Information - Prior Full approval		
Saltford Station - reopening feasibility work	0	100	100	0	150	150	0	0	0	0	150	250	150	0	For Information - Prior Full approval		
Street Lighting - LED Replacement Programme	0	0	0	0	2,140	2,140	894	0	0	0	3,034	3,034	3,034	0	Proposed for full approval		
Parking - Vehicle Replacement Programme	0	15	15	0	0	0	85	0	0	0	85	100	85	0	For Information - Prior Full approval		
Neighbourhoods - Bin and Bench Replacement	82	68	150	0	50	50	0	0	0	0	50	200	50	0	Proposed for full approval		
Neighbourhoods - Vehicles	273	380	653	0	692	692	0	0	0	0	692	1,345	692	0	Proposed for full approval		
Parks Vehicles	0	156	156	11	0	11	0	0	0	0	11	167	11	0	For Information - Prior Full approval		
Allotments	51	10	61	40	0	40	0	0	0	0	40	101	40	0	For Information - Prior Full approval		
Beechen Cliff Woodland & Other Open Spaces Improvements	312	58	370	0	40	40	40	50	0	0	130	500	130	0	For Information - Prior Full approval		
Play Equipment	453	146	599	0	150	150	0	0	0	0	150	749	150	0	Proposed for full approval		
Parade Gardens Infrastructure for Business Development	0	0	0	0	32	32	0	0	0	0	32	32	32	0	Proposed for full approval		
Bath Leisure Centre Refurbishment	0	500	500	0	5,000	5,000	2,135	0	0	0	7,135	7,635	7,135	0	For Information - Prior Full approval		
Leisure - Council Client / Contingency	0	350	350	0	1,000	1,000	650	0	0	0	1,650	2,000	1,650	0	For Information - Prior Full approval		
Bath Recreation Ground Trust - Leisure	0	0	0	0	500	500	500	1,000	0	0	2,000	2,000	2,000	0	For Information - Prior Full approval		
Subtotal Full	1,171	2,478	3,649	51	15,337	15,388	4,304	1,050	0	0	20,742	24,391	15,159	5,583			
Provisional Approval																	
Highways & Infrastructure Priority Capital Maintenance	0	0	0	0	500	500	0	0	0	0	500	500	500	0	For information - future years		
Highways Maintenance Programme 17/18 onwards	0	0	0	0	0	0	3,352	3,034	3,034	0	9,420	9,420	0	9,420	For information - future years		
Transport Improvement Programme 17/18 onwards	0	0	0	0	0	0	1,163	1,163	1,163	0	3,489	3,489	0	3,489	For information - future years		
A36 Lower Bristol Road Bus Lane	0	250	250	0	250	250	1,000	1,500	0	0	2,750	3,000	2,750	0	Detailed project plan awaited		
Bus Lane Camera Replacement	0	0	0	0	0	0	300	0	0	0	300	300	300	0	For information - future years		
Great Western Mainline Electrification	0	500	500	0	1,000	1,000	0	0	0	0	1,000	1,500	700	300	Detailed project plan awaited		
Park and Ride East of Bath - Site Dependent Costs	0	0	0	0	5,000	5,000	0	0	0	0	5,000	5,000	5,000	0	Detailed project plan awaited		
Park and Ride East of Bath - Main Works	0	0	0	0	4,700	4,700	0	0	0	0	4,700	4,700	4,700	0	Detailed project plan awaited		
Road Safety Initiatives	0	0	0	0	125	125	0	0	0	0	125	125	125	0	Detailed project plan awaited		
Parking - Radio System Replacement	0	0	0	0	45	45	0	0	0	0	45	45	45	0	Detailed project plan awaited		
Parking - Pay & Display Replacement Programme	0	0	0	0	50	50	350	0	0	0	400	400	400	0	Detailed project plan awaited		
Parking - Enforcement Hand Held Computer Terminal Replacement	0	0	0	0	80	80	0	0	0	0	80	80	80	0	Detailed project plan awaited		
Passenger Transport Vehicles	0	280	280	0	160	160	480	460	0	0	1,100	1,380	1,100	0	Detailed project plan awaited		
Better Bus Fund	0	0	0	0	0	0	70	0	0	0	70	70	0	70	For information - future years		
Transport Strategic Review Items	0	0	0	0	150	150	200	200	0	0	550	550	175	375	Detailed project plan awaited		
Pay & Display Machines - New Coin Acceptance	0	0	0	0	100	100	0	0	0	0	100	100	100	0	Detailed project plan awaited		
Waste Infrastructure & Service Works	0	0	0	0	3,620	3,620	18,838	3,999	130	266	26,853	26,853	26,853	0	Detailed project plan awaited		
Neighbourhood Services - Vehicles	0	0	0	0	0	0	586	46	0	0	632	632	632	0	For information - future years		
Office for Low Emission Vehicles (OLEV)	0	0	0	0	178	178	304	609	210	148	1,449	1,449	0	1,449	Detailed project plan awaited		
Leisure facility modernisation - Keynsham Sports Centre	0	0	0	0	0	0	1,000	5,416	0	0	6,416	6,416	6,416	0	Detailed project plan awaited		
Keynsham Leisure Centre - Land Assembly	0	0	0	0	2,500	2,500	0	0	0	0	2,500	2,500	2,500	0	Detailed project plan awaited		
Subtotal Provisional	0	1,030	1,030	0	18,458	18,458	27,643	16,427	4,537	414	67,479	68,509	52,376	15,103			
Sub Total - Environmental Services	1,171	3,508	4,679	51	33,795	33,846	31,947	17,477	4,537	414	88,221	92,900	67,535	20,686			

Capital Programme - 2016/2017 - 2020/2021															APPENDIX 2 ANNEX 3
												Total 5 Year Funding			
Project Title	PY Spend pre 2015/2016	Forecast Outturn 2015/2016	Actual / Projected Spend pre 2016/2017	Projected Re-phasing from 2015/2016 to 2016/2017 and Future Years	Budget Required 2016/2017	Total Budget 2016/2017	Total Budget 2017/2018	Total Budget 2018/2019	Total Budget 2019/2020	Total Budget 2020/2021	Total Cost 5 Years	Overall Project Total	Borrowing/ Capital Receipts	Grants/ External Funding	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Community Regeneration															
Full Approval															
Visitor & Till Management System	86	0	86	0	0	0	100	0	0	0	100	186	100	0	For Information - Prior Full approval
Roman Baths Development: East Baths Development	0	250	250	0	500	500	0	0	0	0	500	750	500	0	For Information - Prior Full approval
Heritage Infrastructure Development	802	100	902	0	100	100	0	0	0	0	100	1,002	100	0	Proposed for full approval
Roman Baths Archway Centre	0	0	0	0	0	0	3,732	1,585	0	0	5,317	5,317	1,000	4,317	Proposed for full approval
Disabled Facilities Grant 16/17	886	1,494	2,380	0	1,002	1,002	0	0	0	0	1,002	3,382	0	1,002	Proposed for full approval
Affordable Housing	311	894	1,205	407	0	407	0	0	0	0	407	1,612	407	0	For Information - Prior Full approval
BWR - Affordable Housing	5,671	779	6,450	0	450	450	0	0	0	0	450	6,900	-365	815	For Information - Prior Full approval
BWR - Infrastructure	4,767	1,046	5,813	1,687	0	1,687	0	0	0	0	1,687	7,500	1,687	0	For Information - Prior Full approval
BWR - Relocation of Gas Holders	1,365	874	2,239	1,861	0	1,861	0	0	0	0	1,861	4,100	0	1,861	For Information - Prior Full approval
BWRE/Green Park	0	1	1	149	0	149	0	0	0	0	149	150	149	0	For Information - Prior Full approval
Public Realm-Pattern Book	270	20	290	55	0	55	0	0	0	0	55	345	55	0	For Information - Prior Full approval
Public Realm-Team Costs	107	15	121	5	0	5	0	0	0	0	5	126	5	0	For Information - Prior Full approval
Public Realm - City Information Scheme	1,277	0	1,277	123	0	123	0	0	0	0	123	1,400	123	0	For Information - Prior Full approval
Enterprise Area - Flood Mitigation Phase 1	766	1,165	1,931	4,290	0	4,290	0	0	0	0	4,290	6,221	0	4,290	For Information - Prior Full approval
River Corridor & RoSPA safety works	298	350	648	171	0	171	0	0	0	0	171	819	171	0	For Information - Prior Full approval
Cattlemarket/Cornmarket	47	30	77	21	0	21	0	0	0	0	21	98	21	0	For Information - Prior Full approval
Digital B&NES	12	938	950	0	90	90	0	0	0	0	90	1,040	90	0	For Information - Prior Full approval
Somer Valley Business Centres	12	50	62	63	0	63	0	0	0	0	63	125	63	0	For Information - Prior Full approval
Radstock and Westfield Implementation Plan	0	15	15	85	0	85	0	0	0	0	85	100	85	0	For Information - Prior Full approval
Saw Close Development Works	0	80	80	20	0	20	0	0	0	0	20	100	20	0	For Information - Prior Full approval
South Road Car Park	0	-0	-0	155	0	155	0	0	0	0	155	155	155	0	For Information - Prior Full approval
Manvers Street	0	0	0	57	0	57	0	0	0	0	57	57	57	0	For Information - Prior Full approval
Subtotal Full	16,675	8,102	24,777	9,149	2,142	11,291	3,832	1,585	0	0	16,708	41,485	4,423	12,285	
Provisional Approval															
Heritage Infrastructure Development 17/18 onwards	0	0	0	0	0	0	200	100	200	0	500	500	500	0	For information - future years
Heritage: Victoria Art Gallery Air Conditioning	0	0	0	0	150	150	0	0	0	0	150	150	150	0	Full approval sought through Heritage Business Plan, Cabinet Feb 2016
Disabled Facilities Grant 17/18 onwards	0	0	0	0	0	0	1,180	1,180	1,180	0	3,540	3,540	0	3,540	For information - future years
Affordable Housing	0	0	0	0	730	730	730	590	590	635	3,275	3,275	0	3,275	Detailed project plan awaited
Public Realm Improvements Programme	0	0	0	113	0	113	0	0	0	0	113	113	0	0	Detailed project plan awaited
Innovation Quay - EDF Enabling Infrastructure	0	0	0	3,100	10,500	13,600	7,500	4,000	0	0	25,100	25,100	25,100	0	Detailed project plan awaited
Somer Valley Business Centres	0	0	0	1,200	0	1,200	0	0	0	0	1,200	1,200	750	450	Detailed project plan awaited
Radstock and Westfield Implementation Plan	0	0	0	50	0	50	0	0	0	0	50	50	50	0	Detailed project plan awaited
Sawclose Pedestrian Highway Space	0	0	0	199	26	225	1,798	27	0	0	2,050	2,050	599	1,451	Detailed project plan awaited
Radstock Pedestrian Bridge	0	0	0	0	174	174	0	0	0	0	174	174	0	174	Detailed project plan awaited
River Corridor Fund	0	0	0	0	150	150	0	0	0	0	150	150	150	0	Detailed project plan awaited
Wayfinding and Public Realm Improvements	0	0	0	0	100	100	0	0	0	0	100	100	100	0	Detailed project plan awaited
Keysham Town Centre	0	0	0	0	200	200	0	0	0	0	200	200	200	0	Detailed project plan awaited
Digital B&NES	0	0	0	0	2,250	2,250	0	0	0	0	2,250	2,250	2,250	0	Detailed project plan awaited
Bath Quays Delivery	0	0	0	0	2,000	2,000	10,000	12,250	5,250	500	30,000	30,000	30,000	0	Detailed project plan awaited
Bath Quays Bridge & Linking Infrastructure	0	0	0	0	337	337	2,800	0	0	0	3,137	3,137	0	3,137	Detailed project plan awaited
Subtotal Provisional	0	0	0	4,662	16,617	21,279	24,208	18,147	7,220	1,135	71,989	71,989	59,962	12,027	
Sub Total - Community Regeneration	16,675	8,102	24,777	13,811	18,759	32,570	28,040	19,732	7,220	1,135	88,697	113,474	64,385	24,312	
TOTAL PLACE	17,847	11,610	29,457	13,862	52,554	66,416	59,987	37,209	11,757	1,549	176,918	206,374	131,920	44,998	

Capital Programme - 2016/2017 - 2020/2021																APPENDIX 2 ANNEX 3
												Total 5 Year Funding				
Project Title	PY Spend pre 2015/2016	Forecast Outturn 2015/2016	Actual / Projected Spend pre 2016/2017	Projected Re-phasing from 2015/2016 to 2016/2017 and Future Years	Budget Required 2016/2017	Total Budget 2016/2017	Total Budget 2017/2018	Total Budget 2018/2019	Total Budget 2019/2020	Total Budget 2020/2021	Total Cost 5 Years	Overall Project Total	Borrowing/ Capital Receipts	Grants/ External Funding	Comments	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
PEOPLE & COMMUNITIES																
Adult Care																
Full Approval																
Adult Social Care Database replacement	9	670	679	263	0	263	0	0	0	0	263	942	0	263	For Information - Prior Full approval	
Subtotal Full	9	670	679	263	0	263	0	0	0	0	263	942	0	263		
Provisional Approval																
PSS Grant Unallocated	0	0	0	0	798	798	0	0	0	0	798	798	0	798	Detailed project plan awaited	
Subtotal Provisional	0	0	0	0	798	798	0	0	0	0	798	798	0	798		
Sub Total - Adult Care	9	670	679	263	798	1,061	0	0	0	0	1,061	1,741	0	1,061		
Children and Young People																
Full Approval																
Riverside Youth Hub Development	0	0	0	200	0	200	0	0	0	0	200	200	200	0	Proposed for full approval	
Ensleigh - New Primary School	13	626	639	0	2,112	2,112	1,016	258	0	0	3,386	4,025	0	3,386	For Information - Prior Full approval	
St Mary's Writhlington Replace Classrooms (BN)	1	113	115	0	340	340	360	0	0	0	700	815	0	700	Proposed for full approval	
Farmborough Primary School (BN)	0	0	0	0	714	714	0	0	0	0	714	714	0	714	Proposed for full approval	
Saltford Primary School - (BN)	125	317	442	0	820	820	605	0	0	0	1,425	1,867	0	1,425	Proposed for full approval	
Schools Capital Maintenance Programme	1,055	2,023	3,077	0	934	934	0	0	0	0	934	4,011	0	934	Proposed for full approval	
Chandag Infants School Production Kitchen	61	29	90	0	170	170	0	0	0	0	170	260	0	170	Proposed for full approval	
St Michaels Junior School Replace Temporary Building	0	0	0	0	285	285	0	0	0	0	285	285	0	285	Proposed for full approval	
Schools Devolved Capital	305	1,630	1,935	0	328	328	0	0	0	0	328	2,263	0	328	Proposed for Full Approval – subject to confirmation of grant funding	
School Energy Invest to Save Fund	60	500	560	230	0	230	0	0	0	0	230	790	0	230	For Information - Prior Full approval	
Client Data System for Children's Social Services	56	557	613	87	0	87	0	0	0	0	87	700	0	87	For Information - Prior Full approval	
Castle Primary School - Basic Need	475	42	517	283	444	727	0	0	0	0	727	1,244	0	727	For Information - Prior Full approval	
Westfield Primary School - Basic Need	0	0	0	113	0	113	0	0	0	0	113	113	0	113	For Information - Prior Full approval	
Paulton Junior School - Basic Need	4	124	129	1,209	400	1,609	65	0	0	0	1,674	1,803	0	1,674	For Information - Prior Full approval	
Bishop Sutton Primary School - Basic Need	90	1,225	1,315	267	402	669	0	0	0	0	669	1,984	0	669	For Information - Prior Full approval	
Subtotal Full	2,246	7,187	9,433	2,389	6,949	9,338	2,046	258	0	0	11,642	21,074	200	11,442		
Provisional Approval																
Schools Capital Maintenance Grant Unallocated 15/16	0	382	382	567	0	567	0	0	0	0	567	949	0	567	Detailed project plan awaited	
Schools Basic Need Grant Unallocated 15/16	0	0	0	1,822	0	1,822	0	0	0	0	1,822	1,823	0	1,822	Detailed project plan awaited	
Children's Centre Capital Schemes	0	0	0	75	0	75	0	0	0	0	75	75	0	75	Detailed project plan awaited	
Schools Basic Need Grant Unallocated 16/17	0	0	0	0	2,605	2,605	0	0	0	0	2,605	2,605	0	2,605	Detailed project plan awaited	
Schools Capital Maintenance Grant 16/17	0	0	0	0	111	111	0	0	0	0	111	111	0	111	Detailed project plan awaited	
Schools Basic Need Grant 17/18	0	0	0	0	0	0	3,039	0	0	0	3,039	3,039	0	3,039	For information - future years	
Subtotal Provisional	0	383	383	2,464	2,716	5,180	3,039	0	0	0	8,219	8,602	0	8,219		
Sub Total - Children's Services	2,246	7,569	9,815	4,853	9,665	14,518	5,085	258	0	0	19,861	29,676	200	19,661		
TOTAL PEOPLE & COMMUNITIES	2,255	8,239	10,495	5,116	10,463	15,579	5,085	258	0	0	20,922	31,417	200	20,722		

