

**Democratic Services**

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**Date:** 2 July 2013  
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**To: All Members of the Cabinet**

Councillor Paul Crossley	Leader of the Council
Councillor David Dixon	Deputy Leader and Cabinet Member for Neighbourhoods
Councillor Simon Allen	Cabinet Member for Wellbeing
Councillor Tim Ball	Cabinet Member for Homes and Planning
Councillor David Bellotti	Cabinet Member for Community Resources
Councillor Caroline Roberts	Cabinet Member for Transport
Councillor Dine Romero	Cabinet Member for Early Years, Children and Youth
Councillor Ben Stevens	Cabinet Member for Sustainable Development

Chief Executive and other appropriate officers  
Press and Public

Dear Member

**Cabinet: Wednesday, 10th July, 2013**

You are invited to attend a meeting of the **Cabinet**, to be held on **Wednesday, 10th July, 2013** at **6.30 pm** in the **Council Chamber - Guildhall, Bath.**

The agenda is set out overleaf.

Yours sincerely

Col Spring  
for Chief Executive

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

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

This Agenda and all accompanying reports are printed on recycled paper

## NOTES:

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

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

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

Appendices to reports are available for inspection as follows:-

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

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

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

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

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

- 7. Officer Support to the Cabinet**  
Cabinet meetings will be supported by the Senior Management Team.
- 8. Recorded votes**  
A recorded vote will be taken only when requested by a member of Cabinet.

**Cabinet - Wednesday, 10th July, 2013**

**in the Council Chamber - Guildhall, Bath**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

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

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

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

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

*(b) The nature of their interest.*

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

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

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

6. QUESTIONS FROM PUBLIC AND COUNCILLORS

*Questions submitted before the deadline will receive a reply from an appropriate Cabinet member or a promise to respond within 5 days of the meeting. Councillors may ask one supplementary question for each question they submitted, up to a maximum of two per Councillor.*

7. STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

*Councillors and members of the public may register their intention to make a statement if they notify the subject matter of their statement before the deadline. Statements are limited to 3 minutes each. The speaker may then be asked by Cabinet members to answer factual questions arising out of their statement.*

8. MINUTES OF PREVIOUS CABINET MEETING (Pages 7 - 18)

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

9. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

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

10. MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

*This is a standing agenda item (Constitution rule 14, part 4D – Executive Procedure Rules) for matters referred by Policy Development and Scrutiny bodies. The Chair of the relevant PDS Panel will have the right to attend and to introduce the Panel's recommendations to Cabinet.*

11. SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING

*There were none*

12. TWO TUNNELS PROJECT UPDATE

**Note:** *These papers were not available at the time of despatch. They will be published in due course.*

13. CYCLE SCHEMES PROGRAMME 2013/14 (Pages 19 - 24)

*Cabinet approval is sought for the programme of cycle schemes*

14. RIVER STRATEGY FUNDING (Pages 25 - 28)

*Within the Council Budget a capital fund of £100,000 was allocated for a River Corridor Fund. In order to bring forward the Fund it is necessary to draw down the allocated funding. Delegated authority is sought for the Strategic Director for Place to draw down the provisional allocation in consultation with the Cabinet Member.*

15. YOUTH JUSTICE PLAN 2013-14

**Note:** *These papers were not available at the time of despatch. They will be published in due course.*

16. JOINT HEALTH & WELLBEING STRATEGY (Pages 29 - 56)

*As set out in the Health and Social Care Act 2012, the Health and Wellbeing Board is responsible for developing a Joint Health and Wellbeing Strategy which will deliver the Board's aim to reduce health inequalities and improve health and wellbeing in Bath and North East Somerset. The Strategy offers the Board the opportunity to create shared leadership across the health and social care systems to deliver better health and wellbeing outcomes locally. This report presents a summary of consultation responses to the draft Joint Health and Wellbeing Strategy, seeks Cabinet approval of the final strategy and sets out the next steps.*

17. GUILDHALL MARKET CHRISTMAS MARKET (Pages 57 - 62)

*Cabinet is asked to agree that the Council (as landowner) will allow permission to run a market in the Guildhall Car Park for the period of the Christmas Market.*

18. JOINT RIGHTS OF WAY IMPROVEMENT PLAN (Pages 63 - 128)

*The Authority is required by the Countryside and Rights of Way Act 2000 to publish a Rights of Way Improvement Plan which assesses how well the public rights of way network meets the current and future needs of the public. A Joint Plan covering the*

*period 2012-2016 has been prepared in partnership with Bristol City Council and South Gloucestershire Council. Cabinet is asked to approve the plan.*

19. UPDATE ON THE HERITAGE SERVICES CAPITAL INVESTMENT STRATEGY (Pages 129 - 136)

*The Heritage Services Business Plan 2013-2018 agreed by Cabinet in April 2013 incorporated a capital investment strategy for the next five years and proposed the establishment of a 'Roman Baths Foundation' as a fundraising vehicle to support conservation and education in the Roman Baths. This report provides further information on projects that now require further approval in order that works can progress, and requests formal approval for the creation of a Roman Baths Foundation.*

20. TREASURY MANAGEMENT OUTTURN REPORT 2012/13 (Pages 137 - 152)

*The CIPFA Treasury Management Code of Practice requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year. This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan for 2012/13.*

21. REVENUE & CAPITAL OUTTURN 2012/13 (Pages 153 - 204)

*The report presents the provisional revenue and capital outturn for 2012/13, highlighting an underspend of £168,000 or less than 0.1% of the Council's gross revenue budget. This represents a significant achievement in the context of the government's public sector deficit recovery plan which resulted in a revenue savings requirement of over £12 million for 2012/13.*

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These minutes are draft until confirmed as a correct record at the next meeting.

**BATH AND NORTH EAST SOMERSET**

**CABINET**

Wednesday, 12th June, 2013

**Present:**

Councillor Paul Crossley	Leader of the Council
Councillor David Dixon	Deputy Leader and Cabinet Member for Neighbourhoods
Councillor Simon Allen	Cabinet Member for Wellbeing
Councillor Tim Ball	Cabinet Member for Homes and Planning
Councillor David Bellotti	Cabinet Member for Community Resources
Councillor Caroline Roberts	Cabinet Member for Transport
Councillor Dine Romero	Cabinet Member for Early Years, Children and Youth
Councillor Ben Stevens	Cabinet Member for Sustainable Development

**10 WELCOME AND INTRODUCTIONS**

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

**11 EMERGENCY EVACUATION PROCEDURE**

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

**12 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**13 DECLARATIONS OF INTEREST**

Councillor Dine Romero had declared that under item 17, she had a disclosable but non pecuniary interest (an "other interest") by virtue of being a Governor of Morelands Schools Federation and that she had a child who attended the school.

**14 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR**

There was none.

**15 QUESTIONS FROM PUBLIC AND COUNCILLORS**

There were 15 questions from the following Councillors: Malcolm Lees (2), Brian Webber, Michael Evans, Anthony Clarke (5), Dave Laming (2), Patrick Anketell-Jones (2), Charles Gerrish, Tim Warren.

There were no questions from members of the public.

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

## **16 STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS**

Lin Patterson (Campaign to Save Larkhall Toilets) in a statement *[a copy of which is attached to these Minutes as Appendix 2 and on the Council's website]* told Cabinet that the public toilets in Larkhall were needed by its ageing population and in order to attract visitors and shoppers. She appealed to Cabinet to rethink the proposals to close the toilets.

The Chair referred the statement to Councillor David Dixon for reply in due course

Clare Crowther (Head of Nursery) in a statement *[a copy of which is attached to these Minutes as Appendix 3 and on the Council's website]* referred to the decision by the owners to cease operating the childcare facility in Dover Place after 31<sup>st</sup> August. She highlighted the impact this would have on the 109 children and 19 staff. She appealed to Cabinet to support the proposed management buyout in order to retain high quality child care in the city.

Councillor Dine Romero asked Clare Crowther whether she was aware that the ownership of the premises was not shared between the authority and the church; and whether she knew that the authority's responsibilities were highly prescribed.

Clare Crowther agreed but repeated that she felt there were not enough available places to meet demand.

Amy Lunt (Concerned Parents of Norlands Nursery) in a statement *[a copy of which is attached to these Minutes as Appendix 4 and on the Council's website]* asked for Cabinet support to facilitate the proposed purchase of Dover Place nursery by its current nursery manager. She highlighted the benefits which the existing provision was bringing to many families. She presented a petition of 233 signatures asking for the nursery to be saved.

The Chair referred the petition to Councillor Dine Romero and promised a response to the petition in due course.

Susan Charles (Chair, Access Bath Group) in a statement *[a copy of which is attached to these Minutes as Appendix 5 and on the Council's website]* alerted the Cabinet to the difficulties faced by disabled people who wished to use the facilities at Keynsham Leisure Centre. She asked the Cabinet for their support to resolve the problems.

David Batho (Resident of Claverton Parish) in a statement *[a copy of which is attached to these Minutes as Appendix 6 and on the Council's website]* brought to the Cabinet's attention a possible conflict between the benefits of solar panel installations and the harm to visual amenity suffered by those nearby. He made some proposals to Cabinet which he said would help to ensure a proper balance between environmental gains and conservation of the historic and natural environment.

Steve Mansergh (Jack and Jill Hill Preservation Society) in a statement *[a copy of which is attached to these Minutes as Appendix 7 and on the Council's website]* spoke about a proposed 35 acre solar farm on agricultural land near Haydon. He believed the development would have a major visual impact on the landscape. He



asked the Council to work with Mendip Council on this cross boundary issue, as required by the National Planning Policy Framework. He presented a petition of 197 signatures to this effect.

## **17 MINUTES OF TWO PREVIOUS CABINET MEETINGS**

On a motion from Councillor Paul Crossley, seconded by Councillor David Dixon, it was **RESOLVED**

(1) That the minutes of the meeting held on Wednesday 8th May 2013 be confirmed as a correct record and signed by the Chair; and

(2) That the minutes of the Special meeting held on Monday 20th May 2013 be confirmed as a correct record and signed by the Chair.

## **18 CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET**

There were none.

## **19 MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES**

There were none.

## **20 SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING**

The Cabinet agreed to note the report.

## **21 HOUSES IN MULTIPLE OCCUPATION IN BATH: ARTICLE 4 DIRECTION & SUPPLEMENTARY PLANNING DOCUMENT**

Gavin Dick (National Landlords Association) in a statement [*a copy of which is attached to these Minutes as Appendix 22 and on the Council's website*] asked the Cabinet to explain the Council's response to the recently announcement by DWP about welfare support. He was concerned that the proposals would reduce house prices as had already happened in Newcastle. The impact would be on the most vulnerable in society.

Johnny Kidney in an *ad hoc* statement said that although he supported the Licensing proposals, but not the Article 4 proposals now before Cabinet. He lived in a road with 88% HMO density and was concerned that the proposals would have a devastating effect on his ability to sell the house. He asked Cabinet to make exemptions to high density roads, as other councils had done.

Councillor Geoff Ward in an *ad hoc* statement recognised the challenges of student life and also of local residents. He felt that Cabinet was about to use Article 4 rather than tackling the rogue landlords. The proposals would reduce property values for owner-occupiers but would not choke off the demand for multiple occupation, in a city with 2 universities.

Councillor Dave Laming in an *ad hoc* statement observed that more students could be accommodated on the river, as in Oxford.

Anthony Masters in an *ad hoc* statement [*a copy of which is attached to these Minutes as Appendix 23 and on the Council's website*] said that the critical question would be how to measure whether Article 4 was successful. He said that the problem would simply move to another part of the city. He reminded Cabinet that problem tenants and problem landlords could be dealt with under existing powers. He urged Cabinet to reject the proposals, which he predicted would not improve housing or behaviour.

Councillor Will Sandry in an *ad hoc* statement said the proposals were about community. He assured Cabinet that in Oldfield Ward, his constituents were calling for the proposals to be adopted. He said that the speakers from the National Landlords Association did not speak for his constituents. He responded to Anthony Master's question by saying that the success of the proposals would be evident on the first day - investors would be prevented from buying residential homes and converting them into multiple occupancy.

Stella Wainwright, a resident of Oldfield Park, in an *ad hoc* statement said that the proposals were 18 years too late. If implemented now they would prevent local people from selling their homes and would leave them marooned. She asked for Cabinet to make an exception for high density roads.

Councillor Tim Ball introduced the item by emphasising that Cabinet wanted to see balanced communities. The proposed threshold would be reached when an area reached 25% density. He responded to the points made by Gavin Dick by saying that he had seen no evidence of any detrimental effect on vulnerable people. He was ready to look at examples from other councils. In response to the appeals for exemptions in certain high density streets, he pointed out that a year after making an exception in high density areas, Exeter had seen an increase in the density in those streets. In response to those who had been concerned about their house prices, he replied that house values were not a matter for planning policy. The danger of exempting certain streets was that the Council might be subject to challenge. It would also give an indication that the Council expected those streets to become 100% density.

Councillor Ball explained that the Article 4 Directive could be reviewed after a period. However, if Cabinet did not adopt the proposals now, there would be a further year's delay. He moved the proposals.

*[A copy of Councillor Ball's notes is attached to these Minutes as Appendix 8 and on the Council's website].*

Councillor David Dixon seconded the proposal. He said that Cabinet must address the long term needs of housing. Landlords had caused a huge increase in house prices by buying up houses to convert into multiple occupancy. He felt that, even if this took 10 or 15 years to redress, it would be worth it for the city and its communities.

Councillor Paul Crossley said that Article 4 would clarify the situation for home owners and landlords. He thanked local residents for their massive support during the consultation period. He acknowledged the benefits to Bath brought by its 2 universities, and said that the Council was encouraging purpose built student accommodation.

Councillor Ben Stevens expressed some sympathy with Johnny Kidney's concerns about the value of his home; however, the Council received one complaint every 2 days about refuse, which was not acceptable. The speakers from the NLA had a

vested interest and he was hopeful that their doomsday predictions would not come true.

On a motion from Councillor Tim Ball, seconded by Councillor David Dixon, it was

**RESOLVED** (unanimously)

(1) To CONFIRM the Article 4 Direction relating to small HMOs made on 31 May 2012 and advertised in the Council's Notice of Making an Article 4 Direction;

(2) To ADOPT the Supplementary Planning Document on Houses in Multiple Occupation in Bath, to supplement the Local Plan, specifically saved Policy HG.12 which will be given significant weight in the determination of planning applications; and

(3) To DELEGATE responsibility to the Divisional Director of Planning & Transport to make graphic and minor textual amendments to the SPD prior to adoption.

## 22 HOUSING IN MULTIPLE OCCUPATION: ADDITIONAL LICENSING

Martin Thomas in a statement *[a copy of which is attached to these Minutes as Appendix 9 and on the Council's website]* said that the consultation on the proposals had failed to demonstrate that the council had considered other approaches, for example the use of its extensive existing powers to tackle problems. He felt that so far as housing standards were concerned, there was no case for introducing additional licensing.

Rob Crawford (Chair, National Landlords Association Wessex Branch) in a statement *[a copy of which is attached to these Minutes as Appendix 10 and on the Council's website]* said that the council was in danger of being in breach of the Housing Act 2004 because it had not satisfied the criteria laid out in the Act. He felt that the published evidence documents showed a bias. The papers did not demonstrate that a significant proportion of HMOs were being managed ineffectively. He regretted that if the Council pressed on with the measures, it would be subject to legal remedy.

Jacqui Darbyshire (National Landlords Association) in a statement *[a copy of which is attached to these Minutes as Appendix 11 and on the Council's website]* said she believed that the proposals would make the situation worse. The loss of the existing voluntary, city-wide accreditation scheme will have a detrimental effect. She also cited the experience of Thanet District Council, where the license scheme had cost more than £500K.

Gavin Dick (National Landlords Association) in a statement *[a copy of which is attached to these Minutes as Appendix 22 and on the Council's website]* gave a number of reasons why the proposals would not tackle the problem. He called for the Council to use its existing powers to resolve the problems of bad landlords and tenants.

Rosemary Simcox in a statement *[a copy of which is attached to these Minutes as Appendix 12 and on the Council's website]* said that as a landlord she had found good will on all sides to maintain safety and high standards. She felt that the proposals would alienate all landlords. She appealed to Cabinet to encourage the existing successful Accreditation scheme.

Alexander von Tutschek in a statement *[a copy of which is attached to these Minutes as Appendix 13 and on the Council's website]* said that landlords had a vested interest in working with the community and with the Council. He suggested some ways in which landlords could be encouraged to make sure that tenants left houses

and gardens tidy at the end of their leases. He felt that these co-operative approaches would be more effective than the proposals now before Cabinet.

Councillor Will Sandry in an *ad hoc* statement reminded the Cabinet that the local community must be considered. He had seen the conditions in which some rogue landlords allowed students to live. The Accreditation scheme was voluntary so the bad landlords had ignored it. He believed that the proposals were the right approach and would improve standards for all.

The Chair observed that Appendix 5 had been replaced in the public documents with a Public Interest Test explaining why it was exempt from publication. He asked the Cabinet to agree that the document was in fact exempt.

On a motion from Councillor Paul Crossley, seconded by Councillor Tim Ball, it was

**RESOLVED** (unanimously)

(1) To AGREE that Appendix 5 (Legal Advice) constitutes exempt information according to the categories set out in the Local government Act 1972 (amended Schedule 12A) because it contains information in respect of which a claim to legal professional privilege could be maintained in legal proceedings, and therefore that the public interest is best served by exemption of the information.

Councillor Tim Ball introduced the item. He was working towards sustainable communities and good housing conditions for students. In response to a number of speakers, he emphasised that the Council has prosecuted a number of landlords recently under its existing powers. He imagined the National Landlords Association would want all housing to be of an acceptable standard and agreed with Alexander von Tutschek that the Council would work with landlords to encourage a multi-agency approach to raise standards. He referred to the comments made by some, that rubbish was the responsibility of student tenants. He emphasised the responsibility of landlords to facilitate and encourage good practice amongst their tenants by providing the space and facilities they needed to dispose of rubbish considerately. He reminded Cabinet that it was often possible to tell the good and bad landlords apart by the state of their properties. He thought that landlords would be challenged by the results of a recent survey conducted by students, seen by the NLA, in which the majority said they would not recommend their existing landlord.

He moved the proposals.

Councillor David Dixon seconded the proposal. He acknowledged that there were a great deal of good landlords but he had heard of reports from students of unrepaired furniture, damp and mould in their homes. He had seen the standards in which some students had to live – in some cases there had been no bin provision, and no space into which a bin could fit. Environmental Health Officers were already active in some wards, issuing fines. It was the responsibility of the landlord to look after their property. He looked forward to the implementation of a proper database which would mean that the Council knew who owned a property.

Councillor Paul Crossley emphasised that the proposals were not about victimising landlords but were about driving out bad landlords. Not only students lived in multiple occupancy; many young professionals did, too. In the areas in question there were lots of disputes and lack of action by landlords. He felt strongly that good landlords would in fact benefit from the proposals.

Councillor Ben Stevens observed that the proposals covered his ward. It was true that rubbish disposal was the responsibility of the tenant – but often there were too many people crammed into a house to be able to use the bins provided. He was

pleased that some good landlords had come to Cabinet tonight – but the bad landlords had not come to answer for themselves. He noted that in the consultation, half of landlords had said they felt the proposals would improve safety. For him, that was a deciding factor in the debate.

Councillor Tim Ball summed up by saying that it was not fair to expect the Council Tax payer to pay for policing the properties owned by bad landlords. He observed that if all landlords maintained high standards, the Cabinet would not be discussing these proposals tonight.

On a motion from Councillor Tim Ball, seconded by Councillor David Dixon, it was

**RESOLVED** (unanimously)

(2) To INTRODUCE an additional licensing scheme, as detailed within the designation report, for a period of 5 years commencing on the 1st January 2014 with licence applications being accepted from 1st October 2013;

(3) To ADOPT the fee structure, as set out in the report, for both the additional licensing and the mandatory licensing schemes; and

(4) To ASK the Head of Housing to undertake the appropriate and statutory steps to enable the introduction of the proposed additional licensing scheme.

## **23 GYPSIES, TRAVELLERS AND TRAVELLING SHOWPEOPLE SITE ALLOCATIONS PLAN (PRE-SUBMISSION DRAFT)**

Judith Chubb (Chair, Stanton Drew Parish Council) in a statement *[a copy of which is attached to these Minutes as Appendix 14 and on the Council's website]* spoke of the dismay amongst her parishioners over the lack of progress on the DPD and the perceived mishandling of the two planning applications and urged the Cabinet to resolve the numerous issues.

Simon Whittle (Stanton Wick Action Group) in a statement *[a copy of which is attached to these Minutes as Appendix 15 and on the Council's website]* asked for all references to the Stanton Wick site to be removed from all documentation and that the Cabinet's decision taken in September 2012 to remove Stanton Wick from the list of sites would not be reversed under any circumstances.

Sue Osborne (Stanton Wick Action Group) in a statement *[a copy of which is attached to these Minutes as Appendix 16 and on the Council's website]* asked why no progress had been made in developing the Bristol Road site as agreed by Cabinet in September 2012 which she felt was leaving the Council vulnerable to inappropriate planning applications.

Karen Abolkheir (Stanton Wick Action Group) in a statement *[a copy of which is attached to these Minutes as Appendix 17 and on the Council's website]* said she believed that the pursuit of a site at Stanton Wick was highly inappropriate. She felt that the delays had caused stress and uncertainty to the local community.

Clarke Osborne (Chair, Stanton Wick Action Group) in a statement *[a copy of which is attached to these Minutes as Appendix 18 and on the Council's website]* highlighted failings in the progress of the DPD and in the way planning applications had been handled. He regretted the resulting estrangement of settled and travelling communities.

Chris Ree (Stanton Wick Action Group) in a statement *[a copy of which is attached to these Minutes as Appendix 19 and on the Council's website]* felt that the reviewed

site assessment criteria document was too brief. He regretted that the scoring matrix had been abandoned in favour of a new process. The progress made since September 2012 had been unsatisfactory.

Phil Townshend read a statement on behalf of Tony Heaford (Chair of Publow with Pensford Parish Council) [*a copy of which is attached to these Minutes as Appendix 20 and on the Council's website*] in which he said that the process had been badly managed and had distressed the local community. He asked for care to be taken in dealing with the major planning application at Stanton Wick.

Councillor Geoff Ward said in an *ad hoc* statement that this had now become extremely urgent because of the need to agree the Core Strategy.

Peter Duppa-Miller (Secretary, Local Councils Association) in an *ad hoc* statement [*a copy of which is attached to these Minutes as Appendix 21 and on the Council's website*] urged the Cabinet to finalise the assessment of the sites as soon as possible to remove the uncertainty being experienced by the settled communities. He asked whether Cabinet was uneasy that the Inspector might decide that the Core Strategy was rendered unsound by the delays to this issue. He offered the help and co-operation of the local councils in finalising the assessments, since they held much information which was of relevance.

Councillor Dave Laming observed that over 700 travellers on the river had no right to the services of doctors and other services.

Councillor Tim Ball introduced the item by thanking all the contributors. He promised to reply to all the new comments made. He thanked Peter Duppa-Miller for his offer of co-operation, and agreed to take up local councils on their offer. He referred to the comments made by Judith Chubb-Whittle and explained the process for handling planning applications which he understood could raise concerns in local communities; however, he believed the planning system was designed to be open and transparent and the views of third parties were always sought.

Councillor Ball assured the Cabinet that the Council actively continued to assess sites for suitability. He was pleased to report that a pre-planning enquiry for Lower Bristol Road had been completed in April and further work could now be done in preparation for a planning application, including detailed site surveys.

He moved the proposals.

Councillor Paul Crossley, in seconding the proposal, explained that the Core Strategy needed to understand the range of housing needs across the entire district. He assured the Cabinet that the slow pace would not threaten the Core Strategy, because so long as consultation was under way the Inspector would not intervene. There was no hidden agenda. He was very hopeful that sufficient progress was being made on Lower Bristol Road that it would be included in the Core Strategy document.

Councillor Crossley observed that the Council had no control over who made planning applications, nor how many applications they submitted. In response to the criticisms of the Council's Planning Department, he praised Planning officers for their professionalism in getting the Council to this point.

Councillor Tim Ball summed up thanking the Planning officers for their hard work on an issue which he felt should have been tackled a number of years earlier.

On a motion from Councillor Tim Ball, seconded by Councillor Paul Crossley, it was **RESOLVED** (unanimously)

- (1) To NOTE the progress on the preparation of the Gypsies, Travellers and Travelling Showpeople Site Allocations Plan; and
- (2) To AGREE the revised programme for the preparation of the Plan, and the consequential amendment to the Local Development Scheme.

## **24 PERSONAL BUDGETS: IMPLEMENTATION OF THE COMMON RESOURCE ALLOCATION SYSTEM**

Councillor Simon Allen introduced the item. He explained that the issue would affect many members of the community because it involved the introduction of the national resource allocation system and the refocus of the social care pathway. Personalising care services had been a long process but would be beneficial to clients. The Resource Allocation System had been well received by local professionals.

Councillor Allen said that the personal budgets would be rolled out as people came up for their reviews. Alongside this would be an increase in preventive and early intervention work. As a result, services would become more responsive to individual needs.

He moved the proposals.

Councillor Dine Romero seconded the proposal. She felt that the previous system had not been so fair or sustainable and had placed too great a burden on practitioners.

Councillor Paul Crossley thanked Councillor Allen for his update. There was a wide range of new challenges and only personalisation could meet those challenges. He supported the proposals.

On a motion from Councillor Simon Allen, seconded by Councillor Dine Romero, it was

**RESOLVED** (unanimously)

- (1) To NOTE progress in implementing the National Resource Allocation System and work that is underway to adjust the focus of the current social care pathway; and
- (2) To ASK for an update after the first year of implementation of the new RAS.

## **25 APPRENTICESHIPS, INTERNS, PLACEMENTS, WORK EXPERIENCE AND VOLUNTEERING POLICY**

Councillor Patrick Anketell-Jones in an *ad hoc* statement observed that over 600, or about 11% of the Council's full time workforce, acted as volunteers. He noted that in return they received "the opportunity to contribute to the delivery of local services". He felt that this statement should include the fact that volunteering developed people's skills. He regretted that recently the free public gallery in the Victoria Art Gallery had to remain closed for lack of volunteers to man it. It would be a start to provide greater public recognition and privileges.

Councillor Ben Stevens introduced the item. There were currently 26 apprentices in the Council and the aim was to improve on that. He hoped that other businesses would follow the Council's example. He himself had struggled to find work after graduating so he understood the need for increased opportunities for young people.

He moved the proposals.

Councillor David Bellotti seconded the proposal which he said was excellent. It was good news, set against the fact that there were now 29.7M people in work in the UK, the highest number ever. In this authority, the number of jobless had reduced by 230. He paid tribute to the Council's Youth Service, the Youth Offending Team and the Connections Service for the contribution they all made to meeting the needs of young people. The proposals were not just about jobs, but were about life opportunities. He referred to paragraph 2.5 of the report in which it was recognised that the Procurement Strategy, adopted by the Cabinet recently, obliged the Council to take account of local economic, environmental and social factors in its procurement decisions; and these values applied to decisions about new jobs and apprenticeships. The biggest problems were experienced by the 18-24 year old young people – a relatively small number but a huge impact on their lives.

Councillor David Dixon reminded the Cabinet that the Council used large numbers of volunteers especially as litter pickers, in community libraries and in the new hub in Paulton. The Council had a very good relationship with the Volunteer Centre in Bath Central Library. He was delighted that the MOT Centre and the Parks Service both ran apprenticeship schemes.

Councillor Paul Crossley referred to Patrick Anketell-Jones' appeal for more recognition and observed that the Chairman's Diary often showed that he entertained volunteers, throughout the year. He had been very impressed with "Project Search", which arranged placements for young people with significant disabilities in placements across the Council and most of whom gained meaningful work after their placements.

Councillor Ben Stevens in summing up said he hoped to see the number of volunteers increasing.

On a motion from Councillor Ben Stevens, seconded by Councillor David Bellotti, it was

**RESOLVED** (unanimously)

(1) To SEEK to maximise its social return on investment in the local community by creating, where possible, apprenticeships, paid and unpaid work placements, work experience, internships and volunteering thus enabling more people to gain access to potential employment opportunities in the private sector and wider labour market;

(2) To ASK the Divisional Director (Policy and Partnerships) develop and launch a consistent programme of opportunities across service units and will ensure more effective co-ordination of the Council's recruitment, induction, training and support for apprenticeships, paid and unpaid work placements, work experience internships and volunteering;

(3) To ENDORSE the policy approach set out in the report including:

- the provision of support, advice and help to managers;
- increasing the number of participants in such schemes;
- sharing of good practice;
- the provision of consistent, high quality recruitment, induction, training and support processes;
- minimum standards which can be applied to ensure that all services know what is expected of them when recruiting and managing participants

(4) To ASK Council services to make a commitment to:



- identify opportunities for apprenticeships, paid and unpaid work placements, work experience, internships and volunteering as part of the annual work force planning process;
- undertake an annual survey of activity, to collect data on opportunities offered;
- re-imburse travel expenses for people undertaking unpaid work placements and work experience through accessing internal support packages; and
- report regularly to DDG on any issues, successes, concerns.

(5) To NOTE that the Council's Procurement Strategy 2013-17 'Think Local' approved by Cabinet in April 2013 committed the Council to prioritise Social Value. The Council now follows this policy which must recognise the local economic, environmental and social improvements that can come from each procurement, such as new jobs and apprenticeships; and

(6) To AGREE that the Council will prioritise the marketing of opportunities, encourage applications from and provide advice on applying for such schemes to:

- Care leavers
- Groups who are most at risk of long term unemployment
- Those who live in disadvantaged wards
- Those living in rural areas

## **26 CHILDREN'S SERVICES CAPITAL PROGRAMME PRIORITIES 2013 -14**

Councillor Dine Romero introduced the two items being proposed for capital funding. She was delighted to be able to support the development of the two schools. She moved the proposals.

Councillor David Bellotti seconded the proposal.

Councillor Paul Crossley warmly welcomed the fantastic news which was part of preparing for the growth in primary school numbers. He congratulated Ashley Ayre, Strategic Director, People and Communities, and his team.

On a motion from Councillor Dine Romero, seconded by Councillor David Bellotti, it was

**RESOLVED** (unanimously)

(1) To NOTE that the projects put forward for approval are in line with Children's Services capital programme priorities; and

(2) To APPROVE the proposed Capital allocations for inclusion in the Capital Programme 2013/14 for projects at the following schools:

(a) St Saviours Junior School, Bath - £1.85m for extra pupil places and replacement of poor condition temporary buildings;

(b) Moorlands Federated Schools - £70k for conversion of IT space to provide extra pupil places.

## **27 WEST OF ENGLAND PARTNERSHIP BID FOR DESIGNATION AS A BETTER BUS AREA**

Councillor Caroline Roberts introduced the item by explaining that the government wanted to change the way it allocated grants to bus operators by devolving the decisions to councils, in return for a 20% increase in the funds. It was anticipated that the fund would be administered by a partnership board of operators and councils. She referred to the appendix, which listed the outline proposals which

would form part of the bid. She assured Cabinet that, even if the bid was unsuccessful, she would still aspire to the list.

She moved the proposals.

Councillor Paul Crossley seconded the proposals, which he felt strongly were part of the Council's planning to avoid jams as experienced in Bristol and elsewhere.

Councillor Tim Ball felt that this report had been long-awaited and would improve the bus users' experience.

Councillor Simon Allen felt that the proposals were an ideal opportunity to improve the Council's working with bus operators.

On a motion from Councillor Caroline Roberts, seconded by Councillor Paul Crossley, it was

**RESOLVED** (unanimously)

(1) To AGREE that a bid should be submitted to the Department for Transport for designation of a network of key bus service corridors in Bath & North East Somerset as part of a Better Bus Area in conjunction with other West of England Partnership authorities and local bus operators; and

(2) To DELEGATE authority to the Divisional Director for Planning & Transport Development, in consultation with the Cabinet Member for Transport, to approve the final details of the bid.

The meeting ended at 9.50 pm

Chair \_\_\_\_\_

Date Confirmed and Signed \_\_\_\_\_

Prepared by Democratic Services

<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10 July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E 2567</b>
TITLE:	<b>Cycle schemes</b>	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
<b>Appendix 1 List of Cycle Scheme Proposals</b>		

**1 THE ISSUE**

1.1 Cabinet approval is sought for the programme of cycle schemes listed at Appx 1

**2 RECOMMENDATION**

The Cabinet agrees that:

2.1 Approval is given for the cycle schemes numbers 1-23 inclusive, listed at Appendix 1

### **3 FINANCIAL IMPLICATIONS**

- 3.1 Funding of £500,000 has been provisionally approved in the Capital Programme for the progression of cycle schemes in year 2013/14
- 3.2 A nominal cost of £2,400 per annum has been calculated for maintenance of the new infrastructure provided. These costs will be included in bids for future maintenance budgets. If no additional funding is made available this will create additional pressure on existing resources.

### **4 CORPORATE OBJECTIVES**

- Promoting independence and positive lives for everyone
- Creating neighbourhoods where people are proud to live
- Building a stronger economy

### **5 THE REPORT**

- 5.1 Full Council on 19<sup>th</sup> February 2013 approved in principle a funding package of £500,000 to introduce cycling schemes in B&NES in year 2013/14. Officers subsequently met to draft a wish list of aspirations for the cycling network, based on their own knowledge, and requests from the cycling community. This list was then prioritised mainly on the basis of achievability (prioritising schemes which were generally free from risks associated with land acquisition, legal issues and difficult design issues).
- 5.2 The draft list was approved by the Leader of the Council, the Cabinet Member for Transport, and the Council's Cycling Champion, and subsequently considered and approved by the Capital Strategy Group on 11<sup>th</sup> June
- 5.3 The approved list is shown at Appendix 1. Schemes 1 - 23 inclusive have been approved for progression in year 2013/14. A further list (not appended) has been compiled of other cycling schemes and aspirations which have not been prioritised for 2013/14. These schemes will be considered for prioritisation when future funding permits
- 5.4 On 10th April 2013 Cabinet considered a report on Home to School Transport Review, which included the proposal for 2 safe cycling routes to school, between:

Bishop Sutton and Chew valley School, and

Compton Dando and Marksburry

and suggested these proposals be considered as part of the £500,000 cycle schemes funding allocation. As explained in 5.1 above, the list of schemes for 2013/14 has been prioritised mainly on the basis of achievability, due to the tight timescale for delivery. The two cycling routes to school in question are currently aspirational in nature, and could not be delivered in 2013/14 without the prior feasibility and costing exercises being carried out. These schemes have therefore been added to the aspirational list mentioned in 5.3 above, to be progressed when future funding permits.

## 6 RISK MANAGEMENT

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

## 7 EQUALITIES

7.1 An EqIA has been completed. No adverse or other significant issues were found.

## 8 RATIONALE

8.1 The list of schemes has been approved by relevant Members (see 5.2 above) and approved by the Capital Strategy Group

## 9 OTHER OPTIONS CONSIDERED

9.1 No other options considered

## 10 CONSULTATION

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

10.2 B&NES staff and stakeholders have attended meetings to discuss and suggest schemes to be included in the Cycle Schemes programme. Cabinet Members, Section 151 Officer and Monitoring Officer and all Members have been circulated with the draft report and Appendix 1.