Capital Programme - 2016/2017 - 2020/2021																	APPENDIX 2 ANNEX 3	
													Total 5 Year Funding					
Project Title	PY Spend pre 2015/2016	Forecast Outturn 2015/2016	Actual / Projected Spend pre 2016/2017	Projected Re-phasing from 2015/2016 to 2016/2017 and Future Years	Budget Required 2016/2017	Total Budget 2016/2017	Total Budget 2017/2018	Total Budget 2018/2019	Total Budget 2019/2020	Total Budget 2020/2021	Total Cost 5 Years	Overall Project Total	Borrowing/ Capital Receipts	Grants/ External Funding	Comments			
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000				
RESOURCES SERVICES																		
Property																		
Full Approval																		
Workplaces Programme Delivery	4,746	1,398	6,143	352	0	352	0	0	0	0	352	6,495	352	0	For Information - Prior Full approval			
Keynsham Regeneration & New Build	29,511	2,831	32,341	1,472	0	1,472	0	0	0	0	1,472	33,813	1,472	0	For Information - Prior Full approval			
Lewis House (Inc Comms Hub & OSS)	5,481	236	5,716	158	0	158	0	0	0	0	158	5,874	158	0	For Information - Prior Full approval			
Corporate Estate Planned Maintenance	680	1,864	2,544	144	1,357	1,501	0	0	0	0	1,501	4,045	1,501	0	Proposed for full approval			
Disposals Programme (Minor)	102	50	152	119	0	119	0	0	0	0	119	271	119	0	For Information - Prior Full approval			
Grand Parade & Undercroft	410	100	510	4,780	0	4,780	0	0	0	0	4,780	5,290	4,780	0	For Information - Prior Full approval			
Equality Act Works	285	1,037	1,322	0	100	100	0	0	0	0	100	1,422	100	0	Proposed for full approval			
Roseberry Place	4	48	52	0	10	10	0	0	0	0	10	62	10	0	For Information - Prior Full approval			
1 - 3 James Street West	31	126	157	0	15	15	0	0	0	0	15	172	15	0	For Information - Prior Full approval			
Cleveland Pools	100	0	100	100	0	100	0	0	0	0	100	200	100	0	For Information - Prior Full approval			
Acquisitions - Future Revenue Generation	0	654	654	5,882	0	5,882	0	0	0	0	5,882	6,536	5,882	0	For Information - Prior Full approval			
Property Company Investment	0	0	0	0	4,893	4,893	3,500	6,023	5,394	190	20,000	20,000	20,000	0	Proposed for Full Approval per delegated process			
Subtotal Full	41,349	8,343	49,692	13,007	6,375	19,382	3,500	6,023	5,394	190	34,489	84,181	34,489	0				
Provisional Approval																		
Corporate Estate Planned Maintenance	0	0	0	0	0	0	1,357	1,357	1,357	0	4,071	4,071	4,071	0	For information - future years			
Equality Act Works	0	0	0	0	0	0	100	100	100	0	300	300	300	0	For information - future years			
Commercial Estate Investment	0	0	0	0	5,000	5,000	5,000	5,000	0	0	15,000	15,000	15,000	0	Business Case and detailed project plan required			
Print Services - Equipment Investment	0	0	0	0	300	300	0	0	0	0	300	300	300	0	Business Case and detailed project plan required			
Disposals Programme (Minor)	0	0	0	0	100	100	100	100	100	0	400	400	400	0	For information - future years			
Subtotal Provisional	0	0	0	0	5,400	5,400	6,557	6,557	1,557	0	20,071	20,071	20,071	0				
Sub Total - Property	41,349	8,343	49,692	13,007	11,775	24,782	10,057	12,580	6,951	190	54,560	104,252	54,560	0				
Strategy & Performance																		
Full Approval																		
LAA Performance Reward Grant	237	0	237	171	0	171	0	0	0	0	171	408	0	171	For Information - Prior Full approval			
Energy at Home	30	377	406	398	0	398	0	0	0	0	398	804	0	398	For Information - Prior Full approval			
Subtotal Full	267	377	644	569	0	569	0	0	0	0	569	1,212	0	569				
Provisional Approval																		
Green Investment & Job Opportunities Fund	0	0	0	500	0	500	0	0	0	0	500	500	500	0	Detailed project plan awaited			
Energy Services Investment	0	0	0	0	750	750	750	750	750	0	3,000	3,000	3,000	0	Detailed project plan awaited			
Children's Education Management System	0	0	0	750	0	750	0	0	0	0	750	750	750	0	Detailed project plan awaited			
Subtotal Provisional	0	0	0	1,250	750	2,000	750	750	750	0	4,250	4,250	4,250	0				
Sub Total - Strategy & Performance	267	377	644	1,819	750	2,569	750	750	750	0	4,819	5,462	4,250	569				
Business Support																		
Full Approval																		
Desktop As a Service - VDI Technology	717	124	841	142	0	142	90	135	0	0	367	1,207	367	0	For Information - Prior Full approval			
Customer Services System	724	96	821	254	0	254	0	0	0	0	254	1,075	254	0	For Information - Prior Full approval			
IT Asset Refresh (Servers and Network)	193	167	360	179	0	179	0	0	0	0	179	540	179	0	For Information - Prior Full approval			
Windows 7 Upgrade	334	24	358	42	0	42	0	0	0	0	42	400	42	0	For Information - Prior Full approval			
Subtotal Full	1,968	412	2,379	618	0	618	90	135	0	0	843	3,222	843	0				
Provisional Approval																		
Agresso System Development & 5.6 Upgrade	0	20	20	65	0	65	58	0	0	0	123	143	123	0	Detailed project plan awaited			
Communications Hub	0	0	0	0	156	156	20	0	0	0	176	176	100	76	Detailed project plan awaited			
Civica Income Management System Developments	0	0	0	60	0	60	0	0	0	0	60	60	60	0	Detailed project plan awaited			
Subtotal Provisional	0	20	20	125	156	281	78	0	0	0	359	379	283	76				
Sub Total - Business Support	1,968	432	2,399	743	156	899	168	135	0	0	1,202	3,601	1,126	76				
TOTAL - RESOURCES	43,583	9,151	52,735	15,569	12,681	28,250	10,975	13,465	7,701	190	60,581	113,315	59,936	645				
Corporate Capital Contingency	0	785	785	0	1,215	1,215	0	0	0	0	1,215	2,000	1,215	0	For Information - Prior Full approval			
GRAND TOTAL	63,685	29,786	93,471	34,547	76,913	111,460	76,047	50,932	19,458	1,739	259,636	353,107	193,271	66,365				

Highways Maintenance Capital Planned Maintenance Programme 2016/2017

Programme	Project	Value
<u>Street Lighting Programme</u>	Stirlingale Road, Bath	£11,500
	Ambleside Road, Bath	£10,350
	Elliston Drive, Bath	£6,900
	Bloomfield Drive, Bath	£18,400
	Somerdale Avenue, Bath	£10,350
	Weatherly Avenue, Bath	£5,100
	Bloomfield Rise, Bath	£10,350
	Audley Park Road, Bath	£16,100
	Sheridan Road, Bath	£18,400
	Garrick Road, Bath	£13,800
	Morris Lane, Bathford	£16,250
	Queens Road, Keynsham	£27,500
	Walnut Walk, Keynsham	£6,250
	Coronation Avenue, Keynsham	£15,000
	Claverton Road, Saltford	£8,750
	Tyning Road, Saltford	£7,500
	Trenchard Road, Saltford	£11,250
	St Johns Road, Timsbury	£11,250
	A362 Main Street, Farrington Gurney	£25,000
	Rotcombe Lane, High Littleton	£11,250
	Clapton Road, Midsomer Norton	£5,000
	Waterford Park, Westfield	£20,000
	Longfellow Road, Westfield	£13,750
	Sub Total	£300,000
<u>Highway Structures Programme</u>	Cleveland Bridge, Walcot - Feasibility & Design	£70,000
	Camden Crescent, Bath - Arch Repairs Phase 1 Construction	£175,000
	B3130 Belluton Narrows, Pensford - Bank Stabilisation Construction	£100,000
	Claverton Street Subway Improvement - Design & Construction	£225,000
	Structures Inspection Remedial Works Programme	£100,000
	Structures Assessment Programme	£75,000
	Sub Total	£745,000
<u>Highway Drainage Programme</u>	Moorledge Road, Chew Magna	£30,000
	Innox Lane, Upper Swainswick	£40,000
	West Harptree Phase 3	£30,000
	Sub Total	£100,000
<u>Carriageway Resurfacing & Major Re-Construction</u>	A431 Newbridge Hill, Newbridge	£200,000
	Charlcombe Lane, Charlcombe	£75,000
	A39 Wells Road, Corston	£225,000
	A4 Upper Bristol Road, Bath	£250,000
	A367 Wells Road Phase 1, Westfield	£100,000
	A37 New Road & Publow Lane, Pensford	£200,000
	Queen Street, Bath	£50,000
	North Parade, Bath	£300,000
	Manvers Street, Bath - Feasibility/Design & Patching	£50,000
	Sub Total	£1,450,000
<u>Carriageway Surface Dressing</u>	A39 Wells Road, Corston	£56,066
	B3355 Paulton Road, Hallatrow	£27,987
	Claverton Down Road, Claverton	£47,717
	Stockwood Lane, Stockwood	£46,691
	Wilmington Hill, Newton St Loe	£12,139
	Colliers Lane, Newton St Loe	£34,400
	Sub Total	£225,000
<u>Carriageway Micro Asphalt Surfacing</u>	Eastover Grove, Odd Down	£5,505
	Vernham Grove, Odd Down	£13,142
	Odins Road, Odd Down	£8,879
	Shickle Grove, Odd Down	£8,124
	Wansdyke Road, Odd Down	£11,758

Highways Maintenance Capital Planned Maintenance Programme 2016/2017		
Programme	Project	Value
<u>Carriageway Micro Asphalt Surfacing (Cont.)</u>	Clare Gardens, Odd Down	£4,489
	Colbourne Road, Odd Down	£3,409
	Barrow Road, Odd Down	£7,072
	Green Park, Bath, Combe Down	£9,168
	Drake Avenue, Combe Down	£10,714
	Hadley Road, Combe Down	£4,750
	Trinity Road, Combe Down	£14,123
	Cleevedale Road, Combe Down	£4,905
	Tynning Road, Combe Down	£9,641
	Church Road, Combe Down	£26,714
	Lytton Grove, Keynsham	£7,693
	Turner Close, Keynsham	£3,289
	Hillside Road, Midsomer Norton	£3,564
	Hillside Crescent, Midsomer Norton	£12,118
	Hillside Avenue, Midsomer Norton	£22,557
	Elm Tree Ave, Radstock	£8,794
	Glebelands, Radstock	£17,856
	Eastover Road, High Littleton	£23,912
	Plumptre Road, Paulton	£16,042
	Southlands Drive, Timsbury	£15,238
	Main Street, Farrington Gurney	£25,972
	Richmond Road, Lansdown	£16,071
	Church Street, Pensford	£9,503
	Sub Total	£325,000
<u>Footway Programme</u>	Paving Programme	£100,000
	Asphalt Concrete Programme	£75,000
	Slurry Sealing Programme	£75,000
	Sub Total	£250,000
<u>Other Programmes</u>	Planned Patching Programme	£200,000
	Planned Road Marking Improvement Programme	£50,000
	Sub Total	£250,000
OVERALL 2016/17 TOTAL		£3,645,000

Transport Improvement Programme 2016/2017

Programme	Project	Value
<u>Local Safety Schemes</u>	Anti-Skid Surfacing	£10,000
	Accident investigation and prevention (AIP) & scheme design	£20,000
	Hinton Charterhouse - feasibility study	£5,000
	A37 Farrington Gurney - Speed limit and a vehicle activated sign	£23,000
	Bannerdown Road - Footway provision	£40,000
	Kilkenny Lane - 30 mph speed limit	£20,000
	Gloucester Road - 40 mph speed limit	£5,000
	Box Road, Bathford - 40 down to 30 mph and street lighting	£20,000
	Ubley Village safety improvements (106 funded)	£23,000
	Braysdown Lane & Crown Road Peasedown safety improvements	£4,000
	Marksbury Safety Improvements	£65,000
	Victoria Bridge TRO	£5,000
	Sub Total	£240,000
<u>Public Transport</u>	Improvements to bus stops	£10,000
	Sub Total	£10,000
<u>Managing Congestion</u>	A367 Odd Down Improvements	£30,000
	Two Headed Man junction assessment and ducting improvement	£15,000
	A368/A39 Marksbury Junction assessment	£8,000
	Review of Residents Parking Zones	£60,000
	Getting About Bath Pedestrian Improvements	£70,000
	Parking Schemes TRO	£45,000
	Peasedown junction upgrade (106 funded £15kc/o)	£30,000
	Hallatrow roundabout 106 Funded	£117,000
	Marlborough Buildings - Roundabout study	£10,000
	De cluttering and route review	£80,000
	A37 / Woollard Lane assessment (106 Funded)	£10,100
	Sub Total	£475,100
<u>Safer Routes to Schools</u>	Strategic Review Safe Routes to school	£75,000
	Lower Oldfield Park Haysfield School, Zebra crossing and pedestrian improvements	£35,000
	Sub Total	£110,000
<u>Cycle Schemes</u>	Cycle parking	£5,000
	Sub Total	£5,000
<u>Pedestrian Schemes</u>	Aids to mobility	£20,000
	Public Rights of Way	£70,000
	Shophouse Road - Central Island	£6,000
	Southdown Road - Pedestrian improvement	£10,000
	The Hill, Freshford footway - feasibility	£5,000
	Tunley Overdale - footway	£104,000
	Argyle Street footway works	£36,000
	Bathwick Street, Toucan crossing assessment	£5,000
	Sub Total	£256,000
<u>Traffic Management Schemes</u>	Widcombe Hill	£10,000
	Deadmill Lane	£10,000
	Greenway Lane Bath	£10,000
	Paulton Feasibility (106 funded)	£6,700
	Whiteway Road signing up grade	£7,000
	Keynsham Scheme Review	£25,000
	20 mph review Outside schools	£25,000
	Pensford A37	£20,000
	Churchill Gyratory	£5,000
	Morris Lane	£5,000
	London Road	£5,000
	Sub Total	£128,700
<u>Miscellaneous</u>	JLTP Monitoring, Equipment and NHT survey	£35,000
	WoE Contribution	£15,000
	Programme Management	£50,000

Transport Improvement Programme 2016/2017

Programme	Project	Value
	Stage 3/Safety Audit	£25,000
	Sub Total	£125,000
<u>Local Growth Fund Schemes</u>	Bus stop Lay by Windsor Bridge	£160,000
	Weston Village to City Centre Cycle improvements	£80,000
	Saltford to Keynsham shared use path	£85,000
	Broadland school cycle link	£55,000
	Improvements to Saltford Pedestrian Crossing	£45,000
	Bus shelter improvements 20a	£55,000
	Sub Total	£480,000
<u>Better Bus Area Fund Schemes</u>	Scheme Design Bus priority	£30,000
	A367 Odd Down	£30,000
	Sub Total	£60,000
	OVERALL 2016/17 TOTAL	£1,889,800

Schools Capital Planned Maintenance Programme 2016/2017

School	Project	Value
St Michael's Junior School	The replacement of two poor condition Pratten buildings due to health and safety issues. Allocation is for removal of existing buildings, site works and providing a new 2 classrooms closer to the main school building.	£285,000
Chandag Infant School	Conversion from servery to provide a full production kitchen.	£170,000
	Sub Total - Improvements (*)	£455,000
Newbridge Primary	Phase 2 re-roofing works to main building	£65,000
Chandag Infant School	Replace old obsolete fan convactor heaters	£50,000
Chew Valley School	Replace high level warm air heating with high level gas heating in sports hall.	£50,000
Peasedown St John Primary School	Works to fire doors including overhaul of seals, replacement doors and appropriate signage	£45,000
Westfield Primary School	Replace remaining timber windows to classroom areas and external timber doors throughout	£40,000
St Martins Garden Primary School	Supply and fit 90ltr wall mounted domestic hot water heater to serve areas cut off from the main supply because of leaks	£23,000
Chandag Infant School	Upgrade main electrical incoming supplies to site	£12,000
Farmborough Primary School	Install emergency lighting and signage	£12,000
Chandag Infant School	Fire risk assessment and works to emergency lighting	£11,000
Castle Primary School	Replace obsolete control panels in Northwest plant room	£10,200
St Philips Primary	Replace domestic hot water heater and install anti scale device	£9,000
Ubley Primary School	Replace obsolete control panel and controllers for boiler	£6,600
	Fees	£50,070
	Contingency	£50,070
	Sub Total - Specific Repairs	£433,940
Minor Works/DDA	This budget will address smaller condition issues such as replacement heating controls and obsolete distribution boards as well as ad hoc condition and health and safety issues as they arise throughout the year. Additionally, the will contribute where the need for DDA adaptations arises at school sites.	£250,000
Emergency Works	A £250k emergency works budget is allocated to meet larger unforeseen issues as they occur throughout the year and is consistent with previous years plans.	£250,000
	Overall SCPM Total	£1,388,940

(*) Proposed projects are in line with the intended purpose of DfE capital maintenance funding and are priorities to ensure schools remain open and operational, with statutory duties met and longer term strategic planning embedded

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Corporate Estate Planned Maintenance Programme 2016/2017

Business Unit	Project	Value
Hollies MSN	Repair replace lead parapet gutter and repair outlets / hoppers to either end. Replace /Provide liquid plastic waterproofing to gutters	£69,602
Avon Street Car Park	Concrete Repairs	£46,400
Charlotte Street Car Park	Removal of car park attendants hut, Resurface main parking CP 2 in condition phases	£104,170
Brougham Hayes - Car park	Very Poor Condition - resurface required.	£51,042
Manvers Street Car park	Resurfacing	£58,000
Station Road Car Park	Demolition of shed	£4,060
Midland Road Depot	Block 7 - Concrete Floor repairs - £77,090.00	£178,640
	Sweeper Waste Bin - Refurbishment - £11,500.00	
	Adjacent block 7 - Resurfacing - £8,050.00	
Midland Road Civic Amenity Site	Reception Hall - Resurfacing of waiting area - £25,000.00	
	Lower Yard - Concrete Yard Resurfacing - £57,000.00	
Welton Transfer Station	Concrete Floor Resurfacing	£11,600
Parade Gardens	Full Refurbishment	£29,000
Hedgemoor Park	Boundary Wall rebuilding, Bandstand Refurbishment & Fountain	£64,960
RVP Park	Kemble Vase £5,00.00	£40,600
	Pond lining & Aerators £35,600.00	
Lansdown playing Fields (North)	Full Refurbishment	£174,000
Riverside Youth Hub	Resurfacing of external ball court	£20,700
Odd Down CC	Resurfacing of outdoor court	£8,932
Radstock YC	Upgrade to Kitchen facility, Youth have secured £10,000 from s.106 money to remove walls within the kitchen and make it more open plan, this R&M money is to be used for the upgrade of the kitchen itself.	£22,040
Fairfield House	Roofing works	£58,000
Haydon File Store	New intruder alarm	£4,566
Denmark Road - Parking Area	Rebuild of the face of wall.	£8,702
117 Newbridge Hill	Rewire property and upgrade WPD supply	£34,800
Various	Removal From Schools in order for them to have local controls of their heating	£29,000
Sydney Gardens	Tennis Court resurfacing & markings	£27,840
Abbey Chambers	External Refurbishment to windows/doors/roof & stone repairs	£29,000
12 Charlotte St	Replacement of Lantern lights	£14,268
Various	Subsequent works following Street Lighting Surveys - for street lights not on the adopted highway	£23,200
Laura Place Fountain	Cost to replace cable and associated trenching & refurbishment of stonework	£25,521
Haycombe Cemetery	Gravel Paths & Resurface of access roads to mess & stores block 002	£25,520

Corporate Estate Planned Maintenance Programme 2016/2017

Business Unit	Project	Value
Bathwick Burial Ground (West Side)	Rebuild Various Boundary Walls	£23,201
St Mary the Virgin Burial Ground (East side)	Rebuild Various Boundary Walls, new handrails	£31,089
Abbey Bath - Closed Burial Ground	Evidence of infestation	£8,701
Harptree	Replace defective timbers & check structural integrity, Full refurbishment	£23,200
	Contingency	£106,646
Total		£1,357,000

Equalities Act Works 2016/2017

Business Unit	Project	Value
Alexander Park	Equalities Audit & subsequent works	£2,530
Brassmill Lane	Equalities Audit & subsequent works	£2,530
Burnt House Road	Equalities Audit & subsequent works	£2,530
Calton Road	Equalities Audit & subsequent works	£2,530
Claverton Road (Saltford)	Equalities Audit & subsequent works	£2,530
Corston View	Equalities Audit & subsequent works	£2,530
Dorset Close	Equalities Audit & subsequent works	£2,530
Hedgemoor Park	Equalities Audit & subsequent works	£2,530
Hillcrest	Equalities Audit & subsequent works	£2,530
Innox Park	Equalities Audit & subsequent works	£2,530
Loxton Drive	Equalities Audit & subsequent works	£2,530
Moorfields (Sandpits)	Equalities Audit & subsequent works	£2,530
Moorlands (Rec)	Equalities Audit & subsequent works	£2,530
Mount Road	Equalities Audit & subsequent works	£2,530
Newbridge	Equalities Audit & subsequent works	£2,530
Parry Close	Equalities Audit & subsequent works	£2,530
Pennyquick	Equalities Audit & subsequent works	£2,530
RVP Park	Equalities Audit & subsequent works	£2,530
St Saviours	Equalities Audit & subsequent works	£2,530
Spencer Drive	Equalities Audit & subsequent works	£2,530
Sydney Gardens	Equalities Audit & subsequent works	£2,530
Widcombe	Equalities Audit & subsequent works	£2,530
Magdalene Gardens:	Equalities audit and then undertake required and reasonable works to the area.	£19,780
The Guildhall	Replacement hearing loop for equality compliance	£3,680
	Contingency	£20,880
Total		£100,000

Council MRP Policy

Bath and North East Somerset will make a prudent minimum revenue provision for all new unsupported borrowing from 1st April 2008.

For all Government Supported Borrowing

a) The Council will determine that its MRP is equal as the amount determined in accordance with the former regulations 28 and 29 of the 2003 Regulations, as if they had not been revoked by the 2008 regulations.

For all new schemes of Council supported borrowing after 1st April 2008 it will use the Asset Life Method

b) This will be calculated where capital expenditure on an asset is financed wholly or partly by borrowing or credit arrangements, MRP is to be made in equal annual instalments over the life of the asset, in accordance with the following formula:

$$\frac{A - B}{C}$$

Where-

A is the amount of the capital expenditure in respect of the asset financed by borrowing or credit arrangements

B is the total provision made before the current financial year in respect of that expenditure

C is the inclusive number of financial years from the current year to that in which the estimated life of the asset expires.

c) Subject to paragraph f below, MRP will normally commence in the financial year following the one in which the expenditure was incurred.

d) Asset life. The estimated life of the asset will be determined in the year that MRP commences and not subsequently be revised.

e) Freehold land. If no life can reasonably be attributed to an asset, such as freehold land, the life will be taken to be a maximum of 50 years. However, in the case of freehold land on which a building or other structure is constructed, the life of the land will be treated as equal to that of the structure, where this would exceed 50 years.

f) Construction period. When borrowing to construct an asset, the authority will treat the asset life as commencing in the year in which the asset first becomes operational. It may accordingly postpone beginning to make MRP until that year. "Operational" here has its standard accounting definition. Investment properties will be regarded as becoming operational when they begin to generate revenues.

g) In respect of loans to third parties supported by borrowing, where these are treated as capital expenditure, and contractual terms are in place to secure repayment over a period not exceeding the life of the asset, the Council will not charge MRP on the related expenditure.

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APPENDIX 3 – 2016/17 BUDGET – SAVING DETAILS

PLACE

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Efficiency Savings						
50	Repatriating DCLG Homelessness Prevention Fund	L	None	None	Some reduction in externally commissioned services, in part off-set by in-house initiatives.	None
25	In-house Improvement Agency	L	None	None	Increased use of internal resources to support DFG applications	None
35	Reducing Housing Renewal Budget	M	None	None	None - Proposal reflects demand seen in recent years.	None
23	Administration across Community Regeneration	L	1	None	Consolidation of administration support to service.	None
83	Street Lighting and LED replacement	L	None	Conversion of units to efficient LEDs & introduction of dimming technology.	Energy savings through more efficient lighting and more reliable lanterns.	Full business case in development.
11	Stop Printing & Posting Applications for Parish Consultations	L	Save 0.2 of a post	None	Less paper based working improves flexible working of the service.	Communication with Parishes and Town Councils required.
114	Public Transport Concessionary Fares – reduced journeys arising from national changes	L	None	None	None	None
16	Regularise year round opening hours for recycling centres	L	None	Sites will open Saturday 9am-3.45pm and 9am-1pm Sunday	Reduced recycling centre availability for residents.	None

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
10	Centralise Place Directorate business services (e.g. stationary budgets, room hire, hospitality)	L	None	None	Centralised ordering at individual service level to generate efficiencies.	None
20	Bring water monitoring in-house, now possible to do this work internally as expertise is available	M	None	None	None	Need to assess risk.
45	Joint working opportunities with NS in relation to Animal Health/Trading Standards / Food Safety	L	2	None	Reduced Services and response times	None
10	Recycle Street Sweepings by tendering new contract	L	None	None	None	None
610	Place - General	M	None	None	None	Based on the projected 2015/2016 Outturn Budget, a range of potential budget underspends and additional income has been identified. These have been incorporated generally into the budget position for 2016/2017.
934	Place – Management & Service Reviews	M	20-25 Existing HR policies to be used to design the reviews in service areas which have potential to save.	None	Management, staffing and efficiency review to further rationalise staff structures and maximise efficiencies.	Builds on recent efficiency reviews and restructures. Will not be complete until mid- year so service impacts not fully assessed but aim is they will be minimised. Necessitated by the adverse Government financial settlement.
1,986	Sub Total – Efficiency Savings					

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Income Generating Opportunities						
300	Visitor economy, markets, pop ups and events	L	None	None	Greater integrated working across the Council and partners, including development of an events strategy.	Full business case required.
100	Digital B&NES	L	None	Implement WIFI and upgrade fibre switches.	Improved district WIFI connectivity and service sustainability through income generation.	Full business case required.
7.5	Film Office Option	H	0	None	Improve service sustainability and commercial focus.	Full business case required.
350	Heritage Services business plan alignment	H	None	None	Alignment to approved business plan.	Business plan to be taken to February Cabinet.
7.5	Increase Home Search Marketing Fees	L	None	Website upgrade	Improve service sustainability.	Formal decision on charges required.
50	Increase income from weddings in parks	L	late/weekend working	Facilities improvements.	Improved promotion of open spaces and increased commercial focus in service.	Full business case required.
25	Know your Neighbourhood – Neighbourhood Planning Support.	L	N/A	None	Increased quality and support to Neighbourhood Plans would further enhance the relationships with communities and parishes.	None
13	Pre-App Review and Redesign	L	N/A	None	Improved efficiency and visibility of information, advice and planning submissions.	None

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
17	Know your Place – Training & Knowledge Provider	L	N/A	None	Raise the profile of the planning department expertise and knowledge and raise the profile of Bath as a centre for learning in town planning and architecture.	None
9	Building Control Working Initiative with N Somerset	L	None	None	Improve joint working arrangements.	None
30	Spring Water	L	None	None	Increased commercial focus.	None
37.5	Realign Parking charge streams for Season tickets, coning and outer Area Traders Fee with 10% increase for 2016/17.	L	None	None	Could result in less take up of season ticket use, however would expect that to be met by increase in day ticket use.	None
25	Academies to provide for School crossing Patrols to ensure they are self-funded by the end of 4 years in line with Government expectation for Schools to move to academies in that time.	L	None	None	Academies charged for services in line with current Council policy.	None
30	Commercialise GLS to take on external work	M	None	None	New external service provision.	Full business case required.
12	Bereavement Services income target increase	L	None	None	Reduced free provision of fresh flowers and greater sales.	None
1013.5	Sub Total – Income Generating Opportunities					
Refinancing						
0	Sub Total – Refinancing					
Growth Avoidance						
0	Sub Total – Growth Avoidance					

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Service Redesign						
57	Arts Development	H	TBC	None	Greater focus on higher impact initiatives through the Cultural Investment Board, leveraging more investment into B&NES.	Links to creative strategy.
50	Events Grants	L	None	None	Focus on cross-working with partners to support events in alternative ways.	None
50	Bereavement Services - future operating model	L	TBC – subject to outcome of service review underway.	Facility improvements.	Improve service resilience.	Full business case required.
368	Transport – delivering differently	M	1 or 2 in Transport	Infrastructure improvements to facilitate delivery changes.	Service delivery model for areas within transport to be reviewed.	Full business case required.
525	Sub Total – Service Redesign					
3,524.5	TOTAL SAVINGS					

PEOPLE & COMMUNITIES

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Efficiency Savings						
450	Substance Misuse – commission a more time limited, focused service that concentrates on people with more complex needs and/or people eligible for a statutory service.	M	Indirect 10-15	None	<p>A more targeted service will mean reduced access to specialist substance misuse services for people with lower level, less complex needs. Every effort will be made to minimise the impact on these service users through continued investment in preventative and early- intervention services, including those funded from the Supporting People & Communities programme.</p>	<p>The two providers, DHI and SDAS (part of AWP), are working closely with commissioning managers from the Council /CCG to help shape the service redesign to achieve savings with the least adverse impact possible through the following cost saving measures:</p> <ul style="list-style-type: none"> • Co-location of services/offices • Reduction in tiers of management • Increases in community detox rather than residential rehabilitation (evidence suggests community detox, which is less costly, is likely to be more successful). • Greater emphasis on group/peer support sessions rather than 1-1 • Ensuring smaller teams of staff have a greater skill mix • Increased use of/and links to mutual aid groups, peer mentors and volunteers.
200	Sirona Care & Health Contract – ensure that adult social care services are as effective as possible and represent best value and are fit for the future.	M	Possible indirect – in Sirona	None	There will be greater emphasis on evidence based prevention, early intervention and self-care. Practitioners will use their professional judgment to	The approach to delivering this saving is being formed by a review of adult services by an independent organisation, PeopleToo, which has considerable experience of

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
					<p>balance the needs of individual people against what is both affordable and sustainable. This may mean, in some instances, that a more limited range of choices are available to an individual.</p> <p>A programme of training and development for practitioners and commissioners, which will enable them to put in place personalised services, based upon outcomes rather than “inputs” or “outputs” achieving both improved outcomes for individuals and, also, better value for money.</p> <p>The information available, including via the Council's website will be further enhanced to ensure that whenever possible and appropriate people can access information about services available without the need for a full assessment under the Care Act, thus reducing the numbers requiring assessments of need or finances.</p>	<p>working with commissioners and providers of integrated health and social care services to improve value. People Too will assist both Sirona and commissioning staff with local analysis and learning from other areas.</p>

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
200	Sheltered Housing Support Service (Branded) – negotiation of revised specification to improve service user outcomes and secure better value for money	M	Possible indirect – in Curo	None	We will specify a more focused service with revised service user outcomes which may mean reduced access for some people. Those with higher levels of need will be able to access other services evidenced to be delivering good outcomes for older people (also funded by the Council) including the Independent Living Service, which is also provided by Curo.	This change to the specification for the service and reduced contract value has been informed by the findings of the most recent contract review and, also, from enhanced contract performance management arrangements put in place following the contract review, which have included an in-depth review of the outcomes being delivered to individuals receiving the service.
50	Sexual health portfolio – combination of negotiation of payment for, and some reduction in, service provision	L	Indirect – in provider organisations	None	Reduced availability of Chlamydia screening would not impact on a clinician's decision to offer a Chlamydia test when clinically necessary. Negotiating a reduced payment schedule to general practices, pharmacies and the Contraception and Sexual Health Service could result in some reduction in service delivery, although we will work to ensure that the population most at risk are protected. Ending public health funding to the HIV support service is likely to mean that the service will no longer be commissioned in BaNES. Some level of	Changes may have minor impact on the delivery of the public health/council's sexual health strategy and action plan. Potential reputational risk to Council as it had previously signed up to the national 'Halve it' campaign aimed at reducing the number of people diagnosed late with HIV.

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
					support for people affected by HIV will remain available through other routes.	
261	Health Improvement Programmes	M	Possible 6 or 7 and others in Sirona	None	<p>A more targeted stop smoking service will result in reduced capacity for direct work, and less provision of training and QA of services. Changes to Passport to Health are likely to result in increased overall volume but loss of Community Activator and group-based work. Other changes to physical activity resource will result in reduced activity in cycling development. Children's play services will be more targeted. "Feel Good Foods" work for adults with learning disabilities will end. School CPD training (teachers and school nurses) will end in 2017-18. There will be no further support re School Food Plans and the 'Eat out Eat well' scheme closed. A reduction in Health Development capacity will result in less training, awareness raising and campaigns</p>	

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
					around prevention (accidents, Alcohol, Substances, and Obesity).	
10	Prioritisation and efficiency within the public health intelligence work	L	None	None	Commissioning Support Unit intelligence capacity Minimal loss of access to data – can be mitigated.	Potential difficulties in accessing data which therefore need extra item or money spent on other routes.
524	People & Communities - Management & Service Review Savings	M	10-15 Existing HR policies to be used to design the reviews in service areas which have potential to save	none	Management, staffing and efficiency review to further rationalise staff structures and maximise efficiencies	Builds on recent efficiency reviews and restructures Will not be complete until mid- year so service impacts not fully assessed but aim is they will be minimised Necessitated by the adverse Government financial settlement
3	Remodelling of public mental health programme spend	L	None	None	None	No anticipated impacts.
1,698	Sub Total – Efficiency Savings					
Income Generating Opportunities						
0	Sub Total – Income Generating Opportunities					

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Refinancing						
0	Sub Total – Refinancing					
Growth Avoidance						
333	Adult Social Care Demographic Growth – Older People over 65	M	None	None	This saving will be achieved through a variety of measures aimed at managing the impact and demands arising from demographic change within all service user groups (mental health, older people, including those with mental health needs, people with physical disabilities, people, people with learning disabilities). Measures will include all those set out above under the Sirona specific saving.	As with the Sirona specific saving, the approach to delivering this saving is being formed by a review of adult services by an independent organisation, PeopleToo, which has considerable experience of working with commissioners and providers of integrated health and social care services to improve value. PeopleToo will assist both Sirona and commissioning staff with local analysis and learning from other areas.
190	Adult Social Care Demographic Growth – Mental Health over 65	M	None	None		
348	Adult Social Care Demographic Growth – Learning Disabilities	M	None	None		
75	Adult Social Care Demographic Growth – Mental Health Adults of Working Age	M	None	None		
46	Adult Social Care Demographic Growth – People with Physical Disabilities	M	None	None		
21	Adult Social Care Demographic Growth – Social Work & Safeguarding Activity (Sirona Contract)	M	None	None	Additionally, fees will be restructured for care homes to better reflect complexity and acuity of individual need rather than notional 'service users groupings' such as "Older Person", "Adult with a Learning	

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
					Disability". This move to a "banded" fee structure, which is already being introduced in some other areas, will both more appropriately reflect individual need and, also, the true cost of meeting those needs.	
1,013	Sub Total – Growth Avoidance					
Service Redesign						
50	Schools Capital Team technical funding change	L	None	None	Marginal restriction on capital available for school expansions	Recharge officer time against capital projects
29	Music Service remodelling	L	Small reduction in casual posts through natural wastage	None	Some changes to balance of one-to-one versus ensemble activities. Some increases in fees.	Remodelling of the way the music service operates to make it more self-sustaining and reduce reliance on Council revenue funding.
22	Health lives, healthy people: community small grants scheme	L	None	None	Healthy lives, healthy people: community small grants scheme Small impact on services as grants were very small and were never core funding.	
30	Reduction in funding for School Improvement	L	C0.5FTE	None	Loss of capacity/resources to support schools to improve.	Continued evolution of peer support between schools, support from Teaching School and academies sourcing support within multi-academy trusts.

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
100	Re-shape Family Information Service/combine with One Stop Shop delivery	M	c.5 FTE	None	Work across Directorates to combine services providing information for the public and re-shape how these are delivered including further 'channel-shift; to self-service. Specialist Family Information Service combined with One Stop Shop service. More information delivered through web- based/self-service channels and less by direct one-to-one contact.	Some impacts for general public, particularly new residents and those with life journey information needs.
231	Sub Total – Service Redesign					
2,942	TOTAL SAVINGS					

RESOURCES

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Efficiency Savings						
100	Property Services Staffing Review	L	2-3	None	Reduction in resources available for Capital projects but better integration Community Regeneration team	
100	Overhead charge to capital projects	M	None	None	None	None
50	Surplus Corporate Estate	H	None	Surplus property may be sold to the Property Company for redevelopment subject to Council approvals on a case by case basis	None as only surplus property will be considered	None
70	Payment By Results Project with Connecting Families	M	None	None	Better integration between benefits and connecting families teams and proactive approach to obtain DWP funding as the move to universal credits takes place	
280	IT Services – Core Efficiency Programme	M	1-3	None	Reflects final stages of staff restricting linked to more efficient insourced ICT service	

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
330	Resources- General	L	None	None	None	Based on the projected 2015/2016 Outturn Budget, a range of potential budget underspends and additional income has been identified. These have been incorporated generally into the budget position for 2016/2017.
25	Phasing out of Cheques & Cash Handling, working with One Stop Shops to facilitate the process	M	TBC – subject to service review	none	Savings in transaction costs as these forms of payment are actively discouraged	Exceptions will be made for Car parks and schools in 16/17.
705	Resources- Management & Service Reviews	M	15-20 Existing HR policies to be used to design the reviews in service areas which have potential to save	none	Management, staffing and efficiency review to further rationalise staff structures and maximise efficiencies	Builds on recent efficiency reviews and restructures Will not be complete until mid-year so service impacts not fully assessed but aim is they will be minimised Necessitated by the adverse Government financial settlement
1,660	Sub Total – Efficiency Savings					
Income Generating Opportunities						
75	Housing development company	M	Property Company to be supported by existing B&NES officers and external specialist resources. No new posts to be created.	Potential sale of surplus assets to the Property Company for redevelopment	The Property Company to deliver housing will also need to comply with Council policies for the creation of affordable homes arising from planning policy for new developments, and aspects of the company operations will need to be in partnership with expert agents and advisers	

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
250	Additional commercial estate investment	H	None	Requires additional capital funding for new acquisitions. All subject to detailed business cases and Council approvals	New high returning assets to be added to the commercial estate. Builds on recent more proactive approach	None
125	Commercial estate rent reviews	H	None	None	Reflects normal policy for reviews	None
50	Comms Hub/CCTV Income Generation	M	None	none	More proactive approach to income generation making most of the new facilities	
20	Internal Audit Partnership Development	L	None	none	Builds on new shared service arrangements	
520	Sub Total – Income Generating Opportunities					
Refinancing						
530	Refinancing workplaces "invest to save"	L	None		Simply involves using one off reserves to repay the invest to save element to enable the ongoing savings to take effect now	
530	Sub Total – Refinancing					
Growth Avoidance						
0	Sub Total – Growth Avoidance					
Service Redesign						
0	Sub Total – Service Redesign					
2,710	TOTAL SAVINGS					

CORPORATE ITEMS

16/17 Saving £000	How to be achieved?	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery	Additional Info (incl PD&S Panel feedback)
Efficiency Savings						
0	Sub Total – Efficiency Savings					
Income Generating Opportunities						
1,490	New Homes Bonus increase	L	None	None	None	
1,490	Sub Total – Income Generating Opportunities					
Refinancing						
1,000	Service Supported Borrowing - Refinancing	M	None	None	None	To end the current service supported borrowing process and replace with Corporate Borrowing process linked to business case and bidding process. Removal and centralisation of appropriate Service Supported Borrowing budgets.
41	Parish Grants – Local Council Tax Support Scheme - Reductions	L	None	None	Reduced grants in line with reduced funding received by the Council	Approved at Council meeting on 17 th December 2015
1,041	Sub Total – Refinancing					
Growth Avoidance						
0	Sub Total – Growth Avoidance					
Service Redesign						
0	Sub Total – Service Redesign					
2,531	TOTAL SAVINGS					
11,708	OVERALL SAVINGS					

BUDGET SETTING PROCESS – ADVICE OF THE MONITORING OFFICER

PROCESS

1. It is important to be clear on the process to be followed in setting the 2016/17 Budget. This paper sets out the guidance provided by the Council's Monitoring Officer.
2. The Cabinet has the responsibility to prepare and propose a draft Budget to Council for its approval.
3. The Cabinet can, in its absolute discretion, receive from any political group that so wishes, an alternative budget proposal to that published in the Cabinet agenda papers. It can only consider such proposals if it is satisfied that they have been discussed with the Council's statutory officers and relevant Directors and that an impact statement from Officers about such proposals is available.
4. All proposals that the Cabinet meeting is prepared to consider will therefore be cleared with the Section 151 Officer, the Monitoring Officer, and relevant Strategic / Divisional Directors beforehand.
5. The Cabinet will formulate a budget proposal and Council Tax recommendation for the Council meeting on 16th February 2016. Such budget proposal may either take the form of a composite proposal or may include agreed core proposals and options for allocating parts of the budget.
6. The Council has available to it at the budget setting meeting two options. It can object to specific parts of the proposals and if it does so, must require the Leader on behalf of Cabinet to reconsider its proposals. The Council is required to give the Cabinet the reason(s) why it considers those proposal(s) should be changed and it is then for the Cabinet to consider those proposed changes and the reasons put forward. Alternatively it is, of course, open to the Council to accept the budget in its proposed form at the meeting, in which case no further action is necessary.
7. Council may then determine the budget on the basis of the Cabinet's recommendations as set out in paragraph 5 above, plus any insignificant changes adopted as amendments at the Council meeting. The Constitution provides that the meeting itself (on advice from the Chief Executive) will decide whether any amendment to the budget proposals is of such significance as to amount to an "objection" to the budget so as to require reconsideration by the Cabinet.
8. If a significant proposal is accepted on a vote at Council (from those proposals notified at the Cabinet meeting) this stands as a formal objection within the terms of the law and will be referred to the Leader for him to secure consideration by the Cabinet and report back to the Council meeting on 25th February 2016.