## 11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Sustainability;

## 12 ADVICE SOUGHT

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

<b>Contact person</b>	Nick Jeanes 01225 394256
<b>Sponsoring Cabinet Member</b>	Councillor Caroline Roberts
<b>Background papers</b>	
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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APPENDIX 1 - Schemes approved for £500,000 programme are schemes 1-23 inclusive

ITEM	Originator	Area	Scheme	Scheme details (provide enough detail for the scheme to be assessed for feasibility and cost)	Land issues?	Legal issues?	Doability	Cost (£000s)			Benefit	Priority	2013/14	Future Year	Lead Officer	Comments	Type	Cumulative Cost	
								Construc tion	Staff	Mice (per annum)									Total
1	AS		Management of Cycle Issues	Bookable code required for Alison to book time to for non-scheme cycle work				0	10	0	10	0	Implement				General	486.5k	
2	ADC	District Wide	Cycle Audit and Review	Identify gaps in network and cycle routes/facilities for improvement	No	No	A	0	25	0	25	0	Implement		ADC	Sustrans to be commissioned (could we do this in house?)	General		
3	AS	District Wide	General Cycle parking		No	No	A	5	2	0.1	7	0	Implement			Previously in 45k annual cycle pot	Parking		
4	AS	Central Bath A	Cycle link north west corner into Queen's Parade	Cycle link across footway, lead in lane to existing refuge, dropped kerbs and possible removal of parking bay. Works include: detailed design, consultation, costing, implementation and site supervision.	No	No	A	7	3.5	0	10.5	0	Implement			Need to remove parking spaces	Link		
5	JJ/LD	South Bath	Signed route from 2 Tunnels to Odd Down Hub	Series of small unit cycle direction signs mounted on new posts and existing street furniture. Information board with map at 2 Tunnels & Odd Down	No	No	A	4	3	0.2	7	0	Implement				Signing		
6	JJ/LD	South Bath	Signed route from Odd Down P&R to Odd Down Hub	Series of small unit cycle direction signs mounted on new posts and existing street furniture. Information board with map at P&R end	No	No	A	4	3	0.2	7	0	Implement				Signing		
7	Parks JD	Parks general	Cycle parking in parks PHASE 1		No	No	A	10	6	0.2	16	0	Implement			Parks to supply siting and cost details - split implementation over 2 years	Parking		
8	AS	Central Bath	GH Avon Street (south) - Cycle/Ped crossing on Green Park Road and Green Park Road - Shared Use Path	Pedestrian/cycle refuge, signing and shared use path. Initially need to contact Major Projects team to ensure that this proposal can be part of Bath Quays redevelopment.	No	Delegated decision		23	8	0.2	31	0	Implement			Future aspiration - part of Bath Quays redevelopment.	Crossing link		
9	AC	Batheaston	Batheaston Bridge	contribution				280			280	0	Implement				Link		
10	NJ	General	Reprint cycle maps	Stock of B&NES cycle maps updated to show 2 Tunnels and other new links	No	No	A	4.5	0.5		5	0	Implement			AS to do amendments and send to Cycle City.	General		
11	NJ	General	Small signing issues	Small pot of funding for ad hoc signing and information boards etc			A	3.5	3.5	0.2	7	0	Implement				General		
12	AS	SE Bath	Claverton Down Uni link - complete restricted byway	Currently with Secretary of State to consider objections - may call for a Public Inquiry	Yes	Yes	B	0	3	n/a	3	0	Implement			Possible need for Public Inquiry now ruled out	Link		
13	AS	MSN	Pit Path MSN-Westfield	Surface existing path link between 5 Arches route and Westfield	No	No	A	4	2	0.4	6	0	Implement			Total works cost = 10k, however 6k contrib from Radstock TC. Follows 2 years of land negotiaton so important to progress as a priority	Upgrade		
14	PB	Lyncombe	A367 Wellsway Uphill Cycle Lane				A	35	5	0.2	40	0	Implement				Link		
15	RS	BBRP	Saltford - link to Bird in Hand (slope by bridge) - surfacing & tree management	Blacktop surface of existing cycle track for total of 150m and cut back trees to reduce problem of fallen leaves making track slippery			A	5	0.5	0.2	5.5	0	Implement			This cost is for tree works and path clearance only. Does not include path resurfacing and dedication agreement for cycle/pedestrian use.	Upgrade		
16	AS		Calton Gardens route - alternative to St Marks Churchyard route (L)			Requires permissive agreement		4	2.5	0.2	6.5	0	Implement			Council owned Open Spaces land and so requires permissive agreement.	Link		
17	AS	Central Bath	Cheap St/Barton St contraflows				A	2	2	0.2	4	0	Implement				Link		
18	NJ		Long Arch Bridge barrier	Armco barrier required to protect drop from Tucking Mill Lane to NCN24				15	1	0	16	0	Implement			Safety issue needs addressing. Caused by tree cutting by S&D Railway trust	Safety Barrier		
19	AS	Central Bath	Southgate Cycle parking	Cycle parking for new shopping area	?	No	A	10	2	0.1	0	0	Implement			Fully funded from S106 so no impact on Cycling budget - included for consistency. AS has list of possible sites	Parking		
20	AS	Central Bath P	Riverside Path between Rossiter Road and Grove Street - shared use path	CTO and signage/lining	No	Progress CTO 2012/13. If objections 18 months		8	4	0.2	12	0.5	Progress CTO 2013/14	Implement in future year when funding permits		Notices erected on section where landowner not known as part of the Definitive plan work and no landowner came forward. Therefore CTO required. If goes to Public Inquiry staff costs could be more.	Link		
21	AS	SE Bath	Claverton Down Uni link - construction				A	70	8	1.5	78	0.5	see 16 above	Implement in future year when funding permits			Link		
22	PB	SE Bath	North Road zebra crossing - link to Claverton Down Uni link	Simple to construct, but current crossing counts are very low and not enough to justify a crossing. User numbers may increase when Rainbow Wood route is complete.	No	Yes - TRO process required	A?	23	7		30	0.5	Assess ped counts and design 2013/14	Implement in future year when funding permits			Link		
23	RS	MSN	Silver Street MSN	Link thru woods from Silver Street to Withies Lane (link to 5 Arches route)				80	9		89	0.5	Design 2013/14	Implement in future year when funding permits		Toucan proposed at Silver Street (S106) with funding available immediately. Cost for path is very approximate - will require more accurate costing. Section through woods only. Path will need widening to Withies Lane.	Link		
TOTAL STAFF COSTS YEAR 1									96	TOTAL CAPITAL COSTS YEAR 1									500K

Items 1-19:

486.5k

Items 20-23: design costs

13.5k

500K

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<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10<sup>th</sup> July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E 2582</b>
TITLE:	<b>River Corridor Fund</b>	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
<b>None</b>		

## **1 THE ISSUE**

1.1 Within the Council Budget approved at Full Council 19<sup>th</sup> February 2013 a capital fund of £100,000 was provisionally allocated for a River Corridor Fund.

1.2 In order to bring forward the River Corridor Fund it is necessary to draw down the allocated £100,000 capital funding.

1.3 Therefore delegated authority is sought for the Strategic Director for Place to draw down the provisional allocation in consultation with the Cabinet Member for Regeneration, Skills and Employment.

## **2 RECOMMENDATION**

2.1 It is recommended that Cabinet approve the £100,000 provisionally allocated within the 13/14 capital programme. This will be allocated by the Council to ensure the river becomes a key cultural, economic and social asset for Bath and beyond

### **3 FINANCIAL IMPLICATIONS**

- 3.1 Within the Council Budget approved at Full Council 19th February 2013 a capital fund of £100,000 was provisionally allocated for a River Corridor Fund. No additional funding is required.
- 3.2 Officer resources in managing and delivering the work will be covered through existing revenue allocations made through the Council's annual service and resource planning process.
- 3.3 Funding will be provided for Capital purposes only and Officers will ensure that all funding accords with the Local Government Capital Regulations and the Council Constitution including procurement rules.
- 3.4 No Revenue budget provisions exist for this project and therefore the Council will not accept any revenue liabilities arising from any grant funded or supported project.

### **4 CORPORATE OBJECTIVES**

- **Creating neighbourhoods where people are proud to live**
- **Building a stronger economy**

- 4.1 The Economic Strategy and the draft Core Strategy both highlight the importance of the river to the economy in Bath
- 4.2 The draft core strategy highlights the need to create nearly 7,000 jobs in Bath, the majority of which will be in the Bath City Riverside Enterprise Area and 1,600 in Keynsham
- 4.3 When delivered this jobs growth will generate an additional £400m of GVA per year to the economy
- 4.4 A coherent, integrated plan for the Enterprise Area, including the river as a key asset, is critical to giving developers confidence and maximising the opportunity to attract further investment for infrastructure
- 4.5 The river will therefore play a vital role in the continued delivery of the key development sites in the Enterprise Area, Keynsham and beyond and ultimately delivery of the Core Strategy targets

### **5 THE REPORT**

- 5.1 This Council has recognised the importance of the River Avon in its draft Core Strategy and Green Infrastructure Strategy
- 5.2 It has worked closely with a range of stakeholders to ensure that the City will no longer turn its back on the river, instead making the most of its cultural, social and economic value
- 5.3 Part of the engagement was the establishment of a River Corridor Scrutiny Day, which took place in May 2012, building on the work of the River Corridor Group, who produced an initial assessment of Bath's River Economy in July 2011. This panel recommended that:

*“Cabinet should lead and implement a strategy which uses the river corridor group’s report as an initial evidence base, and at the heart should be the Council with a wider key stakeholder buy-in. This should be supported by the evidence and questions raised from the Scrutiny Inquiry day and contained within the full report to Cabinet.”*

5.4 The PDS Panel Recommendation was accepted by the Cabinet, the rationale being:

*“This Administration is keen to ensure that any future developments near or related to the River will not “turn their back” on the river, but see the river as the excellent asset it is, and enhance the river frontage for public access”*

5.5 A key partner in delivering the River Strategy and the River Corridor Fund will be The River Regeneration Trust (TRRT) which has been established to supersede the River Corridor Group, whose aim is to “Reconnect Communities to the River Avon”.

5.6 TRRT is an ambassador for the river corridor. It will be a conduit to interpret the Council’s aspirations on development along the river corridor, in line with the draft Core Strategy and emerging Placemaking Plan

5.7 The River Strategy and the River Corridor Fund will form a key part of the overall spatial framework for the Enterprise Area being developed as part of the Placemaking Plan. This will be vital in ensuring we have a policy environment that makes Bath and North East Somerset *the* place to live, work and visit, gives developers confidence to bring forward the right schemes and attracts investment for infrastructure from Government

## **6 RISK MANAGEMENT**

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

6.2 The Regeneration, Skills and Employment division maintains a risk register, updated and reported regularly to Corporate standards, which captures and seeks to mitigate all project and operational risks.

## **7 EQUALITIES**

7.1 An Equality Impact Assessment (EqIA) has not been undertaken at this stage, but as project proposals are developed the necessary EqIA’s will be made. However, at this stage it is clear that the suggested allocation of funding will enable projects which will contribute towards improving the environment and economy of the area and produce social, health and wellbeing benefits for the local community.

## **8 RATIONALE**

8.1 The recommendation has been determined via thorough consultation through the Core Strategy process, the work of the River Corridor Group (now The River Regeneration Trust), discussion with key stakeholders and local members particularly via the E&CD PDS Panel review report and associated findings. The recommendations reflect the Council’s corporate Vision and Objectives through

promoting lively and active communities, and unique places with beautiful surroundings.

## 9 OTHER OPTIONS CONSIDERED

9.1 The allocated £100,000 funding could have been taken as a saving or reallocated to other projects. However this option was discounted due to two overriding factors:

- It is a corporate priority to promote river regeneration through various policy documents as set out at 4.1 above; and
- Cabinet have approved Recommendation 1 of the River Corridor Scrutiny Inquiry Day as set out at 5.1 and 5.2 above.

## 10 CONSULTATION

10.1 Consultation has been carried out through the Core Strategy process, the work of the River Corridor Group (now The River Regeneration Trust), the River Corridor Scrutiny Inquiry Day, the Economic and Community Development Policy Development and Scrutiny Panel and regular discussions with key stakeholders and local members.

## 11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Sustainability; Corporate; Other Legal Considerations.

## 12 ADVICE SOUGHT

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

<b>Contact person</b>	Tim Hewitt, Regeneration Team Manager, 01225 477552
<b>Sponsoring Cabinet Member</b>	Councillor Ben Stevens
<b>Background papers</b>	Council Budget and Council Tax meeting minutes, February 2012  Bath and North East Somerset Council River Corridor Report (Scrutiny Inquiry Day) - Economic & Community Development Panel report
<b>Please contact the report author if you need to access this report in an alternative format</b>	

<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10<sup>th</sup> July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E 2573</b>
TITLE:	<b>Bath and North East Somerset Joint Health and Wellbeing Strategy</b>	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
Bath and North East Somerset Draft Joint Health and Wellbeing Strategy		

## **1 THE ISSUE**

1.1 As set out in the Health and Social Care Act 2012, the Bath and North East Somerset Health and Wellbeing Board is responsible for developing a Joint Health and Wellbeing Strategy which will deliver the Board's aim to:

- Reduce health inequalities and improve health and wellbeing in Bath and North East Somerset

1.2 The Strategy offers the Health and Wellbeing Board the opportunity to create shared leadership across the health and social care systems to deliver better health and wellbeing outcomes locally.

1.3 This report presents a summary of consultation responses to the draft Joint Health and Wellbeing Strategy, seeks Cabinet approval of the final strategy and sets out the next steps.

## **2 RECOMMENDATION**

The Cabinet agrees:

2.1 To approve the Joint Health and Wellbeing Strategy.

2.2 To note that a final Joint Health and Wellbeing Strategy will be submitted to Council on 14 November- for approval.

## **3 FINANCIAL IMPLICATIONS**

3.1 There are no direct financial implications arising from the publication of the Bath and North East Somerset Joint Health and Wellbeing Strategy. However, the priorities of the Strategy should form a key consideration in the commissioning and allocation of health, social care and wellbeing resources.

## 4 CORPORATE OBJECTIVES

- *Promoting independence and positive lives for everyone*
- *Creating neighbourhoods where people are proud to live*
- *Building a stronger economy*

## 5 THE REPORT

5.1 The Joint Health and Wellbeing Strategy sets out the Health and Wellbeing Board's strategic intentions for improving health and reducing health inequalities in Bath and North East Somerset.

5.2 The Health and Wellbeing Board will deliver these priorities through strong local leadership across the NHS, public health and social care systems and by jointly planning and delivering services.

5.3 Over time more detailed delivery plans will be adopted, setting out Board action on priorities such as helping children to be a healthy weight or creating dementia friendly communities.

### **Joint Health and Wellbeing Strategy priorities**

5.4 The Joint Health and Wellbeing Strategy sets out three important themes and priorities. These are:

- Theme 1 – Helping people to stay healthy
  - Helping children to be a healthy weight
  - Improved support for families with complex needs
  - Reduced rates of alcohol misuse
  - Create healthy and sustainable places
- Theme 2 - Improving the quality of people's lives
  - Improved support for people with long term conditions
  - Reduced rates of mental ill-health
  - Enhanced quality of life for people with dementia
  - Improved services for older people which support and encourage independent living and dying well
- Theme 3 – Creating fairer life chances
  - Improve skills, education and employment
  - Reduce the health and wellbeing consequences of domestic abuse
  - Increase the resilience of people and communities including action on loneliness

### **Consultation on the draft Joint Health and Wellbeing Strategy**

5.5 A formal consultation period on the draft Joint Health and Wellbeing Strategy was launched on 30 April and ran until 7 June 2013.

5.6 Consultation responses were received from a range of stakeholders including the Health and Wellbeing Board, health and social care providers, VCSE organisations, members of the public and service users. Many of the responses were positive and welcomed the development of a Joint Health and Wellbeing

Strategy to reduce health inequalities and improve health and wellbeing in B&NES.

5.7 Some of the issues from the consultation include:

- Need to strengthen what is meant by health inequality locally
- Need to strengthen the link with sport and leisure
- More clarity on how the themes and priorities will be delivered
- Need to better articulate the journey – why these priorities and how are they going to shape commissioning
- Need a greater focus on mental illness and wellbeing amongst young people
- It's not in an accessible or easy read format

5.8 Cllr Simon Allen presented the draft Joint Health and Wellbeing Strategy to the Wellbeing Policy Development and Scrutiny Panel on 17 May. The minutes from the Scrutiny meeting state:

*The Panel welcomed the Health and Wellbeing Strategy and felt that, around the rest of the key areas in the Strategy, the action on reducing social isolation and loneliness is a particularly important issue to be addressed through the Strategy.*

*Some Panel Members suggested that the Council could look at the Bristol Light Box Happiness Project (provides supportive environment for socially isolated people) as one of ways to tackle loneliness. Councillor Allen welcomed the suggestion.*

5.9 Consultation responses have informed and shaped the development of the final Joint Health and Wellbeing Strategy.

5.10 The next steps for the approval of the Joint Health and Wellbeing Strategy are:

- 10 July Cabinet (a designed final version)
- 25 July Clinical Commissioning Group
- 14 November Council

5.11 A copy of the Joint Health and Wellbeing Strategy is included as Appendix One.

## **6 RISK MANAGEMENT**

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

## **7 EQUALITIES**

*[Decision makers must show they have given proper consideration to the Public Sector Equality Duty Report so authors are advised to include one of the following statements in their reports:*

*a) An Equality Impact Assessment (EqIA) has been completed. Adverse impacts were identified and have been justified/mitigated in the following ways ...*

*b) An EqIA has been completed. No adverse or other significant issues were found.*

*c) An EqIA has not been completed for the following reasons...(please state reasons)]*

## **8 RATIONALE**

8.1 The Health and Wellbeing Board was formally appointed by Bath and North East Somerset Council on 16 May 2013. As set out in the Health and Social Care Act 2012, the Health and Wellbeing Board has a statutory responsibility to produce a Joint Health and Wellbeing Strategy, based on needs identified within the Joint Strategic Needs Assessment.

## **9 OTHER OPTIONS CONSIDERED**

9.1 None

## **10 CONSULTATION**

10.1 A formal consultation period on the draft Joint Health and Wellbeing Strategy was launched on 30 April 2013 and ran until 7 June 2013. Anyone with an interest in local health and wellbeing issues was encouraged to respond and responses were received from providers, VCSE groups, members of the public, key stakeholders and partners, service users and residents.

10.2 Health and Wellbeing Board meetings are held in public and are publicised online. The Board also holds regular engagement sessions prior to its formal Board meetings in order to feed in the views and comments from key stakeholders and service users.

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

11.1 **Delete from this list:** *Social Inclusion; Customer Focus; Sustainability; Human Resources; Property; Young People; Human Rights; Corporate; Health & Safety; Impact on Staff; Other Legal Considerations*

## **12 ADVICE SOUGHT**

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

<b>Contact person</b>	Helen Edelstyn, 01225 477951
<b>Sponsoring Cabinet Member</b>	Councillor Simon Allen
<b>Background papers</b>	<i>List here any background papers not included with this report because they are already in the public domain</i>
<b>Please contact the report author if you need to access this report in an alternative format</b>	





# Joint Health and Wellbeing Strategy

Bath & North East Somerset - *The place to live, work and visit*



# Foreword

Bath and North East Somerset can and should be a place where everyone is enabled to lead healthy and fulfilling lives. Achieving this is no easy task. Everything local public services do must aspire to the goal of improving the health and wellbeing of local people and communities.

I am fully committed to reducing health inequalities in Bath and North East Somerset and to ensuring that, through this Joint Health and Wellbeing Strategy, I put in place plans which improve the health of local people and communities.

I cannot deliver this alone and it will be essential to work in partnership with health, social care and broader 'wellbeing' services to improve the health and wellbeing of local people. Already, some organisations across Bath and North East Somerset have come together through the new Health and Wellbeing Board and are working together on this Joint Health and Wellbeing Strategy.

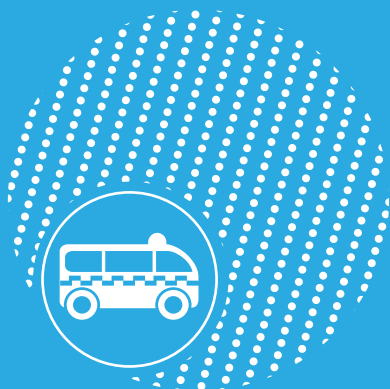
Through this strategy, the Health and Wellbeing Board will lead a joined up approach to local services that support and protect people's health and wellbeing. Its focus is on encouraging people to stay healthy, improving the quality of people's lives and on making sure that everyone has a fair chance of living well.

Over the past 2 years I have met many local people and organisations. I have listened to the views and experiences of local health and social care service users. This experience has helped me to understand what works well and areas that need to improve. Local knowledge forms a central part of this Joint Health and Wellbeing Strategy and in creating future plans for local health and wellbeing services.

No one should underestimate my determination to make a difference. This Joint Health and Wellbeing Strategy will not only help people who are unwell but will work to integrate local services from housing to parks and leisure; to prevent ill health and make sure that people live well.

**Councillor Simon Allen**

Chair, Bath and North East Somerset Health and Wellbeing Board



# Who is responsible for health and wellbeing?

The Health and Wellbeing Board is the body responsible for improving the health and wellbeing of people in Bath and North East Somerset. It provides strong and shared leadership and is the principle point of integration between the newly reformed health system and social care.

The Council is required by Government to have a Health and Wellbeing Board. The Health and Wellbeing Board is made up of senior officers from the Council, local councillors, GPs from NHS Bath and North East Somerset Clinical Commissioning Group, the Director of Public Health, Bath, Gloucestershire, Swindon and Wiltshire Area Team and Healthwatch Bath and North East Somerset.

The Health and Wellbeing Board has assessed the health and wellbeing needs of people in Bath and North East Somerset (adults, young people and children) through the Joint Strategic Needs Assessment process. You can find out more about the Bath and North East Somerset Joint Strategic Needs Assessment at [www.bathnes.gov.uk/jsna](http://www.bathnes.gov.uk/jsna). This Joint Health and Wellbeing Strategy sets out the priorities for action based on the health and wellbeing needs identified in the Joint Strategic Needs Assessment.

A process of rigorous prioritisation was undertaken by the Health and Wellbeing Board to reach agreement on the priorities within this Joint Health and Wellbeing Strategy. The process was not easy and included a careful assessment of local health and social care need. As a result of this process, the Health and Wellbeing Board are confident that the priorities for action set out in this strategy are right for improving people's health and reducing health inequality in Bath and North East Somerset.

The priorities are not an exhaustive list of everything that the Council and NHS are doing to meet local health and wellbeing need; but rather a small set of priorities for the Health and Wellbeing Board to really focus on and make a difference.

The Health and Wellbeing Board faces the enormous challenge of responding to the priorities set out within this strategy at a time of financial austerity. This will require the Council and NHS to think differently about how the priorities are delivered and how care is commissioned locally. This includes a shift away from care in hospitals towards a more preventative approach that promotes self-care and is much more personalised and co-ordinated around the needs of the individual. The Health and Wellbeing Board will deliver this change through strong local leadership across the NHS, public health and social care and by jointly planning and delivering services.

This is the first Joint Health and Wellbeing Strategy for Bath and North East Somerset. It is a 5 year strategy that will be reviewed in 2015.



# Why does Bath and North East Somerset need a joint health and wellbeing strategy?

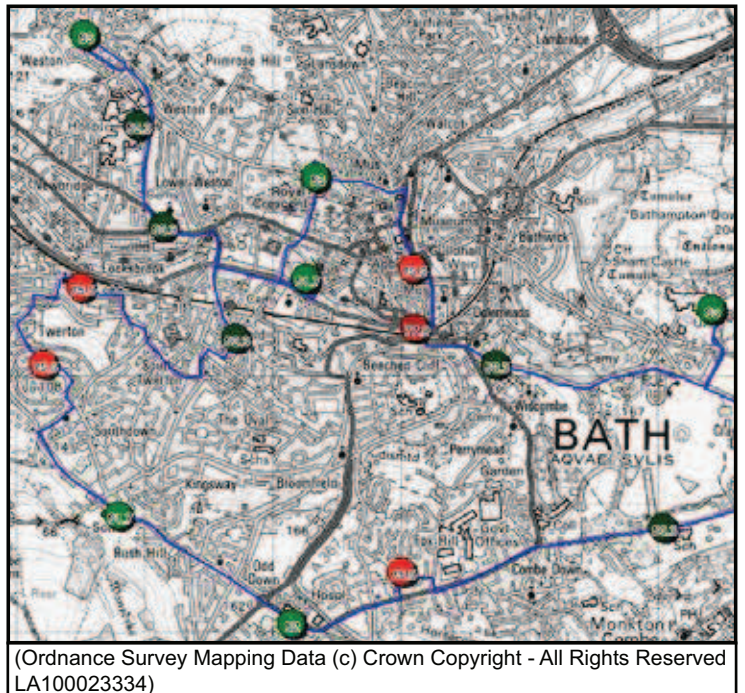
The World Health Organisation defines health as “a state of complete physical, mental and social wellbeing”. People with good health are able to have control of their lives, live life to the full and participate in their communities.

Unfortunately people and communities experience inequality in health. This can be due to differences in where they live, social group, gender and other biological factors. These differences have a huge impact, because they result in some people experiencing poorer health and shorter lives.

Health inequality exists in Bath and North East Somerset. The Joint Strategic Needs Assessment shows that good health is unequally shared and inequalities exist between different geographical areas, communities, social and economic groups in Bath and North East Somerset. For instance we know that, for men, life expectancy varies by up to 7 years along the stops of the number 20a/c bus route in Bath. People living in Twerton have a lower life expectancy than those who live just 5 bus stops away.



## Life expectancy for men in small areas surrounding bus stops on the 20a/c route in Bath City



The Health and Wellbeing Board is committed, through this strategy, to tackling these health inequalities. This Joint Health and Wellbeing Strategy sets out a framework for partnership action against three themes:

### Theme one:

Helping people to stay healthy

### Theme two:

Improving the quality of people's lives

### Theme three:

Creating fairer life chances

In 2010 Sir Michael Marmot published 'Fair Society Healthy Lives' and set out an evidence based approach to reducing health inequalities in England. This Joint Health and Wellbeing Strategy is guided by the principles set out



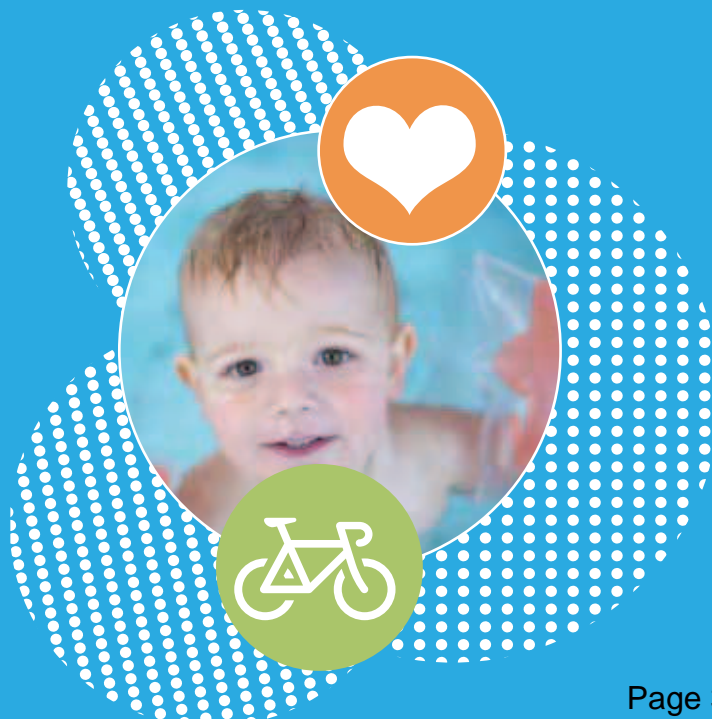
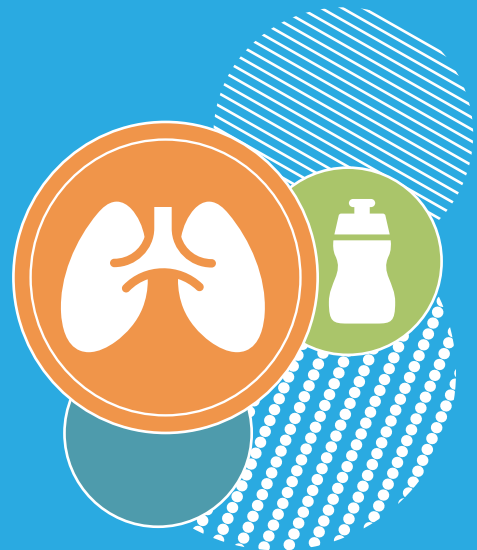
# How will we deliver this strategy

Part two of this strategy sets out the priorities for action and describes the Health and Wellbeing Board's high level intentions for delivery.

Part three is appendix one and provides a summary of our first steps to delivery, and relevant national outcomes. It is not intended to be a static or full delivery plan but rather one that will be updated as the Health and Wellbeing Board develops and promotes the services and activities that can make a difference.

Over time more detailed delivery plans will be adopted, setting out action on specific priorities such as helping children to be a healthy weight or creating dementia friendly communities.

Our work locally, through this Health and Wellbeing Strategy, is set against a national performance programme. This includes national frameworks for action for adult social care, children's social care, public health, and the NHS. The delivery of these frameworks will continue to be extremely important. The relevant national outcomes for this strategy are set in Part three (appendix one).



# About Bath and North East Somerset

There are

**176,900**

residents in Bath and  
North East Somerset

And

**196,000**

patients registered with  
Bath and North East  
Somerset GPs

Approximately **20%** of  
households could be  
experiencing **fuel poverty**



Hospital admissions  
for fractures appear  
to **double** in  
snowy weeks  
compared to other  
fair weather weeks



**1/3 Children**



are an unhealthy weight  
at year 6 (age 10/11)

An estimated

**£16,000,000**

is spent on our most  
complex families every  
year



It is estimated that

**6,600 adults**

are dependent on alcohol

Find out more:

[www.bathnes.gov.uk/jsna](http://www.bathnes.gov.uk/jsna)

The population is aging, we think

there will be over **2.5x** as  
many people aged 80+ by 2026  
compared with 1981

**73,000** people in the area have at least one long-term health condition



of people with a long term physical health condition have a mental health condition and

By 2025 we expect **dementia** to increase by:

23%

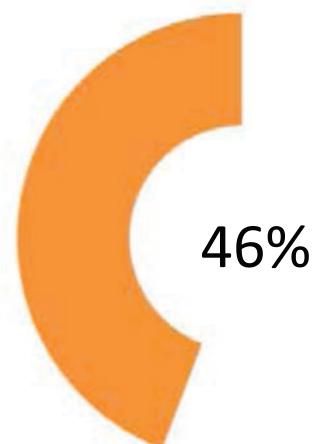


for women

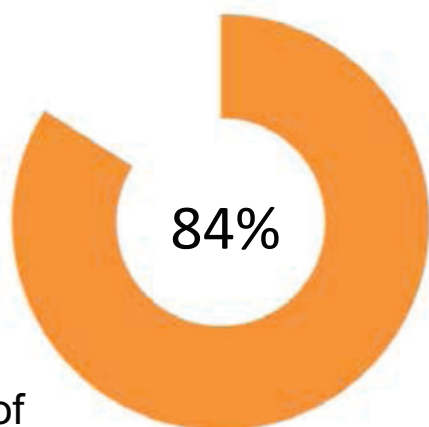
43%



for men



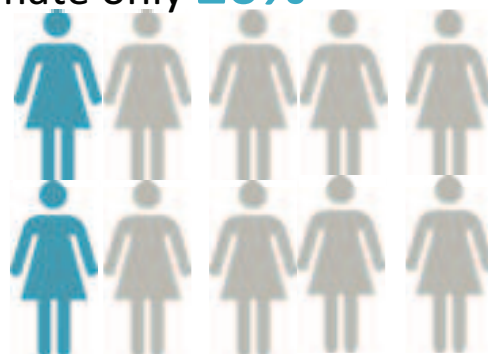
of people with a mental health condition have a long term health condition



of residents are **satisfied** with the area as a place to live

Hospital admissions for alcohol are **4x** higher for residents in our lowest income communities

We estimate only **20%**



of **domestic abuse** incidents are reported to the authorities

# Our vision for health and wellbeing

Our vision is to reduce health inequality and improve health and wellbeing in Bath and North East Somerset by:



Helping people to stay healthy



Improving the quality of people's lives



Creating fairer life chances

These 3 themes set our framework for action. Part two of this strategy describes some of the things we are doing to deliver these themes.

## The Health and Wellbeing Board has also agreed a set of cross-cutting principles. These are:

- Strengthen the role and impact of ill-health prevention
- High quality service delivery within the resources available including low cost and no cost options, and reducing waste through a whole system approach
- A commitment to public, patient and provider engagement
- A commitment to add value through strong local leadership and a 'whole system approach' to health and wellbeing through:
  - integrating the NHS, social care and public health systems
  - influencing planning, transport, housing, environment, economic development and community safety in order to address the wider determinants of health and wellbeing

Wellbeing refers to the wider social, physical, psychological, environmental and economic factors which affect our lives and our health. In order to improve the wellbeing of people in Bath and North East Somerset, the Health and Wellbeing Board is committed to working with non-traditional health and social care partners in areas such as economic development, sustainability, transport and housing.





## Theme One

# Helping people to stay healthy



The priorities set out within this section aim to prevent ill health, reducing the need for more costly interventions later in life and to help people to live well.

## Helping children to be a healthy weight

Over 26 per cent of Bath and North East Somerset's 11-12 year olds are of an unhealthy weight and 14 per cent are obese. Childhood obesity is associated with a range of health problems and it has been linked to low self-image, low-self-confidence and depression. Children who are obese are more likely to be obese as adults and this increases the risk of developing a range of chronic diseases such as heart disease and diabetes.

At its most simple, children become an unhealthy weight when the energy from the food and drink they eat is greater than the energy they burn off with day to day activity. A huge range of issues affect what we choose to eat and whether we keep active. For example, is it cheaper to buy foods high in fat and sugar? Or are there opportunities where we live for children and families to get outside and play?

So helping children to be a healthy weight means encouraging children and families to make healthy choices. It also means making changes to the local environment to make those choices easier. The Health and Wellbeing Board will work with partners, including the Children's Trust Board and Public Health, to develop action to help children to be a healthy weight. This will include a coordinated plan to address the many reasons why a child becomes overweight.



## Improved support for families with complex needs

There are around 200 families with complex needs living in Bath and North East Somerset. These families can experience some of the following problems: unemployment, domestic abuse, children in care or on the edge of care, mental ill health, and substance misuse.