9. When the Cabinet has considered the objections, it is required to put its proposals (which may or may not be revised) back to the Council Meeting. If the Cabinet does not agree with Council's views on a proposed change, it is required to state why and the Council can then take those reasons into account, along with its original thoughts as to why the change was desirable. At the meeting, it is open to Council to take such decision as it sees fit on any variation from the budget as originally proposed, that has been the subject of consideration under the process outlined in paragraphs 6 to 8.
10. In setting the budget the Council is required to approve a full budget resolution including the police, fire and parish precepts and the proposed Council revenue and capital budgets for 2016/17. That budget will include within it the overall proposed Council cash limits for 2016/17 including the provision for inflation, the proposed use of balances in the 2016/17 budget (if any) and the resulting budget requirement and Council Tax for Bath and North East Somerset including any recommendations for special expenses. The Council will also approve the borrowing limits for 2016/17 and prudential indicators.
11. Legally, the Council must set a balanced budget for the forthcoming year and determine the level of Council Tax. If a budget is not set by the date of the reserve budget-setting meeting (25th February 2016), this will lead to a delay in billing and a loss in council tax cash flow. It is highly likely that this will also translate into a higher level of uncollectable debt and debt collection costs and in addition this will significantly impact on council tax performance indicators. A delay until 25th February 2016 may also compromise the Council's ability to meet current billing deadlines, and there is a serious risk billing will also be delayed with negative cash flow impacts.
12. The final Council Tax set will encompass all parish and police and fire precepts (that is the money we collect on behalf of the parishes, fire and police and pay to them).

Maria Lucas

Head of Legal & Democratic Services (Monitoring Officer)

Pay Policy Statement 2016 -17

Purpose and scope

- 1.1 The purpose of the statement is to provide a clear and transparent policy to the public, which demonstrates accountability and value for money.
- 1.2 The policy statement meets the Council's obligations under the Localism Act 2011 [Section 38 (1)] and the associated statutory guidance set out in the Openness and Accountability in Local Pay: Guidance and Supplementary Guidance under section 40 of the Localism Act (February 2012 & 2013) together with the Local Government Transparency Code 2015 (February 2015)) from the Department for Communities and Local Government.
- 1.3 It articulates the Council's policies towards a range of issues relating to the pay (including severance pay) of its direct workforce, in particular its Chief Officers, as defined by the Local Government and Housing Act 1989 and lowest paid employees. Details of 'Chief Officers' employed by the Council can be found on the Council's public website. The policy will be reviewed, to reflect any statutory changes (particularly in relation to public sector severance payments), anticipated in the coming the year.
- 1.4 The Council's pay arrangements reflect the need to recruit, retain and motivate skilled employees to ensure high levels of performance balanced with accountability on the public purse. The policy recognises flexibility which is essential in delivering a diverse range of services and is underpinned by principles of fairness and equality.
- 1.5 The pay policy statement applies to both the lowest and the highest paid. In accordance with provisions of the Localism Act, it does not extend to schools and this statement does not, therefore, include school based employees.
- 1.6 The statement is approved by Full Council, i.e. not delegated as an executive or committee function, in advance of the financial year to which it relates and must be reviewed at least annually. Any amendments will be approved by Full Council.
- 1.7 The statement is published on the Council's public website.

Definitions

For the purposes of this Pay Policy Statement the following definitions apply:

- 2.1 **'Pay'** in addition to base salary includes charges, fees, allowances, benefits in kind, increases in/enhancement to pension entitlements and termination payments where applicable.
- 2.2 **'Chief Officers'** refers to the following roles in the Council:

Statutory Chief Officers (see also annex 1) are:

- Chief Executive, as 'Head of Paid Service'
- Strategic Director – People & Communities, as 'Director of Children's Services' and 'Director of Adult Social Services'
- Director of Public Health
- Head of – Legal & Democratic Services as 'Monitoring Officer'
- Divisional Director –Business Support, as Section 151 Officer ('Chief Financial Officer')

Non- Statutory Chief Officers are:

- Strategic Director – Place
- Strategic Director – Resources
- Other Directors/Heads of Service are:

senior managers who report direct to/or are accountable to a statutory or non-statutory Chief Officer in respect of all or most of their duties.

‘Lowest paid employee’ refers to those employees in substantive full time employment at the lowest scale point of the Council’s published pay scale. See paragraph 8.1 below

General principles & practice

- 3.1 All policy matters relating to the Council’s role as an employer including pay under section 112 of the Local Government Act, 1972 are delegated to the Employment Committee. The Restructuring Implementation Committee determine appointments to the posts of Strategic Director and other JNC Officers reporting to the Chief Executive, or Head of Paid Service, subject to there being no objection to the appointment being lodged by the Leader of the Council. The Council operates in accordance with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 in respect of disciplinary action in respect of the Head of Paid Service, the Monitoring Officer and the Chief Financial Officer.

Principles:

- 3.2 Bath & North East Somerset Council values all its employees and aims to apply a consistent and fair approach to pay and benefits in line with the following principles:
- ❖ To work within financial constraints and use those limited funds in the most effective way to support the Council in the provision of quality cost effective services and its workforce needs
 - ❖ To aim for consistency and fairness in the processes used to manage pay and benefits, as appropriate to service delivery and in line with its commitment to remaining within the framework of the relevant national pay and conditions agreements
 - ❖ To promote an equal pay agenda by ensuring that pay and job evaluation systems, processes and systems meet legislative requirements and to actively work towards reducing any unjustified gender pay gaps
 - ❖ To ensure that pay and benefits processes and policies are transparent and accessible to all employees
 - ❖ To be mindful of the market in making decisions about pay and benefits
 - ❖ To take account of affordability in the introduction and maintenance of any changes to pay structure
 - ❖ To be clear about the recognition and reward of performance, whether at whole organisation, service, team or individual level
 - ❖ To support a flexible approach to the acceptance of changes to tasks, duties and responsibilities by employees and allow for flexibility between posts. To enable the Council to attract and retain its employees and in order to do so, respond to situations where market forces dictate the necessity to apply supplements to established salaries.
 - ❖ To aim to retain a core set of benefits for all employees.

Practice:

3.3 Basic pay is determined through

- The job role and its accountability in the overall context of the Council's services and responsibilities using the HAY job evaluation process which is based on objective criteria and free from discriminatory bias.
- Ensuring that all employees are dealt with on this basis with no distinction being made for senior management appointments including Chief Officers and their Deputies.
- The terms of the relevant national agreements on pay and conditions of service.
- The amount available for the pay review process is also impacted by what the Councils which are party to the national agreements can collectively afford.
- A comprehensive pay and grading structure has been adopted that positions the Council against median salary benchmarking compared to a national data base maintained by the Hay Group, is affordable and offers recruitment and retention incentive. This is kept under review *and is benchmarked* against similar posts in other authorities.
- The outcome of reviews into the local pay and grading structures are determined within the terms of this policy and the Council's constitutional arrangements.

Note: This excludes apprentices, interns and trainees, who are paid less to reflect the nature of the training and development role.

3.4 Pay on appointment

- Staff are normally appointed at the bottom scale point of the grade at which the post has been evaluated.
- Managers have discretion to appoint at a higher scale point within the grade band if the appointee can demonstrate that they are currently earning more than the minimum salary for the grade or there are other extenuating circumstances such as difficulties in attracting suitable applicants.

3.5 Pay review dates

- Grade progression (i.e. movement from a lower to a higher salary scale point (scp) within a grade where applicable) takes place on 1st April of each year until the highest scp in the grade is reached. Grade progression is subject to satisfactory performance (and may be withheld if performance has been unsatisfactory) and a minimum of 6 months service in the grade. Where 6 months service cannot be achieved by 1 April, progression is considered on the anniversary of six months service.
- Where an increase in pay has been negotiated through the national pay bargaining framework, it will be implemented with effect from 1st April of the appropriate year (unless alternative implementation arrangements are specified in the agreement). Where the negotiations have not been concluded by 1st April, the increase will be paid at the earliest opportunity together with back pay from 1st April.

3.6 Honoraria & other allowances

- Work outside the scope of the post can be recognised by the award of an honorarium. The conditions and framework are set out in the 'Recognition for work outside the scope of the post' policy. Assessment and payment will be based on non-discriminatory, objective criteria.
- Allowances, for example standby, may be made to employees below senior manager level in connection with their role or pattern of hours they work in accordance with national or local collective agreements.
- The Council does not normally pay market supplements (i.e. a salary greater than the evaluated rate for the post to match salaries paid by other organisations). This arrangement is, however, kept under review in light of the prevailing market and issue of staff attraction and retention.

3.7 **Re-employment of former local government employees**

- The Council retains sufficient flexibility in its response to the re-employment of former local government employees to enable it to respond appropriately to the particular circumstances. It ensures that an open and fair selection process takes place before any appointment is confirmed. 'Merit' is the sole criteria for engagement.
- If the Council were to re-employ a previous local government employee who had received a redundancy or severance package on leaving, or who was in receipt of a pension covered by the Redundancy Payments (Continuity of Employment in Local Government Modification) Order 1999, known as the Modification Order) (with the same or another authority), then the Council's policy is to ensure that the rules of the Modification Order are applied. The Council will keep these provisions of its policy under review to ensure compliance with any legislative changes which come into force during the course of the year.

3.8 **Use of consultants, contractors and temporary 'agency' staff.**

- Ordinarily staff will be engaged directly by the Council as employees but on an exceptional basis, where particular circumstances deem it necessary, people may be engaged under 'contracts for services' as consultants or contractors or on an 'agency basis'. When this situation arises, the Council will give detailed prior consideration to the benefit of doing so and that the overriding need to ensure value for money is achieved. Such arrangements must be in accordance with the Council's code of practice.

Equal pay

4.1 The Council is committed to the principle of equal pay for all posts of the same size and value and implemented the national 'single status' agreement in 2007. In order to put its commitment to equal pay into practice, the Council:

- regularly reviews its pay grade and rates for all current staff and starting pay for new staff in line with Equality and Human Rights Commission guidance and the Council's Equality policy.
- informs employees of how these practices work and how their own pay is arrived at.
- provides training and guidance for managers and supervisory staff involved in decisions about pay and benefits.
- regularly monitors pay and grading data and statistics
- will publish pay equality data as statutorily required

Ensuring consistency

5.1 The Council seeks to ensure consistency through the following processes:

- All departments are provided with the same quality of internal support in the job evaluation process. The Human Resources Service (in conjunction with senior managers, as appropriate) has an on-going responsibility to review pay levels across the Council and highlight any potential anomalies.

5.2 If there is an exceptional need to review pay outside of the normal pay review timetable, proposals will be considered and approved by the relevant Director and the Head of Human Resources.

Pensions

- 6.1 Subject to the provisions of the relevant scheme, all directly employed staff who are the subject of this policy and are otherwise eligible are enrolled into a contributory statutory pension scheme. They may choose to opt out of membership. The Council has determined its policy in respect of discretionary provisions available within the relevant scheme in accordance with statutory requirements. This statement is available on the Avon Pension Fund Web site www.avonpensionfund.org.uk/employers/discretionarypolicies
- 6.2 The Council has in place a policy for flexible retirement which is specifically authorised by statute whereby individual staff, with employer approval, may draw their pension and continue in employment at a lower pay grade/ working shorter hours. The Council considers all proposals on their individual merits but would not take any action beyond that authorised by existing policy without reference to the appropriate Council decision making body.

Senior pay

- 7.1 The remuneration of the Chief Executive and other senior management appointments in the Council (see Annex 1) is undertaken by external analysts using the Hay Job Evaluation process. Levels of pay have been market-related by being compared to a national data base maintained by the Hay Group of similar posts in a wide range of public and not for profit sector organisations. The pay structure for Chief Officers takes account of the clearly defined additional 'statutory responsibilities' (see section 2 above). Five pay bands will be available for the most senior officers as set out in the Annex 1.
- 7.2 Any increases in pay rates will normally be in line with those negotiated nationally by Joint Negotiating Committees (JNC's) for Chief Executives and Chief Officers respectively. The pay policy, whilst agreed in advance of the financial year to which it relates, can be amended during the course of the year to incorporate a pay award negotiated nationally or for other reasons.
- 7.3 Where there is a pay range for a job the Council's adopted aim is to offer an appointment to the minimum point of the appropriate salary band. In order to secure the services of the best candidate it may be necessary to offer a higher amount. In these circumstances approval by the employing Director or members of the appointing Member committee as appropriate, in consultation with the Head of Human Resources, is required.
- 7.4 Where a pay band consists of a number of different salary points, any progression to the next incremental point is subject to satisfactorily meeting performance criteria agreed in advance with the Chief Executive or Strategic Director, as appropriate (in consultation with the Group Leader. Any increase is paid from 1 April subject to 12 months service in that pay band and the maximum not being exceeded.
- 7.5 This is no provision for the Council to pay any bonuses, charges, fees or allowances, benefits in kind to senior employees or any other employees other than relocation allowances and expenses necessarily incurred in the performance of their duties. This provision is kept under review
- 7.6 Other conditions of service are those determined nationally by the JNC's specifically for these appointments or, as locally determined for all other Council staff.

- 7.7 Senior staff are not differentiated from other members of staff in terms of remuneration on resignation or termination. The Council's general arrangements for severance and scheme for discretionary payments apply to this staff group as to all employees.
- 7.8 Proposed severance packages in excess of £100,000 (this threshold includes [but is not limited to] any proposals in respect of salary to be paid in lieu, redundancy compensation, pension entitlements and holiday pay as appropriate) are referred to the Restructuring Implementation Committee for consideration. This provision will be reviewed to comply with any legislative changes made during the coming year.
- 7.9 The Council's threshold level for disclosure of senior staff salaries will be at the minimum point of the senior civil service pay scale and above as at 31 March.

Relationship between senior pay and the 'lowest paid council employee'

- 8.1 The grading structure and pay line determine the salaries of the highest and lowest paid Council employees. The Council's highest paid employee is its Chief Executive (see Annex 1). The lowest salary offered for substantive, full time employment in 2016-17 will be determined subject to the outcome of national negotiations within the National Joint Council for Local Government Services taking account of UK rates published by the Living Wage Foundation and the National Living Wage.
- 8.2 The ratio between the highest paid salary and the median salary for the whole of the Council workforce (£21,530.00) is 1:7. It does not currently have a policy of maintaining or reaching a specific ratio of pay multiple between the Chief Executive and that of the median earner.

Publication

- 9.1 The Council's approach to the publication of and access to information on the remuneration of Chief Officers is to include it on its public website as part of its requirements within the Accounts and Audit (England) Regulations 2011 and in accordance with the Code of Recommended Practice for Local Authorities on Data Transparency. A copy of the Pay Policy Statement is published on the Council's website: www.bathnes.gov.uk/services/jobs/

Further information

For further information on the Council's pay policy please contact the Council's Human Resource Service email human_resources@bathnes.gov.uk. Tel: 01225 477203

SENIOR MANAGEMENT PAY & GRADING

BAND	MIN/MID/MAX POINTS	Composition, Terms & Conditions
CHIEF EXECUTIVE & HEAD OF PAID SERVICE		
Band 1	Fixed/Spot	<ul style="list-style-type: none"> - A fixed salary within the range £145,000 to £155,000 pa taking account of current public sector market median data provided by the independent analysts and the Council's general starting salary policy - No variable element within the remuneration package. - All other conditions in accordance with overall Council pay policy.
STRATEGIC DIRECTORS		
Band 2	Fixed/Spot	<ul style="list-style-type: none"> • People & Communities [statutory roles for Children's & Adult Services] (PC) • Place (P) • Resources (R) - A fixed salary within the range £115,000 to £130,000 pa taking account of current public sector market median data provided by the independent analysts and the Council's general starting salary policy - No variable element within the remuneration package. - All other conditions in accordance with overall Council pay policy.

BAND	MIN/MID/MAX POINTS	Composition, Terms & Conditions
DIVISIONAL DIRECTORS/Heads of Service		
Band 4	Minimum	£93,705
	Middle	£96,463
	Maximum	£99,220
NHS	Fixed	£90,263
Band 5	Minimum	£82,621
	Middle	£85,438
	Maximum	£88,198
Band 6	Minimum	£70,254
	Middle	£72,957
	Maximum	£75,657

Notes:

- 'Band 3' is not currently in use
- 'NHS' relates only to the Public Health statutory transfer provisions

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Appendix 6

Equality analysis on budget proposals, January 2016

1. Introduction and legal background

This appendix outlines how the impact(s) of the Council's budget proposals have been fully considered from an equalities perspective within the People & Communities Directorate Plan, the Place Directorate Plan and the Resources Directorate Plan. Budget proposals in each of the Directorates have been considered individually and alongside each other in order to identify and mitigate any unexpected or unintentional cumulative impacts.

The Equality Act 2010 makes it unlawful to discriminate against an individual because of certain personal characteristics ('protected characteristics'). The law also requires that equality issues are considered as part of decision making and where reductions or closures are proposed. In B&NES Council, proportionate 'equality analysis' is carried out to demonstrate that the Council is meeting its legal duties to pay 'due regard' to equality.

2. Actions so far

Potential equality impacts were initially identified through templates where budget proposals from all three Directorates were set out. The initial proposals set the high level intentions, with the finer detail expected as the proposals developed. The initial proposals did identify if service redesign was proposed and, where enough data was available, the cumulative impact upon different groups. These templates were presented to Elected Members during September 2015, and requests for further working up of many of the proposals/ business ideas was requested.

Now that the above mentioned budget proposals have been worked up into more specific plans, detailed equality analysis has been carried out on the areas which are likely to have an impact upon customers and staff in respect of one or more protected characteristics. This includes likely adverse impacts (and associated mitigations where possible), and also positive impacts.

3. Directorate Proposals

Across the Council, every attempt has been made to achieve efficiencies without service cuts or through disproportionate increases in charges. It should also be noted that the Council's Human Resources policies already ensure there is proper consultation and consideration of staffing matters and that employment-related equality issues are fully taken into account.

In the sections that follow, budget proposals from each of the three directorates are listed where equality analysis has been undertaken, with a summary of the key issues emerging.

4. People & Communities Directorate - equality analysis

Equality analysis has been undertaken on the following:

1. Adult Social Care Placements & Packages Inflation
2. Adult Social Care Social Work and Safeguarding Activity
3. Adult Social Care Older people over 65
4. Adult Social Care Mental Health Over 65
5. Adult Social Care Learning Disabilities
6. Adult Social Care SC People with Physical Disabilities
7. ASC Mental Health in Adults of Working Age
8. Sirona Care and Health Contract review
9. Sheltered Housing Support Service (Banded)
10. Substance Misuse provider organisations
11. Healthy Lives, Healthy People Community Grants Scheme
12. Health Improvement Programmes
13. Prioritisation and efficiency within the public health intelligence work
14. Sexual Health Portfolio
15. School Improvement redesign
16. Redesign of Family Information Service/One Stop Shop delivery
17. Schools Capital Team
18. The Music Service redesign

5. Key issues emerging within People & Communities equality analysis

5.1 A focus on prevention

a. Adult Social Care proposals include managing demands arising due to demographic change within Mental Health (adults of working age); Mental Health (over 65); older people over 65; People with learning disabilities; and people with physical disabilities. To achieve this there will be a greater emphasis on evidenced based prevention, early intervention and self-care. Practitioners will use their professional judgment to put in place personalised services, based upon outcomes rather than “inputs” or “outputs”. This will involve balancing the needs of individual people against what is both affordable and also sustainable. This may mean, in some instances, that a more limited range of choices are available to an individual, with adverse impacts for service users (older people, disabled people and carers). This could lead to increased challenge, including possible legal challenge.

5.2 A new relationship with customers

a. In respect of the **SEN Transport budget**, independent travel (with appropriate support) will be promoted where possible, with transport provided to meet the needs of those who are unable to travel independently. Parents and carers may be anxious that support they are currently receiving will simply be cut. This is not planned, and support will be reviewed and discussed fully with parents and carers, to ensure full

consideration of the family's needs are taken into account. This proposal aims to ensure the greatest amount of support is given to those who need it most. Specialist consultancy advice will help us to undertake wider consultation on this proposal, and will ensure that the needs of disabled young people and their parents/carers are taken into account (across all impairments whether these are physical, mental or sensory). Alternative options, such as mileage allowances for parents/carers or a move to community transport (where appropriate) may be more beneficial than current arrangements. Any new arrangements set up will need to be risk assessed in relation to road safety and also in relation to any other risk such as bullying.

5.3 An efficient business

a. Reviewing the **Sirona Care and Health Contract** will ensure that adult social care services are as effective as possible and represent best value and fit for the future. This approach will be informed by a review of adult social care services by an independent organisation PeopleToo, which has considerable experience of working with commissioners and providers of integrated health and social care services to improve value. PeopleToo will assist both Sirona and commissioning staff with learning from other areas on what works. This proposal is very closely linked to the Your Care, Your Way Community Services review and redesign.

b. The **Adult Social Care Placements and Packages inflation** proposal means that fees will be restructured for care homes to better reflect complexity and acuity of individual rather than notional 'service users groupings' such as "Older Person", "Adult with a Learning Disability". This move to a "banded" fee structure will more appropriately reflect individual need and the true cost of meeting those needs. There is a risk that providers might seek to reduce staffing costs by recruiting less experienced and/or trained/qualified staff, including from overseas, potentially with limited English, which could then result in a decline in service quality or safety. Close monitoring of care home quality and safety as part of existing quality assurance and safeguarding processes will mitigate this risk.

c. Reviewing the **Sheltered Housing Support Service (Banded)** contract will help to improve service user outcomes and secure better value for money. A more focused service with revised service user outcomes may mean reduced access to this service for some older people (the majority of users), and, possibly, a very small number of younger disabled people. However, this potential adverse impact will be mitigated by the following. Firstly, there is little evidence that service users are currently enjoying a benefit from receiving the service over and above that achieved by occupancy of sheltered housing. Secondly, the service will continue with a revised specification. Thirdly, those with higher levels of need will be able to access other services evidenced to be delivering good outcomes for older people (also funded by the Council), including the Independent Living Service.

d. **Substance Misuse** services will be redesigned through the commissioning of more time focused services that concentrate on people with more complex needs

and/or people eligible for a statutory service. Service users most likely to be affected include people with alcohol/drug addiction, those with lower level mental health need (i.e. those who do not currently meet the criteria for statutory services provision), carers, homeless people and young people). The two providers, DHI and SDAS (part of AWP) have been working closely with commissioning managers from the Council/CCG to help shape the service redesign with the least adverse impact possible through the following measures which include: co-location of services/offices; reduction in tiers of management; increases in community detox rather than residential rehabilitation (evidence suggests community detox, which is less costly, is likely to be more successful); greater emphasis on group/peer support sessions rather than 1-1; and ensuring smaller teams of staff have a greater skill mix.

e. There will be efficiencies within **public health intelligence work**. The contract with the Commissioning Support Unit will be ended. However, the majority of services will be provided by other contracts.

f. The proposal to reduce commissioned preventative services across a range of **public health improvement programmes** will have impacts across a number of protected characteristics. These programmes tend to target/be taken up by some of our most vulnerable communities, from our most deprived areas. There are attempts to target support to where it is needed most (for example, passport to health will be more targeted to benefit people in the most deprived wards and older people, along with promoting mental wellbeing; the smoking service will move towards a more targeted service focusing resources on those most in need). There are potential adverse impacts upon people with learning disabilities. For example, the '*Feel Good foods*' programme: given that people with Learning disabilities are at greater risk of becoming overweight/obese – (and there is a gap in current service provision for this group), this will need to be mitigated by being embedded into future specification for day services. There is also potential for reduction in cycling for disabled children and adults in relation to the Wheels for All funding. However, attempts are being made to set up an externally provided core service and to develop a sustainable future for the project. The PSHE training programme element may mean that young people have less awareness in relation to sexual health and drug taking – which could result in more young people presenting to sexual health and drug services. The significant reduction in the scope and scale of play services for children means that there will no longer be a universal offer, but instead will be available to a reduced number of targeted families. In mitigation, training on active play is being provided through the Director of Public Health Award.

g. **Sexual health preventative and treatment services** will be redesigned by ending contracts, reducing contract values and changing service specifications. This will have a number of impacts. The equality analysis that has been carried out so far has outlined the potential barriers that reconfiguring any service has upon hard to reach groups or groups that for any reason may find it harder to access centralised services. These considerations include additional impacts on women (because for women to have the same control over their fertility they need to have access to a

greater variety of contraception methods when compared to men). The withdrawal of some sexual health services may have a disproportionate impact on predominantly high frequency male users of the service (e.g. MSM). For some BME people, and for people from particular faith groups, there may be additional barriers if there is a move away from anonymous screening which may not be available through GP accessed services. It should be noted that B&NES LA has a legal mandate to commission comprehensive, open access, confidential sexual health services that are available to all people who are present in the area (whether resident in that area or not). Any reconfiguration of services will ensure this mandate is met. Once detailed proposals have been agreed with our service providers a fuller equality analysis can be undertaken.

h. Public Health has given Quartet notice of their intention to cease funding (£20K per annum) the **Healthy Lives, Healthy People's grant scheme**. The scheme awards small grants to community projects that aim to reduce health inequalities, improve health and mental wellbeing across B&NES and reduce loneliness and isolation. The scheme encourages applications from vulnerable groups including disabled people (particularly those with poor mental health, carers and Gypsy/ travellers. In mitigation of the loss of this scheme, grants available were small and time limited. Groups can still apply for Supporting Communities funds provided by the Council where these relate to mental health and directly to Quartet who are able to advice on alternative opportunities.

i. Redesigning services providing information for the public, specifically by **combining the specialist Family Information Service with the One Stop Shop** service may mean less opportunity for one-to-one contact between officers and customers – particularly parents and carers who currently access the FIS. However, this can be mitigated by having information available through web-based and other channels in line with Customer First principles and as part of a combined One Stop Shop.

j. The proposal to make changes to the **Schools Capital Team** will maximise the opportunities to charge the relevant costs of officer time within the team to specific capital projects, resulting in a saving of approximately £50,000 out of a budget of several million. Disabled access improvements will still be prioritised, even with slightly less in the budget.

k. The **Music Service redesign** proposal will involve a reorganisation in ways of working (including efficiencies in invoicing, and generating extra income from training staff in schools). There will also be an increase in fees, which may mean that some schools and lower income families may feel they can no longer afford music tuition. In mitigation, ensemble work/group lessons are cheaper to run, and could provide a more affordable option. Schools could also use pupil premium funds to support music lessons.

6. Place Directorate – Equality analysis

Equality analysis has been undertaken on the following:

1. Arts Development Grants reductions
2. Film Office review
3. Developing the Digital and WiFi network
4. Improving the visitor economy (markets/pop ups and events)
5. Homeless Prevention Fund (repatriation to support existing Housing services)
6. Homeseach scheme income fees and charges
7. Reducing the Housing Renewal budget
8. Disabled facilities grant service (bringing it in house)
9. Consolidation of administrative functions across Community Regeneration
10. Bath Quays Development
11. Passenger transportation Services review
12. Public Transport concessionary fares
13. SEN Home to school transport
14. School crossing patrols
15. Reviewing parking charges
16. Development of Parks as Wedding locations
17. Bereavement Services review
18. Bereavement Services income generation
19. Recycling Centres opening hours
20. Recycling street sweepings
21. Neighbourhood planning support
22. Ceasing printing and posting applications for parish consultations
23. Improved/increased pre application review service for Planning Services
24. Public Protection and Health Improvement Service redesign
25. Bringing water monitoring in-house
26. Centralising the Place Directorate business services

7. Key issues emerging within Place equality analysis

7.1 A strong economy and growth

a. **Bath Quays North development** is a flagship employment destination for Bath which will improve our economy, and bring employment opportunities and the potential for increased skills and salary levels – which will be of benefit to all economically active people locally. The project will involve improvements to the environment (e.g. improved disabled access to the river frontage through widened footways), and also improvements in terms of security and personal safety (through the Secure by Design standard and Park Mark).

There are a number of safety issues, particularly in relation to young adults and the student population, which are being considered as a central focus of this project due to the tragic river deaths in Bath over recent years. The design of play areas will need to take account of the proximity of the river and associated safety issues. In addition, vehicular and pedestrian ‘shared space’ is part of the design and there may be conflicts over potential barriers and access issues for people with visual

impairment. Consultation with local groups such as Deaf Plus Vision Plus will take place to ensure the use of appropriate materials and also that layouts are arranged to minimise risks. Where risks cannot be mitigated, there will always be the option to segregate vehicles and pedestrians.

b. The **reduction in Arts Grants** means that less applications will be successful. In mitigation, Bath and North East Somerset Council has developed a creative and cultural strategy with the arts and cultural community and established a Cultural Investment Board. These provide an opportunity for organisations to work together with major funders to deliver joint projects where appropriate. Whilst there are no specific equality implications within this proposal, it links to broader economic development strategies as the funding provided helps create and maintain a cultural and creative heritage locally.

7.2 A new relationship with customers and communities

a. The proposed changes to the **opening hours of our Recycling Centres** will ensure consistency throughout the year. Whilst there are potential impacts on age, disability and residents with particular working patterns, these impacts will be mitigated by the continuation of assisted collections and/or additional assistance at our recycling centres for disabled people, and a clear communication strategy regarding changes to opening hours to avoid unnecessary travel. There will need to be a clear and comprehensive communications plan once the decisions have been made. This will be available in a variety of formats to meet the needs of disabled people and those who have English as an additional language. We will continue to do targeted campaign work with the transient student population to ensure the services are publicised and understood

b. The **Strategic Transport Review** proposal (including Supported Buses and Community Transport) has the aim of meeting customer needs whilst making more use of community transport options to make the services more efficient. Even though only small numbers of people are likely to be affected in the event of a withdrawal of a Supported Bus service, it is acknowledged that there may be additional adverse impact upon disabled passengers, older passengers and young people.

c. In respect of the **SEN Transport budget**, independent travel (with appropriate support) will be promoted where possible, with transport provided to meet the needs of those who are unable to travel independently. Parents and carers may be anxious that support they are currently receiving will simply be cut. This is not planned, and support will be reviewed and discussed fully with parents and carers, to ensure full consideration of the family's needs are taken into account. This proposal aims to ensure the greatest amount of support is given to those who need it most. Specialist consultancy advice will help us to undertake wider consultation on this proposal, and will ensure that the needs of disabled young people and their parents/carers are taken into account (across all impairments whether these are physical, mental or sensory).

Alternative options, such as mileage allowances for parents/carers or a move to community transport (where appropriate) may be more beneficial than current arrangements. Any new arrangements set up will need to be risk assessed in relation to road safety and also in relation to any other risk such as bullying.

d. The proposal relating to the **provision of school crossing patrols** for Academies will have little or no impact should an Academy pay the Council to continue the service, or replace the Council provided crossing patrol with one of their own staff members (e.g. a caretaker). The Council can provide training and possibly some equipment to support this approach. Another possible mitigation could be for the Council to provide alternative infrastructure to provide schools with crossing facilities. Infrastructure improvements would benefit other users at all times of the day, particularly disabled people with mobility or sensory impairments. In addition, the Council's Educational Road Safety service could also help young people to manage road safety risks, and 'Safer Routes to School' and crossing infrastructure near schools could be prioritised in the highways capital programme. In taking forward this proposal, consideration will be given to the potential impacts upon the safety of children and young people, and the possible knock on effects of an increase in traffic congestion near schools (if parents/carers decide it is no longer safe for their child to walk to school).

e. Continued support for the **neighbourhood planning process** will help people in local communities to have more influence over their local surroundings. Plans will be focused on improvements and local development such as community buildings, community facilities and play areas. Officers can give advice throughout the plan making process on how to overcome physical barriers in relation to disabled access (e.g. lack of dropped curb provision, pavement widths, avoiding stepped access or offering alternative access) and also on other considerations relating to safety and security (such as street lighting and the layout of public spaces and squares).

f. Through improvements to the **pre-planning support process**, officers can ensure that full consideration is given to improving disabled access, and also consider issues relating to safety and security.

7.3 An efficient business

a. The proposal to **cease printing and posting applications for parish consultations** will bring all of our processes into a fully digital consultation model. For many disabled people, the move towards electronic communication makes access to the planning process more accessible, as documentation can be accessed for a variety of places (home, libraries, Council offices). Some older people may be less used to electronic information. However, we can offer support with this, and can also make paper copies available on request if there is no other option available. As currently, officers can take extra time to explain planning documentation if needed. The Local Plan (or excerpts from it) can be made available in a variety of different formats on request.

- b. Allocating a proportion of the **DCLG Homelessness Prevention Fund** in a different way will have a limited impact for an external provider: a disproportionate number of service users are men, who may be impacted upon by this reduction in support. However it is anticipated that this limited shortfall will be met through their fundraising and charitable work. As a Council we still continue to run a range of services to this sector including the Homefinder's Scheme which provides financial assistance to our clients seeking private rented sector accommodation.
- c. The proposal in relation to **Disabled Facilities Grant** means that smaller scale jobs will be dealt with/administered in-house. This will increase continuity for clients and fits well with our 'One Stop Shop' model. Larger, more complex builds will still be dealt with by Care and Repair.
- d. As there has been a historic underspend, there are no anticipated adverse impacts from the proposal to **reduce the housing renewal budget** for loans provided for essential improvements for people on low income, older people, disabled people and otherwise vulnerable owner-occupiers.
- e. Plans to develop the visitor economy, through **markets and pop up events**, brings with it opportunities for a wide range of events (such as 'continental markets') that offer opportunities for a diverse range of products to meet diverse community/visitor interests. The experience gained from the running of the Bath Christmas Market will help to ensure that disabled access throughout B&NES during events will be maintained (e.g. not obstructing dropped curbs, ensuring hazards on pavements are kept to a minimum).
- f. The proposals to generate more income through the **Film Office** and through the development of **parks as wedding locations** will be undertaken in a way that ensures disabled access issues are considered. Clear and accessible information will need to be made available to the public about park spaces and venue accessibility. The Film Office will continue to use its existing experience and expertise to ensure that full consideration is given to issues of disabled access when filming is taking place.
- g. We will explore service delivery options for the Council's **Bereavement Services**, and this will involve a programme of consultation with service users as part of the decision making process. The review may bring increased training/development and career opportunities for staff, and any contracted services with external providers will meet the Council's equality standards. It is anticipated that we will be able to improve facilities for disabled service users with increased investment. Bereavement services have developed excellent practice in relation to meeting different cultural and faith requirements, and this will continue as part of any new arrangements.
- h. The **Public Protection and Health Improvement** proposal will involve the service redesign of a number of functions, some of which could include joint working with North Somerset Council. In any service redesign, we will continue to prioritise high risk businesses and activities along with our most vulnerable customers who are most in need. There will also be opportunities for us to develop a new relationship

with our customers through the increased use of technology where possible and to further develop business support in order to generate income.

i. The proposal to review **Parking charges** links to our Joint Local Transport Plan (two of the key aims of which are encouraging sustainable travel and easing congestion). There are no identified impacts relating to protected characteristics, but it is likely that if charges were to increase this could have a small impact upon people who are on a low income. However, in mitigation, there are options to pay for shorter duration season tickets (e.g. one month at a time) which still offer a discount on the standard daily charge.

8. Resources directorate - equality analysis

Equality analysis has been undertaken on the following:

1. Developing a new housing company
2. Energy initiatives
3. Welfare support and connecting families - payments by results (*pending*)
4. ICT resources/staffing structure
5. The phasing out of cash and cheque payments

9. Issues arising from Resources equality analysis

9.1 A focus on prevention

a. The proposal to develop a **local energy supply tariff** has the potential to reduce energy costs for everyone, and to get a better deal for those currently paying the highest costs who are on the lowest incomes. This proposal would specifically help people who are currently unable to access the lowest cost tariffs (as they are only available to people with direct debit payment facilities). Disabled people and older people are more likely to fall into the fuel poverty category, and would also therefore be likely to benefit from this proposal.

b. The energy services programme relating to **policy loan investments in renewable energy** or sustainable local energy infrastructure will not only meet various carbon reduction initiatives, but will also bring about local economic benefits and health and wellbeing improvements. It is expected that each project will benefit every community member, as they will contribute to making local communities more sustainable and resilient.

9.2 A new relationship with customers and communities

a. Aligning the **Welfare Support and Connecting Families** programme and developing payment by results for DWP support will bring with it wider community benefits, through the support offered to vulnerable families and individuals with complex needs. A 'payment by results' approach will enable the measurement of

tangible outcomes, including benefits to the family/individual, the community and public services. The anticipated benefits to the community include reductions in anti-social behaviour and crime, and the creation of stronger and more sustainable communities.