Families with complex needs place significant demands on the criminal justice, health, welfare, housing and social service systems. The Government estimates that each family costs an average of £75,000 each year. This is an annual total in Bath and North East Somerset of £16,000,000.

The Health and Wellbeing Board is taking steps through our Connecting Families programme to help these families enjoy the same life chances experienced by others. The Connecting Families programme will do this by addressing the causes of anti-social behaviour, supporting children back into education, supporting people back into work and encouraging families to take responsibility for their own lives.

## Reduced rates of alcohol misuse

Since 2002, alcohol related hospital admissions in Bath and North East Somerset has risen by 12 per cent. Approximately 800 11-15 year olds are thought to be drinking to get drunk every week and over 29,000 people are considered 'risky' drinkers and are threatening their health because they are drinking too much.

Alcohol is one of the three biggest lifestyle factors for disease and death in the UK after smoking and obesity. It causes alcohol-related violent crime and its impacts on communities, children and young people are clear.

The Health and Wellbeing Board wants to tackle the problems caused by drinking irresponsibly, tackle the health consequences associated with excessive alcohol consumption, and encourage people to drink sensibly. The Health and Wellbeing Board will work in partnership with the Clinical Commissioning Group, the local Police and Crime Commissioner, Public Health, the Childrens Trust Board and our Universities to lead co-ordinated action to reduce the harms caused by alcohol misuse.

### Case Study

#### Food for Life Partnership



Southdown Community Infants School – roast dinner day 2012.

Parents, members of the local community, school staff and pupils enjoy a locally sourced, seasonal and healthy roast dinner as part of Food For Life Partnership's Roast Dinner Day.



## Create healthy and sustainable places

People's physical and mental health is affected by the quality of housing, access to green space, air quality and the environments in which they live.

The Health and Wellbeing Board will work in partnership with local organisations who lead on environmental sustainability to encourage people to eat more local food, increase access to the natural environment, encourage people to walk, cycle or use public transport rather than drive their cars and encourage people to insulate their homes and stay warm.

The Health and Wellbeing Board is committed to making sure that there are accessible homes for those who need them. For many people with learning difficulties, mental ill-health or physical needs this means enabling them to have greater choice and control over where they live, adapting existing provision and encouraging the development of suitable affordable housing options. The Health and Wellbeing Board will work in partnership with housing services and providers to support and encourage improvements to homes and neighbourhoods.

Regular physical activity, sport and exercise help people to stay healthy. It reduces the risk of developing heart disease, stroke, high blood pressure, and osteoporosis and helps to control weight. The Health and Wellbeing Board will work in partnership with sport and leisure commissioners and providers to make sure that leisure facilities are accessible and to encourage people to be active.





# Improving the quality of people's lives



This theme aims to improve the quality of people's lives by supporting people who are unwell to look after themselves, and to help them and their carers to live as normal a life as possible.

## Improved support for people with long term health conditions

There are over 73,000 people in Bath and North East Somerset with at least one long term health condition. Older people in particular often live with several long term health conditions at the same time.

A long term health condition is a condition that lasts a year or longer, impacts on a person's life, and may require ongoing care and support. The best way to support people with conditions like these is to help people to manage their conditions and live healthily, so that they stay well and are less reliant on medical interventions, including hospital stays.

The Health and Wellbeing Board will work in partnership with the Clinical Commissioning Group to deliver a coordinated response to long term health conditions that helps people to manage their conditions and stay well. This will be achieved through a package of support including helping people with long term health conditions to feel empowered and confident to self-manage their conditions, personalised care plans, by supporting carers, timely diagnosis, and primary and community care.



## Reduced rates of mental ill-health

Within Bath and North East Somerset, approximately 18 per cent of our local population have experienced mental ill-health which includes depression and anxiety. A local health and social care voluntary group identified mental ill-health as the second largest health concern for local residents, after dementia.

Co-ordinated action to prevent suicide, repeat self-harm and support for people with mental ill-health will be developed by the Health and Wellbeing Board alongside partners including health services, social care, schools and communities. This includes services that support and build emotional wellbeing in children and young people.

## Enhanced quality of life for people with dementia

There are 1022 people registered in Bath and North East Somerset who have dementia, and this number is expected to increase as our older population grows.

Dementia can have a big impact on a person's behaviour and their lives. It can make them feel anxious, lost, confused and frustrated. These behaviours can make it difficult for people with dementia to lead normal lives.

The Health and Wellbeing Board is committed to improving the care and experience of people with dementia and their carers through a package of support including better diagnosis, improving care in hospital, improving standards of care in homes and domiciliary care, better awareness and support in the community.

The Health and Wellbeing Board will work in partnership with health, social care, communities, business and other local services to champion 'dementia friendly communities' in Bath and North East Somerset. This initiative will focus on improving the experience of people with dementia in local communities by raising local understanding about dementia. This may be as simple as training local bank staff in how to better help people with dementia to access their bank accounts.

## Improved services for older people which support and encourage independent living and dying well

Our population is changing as people are living for longer. Statistical projections suggest that by 2026 people aged over 75 will represent 11 per cent of the local population, compared with 9 per cent in 2011. This will increase the demand for services that help older people to stay healthy, active and independent for as long as possible. The Health and Wellbeing Board will lead coordinated action to ensure fair, good quality, accessible and integrated services for older people.

High quality person centred care for those people at the end of their lives is an important part of this priority. In partnership with hospitals, hospices, social care, carers, families and communities, the Health and Wellbeing Board will promote services that make sure people are supported and treated with dignity and respect at the end of their lives.

### Case Study

#### Independent Living Service



The local Independent Living Service won the prestigious National Housing Federation Community Impact Award in 2012. For many, the service has been an alternative to residential care through simple adjustments that make life easier from home adaptations and shopping deliveries to money advice.



## Theme Three

# Creating fairer life chances



**This theme aims to reduce health inequalities across Bath and North East Somerset by creating fairer life chances and making sure that everyone has the opportunity to live well.**

The surroundings where we grow up and live, our social and economic group and our local community all have effects on our health and wellbeing. Social inequality has a significant relationship with a wide range of health and social care problems including reduced life expectancy and long term health conditions.

## Improve skills, education and employment

Key to creating fairer life chances for all is ensuring that our local communities have access to good quality education and employment opportunities. Educational outcomes and employment status have a significant impact on physical and mental wellbeing.

To achieve fairer life chances, investment in early years is crucial. Working with our Children's Trust Board, we are committed to working with schools and colleges to maximise the choice and diversity of opportunities for young people, and to ensure that they are supported to succeed.

The Health and Wellbeing Board will work in partnership with the Bath and North East Somerset Economic Partnership, the Bath and North East Somerset Learning Partnership and the West of England Local Enterprise Partnership to build a strong economy supporting the skills development necessary to create more local job opportunities, promote job creation, ensure appropriate jobs are available, improve connections between employers and job seekers, and support the network of apprentices, interns, and undergraduate placement schemes.



## Reduce the health and wellbeing consequences of domestic abuse

Domestic abuse represents a significant proportion of crime within Bath and North East Somerset. The health and wellbeing consequences of domestic abuse are wide-reaching and well acknowledged and include physical harm and disability, depression, low self-esteem, drug and alcohol abuse, child abuse, poverty, social exclusion and homelessness. It can have both immediate and long-term consequences for the victim, and can also have wider impacts on family, friends and the wider community.

Health services are often the first point of contact for people who have experienced domestic abuse. They can play an important role in preventing violence by intervening early, providing treatment and referring victims on to other services. The Health and Wellbeing Board will work with health, social care and police to promote early, swift and prompt intervention to make sure victims of domestic abuse get the care and support they deserve.

## Increase the resilience of people and communities including action on loneliness

Our local surroundings and social environment play an important part in our health and wellbeing. There is a link between loneliness and isolation and a range of health and wellbeing issues such as high blood pressure, depression and heart disease, particularly amongst the aging population.

There are a number of groups which may be particularly vulnerable to social isolation and loneliness including young care-leavers, those with mental ill-health and the older population. The Health and Wellbeing Board is committed to working with partners to support services and activities which keep local people connected, such as community volunteering can help address issues of loneliness and isolation helping older people play a greater and more empowered role in community life.

### Case Study

#### Village Agents - transforming services for older people in Chew Valley



Older people in the Chew Valley area at risk of social isolation meet with friends and local services as part of the Village Agents Scheme.



This document can be made available upon request in a range of languages, large print, Braille, on tape, electronic and accessible formats from Policy & Partnerships - Tel: 01225 477188 or email [HWB@bathnes.gov.uk](mailto:HWB@bathnes.gov.uk)



# Joint Health and Wellbeing Strategy

## Appendix 1

Page 49



Bath & North East Somerset - *The place to live, work and visit*

# Part Three - Delivering our priorities

This section provides a summary of our first steps to delivery, and relevant national outcomes. It is not intended to be a complete delivery plan but rather one that will be updated and evolve as the Health and Wellbeing Board develops and increases its influence over the services and activities that can make a difference.

Over time more detailed delivery plans will be adopted, setting out action on specific priorities such as helping children to be a healthy weight or enhanced quality of life for people with dementia.



## THEME 1: HELPING PEOPLE TO STAY HEALTHY

Joint Health and Wellbeing Strategy Priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
Helping children to be a healthy weight	<p>Higher rates of overweight children starting school</p> <p>25.9% of children in reception year are of an unhealthy weight (overweight and obese) compared to 22.6% nationally</p>	<p>Halt the rise in childhood overweight and obesity (CYPP)</p> <p>Promote and support healthy lifestyles for children and young people (CYPP)</p> <p>Make sustainable travel options (e.g. walking and cycling) accessible and available as part of a healthy lifestyle choice for all. (ES&amp;CC Strategy)</p> <p>Develop a B&amp;NES strategic approach to local food, to increase production and engagement in growing, reduce carbon emissions and make cheaper, healthier fresh food more accessible for key groups (ES&amp;CC Strategy)</p> <p>Implementation of Shaping Up Strategy</p> <p>Encourage the creation of high quality compensatory play provision that is accessible, local, free from unacceptable levels of risk, yet stimulating and challenging (B&amp;NES Play Policy)</p>	<p>Excess weight in 4-5 and 10-11 year olds (PHOF 2.6)</p> <p>Diet (placeholder) (PHOF 2.11)</p> <p>Utilisation of green space for exercise/health reasons (PHOF 1.16)</p>

## THEME 1: HELPING PEOPLE TO STAY HEALTHY

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
Improved support for families with complex needs	<p>There are 220 families in B&amp;NES experiencing a range of complex needs</p> <p>The Government estimates that each family costs the public sector an average of £75,000 each year</p>	<p>Implementation of Connecting Families Programme (Key deliverables: Family members in work; Children and young people in the families regularly attending school; Reductions in youth crime and anti-social behaviour ; Reduction in domestic abuse within the families; Reduction in mental ill-health within the families; Reduction in the numbers of children admitted to care / staying in care; Increase in effectiveness and timeliness of child protection; Reduction in substance abuse)</p>	<p>Children in poverty (PHOF 1.1)</p> <p>16-18 year olds not in education, training or employment (PHOF 1.5)</p> <p>People with mental illness or disability in settled accommodation (PHOF 1.6)</p> <p>Sickness absence rate (PHOF 1.9)</p> <p>Fuel poverty (PHOF 1.17)</p> <p>Safeguarding adults whose circumstances make them vulnerable and protecting from avoidable harm (ASCOF 4)</p> <p>Under 18 conceptions (PHOF 2.4)</p>
Reduced rates of alcohol misuse	<p>The average year on year increase in admissions attributable to alcohol is 12%, compared with 8% for the South West (since 2002/03)</p> <p>Estimates suggest that B&amp;NES has 7,021 people aged 18-64 dependent on alcohol</p> <p>People living in the most deprived areas are over 4 times more likely to be admitted to hospital for alcohol specific conditions than those living in the least deprived areas</p>	<p>Implementation of Alcohol Harm Reduction Strategy for B&amp;NES (Key aim: to prevent the harm arising to individuals, families and society from alcohol misuse in B&amp;NES and to treat, rehabilitate and care for those who misuse alcohol)</p> <p>Promote and support healthy lifestyles for children and young people; Reduce substance misuse (CYPP)</p> <p>Reduce alcohol specific related admissions (CCG Local Priority Measure – CCG Quality Premium)</p> <p>Minimise the harm that drug and other substance misuse causes to society, communities, families and individuals (Community Safety Partnership priority)</p>	<p>Alcohol-related admissions to hospital (PHOF 1.18)</p>

## THEME 1: HELPING PEOPLE TO STAY HEALTHY

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
<p>Create healthy and sustainable places</p>	<p>People living in areas with high levels of greenery are thought to be 3 times more likely to be physically active and 40% less likely to be overweight or obese</p> <p>There is a link between air pollution and an increased risk of death and hospital admission</p> <p>Access to the natural environment can have positive effects on mental health</p>	<p>Reduce health, education and social inequalities in specific groups of children and young people and specific geographical areas; Ensure all children access a range of recreational activities (CYPP)</p> <p>Promote and support healthy lifestyles for children and young people (CYPP)</p> <p>Sustainable Development Management Plan (in development) (CCG Plan)</p> <p>Recognise the links between mental and physical health and access to the natural environment and open spaces (ES&amp;CC Strategy, Green Infrastructure Strategy, Green Spaces Strategy)</p> <p>Promote the opportunity for health and social care providers to benefit from local energy projects (ES&amp;CC Strategy)</p> <p>Increase community resilience to climate change impacts (ES&amp;CC Strategy)</p> <p>Public Protection (Key areas: Food safety; Environmental monitoring; Health improvement; Health and safety; Public safety)</p> <p>Plan for development that promotes health and wellbeing (Core Strategy)</p> <p>Implementation of Housing and Wellbeing Strategy (Key priorities: Tackle fuel poverty and climate change by making homes warmer and more energy efficient; Make homes safer and healthier; Increase the supply of new affordable housing)</p> <p>Implementation of Tobacco Control Strategy (Key aims: Preventing young people from starting to smoke; Encouraging smokers to quit; Reducing the harm from smoking through exposure to toxins from second hand smoke and harm to existing smokers)</p>	<p>Utilisation of green space for exercise/ health reasons (PHOF 1.16)</p> <p>Diet (placeholder) (PHOF 2.11)</p> <p>Recorded diabetes (PHOF 1.17)</p> <p>Excess weight in adults (PHOF 1.12)</p> <p>Proportion of physically active and inactive adults (PHOF 1.13)</p> <p>Air pollution (PHOF 3.1)</p> <p>Public sector organisations with board-approved sustainable management plans (PHOF 3.6)</p> <p>Everyone enjoys physical safety and feels secure (ASCOF 4A)</p> <p>Excess winter deaths (PHOF 4.15)</p> <p>Fuel Poverty (PHOF 1.17)</p> <p>Reduce air pollution and meet the national air quality objectives in the three Air Quality Management Areas in Bath, Salford and Keynsham (Environmental Services)</p>

## THEME 2 : IMPROVING THE QUALITY OF PEOPLES LIVES

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
<p>Reduced rates of mental ill-health</p>	<p>Admissions for self-harm are higher for both men and women in B&amp;NES (229 per 100,000) compared to the national average (198 per 100,000) for 2009/10</p> <p>There has been a steady increase in the number of suicides per year since 2005. Rates in men are higher than rates in women</p> <p>High rates of depression and high levels of self-harm amongst young women</p>	<p>Promote children and young people's emotional health and resilience (CYPP)</p> <p>Mental health services (Key priorities: Reconfiguration in adult mental health inpatient services; Review mental health care pathways and services to improve health and social care outcomes; Improve mental health and wellbeing in Primary Care) (CCG Plan)</p> <p>Delivery of Primary Care Liaison Service by AWP and B&amp;NES Council to support people with mental ill health, provide a gateway into secondary mental health services as well as signposting to other services</p>	<p>Hospital admissions as a result of self-harm (PHOF 2.10)</p> <p>Emotional wellbeing of looked after children (placeholder) (PHOF1.8)</p> <p>Suicide (PHOF 1.10)</p>
<p>Enhanced quality of life for people with dementia</p>	<p>Dementia is expected to increase by 23% for women and 43% for men between 2010 and 2025</p> <p>Feedback from the LINK survey (2009) suggested that Dementia and Alzheimer's were the conditions of most concern to the community</p> <p>Black, minority and ethnic communities experience lower levels of awareness of problems such as dementia</p> <p>Over 50% of nursing home residents experience dementia</p>	<p>Long term conditions and frail elderly (Key priorities: Redesign of clinical pathways to improve clinical outcomes; Increase &amp; ensure patient satisfaction; Deliver care closer to home) (CCG Plan)</p> <p>Implementation of Dementia Local Action Plan (key priority areas: Better diagnosis; Improving care in hospitals; Improving standards in care homes and domiciliary care; Better information for people with dementia and their carers; Better support for carers; Providing support in the community; Supporting people with dementia at end of life; Reducing use of antipsychotics)</p>	<p>Dementia and it's impacts (placeholder) (PHOF 1.16)</p> <p>Dementia – a measure of the effectiveness of post-diagnosis care in sustaining independence and improving quality of life (ASCOF 2F)</p>

## THEME 2 : IMPROVING THE QUALITY OF PEOPLES LIVES

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
<p>Improved services which support and encourage independent living and dying well</p>	<p>B&amp;NES has a higher than average number of people aged 65 and over who are permanent residents of residential and nursing care homes (92 people per 10,000, 2009/10)</p> <p>Most people (63%) express a wish to die at home; however, only 20% actually do (22.2% B&amp;NES vs. 20.3% nationally)</p>	<p>End of life care (Key priorities: Deliver improved care coordination for people at end of life; Achieve and sustain national and local performance) (CCG Plan)</p> <p>Support people with dementia at end of life (Dementia Local Action Plan)</p>	<p>Health related quality of life for older people (placeholder) (PHOF 1.13)</p> <p>Permanent admissions to residential and nursing care homes, per 1,000 population (ASCOF 2A)</p> <p>Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services (ASCOF 2B)</p> <p>Delayed transfers of care from hospital, and those which are attributable to adult social care (ASCOF 2C)</p> <p>B&amp;NES Local Action Plan to support implementation of the National End of Life Care Strategy</p>
<p>Improved support for people with long term health conditions</p>	<p>The prevalence of long term health conditions, including cancer, is rising (in line with national and regional rates)</p> <p>Long term health conditions make up a significant proportion of NHS spend</p> <p>There is a 60% higher prevalence of long term conditions in deprived areas</p> <p>Heart conditions, cancer, lungs and diseases of the digestive system are the most common forms of death (in line with national)</p>	<p>Long term health conditions and frail elderly (Key priorities: Redesign of clinical pathways to improve clinical outcomes; Increase &amp; ensure patient satisfaction; Deliver care closer to home) (CCG Plan)</p> <p>Improve the efficiency of provision of disabled facilities in partnership with Sirona and Curo Housing Association (Housing Services)</p> <p>Implementation of Tobacco Control Strategy (Key aim: Encouraging smokers to quit)</p>	<p>Employment for those with a long-term health condition including those with a learning difficulty / disability or mental illness (PHOF 1.8)</p> <p>Proportion of people who use services who have control over their daily life (ASCOF 1B)</p> <p>Overall satisfaction of people who use services with their care and support (ASCOF 3A)</p> <p>The proportion of people who use services and carers who find it easy to find information about support (ASCOF 3D)</p> <p>The proportion of people who use services who feel safe (ASCOF 4A)</p> <p>The proportion of people who use services who say that those services have made them feel safe and secure (ASCOF 4B)</p>

### THEME 3: CREATING FAIRER LIFE CHANCES

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
<p>Improve skills and employment</p>	<p>4.4% of current 16-18 year olds are NEET (December 2012). Numbers have increased over time, although remain lower than similar areas and nationally</p> <p>There are higher rates of people claiming out of work benefits in some areas of B&amp;NES</p>	<p>Reduce health, education and social inequalities in specific groups of children and young people and specific geographical areas (CYPP)</p> <p>Support all young people to engage in employment, education and training from 16-19 (CYPP)</p> <p>Implementation of Economic Strategy for B&amp;NES (Key objective: Improve the prosperity and wellbeing of B&amp;NES residents through a more productive, competitive and expanded economy by 2026)</p> <p>Primary Care (Key priorities: new patient pathways that result in a shorter time in the system and return to work/education) (CCG Plan)</p> <p>Mental Health Services (Key priorities: Maintain of performance for people in specialist mental health services in settled accommodation and employment) (CCG Plan)</p> <p>Learning Difficulties (Key priorities: Increase number of people living in their own homes and gaining paid employment) (CCG Plan)</p> <p>Support people to find employment, training and volunteering schemes through joint initiatives with Homelessness Partnership service providers and DWP (Housing Services)</p>	<p>16-18 year olds not in education, employment or training (PHOF 1.5)</p> <p>Employment for those with a long-term health condition including those with a learning difficulty/disability or mental illness (PHOF 1.8)</p> <p>Proportion of adults with a learning disability in paid employment (ASCOF 1E)</p> <p>Proportion of adults in contact with secondary mental health services in paid employment (ASCOF 1F)</p> <p>Under 18 conceptions (PHOF 2.4)</p>

### THEME 3: CREATING FAIRER LIFE CHANCES

Joint Health and Wellbeing Strategy priority	Joint Strategic Needs Assessment evidence	Examples of local partnership deliverables and joint activity	National outcome measures
Reduce the health and wellbeing consequences of domestic abuse	<p>Domestic abuse is a significant volume of crime in B&amp;NES</p> <p>Women are more likely to be victims of domestic abuse compared with men (78% women, 21% men victims)</p> <p>Men offenders made up 79% of all recorded perpetrators of domestic abuse crimes between 2012-12</p>	<p>Implementation of Interpersonal Violence and Abuse Strategic Partnership - Violence Against Women and Girls Action Plan</p> <p>Provide children and young people with a safe environment, including empowering children and young people to recognise risks (CYPP)</p> <p>Protection from violence, maltreatment, neglect and sexual exploitation (CYPP)</p> <p>Tackle domestic and sexual violence, particularly towards women and children (Avon and Somerset Police and Crime Plan)</p> <p>Provide support, advice and refuge to victims of domestic abuse in partnership with commissioned service providers (Housing Services)</p>	<p>Domestic abuse (placeholder) (PHOF 1.11)</p> <p>Violent crime (including sexual violence) (placeholder) (PHOF 1.12)</p> <p>Safeguarding adults whose circumstances make them vulnerable and protecting from avoidable harm (ASCOF 4)</p>
Increased resilience of people and communities including action on loneliness	Just over half of the people who live alone have regular contact with friends and family	<p>Implementation of the Village Agent Project</p> <p>Implementation of B&amp;NES Young Carers Strategy (Key objectives: Young carers will be able to access the Young Carers local project that provides safe, quality support to those children who continue to be affected by any caring role within their family; Young carers will have the same access to social/leisure opportunities as their peers)</p> <p>Implementation of B&amp;NES Plan for Public Library Services (Mission Statement: Help everyone to achieve their goals and boost their wellbeing; work with partners to offer accessible, affordable and relevant resources for learning, reading and enjoyment; create opportunities for people to become involved with community life)</p>	<p>Social connectedness (placeholder) (PHOF 1.18)</p> <p>Proportion of people who use services and their carers, who reported that they had as much social contact as they would like (ASCOF 1L)</p>

CYPP - Children and Young People's Plan
CCG Plan - Clinical Commissioning Group Plan
ES&CC Strategy - Environmental Sustainability and Climate Change Strategy

PHOF - Public Health Outcomes Framework
ASCOF - Adult Social Care Outcomes Framework



<b>Bath &amp; North East Somerset Council</b>		
DECISION MAKER:	<b>Cabinet</b>	
DECISION DATE:	<b>10<sup>th</sup> July 2013</b>	
TITLE:	<b>Guildhall Market Christmas Market</b>	EXECUTIVE FORWARD PLAN REFERENCE:  <b>E 2578</b>
WARD:	ABBEY	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
None		

## **1 THE ISSUE**

- 1.1 The report is presented for Cabinet to consider the Council (as landowner) to allow permission to run a market in the Guildhall Car Park for the period of the Christmas Market.

## **2 RECOMMENDATION**

The Cabinet is asked to:

- 2.1 Consider this report and delegated the authority to the Chief Property Officer, for 2013 and in future years (if required), to decide whether to allow a market to be held in the Guildhall Car Park to run concurrently with the period of the Christmas Market, plus two additional days prior to and one day after the Guildhall Christmas Market for setting up and dismantling.
- 2.2 If consent is given to the use of the car park for this purpose it is suggested that consent is given subject to the following conditions:
- (a) that any proposed variations to the format of the market from that held in December 2009 are delegated to the Chief Property Officer.
  - (b) that Planning Permission and all other statutory consents are obtained and all conditions (if any) are complied with fully before the market is set up.
  - (c) that all necessary street trading licenses are obtained before the market is set up.
  - (d) that each year an operator, on behalf of the Guildhall Market Traders Association (GMTA), enter a licence with the Council covering their use of the car park documenting the term and agreed covenants and obligations of each party.

- (e) that appropriate alternative arrangements are made for users of the displaced parking spaces for the disabled.
- (f) that if in any year any operational issues arise that are not resolved to the satisfaction of the Chief Property Officer, especially the handling of refuse, then the Council reserves the right to withdraw permission to use the car park.
- (g) that if the Christmas Market does not operate the Council reserves the right to withdraw permission to use the car park.
- (h) that if the Grand Parade and Undercroft project results in the market not being able to operate, the Council reserves the right to withdraw permission to use the car park.
- (i) that the issue of who operates the market is delegated to the Chief Property Officer to determine.

### **3 FINANCIAL IMPLICATIONS**

- 3.1 An operator, on behalf of the GMTA (as a financial entity), will be required to pay a licence fee which will defray any loss of income to the Council arising from the use of alternative car parks by users of the Guildhall car park.
- 3.2 On the basis that the operator reimburse the Council for any additional costs incurred through the intensification of the use of facilities provided in the running of the Guildhall Market such as refuse collection, there will not be any financial implications to the Council. The operator will reimburse the Council for any management costs incurred in the preparation of the licence and any operational issues that arise during the period of the market.

### **4 CORPORATE PRIORITIES**

- 4.1 Allowing the car park to be used as a temporary market, during the Christmas Market period, links directly to the Council's Vision and Objectives set, giving support to a number of independent businesses.

***Vision:***

With Unique places and beautiful surroundings - Have a strong economy promoting local businesses

***Objectives:***

Building stronger community - With strong local business sector, tourism, and local shopping

The market is a discreet part of Bath's retail offer, supplying many local shopping needs in the city which are not available elsewhere. The market is situated in the Guildhall complex and suffers from a lack of visibility as signage to the listed structure is limited. The increased footfall from the Christmas Market helps to sustain the viability of the businesses in the market throughout the year and assists with raising the profile of the Guildhall Market for both local residents and visitors.

The income from the Christmas Market has resulted in a continual increase in profits held by the GMTA over the last few years, for reinvestment in the Guildhall Market.

## **5 THE REPORT**

- 5.1 The Christmas Market has been held in Kingston Parade in front of Abbey Chambers since 2000. In 2004 the market was extended to the Guildhall car park but Bath Tourism Plus who organised it found that it was not financially viable to run although it had attracted increased footfall to the Guildhall market.
- 5.2 Consent has been given, since 2005, to the GMTA to hold the market in the Guildhall car park for the period of the Christmas Market. There were a number of operational difficulties particularly in setting up the market but it did generate increased footfall in to the Guildhall market.
- 5.3 In 2006 the GMTA again sought consent to hold a market in the Guildhall car park for the period of the Christmas Market. Proposals designed to overcome the operational difficulties experienced in 2005 were put forward and the Executive granted consent for the market to be held in the car park.
- 5.4 Since 2006, the market has been operated by Mike Watts (the operator) on behalf of the financial body that is the GMTA. The licence to operate the market has been granted directly to him, although the licence fee and associated costs have been paid by the GMTA.
- 5.5 The format of the market in 2006 was successful in overcoming the operational difficulties experienced in previous years and in the seven years that the market has been running since very few complaints or issues have been experienced. No operational issues were raised during the 2012 market. The operator has improved their management and relationships with the neighbouring residents and businesses, and now operates a successful market.
- 5.6 The provisional dates for the Christmas Market in 2013 are 28 November and 15 December, which is subject to licensing approval. The intention is for the Guildhall Market Christmas Market to run concurrently every year.
- 5.7 The four car parking spaces immediately to the left of the entrance to the car park were not included in the letting and were reserved for the Chairman of the Council, the Mayor and for use by people with a disability.
- 5.8 Adjoining occupiers were notified of the proposals in advance and no complaints have been received from them about the operation of the market.
- 5.9 In January 13, a meeting was held with Bath Tourism Plus (BTP) to continue improving relationships and working arrangements between the Guildhall Christmas Market and the Christmas Market. Throughout the course of 2013, the two operators will work together with the aim of creating joint marketing, both prior and during the period of the market. BTP have confirmed that they have no intention of operating the market within the Guildhall car park for 2013.
- 5.10 Prior to drafting this report, consultation with traders within the Guildhall Market and written comments were received from one trader. These included:
  - the proposal to invite other parties to operate the market, including BTP.

As stated above BTP are unwilling to take on the operation and the decision to grant the licence will be delegated to the Chief Property Officer, which itself will address the issue of tendering.

- the opening hours being amended.

The opening hours of the Guildhall Market during the Christmas period have been subject to significant consultation with traders over the years. The current approach taken is a compromise that is generally accepted by the majority of the traders and there is no intension to vary this further.

## **6 RISK MANAGEMENT**

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

## **7 EQUALITIES**

- 7.1 An Equalities Impact Assessment has not been conducted as this is a longstanding relationship with the operator and all measures have been put in place to accommodate people with a disability. These arrangements will continue to be implemented for future markets.

## **8 RATIONALE**

- 8.1 A market has been held in the car park for the period of the Christmas Market for the last nine years with planning permission being obtained each year and the Council's consent as landowner sought initially on each separate occasion and most recently for a three year consent, expiring in 2012.
- 8.2 The car park is in a sensitive location surrounded by listed buildings including residential accommodation in the Empire and offices including the register office in the Guildhall itself. There is a public footpath through the car park which is now closed overnight during the market, after receiving statutory consents each year, and there is parking and access for the disabled.
- 8.3 The Guildhall market traders seek the opportunity to use the car park during the period of the Christmas Market as a means of generating extra footfall and business into the Guildhall market.
- 8.4 The format of the market since 2006 demonstrates that the operator has found a successful sustainable format in which to operate the market and which addresses the sensitivities of the site as outlined in 8.2.
- 8.5 As a successful format has been identified it is considered appropriate to grant permission to the use of the car park for the following three years rather than consider the request on an annual basis, subject to the conditions outlined in 2.2.

## **9 OTHER OPTIONS CONSIDERED**

- 9.1 None

## **10 CONSULTATION**

10.1 Ward Councillors; Leader of the Council; Cabinet Member for Community Resources; Section 151 Finance Officer; Chief Executive; Monitoring Officer

10.2 Consultation was conducted by email.

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

11.1 Property

## **12 ADVICE SOUGHT**

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

<b>Contact person</b>	Mike Dawson, Group Manager (Commercial) 01225 39 6093
<b>Background papers</b>	None
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10 July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E2542</b>
TITLE:	<b>Joint Rights of Way Improvement Plan 2012-2016</b>	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
<b>Appendix 1: Joint Rights of Way Improvement Plan 2012-2016</b>		

## **1 THE ISSUE**

1.1 Bath and North East Somerset Council (“the Authority”) is required by virtue of section 60 of the Countryside and Rights of Way Act 2000 to publish a Rights of Way Improvement Plan which assesses how well the public rights of way network meets the current and future needs of the public. A Joint Rights of Way Improvement Plan covering the period between 2012 and 2016 inclusive has been prepared in partnership with Bristol City Council and South Gloucestershire Council. This plan is hereafter referred to as “the ROWIP 2012-2016” and a copy is attached for approval.

## **2 RECOMMENDATION**

2.1 The Cabinet agrees that the ROWIP 2012-2016 is adopted by the Authority.

## **3 FINANCIAL IMPLICATIONS**

3.1 Publication of a Rights of Way Improvement Plan is a statutory requirement. However, there is no duty to implement the Statement of Action which is, in essence, the conclusion of the Rights of Way Improvement Plan. The Authority has allocated a ‘ROWIP’ budget (HK1 LLF10 PR06) for implementing a number of the proposed actions and there will be no expenditure by the Authority over the pre-agreed budget limit. Any additional actions must be fully funded from external sources, which may include the partner authorities, external agencies and grant-awarding bodies such as Natural England and the various National Lottery funds.

## 4 CORPORATE OBJECTIVES

4.1 The ROWIP 2012-2016 would *'Make Bath & North East Somerset an even better place to live, work and visit'* by providing a framework within which the public rights of way network can be improved. Greater use of the public rights of way network will reduce congestion on, and pollution from, the ordinary road network and provide a wide range of health benefits to members of the public who use the public rights of way network and will help to achieve the Authority's objectives of:

- Promoting independence and positive lives for everyone
- Creating neighbourhoods where people are proud to live
- Building a stronger economy

## 5 THE REPORT

5.1 The Authority is required to produce a Rights of Way Improvement Plan (ROWIP) by virtue of sections 60 to 62 of the Countryside and Rights of Way Act 2000 and associated statutory guidance has been issued by the Department for the Environment, Food and Rural Affairs. In 2007 the Authority adopted a ROWIP covering the period between 2007 and 2011 and this ROWIP was prepared in partnership with, and adopted by, Bristol City Council and South Gloucestershire Council. A ROWIP covering the period between 2012 and 2016 was scheduled to be adopted in 2012; however, due to resourcing issues it was not possible to present a ROWIP for consideration by the Authority's Cabinet at that time.

5.2 The ROWIP 2012-2016, attached to this report at Appendix 1, has also been prepared in partnership with Bristol City Council and South Gloucestershire Council. Although the title includes reference to a short period before the ROWIP is adopted, it has been produced in such a way as to ensure it reflects the situation regarding public rights of way during this time and a reference to 2012 in the title was considered necessary to avoid confusion in the future regarding which ROWIP related to that particular year.

5.3 The ROWIP must contain:

- (1) an assessment of the extent to which local public rights of way meet the present and future needs of the public;
- (2) an assessment of the opportunities provided by local public rights of way for exercise and other forms of outdoor recreation and the enjoyment of the Authority's area;
- (3) an assessment of the accessibility of local public rights of way to the blind or partially sighted people and people with mobility problems; and
- (4) a statement of the action the authorities' propose to take for the management of local rights of way, and for securing an improved network of local rights of way, with particular regard to the matters dealt with in the assessments in (1), (2) and (3) above.



5.4 The ROWIP 2012-2016 is intended to increase the use of public rights of way by developing a network of safe and attractive routes. Prior to the adoption of the ROWIP 2007-2011, an assessment was carried out of the current provision of public rights of way. User group focus meetings were held, a residents/citizens questionnaire was distributed and four Local Area Assessments were carried out in Sodbury, Oldbury-on-Severn, Brislington East & West Wards and Timsbury. The areas were selected as being typical of the wider area and enabled stakeholders and consultees, including parish councils and the general public, to identify barriers to use and possible improvements to a local network. The findings of these assessments are considered to still be relevant and have therefore been applied to the ROWIP 2012-2016 (see chapters 3, 5 and 6). Chapter 4 examines the policy framework within which the ROWIP 2012-2016 has been developed and will be implemented.

5.5 The key issues that emerged from the assessments and consultations are:

- continuity of routes is important, including use of roads where necessary and safe;
- maintenance of the network is essential;
- safety and personal security are concerns on some routes;
- deficiency of routes for off road cyclists and horse riders;
- easier access needed to some routes; health benefits should be promoted; and
- information and signage often inadequate; tourism and recreational opportunities should be promoted.

5.6 Based on these findings a Statement of Action has been developed which is focused on four themes as identified below.

- Improving Maintenance and Safety
- Signing routes
- Providing Information
- Improving Access for Local Travel

5.7 The Statement of Action sets out a series of 21 actions grouped under each of these four themes to address the key issues. They range from projects requiring capital investment to a restructuring of existing processes to deliver greater efficiency and customer responsiveness. Some will be delivered jointly and others by the individual authorities. As noted in paragraph 3.1 above, progress in implementing many of these will be dependent on securing additional resources from various sources. The intention is to produce an Annual Business Plan with specific projects which will be drawn up in the knowledge of the actual resources available.

## **6 RISK MANAGEMENT**

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

## **7 EQUALITIES**

7.1 An EqIA has been completed. No adverse or other significant issues were found.

## 8 RATIONALE

8.1 The conclusions and proposals set out in the ROWIP 2012-2016 are based on extensive research and consultation. Whilst not all the actions may be achieved with available resources, the approach adopted accords with Government advice. It includes an objective assessment of the current network, of how that matches existing and future users' needs and a series of actions designed to address identified weaknesses and potential growth areas.

## 9 OTHER OPTIONS CONSIDERED

9.1 None. Publication of a ROWIP is a statutory requirement.

## 10 CONSULTATION

10.1 *Cabinet members; Staff; Other B&NES Services; Service Users; Community Interest Groups; Stakeholders/Partners; Other Public Sector Bodies.*

10.2 Extensive consultations took place to guide the development of the ROWIP 2007-2011 and much of this work remains relevant to the ROWIP 2012-2016. Key stakeholders, including the Joint Local Access Forum, have been given the opportunity to comment on, and input into, the ROWIP 2012-2016.

## 11 ISSUES TO CONSIDER IN REACHING THE DECISION

11.1 Social Inclusion; Customer Focus; Sustainability; Young People; Human Rights; Health & Safety; Other Legal Considerations.

## 12 ADVICE SOUGHT

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

<b>Contact person</b>	<i>Graeme Stark (Tel: 01225 477650)</i>
<b>Sponsoring Cabinet Member</b>	<i>Councillor Caroline Roberts</i>
<b>Background papers</b>	<i>Joint Rights of Way Improvement Plan 2007-2011</i>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

# Joint Rights of Way Improvement Plan

2012-2016

**Bath & North East  
Somerset Council**



**South Gloucestershire  
Council** □

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The **West of England** Partnership

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# **Joint Rights of Way Improvement Plan: 2012-2016**

## **Foreword**

## **Updates to 2007 RoWIP**

## **Executive Summary**

### **1) Introduction**

- Our Area
- Purpose and Scope of the ROWIP
- Joint Local Access Forum
- Our Approach
- Policy Context
- Our Vision
- Structure of the Report
- Changes since 2007
- Future Review of the ROWIP

### **2) User Needs**

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- Current Patterns of Use
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- Cyclists
- Equestrians
- Motorised users
- People with Mobility Problems
- Low Participation Groups
- Minimising User Conflicts
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- Definitive Maps and Statements
- Extent of the Public Rights of Way Network
- Bridleways and Byways
- The Wider Access Network
- Promotion
- Modification and Public Path Orders
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### **4) Review of Other Documents and Information**

- National Picture
- Community and Corporate Strategies and the JLTP
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- Other Documents and Information

## **5) Involving the Public**

- Introduction
- Questionnaire Surveys
- Local Area Assessments and 'Whole Area' Consultation Events
- Public Response
- Input into 2007 ROWIP from the Joint Local Access Forum (JLAF)
- User Group Events 2007
- Themes
- Input into 2013 ROWIP Refresh

## **6) Results of assessment and sources of funding**

### **7) Statement of Action**

- Progress since 2007
- Our Statement
- Rights of Way Management Standards
- Classification of Paths
- Implementation, Funding and Partnership Working
- Business Plan
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## **8) Conclusion**

### **Glossary of Terms**

#### **Figures**

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- 2 Policy Context
- 3 Assessment Leading to Action
- 4 Types of Path Most Frequently Used
- 5 Typical Rights of Way Usage
- 6 Public Rights of Way Network
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- 8 Bridleways and Byways
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- 12 Access and Stewardship Land
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- 1 Extent of Public Rights of Way
- 2 Number of Modification Orders Made 2007 to 2011
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- 4 Local Assessment Area Profiles
- 5 Progress on Statement of Action
- 6 Statement of Action

## **FOREWORD**

Welcome to our Rights of Way Improvement Plan. This is an update or 'refresh' of the plan we adopted in 2007 following public consultation in 2006.

The Rights of Way Improvement Plan will guide us in developing and improving our Public Rights of Way network. This network is important in many different ways. It provides access to the countryside, gets people out and about, has health benefits from all that walking, cycling and riding and supports the local economy - everything from local shops and pubs to riding stables.

As a living document we will refresh the Rights of Way Improvement Plan as things change. Your continued input will be appreciated.

We hope you find the Rights of Way Improvement Plan useful. In the meantime go out and enjoy using the Network.

## **EXECUTIVE SUMMARY**

### **Why a Rights of Way Improvement Plan?**

Under the Countryside and Rights of Way Act 2000 every highway authority has to prepare a 'Rights of Way Improvement Plan' (ROWIP). ROWIPs have to assess how well footpaths, bridleways, byways and cycle tracks meet current and future needs; provide recreational opportunities; and are accessible to blind or partially sighted persons and others with mobility problems.

The three councils of Bath and North East Somerset, Bristol City and South Gloucestershire came together to put forward a joint ROWIP which was adopted in 2007. We have now updated or 'refreshed' the ROWIP. North Somerset Council has a separate ROWIP but we hope the two plans will in future be combined.

Our area has a population of almost 868,000 - living in cities, towns, villages and isolated rural properties. Much of our countryside is in the Mendip Hills and Cotswolds Areas of Outstanding Natural Beauty, the rest in the Forest of Avon Community Forest.

In preparing the 2007 ROWIP we looked at user needs, the existing Rights of Way Network, national, regional and local policies and undertook extensive public consultation. This work still remains valid.

Our vision is to increase the use of rights of way by developing a network of safe and attractive routes which:

- Improves opportunities for sustainable access to essential services and facilities; and
- Meets the present and future recreational needs of all members of the community, including those with visual impairment or mobility difficulties.

### **User Needs**

We have looked at the needs of different users including those who for various reasons have limited mobility and taking account of the requirements of the Equality Act 2010. Walkers and cyclists need safe, convenient and well maintained rights of way for 'everyday' trips - for example getting to school, work and local shops. For 'recreational' trips their needs vary from routes for short family strolls to more challenging routes for mountain bikers. Horse riders have their own individual needs as do people with two or four wheel motorised vehicles. There can be conflicts between the needs of different users and we aim to manage these, learning from best practice. We are also conscious that rights of way go across private land and that positive working with landowners is essential.

## **Existing Rights of Way**

We have a 1,400 mile network with around 90% being footpaths. Footpaths range from locally important links to well promoted routes like the Cotswold Way National Trail and routes along our rivers and canals. For historical and geographical reasons the provision of public rights of way is variable. Public rights of way are recorded on our 'definitive maps and statements'. From 2007 until 2011 we have processed 105 legal orders to modify these maps or to create, divert or extinguish rights of way.

The cities of Bath and Bristol have relatively limited recorded rights of way networks but these are supplemented by a diverse pattern of other paths and routes. Most bridleways and 'restricted byways' (those open to non-motorised users only) are in South Gloucestershire. Most 'byways open to all traffic' (BOATs) are in Bath and North East Somerset. As well as the network of public rights of way, our area has a wide range of other means of getting access to local facilities and the wider countryside. We have for example the Bristol & Bath Railway Path and other key routes that form part of the National Cycle Network. There is also 'access land' including commons, public parks and 'permissive' paths provided by farmers under the Department for Environment, Food and Rural Affairs' Environmental Stewardship schemes and by landowners like the National Trust and Bristol Water. Vital links are provided by highway footways and verges and housing estate paths.

As highway authorities we have a duty to ensure that rights of way are adequately signposted, maintained, free from obstruction and fit for purpose. Current practice varies between the three councils. Signing problems have been identified through surveys and feedback from the public. Each council has maintenance contracts for vegetation clearance and control and there are also agreements with some Parish Councils. As well as general maintenance we have improvement programmes such as replacing stiles with kissing gates, surfacing and improved drainage.

We actively promote rights of way and there are a variety of booklets and leaflets produced. Council websites have an increasing role as does the new [OutdoorsWest.org.uk](http://OutdoorsWest.org.uk) site. Many other organisations are equally active in promotion.

## **Review of Other Documents and Information**

In assessing our rights of way we have drawn upon other documents and information. Guidance notes and other publications of the Government and national agencies have been influential. We have also taken account of our community and corporate strategies. There is a close relationship between the ROWIP and the Joint Local Transport Plan 2011-2026. Our Local Plans and local development frameworks set the land use context. The management plans of the Mendip Hills and Cotswolds Areas of Outstanding Natural Beauty are also important.



## **Involving the Public**

In 2006 we undertook a questionnaire survey and received almost 3,000 replies, enough to give a good picture of public opinion. We found that walking, jogging and cycling were the most popular activities; over half walked paths at least once a week. Three quarters of people used rights of way to enjoy the environment. Personal safety was a key concern and maintenance was also considered a priority.

These and the many other survey findings were explored in detail in four 'local assessment areas' chosen to represent different types of location: Brislington, Oldbury-on-Severn, Sodbury and Timsbury. Consultation events were held in these locations plus an area-wide event for access providers and interest groups. All these comments were taken into account in producing the draft ROWIP in May 2007. Following that we undertook further work including a questionnaire survey on the Consultation Draft and user group events.

## **Results of Assessment**

Four themes came forward as priorities and these are still applicable:

- Theme 1, improving maintenance and safety;
- Theme 2, signing routes;
- Theme 3, providing information; and
- Theme 4, improving access for local travel.

## **Statement of Action**

In the light of our assessment we have drawn up a Statement of Action focusing on the four priority themes and building on the progress made since 2007. We propose a total of 21 separate actions, 6 of them short term 'quick wins'.

Our first theme is to improve maintenance and safety and we use survey information to prioritise maintenance of the network. Under the second theme we plan to continue to review and upgrade signs. To provide information - the third theme - we propose to make greater use of the internet, newsletters and press releases. We also will extend the range of promotional material to promote health and recreation, give guidance to landowners and promote access by public transport. With our fourth theme to improve access for local travel we will look to enhance access to schools and other local facilities and give attention to those with mobility difficulties. We will seek road safety improvements and promote rights of way through travel planning and the planning process.

Most actions will be implemented by the councils but key partners and stakeholders will play important roles including the AONB services. We look forward to working closely with landowners. Business Plans will be prepared to guide investment and implementation and linked with the Joint Local Transport Plan Delivery Plan.

## **Conclusions**

We believe the ROWIP is a major step towards developing a network of safe, accessible and attractive routes that meet present and future needs.

# 1 INTRODUCTION

## Our Area

- 1.1. This Rights of Way Improvement Plan (ROWIP) covers the council areas of Bath & North East Somerset, Bristol City and South Gloucestershire, totalling almost 100,000 ha. The population is almost 868,000 with 527,000 of these living in Bristol and the adjoining urban area within South Gloucestershire. Other significant settlements are Bath (pop. 84,000) and the five towns of Chipping Sodbury, Yate, Keynsham, Norton-Radstock and Thornbury (combined pop. 78,000). About 100,000 people live in our rural areas in a variety of large and small villages, hamlets and in isolated properties in the open countryside.
- 1.2. Drained levels adjacent to the Severn estuary rise towards the limestone Cotswolds escarpment bordering the east of the area and the Mendip Hills plateau to the south. Between is a rolling landscape of ridges and river valleys. The rural areas are characterised by a range of villages and hamlets, mixed farming and mostly small woodlands. An extensive part is within the Mendip Hills and Cotswolds Areas of Outstanding Natural Beauty and the remainder is in the area of the Forest of Avon Community Forest: see Figure 1.

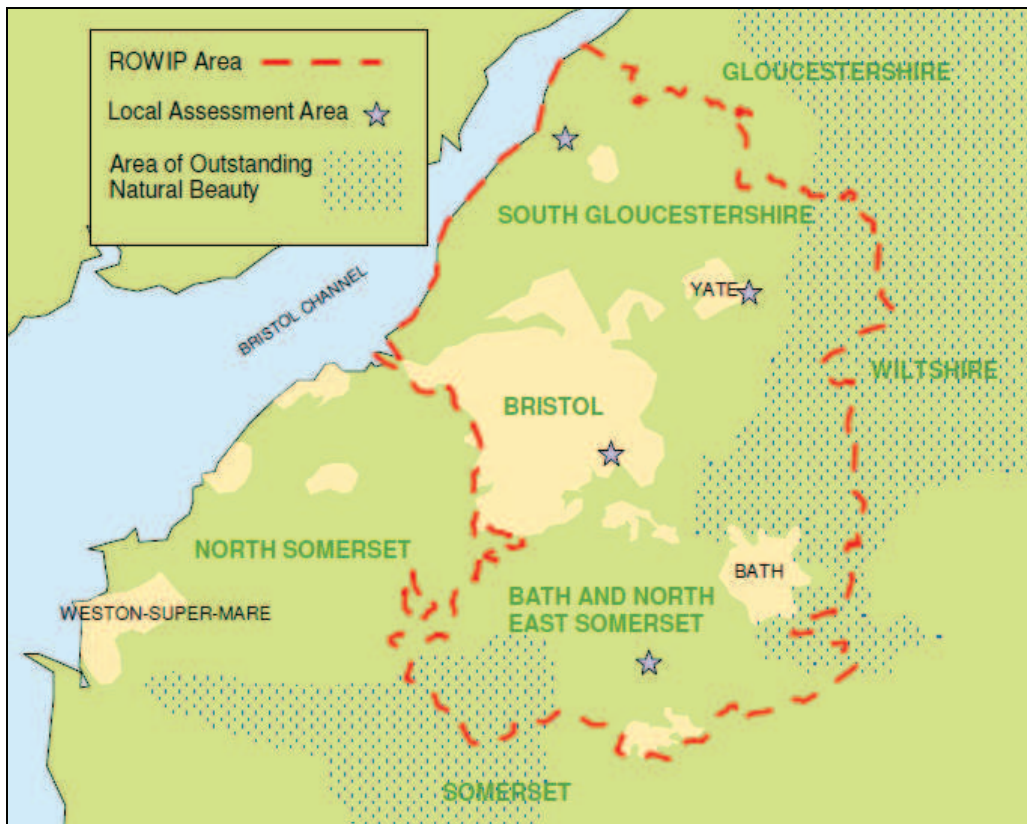


Figure 1: The ROWIP area

- 1.3. As local highway authorities we are required by section 60 of the Countryside and Rights of Way (CROW) Act 2000 to prepare a ROWIP. ROWIPs have to make an assessment of:
- The extent to which local rights of way meet the current and likely future needs of the public;
  - The opportunities provided by local rights of way for exercise and other forms of open-air recreation and the enjoyment of their area
  - The accessibility of local rights of way to blind or partially sighted persons and others with mobility problems
- 1.4. As defined in the CROW Act local rights of way focus on footpaths, bridleways, restricted byways and byways; these form the Public Rights Of Way network (PROW). The Crow Act also includes cycle tracks, routes that have been upgraded from public footpaths using the Cycle Tracks Act 1984. There are very few of these in our area and for the purposes of this ROWIP we include them as part of the PROW network. The PROW network does not include footways, i.e. pavements or other paths that form part of a road mainly used by vehicles. We look at the legal definitions further in Chapter 4.
- 1.5. This ROWIP builds upon our duties as highway authorities: see Box 1A.

***BOX 1A Highway Authority Duties***

As highway authorities we have a duty

- to keep and maintain the legal record of public rights of way;
- to ensure that routes are adequately signposted, maintained, free from obstruction and fit for purpose;
- to assert and protect the rights of the public.

Government guidance suggests that ROWIPs 'should build upon this work and not conflict with these existing duties or reduce the effectiveness with which they are carried out'.

- 1.6. In our assessment we have also looked at other means of 'outdoors access' such as paths in parks and woodland, permissive routes and 'access land' under the CROW 2000 Act. We have looked in detail at four areas (see Figure 1) to give us a greater insight into typical issues; these 'local area assessments' focus on:
- Brislington, within the City of Bristol – a community on the urban fringe;
  - Oldbury-on-Severn – a small village community in the north of our area;
  - Sodbury – a small market town and rural area close to the Cotswolds Area of Outstanding Natural Beauty;
  - Timsbury – a large former mining village between Bath and Norton-Radstock.

## **Joint Local Access Forum**

- 1.7. The Joint Local Access Forum (JLAF) is a statutory body established by the three councils in July 2003 to provide advice on the '*improvement of public access to land for the purposes of open-air recreation and enjoyment of the area*'. Currently meeting three times a year the JLAF has 21 members comprising one Councillor from each authority and 18 voluntary members representing a variety of interests, including those of land managers and users. The JLAF has played an important part in guiding us in preparing and reviewing this ROWIP.

## **Our Approach**

- 1.8. Working together to prepare a joint ROWIP has several advantages:
- It builds on existing joint working, such as through the JLAF, Joint Local Transport Plan (JLTP) and the Avon Frome Partnership;
  - It recognises the strong recreational and transport links between and within urban areas and countryside in the area;
  - It has allowed people across the whole area to have a say in the improvement of access where they live and where they might visit;
  - It recognises that the PROW network, and the public perception of it, is continuous across boundaries;
  - It identifies the potential for increasing partnership working and co-ordination and for pooling expertise for cross boundary projects;
  - It increases the potential of the councils and our partners to gain funding for improvements.
- 1.9. North Somerset Council has a separate ROWIP but we anticipate that the two plans will come together in the future so that there will be a single ROWIP for the West of England.

## **Policy Context**

- 1.10. The ROWIP has been prepared in the context of a range of policies and strategies and we expand on these in Chapter 4: see Figure 2. We have taken into account the national policies of the Department for Environment, Food and Rural Affairs (DEFRA), Department for Transport (DfT), Department of Communities and Local Government (DCLG) and other Government Departments as well as the aims and initiatives of Natural England (NE), the Environment Agency (EA), Forestry Commission (FC), the Canal and River Trust (CRT) and others.
- 1.11. PROWs feature in our sustainable community strategies and these have informed preparation of Council corporate strategies. The councils' JLTP 2011-2026 recognises the crucial role of the PROW network in facilitating sustainable transport in both urban and rural areas and contributing to a range of other objectives.

1.12. Our Local Plans (LP) set the local land use framework. Influential on the PROW network are the management plans of the Mendip Hills and Cotswolds Areas of Outstanding Natural Beauty (AONB) as well as the Avon Biodiversity Partnership's Action Plan. In and around Bath we have taken into account the World Heritage Management Plan. Across the area 'green space/green infrastructure strategies' have a bearing on the ROWIP and we have worked with Parks and Leisure staff to build a corporate approach to both PROWs and open spaces. Outside Bristol, Parish Plans are locally important and provide further 'building blocks' for the ROWIP. Last but by no means least are the policies and plans of bodies like the National Trust, Woodland Trust, and those of major estate landowners as well as individual farmers.

**Figure 2: Policy Context**



## Our Vision

1.13. The ROWIP vision is to increase the use of PROWs by developing a network of safe and attractive routes which:

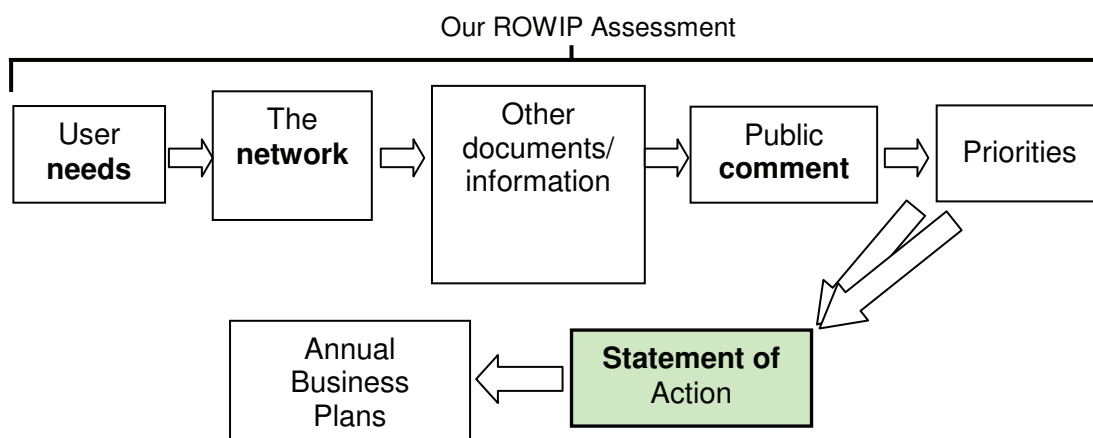
- improves opportunities for sustainable access to essential services and facilities; and
- meets the present and future recreational needs of all members of the community, including those with visual impairment or mobility problems.

## Structure of the Report

1.14. We have prepared this report in the light of the statutory guidance published by DEFRA in November 2002. The structure is as follows:

- Chapter 2 assesses the needs of different groups of users – what do they look for from the PROW and wider access network?
- Chapter 3 assesses the extent of the current PROW and wider access network – how does it measure up to what users need?
- Chapter 4 takes into account other sources of information on PROWs – what do other plans and documents say?
- Chapter 5 summarises the comments of the public – what do people think about the PROW and wider access network?
- Chapter 6 draws together the results of Chapters 2 to 5 – what are the priorities for action?
- Chapter 7 puts forward our Statement of Action.
- Chapter 8 sets out our conclusions – next steps: taking action, monitoring and future review of the ROWIP.

1.15. Figure 3 shows how our assessment leads to our Statement of Action, followed by implementation through Annual Business Plans.



**Figure 3: Assessment Leading to Action**

### **Changes since 2007**

- 1.16. Since we prepared the 2007 ROWIP the JLTP 2011- 2026 has been adopted and we have taken this into account in this update. The updated ROWIP also takes on board the requirements of the Equality Act 2010 and the comments made by Natural England in their August 2008 'ROWIP Evaluation Regional Report for the South West Region' (see separate Changes Since 2007 section).

### **Future Review of the ROWIP**

- 1.17. The CROW Act requires ROWIPs to be reviewed after at least 10 years. We intend to undertake a full review in 2015 as an integral part of our work on rolling forward the Joint Local Transport Plan Delivery Plan.



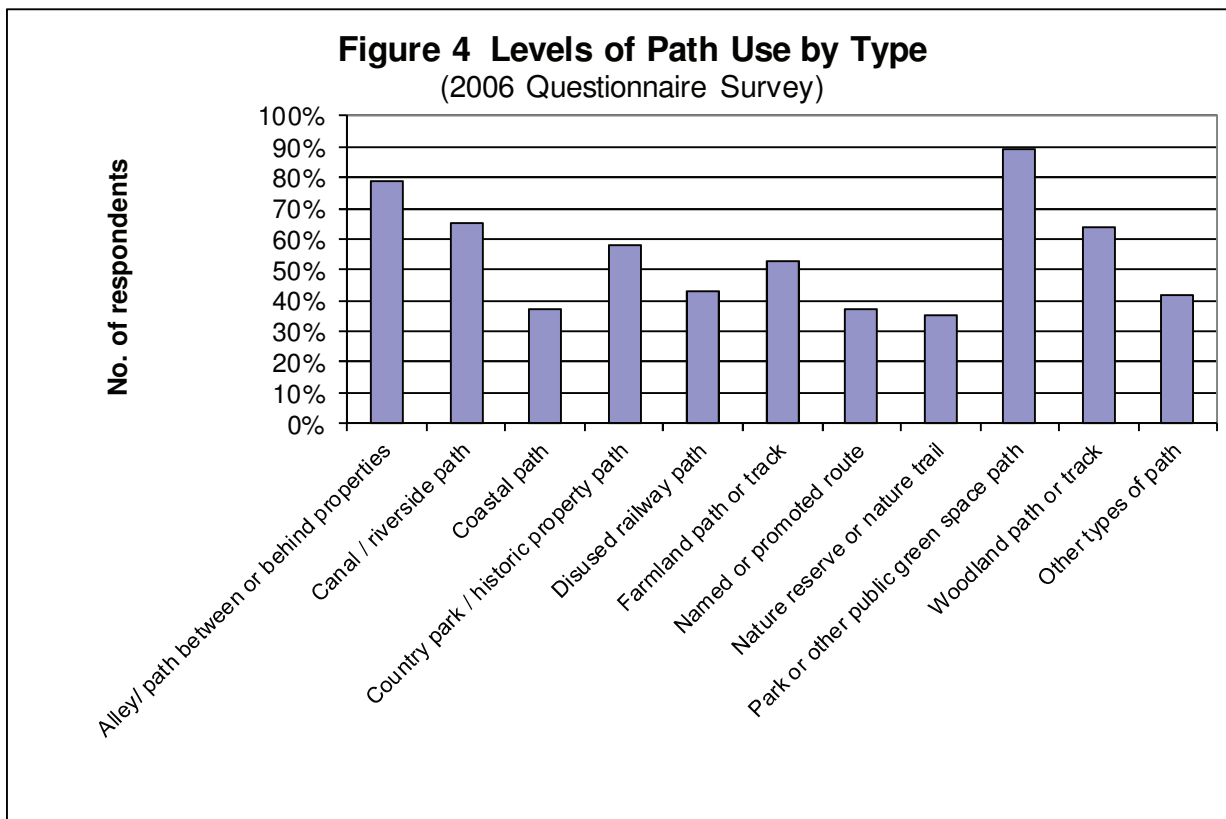
## 2. USER NEEDS

### Introduction

- 2.1. DEFRA advise that authorities should consider the '*needs and circumstances of people with a range of expectations, interests and levels of ability*'. In assessing need we have benefited not only from the views of the JLAF but also from the comments of the public and users during public consultation– see Chapter 5. In response to the ROWIP consultation questionnaire in 2006, 70% of people thought that user needs had been adequately assessed. Others considered that some needs had been overlooked and these were addressed in the 2007 ROWIP. We have also taken on board the input of the public and stakeholders into the JLTP 2011-2026 and the many policy documents that we have scrutinised in preparing this ROWIP – see Chapter 4. We have also taken into account best practice elsewhere, recognising that there is a wide variety of need, ranging from casual use, people getting fresh air and exercise and getting to work or school, to organised walking, cycling or horse riding trips. A further assessment of user needs is not necessary at this stage.
- 2.2. With AONBs, the World Heritage City of Bath, the Cotswold Way National Trail and a range of other attractions including the Cycle Network we are conscious that we need to take into account not only the needs of our urban and rural residents but those of visitors and tourists. In this section we outline the needs of different users. In Chapter 6 we assess how far their needs are met by the PROW and wider access network based on our local area assessments and questionnaire survey. This leads to the priorities for action we propose in Chapter 7.

### Current Patterns of Use

- 2.3. Our 2006 questionnaire survey has given us an insight into usage of PROW and wider access network. This has been supplemented by counts we carried out at 31 representative locations between December 2006 and May 2007, and subsequent counts, to give us an up-to-date picture of usage.
- 2.4. The 2006 survey asked people what types of path they had used in the past year. Most frequent use (Figure 4) was of paths through a park or open space (89% of respondents) followed by 'alleys' or paths between or behind properties (79%). Roughly half had used paths along canals and riversides, through woodland or at country parks/ historic properties. Farmland paths had been used by about 50% of residents in Bath and North East Somerset and South Gloucestershire but rather less by people living in Bristol. About 43% had used a former railway path. Named or promoted routes, coastal paths and nature trails had been used the least.

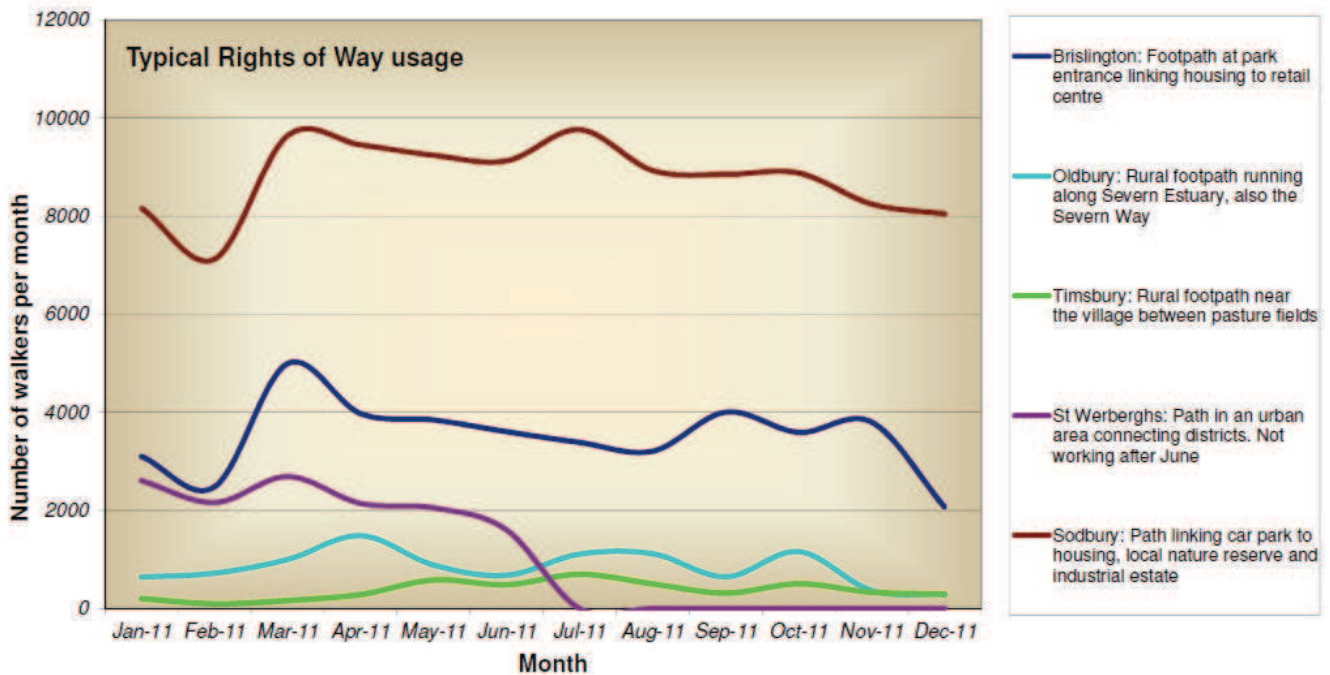


2.5. When asked how they used paths and how frequently, the survey showed that walking, jogging and cycling were the most popular. 55% of people went walking on paths at least once a week, 13% jogged and 10% cycled.

2.6. In answer to questions about why people used rights of way, three out of four respondents said that it was to enjoy the environment. The other main reasons were for the health benefits (59%) or for convenience and gaining access to places and services (52 and 49%). Reasons for not using rights of way focused on concerns about personal safety (42%); lack of maintenance (35%); and poor state of cleanliness (33%). About a quarter said '*I tend to drive to most places*' and a similar proportion said '*I don't know where many paths are*'.

2.7. To find out more about how well used the PROW network is we have been using new counting methods across a range of sites. Pressure slabs, gate switches, sensor posts, body heat sensors and magnetometers have all been used to detect walkers, cyclists, horses and their riders. The results are shown in Figure 5.

**Figure 5 Typical Rights of Way Usage**



2.8. Unsurprisingly usage picks up in the spring and there is a wide variation in use from urban fringe paths in Sodbury to quiet rural paths at Oldbury-upon-Severn. Monitoring is currently proposed to continue throughout the life of the ROWIP.

**Walkers**

2.9. The JLTP 2011-2026 highlights the importance of walking as part of an integrated transport system - particularly for short trips and at the beginning and end of longer journeys - and as a healthy, low carbon mode of travel. The significance of walking for recreation, health and other social reasons is also recognised in the range of plans and strategies we touch on in Chapter 1 and the documents we have studied in Chapter 4. National surveys suggest that about half of households have at least one member who regularly walks in the countryside, and that walking as a leisure activity makes a significant contribution to the rural economy. There are different motivations for walking but it is useful to distinguish two broad groups; people undertaking what might be called 'everyday' trips, for example to shops, school or work, and those enjoying recreational trips.

### *Everyday trips*

2.10. For everyday walkers our consultation and experience from elsewhere suggests that their needs focus on:

- Effective links with local facilities such as shops and key destinations, including shorter routes to schools;
- Well drained and level surfaces with regularly cut vegetation;
- Paths clear of litter and dog mess;
- Safe routes that avoid road hazards and provide personal security;
- Lack of obstructions;
- Ability to use pushchairs and mobility scooters;
- Clear and visible signs.

### *Recreational trips*

2.11. Recreational walkers range from those wanting a stroll or short walk (e.g. families with young children) to those looking for a day walk or long distance opportunities. We have identified the following principal needs:

- Natural surface and environment;
- Variety of scenic, circular and linear routes;
- Drainage that avoids excessive mud;
- Adequate signage and waymarks;
- Safe routes that avoid road hazards;
- Lack of obstructions, including vegetation, ploughing;
- Information about routes;
- Routes close to home for short walks;
- Availability of public transport or car parking;
- Accessible routes.

2.12. The 2006 questionnaire survey found that 21% of respondents used paths for dog walking. People who walk their dogs have particular needs for:

- Dog latches on stiles or provision of kissing gates;
- Provision of dog bins and regular emptying;
- Opportunities for their dogs to run off the lead, subject to legal restrictions.

2.13. Joggers need:

- Maintained paths clear of litter and dog mess;
- Safe road crossings;
- Variety of surfaces;
- Continuity of routes;
- Personal security;
- Access year round.

2.14. If the improvements for walkers and joggers were made our surveys suggest that use of paths and particularly parks, public green spaces, coastal, riverside and woodland paths would increase.

## **Cyclists**

2.15. Cyclists vary in their needs, ranging from people who use their bicycle to travel to work, school or meetings to those wanting to cycle purely for pleasure or exercise. National surveys suggest that about a quarter of households have at least one member who regularly cycles in the countryside. Locally the development of the National Cycle Network and other paths and routes, many as part of the Greater Bristol Cycling City project, has stimulated demand. As with walkers we have distinguished between 'everyday' trips and 'recreational' trips but we recognise that there is interplay between them. There are also differences in the needs of mountain bikers looking for challenging rides to family groups wanting a more relaxed, safe experience. In relation to the off-road rights of way network we assess cyclists' principal needs as:

### *Everyday trips*

- Effective links with local facilities and key destinations;
- Well drained surfaces free of potholes and with regularly cut vegetation;
- Paths clean and well maintained;
- Safe routes that avoid road hazards and provide personal security;
- Lack of obstructions.