9.3 An efficient business

- a. The creation of a **new property company** to provide market rate housing to rent on council land, vacant accommodation above shops and housing returned to the Council via the housing transfer agreement with Curo, will enhance equality in respect of disabled access (as housing will be designed to comply with Equality Act requirements). The property company will also need to comply with the Council's policies for the creation of affordable homes.
- b. The proposal to **reduce ICT staff resources** following the creation of new staffing structures will improve customer access to services (e.g. through more self-service options, speedier access and response times). This will be delivered by our increasingly 'digital' workforce, with different devices to enable more efficient working. As is the case at the moment, suppliers will be asked to find solutions on a case by case basis where there are particular disability access requirements for members of staff. Alternative options will be considered, depending upon the needs of individual staff members.
- c. The **phasing out of cash and cheque payments** may have particular impacts upon some older people who are less familiar with, or have limited access to, web based payment options. Similarly there could be difficulties for some people on low incomes who do not have access to appropriate banking facilities to set up direct debits etc. To mitigate this, staff and partners in our One Stop Shops will provide additional support during the transition period to those customers facing difficulties in order to help them find workable solutions.

10. Cumulative impacts and recommendations

The overarching themes contained within this report relate to the following five main areas:

10.1 The need to consider cumulative impact. A number of the proposals within the People & Communities Directorate Plan contain potential adverse impacts upon disabled people (e.g. health improvement programme proposals, Adult Social Care proposals, SEN transport proposals, Healthy Lives, Healthy People's grant scheme). These same proposals also contain potential adverse impact upon people who are on a low income, or who live in some of our most deprived communities. Whilst considerations of socio-economic status are not a requirement of the Equality Act public sector duty, the 'narrowing the gap' agenda remains a key focus for the Council and partners. Whilst there are a number of opportunities being taken to

advance equality for disabled people within the Place proposals (e.g. in relation to improved physical access), there is the potential for increased/cumulative impact upon disabled people in relation to Supported buses and SEN transport. It will be important to ensure that these proposals are considered alongside each other as further details are developed (and within any consultation), in order to identify the specific details of cumulative impact upon some of our most vulnerable communities.

10.2 Inclusive consultation. Where consultation is arranged as part of taking any of these proposals forward, it is vital that a diverse range of people take part to ensure that any additional equalities impacts are highlighted and addressed. A variety of methods should be used to access consultees, and the Equalities Team can advise on this and also on how to access participants from groups representing different equality strands. The [Independent Equalities Advisory Group](#) can also provide further guidance on likely impacts, and ways of mitigating these.

10.3 Clear communication. Wherever it is planned to introduce changes, it is important to ensure that the communication and publicity strategies are accessible to disabled people (i.e. those with visual impairments, or learning disabilities etc.) and also those for whom English is an additional language. The Council has commissioned Language Empire to assist with [Interpreting and Translation](#) where necessary.

10.4 Workforce training and development. A number of the proposals contained within this report hinge upon the ability of officers to recognise opportunities where it is possible to further advance equality (for example, to improve disabled access to facilities/services). It is also important that officers are aware of and sensitive to the particular needs of different groups of people. Equalities training is available as part of the Corporate Training offer, and bespoke training can also be arranged by the Council's Equalities Team.

10.5 Commissioning specifications. Where proposals include commissioning or recommissioning external providers, detailed equalities requirements should be built into contract specifications. This will ensure that best practice relating to equality in delivery of services is continued and improved upon when delivered by external partners.

11. Further information

For further details of the equality analysis undertaken on these budget proposals please contact Louise Murphy, Corporate Equality Officer
Louise_murphy@bathnes.gov.uk; or email equality@bathnes.gov.uk;

Summary of the minute of each PDS Panel's discussion of Directorate Plans in November 2015

CTE Panel

Directorate Plan for Place – CTE Panel Comments

Louise Fradd, Strategic Director for Place introduced the item. She explained that this month (November 2015) the PDS Panels will be looking at the initial plans. She further explained that Appendix 4 sets out the main financial implications and forms the beginning of a 4 year budget plan.

Panel members made the following points and asked the following questions:

Councillor Romero asked about the Waste Strategy and has concerns about an increase in landfill tax. The Director explained that the Waste Contract is coming to an end and there will be a review of Waste Services, she assured the Panel that recycling is a key target and will continue to have prominence.

Councillor Romero stated that this Panel is charged with looking at transport options so she suggests that the bullet on the East of Bath Park and Ride should be changed to an aspiration. The Director agreed that it should be reworded in line with the motion agreed at Council. Councillor Carr suggested the wording should not presume an outcome (eg. Park and Ride).

Councillor Bull asked about the reduction in 'Economy and Culture'. The Director explained that this is linked to changes in grants. She further explained that the Council is looking at bringing all grants together, this will be phased and events that will help the economy will be targeted. Councillor Carr commented that we should only cut grants to events that are capable of self-sustaining rather than just keeping the ones that make money. The Director assured the Panel that the Council does work with organisations in this way.

The Panel discussed Transport Services, the Director explained that part of the Strategic Review would be to identify bus routes that originally needed a subsidy but are now commercial so do not need this anymore. This will mean there is an overall saving for the authority. Councillor Jackson raised a concern about cutting rural bus routes, the Director explained that this is only about cutting subsidies to routes that are now viable.

In response to a query from Councillor Butters regarding the WIFI network, the Director explained that she is finalising the business case now and the first phase is to install receivers and obtain an income from advertising the second phase is to rent out the Councils own infrastructure/ducts to service providers.

Councillor Butters gave an example of a bus service currently subsidised by Wiltshire Council which is desirable for this Council to continue, he flagged up

that this authority may need to step in if another Council withdraws a service. The Director stated that each decision is taken on its merits.

Councillor Bull mentioned the loss of Government Grant and asked if this may mean two weekly waste collections in the future. The Director referred to the planned Waste Review where many different options will be considered, she explained that a major issue is replacing the vehicles.

Councillor Romero asked if the Panel could see the detailed business plans. The Resources Director reminded the Panel that they could ask about specific issues.

The Chair summed up the areas of feedback that the Panel had highlighted:

The robustness of income generating prospects:

- Wifi;
- Energy; and
- Grants to events (income from other events)

Directorate Plan for Resources – CTE Panel Comments

Andrew Pate, Strategic Director for Resources introduced the item, reminding the Panel of the items within their remit contained within the Resources Directorate Plan (Community Safety; Libraries; Sustainability and Big Society/Communities). He explained that this month (November 2015) the PDS Panels will be looking at the initial plans. He further explained that Appendix 4 sets out the main financial implications and form the beginning of a 4 year budget plan. He concluded that there was considerable pressure on the Council finances and that there is an emphasis on growing income.

Panel members made the following points and asked the following questions:

Councillor Butters congratulated the Director on the work in the Plan and asked if any country wide research had been done. The Director explained that the Council is alive to what is happening elsewhere tries to learn from best practice. He further explained that the impact on frontline services here has been a lot less than on other authorities.

Councillor Hale asked for reassurance that everything will be done to protect jobs. He also queried the sentence on page 55 about prevention of 'customer demand' and asked if this meant a move towards low human contact in frontline services. The Director explained that the Council record on redundancies is good and there is a redeployment policy but that he could give no guarantees beyond 2016/17. Regarding the query on 'customer demand' the Director explained that a lot of people prefer to use online services that have 24 hour access and there had been investment in One Stop Shops for those who need support. He also explained that 'lean systems thinking' refers to simplifying processes and cutting red tape.

In response to a query from Councillor Romero on consultants, the Director explained that consultants are used only where the skills are needed at specific times and that this is discussed at the Resources PDS Panel. He further explained that there is a good procurement framework and external and internal references are taken. Councillor Hale asked if there is a breakdown of consultancy fees paid, the Director explained that consultants are used in exceptional circumstances and usually within one off projects so figures would be shown within the figures for each project.

In response to a query from Councillor Butters about Parish and Town Council precepts, the Director explained that this is an area where the authority is looking at working in partnership.

The Panel looked at Appendix 3 – Capital Programme. Councillor Romero asked when the business cases would be visible, the Director explained that there are two levels of approval and a business case is needed before it is taken to Cabinet. He further explained that refinancing details are within the 2016/17 proposals, there is a new approach to how Capital schemes are financed.

Councillor Bull asked about the creation of a new property company to provide market rate housing to rent. The Director explained that there is a strong demand for rented accommodation and that the Council has access to good finance rates so is in a good position. Councillor Charles Gerrish, Cabinet Member for Finance and Efficiency added that the Council is fortunate in having substantial commercial estate with vacant floors upstairs so can meet a need while making good use of assets. Councillor Carr asked if the property company is focusing on a particular target market and if there are policies in place to help us to be a good landlord. The Director explained that the details of the scheme and business plan will be brought to the December meeting of the Cabinet. The Cabinet Member added that he believed that the authority should be a good landlord and that the company will have elected Members on board to represent residents. Councillor Carr asked if there is consultation regarding housing over shops. The Cabinet Member reassured the Panel that there would be appropriate engagement if there is a perceived issue.

Resources Panel

Directorate Plan for Resources

The Strategic Director for Resources, Andrew Pate introduced the Directorate Plan. He informed the Panel that representatives from the Resources Department are present at the meeting to answer questions and he highlighted the key documents in the plan. He explained that Appendix 4 contained the detail on any financial changes.

The Divisional Director for Finance, Tim Richens explained that the Government spending review had been announced today and he would be going through the details in the next few days. He explained that some assumptions had to be made in the papers and also that these documents contain a one year budget plan with a direction of travel for future years.

Panel members made the following points and asked the following questions:

Councillor Barrett asked if there is a timescale to report back on each area so that members can monitor the targets. The Cabinet Member explained that a quarterly report on performance against the budget is produced and taken to the Cabinet. There was some discussion around the Panel viewing the budget monitoring reports, the officer explained that the reports are in the public domain and accessible to Panel members. The Strategic Director explained that the information could be shared with the Panel but it would be after it had been considered by the Cabinet, it could be left up to the Chair if it is put on the next available meeting for the Panel.

Following a question from Councillor Becker, the Cabinet Member explained that a quarterly report is a snapshot at a certain date whereas a budget is an average over 12 months.

Councillor Becker asked if members will be briefed on any changes brought about by the changes in Local Government and funding from the Government. The Divisional Director stated that he would be in a position to brief members in the new year.

Councillor Andy Furse asked for further explanation on the following issues in Appendix 1:

- Page 21 'Continue to invest in sustainable energy initiatives...'
- Page 22 'Align school meals service with changing needs of schools ...'
- Page 23 'Explore further opportunities to collaborate better with other public sector partners'.

The Cabinet Member explained that the authority will continue to support sustainable energy initiatives where other projects come forward.

The Strategic Director explained that regarding school meals, the demand from schools changes which is adapted to. Regarding Community Meals, he explained the potential impact of 'Your Care Your Way'. He explained that VAT has now been levied on this service.

The Divisional Director for Strategy and Performance explained that there are many examples of collaboration with other authorities such as in adoption and fostering services. The Cabinet Member added that he has met with Wiltshire and will be meeting with North Somerset in January. He also mentioned that there is an example of collaboration on a large scale around Community

Health and Social Care and the Pension Service is across the whole South West.

Appendix 4

Councillor Goodman asked if the amount shown for the Property Company (p33) is for planned conversions. The Strategic Director explained that all the details of the Property Company would be in a detailed report for the Cabinet next week. Councillor Barrett asked if this company would work alongside Curo. The Cabinet Member explained that Curo is social housing and the proposed Property Company would be concerned with flats above shops in the commercial estate and there would be the potential for new housing developments on Council land where this is in line with planning policy. Councillor Barrett asked if the Property Company will be outsourced, the Cabinet Member replied that an outside agency will manage the day to day lettings and maintenance the Company.

Councillor Dando asked if he could view a template for business cases anywhere. The Divisional Director for Finance commented that there is a template and that the Property Company business case (discussed above) would be available in the papers for the Cabinet meeting next week.

Councillor Dando asked if risk mitigation is considered as part of completing the business case, the Divisional Director explained that yes it is, the Treasury Better Business Case Model has been adopted. He further explained that each business case would be held by the relevant project and can be requested as a background paper.

Councillor Furse commented that bringing properties back in to use is good but maybe some over the shop properties could be brought onto the market for key workers as full market rent may outprice service professionals. The Cabinet Member stated that the Council must assess the type of demand further down the line and this point can be taken into account then. The Strategic Director explained that if the Property Company built housing in the future, the normal affordable housing policy would apply.

Councillor Furse pointed to the 2nd bullet on page 35 regarding service recharges, he stated that it is implied that the current borrowing approach is wrong. The Divisional Director explained that 'service supported borrowing' was a policy in the past but times are different (eg. current low interest rates) and a different climate must be recognised.

In response to a query from Councillor Barrett, the Divisional Director for Customer Services, Ian Savigar explained that Universal Credit will replace housing benefit and there will be funding for the associated administration costs.

Councillor Becker asked if the current low interest rates benefit the Council. The Cabinet Member explained that where the Council seeks to borrow to invest – low rates are beneficial. There is a small return on large balances though so the Council has used its own money to fund some projects. If the rates rise, the Treasury Management Team to deal with buffering the effects of this. He added that a Treasury Management report would be coming to the Council meeting in December 2015.

PHED Panel

Directorate Plan for Place

The Strategic Director for Place introduced this item to the Panel. She explained that a new Corporate Strategy was agreed by Cabinet at their meeting on 4th November 2015 and that it sets out the vision and the Council's direction of travel over the next four years. She added that it is shaped by and will deliver the 'Putting Residents First' manifesto commitments.

She stated that during November, the draft Directorate Plans will be presented to the Policy Development and Scrutiny (PDS) Panels and that each Panel should only concentrate on the parts of the plan relevant to their own remit.

She said that a number of Budget Fair meetings have been scheduled during November in order to provide people with the opportunity to hear about the Council's financial plans for the next four years. There will be an opportunity to ask questions and feed into the discussions on the budget proposals at the meetings.

She informed the Panel that in terms of workforce it is possible that there may be a small number of posts reductions as a result of the proposals put forward and there may also be requirements to amend working patterns. She added that there will be a shift in skills requirements towards a commercial skills focus in order to maximise income generating opportunities and there will be a refocus of skills usage to ensure most efficient and effective use of staff resources.

She stated that initial Financial Planning work to look at the future scale of financial challenge for the Council originally estimated that the likely savings, or additional income required, would be around £38M for this 4-year period. The position has been reviewed in light of both local and national decisions and announcements resulting in a reduction in the estimated financial planning target to just over £30M.

Councillor Lisa O'Brien asked with regard to the delivery of 2,880 new homes by 2018/19 whether developers would be penalised if they had not built the properties they had gained permission for.

The Strategic Director for Place replied that this was not normally a problem, but the Council does not have any powers to penalise developers.

Councillor Lisa O'Brien asked if different social housing providers could be encouraged to take part in the planned delivery of 720 affordable homes by March 2019.

The Strategic Director for Place replied that they do work with various providers, but it is the case that Curo is the largest provider in the area.

The Head of Housing replied that it is the choice of the developer who they work with and that the Council works with a number of providers through the Homes West Partnership. He added that he would welcome further competition to the market.

Councillor Colin Blackburn stated that he was concerned over some of the proposed cuts and asked how income would be generated.

The Strategic Director for Place replied that she had identified a number of key risks within the report and that one of them was a lack of capacity and recruitment difficulties within specific service areas and that this was primarily within engineering. She added that income would be generated by developing the Digital and WIFI network across B&NES to provide WIFI and improved connectivity across the district to generate additional incomes of £100,000 in 2016/17, potentially growing by a further estimated £1,000,000 by 2019/20.

She said that the Bath Quays development of office, retail and residential spaces has the objective of generating substantial future year incomes estimated at £1,200,000 by 2019/20.

Councillor Colin Blackburn asked if the Council had considered moving to fortnightly waste collections.

The Strategic Director for Place replied that the current contract ends in 2017 and that matters relating to sites and vehicles are currently under review.

Councillor Barry Macrae asked if some of the dates within the report were accurate and suggested that they may need some revision. He asked how many Neighbourhood Plans would be completed by December 2015.

The Strategic Director for Place replied that three had been completed and acknowledged that there were more to do, she said that she would review this part of the report.

Councillor Barry Macrae asked how many jobs would be created on the Bath Quays North and South development.

The Divisional Director for Community Regeneration replied that the intention is to create 2,500 jobs across the site. He added that services across the

directorate would look to be procured more efficiently and that another 'market' type event may be held at another time of the year.

Councillor Macrae asked if this would be of benefit to the community.

The Divisional Director for Community Regeneration replied that it is the initial intention to involve the residents more in the event.

The Chairman asked if local salaries were likely to increase.

The Divisional Director for Community Regeneration replied that they are not as high as we would like them to be.

Councillor Colin Blackburn asked how they would make the planned efficiencies within the directorate.

The Strategic Director for Place replied that they were pursuing extending the conversion of street lighting units to LEDs and introducing dimming technology to reduce energy consumption and maintenance costs. She said that this is expected to result in recurring annual savings of £83,000 in 2016/17 growing to £106,000 by 2017/18.

She added that they intended to bring housing support services currently outsourced for Disabled Facilities Grant in house to maximise use of existing skills and reduce commissioning costs and that this was expected to generate budget reductions of £25,000 from 2016/17.

Councillor Lisa O'Brien asked for a little further information regarding the decision to stop printing & posting applications for Parish Consultations.

Councillor Charles Gerrish, Cabinet Member for Finance & Efficiency replied that discussions have been held with the Parish Councils and that routine applications will be communicated electronically and that major ones will be distributed in hard copy.

The Chairman asked if an increase in income could be generated by increasing the fees within Homesearch.

The Head of Housing replied that there is currently a charge of £15 per letting applicable to the relevant Housing Association and that the Council was looking to increase that figure.

Councillor Fiona Darey asked how the pre application review service for Planning Services was working.

The Strategic Director for Place replied that it was working well currently and resulting in shorter reports.

Councillor Colin Blackburn commented that he would like to know of any changes to staff as a result of the plan.

Councillor Charles Gerrish asked for the Panel to contact him if they have further comments on the plan.

Children and Young People Panel

Directorate Plan for People and Communities

The Chair asked from which budget the £2.4m associated with increased employer's national insurance contributions would come.

The People & Communities Director replied that this was sum that would be sourced from the central corporate budget.

Councillor Alison Millar asked how much of a budget impact will there be to the Council when it welcomes Syrian refugees to the area.

The People & Communities Director replied that the key first step is housing and they will need access to good interpretation services in order that we can fully assess the needs of each family member. We can then access families into the services needed including health and education. He added that Government funding is allocated for one year. He stated that it is likely that families will present with a high degree of need given the trauma and dislocation they have suffered and that he had been pleased to hear that some schools will breach their admission numbers if required in order to admit any children.

Councillor Liz Hardman asked if the Panel could receive the Alternative Provision Strategy at their next meeting.

The People & Communities Director replied that they could and said that the plan is to double the amount of provision.

The Chair asked how accurate can officers be with regard to their growth assumptions for the area.