### *Recreational trips*

- Variety of scenic, circular and linear routes of differing length;
- Well drained surfaces free of potholes (but challenging routes for mountain bikers);
- Routes wide enough to share with other users;
- Well designed signage and waymarks;
- Safe routes with adequate crossing points where they meet the road network and convenient links where necessary on-road or along road verges;
- Lack of obstructions, including vegetation;
- Ability to use child cycles/ trailers.
- Information about routes;
- Availability of car parking;
- Appropriate surfacing.

2.16. If investment is made across the areas listed above, the 2006 surveys suggest regular cyclists would make more use of cycle paths, disused railways, canal and riverside paths and promoted routes.

## **Equestrians**

2.17. There are at least 30 commercial horse riding stables in our area - with concentrations on the urban fringe of Bristol and at Winterbourne/Frampton Cotterell - as well as a variety of individual stables. The British Horse Society estimates that there are over 8,500 horses in South Gloucestershire and approximately 4.2 million riders and carriage drivers in the UK, about 6% of the population. From our work with equestrian users we assess their major needs as being:

- Variety of scenic, off-road and connected routes of adequate length;
- Creation of new routes and missing links;
- Level surfaces, free of potholes;
- Routes wide enough to share with walkers and cyclists;
- Adequate signage including 'caution horses' signs and waymarks;
- Safe routes with adequate crossing points where they meet the road network and convenient links where necessary on-road or along road verges;
- Lack of obstructions, including vegetation;
- Gates that can be opened easily from horseback;
- Information about routes and their promotion;
- Parking for horseboxes where safe and connected routes are not available.

2.18. DEFRA also draws attention to the needs of carriage drivers. In addition to the general needs of riders, carriage drivers look for adequate parking for manoeuvring carriages and horses, areas for harnessing up and putting to, and routes with sufficiently wide gates.

## **Motorised Users**

2.19. Very little of our PROW network is classified as Byways Open to All Traffic and therefore legally open for use by motorised two-wheeled and four-wheeled vehicles. The demand for what the DEFRA guidance calls 'recreational motoring' is largely met by off-road facilities on private land. However, there are a number of established motor trials and events in our area using the PROW network. Such events may be authorised by the relevant council under section 33 of the Road Traffic Act 1988 and appropriate stewarding is essential. The motorised user group suggests that needs focus on:

- Increase in opportunities, including potential use of disused quarries;
- Unsurfaced routes to create most interest;
- Routes of reasonable length without dead ends;
- Routes deeper in countryside preferred to urban fringe;
- Information and signage on user entitlement for all users, details of suitable routes;
- Routes clear of obstructions, including overhanging vegetation and burnt out cars.

## People with Mobility Problems

2.20. About 8% of our residents have some form of physical or learning disability. Mobility can be restricted not only by disability but also by having to push a child's buggy, stiffened joints or short term health conditions. Less than 5% of disabled people are in wheelchairs. Therefore, the accessibility of the PROW network can be improved through various means, not just by making paths wheelchair accessible. The PROW network needs to be managed and promoted to provide reasonable access to all users, taking account of the Equality Act 2010. One inaccessible section can prevent use of the whole route. A disabled user group has helped us to understand in more detail what issues are important. We have split these into everyday and recreational trips to highlight where needs are different. They include:

### *Everyday trips*

- Maintenance of the network;
- Surfaces firm, level and non-slip;
- Paths clear of dog mess
- Space for manoeuvring wheelchairs/ mobility scooters/ buggies and passing;
- Handrails at appropriate height;
- Even steps;
- Minimising number of structures;
- Easy to use catches and gates;
- Design of signs: distinctive pictorial signs needed;
- Accessible seats/perching places;
- Spaces and facilities for horse riders to mount and dismount;
- Needs of blind and partially sighted; clear edges to paths, clear marking of steps and structures, warning of hazards, paths clear of obstructions at head height.

### *Recreational trips*

Needs as above plus the following:

- Views unimpeded for wheelchair users;
- Equal spread of accessible walks throughout the West of England area;
- Better publicity of accessible walks, graded for ease of use with information on gradients, access barriers and facilities;
- Better information for the deaf, blind and partially sighted using a variety of media, in plain English and with careful use of colour;
- Paths and publicity must account for different mobility vehicles where more rugged paths can be accessed by all terrain 'Tramper' type mobility vehicles;
- Improved public transport links to walks;
- Special 'blue badge type' car parking needs.

2.21. The council's management of their PROW networks is guided by DEFRA's 'By All Reasonable Means', 'Authorising structures (gaps, gates & stiles) on rights of way' and 'Outdoors For All?'

## **Low Participation Groups**

- 2.22. Data from the Day Visit Survey published in the State of the Countryside Report 2005 (Natural England) showed that disabled people, ethnic minorities, inner city residents and young people visit the countryside and participate in country activities less than others. DEFRA's 2008 Diversity Action Plan<sup>1</sup> aims to increase awareness of opportunities and the number, diversity and frequency of people in under-represented groups enjoying the natural environment.
- 2.23. Disabled needs and issues are picked up in paragraph 2.20. Bristol's population is made up of 12% non-White British residents (2001 Census). Because ethnic minorities are less likely to respond to questionnaire surveys we over sampled this group in the 2006 survey to increase their share of the sample to 16%. Despite this, only 8% of people who filled in the questionnaire were from the non-white British group. This low response shows that we must do more work to encourage ethnic minorities to get more involved. We also recognise that relatively few young people have responded directly to our ROWIP consultations and efforts should be made to get them to participate more in countryside access.

## **Minimising User Conflicts**

- 2.24. The advice from DEFRA<sup>2</sup> is that proposals for improving rights of way should not unduly benefit one class of user at the expense of another. Shared use of bridleways is a particular case in point where conflicts may be perceived between walkers, cyclists and horse riders. On byways the interests of these users may in turn conflict with motorised users and horse drawn vehicles. There can be conflict caused by dogs accompanying walkers or between users and farm animals. Such conflict might involve real or perceived dangers. We see the importance of learning from best practice in management of these potential conflicts and working closely with our AONB and other partners.

## **Other Interests**

- 2.25. Rights of way improvements are aimed at benefiting the public but we must not lose sight of the fact that landowners have a special interest. Public rights of way usually go across private land and can cause problems for farmers, golf course owners and others. The Countryside Code provides valuable advice for land managers as well as users on rights, responsibilities and liabilities. This makes it easier for visitors to act responsibly and for landowners to identify threats to visitor safety.

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<sup>1</sup> 'Outdoors for All? An Action Plan to increase the number of people from under-represented groups who access the natural environment', DEFRA 2008

<sup>2</sup> 'Rights of Way Improvement Plans: Statutory Guidance to Local Highway Authorities in England', DEFRA November 2002



- 2.26. Positive working with farmers and land managers is essential. In our area these interests range from individual farmers to large estates including the Duchy of Cornwall and the National Trust. The AONB management plans highlight this co-operative working. The FC, Woodland Trust and private woodland owners are other interested parties.
- 2.27. Apart from private land, people also look to local authority parks and open spaces to provide recreational access as well as land held by other public bodies. We need to make sure that relevant estate managers are fully involved with implementation of the ROWIP.
- 2.28. Whilst concentrating on rights of way we also have to be mindful of heritage and nature conservation interests. These are spelled out in the policy documents we list in Chapter 4. They also include features of local interest such as stone stiles and distinctive types of gate and surface treatment. The presence of ancient monuments and other archaeological features and diversity of wildlife and habitats add to the attraction of our rights of way. We have to ensure that use of the network does not conflict unduly with wider objectives both in areas with formal designations and across the PROW network. Improvements should consider the value of features that are distinctive to a locality or period of time.

### 3. RIGHTS OF WAY IN OUR AREA

3.1. As highway authorities, we are responsible for the ‘definitive map and statement’, the legal record of public rights of way. In line with the DEFRA guidance we have used the maps and statements, together with other information, to make an assessment of:

- the extent to which routes and networks are available to meet the user needs identified in Chapter 2;
- areas which are deficient in PROWs for some or all user groups;
- inconsistencies or anomalies in individual PROWs;
- other opportunities to improve the network.




#### Definitive Maps and Statements

3.2. The definitive maps and statements record various classes of routes depending on the type of use available to the public:

- Public Footpaths** – can be used by pedestrians;
- Public Bridleways** – can be used by pedestrians, equestrians and cyclists (though cyclists must give way to other users);
- Restricted Byways** – for pedestrians, cyclists, equestrians and non-motorised vehicles (e.g. horse drawn vehicles);
- Byways Open to All Traffic** (“BOATS”) – can be used by all traffic, but are predominantly used by pedestrians and equestrians.

3.3. There are 2,282km (1,418 miles) of public rights of way recorded on the definitive maps and statements, split as shown in Table 1. Almost 90% of the network consists of public footpaths. In all we have an average of almost 23m of rights of way per hectare.

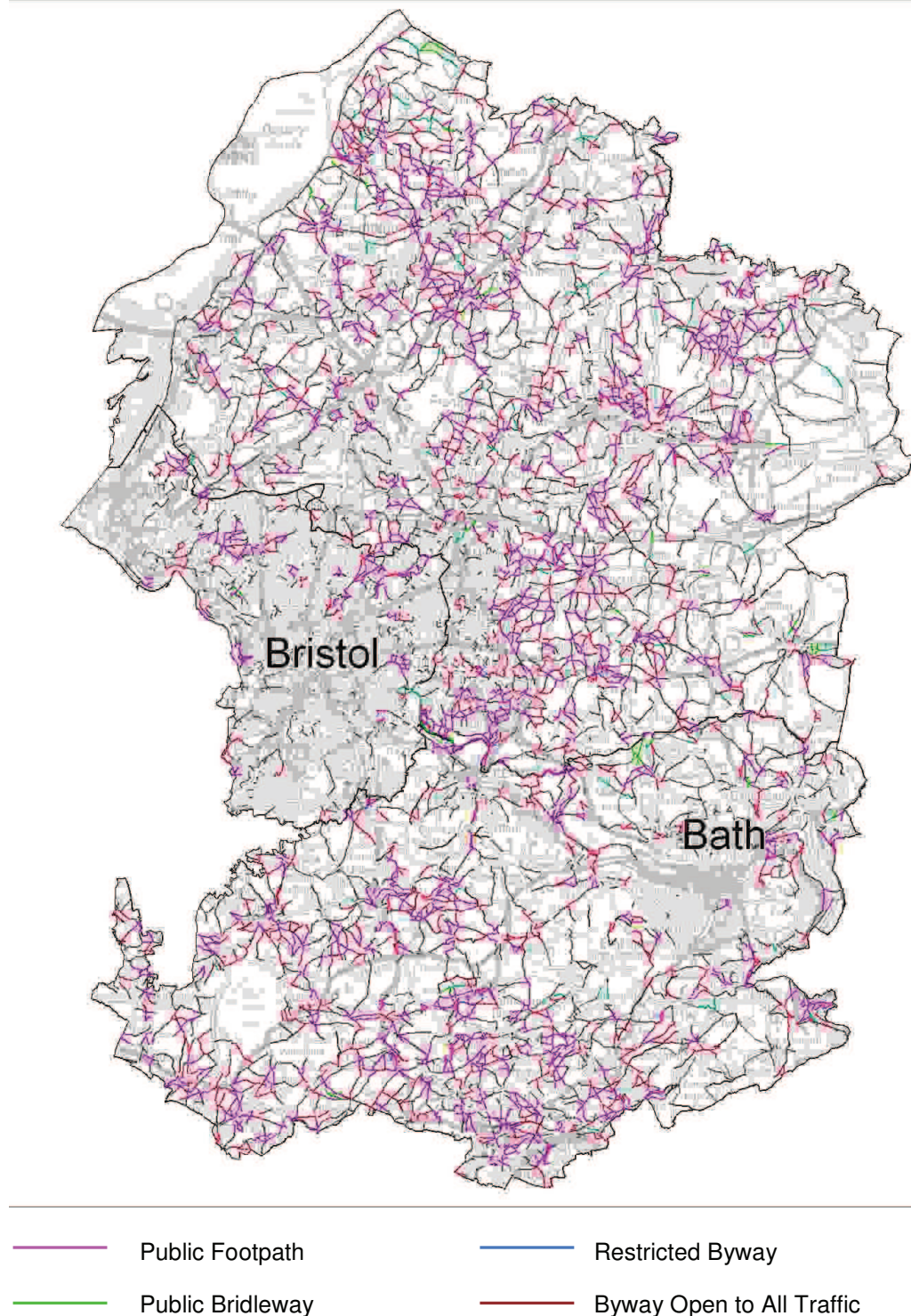
**Table 1 Extent of Public Rights of Way (Km)**

	Entitled Users	Bath & North East Somerset	Bristol City	South Gloucestershire	ROWIP area
Public footpaths (km)		759	161	1113	2033
Public bridleways (km)		44	6	123	173
Restricted byways (km)		1	1	25	27
BOATs (km)	All	48	0	<1	49
<b>TOTAL</b>		<b>852</b>	<b>168</b>	<b>1262</b>	<b>2282</b>
Estimated population (2011)		<b>176,000</b>	<b>428,000</b>	<b>264,000</b>	<b>868,000</b>
Area (ha.)		<b>35,000</b>	<b>11,200</b>	<b>53,500</b>	<b>99,750</b>
Average density of rights of way (m/ ha)		<b>24.5</b>	<b>15</b>	<b>23.5</b>	<b>22.9</b>

### Extent of the Public Rights of Way Network

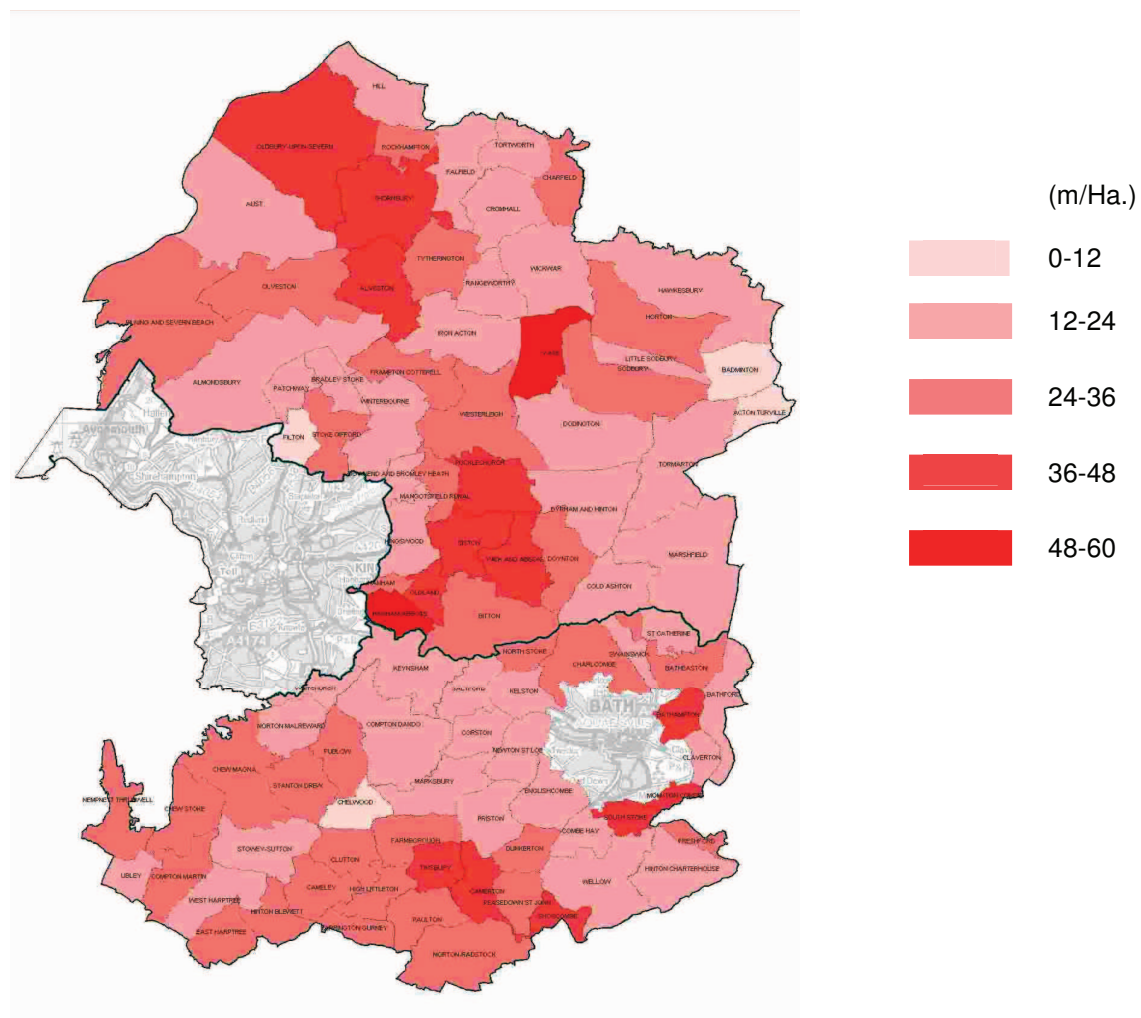
3.4. PROWs recorded on the definitive map are not evenly distributed and there are areas where there is limited density and a lack of convenient links. The PROW network is shown in Figure 6. Bristol, like other large urban areas, has a relatively small network recorded on the definitive map and statement but this is supplemented by a diversity of other paths and routes.

**Figure 6: Public Rights of Way Network**



- 3.5. The distribution of rights of way in both urban and rural areas is a factor of landscape, past use and development. For example, on the levels around Oldbury-on-Severn, the network of footpaths, bridleways and byways follows a similar pattern of historic settlement links as the carriageway network. It joins villages and farms and is largely linear, following the pattern of drainage rhynes. In the south of the ROWIP area, typified by Timsbury, there is a network of footpaths linking settlements, which is likely to be the result of movement between local mining settlements within a pattern of small fields in an undulating landscape. Historically, in many areas routes have been upgraded to roads and increased use of these routes by motorised vehicles has created an increasingly fragmented network of vehicle free or quiet routes.
- 3.6. Figure 7 indicates the density of the network in the parishes outside Bristol and Bath. There is a relatively high density in and around the towns of Midsomer Norton, Radstock, Thornbury and Yate but it is lower in other areas. The density in parishes fringing the urban areas of Bristol and Bath is, with some exceptions, quite low. The network is also relatively sparse in many parishes within the Cotswolds AONB.

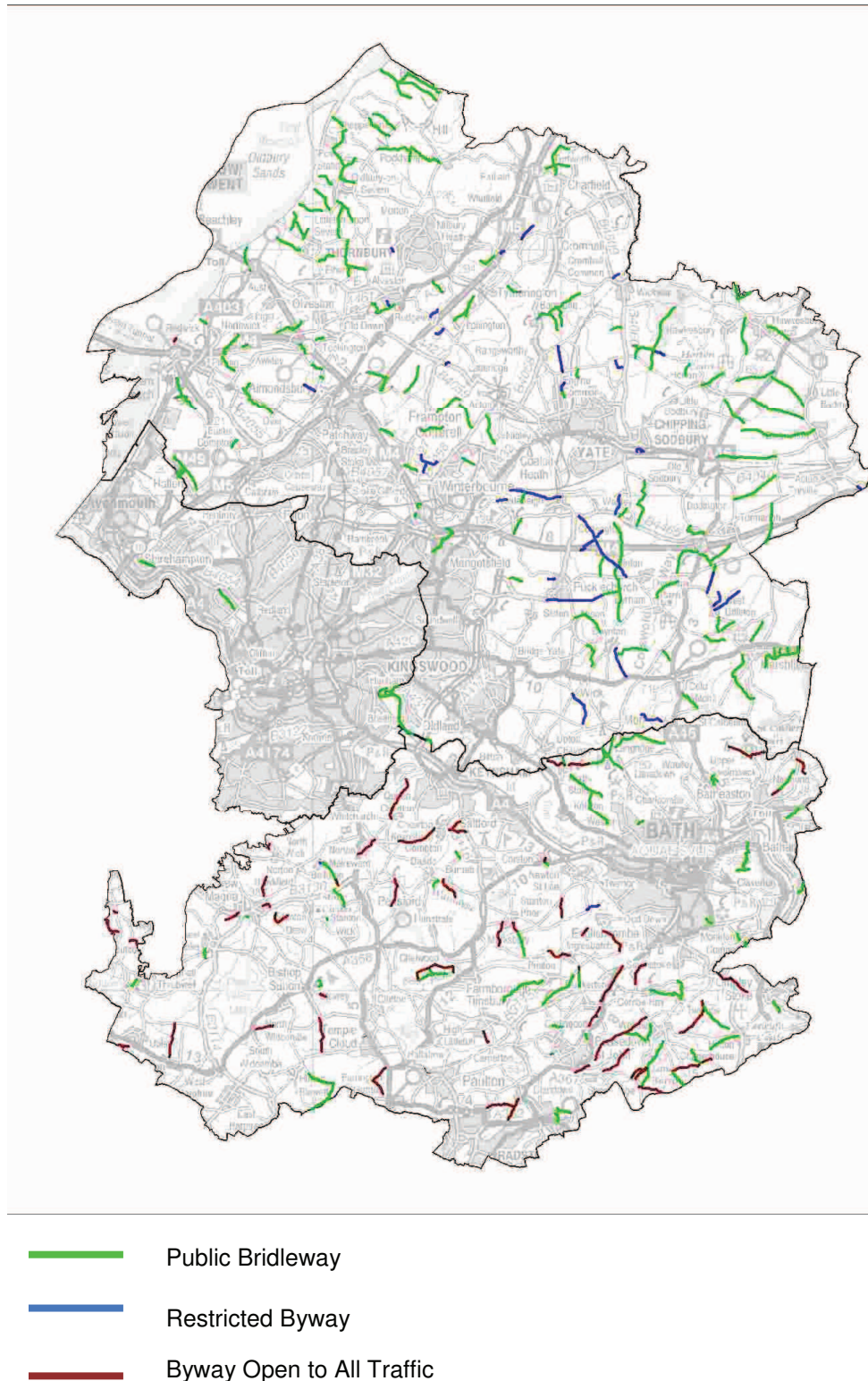
**Figure 7: Public Rights of Way Density**



**Bridleways and Byways**

3.7. Bridleway provision across the area is lower than the national average and is fragmented (Figure 8). The majority of public bridledways and restricted byways are in South Gloucestershire. Bath & North East Somerset has a relatively limited bridledway network but 50km of BOATs.

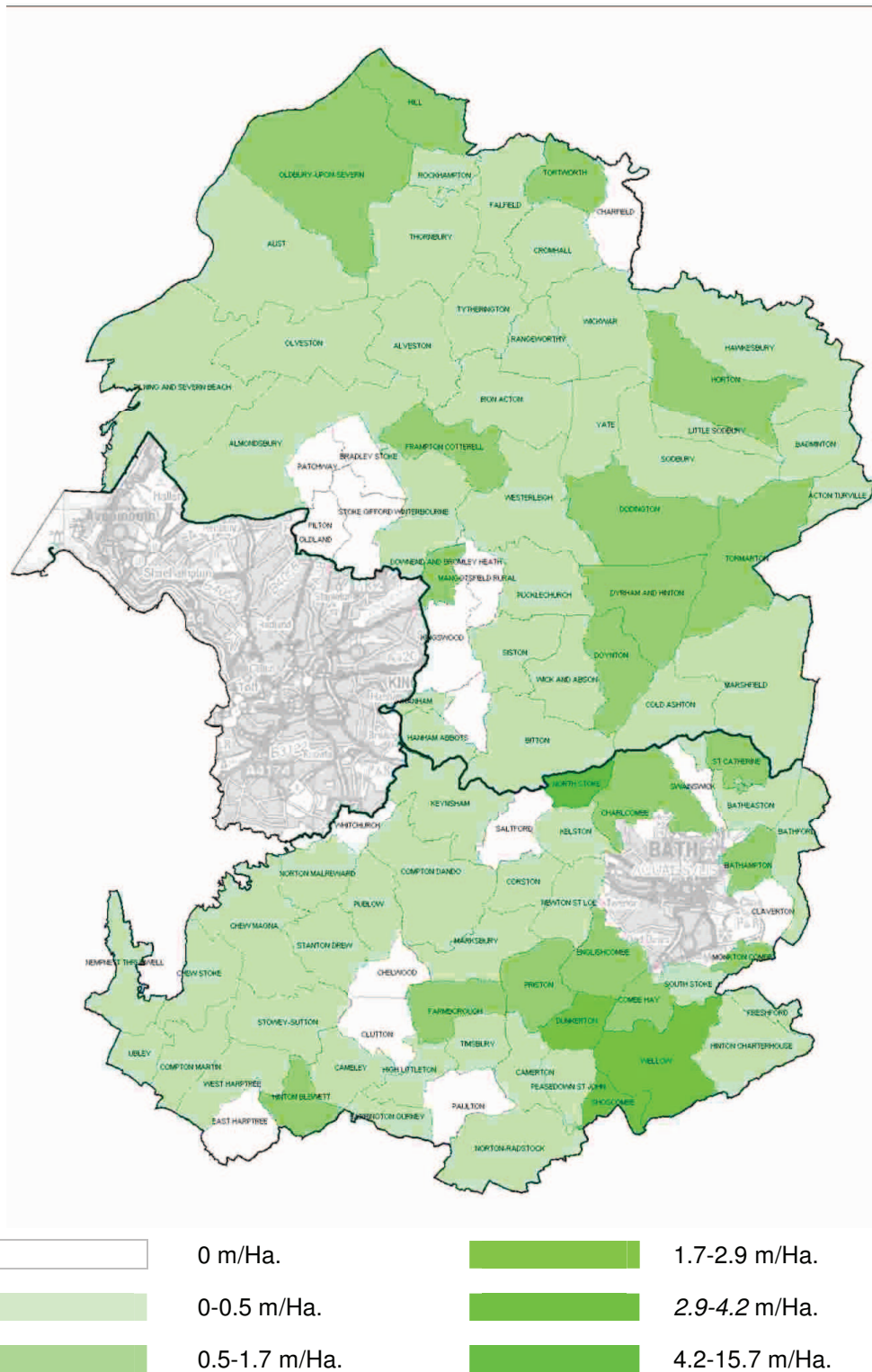
**Figure 8: Bridleway and Byway Network**



3.8. Figure 9 shows the density of the bridledway and byway network outside Bristol and Bath. Most striking is the relatively high density to the south

west and north west of Bath; between Bath and Chipping Sodbury; and between Thornbury and the River Severn. By contrast the network is much less developed in the eastern and northern fringes of Bristol and in some of the parishes between Bristol and Norton-Radstock.

**Figure 9: Bridleway and Byway Density**

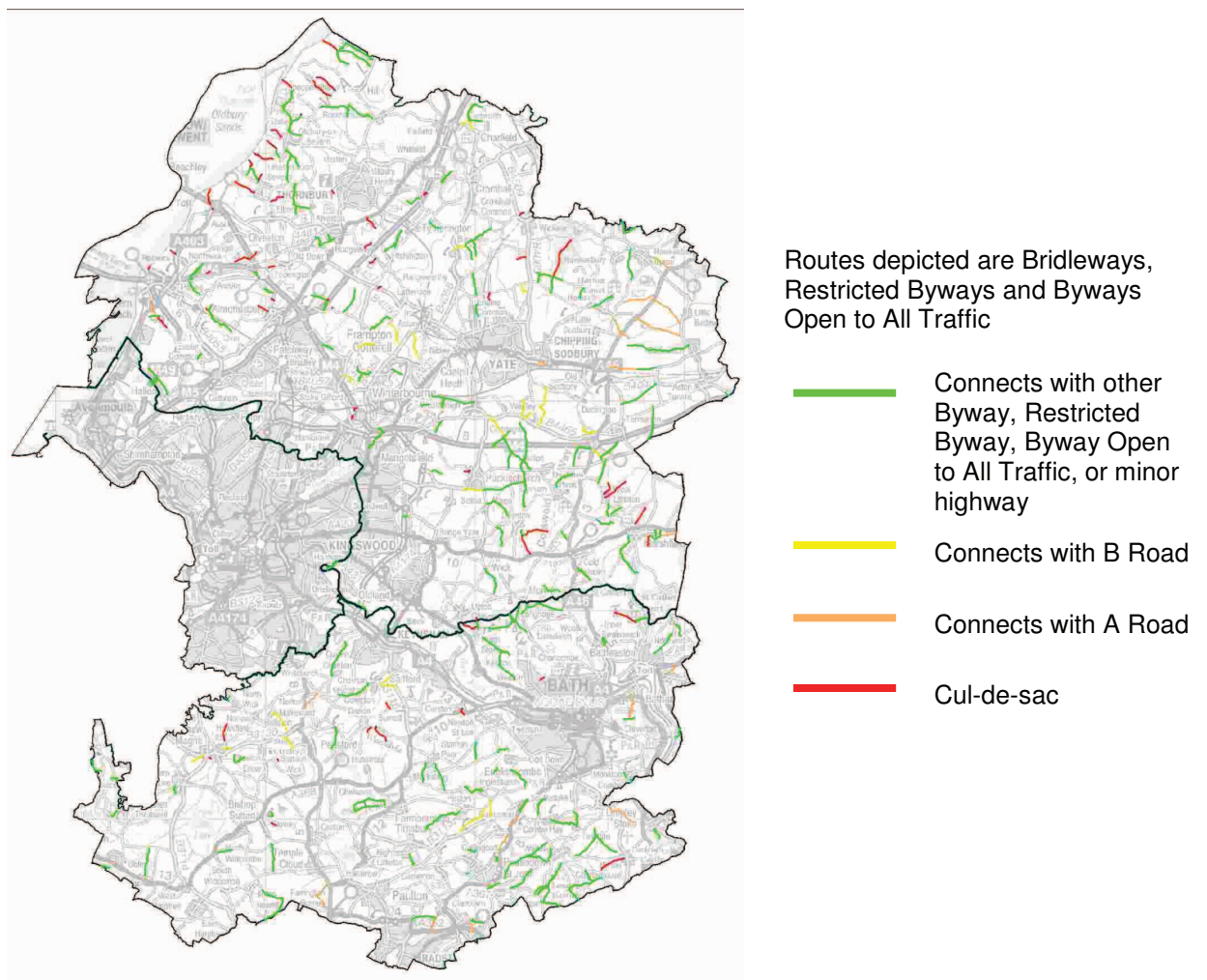


3.9. Apart from relative densities we recognise that many bridleways and byways are fragmented and do not provide safe and convenient connections. An equestrian user group emphasised that the lack of

connections can deter use. They also pointed out that lack of parking for horse boxes can also be an issue as well as more local problems such as poor gates. Figure 10 shows the 'connectivity' of the network. Whilst many routes link with other bridleways or byways or with minor roads, others connect only with an 'A' or 'B' road. Some are cul-de-sacs, offering very limited opportunities for horse riders.

3.10. For carriage drivers the choice of rights of way focuses on a small number of restricted byways and BOATs with varying 'connectivity'. Having to rely on BOATs only, motorised users have a more limited range of opportunities although most of these routes are connected to minor or 'B' roads.

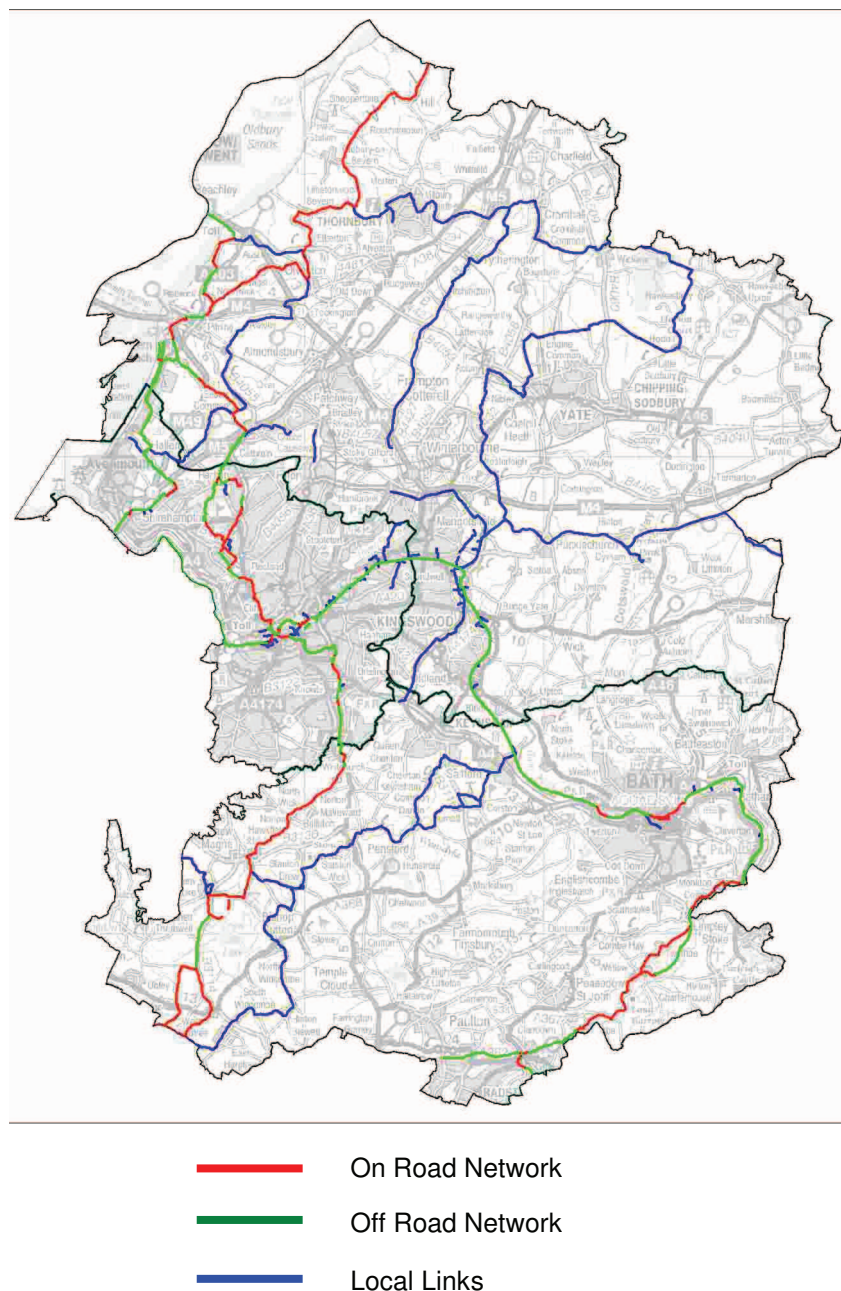
**Figure 10: Bridleway and Byway Connectivity**



## The Wider Access Network

3.11. As well as the PROW network, people look to a range of other means of getting access to local facilities and the wider countryside. A prime example is the Bristol & Bath Railway Path, a 13 mile, very well used off-road route for walkers and cyclists along the former railway between the two cities. Former railways have also been successfully transformed into recreational routes on the edge of Bristol at Whitchurch and in the south of our area with the development of the Norton-Radstock Greenway and the Colliers Way. All these routes are key parts of the National Cycle Network (Figure 11). The disabled user group told us that these routes have had the additional benefit of opening up new access opportunities for people with mobility problems.