The People & Communities Director replied that birth data is used and analysed as the children grow and their care needs change.

The Chair asked for an explanation of the efficiency savings of £450,000 relating to substance misuse and £50,000 relating to sexual health.

The People & Communities Director replied that these figures were regarding adults and related to how the Council manages its resources and the ability to signpost people to services. He added that he did not anticipate an adverse effect on Children & Young People.

Councillor Liz Hardman asked if a direct grant to the Music Service was to cease and if so would more children have to pay for lessons.

The People & Communities Director replied that the service was moving towards becoming self-funded and that a grant was available from central Government. He added that the majority of music lessons have always had to be paid for.

The Chair asked if the Panel could see a draft three year plan at their January meeting.

The People & Communities Director replied that clear figures would be available for 2016 / 17. He added that care placement costs would be a focus as we move forward.

Health and Wellbeing Select Committee

Directorate Plan for People and Communities

The Chairman invited Jane Shayler (Director, Adult Care & Health Commissioning) to introduce the report.

Jane Shayler explained that this report sets out the framework for the service planning and budget processes which lead up to the statutory and legal requirement for the Council to set a budget in February 2016. Proportionate equality analysis is being carried out on the proposals within the Directorate Plans.

Jane Shayler explained that there is a single Directorate Plan for People & Communities, which covers all ages. It has also been presented by Ashley Ayre to the Children & Young Peoples' PDS Panel. She would, therefore, focus on the Adult Care and Community Health part of the plan which encompasses provision of statutory services under the Care Act 2014, provision of residential and nursing care, re-ablement, domiciliary care, community mental health services, drug & alcohol treatment, rehabilitation and preventative support, and social work services for people with learning disability or mental health needs and those in intensive supported living and extra care services. I would also provide the provision of preventative services which prevent, reduce or delay care and support needs and slow the escalation of costs in meeting individual care and support needs; delivery of services which support the effective functioning of the wider NHS system and prevent unnecessary hospital admissions or delays to discharge from hospital; securing either directly or through commissioning of the services required to discharge all duties.

Jane Shayler took the Panel through Appendix 4 of the report (Finance & Resource Impacts) and highlighted £450k proposal for Substance Misuse which would involve contract re-negotiation and overall would be likely to

impact on provider organisations with some reduction of staff in those organisations.

The Panel highlighted the following points:

Councillor Ball expressed his concern in reduction of Substance Misuse services. Councillor Ball added that he was aware that the DHI (Developing Health and Independence) had struggled to cope with existing pressure, especially with people who were on waiting list for the programme. It would have a knock on effect if people would not be able to access services. Councillor Ball said the taking £450k out of Substance Misuse services could have large impact on the community where people, who were in detox, live. Councillor Ball concluded by saying that some reduction in services must be considered, but £450k may be a little bit too much for Substance Misuse services.

Jane Shayler acknowledged that there is a risk in terms of increased waiting times for services and on wider implications. Both providers and the commissioners were satisfied that proposals could mitigate those impacts through service redesign, efficiencies from co-location of services to reduce accommodation costs, some reduction in management costs, and a shift from residential to community detox and rehabilitation. People who go through detox would need to be properly motivated, whether it is residential or community detox.

Councillor Gerrish (Cabinet Member for Finance and Resources) commented that he viewed the changes as improvements and cited the proposal to offer fewer one-to-one sessions and more group work where peers could support each other. Councillor Gerrish also said that there would be a reduction in management side by bringing two organisations to work together, which would not result in reduction of the front line staff.

Councillor May said that he had worked with Councillor Gerrish on the Council's budget. Councillor May also said that officers should be given credit for setting up these proposals and that practical approach in working with people in detox in the community was, in his experience, preferable to placing people in residential institutions away from their community.

Councillor Organ asked if Transition services (from childhood to adulthood) had improved.

Jane Shayler responded that Transition services had improved significantly. Some years ago, after one Government assessment, B&NES had been placed in the bottom quartile. However, after the last assessment B&NES had moved to the top quartile.

Councillor Jackson expressed her concern on the last paragraph of page 56 of the report 'Greater targeting of prevention and early-intervention services may impact on access to such services for those people with lower level needs. There is also likely to be a reduction in the range and type of services

offered and, therefore, the options given to individuals over the type of service put in place to meet their assessed, eligible care and support needs.' Councillor Jackson believed that this could result in increased Delayed Transfers of Care from hospital

Councillor Jackson asked what we would lose under service redesign in 'Healthy lives, healthy people: community small grants scheme £22k' (page 57).

Councillor Jackson also asked how Public Health intelligence work and remodelling public health programme would save £13k.

Jane Shayler replied that there had been challenges on the delayed transfers of care and this was a particular issue in relation to community hospitals discharge as the community hospitals play an important part in facilitating discharge from the RUH but then it can prove difficult to identify a package or placement as the people being discharged from the community hospitals have complex needs and require ongoing intensive support. Jane acknowledged that there are growing difficulties in Domiciliary Care capacity, particularly in some geographical areas within B&NES and for people with particularly complex needs. Recently, a cloud-based IT system had been developed to match individual need with available domiciliary care capacity. The system had improved the speed at which an individual's assessed needs are matched with a domiciliary care providers able to meet those needs. The system is also gathering valuable information on the geographical shortfall in domiciliary care provision as well as the sorts of complex needs that are proving difficult to meet through "standard" domiciliary care and this will inform future commissioning intentions. Jane emphasised that B&NES still has less of a problem than neighbouring areas in terms of domiciliary care provision.

Jane Shayler commented that Public Health intelligence work and remodelling public health programme saving of £13k would be achieved through sharing and analysis of intelligence between the Council and CCG (ie "in-house") teams rather than contracting with external NHS organisations.

Jane Shayler also said that Healthy lives, healthy people: community small grants scheme of £22k would be a reduction in service as this sum was made available to voluntary organisations to help them achieve various public health related goals. The Public Health team believed that this saving could be achieved without significant impact on service users. Jane Shayler emphasised that despite this relatively small reduction, the Council has, over a long period of time, invested significantly in prevention, early-intervention and self-management and is committed to continuing this as a key priority.

It was **RESOLVED** to:

- 1) Note the report;
- 2) Forward Committee's comments and concerns (about the knock on effect) to the Cabinet to consider;
- 3) Note mitigation steps taken by officers; and

- 4) Commend officers for their work and acknowledge that further work has been undertaken in forecasting future budget.

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Connecting Communities Forums - Council Budget Fairs

19th November – 30th November 2015

The Connecting Communities Forum's hosted a series of public meetings in November that included presentations on the Council's Budget proposals and the consultation on the West of England Joint Spatial. Below is a summary of the presentations, followed by a series of questions raised at each meeting.

Council Budget Fair Presentation

This presentation was split into two parts, with the first delivered either by Andrew Pate – Strategic Director for Resources or Tim Richens - Divisional Director - Business Support, Resources.

The Council is in the early stages of the budget process. The context for it is the Council's new, draft Corporate Strategy 2016-2020 which has been passed by Cabinet and will be going to Council with the budget on 16th February.

There are four dimensions/key themes:-

- Strong economy and growth
- A focus on prevention – particularly for older and younger people
- A new relationship with customers and communities
- An efficient business – including new ideas for income generation

A pie chart shows the revenue budget spend. The largest proportion is for adult social services. Expenditure on schools is also high but the Council receives ring-fenced Government funding to off-set this. This is shown on the income pie chart, alongside other sources of income such as Council Tax.

The Council Tax in B&NES is relatively low – it is the 4th lowest of 12 unitary authorities in the South West.

The Council currently spends around £240m a year on services, excluding schools. Over the last 3 years, it has saved £31m due to efficiencies and its 'Change' programme which largely relates to the following: IT, a 40% reduction in office accommodation and process efficiencies and procurement. There has also been increased income generation.

Over the next four years, it is anticipated that the Council will need to save £38m - the Council is about half way to achieving this with its latest budget.

The £8m revenue gap is due to inflation and therefore increased contract costs; changes in demographics and an increase in National Insurance to fund pension costs. The revenue support grant from the Government could cease by 2021, so the Council needs to be more self-sufficient.

While the Government has indicated that Councils will be able to retain 100% of Business Rates by 2020 (we retain 30% at present), anything we do get to keep will be off-set by something else. There are no details yet but this will not be additional income – the Chancellor has stated that the arrangement will be 'fiscally neutral'. It will also be possible for Councils to reduce business rates to encourage local economic growth.

The Chancellor's Announcement on 5th October indicated that Metro-mayors and Local Enterprise Partnerships will be able to increase business rates in future but further detail is still awaited. The figures in the presentation are estimates prepared before the Chancellor's Autumn Statement came out. However, they are broadly line with this – further detail will be known closer to Christmas when the Government will let Councils know how much Revenue Support Grant they will receive.

The Council intends to deliver the savings through the Service Delivery Plans for its three Directorates. These will go to the [Policy Development and Scrutiny Panels](#) in November.

Cllr Charles Gerrish, Cabinet Member for Finance and Efficiency gave the second part of the presentation:-

There will be an internal spending review based on the [Draft Corporate Strategy](#).

The priorities are to:-

- Protect frontline services
- Re-design services and increase efficiencies
- Grow income (but not by charging more for what we already do)

The Council is looking at everything to determine how it can deliver services more efficiently including through collaboration with other authorities and organisations, including health. The One Stop Shops and 'your care, your way' programme are examples of how the Council already collaborates with partners.

There is a focus on early intervention to help, for example, before health deteriorates.

It is hoped to generate £7m over 4 years through new, additional income, largely relating to commercial opportunities such as bringing space above Council owned retail units into residential use.

Capital Spending priorities will be funded via sale of assets, grants, S106/CIL monies and borrowing. Bath Quays is a major regeneration project that will provide new office space and jobs to grow the economy and provide a return on investment.

There is also investment in school buildings planned for Paulton; Bishop Sutton and a new school being built at Ensleigh in Bath.

In terms of leisure provision, there will be £8m invested in Bath central Leisure Centre; £200k at Culverhay and a new facility for Keynsham.

The Council is continuing to work on a new Park and Ride for the east side of Bath. Also investment in the A39 at Hallatrow and a new crossing for Hayesfield. £1.2m is needed for Midland Bridge in Bath.

In the Somer Valley, new office space will be created at the business centre and in Keynsham a pilot one way scheme is being trialled for the High Street.

A copy of the [presentation](#) can be found here.

Bathavon Forum, Sixth Form, St Gregory's School, Bath

19th November 2015

In attendance:

Peter Martin, Bathford Parish Council
Andy Furse, B&NES Ward Councillor,
Des Wighton, Monkton Combe Parish Council
Lyn Alvis, Monkton Combe Parish Council
David Veale, B&NES Ward Councillor
Kathryn Manchee, Camerton Dunkerton and Englishcombe Parish Clerk,
M Robinson, Dunkerton Parish
Martin Veal, Cabinet Member and B&NES Ward Councillor
Charles Gerrish, Cabinet Member and B&NES Ward Councillor
Adam Reynolds, Cycle Bath

Officers: Sara Dixon, David Trethewey, Tim Richens, Mark Hayward, Dave Dixon, Lisa Bartlett, Jayne Shaylar, Bruce Lawrence, Giles Oliver

<p>Question 1 – Is the Schools capital improvements programme linked to the ring-fenced budget?</p> <p>Response - The Capital programme is separate from the revenue budget.</p>
<p>Question 2 – Is the CIL funding accounted for in the revenue budget?</p> <p>Response – No. The CIL funding is linked to development. The Council will not formally commit to spending money before it has been received.</p>
<p>Question 3 – How is Capital expenditure identified?</p> <p>Response – These funds are raised in a number of ways including borrowing, capital receipts from the sale of property/land and Section 106/CIL monies.</p>
<p>Question 4 – Is the Council obligated to selling high value assets?</p> <p>Response – No. The Government is proposing a new Housing Bill that relates to right to buy. The Council is waiting to hear further information about the implications of the Bill. The Council does not hold any social housing, only a small number of private dwellings.</p>
<p>Question 5 – Why is the Council setting up its own property company?</p> <p>Response – It is the most tax efficient way. The Council will sell some of its assets that are suitable for housing provision to its new property company. This is not social housing although usual planning rules will apply. The Council has always had a large commercial estate so this is not something completely new. It is one of the largest landlords in the city of Bath.</p>

<p>Questions 6 – Will the Council own property in North Quays?</p> <p>Response – The Council will own the freehold.</p>
<p>Question 7 – Is the Bath Quay Bridge already paid for?</p> <p>Response – It will be funded by grant</p>
<p>Question 8 – Has the Heritage Lottery grant for the Archway project been confirmed?</p> <p>Response – No. The Council is awaiting a decision on the application and will not commit expenditure beyond the grant.</p>
<p>Question 9 – Is there a limit on how much the Council can borrow?</p> <p>Response – Yes. The Council has set the capital borrowing limit of £220 million. Current borrowing is at the value of £150 million. It is able to reset that limit at a Council meeting and may want to prioritise borrowing to invest in capital projects that generate a revenue return.</p>
<p>Question 10 – Will the Council enter into a PFI agreement?</p> <p>Response – No. The Council has no plans for any PFI agreements but instead will plan to ensure it gets the best possible deal on its borrowing.</p>
<p>Question 11 – The old King Edwards School building on Broad Street has remained vacant for many years. Are there any planned to redevelop this site?</p> <p>Response – The building is in private ownership.</p>
<p>Question 12 – How will the Council seek to make CCTV commercial?</p> <p>Response – The Council will allow organisations to buy into its operations. An example given was Network Rail have CCTV in its stations and on the platforms. These cameras could be linked to the Council's CCTV control room which are monitored 24 hours. The Council would charge for this service, thereby reducing its own operational costs.</p>
<p>Question 13 – How does the Council manage its budgets from Adult and Social Care and the NHS?</p> <p>Response – The Council has pooled and aligned budgets so there is better integration between the delivery of health and social care services and the commissioning of services. There is also a focus on prevention in order to help reduce the impact on the NHS budget and acute services as well as maintain the level of independence of people to remain in their own homes. It is in the Councils interest to work with the NHS as there are numerous links where preventative health services will result in longer</p>

term benefits for residents.

Comment 14 – The recent works on the Bath Quay’s bridge will not encourage people to get out of their cars, as the junctions do not provide safe crossings for pedestrians and cyclists. This will not reduce congestion. The relevant departments need to work more closely together.

Response – The Council’s Transport and Fit for Life Strategy identifies the need to ensure we create a healthy and active community. This is also brought together in the Placemaking plan, the principles of which are to create places, shifting away from piecemeal development. The CIL monies will help make improvements. The Council has allocated within in its capital programme funding for junction improvements.

Chew Valley Area Forum, Chew Valley Secondary School, Chew Magna

23rd November 2015

In attendance:

David Hurfadine, Hinton Blewett Parish Council
 Ray Jenkins, Whitchurch Parish Council
 Maria Musins, Cameley Parish Council
 John Harvey, Stanton Drew Parish Council
 Heather Clewett, Stowey Sutton Parish Council
 Richard Ireland, West Harptree Parish Council
 Sandy Bell, Chew Valley Chamber of Commerce
 Ian Bell, Chew Valley Chamber of Commerce
 Andy Matthews, Chew Magna Parish Council
 Dylan Morris, Cameley Parish Council
 Lynne Easton, Chew Magna Parish Council
 Chris Lewis, Local Resident
 Chris Brookes, Bishop Sutton Local resident and business owner
 Nick Baker, Chew Stoke Parish Council
 Andrew Jones, East Harptree Parish Council
 Cllr Tim Warren, B&NES Leader and Ward Councillor
 Cllr Vic Pritchard, B&NES Cabinet Member and Ward Councillor
 Cllr Liz Richardson, B&NES Cabinet Member and Ward Councillor
 Cllr Martin Veal, B&NES Cabinet Member and Ward Councillor
 Cllr Charles Gerrish, B&NES Cabinet Member and Ward Councillor
 Cllr Andrew Furse, B&NES Ward Councillor

Officers: Ashley Ayre, Sara Dixon, Alison Wells, Dave Dixon, Mark Hayward, Andrew Pate, Mark Hayward, Lisa Bartlett, Sarah Chodkiewicz

Several comments were made about the presentation not demonstrating any expenditure within the Chew Valley other than those already committed (Bishop Sutton Primary School). The Council has a new challenge to analysis financial information relating to the Forum areas and will consider how best to present this in the future.

Question 1 – Why does the Council think that acquiring property is more beneficial than selling it?

Response – Revenue funding pays for all the services and this is under pressure. Using capital funding to acquire property will enable future income streams to be off set against the revenue expenditure. It is important that the Council grows its income by investing in the rights things to give a good return. We have already increased our revenue already by over £1million.

Question 2 – Do you believe the Council is better at managing property than the private sector?

Response – The Council has a good track of managing commercial property and working with the private sector. Our staff are very experienced, many of whom have private sector property backgrounds.

Question 3 – Does this mean the Council will not sell any of its assets in the future?

Response – The Council continues to review its portfolio of assets and will consider whether it needs to reinvest elsewhere to obtain a higher return.

Question 4 – How does the Council protect itself through interest rate rises?

Response – The Council is able to get very competitive rates and any borrowing is often based on a fixed rate. A review of the Council's existing loans has been completed and better rates are now being realised.

Question 5 – A reference was made to £2.25 million investment into super-fast broadband. Will the Chew Valley benefit?

Response – This investment in Bath will create an opportunity for income generation to the Council. BT were committed to improving 90% of the coverage, unfortunately they were unable to deliver on their commitment.

(Comment from Chris Head – The Forum will be hosting a discussion about Broadband in February. This was identified by the Forum as a priority issue in their Action Plan. Andrew Pate said that the feedback from this meeting would be very helpful.)

Question 6 – The Council has reduced the Parish Council grants. As this will impact on our budgets, will the Council be freezing or capping the precept rates that parish councils' receive?

Response – Over a number of years' parish council grants were subsidised by the Council. This was due to the implementation of a new system of council tax support which created a shortfall in grants. The subsidies will be reduced on a sliding scale.

Question 7 – Why is planned expenditure increasing, can we have more details?

Response – There are a number of reasons. Adult and social care pressures from an aging and growing population, employers national insurance contribution increases, public sector wage settlement (likely to be 1%), inflation on contracts. More details can be made available if requested.

Question 8 – Will there be a council tax increase?

Response – This will depend on the final settlement from the Government. If there is a shortfall then the Council may have to increase the Council tax to reduce the funding gap.

Question 9 - How can you ensure investment / income generated in Bath benefits the wider area?

Response – All additional investment / income goes back into the main revenue budget and is distributed across the whole area. There is an assumption that Bath gets a disproportionate amount of the income spent on it however this is not the case. The monies raised in Bath are distributed across the area.