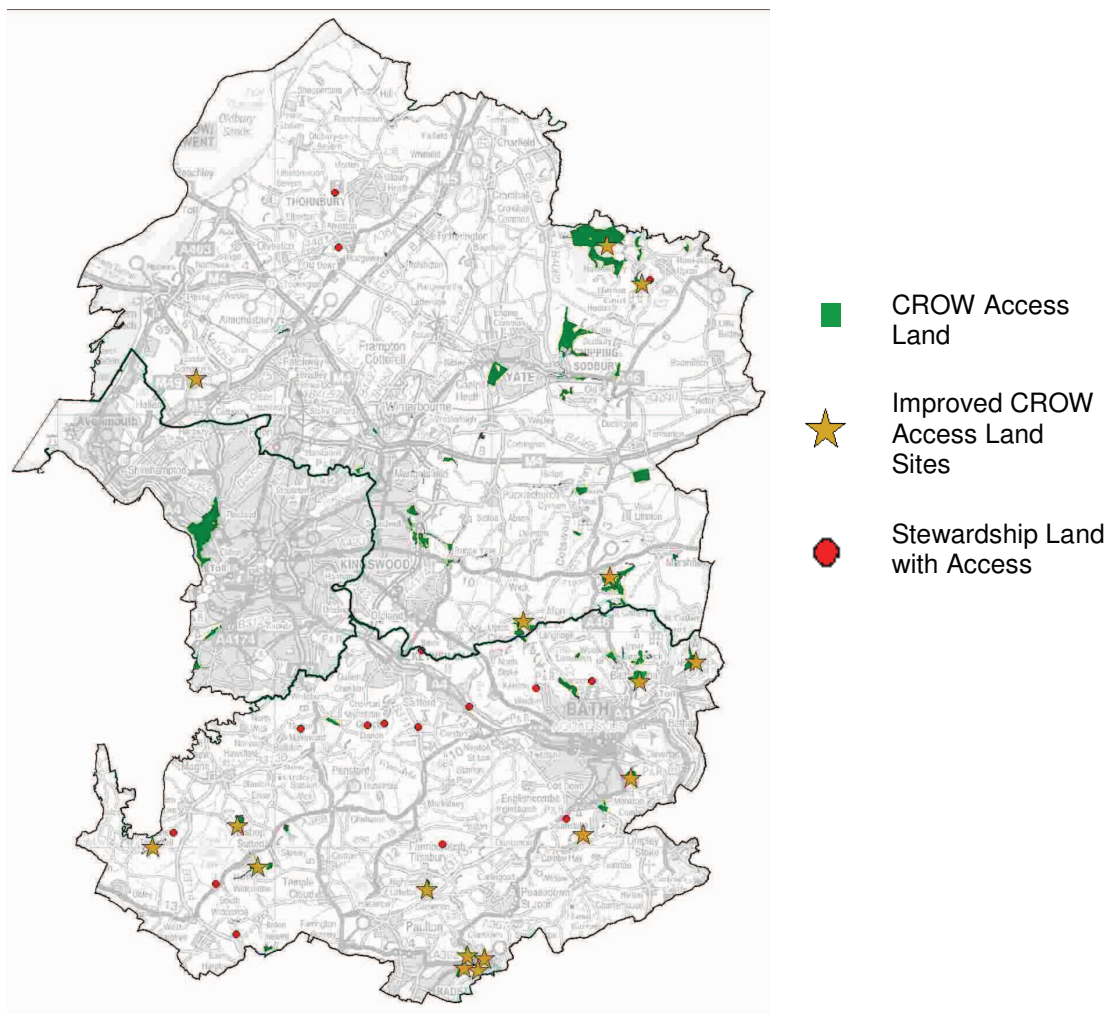
**Figure 11: National Cycle Network**





- 3.12. There are over 100 parcels of land defined under the CROW Act as ‘access land’, either open country or commons, which the public can lawfully use (Figure 12). Prominent is the concentration of extensive commons around Yate/Chipping Sodbury and on the edge of Kingswood. The Clifton and Durdham Downs within Bristol provides access opportunities for urban residents and similar open spaces give access to the countryside for people in the Bath area. South of Bristol there is a scattering of smaller commons.
- 3.13. Other land accessible to the public includes a variety of town and village greens, parks and recreation grounds. Some agri-environment schemes under the DEFRA Environmental Stewardship Scheme (ESS) give permissive access to the countryside although these schemes are time limited. Permissive paths have also been provided by estate owners such as the National Trust, Bristol Water and the Avon Wildlife Trust.
- 3.14. Another important part of the wider access network is the range of pedestrian paths in built up areas that provide links for example within housing estates. We recognise too that vital links to and between PROWs are often provided by highway footways and verges.

**Figure 12: Access Land and ESS land with Improved Access**

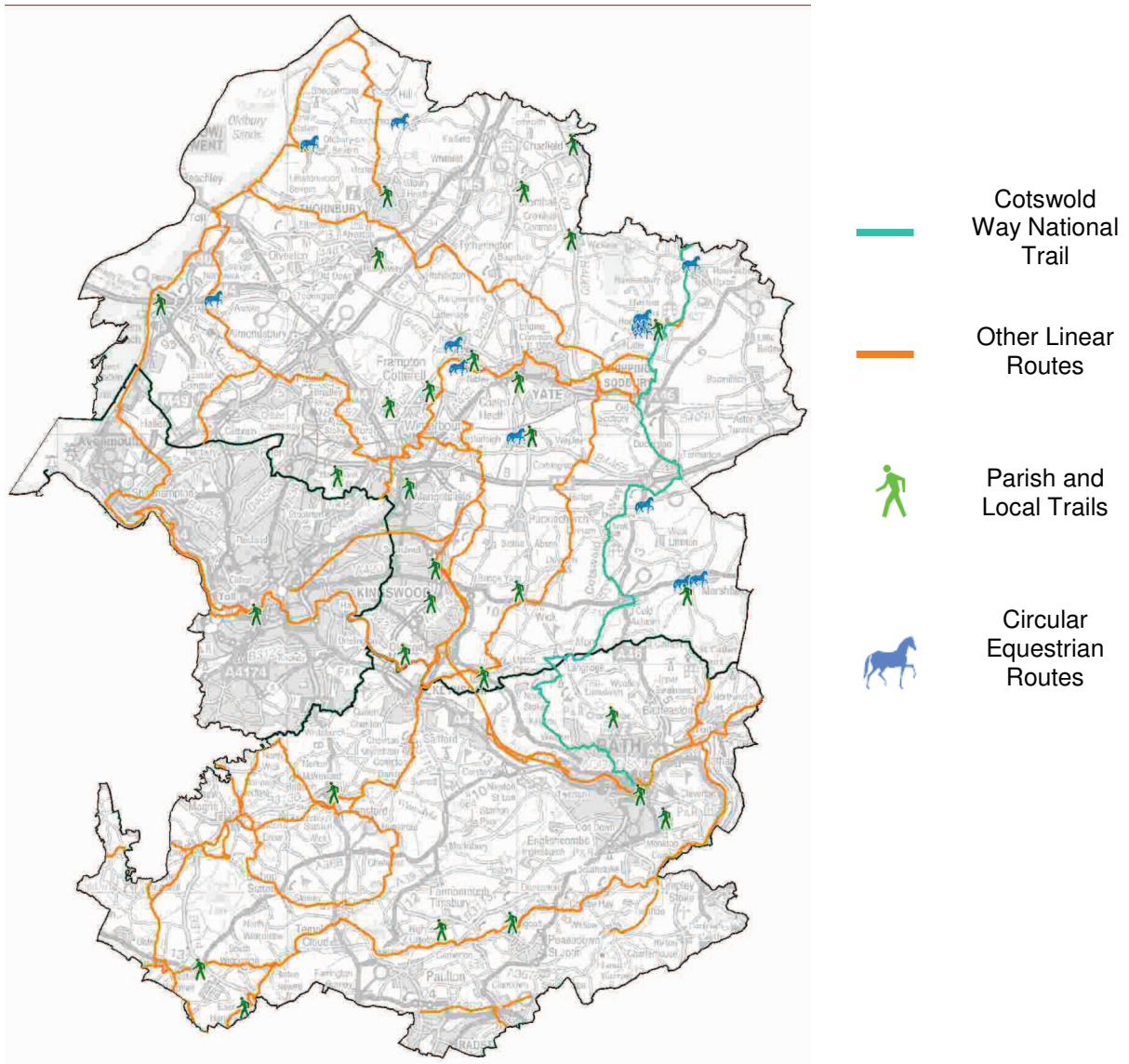


## Promotion

3.15. All three councils actively promote their PROW networks. A wide range of colourful, informative and easy to use leaflets and booklets are produced. Some examples are given below and in Figure 13.

- West of England cycle maps
- Bristol to Bath Railway Path
- Cotswold Way National Trail
- Sea Mills Circular Walk;
- Malago Greenway;
- The Colliers Way;
- River Avon Trail;
- Easy Access Booklets and Trails;
- Exploring the Countryside Walks
- Frome Valley Walkway
- Gordano Round Walks;
- Monarch's Way;
- The Severn Way;
- Triangular City Walk
- Three Peaks Circular Walk;
- Community Forest Path;
- Walking to Health Project;
- Leigh Woods & the Avon Gorge;
- Two Rivers Walk;
- The Dramway;

**Figure 13: Promoted Routes**



- 3.16. Increasingly the councils' websites and the OutdoorsWest website are playing an important role. Maps and leaflets are available for download and links provided to other organisations such as Sustrans, Bristol Ramblers and Cotswold Way National Trail Team.
- 3.17. Whilst it is not a statutory obligation to promote PROWs, all three councils are committed to doing so and recognise the benefits in encouraging greater use and understanding of the network. Our 2006 questionnaire survey (see Chapter 5) showed that:
- only 38% of people had used a promoted route (or knew that a route they were using was promoted);
  - 23% of people gave '*I don't know where many paths are*' as a reason for not using paths more often, highlighting a possible information gap;
  - the desire for more information increases with age although younger groups are keener on websites.
- 3.18. Emerging from the user needs meetings (see Chapter 2) are ideas for promoting equestrian routes and parking for horse boxes. Motorised users wanted to see promotion of usable routes and signs that show their entitlement to use byways. For disabled users, more information on wheelchair accessibility, gradient, camber and surface of paths, gates and locations of accessible toilets are all important. The need for 'pictorial' signing was also seen as important for many people. More can be done and this is developed in Chapter 7 - Statement of Actions.

### **Modification and Public Path Orders**

- 3.19. There are constant demands to change the PROW network and any changes are made or reflected through legal orders. Table 2 summarises the number of modification orders made between 2007 and 2011. The number of orders is expected to grow in future (see Box 2A). Through an improved strategy for managing the Definitive Map and Legal Order work we will monitor the volume of orders. The city of Bath is not covered by a complete definitive map but Bath & North East Somerset Council has a rolling programme of definitive map modification orders to produce one (see Box 2B).

#### **BOX 2A Modification Orders**

All routes recorded on the definitive map and statement are public rights of way in law. However, Definitive maps are not complete. Other public rights of way are in existence that are not recorded and routes can be added to the record through definitive map modification orders. These orders add public rights of way to the definitive map and statement if it is demonstrated that a public right to use the route has developed in the past, or that the landowner has expressly dedicated the route for public use. The legal tests considered in preparing and making these orders and the need to consider objections through independent inquiry make them lengthy procedures.

**Table 2: Number of Modification Orders Made 2007 to 2011**

	<b>Bath &amp; North East Somerset</b>	<b>Bristol City</b>	<b>South Gloucestershire</b>	<b>ROWIP area</b>
2007	1	1	0	2
2008	2	1	3	6
2009	0	0	3	3
2010	0	1	0	1
2011	2	3	6	11
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>12</b>	<b>23</b>

**BOX 2B Bath City Definitive Map Modification Order Project**

Like many urban areas, the City of Bath was not required to produce a Definitive Map and Statement in the 1950s. This legal position was changed in 1983. Bath and North East Somerset Council recognised the value of having an up-to-date and accurate Definitive Map and Statement to safeguard PROWs and to manage the network more effectively and efficiently. The project to complete a Definitive Map and Statement for Bath commenced in 2003.

By 2011 over 233 paths (about 28 km) had been recorded. Often cited as an example of best practice the project is expected to be completed by 2017. Further information on it can be found at [www.bathnes.gov.uk](http://www.bathnes.gov.uk) under Public Rights of Way.

- 3.20. The CROW Act states that any public rights of way that existed in 1949, and not recorded on the definitive map and statement by 2026 will then be extinguished and the public rights lost; however, this provision has not yet been enacted. A national programme to research and propose orders for such routes, called 'Discovering Lost Ways', was trialled by Natural England in pilot counties but has since been abandoned. A Stakeholder Working Group set up by Natural England has recommended that detailed changes in existing law and procedures are needed.
- 3.21. Apart from modification orders, the trends in public path orders give some indication of pressures on and changes to the public rights of way system (see Box 2C). Table 3 summarise the public path orders that have been made between 2007 and 2011.

**Box 2C Public Path Orders**

Public rights of way can be created, diverted or extinguished by means of Public Path Orders. There are various grounds for making a Public Path Order, for instance to enable development or in the interests of the landowners or of the public. In a similar manner to definitive map modification orders, these orders consider legal tests and objections and may lead to independent inquiry. Changes in legislation have broadened the grounds for public path orders, which can now be promoted for reasons including crime prevention and security; health and safety on school premises; and nature conservation. The power to make public path orders has previously been at the discretion of councils.

**Table 3: Number of Public Path Orders Made 2007 to 2011**

	<b>Bath &amp; North East Somerset</b>	<b>Bristol City</b>	<b>South Gloucestershire</b>	<b>ROWIP area</b>
2007	9	2	9	20
2008	9	1	14	24
2009	4	0	2	6
2010	10	4	5	19
2011	2	4	7	13
<b>TOTAL</b>	<b>34</b>	<b>11</b>	<b>37</b>	<b>82</b>

3.22. The CROW Act also allows for orders to close or divert rights of way for crime prevention purposes in designated high crime areas. When the Clean Neighbourhoods and Environment Act 2005 (CNE) came into force it created another option for controlling public use of alleyways to combat crime and anti-social behaviour, irrespective of whether or not they are in a designated area. The CNE Act also allows a conditional restriction of an alley so that it can be closed only at certain times of the day, or on certain days, such as at night or weekends. Although a 'gating order' restricts public use, the highway status is retained so that it can to be returned to public use at a later date. The need for gating orders will be kept under review, with demand likely to be greatest in urban areas.

### **Maintenance**

3.23. The councils have a duty, as highway authorities, to ensure that routes are adequately maintained, free from obstruction and fit for purpose. Our consultations have shown the importance that individuals and user groups attach to maintenance. In Bath & North East Somerset we survey approximately 5% of the PROW network annually to record its ease of use. In South Gloucestershire we aim to survey at least 10 – 20% a year. In Bristol we survey 25km a year. This information is red into our maintenance programmes and helps us gauge how our maintenance programmes are progressing.

3.24. When appropriate, PROWs are generally cleared, strimmed and/or sprayed up to any boundary or physical constraint. Where there is no boundary, land is treated up to 1m either side of paths. Overhanging vegetation is dealt with within reason, although adjoining landowners are often responsible for its clearance. In our area approximately 172km of PROWs are covered by scheduled maintenance contracts. In addition to this a number of Parish Councils carry out vegetation and light maintenance to paths within their boundaries. Both the equestrian and motorised user groups highlighted the problems caused by burnt out cars.

- 3.25. Signing is a legal duty where a PROW leaves a metalled road. Its importance is underlined by our consultations. All the councils collect data on missing signs through surveys, staff inspections and reports from the public. Replacement and repair works are carried out periodically by the Path Warden/Ranger and where appropriate by contractors.
- 3.26. Enforcement policy is virtually identical in all three council areas. Initially we try to negotiate with landowners wherever possible to maintain healthy relationships and not incur lengthy legal procedures at public expense. Although enforcement is generally a last resort it can be seen to be a deterrent in extreme cases. The main enforcement issues arise from obstructions, encroachments, ploughing, cropping and new development. Direct action, whether by notice or under Common law powers, is preferred to expensive prosecution procedures to ensure the network remains unobstructed.
- 3.27. In our area we have recorded a large number of outstanding obstructions to the network. These are resolved through negotiation in the first instance, followed by enforcement notice where required. The equestrians also pointed to the obstruction posed to them by gates and cars parked across routes. These can also be a problem for disabled users and parents with child buggies.
- 3.28. In our area we have carried out numerous improvement schemes, e.g. the replacement of stiles with kissing gates, surfacing, drainage at some 980 sites. Substantial lengths of BOATs, bridleways and footpaths have had surfacing and drainage improvements to enable use by all. Recent larger works have included all weather surfacing schemes at Novers Hill in Filwood, Lamp Lighters Path in Avonmouth, and Imperial Path in Brislington, the latter two being fully accessible and the upgrading of surfacing at sites including Bond Lane in Thornbury, St Ivel Way in Warmley and at Hankley Wood in Wellow. Works on the PROW network have been completed by council officers, contractors and a number of volunteer groups such as the Avon Ramblers' Volunteer Wardens and the Cotswold Wardens.
- 3.29 On examination of the current maintenance practices across the three councils it is clear that there is not a consistent approach in place. This has raised the need for a joint Rights of Way Management Standards (ROWMS) document to be produced. This is covered further in Chapter 7 – Statement of Action.

## 4. REVIEW OF OTHER DOCUMENTS AND INFORMATION

4.1. In line with the 2002 statutory DEFRA advice we have also looked in detail as part of our assessment at a range of plans, documents and other information. Looking at these has helped us set potential PROW use and demand in the context of other plans and initiatives and draw conclusions about problems and future opportunities. Below we summarise documents that have been especially influential.

### National Picture

4.2. As well as the documents and information published by DEFRA, DfT and the Department for Culture, Media and Sport (DCMS), we have been guided by the DCLG Planning Policy Guidance Note 17 on 'Planning for Open Space, Sport and Recreation' and by the publications and initiatives of Natural England and its predecessor organisations. These include:

- Coastal Access – how best to improve access to coastal land;
- Diversity Review – tackling the needs and perceptions of under represented groups;
- Millennium Greens initiative to provide new areas of public open space;
- Capturing Richness – countryside visits by black and ethnic minority communities;
- By All Reasonable Means – inclusive access to the outdoors for disabled people;
- Walking the Way to Health – initiative to get more people walking in their own communities;
- National Trails – the Cotswold Way which starts in Bath and passes through South Gloucestershire towards Chipping Camden;
- Greenway Handbook – guidance on planning and creating traffic-free, off-road routes to meet the needs of walkers, cyclists and/ or horse riders.

4.3. The Department of Health's (DoH) advice is that adults should aim to take at least 30 minutes of physical activity on at least five days a week. Children and young people are advised to take one hour each day<sup>3</sup>. The importance of such activity in decreasing the risk of coronary heart disease, stroke and diabetes - and associated factors such as hypertension and obesity – is highlighted in the 2010 Health White Paper<sup>4</sup>. Walking and cycling are seen as the easiest and most acceptable forms of physical activity with clear implications for ROWIPs.

4.4. Research and initiatives will continue and we are aware that as work progresses on implementing ROWIPs, a body of best practice will develop which will be used in our own PROW work. Work will also continue with Natural England on their preparation of a Coastal Access Report for the Severn Estuary under the Marine and Coastal Access Act 2009.

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<sup>3</sup> Chief Medical Officer's Report, Dept of Health 2004

<sup>4</sup> 'Healthy Lives, Healthy People: Our Strategy for public health in England', DoH November 2010

## **Community and Corporate Strategies and the JLTP**

- 4.4. Our three sustainable community strategies include objectives for promoting recreation, leisure and healthy living. These in turn have influenced our council corporate strategies and the JLTP 2011-2026. The JLTP has a series of strategies aimed at contributing to 5 overall goals; particularly important in our ROWIP assessment has been those summarised in Box 3A.

### **Box 3A JLTP Strategies Linking with ROWIP**

#### **Reducing Carbon Emissions**

- Promotion of lower carbon travel choices, providing alternatives to the car, influencing travel behaviour and managing demand;
- Adapting to climate change by increasing the transport network's resilience to extreme weather events and seasonal changes.

#### **Supporting Economic Growth**

- Provide for increased public transport, walking, cycling;
- Influence travel behaviour;
- Manage demand through highway improvement, management and maintenance;
- Ensure access to employment growth areas;
- Support delivery of houses and jobs through the emerging Core Strategies;
- Maintain, manage and ensure best use of transport assets;

#### **Promoting Accessibility**

- Improve accessibility for all residents to health services, employment and other local services;
- Assist neighbourhood renewal and the regeneration of deprived areas;
- Improve access to services for rural residents;
- Provide a transport network that complies with the Equality Act 2010.

#### **Contributing to better safety, health and security**

- Significantly reduce the number of road casualties;
- Achieve improvements in road safety for the most vulnerable users and sections of the community;
- Improve air quality in the Air Quality Management Areas;
- Encourage and facilitate more physically active travel;
- Improve personal security on the transport network.

#### **Quality of Life and the Natural Environment**

- Enhance the public realm, public spaces and the urban environment;
- Minimise the impact of transport on the natural and historic environment;
- Promote better access to leisure activities and the countryside and neighbourhood links;
- Promote and facilitate active health.



- 4.5. Access to the countryside is seen as an important asset in the West of England Tourism Development Plan endorsed by the West of England Partnership in March 2007. A well-managed PROW network can help to attract tourists to an area to enjoy the countryside and, elsewhere in the country, the 'Walkers are Welcome' scheme has proven to be an effective driver for local economic growth.
- 4.6. Our Local Plans and set the local land use framework and we recognise that new developments offer opportunities for the PROW network as well as challenges. There is significant growth planned across the ROWIP area which should provide opportunities to improve the access network as well as posing challenges to the existing network. We have identified the following policies as of special interest to the ROWIP:
- Policy SR.9 of the Bath & North East Somerset Local Plan (adopted October 2007) safeguards all public rights of way and other publicly accessible routes for walking, cycling and riding from development which would adversely affect its recreational and amenity value;
  - Policy L3 of the Bristol Local Plan (adopted 1997) safeguards a network of Greenways within the city;
  - Policies T6 and T12 of the South Gloucestershire Local Plan (adopted January 2006) safeguard a series of cycle/ pedestrian routes. Policy LC12 offers special protection to promoted and aspirational routes as well as recorded rights of way.
- 4.7. Our Local Plans and Core Strategies are at different stages but the importance and provision of green infrastructure, open space, outdoors recreation and access are issues addressed in our respective core strategies and other Local Development Documents. We will take into account these documents as they become available; in turn the ROWIP will inform their preparation.

### **AONB Management Plans**

- 4.8. The Mendip Hills AONB Management Plan 2009-2014 provides a wealth of information and sets out a range of policies to protect the AONB's unique assets. Objective A2 looks to the Local Access Forums and ROWIPs to develop, promote and maintain public access and quiet recreational activities. Objective A3 seeks to meet the needs of all sectors of the community, particularly under-represented groups.
- 4.9. Policy EEP3 of the Cotswolds AONB Management Plan 2008-2013 identifies the need to achieve '*a co-ordinated approach to the appropriate management and promotion of public access and quiet recreational activities with planning to ensure access for all*'. The Cotswold Conservation Board envisages action being taken to encourage and promote the increased use of rights of way through ROWIPs. The Management Plan contains a wide range of policies, actions and tasks of relevance to ROWIPs and the management of PROWs ranging from access for all to conserving the historic environment and local distinctiveness.

## **Other Documents and Information**

4.10. Other documents that have guided us in our assessment include:

- Avon Biodiversity Action Plan 2004;
- Avon Frome Strategy 2007 - 2017;
- Bath World Heritage Management Plan;
- Walking Strategy for Bristol:Our Vision for 2011–2021;
- Bath & North East Somerset Green Infrastructure Strategy;
- South Gloucestershire Green Infrastructure Open Space Audit 2010
- Bristol Green Spaces Strategy;
- West of England Strategic Green Infrastructure Framework, May 2011
- Parish Plans;
- Register of Historic Battlefields/ English Heritage information on historic landscapes/ DCMS information on ancient monuments.

## 5. INVOLVING THE PUBLIC

### Introduction

- 5.1 In Chapter 2 we examined our existing PROWs and in Chapter 3 the needs of different users. The crucial question is how far the network currently meets users' needs. In assessing this we have been guided by the many reports and policy statements that have already been published and which we draw from in Chapter 4. This Chapter looks at the question from the point of view of the public.
- 5.2 Public involvement focused on the following:
- Information made available on our dedicated website [www.rowip.org.uk](http://www.rowip.org.uk) (daily average of 170 hits since launch of ROWIP Consultation Draft in 2007);
  - Questionnaire survey, 2006;
  - Focused consultation in 2006 in the four local assessment areas;
  - 'Whole area' events in 2007 for access providers and interest groups;
  - Public response to May 2007 ROWIP Consultation Draft;
  - User group events July 2007.
- 5.3 Through this public consultation we have gained a wealth of comments and information which we have drawn upon in our assessment and statement of action. Where comments have focused on specific areas and routes we will use these to guide us in the detailed implementation of the ROWIP.

### Questionnaire Surveys

- 5.4 These surveys were carried out in each of the three council areas between April and August 2006 and we received a total of 2,862 responses, enough to give us a reliable picture of public opinion. The responses gave us valuable information on current patterns of usage, user needs and the current state of the PROW network which we have drawn upon in Chapters 2 and 3.
- 5.5 In relation to *potential improvements*, keeping paths clear of litter and dogs mess and regular maintenance came out top with about seven in ten people saying they were important or very important. Better lighting or improving surfacing were also considered priorities (56% and 54%). About half the respondents wanted more signage and information. This proportion went down to a quarter for the creation of new paths and a third when it came to the removal of stiles and obstacles.
- 5.6 People were asked what *type of information* they would like to see on PROW signs. About two thirds thought it very important that signs show the type of transport allowed and the route destination. About half said that route names and maps would be of value as well as distances.

- 5.7 The questionnaire concluded by asking people whether different aspects of the PROW network had *got better, worse or stayed the same* over the last three years. About seven out of ten people thought that there had been little change in the ease of use, the number of routes or the amount of information available. For the others, more people felt things had got better rather than worse.
- 5.8 On the strength of the 2006 survey results we identified six themes focusing on:
1. *Improving Maintenance and Safety*
  2. *Signing Routes*
  3. *Providing Information*
  4. *Enabling Local Travel*
  5. *Promoting Health and Recreation*
  6. *Improving the Network.*

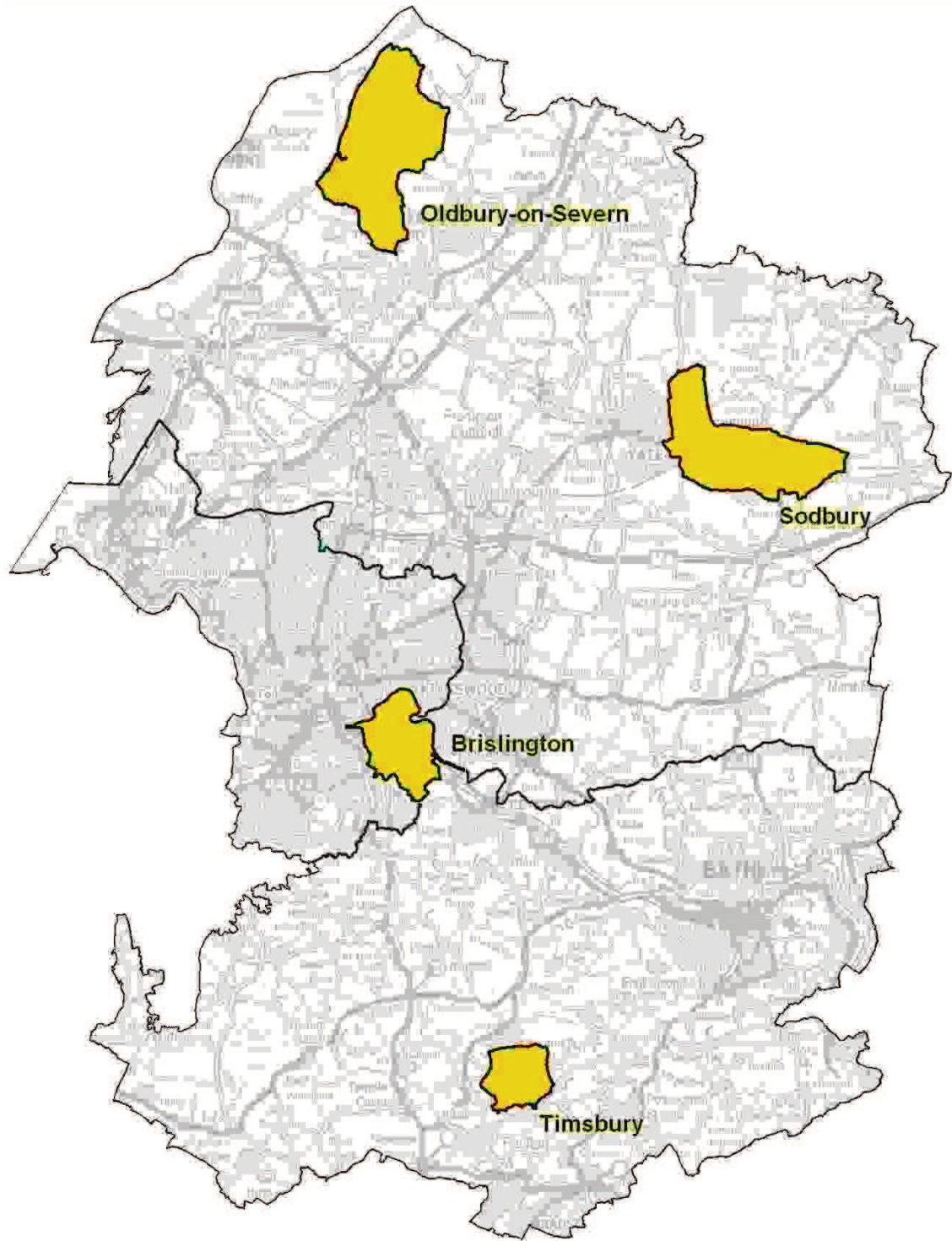
### **Local Assessment and ‘Whole’ Area Consultation Events**

- 5.9 Consultants were commissioned in November 2006 to organise a series of public consultation events to explore in detail the six potential ROWIP themes identified as a result of the questionnaire survey. These events were held in January 2007 and targeted at the four local assessment areas followed by ‘whole area’ events for access providers and interest groups.
- 5.10 As outlined in paragraph 1.6 above, the four local assessment areas were selected as representative of the different kinds of communities in our area. Table 4 sets out a profile of the areas. Figure 14 shows their location. The PROW network serving the small village of Oldbury-on-Severn is more extensive than that for the market town of Sodbury. On the other hand Sodbury is fringed by large commons that provide access land opportunities. There is some access land close to the large village of Timsbury and the density of the PROW network is similar to Oldbury. Brislington, as might be expected of an urban fringe community, has a more limited PROW network.

**Table 4 Local Assessment Area Profiles**

	Brislington	Oldbury	Sodbury	Timsbury
Public Footpaths (km)	10.4	61.7	37.8	18.7
Public Bridleways (km)	0	15.5	2.4	0
Restricted Byways (km)	0	0	0	0
BOATs (km)	0	0	0	0.6
<b>TOTAL (km)</b>	<b>10.4</b>	<b>77.2</b>	<b>40.7</b>	<b>19.3</b>
Population (2001)	22146	708	5167	2580
Area (ha.)	738	1891	1549	470
Average density of rights of way (m/ ha)	14	41	26	41
Area of AccessLand (ha)	0	0	1068	55

**Figure 14: ROWIP Local Assessment Areas**



ROWIP Local Assessment Area

5.11 The key findings of the events were as follows:

- Different users, each with own requirements (see Chapter 3);
- Continuity of routes is important, including use of roads where necessary;
- Maintenance of the network is essential;
- Safety and personal security are concerns on some routes;
- Deficiency of routes for cyclists and horse riders;
- Easier access needed to some routes;
- Information not easily available/ lack of knowledge of availability;
- Signage not always adequate;
- Changes in network need to be better publicised;
- Health benefits should be promoted;
- Some concerns about landowners' actions/ need for diversions;
- Concern that some routes will suffer from visitor pressure;
- Full use not always made of volunteers.

5.12 Added to the results of the 2006 questionnaire survey, the in-depth local area and 'whole area' consultations enabled us to explore the original six themes in more detail. It became clear that the theme relating to 'Promoting Health and Recreation' overlapped with the theme 'Providing Information' and so we combined them. We also found that there was some confusion about the original Theme 6 'Improving the Network'. As a result we reduced the original six themes to four and these featured in the draft ROWIP published for consultation in May 2007.

### **Public Response**

5.13 The ROWIP Consultation Draft was circulated widely. 1,000 copies of the full document were sent to all Council Members and parish and town councils as well as to a range of statutory and other organisations, user groups and interested individuals. To achieve wider public involvement we also produced 2,000 summary leaflets and distributed these at a variety of venues including:

- Council offices;
- Libraries;
- Leisure centres;
- Tourist Information Centres;
- Cotswold National Trail launch event;
- Bristol's Biggest Bike Ride;
- Walk & Bike to Work Breakfast;
- Bristol Harbour Festival;
- Bristol Bike Forum.

5.14 A questionnaire was included in the Consultation Draft document and in the summary leaflet. As well as the questionnaires returned to us by freepost we received separate letters and emails. All of these comments have been taken into account in producing this final ROWIP.

## **Input into 2007 ROWIP from the Joint Local Access Forum (JLAF)**

5.15 In 2006 the JLAF (see paragraph 1.7 above) visited the four local assessment areas and carried out working group discussions. The JLAF made formal comments on the Consultation Draft ROWIP in August 2007. The points raised include:

- Capital and revenue funding required to implement the ROWIP;
- More emphasis on health, and access for disabled people; stimulate demand and add routes where possible;
- More emphasis on tourism;
- More informal discussions with land managers;
- Access for non-car owners;
- Scope for voluntary changes to the PROW network;
- Legal protection for routes on public land;
- Comprehensive access audit.

5.16 In response to these suggestions we strengthened the sections on promotion, health and tourism in the 2007 ROWIP document and held user group meetings with equestrian, disabled and motorised user groups. The Statement of Action covers the audit and other network related issues.

## **User Group Events 2007**

5.17 From the 2006 questionnaire surveys we realised that the needs of equestrian, disabled and motorised users were under represented. Additional meetings were held (see Chapter 2). The main points that emerged were:

- Equestrian users – road safety, missing links, promotion and publicity, easy to use gates;
- Motorised users – limited network in some areas, vegetation, improved signage and linked trail routes;
- Disabled users – maintenance, pictorial signage, information, focus on key paths.

## **Themes**

5.18 With all the information from our consultees we refined the themes to form the basis of our 2007 Statement of Action. The four themes are:

### *Theme 1: Improving Maintenance and Safety*

- Personal safety
- Keeping paths open and useable
- Dogs and livestock.

### *Theme 2: Signing Routes*

- Easy to follow routes
- Clear and legible routes
- Detailed informative routes.

### *Theme 3: Providing Information*

- Promotion and increasing use of the network for leisure, tourism and health benefits;
- Website development
- Responsible use.

### *Theme 4: Improving Access for Local Travel*

- Social exclusion
- Schools
- Useful links - accessing and supporting local services and green spaces
- Sustainable communities.

### **Input into 2013 ROWIP Refresh**

5.19 Since carrying out the research and consultation which informed the 2007-2011 ROWIP, the councils have continued to engage with the Joint Local Access Forum and PROW Liaison Groups. Additionally, the three councils have engaged with members of the public and other interested parties as part of the production of the JLTP 2011-2026. Having reviewed this information, we are confident that the engagement carried out before the 2007-2011 ROWIP remains relevant and that there is no need for extensive, new consultation prior to the adoption of the 2012-2016 ROWIP.



## 6 RESULTS OF ASSESSMENT AND SOURCES OF FUNDING

- 6.1 Questionnaires, user group meetings, area events, the Joint Local Access Forum, mapping and monitoring have all helped us to build up a picture of what the PROW network is and what it could be. Delivering this picture needs action and below we outline the key findings from Chapters 2 to 5:

### *Chapter 2 User Needs*

- The principal needs of walkers and cyclists focus on either everyday or recreational use;
- Equestrian users, mainly horse riders, need linked routes for recreation;
- Motorised users have their own recreational priorities;
- People with a mobility problem have particular needs.

### *Chapter 3 Rights of Way in Our Area*

- Footpaths make up the majority of the PROW network but the pattern of paths is variable;
- Continuing demand for Modification and Public Path Orders;
- In addition to PROWs there are a range of other access opportunities for walkers including parks, Access Land, town and village greens; for everyday walking there are other local links;
- The network of bridleways and byways is more limited;
- Off-road provision for cyclists is dominated by the Bristol to Bath Railway Path, the Ring road cycleway and other sections of the National Cycle Network complemented by local links.

### *Chapter 4 Review of Other Documents and Information*

- The JLTP and a range of other policy documents seek to encourage more walking and cycling;
- The AONB Management Plan seek to provide for recreational walking, cycling and horse riders;
- Access has to be balanced with protecting natural and heritage assets.

### *Chapter 5 Involving the Public*

- Continuity of routes is important, including use of roads where necessary and safe;
- Maintenance of the network is essential;
- Safety and personal security are concerns on some routes;
- Deficiency of routes for off road cyclists and horse riders;
- Easier access needed to some routes; health benefits should be promoted;
- Information and signage often inadequate; tourism and recreational opportunities should be promoted;
- Four priority themes emerged: Improving Maintenance and Safety; Signing Routes; Providing Information; and Improving Access for Local Travel.

- 6.2 Given the current uncertain state of public finances, it is likely that there will be significant changes to the availability of funding for improvements identified in the ROWIP. The three council's own capital and revenue budgets fund the majority of PROW works; however, two potentially significant sources of potential funding for improvements to the PROW network in the future come from the JTLP3 and the Local Sustainable Transport Fund. Funding through the Aggregates Sustainability Levy has now ended; however, funding through Paths For Communities has recently been made available to Local Community Partnerships. Tourism, health and education initiatives also represent previously untapped sources of funding. Voluntary groups and members of the public have made important contributions over recent years both in terms of voluntary labour and small donations for improvements to the PROW network.

## 7 STATEMENT OF ACTION

### Progress since 2007

- 7.1 The 2007-2011 ROWIP included a Statement of Action which the councils committed to progressing within the resources available. Table 5 below identifies those Actions which have been progressed, along with a summary of the progress made.

**Table 5 Progress on Statement of Action**

Recommended Action		Progress
1.2	Undertake full infrastructure and network condition survey	Full survey carried out in summer 2009
1.4	Develop joint diversion policy	PPO policies adopted by councils in 2009.
2.2	Ensure that 90% of path junctions with metalled roads are signed outside urban areas.	Over 90% of paths surveyed have been signed.
2.3	Ensure that signposts carry additional information for users where appropriate	Pictorial signs designed and used on Restricted byways, signs reviewed for bridleways.
3.1	Creation of a common website to promote PROW and give a single point of contact	OutdoorsWest website available
3.2	Develop online mapping as an interactive tool available on the joint website	Mapping included in OutdoorsWest website
3.3	Develop Targeted promotional material	Review and revamp of Round South Gloucestershire Rides undertaken; links to other targeted information eg BHS reviewed on website
3.4	Provide information, guidance and support for landowners	Assistance given to landowners through interactions with officers and a review of information available on websites including FAQs and ploughing and cropping leaflets.
3.7	Promote improvement works and provide feedback on completed maintenance through press and newsletters	Increased press & improved information to town/parish councils
3.8	Promote PROW that can be accessed by public transport	Cotswold Way and Circular routes off the Cotswold Way promoted material contain links to public transport information
4.1	Identify improvements to enable travel for all by foot/on bike to employment, health services, education, leisure and transport.	Missing cycle link identified along Whitchurch Railway Path, the route of the

		Mangotsfield to Yate cycle/multiuser spur has been identified.
4.6	Identify gaps in the wider recreational network that will improve accessibility and connectivity.	Missing bridleway links identified at Withies Lane and Frampton Cotterell bridleways.
4.9	Carry out improvements to fill in the gaps identified in 4.1, 4.6 and 4.8, subject to funding.	Creation orders and dedication agreements made for routes identified.

### **Our Statement**

- 7.2 Our Statement of Action is set out in Table 6 listed under the four themes. In drawing up this statement we have been conscious of the need to match our actions with the resources that are likely to be available. Progress on many of the actions is dependent on securing the additional resources required either internally or externally. Pressures on budgets mean that we have to give priority to some improvements over others. In looking at improvements to the PROW network we have put emphasis on routes that will benefit the greatest number of people. However, we recognise that there are gaps in the wider recreational network that also need attention.

## Table 6 Statement of Action

Theme 1 – Improving Maintenance and Safety									
Recommended Action	Link to Themes	Link To JLTP	Resources ↑ x1 = minor x2 = medium x3 = major	Estimated Costs £ = <£5k ££ = £5-20k £££ = >£20k	Timescale (Years)			Key Partners Stakeholders/ Funders	
					1-2	3-4	5+		
1.1 Develop consistent Rights of Way Management Standards (ROWMS) for maintenance (see 7.3)	2,3,4	Network Management – Chapter 5 Asset Management – Chapter 9	↑ ↑	£ £	√	√		3 councils, JLAF, AFP, Cotswold Way Team, AONB services	
1.2 Classify all routes in line with the ROWMS (see 7.4)	2,3,4	Network Management – Chapter 5 Asset Management – Chapter 9	↑ ↑	£		√	√	3 councils, JLAF, Liaison Groups, town and parish councils,	
1.3 Develop an improved strategy for managing the Definitive Maps and Statements and legal order work	4	Network Management – Chapter 5	↑ ↑ ↑	£ £ £	√	√	√	3 councils, Liaison Groups	

Recommended Action	Link to Themes	Link To JLTP	Resources 👤 x1 = minor 👤 x2 = medium 👤 x3 = major	Estimated Costs £ = <£5k ££ = £5-20k £££ = >£20k	Timescale (Years)			Key Partners and Stakeholders/ Funders
					1-2	3-4	5+	
1.4 Classify all routes in line with the ROWMS (see 7.4)	2,3,4	Network Management – Chapter 5 Asset Management – Chapter 9	👤 👤 👤 👤	£	✓	✓	✓	3 councils, JLAF, Liaison Groups, town and parish councils,
1.5 Develop an improved strategy for managing the Definitive Maps and Statements and legal order work	4	Network Management – Chapter 5	👤 👤 👤 👤 👤	£ £ £	✓	✓	✓	3 councils, Liaison Groups

## Theme 2 – Signing routes

Recommended Action	Link to Themes	Link To JLTP	Resources ↑ x1 = minor x2 = medium x3 = major	Estimated Costs £ = <£5k ££ = £5-20k £££ = >£20k	Timescale (Years)			Key Partners and Stakeholders/ Funders
					1-2	3-4	5+	
2.1 Complete a full review of signage in the area and produce signage guidelines	3,4	Smarter Choices – Chapter 5 Accessibility – Chapter 6	↑	£	✓			3 councils, JLAF, user groups, town and parish councils, AFP, AONB rangers
2.3 Ensure that signposts carry additional information for users where appropriate	3,4	Smarter Choices – Chapter 5 Accessibility – Chapter 6	↑ ↑	£ £ £			✓	3 councils

### Theme 3 – Providing Information

Recommended Action	Link to Themes	Link To JLTP	Resources ↑ x1 = minor ↑↑ x2 = medium ↑↑↑ x3 = major	Estimated Costs £ = <£5k ££ = £5-20k £££ = >£20k	Timescale (Years)	Key Partners and Stakeholders/ Funders
3.1 Develop targeted promotional material (including equestrian, disabled and motorised users)	4	Smarter Choices – Chapter 5	↑↑	£ £ £	√	3 councils, JLAF, user groups, tourist industry, town/parish councils, AONB, AFP, Cotswold Way
3.2 Provide information in a range of formats and/or languages	2,4	Accessibility - Chapter 6	↑	£ £	√	3 councils, user groups
3.3 Explore opportunities for increasing participation of minority groups in countryside access	2,4	Accessibility - Chapter 6	↑	£ £	√	3 councils, representative groups
3.4 Promote improvement works and provide feedback on completed maintenance through press and newsletters	1,4	Smarter Choices – Chapter 5	↑↑	£ £	√	3 councils, JLAF
3.5 Promote PROWs that can be accessed by public transport	4	Congestion – Chapter 5 Accessibility – Chapter 6	↑	£ £	√	Public transport operators including user groups, 3 councils, AONB, AFP, Cotswold Way



Theme 4 – Improving access for local travel								
Recommended Action	Link to Themes	Link To JLTP	Resources ↑ x1 = minor x2 = medium x3 = major	Estimated Costs £ x1 = <£5k x2 = £5-20k x3 = >£20k	Timescale (Years)			Key Partners and Stakeholders/ Funders
					1-2	3-4	5+	
4.1 Identify improvements to enable travel for all by foot / on bike to employment, health services, education, leisure&transport nodes	3	Congestion – Chapter 5 Accessibility – Chapter 6	↑↑	£ £	✓			3 councils, user groups, landowners, employers, health services, education, leisure, transport operators, town/parish councils
4.2 Provide safer and shorter routes identified in 4.1 to enable easy access to and from public transport links and schools	3	Congestion – Chapter 5 Accessibility – Chapter 6	↑↑	£ £ £	✓	✓	✓	Public transport operators including community transport, user groups, 3 councils, town/parish councils, AONB
4.3 Identify and carry out improvements for people with mobility difficulties and visual impairments.	2,3	Accessibility – Chapter 6	↑↑	£ £ £		✓	✓	3 councils, user groups, AONB services
4.4 Identify road safety improvements that enable increased use of routes	1	Road Safety – Chapter 8	↑	£	✓	✓	✓	3 councils, user groups, emergency services, Road Safety Partnership

Recommended Action	Link to Themes	Link To JLTP	Resources ↑ x1= minor x2= medium x3= major	Estimated Costs £ x1= <£5k x2= £5-20k x3= >£20k	Timescale (Years)			Key Partners and Stakeholders/ Funders
					1-2	3-4	5+	
4.5 Work with employers and educational establishments through travel planning to promote use of local rights of way	3	Congestion – Chapter 5 Smarter Choices – Chapter 5	↑	£	✓	✓	✓	3 councils, user groups, employers, developers, education establishments, town and parish councils
4.6 Identify gaps in the wider recreational network that will improve accessibility and connectivity	3,4	Accessibility – Chapter 6	↑ ↑ ↑	£ £ £	✓	✓	✓	3 councils, user groups, JLAF, town and parish councils, AFP, AONB services
4.7 Produce joint guidance to secure appropriate improvements to the PROW network through planning processes.	3	Smarter Choices – Chapter 5	↑ ↑	£ £ £	✓			3 councils, developers
4.8 Identify improvements needed to the PROW network associated with regeneration & housing/employment growth	3	Smarter Choices – Chapter 5	↑ ↑ ↑	£ £ £	✓	✓	✓	3 councils, developers
4.9 Carry out improvements to fill the gaps identified in 4.1, 4.7 and 4.9, subject to funding	3,4	Accessibility – Chapter 6	↑ ↑ ↑	£ £ £		✓	✓	3 councils, user groups, JLAF, town and parish councils, AFP, AONB services



- 7.3 Below we describe two of the Actions that we aim to pursue in more detail.

### **Rights of Way Management Standards**

- 7.4 We intend drawing up a Rights of Way Management Standards (ROWMS) document which will set out service and quality standards. At this stage we have identified the following seven areas for attention but others will be added as the ROWMS is developed:

- standard inspection programme;
- provision of infrastructure;
- surfacing and drainage;
- signage and waymarking;
- path lighting;
- scheduled maintenance e.g. cleansing, vegetation control;
- refuse and dog waste bins.

### **Classification of Paths**

- 7.5 It is clear that the PROW network serves different functions, travel (or 'everyday') and recreation, for different people and at different times. Depending upon their location and character, routes may have a predominantly travel function or recreational function or they may serve both purposes. In order to deliver the improvements that you have told us you want we need to develop a set of minimum standards for the way that we look after all paths. We also need to identify particular routes that would benefit from enhanced maintenance and other improvements. In essence, this will involve the classification of paths to determine the management regime that will be applied to it under the ROWMS. The classification of paths will be subject to periodic review to enable future changes in the patterns of use to be taken into account.

### **Implementation, Funding and Partnership Working**

- 7.6 Most of the actions will fall to the three councils to implement in our roles as local highway authorities but in the last column of Table 6 we identify key partners and stakeholders who would also need to be involved. The JLAF will have a key role, as will the Cotswold and Mendip Hills AONB Services. Through these stakeholders we plan to draw upon the resources of user and other voluntary groups. For some specific actions delivery will need to have input from the tourism industry and outdoor access providers. Others will depend on partnership working with public transport operators and community transport organisations, the emergency services, the Road Safety Partnership and, crucially, private landowners. South Gloucestershire and Bath and North East Somerset Council's have worked with the Avon Ramblers group to set up three weekly volunteer work parties across their areas to carry out path improvements with assistance and guidance from the Council's ranger/path warden.

- 7.7 The Statement of Action puts forward estimates of the scale of staff resources needed and capital and revenue costs. Also shown is the timescale for each action, subject to funding. Some will be relatively costly and take at least 5 years to complete but shaded in green are a number that we see as short term projects or 'quick wins' if the necessary resources are available.
- 7.8 We recognise that we will have to press our case for funding and find new and innovative ways to implement our Statement of Action. Our ROWIP and annual Business Plans will help strengthen our bids. Funding will come from a variety of sources as discussed in paragraph 5.2 above.

### **Business Plan**

- 7.9 The financial implications and delivery of the Statement of Action will be set out in a Joint Business Plan which will be incorporated into the JLTP Delivery Plan. The Joint Business Plan will build up over the four year life of the ROWIP with progress being recorded annually. A simple green, amber, red colour code will be used to highlight whether Actions are on target or not.

### **Monitoring**

- 7.10 We aim to chart progress on implementing our Statement of Action as part of work on JLTP. In particular, we will be looking to demonstrate best practice projects and we will continue to carry out the counts we describe in paragraph 2.7 above and report on changes in our Joint Business Plan.

## **8 CONCLUSION**

- 8.1 We believe our ROWIP will help us to build upon the work which has already been undertaken to develop a network of safe, accessible and attractive routes that meet the present and future needs of all members of the community. It is the result of extensive work undertaken by the three councils of Bristol City, Bath and North East Somerset and South Gloucestershire and the Joint Local Access Forum.
- 8.2 Our assessment of user needs and the current network revealed the scale of the task required to produce a ROWIP. We also had to consider how the ROWIP fitted in with other documents, policies and partners from Parish Plans to the AONB management plans.
- 8.3 Extensive public consultation through questionnaires, area and user group events helped us to identify priorities and from these the four key themes of:
- Improving maintenance and safety;
  - Signing routes;
  - Providing information;
  - Improving access for local travel.
- 8.4 The Statement of Action takes these four themes and sets out what we propose to do, in addition to the work which was carried out under the previous ROWIP. Action ranges from reviewing signage, improving access by public transport and for people with mobility difficulties to providing guidance and support to landowners and developing consistent management standards.

## **GLOSSARY OF TERMS**

AONB – Areas of Outstanding Natural Beauty

AFP – Avon Frome Partnership

BOAT – Byway Open to All Traffic

CNE – Clean Neighbourhoods and Environment Act 2005

CROW – Countryside and Rights of Way Act 2000

CRT – Canal and River Trust

DCLG – Department for Communities and Local Government

DCMS – Department for Culture, Media and Sport

DEFRA – Department for Environment, Food and Rural Affairs

DfT – Department for Transport

DoH – Department of Health

EA – Environment Agency

FC – Forestry Commission

JLAF – Joint Local Access Forum

JLTP – Joint Local Transport Plan

LP – Local Plan

NE – Natural England

PROW – Public Rights of Way

ROWIP – Rights of Way Improvement Plan

ROWMS – Rights of Way Management Standards

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<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>Wednesday 10 July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E 2581</b>
TITLE:	Update on the Heritage Services Capital Investment Strategy	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
Appendix 1: Heritage Service capital programme 2013/14 and 2014/15		

## **1 THE ISSUE**

- 1.1 The Heritage Services Business Plan 2013-2018 agreed by Cabinet in April 2013 incorporated a capital investment strategy for the next five years and proposed the establishment of a 'Roman Baths Foundation' as a fundraising vehicle to support conservation and education in the Roman Baths.
- 1.2 This report provides further information on projects that now require further approval in order that works can progress, and requests formal approval for the creation of a Roman Baths Foundation.

## **2 RECOMMENDATION**

The Cabinet agrees to:

- 2.1 Fully approve the capital budget for the Temple Precinct scheme, including the rephasing illustrated at Appendix 1;
- 2.2 Fully approve the transfer of £130k from the underspend on the Beau Street hoard to the budget provided for the Roman Baths infrastructure project to repair the Pump Room roof in the current financial year;
- 2.3 Note that the rolling programme of infrastructure works for the Roman Baths will be reviewed for 2014/15 in order to accommodate works to renew and relocate the gas supply pipe for the site;

- 2.4 Amend the provisional capital budget for the Beau Street hoard project, subject to further consideration following the forthcoming Stage 2 application to the Heritage Lottery Fund;
- 2.5 The formation of a fundraising charitable Roman Baths Foundation whose objects would be to support education and conservation at the Roman Baths and Temple site, with the remit and governance arrangements of the Foundation to be drawn up in consultation with the Cabinet Members for Sustainable Development and Resources.

### **3 FINANCIAL IMPLICATIONS**

- 3.1 The capital programme currently includes provision for the projects included within this report as detailed at Appendix 1. The effect of the recommendations included in this report is demonstrated in the appendix and will involve:
  - Re-phasing of the fully approved amount provided for the Temple Precinct project
  - Re-phasing of the provisional amounts provided for the Beau Street coin hoard project, to be financed in full from external grants and fundraising
  - An increase of £130k in the fully approved amount provided for the Roman Baths infrastructure project involving repairs to the Pump Room roof in the current financial year.
- 3.2 The additional debt charges that will be incurred to finance the increase in cost of the Roman Baths infrastructure project will be financed from within existing budgets in the current year, and will be incorporated in the next revision of the Heritage Services Business Plan for 2014 to 2019.
- 3.3 The potential VAT impacts of the changes to capital investment and programming included in this report have been reviewed by the Council's VAT accountant.
- 3.4 The 'Roman Baths Foundation' will be established by the Service in accordance with the advice and requirements of the s.151 officer and Council Solicitor, and should have no adverse effects upon the Council's financial position.

### **4 CORPORATE OBJECTIVES**

- 4.1 Heritage Services supports the Corporate objectives in the following ways:
- 4.2 Promoting independence and positive lives for everyone:
  - the Service makes its buildings and services as accessible as possible;
  - it makes concessions for seniors in its charges;
  - it ensures adequate public seating in its venues.
- 4.3 Creating neighbourhoods where people are proud to live:
  - the Service participates in the Bath Business Crime Reduction Partnership;

- it fosters pride in the district's museums and heritage through the unique residents' Discovery Card scheme;
- it enables people to trace their families and research their houses and neighbourhoods.

#### 4.4 Building a stronger economy:

- the Service levers millions of pounds into the local economy each year;
- it is at the heart of the area's cultural life with rich museum and archive collections which help people understand and celebrate where they live;
- it makes a positive contribution to the Council's budget.

## 5 THE REPORT

5.1 The revised and updated Heritage Services Business Plan 2013-2018, approved by Cabinet in April 2013, included a five year programme of investment, both capital and revenue. This investment forms an important part of the business strategy that aims to:

- Sustain and improve the annual profit generated for the Council;
- Improve the visitor experience; and
- Conserve the historic assets for future generations.

5.2 The investment programme is subject to regular review, in partnership with colleagues in Property Services. Updates on the programme are provided to the Capital Strategy Group, and the programme is also subject to regular review and challenge by the Heritage Services Advisory Panel.

5.3 Recent reviews have revealed that changes to the programme will be required to take account of operational issues that have arisen. All of these changes have been reported to, and agreed with, the Capital Strategy Group. The issues concern:

#### **The Beau Street Roman coin hoard:**

5.4 This project will acquire, conserve and display this nationally important find, and will include new step-free public access arrangements in the museum, financed largely by a Heritage Lottery Fund (HLF) grant. Funds were obtained via a HLF Stage 1 grant to prepare a feasibility study. A Stage 2 application for the larger sum required to fund the full project will be made in August 2013 and a decision should be received three months later.

5.5 The feasibility study has demonstrated that the capital cost of the project in 2013/14 and 2014/15 is likely to reduce to a total of £288k (£135k less than previously estimated), and that this will need to be re-phased between financial years. The Authority has already invested £50k in this project in 2011/12 in order that the coins could be conserved and prepared for valuation. No further funds will be required from the Authority for this project, as the full cost in 2013/14 and 2014/15 will be met from external grants and fundraising.

5.6 The Capital Strategy Group has recommended that the provisional capital programme should be amended to reflect the revised capital cost and re-phasing

suggested by the feasibility study. A full report will be provided to CSG when the result of the Stage 2 lottery application is known.

### **Temple Precinct:**

- 5.7 This project will provide a new step-free walkway across the site and new interpretation to the quality standard achieved in the 2006-2011 development of the Roman Baths site. The project implementation timetable has been reviewed and it has become clear that works will have to be undertaken in two separate phases in order to avoid disruption to visitors and potential adverse effects on income.
- 5.8 The provisional capital programme currently assumes that the full cost of the project (£750k) will take place in 2013/14. However, the implementation programme now proposed involves the completion of the first phase of works during the low tourist season in the current financial year (November – to February), with phase two taking place in the same period in 2014/15. This will require the re-phasing of the capital budget for the project, with works totalling £100k taking place in 2014/15.
- 5.9 Capital Strategy Group (CSG) has previously recommended to Cabinet that the project should be moved from “provisional” to “full” status within the capital programme. CSG has now recommended that the capital provision be re-phased as indicated above.

### **Roman Baths / Pump Room infrastructure – Pump Room roof:**

- 5.10 The on-going annual programme of infrastructure works includes monument conservation and the replacement and renewal of major items of plant and equipment. The amount invested and the amortisation period depends upon the works required in each year.
- 5.11 The works included in the full capital programme for the current financial year include an allocation of £100k to replace the Pump Room roof. Detailed investigations by Property Services have recently revealed that the extent of works required and the cost will be greater than originally expected.
- 5.12 Capital Strategy Group has recommended that the works be carried out in the current financial year in order to reduce the deterioration of the asset and the risk of an impact on visitors and income. Following the preparation by Property Services of an outline specification for the work, this will require an increase in the capital budget for this project of £130k in 2013/14.

### **Roman Baths / Pump Room complex infrastructure – gas supply pipe:**

- 5.13 The gas pipe supplying the complex is in poor condition. Investigative work in advance of the project to display the Beau Street Hoard access works in the Museum has recently revealed that it will have to be moved to allow the installation of a platform lift. However, the rolling annual programme of infrastructure works for the next five financial years does not currently include provision for the renewal and re-location of the pipe.
- 5.14 The annual programme of infrastructure works is reviewed annually by the Capital Strategy Group. The next review will include a re-prioritisation of the programme that will provide for the renewal and relocation of the gas pipe in 2014/15.

## **Access to external grants: the Roman Baths Foundation:**

- 5.15 A Stage 1 application was made to the Heritage Lottery Fund (HLF) in June 2013 for development funds for the preparation of a major Stage 2 application for a substantial grant to finance the Archway Project. This will consist of a Roman Baths Learning Centre, a new World Heritage Interpretation Centre and new public access to Roman remains currently not on view. The development in Swallow Street and York Street will include a dramatic under-street link through into the Roman Baths and will provide state-of-the-art educational facilities, sustaining the school group market and income stream in the short term but, in the longer term, building the audiences of tomorrow.
- 5.16 Capital Strategy Group has agreed that further work to review the feasibility of the project can proceed, funded from within existing budgets, and that it will review this project in more detail following the result of the initial HLF application.
- 5.17 The Archway Project will be substantially financed from external grant aid, including sources other than the HLF. However, access to such grants is not always available to Local Authorities.
- 5.18 In order to facilitate access to such funds it is proposed that the Council establish a 'Roman Baths Foundation', a fundraising development trust whose long term objects would be to support conservation and education in the Roman Baths but which, in the short term, would seek to raise funds for the Archway Project.
- 5.19 This kind of charitable vehicle was recently used to great effect by Bristol City Council as a way of raising funds for its new M-Shed museum development.

## **6 RISK MANAGEMENT**

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

## **7 EQUALITIES**

- 7.1 An Equalities Impact Assessment of the Heritage Service Business Plan, which incorporates the capital investment strategy, was undertaken as part of the wider Service equalities impact action plan that looked at all business and non-business activities across the Service.

## **8 RATIONALE**

- 8.1 The capital investment strategy is subject to continuous review, and operational issues can require amendments to be made to individual projects to reflect issues that arise. All projects are constrained by the overriding requirement to minimise the effect on visitors and income, which severely constrains the time available to undertake projects and can add to the costs of such works.
- 8.2 The phasing of projects across financial years must take account not only of time constraints caused by the tourist season but also the potential effect upon the Council's VAT position.

8.3 The creation of a 'Roman Baths Foundation' as a fundraising vehicle for major capital projects will potentially provide the Council with access to new sources of external funds to support conservation and education work at the Roman Baths.

**9 OTHER OPTIONS CONSIDERED**

9.1 The Temple Precinct project addresses a “gap” in the improvement to the visitor experience and increased accessibility that has been carried out across the majority of the site since 2006. The other changes proposed to the capital programme are required to address specific operational issues and constraints.

9.2 A delay in repairing the Pump Room roof would increase the risk of deterioration of the asset and could also impact on the visitor experience and income.

9.3 The Roman Baths Foundation provides the possibility of increased grant funding. If the Foundation is not established the Council’s ability to finance projects such as the Roman Baths Learning Centre from external sources of funds will be constrained significantly.

**10 CONSULTATION**

10.1 Cabinet member; Staff; Service Users; Local Residents; Section 151 Finance Officer; Monitoring Officer. Strategic Director for Place and Divisional Director, Planning & Transportation.

10.2 The investment programme has been the subject of regular review and challenge by the Heritage Services Advisory Panel.

**11 ISSUES TO CONSIDER IN REACHING THE DECISION**

11.1 Customer Focus; Sustainability.

**12 ADVICE SOUGHT**

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

<b>Contact person</b>	Stephen Bird, Head of Heritage Services: 01225 477750
<b>Sponsoring Cabinet Member</b>	Councillor Ben Stevens (Sustainable Development)
<b>Background papers</b>	Heritage Services Business Plan 2013 – 2018: Cabinet, April 10 2013
<b>Please contact the report author if you need to access this report in an alternative format</b>	

### Appendix 1: Capital programme

Project	Status (Full / Provisional) & Financing	2013/14 £000	2014/15 £000
<b>Current provision:</b>			
Beau St coin hoard	Provisional – financed by external grants & fundraising	270	153
Temple Precinct	Provisional – financed by Service Supported Borrowing	750	
Roman Baths infrastructure: Pump Room roof	Full – financed by Service Supported Borrowing	100	
<b>Total provision for these projects:</b>		<b>1,120</b>	<b>153</b>
<b>Proposed provision:</b>			
Beau St coin hoard	Provisional – financed by external grants & fundraising	90	198
Temple Precinct	Full – financed by Service Supported Borrowing	650	100
Roman Baths infrastructure: Pump Room roof	Full – financed by Service Supported Borrowing	230	
<b>Revised provision for these projects:</b>		<b>970</b>	<b>298</b>
Note: the amounts above do not include any approved slippage from 2012/13			

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<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10<sup>th</sup> July 2013</b>	
TITLE:	<b>Treasury Management Outturn Report 2012/13</b>	EXECUTIVE FORWARD PLAN REFERENCE <b>E 2512</b>
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
<b>Appendix 1</b> – Performance Against Prudential Indicators		
<b>Appendix 2</b> - The Council’s Investment Position at 31 <sup>st</sup> March 2013		
<b>Appendix 3</b> – Average monthly rate of return for 2012/13		
<b>Appendix 4</b> – The Council’s External Borrowing Position at 31 <sup>st</sup> March 2013		
<b>Appendix 5</b> – Arlingclose’s Economic & Market Review of 2012/13		
<b>Appendix 6</b> – Interest & Capital Financing Budget Monitoring 2012/13		
<b>Appendix 7</b> – Summary Guide to Credit Ratings		

## 1 THE ISSUE

1.1 In February 2012 the Council adopted the 2011 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year.

1.2 This report gives details of performance against the Council’s Treasury Management Strategy and Annual Investment Plan for 2012/13.

## 2 RECOMMENDATION

The Cabinet agrees that:

2.1 the 2012/13 Treasury Management Annual Report to 31<sup>st</sup> March 2013, prepared in accordance with the CIPFA Treasury Code of Practice, is noted

2.2 the 2012/13 actual Treasury Management Indicators are noted.

2.3 the Debt rescheduling actions highlighted at paragraphs 5.13-5.15 is noted.

2.4 this Treasury Management Report and attached appendices are reported to July Council.

### **3 FINANCIAL IMPLICATIONS**

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

### **4 CORPORATE PRIORITIES**

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

### **5 THE REPORT**

#### **Summary**

5.1 Performance against the Treasury Management & Prudential Indicators agreed as part of the annual Treasury Management Strategy is provided in **Appendix 1**. The outturn position and all treasury activity undertaken during the financial year is within the limits agreed by Council in February 2012, as shown in **Appendix 1**, as well as the CIPFA Code of Practice and the relevant legislative provisions.

5.2 The average rate of investment return for the 2012/13 financial year is 0.39% above the benchmark rate.

#### **Summary of Investment Activity 2012/13**

5.3 The Council's investment position as at 31<sup>st</sup> March 2013 is given in **Appendix 2**. In line with the Annual Investment Strategy, investments undertaken were mainly temporary short term investments made with reference to the core balance and cash flow requirements.

5.4 The Council is the Accountable Body for the West of England Revolving Investment Fund (RIF) and received grant funding of £57 million at the end of the 2012/13 financial year. The Council acts as an agent and holds these funds on behalf of the West of England Local Enterprise Partnership until they are allocated in the form of repayable grants to the constituent Local Authorities to meet approved infrastructure costs. Since these funds are invested separately from the Council's cash balances and have been placed short term with the Debt Management Office and other Local Authorities, they are excluded from figures given in this report.

5.5 Gross interest earned from investments for 2012/13 totalled £821k. Net interest received, after deduction of amounts due to Schools, the West of England Growth Points, PCT and other internal balances, is £683k. **Appendix 3** details the investment performance, showing the average rate of interest earned on investments over this period was 0.83%, which is 0.39% above the benchmark rate of average 7 day LIBID + 0.05% (0.44%).

#### **Summary of Borrowings 2012/13**

5.6 The Council's external borrowing as at 31<sup>st</sup> March 2013 is detailed in **Appendix 4**.

5.7 No new borrowing has taken place in 2012/13. The Council's total borrowing is currently £120 million. The Council's provisional Capital Financing Requirement (CFR) as at 31<sup>st</sup> March 2013 is £141.8 million. This represents the Council's requirement to borrow to finance capital expenditure, and demonstrates that total borrowing remains below this requirement as at 31<sup>st</sup> March 2013.

5.8 Following Local Government Reorganisation in 1996, Avon County Council's residual debt is administered by Bristol City Council. All successor Unitary Authorities make an annual contribution to principal and interest repayment, for which there is a provision in the Council's revenue budget. The amount of residual debt outstanding as at 31<sup>st</sup> March 2013 apportioned to Bath & North East Somerset Council is £15.14m. Since this borrowing is managed by Bristol City Council and treated in the Council's Statement of Accounts as a deferred liability, it is not included in the borrowing figures referred to in paragraph 5.7.

### **Strategic & Tactical Decisions**

5.9 As shown in **Appendix 2**, the Council has continued to place a significant proportion of funds with highly-rated major financial institutions, primarily with UK banks. However, during the year the Council has maintained a low risk appetite to investments. The Council increased its proportion of investments with other Local Authorities and AAA rated Money Market Funds to improve diversification and counterparty credit rating whilst maintain appropriate liquidity.

5.10 Due to concerns related to the Eurozone debt situation the council does not currently and did not hold throughout 2012/13 any direct investments with banks within the Eurozone. The Council's investment counterparty list does not include any banks from the countries most affected by the debt situation in the Eurozone (Portugal, Ireland, Greece, Spain and Italy).

5.11 Our treasury management advisors economic and market review for 2012/13 is included in Appendix 5.

### **Budget Implications**

5.12 A breakdown of the revenue budget for interest and capital financing and the actual year end position is included in **Appendix 6**. This shows an underspend of £97k in 2012/13. This arises as a result of the Council's cash balances being higher than anticipated at budget setting generating higher investment interest income.

### **Debt Rescheduling**

5.13 As market expectations for sustained low interest rates have increasingly been accepted as the consensus view, the Council has requested a review of its existing debt portfolio to be undertaken by its treasury management advisors. The purpose of this review was to identify debt rescheduling opportunities within this low interest rate environment, and this was completed in April 2013.