Keynsham Area Forum, Community Space, Civic Centre, Keynsham

24th November 2015

In attendance:

Cllr Alan Hale, B&NES Ward Councillor (Chair)
 Adrian Inker, Community @ 67 (Vice Chair)
 Gill Hellier, Keynsham Civic Society
 Clive Fricker, Keynsham Town Council
 Terry Edwards, Local resident
 Duncan Hounsell, Saltford Parish Council
 John Twist, Corston Parish Council
 Tricia Golinski, Saltford Parish Council
 Fiona Bell, Volunteer Centre Bath & Beyond
 Keith Baker, Keynsham Town Council
 Philippa Paget, Compton Dando Parish Council
 Kathleen Hovland, Local residents
 Dick Ollin, Chewton Keynsham
 Pam Rose, Chewton Keynsham
 Roger Bushy, Keynsham Civic Society
 J Davy, Local resident
 Derek McCaig, Local resident
 Andrew Wait, Keynsham Music Festival
 Peter Morgan, Local resident
 Dawn Drury, Compton Dando Parish Council
 Dave Biddleston, Keynsham Town Council
 David Leach, Local resident

Sally Davis, Farmborough Parish Council
Mervyn Davies, Local resident
Roland Blors, Corston Parish Council
Cllr Andrew Furse, B&NES Ward Councillor
Martin and Gill Palmer, Chewton Keynsham Local residents
William House, Keynsham Action Network
Margaret Wilson, Keynsham and Salford Churches Together
Brian Wilson, Ramblers Association
Cllr Martin Veal, Cabinet Member for Community Services
Cllr Brian Simmons, B&NES Ward Councillor
Cllr Charles Gerrish, B&NES Cabinet Member and Ward Councillor
Cllr Andrew Furse, B&NES Ward Councillor

Officers: Louise Fradd, Sara Dixon, Alison Wells, Dave Dixon, Mark Hayward, Derek Quilter, Richard Morgan, Tim Richens, Bruce Lawrence, Richard Daone, Becky Reynolds

Question 1 – The Metro West rail project does not appear in the budget figures. This project would help with the implementation of a station in Saltford. Also there is no mention of Saltford primary school expansion. Does this mean this will not happen?

Response – There are over 120 projects within the capital programme and the presentation includes a snapshot of some of the projects planned. Saltford primary school expansion is included in the 2016/17 financial year. Feasibility work is required.

Question 2 – Does the river corridor fund extend to Keynsham? Will you be liaising with South Glos as the river goes into the authority area?

Response – The fund is specifically identified for river safety improvements in the City of Bath. The River Corridor Group does look at the Avon and will take account of any impact / development in South Glos.

Question 3 – As Bath Community Academy share the sports facilities on their site will they be making a contribution towards the £200k improvements works?

Response – The Academy does contribute revenue funds towards the use of the facilities. The Council will take this up further with them.

Question 4 – As part of the new property company, will the Council offer some affordable houses?

Response – The initial aim will be to ensure the 60 units above the shops in Bath will be available for private rent as soon as possible. The Council will consider a business case that addresses a range housing needs. Any new developments on Council land would need to accord with affordable housing requirements built into its planning policies.

Question 5 – Currently the Council provides a weekly recycling collection. Will the protection of front line services include protection of this weekly service?

Response – Government funding has allowed the Council to offer weekly collections of residual waste. This funding expires in 2017. There is political support to continue to offer this service however a review will need to be carried out and it is possible to have weekly collections but split them between residual waste and recycling.

A further comment was made that if recycling collections are reduced to fortnightly collection, there would be an increase in fly tipping in the villages.

Question 6 – Is there still a commitment to ensure Somerdale delivers the employment opportunities?

Response – Yes, the Council is still committed to deliver the economic growth and jobs.

Comment 7 – I welcome the proposals in the budget to improve junctions across the area. The recent traffic improvements to Bath Hill in Keynsham are poor. The road has been narrowed which causes traffic congestion. Please stop narrowing the roads we need the traffic to flow freely.

Question 8 – The area will see significant housing growth, what improvements have been planned for to increase school numbers?

Response – There will be improvements to Castle Primary and a new school build on the Somerdale site as part of the development.

Question 9 – Will the Council have more autonomy on its spending once the Government grant has been withdrawn?

Response – Most of the grant is not currently ring-fenced, however more funding can be raised locally, so to some extent yes.

Question 10 – Bath does not have a precept, but Keynsham does, how did this happen?

Response – When Bath City Council existed, residents did not pay a city tax due to the rental income from its properties. When B&NES Council was created there was no parish council for Bath and therefore no precept was added to residents' council tax who lived in the city. The whole area benefits from the income generated in the city. It is up to the community to decide if they want to have a parish council for Bath.

Question 11 – How much is the Cabinet pushing Bath Tourism plus to promote the whole area and not just Bath?

Response – The Council are discussing this with them. We want to ensure they

<p>broaden their focus across the whole area.</p>
<p>Comment 12 – We need to ensure that the one way system proposed in Keynsham high street stops people using the town as a rat run. We need to ensure the flow of traffic is right.</p> <p>Response – The proposal is a trial. No final decisions have been made. It is important that the community are consulted on these proposal and ‘buy-into’ them prior to implementation.</p>
<p>Question 13 – Will there be a Tourism Levy introduced in Bath?</p> <p>Response – Under present legislation a Tourism Levy can only be a voluntary ‘opt in’ system. The Government is reviewing this. There are no proposals for such a levy for Bath at this stage.</p>
<p>Question 14 – The Volunteer Centre have been talking to the BID in Bath about ‘Volunteer Ambassadors’ for the city centre, is this something that the BID will support?</p> <p>Response – The BID is a separate organisation. Our aim is to ensure we obtain financial efficiencies to reduce Council subsidies.</p>

Bath City Forum, Banqueting Room, Guildhall, Bath

26th November 2015

In attendance:

Bob Goodman, B&NES Ward Councillor (Chair)
 Paul Crossley, B&NES Councillor (Vice Chair)
 Robin Kerr, FOBRA
 Rob Appleyard, B&NES Ward Councillor
 Lin Patterson, B&NES Ward Councillor
 Charles Gerrish, B&NES Cabinet Member and Ward Councillor
 Patrick Anketell-Jones, B&NES Councillor
 Cherry Beath, B&NES Ward Councillor
 Fiona Darey, B&NES Ward Councillor
 Colin Webb, SOBA
 Michael Norton, B&NES Ward Councillor
 Pat Ryan, Bath Against Cuts
 Caroline Kay, Bath Preservation Trust
 Nigel Sherwa, Camden Resident
 Peter Turner, B&NES Ward Councillor
 Janet Rowse, Sirona,
 Rob S, Local Resident Newbridge
 Paul Dowling, RCS
 Martin Veal, B&NES Cabinet Member and Ward Councillor
 Terry Mitchell (Resident),
 Andy Furse, B&NES Ward Councillor,
 Jennifer Pack, B&NES Employee
 Joe Rayment, B&NES Ward Councillor
 Jeremy Boss, Widcombe Association
 Dine Romero, B&NES Ward Councillor

Sarah James, B&NES CCG
Joe Scofield, Local Resident,
Monica Pearce, Bath Against Cuts
David Trumper, BANES Carers Centre
Ken Scott, Resident Association
Barbara Gordon, Bath Against Cuts
Bryn Jones, Transition Larkhall
Alexander Hart, Local Resident,
Oliver Mohamad, Oxfam
Janet Dabbs, Age UK BANES
Alison Millar, B&NES Ward Councillor
Van Du Bose, Local Resident,
Mark Dustin, Local Resident,
Claire Dustin, Local Resident,
Dick Daniel, Cycle Bath,
David Faulkner, Volunteer Centre
Peter M

Officers: Andy Thomas, Paul Pennycook, Andrew Pate, Tim Richens, Mark Hayward, Simon De Beer, Jayne Shayler, Bruce Lawrence, John Wilkinson

Question 1 – Where will the investment for the Batheaston Park and Ride Scheme appear?

Response – There is a level of funding included in this year's budget as well as funding in future years. The funding also enables further work on site selection.

Question 2 – Investment has been mentioned for flood prevention work in the Bath Quays area of the river. What funding is being put into the river upstream from Pulteney Bridge?

Response – The Environmental Agency have carried out initial works into the flood elevation works. The Council will be making a contribution to support this project.

Question 3 – How will cuts to services over the next four years affect communities such as Twerton, Whiteway and others where there is a lot of social need and economic deprivation?

Response – The plans that are being put forward are unlikely to have an impact on frontline services. However the current Draft Directorate Plans highlight a number of initiatives which will help improve the lives of those most in need, including:

- Continuing our nationally recognised Connecting Families programme to support workless families to gain training and employment.
- Continuing to invest in the Welfare Support team, which provides support for those in need and also helps to develop skills and sustainable employment.
- Continued investment in sustainable energy initiatives including Energy @ Home to provide insulation and energy saving measures and tackle fuel poverty. People who live in specified areas of need (which includes Twerton and Southdown) may qualify for a free home energy assessment through the scheme. This will help 50-60 households in or at risk of fuel poverty and vulnerable.

- Delivering new Early Help Strategy for children, young people and families - promoting early identification of need and swift intervention.
- Providing advice and information through an integrated approach using our One Stop Shops and libraries, working closely with the Connecting Families initiative.
- The Council will continue to provide free access to the internet and training in libraries, including for those that can't access Government services online at home. Securing education, training and employment opportunities for our Care Leavers.

Question 4 – The proposals that will allow the Council to raise council tax by 2% to cover the greater needs in social care is insufficient. What is the plan to cover any shortfall?

Response –The projections made will have a minimum impact on health and social care services. It is impossible to predict an increase in pressures and needs in this area but the requirements that have been set out are the best estimates that can be made. The recent 'your care, your way' consultation is looking into better methods to improve the delivery of care for our communities. No decision has yet been made to increase the council tax.

Question 5 – It is pleasing to see the change programme has helped to deliver a position where there will not be an impact on front line services. What are the areas in this budget that will see spending cuts?

Response- There are savings in children's services revenue budget worth £50K. There are changes to the way that music services are delivered. The drugs and alcohol prevention services will carry out more targeted work, and by working closer with other services should also see an enhancement to the individual service users.

Question 6 – The figure of £7 million as an increase in revenue does not seem very ambitious. More could be done to put residents first and reduce pollution. What is being done by the Council to bring in a 'tourism style tax' to the City?

Response- The Council do have additional ideas for bringing in higher levels of funding for the City. There is work taking place on the West of England devolution deal that would bring more flexibility to the regions from Central Government and potentially an additional £1 billion over ten years to the WoE area. A tourism levy might be something that the Council would be keen to explore if the power to do this is given to us.

Question 7 – In the Chancellors statement the percentage cut to local authorities was 24% and not the 40% that was expected. How does the Council see this impacting on the £38 million in cuts it was expecting to make?

Response- The details on the revenue support grant will not become clear until late in December. There will be additional costs to find for public health. However the news was better than expected. *Note the figures have got more challenging in light of the provisional local government settlement.*

Question 8 – Bath is a wealthy city but ordinary people can't afford to live here. As all

<p>the Council houses have been sold off, where will housing for ordinary people come from?</p> <p>Response- The Council transferred its housing stock to Curo, former Somer Community Housing Trust in the 1990s. The Council are bound by Government legislation to deliver levels of new housing to the area; this will include affordable housing. The Council aims to deliver new homes through property company.</p>
<p>Question 9 – What measures are being taken with neighbouring authorities to avoid conflicts when business rates are used to attract new employers to the City?</p> <p>Response- The government has not yet provided the detail on how this scheme will work. The Council will work with its neighbouring authorities and continue to have discussions with the Local Enterprise Partnership.</p>
<p>Question 10 – The Council appears to be comfortable with the savings it has to make and is looking at the income generation as a positive. Will the Council make a formal response to the Government to oppose the level of funding cuts?</p> <p>Response- The Council recognises that there is still a lot of work to do as only half the £38 million in cuts have been so far identified. The Council will be looking to other Local Authorities to see where services can be shared. The Council are networked with the LGA and will lobby on issues where necessary.</p>
<p>Question 11 – What flexibility is there on capital and revenue expenditure?</p> <p>Response- There are specific budgets, for instance Education, that is ring-fenced therefore can't be spent on anything else. There are specific rules that the Council must follow when setting out the revenue and capital budgets spending plans.</p>
<p>Question 12 – What will be the impact on staff in the redesigning of services? If you find savings through reductions in salaries/jobs won't there be an impact on those people not having money to spend or pay their council tax?</p> <p>Response- Any changes to the level of staff will always go through formal consultation. There have been minimal number of compulsory redundancies this year and this is expected to stay low which is positive for staff. If any roles are cut the Council supports staff through its redeployment programme.</p>

Somer Valley Forum, Conygre Hall - Timsbury

30th November 2015

In attendance:

Lynda Robertson, Midsomer Norton Society (Chair)
 Cllr Karen Walker, B&NES Ward Councillor (Peasedown St John) (Vice Chair)
 Cllr Rosemary Naish, Chair of Clutton Parish Council
 Cllr Mike Hedges, Chair of Farrington Gurney Parish Council
 Teresa Marston, Clerk to Farrington Gurney Parish Council

Cllr Jonathan Rich, Peasedown St John Parish Council
 Cllr Eleanor Jackson, B&NES Ward Councillor (Westfield)
 Cllr Doug Deacon, B&NES Ward Councillor (Timsbury)
 Mrs Deacon, Local Resident
 Cllr David Collett, Timsbury Parish Council
 Cllr Barry Macrae, B&NES Ward Councillor (Midsomer Norton North)
 Cllr Liz Hardman, B&NES Ward Councillor (Paulton)
 Shirley Steel, Somerset and Dorset Railway Heritage Trust
 Jan Merchant, Local Resident
 Cllr Ray Merchant, Timsbury Parish Council
 Cllr Richard Robertson, Midsomer Norton Town Council
 Roger Tollervey, Welton Valley Group
 Cllr Deirdre Horstmann, B&NES Ward Councillor (Radstock)
 Becky Brooks, Midsomer Norton, Radstock and District Journal
 Cllr Michael Evans, B&NES Ward Councillor (Midsomer Norton North)
 Cllr Hugh Warren, Paulton Parish Council
 Cllr Bob Piper, Paulton Parish Council
 Cllr Rupert Bevan, Radstock Town Council
 Cllr Tom Clifford, Peasedown St John Parish Council
 Peter Barter, Somer Centre
 Terry Taylor, Norton Radstock Regeneration
 Cllr Chris Dando, B&NES Ward Councillor (Radstock)
 Cllr Robin Moss, B&NES Ward Councillor (Westfield)
 Cllr Jane Lewis, Midsomer Norton Town Council
 Emily Merko, Clerk to Hinton Blewett Parish Council and Administrative Assistant to
 Westfield Parish Council
 Mike Horler, Local Resident
 Cllr Veronica Packham, Chair of Timsbury Parish Council
 Cate Le Grice-Mack, Norton Radstock Regeneration
 Cllr Lesley Mansell, Peasedown St John Parish Council
 Cllr Kathy Thomas, Chair of Peasedown St John Parish Council
 Cllr Sue Langton, Timsbury Parish Council
 Cllr Paul Myers, B&NES Ward Councillor (Midsomer Norton Redfield)
 Cllr Charles Gerrish, Cabinet Member – Resources, B&NES

Officers: Mike Bowden, Gary Adams, Cathy McMahon, John Wilkinson, Denice Burton,
 Richard Baldwin, Jo Lewitt, Dave Dixon, Sara Dixon, Alison Wells, Andrew Pate, Simon De
 Beer

Question 1 – It seems that much of this budget depends on income generation –
 when can Councillors expect more information on this?

Answer – The information about the Property Company went to Cabinet on
 Wednesday so Councillors should have received papers relating to this. The Council
 has made two, very successful property investments in recent years and will be
 seeking more. The income estimates contained in the presentation are conservative
 and more may be generated.

Question 2 – How will the Council derive income if it is selling its properties to a
 private company?

<p>Answer – The Council will be the only shareholder in the Property Company so will be retaining ownership in this way.</p>
<p>Comment 3 – The Government states that Housing Associations need to be compensated for any properties they lose under the ‘Right to Buy’ scheme. There does not seem to be provision for recompensing them. Also, the Government has indicated that Councils should, themselves, sell off their ‘high end’ assets.</p> <p>Answer – The Council is no longer a housing authority, with flats in the Royal Crescent and Circus for example, which may have been considered ‘high end’.</p>
<p>Comment 4 – It is good to see frontline services such as youth provision being protected. However, there is concern that the Council is withdrawing as a licence holder for the Duke of Edinburgh Award Scheme. This does result in a £20k - £30k saving, with costs passed to schools instead. However, it could lead to this becoming a scheme in which the rich can participate.</p> <p>Answer – Due to the detailed nature of this question, it was suggested that the enquirer speak with Cllr Michael Evans, Cabinet Member for Children’s Services, following the meeting.</p>
<p>Question 5 – What is happening about the feasibility study relating to the junction between Bath Road, Peasedown St John and the A367? There was another accident on this road last week.</p> <p>Answer – Ward Councillors for Peasedown St John have brought the issue to Cabinet. It has been raised today, at the previous Somer Valley Forum meeting and at Scrutiny. It is now for the Cabinet Member for Highways to address.</p>
<p>Question 6 – How is the new Somer Valley Enterprise Zone being defined? Is it just Midsomer Norton, or Peasedown St John as well?</p> <p>Answer – Officers are still working on the Enterprise Zone – it is focussing on sites already allocated for employment, such as Old Mills but more can be allocated going forward.</p> <p><i>Andrew Pate commented that the Forum may wish to look at this in more detail at a future meeting as this was an area that they identified as a priority issue in their Action Plan.</i></p>
<p>Question 7 – If the Council is buying properties to sell, how will this help with housing waiting lists?</p> <p>Answer – The Council is intending to bring forward properties that already exist but are not habitable, such as those above shops. It is an accounting process. It can also borrow at a low rate to invest. It is not disposing of properties to raise short term funds.</p>
<p>Question 8 – it is noted that a Metro Mayor may be able to increase business rates.</p>

<p>Would this be a Mayor for the greater Bristol area?</p> <p>Answer – it would be a Mayor covering the four West of England authorities (Bristol; Bath and North East Somerset; North Somerset and South Gloucestershire). The Government are pushing for Metro Mayors but no decision has been made as yet.</p>
<p>Question 9 – Would a Metro Mayor necessarily diminish the power of Local Authorities?</p> <p>Answer – No – the aim is to attract funds to address big issues.</p>
<p>Question 10 – This presentation has been very clear and easy to understand – how do we help get this information across to young people?</p> <p>Answer – this is a good point and we could look to extend the sessions to the Youth Parliament and do more engagement with young people in future years.</p>
<p>Question 11 – The £174k for the bridge in Radstock detailed on the presentation is a direct contribution from the developer, so not Council spend. Are other figures like this included?</p> <p>Answer – Developer contributions have always been part of the Council's budget presentation and included in the overall capital programme.</p>
<p>Question 12 – How much CIL money does the Council expect to receive from the Bath Quays Development?</p> <p>Answer – CIL (Community Infrastructure Levy) only came into force in April 2015, therefore, the level is not high in this financial year but it will be rolled into next year, when more funds will become available. It will be a substantial contribution.</p>
<p>Question 13 – The Chancellor indicated that a 2% rise in Council Tax could be spent specifically on Adult Social Care – is this something that B&NES would consider?</p> <p>Answer – It is too early to answer as this announcement only came last week. The detail is not yet available. The impact of the Government's settlement will influence what happens next. The Government is talking about two things – being able to increase Council Tax without referendum and a 'precept' for Adult Social Care.</p>
<p>Question 14 – If the Council owns no social housing and the majority is with Curo, who will reimburse them through properties lost under the right to buy and will this lead to a reduction in social housing?</p> <p>Answer – as far as we understand it, the Government will reimburse them.</p>