5.14 The review identified the potential to undertake a significant debt rescheduling, utilising Council cashflow's which are earning very low rates of interest – just over 0.5%, when the average carrying cost of debt is approximately 4.5% (as set out in Appendix 3 and Appendix 4). The proposal is in line with the Council's approved Treasury Management Strategy and the Council's S151 Officer will be implementing the rescheduling proposals during the 2013/14 financial year as cash flows permit.

5.15 It is anticipated that this approach will deliver the additional £500K savings target in the Council's Approved Budget for 2013/14 together with the potential to provide further savings to contribute to the Budget shortfall in future years.

## **6 RISK MANAGEMENT**

- 6.1 The Council's lending & borrowing list has been regularly reviewed during the financial year and credit ratings are monitored throughout the year. All lending/borrowing transactions are within approved limits and with approved institutions. Investment & Borrowing advice is provided by our Treasury Management consultants Arlingclose.
- 6.2 The CIPFA Treasury Management in the Public Services: Code of Practice requires the Council nominate a committee to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies. In February 2012, the Council's treasury advisors provided training to the Corporate Audit Committee to carry out this scrutiny.
- 6.3 In addition, the Council maintain a risk register for Treasury Management activities, which is regularly reviewed and updated where applicable during the year.

## **7 EQUALITIES**

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

## **8 RATIONALE**

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

## **9 OTHER OPTIONS CONSIDERED**

- 9.1 None

## **10 CONSULTATION**

- 10.1 Consultation has been carried out with the Cabinet Member for Community Resources, Section 151 Finance Officer, Chief Executive and Monitoring Officer.
- 10.2 Consultation was carried out via e-mail.

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

- 11.1 This report deals with issues of a corporate nature.

## **12 ADVICE SOUGHT**

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

<b>Contact person</b>	<i>Tim Richens - 01225 477468 ; Jamie Whittard - 01225 477213</i> <a href="mailto:Tim_Richens@bathnes.gov.uk">Tim_Richens@bathnes.gov.uk</a> <a href="mailto:Jamie_Whittard@bathnes.gov.uk">Jamie_Whittard@bathnes.gov.uk</a>
<b>Sponsoring Cabinet Member</b>	<i>Councillor David Bellotti</i>
<b>Background papers</b>	<i>2012/13 Treasury Management &amp; Investment Strategy</i> <i>1<sup>st</sup> &amp; 3<sup>rd</sup> Quarter Treasury Performance Reports (Cabinet)</i> <i>Half yearly Treasury Performance Report (Cabinet &amp; Council)</i>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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## APPENDIX 1

### Performance against Treasury Management Indicators agreed in Treasury Management Strategy Statement

#### 1. Authorised limit for external debt

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

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	£'000	£'000
Borrowing	171,000	120,000
Other long term liabilities	2,000	0
<b>Cumulative Total</b>	<b>173,000</b>	<b>120,000</b>

#### 2. Operational limit for external debt

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

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	£'000	£'000
Borrowing	161,000	120,000
Other long term liabilities	2,000	0
<b>Cumulative Total</b>	<b>163,000</b>	<b>120,000</b>

#### 3. Upper limit for fixed interest rate exposure

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

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	£'000	£'000
<b>Fixed interest rate exposure</b>	<b>171,000</b>	<b>100,000*</b>

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

#### 4. Upper limit for variable interest rate exposure

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

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	£'000	£'000
<b>Variable interest rate exposure</b>	<b>0</b>	<b>-57,100</b>

\*This is the variable rate debt (LOBOs of £20m) less the £77.1m variable rate investments.

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

This is the maximum amount of total investments, which can be over 364 days. The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments.

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	£'000	£'000
<b>Investments over 364 days</b>	<b>30,000</b>	<b>1,000</b>

### 6. Maturity Structure of new fixed rate borrowing during 2012/13

	<b>Upper Limit</b>	<b>Lower Limit</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar 2013</b>
	%	%	%
Under 12 months	50	Nil	0
12 months and within 24 months	50	Nil	0
24 months and within 5 years	50	Nil	0
5 years and within 10 years	50	Nil	0
10 years and above	100	Nil	100

### 7. Average Credit Rating

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the weighted average credit rating of its investment portfolio. A summary guide to credit ratings is set out at **Appendix 7**

	<b>2012/13 Prudential Indicator</b>	<b>2012/13 Actual as at 31<sup>st</sup> Mar. 2013</b>
	Rating	Rating
<b>Minimum Portfolio Average Credit Rating</b>	<b>A+</b>	<b>AA-</b>



## APPENDIX 2

### The Council's Investment position at 31<sup>st</sup> March 2013

	<b>Balance at 31<sup>st</sup> March 2013</b>
	£'000's
Notice (instant access funds)	7,100
Up to 1 month	17,000
1 month to 3 months	31,000
Over 3 months	23,000
<b>Total</b>	<b>78,100</b>

The total investment figure of £78,100 million is made up as follows:

	<b>Balance at 31<sup>st</sup> March 2013</b>
	£'000's
B&NES Council	61,170
West of England Growth Points	837
Schools	7,385
B&NES PCT	8,708
<b>Total</b>	<b>78,100</b>

The Council had an average net positive balance of £90.3m (including Growth Points & B&NES PCT Funding) during the period April 2012 to March 2013.

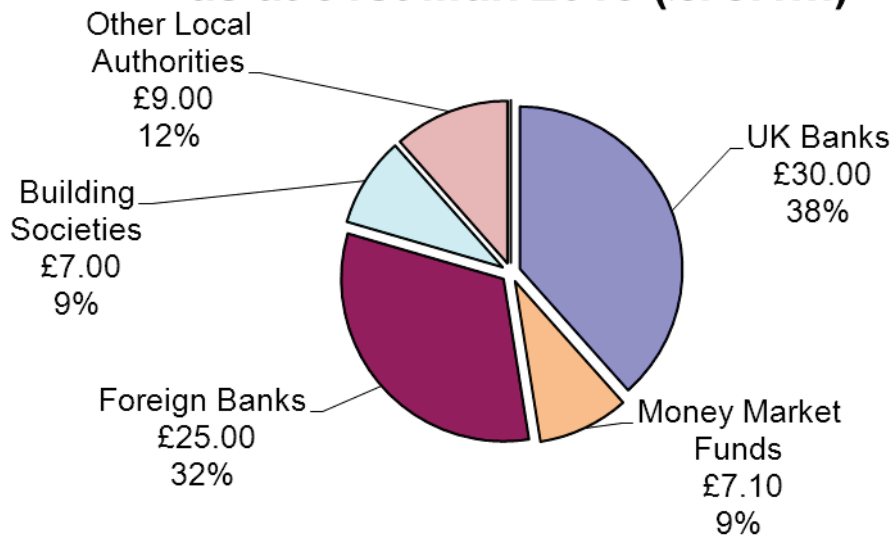
The following fixed term investments were undertaken during 2012/13 with a maturity date in the following financial year:

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Start Date</b>	<b>Maturity Date</b>	<b>Long Term Credit Rating*</b>
Barclays Bank	£5m	0.59%	04/02/13	05/08/13	A
Barclays Bank	£5m	0.63%	12/11/12	13/05/13	A
HSBC	£5m	0.50%	01/05/12	01/05/13	AA-
HSBC	£5m	0.50%	08/06/12	07/06/13	AA-
Bank of Scotland	£5m	0.70%	04/02/13	07/05/13	A
Lloyds Banking Group	£5m	0.70%	25/02/13	25/05/13	A
Nationwide B/S	£5m	0.73%	02/10/12	02/04/13	A
Coventry B/S	£2m	0.41%	10/01/13	10/04/13	A-
Development Bank of Singapore	£5m	0.40%	16/01/13	16/07/13	AA-
Oversea-Chinese Banking Corporation	£5m	0.55%	02/10/12	02/04/13	AA-
Oversea-Chinese	£5m	0.50%	10/10/12	10/10/13	AA-

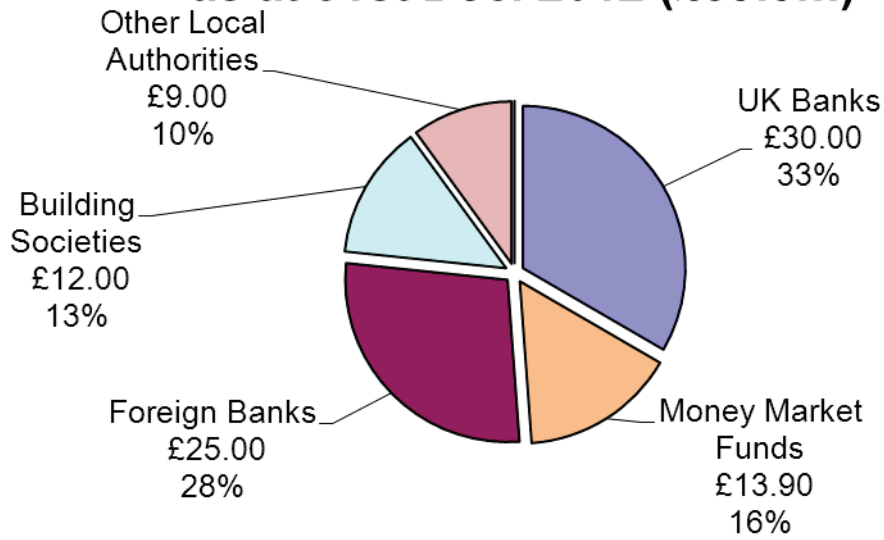
Banking Corporation					
National Australia Bank	£5m	0.41%	10/01/13	10/07/13	AA-
Peterborough City Council	£3m	0.44%	07/12/12	09/12/13	
Kingston Upon Hull City Council	£1m	1.20%	12/12/11	11/06/13	
Salford City Council	£3m	0.33%	28/12/12	01/07/13	
Salford City Council	£2m	0.33%	31/12/12	01/07/13	
<b>Total</b>	<b>£66.0m</b>	<b>0.55%</b>	-	-	

\* The credit rating shown is the lowest equivalent rating from Fitch, Standard & Poors and Moody's credit rating agencies  
The balance of £12.1m was held in call accounts and Money Market Funds as at 31<sup>st</sup> March 2013.

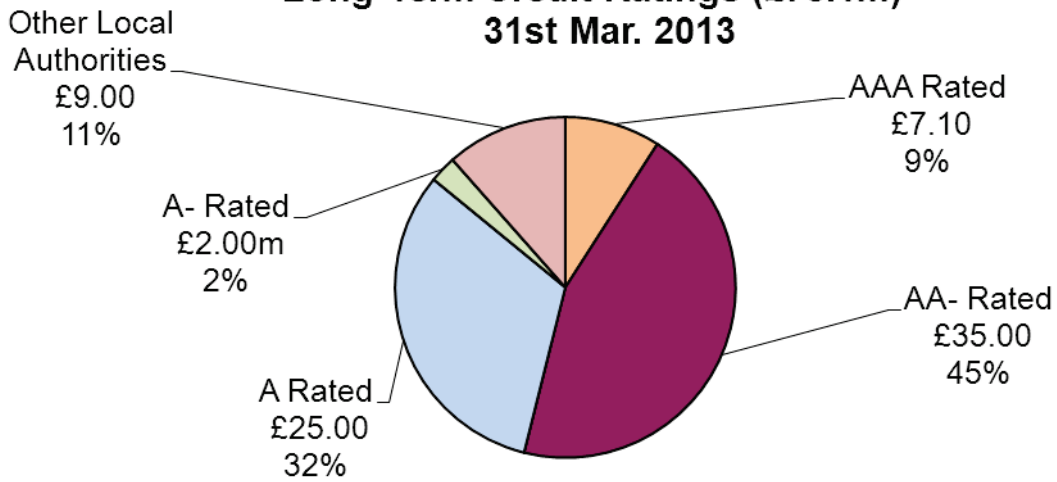
**Chart 1: Council Investments as at 31st Mar. 2013 (£78.1m)**



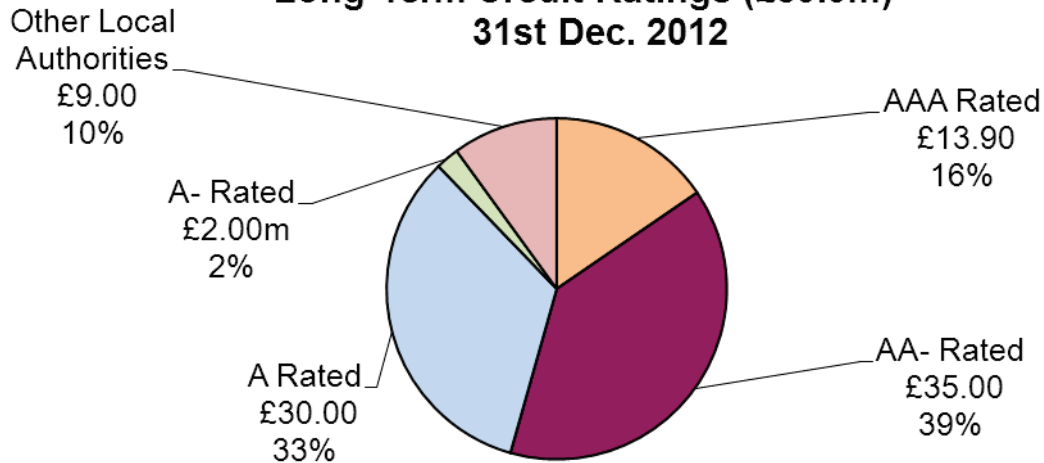
**Chart 2: Council Investments as at 31st Dec. 2012 (£89.9m)**



**Chart 3: Council Investments per Lowest Equivalent Long-Term Credit Ratings (£78.1m) - 31st Mar. 2013**



**Chart 4: Council Investments per Lowest Equivalent Long-Term Credit Ratings (£89.9m) - 31st Dec. 2012**



### APPENDIX 3

#### Average rate of return for 2012/13

	Apr %	May %	Jun %	Jul %	Aug %	Sep %
<b>Average rate of interest earned</b>	1.11%	1.10%	1.03%	1.01%	0.87%	0.88%
<b>Benchmark = Average 7 Day LIBID rate +0.05% (source: Arlingclose)</b>	0.50%	0.50%	0.49%	0.47%	0.45%	0.44%
<b>Performance against Benchmark %</b>	+0.61%	+0.60%	+0.54%	+0.54%	+0.42%	+0.44%

	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Average for Period
<b>Average rate of interest earned</b>	0.75%	0.70%	0.68%	0.61%	0.56%	0.53%	<b>0.83%</b>
<b>Benchmark = Average 7 Day LIBID rate +0.05% (source: Arlingclose)</b>	0.42%	0.42%	0.41%	0.41%	0.41%	0.41%	<b>0.44%</b>
<b>Performance against Benchmark %</b>	+0.33%	+0.28%	+0.27%	+0.20%	+0.15%	+0.12%	<b>+0.39%</b>

## APPENDIX 4

### Councils External Borrowing at 31st March 2013

LONG TERM	Amount	Start Date	Maturity Date	Interest Rate
PWLB	10,000,000	15/10/04	15/10/35	4.75%
PWLB	20,000,000	02/10/06	20/05/54	4.10%
PWLB	10,000,000	21/12/06	20/11/52	4.25%
PWLB	10,000,000	15/02/06	15/02/56	3.85%
PWLB	10,000,000	19/07/06	15/04/53	4.25%
PWLB	5,000,000	12/05/10	15/08/35	4.55%
PWLB	5,000,000	12/05/10	15/08/60	4.53%
PWLB	5,000,000	05/08/11	15/02/31	4.80%
PWLB	10,000,000	05/08/11	15/08/29	4.90%
PWLB	15,000,000	05/08/11	15/02/61	4.96%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
Eurohypo Bank*	10,000,000	27/04/05	27/04/55	4.50%
<b>TOTAL</b>	<b>120,000,000</b>			
<b>TEMPORARY</b>	<b>NIL</b>			
<b>TOTAL</b>	<b>120,000,000</b>			<b>4.46%</b>

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

## APPENDIX 5

### Annual Economic Review 2012/13 – (provided by Arlingclose)

The global outlook stabilised mainly due to central banks maintaining low interest rates and expansionary monetary policy for an extended period. Equity market assets recovered sharply with the FTSE 100 registering a 9.1% increase over the year. This was despite economic growth in G-7 nations being either muted or disappointing.

In the UK the economy shrank in the first, second and fourth quarters of calendar 2012. It was the impressive 0.9% growth in the third quarter, aided by the summer Olympic Games, which allowed growth to register 0.2% over the calendar year 2012. The expected boost to net trade from the fall in the value of sterling did not materialise, but raised the price of imports, especially low margin goods such as food and energy. Avoiding a 'triple-dip' recession became contingent on upbeat services sector surveys translating into sufficient economic activity to overhaul contractions in the struggling manufacturing and construction sectors.

Household financial conditions and purchasing power were constrained as wage growth remained subdued at 1.2% and was outstripped by inflation. Annual CPI dipped below 3%, falling to 2.4% in June before ticking up to 2.8% in February 2013. Higher food and energy prices and higher transport costs were some of the principal contributors to inflation remaining above the Bank of England's 2% CPI target.

The lack of growth and the fall in inflation were persuasive enough for the Bank of England to maintain the Bank Rate at 0.5% and also sanction additional £50 billion asset purchases (QE)

in July, taking total QE to £375 billion. The possibility of a rate cut was discussed at some of Bank's Monetary Policy Committee meetings, but was not implemented as the potential drawbacks outweighed the benefits of a reduction in the Bank Rate. In the March Budget the Bank's policy was revised to include the 2% CPI inflation remit alongside the flexibility to commit to intermediate targets.

The resilience of the labour market, with the ILO unemployment rate falling to 7.8%, was the main surprise given the challenging economic backdrop. Many of the gains in employment were through an increase in self-employment and part time working.

The Chancellor largely stuck to his fiscal plans with the austerity drive extending into 2018. In March the Office for Budgetary Responsibility (OBR) halved its forecast growth in 2013 to 0.6% which then resulted in the lowering of the forecast for tax revenues and an increase in the budget deficit. The government is now expected to borrow an additional £146bn and sees gross debt rising above 100% of GDP by 2015-16. The fall in debt as a percentage of GDP, which the coalition had targeted for 2015-16, was pushed two years beyond this horizon. With the national debt metrics out of kilter with a triple-A rating, it was not surprising that the UK's sovereign rating was downgraded by Moody's to Aa1. The AAA status was maintained by Fitch and S&P, albeit with a Rating Watch Negative and with a Negative Outlook respectively.

The government's Funding for Lending (FLS) initiative commenced in August which gave banks access to cheaper funding on the basis that it would then result in them passing this advantage to the wider economy. There was an improvement in the flow of credit to mortgagees, but was still below expectation for SMEs.

The big four banks in the UK – Barclays, RBS, Lloyds and HSBC – and several other global institutions including JP Morgan, Citibank, Rabobank, UBS, Credit Suisse and Deutsche came under investigation in the Libor rigging scandal which led to fines by and settlements with UK and US regulators. Banks' share prices recovered after the initial setback when the news first hit the headlines.

**Europe:** The Euro region suffered a further period of stress when Italian and Spanish government borrowing costs rose sharply and Spain was also forced to officially seek a bailout for its domestic banks. Markets were becalmed after the ECB's declaration that it would do whatever it takes to stabilise the Eurozone and the central bank's announcement in September of its Outright Monetary Transactions (OMT) facility, buying time for the necessary fiscal adjustments required. Neither the Italian elections which resulted in political gridlock nor the poorly-managed bailout of Cyprus which necessitated 'bailing-in' non-guaranteed depositors proved sufficient for a market downturn. Growth was hindered by the rebalancing processes under way in Euroland economies, most of which contracted in Q4 2012.

**US:** The US Federal Reserve extended quantitative easing through 'Operation Twist', in which it buys longer-dated bonds with the proceeds of shorter-dated US Treasuries. The Federal Reserve shifted policy to focus on the jobless rate with a pledge to keep rates low until unemployment falls below 6.5%. The country's extended fiscal and debt ceiling negotiations remained unresolved.

**Gilt Yields and Money Market Rates:** Gilt yields ended the year lower than the start in April. By September the 2-year gilt yield had fallen to 0.06%, raising the prospect that short-dated yields could turn negative. 10-year yields fell by nearly 0.5% ending the year at 1.72%. The reduction was less pronounced at the longer end; 30-year yields ended the year at 3.11%, around 25bp lower than in April. Despite the likelihood the DMO would revise up its gilt issuance for 2012/13, there were several gilt-supportive factors: the Bank of England's continued purchases of gilts under an extended QE programme; purchases by banks,

insurance companies and pension funds driven by capital requirements and the preference for safe harbour government bonds.

One direct consequence of the Funding for Lending Scheme was the sharp drop in rates at which banks borrowed from local government. 3-month, 6-month and 12-month Libid rates which were 1%, 1.33% and 1.84% at the beginning of the financial year fell to 0.44%, 0.51% and 0.75% respectively.

## APPENDIX 6

### Capital Financing Costs – Budget Monitoring 2012/13 (Outturn)

April 2012 to March 2013	YEAR END POSITION			ADV/FAV
	Budgeted Spend or (Income) £'000	Actual Spend or (Income) £'000	Actual over or (under) spend £'000	
<b>Interest &amp; Capital Financing</b>				
- Debt Costs	6,200	5,351	(849)	FAV
- Internal Repayment of Loan Charges	(5,362)	(4,382)	980	ADV
- Ex Avon Debt Costs	1,432	1,443	11	ADV
- Minimum Revenue Provision (MRP)	4,440	4,310	(130)	FAV
- Interest of Balances	(592)	(700)	(108)	FAV
<b>Sub Total - Capital Financing</b>	<b>6,118</b>	<b>6,021</b>	<b>(97)</b>	<b>FAV</b>

## APPENDIX 7

### Summary Guide to Credit Ratings

Rating	Details
AAA	Highest credit quality – lowest expectation of default, which is unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality - expectation of very low default risk, which is not likely to be significantly vulnerable to foreseeable events.
A	High credit quality - expectations of low default risk which may be more vulnerable to adverse business or economic conditions than is the case for higher ratings.
BBB	Good credit quality - expectations of default risk are currently low but adverse business or economic conditions are more likely to impair this capacity.
BB	Speculative - indicates an elevated vulnerability to default risk, particularly in the event of adverse changes in business or economic conditions over time.
B	Highly speculative - indicates that material default risk is present, but a limited

	margin of safety remains. Capacity for continued payment is vulnerable to deterioration in the business and economic environment.
CCC	Substantial credit risk - default is a real possibility.
CC	Very high levels of credit risk - default of some kind appears probable.
C	Exceptionally high levels of credit risk - default is imminent or inevitable.
RD	Restricted default - indicates an issuer that has experienced payment default on a bond, loan or other material financial obligation but which has not entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, and which has not otherwise ceased operating.
D	Default – indicates an issuer that has entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, or which has otherwise ceased business.



<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Cabinet</b>	
MEETING DATE:	<b>10 July 2013</b>	EXECUTIVE FORWARD PLAN REFERENCE:
		<b>E 2571</b>
TITLE:	<b>Revenue &amp; Capital Outturn 2012/13</b>	
WARD:	All	
<b>AN OPEN PUBLIC ITEM</b>		
<p><b>List of attachments to this report:</b></p> <p><b>Appendix 1:</b> Revenue &amp; Capital Outturn 2012/13 information  <b>Appendix 2:</b> Provisional Revenue Outturn by Directorate &amp; Portfolio 2012/13  <b>Appendix 3:</b> Reasons for Revenue Budget Variances 2012/13  <b>Appendix 4:</b> Revenue Budget Items to be considered for carry forward/write-off  <b>Appendix 5:</b> Corporate Earmarked Reserves  <b>Appendix 6:</b> Revenue Virements 2012/13 &amp; 2013/14  <b>Appendix 7:</b> Capital Outturn Summary 2012/13  <b>Appendix 8:</b> Detailed Capital Variance &amp; Rephasing Requests 2012/13  <b>Appendix 9:</b> Capital Programme by Portfolio 2012/13 &amp; 2013/14  <b>Appendix 10:</b> Capital Virements 2012/13 &amp; 2013/14</p>		

## 1 THE ISSUE

- 1.1 The report presents the provisional revenue and capital outturn for 2012/13, highlighting an underspend of £168,000 or less than 0.1% of the Council's gross revenue budget. This represents a significant achievement in the context of the government's public sector deficit recovery plan which resulted in a revenue savings requirement of over £12 million for 2012/13.
- 1.2 The report refers to requests to carry forward specific revenue budget items to 2013/14, transfers to earmarked reserves and to write-off revenue overspends where recovery in future years would have an adverse impact on continuing service delivery.
- 1.3 The report also refers to requests to re-phase specific capital budget items to 2013/14 and to write off net capital underspends.

## 2 RECOMMENDATION

The Cabinet agrees that:

- 2.1 The provisional revenue budget outturn underspend of £168,000 for 2012/13 as set out in Appendix 2 is noted.

- 2.2 The revenue carry forward proposals and write-off requests listed in the tables in Appendix 4 are approved.
- 2.3 Transfers to Earmarked Reserves are agreed as set out in Appendix 1 paragraph 1.12.
- 2.4 The revenue virements for 2012/13 and 2013/14 as listed in Appendix 6(i) & 6(iii) are approved.
- 2.5 The resulting reserves position shown in Appendix 1 paragraph 1.13 is noted and that unearmarked reserves remain at the target level of £10.5m.
- 2.6 The provisional outturn of the 2012/13 capital programme in Appendix 7, and the funding as laid out in the table in Appendix 1 Paragraph 1.22, is noted.
- 2.7 The capital rephasing and write-off of net underspends as listed in Appendix 8 are approved.
- 2.8 The adjustments to the 2012/13 to 2017/18 capital programme as detailed in Appendix 10, and the final capital programme for 2012/13 in Appendix 9 are noted.

### **3 FINANCIAL IMPLICATIONS**

- 3.1 These are contained throughout the report and appendices.

### **4 CORPORATE OBJECTIVES**

- 4.1 The Medium Term Finance & Planning process allocates scarce resources across services with alignment of these resources towards our priorities as set out in the Medium Term Service & Resource Plans. This report monitors how the Council has performed against the financial targets set in February 2012 through the budget setting report.

### **5 THE REPORT**

- 5.1 This report provides information about the Council's financial performance against its revenue and capital budgets in 2012/13.
- 5.2 This report enables Cabinet to review:
  - Requests for write-off of overspends
  - Requests for carry forward of underspends
  - Suggested transfers to earmarked reserves
- 5.3 The report identifies that after carry forwards and transfers to reserves, the Council underspent by £168,000, equating to less than 0.1% of the Council's gross revenue budget (excluding DSG) for 2012/13. This represents a significant achievement in the context of the government's public sector deficit recovery plan which resulted in a revenue savings requirement of over £12 million for 2012/13.

- 5.4 The capital spend in 2012/13 was £44.37m against a budget of £57.60m giving a variance of £13.23m. Of this variance, £13.23m is requested for carry forward to 2013/14 to cover re-phased costs of capital projects.
- 5.5 Details of the outturn position for the revenue and capital budgets are provided in Appendices 1-10.
- 5.6 The Corporate Audit Committee will approve the audited statutory final accounts of the Council in September 2013. This report presents the 2012/13 outturn in the form that is routinely reported throughout the year as part of budget monitoring.
- 5.7 The Cabinet received financial reports throughout the year highlighting the known pressure areas, and identifying those actions that could be taken to reduce these to manageable proportions.

## **6 RISK MANAGEMENT**

- 6.1 The substance of this report is part of the Council's risk management process. The key risks in the Council's budget are assessed annually by each Strategic Director, with these risks re-assessed on a monthly basis as part of the budget monitoring process.

## **7 EQUALITIES**

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

## **8 RATIONALE**

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

## **9 OTHER OPTIONS CONSIDERED**

- 9.1 Appendix 4 lists all options that can be considered in making a decision on carry forwards and write offs relating to the revenue outturn position.

## **10 CONSULTATION**

- 10.1 Consultation has been carried out with the Cabinet Member for Community Resources, Strategic Directors, Section 151 Finance Officer, Chief Executive and Monitoring Officer.
- 10.2 The provisional outturn position has been discussed at Senior Management Team and Divisional Directors' Group during May.

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

- 11.1 This report deals with issues of a corporate nature.

## 12 ADVICE SOUGHT

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

<b>Contact person</b>	Tim Richens – 01225 477468; Gary Adams – 01225 477107 ; Tim_Richens@bathnes.gov.uk ; Gary_Adams@bathnes.gov.uk
<b>Sponsoring Cabinet Member</b>	<i>Councillor David Bellotti</i>
<b>Background papers</b>	<i>2012/13 Budget Monitoring reports to the Cabinet; Budget Management Scheme</i>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

**REVENUE OUTURN 2012/13**

1.1 Appendix 2 outlines the Council's provisional financial outturn for the 2012/13 financial year at both Directorate and Portfolio level. Despite a number of major pressures during 2012/13, the provisional outturn shows the budget has been managed in total with a small under spend. After carry forwards and transfers to reserves, the Council underspent by £168,000, equating to less than 0.1% of the Council's gross revenue budget (excluding Dedicated Schools Grant) for 2012/13.

1.2 Underlying the Council's "bottom line" figure, prior to carry forwards and transfers to reserves, are a number of variations (at a Directorate level):

- Service overspends of £1.708m
- Service underspends of £0.070m
- A £2.061m underspend on Corporate and Agency budgets.

1.3 The Council has used a robust action plan system for addressing Service overspends, which were monitored on a monthly basis, and has helped offset some of the previously reported spending pressures. Significant pressures relating to parking income achievement during the financial year have been contained at the bottom line level. The expenditure on Change Programme projects for 2012/13 has also been contained within the overall revenue budget rather than drawing on the Medium Term Financial Challenge reserve. This approach does result in some service areas showing an overspend position due to the non draw down of reserves that were previously anticipated

1.4 The explanations for the 2012/13 outturn variations are given in Appendix 3, and some are highlighted below.

1.5 The main area contributing to the underspend are:

Corporate Budgets – Debt Financing costs:

Underspend of £1,000,000 due to the phasing of the capital programme and continued use of cash flow funding instead of borrowing.

Corporate Budgets – Carbon Trading Levy: A £250,000 underspend in allowance purchases in the Carbon Reduction Commitment Scheme, due to reduced CO2 emissions and technical changes to the scheme.

Corporate Budgets – Southgate Licence Fee: Additional income of £233,000 from the licence fee received as a result of the slippage in the completion of Southgate.

Corporate Budgets – External Audit Fees: Underspend of £205,000 following government changes to the external audit regime. There was also lower than forecast grant audit work undertaken.

Corporate Budgets – Housing & Council Tax Benefit Subsidy:

The element of non-recoverable subsidy was £100,000 less than budgeted.

Waste Services – underspend of £208,000 mainly due to savings in recycling contracts and other operational underspends.

Commercial Estate – underspend of £138,000 due to income being over forecast mainly following the acquisition of an additional asset.

- 1.6 The main areas of overspending have occurred in the Transport portfolio mainly arising in parking services. The service has developed an extensive action plan targeted at improving the performance of the service by investing in new systems which will improve management information and customer experience and options. Where underlying income is falling in car parks, options which might improve utilisation and income are being considered and action has been taken to improve the effectiveness of bus gate enforcement.

### **DECISIONS REQUIRED RELATING TO OVER AND UNDERSPENDS**

- 1.7 Decisions are needed on some of the items in Appendix 4 relating to under and overspending in 2012/13. Each section of Appendix 4 is clearly marked for information or for decision. In particular, decisions are required in Tables 2 and 3 of Appendix 4. If all these items are approved this would give a final underspend of £168,000.
- 1.8 Table 3 of Appendix 4 contains requests to write off overspends as an exception to the Budget Management Scheme rules. The write off is requested as it is not considered practical to recover the overspend against the continuing financial pressures in 2013/14 and future years.

### **OTHER 2012/13 MOVEMENTS AFFECTING RESERVES**

- 1.9 The net underspend position of £168,000 reported above does not include technical transactions, such as the change to the Council's bad debt provision, which are one-off in nature, or relate to previous years so are reported separately from the regular monitoring figures.
- 1.10 The net effect of these transactions is an increase in unearmarked reserves of £88k. When combined with the net underspend of £168,000, this gives a total overall underspend for the year of £256,000.
- 1.11 Appendix 5 provides details of corporately earmarked reserves reflecting the outturn revenue budget position.

### **USE OF UNDERSPEND**

- 1.12 It is proposed that the overall underspend of £256,000 is transferred to the Revenue Budget Contingency Reserve.

The proposed transfer to the Revenue Budget Contingency would increase the amount available in the reserve to £847,000, prior to any agreed drawdowns in 2013/14.

## REVENUE RESERVES

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

Description of the Revenue Reserves Movements	£'000
Estimated General Un-earmarked Reserves following February Budget Report 2013*	<b>10,480</b>
2012/13 Outturn position, including additional use in carry forward of underspends and write off of overspends	+168
Net transfers into reserve (see paragraph 1.10)	+88
Increase in earmarked Revenue Budget Contingency Reserve	-256
Remaining available reserves would then be	<b>10,480</b>
<i>Recommended optimal level based on corporate risk assessment</i>	<b>10,480</b>

\*Excluding Invest to Save drawdowns which are repayable in future years.

1.14 As a result, the Council is meeting the reserves strategy outlined in the budget report to Council on 19<sup>th</sup> February 2013.

## SCHOOLS

1.15 The bottom line out-turn position in relation to schools is an overspend of £679k, while the centrally held elements of the DSG also has an overspend of £605k. The DSG overspend results in a DSG balance to be carried forward of £3.785m down from £4.390m in 2011-12. The balance includes the changes to Early Intervention Grant funds being switched from a separate grant into the DSG, particularly relating to early years funding. All of these items are automatically carried forward under the DSG accounting arrangements, and budget adjustments have been made to reflect this.

1.16 The balances held by schools have decreased by £679k from £4m to £3.3m. The schools balances are closely monitored by Schools Forum which has an excessive balances policy in line with DFE guidance. All schools with balances deemed to be excessive are challenged to explain their position. Most excessive balances are planned in preparation for capital projects in schools.

## COLLECTION FUND OUTTURN POSITION

1.17 As part of the 2013/14 Budget, an estimate was made on the position of the Council Tax Collection Fund as at the 31<sup>st</sup> March 2013. The estimate was for a surplus of £200k, of which the Council's share was £168k (the balance is paid to the Police and Fire Authorities). The actual outturn position on the Collection Fund for 2012/13 is a surplus of £1.370m (the Council's share is £1.154m). The difference will be taken into consideration when estimating the closing 2013/14 Collection Fund position as part of the 2014/15 budget

process when actual experience of the impact of the Local Council Tax Support Scheme can be considered.

## **CAPITAL OUTTURN 2012/13**

1.18 The outturn capital spend of £44.37m was £13.23m less than the 2012/13 revised budget of £57.60m.

1.19 Services are requesting re-phasing of funding (project re-phasing) to 2013/14 of £13.23m, which includes:-

- £1.1m Bath Transport Package
- £442k Highways Structural Maintenance Programme
- £320k Better Bus Fund
- £484k Beechen Cliff Woodland
- £335k Heritage Infrastructure
- £1.7m Spend at School Level (devolved school budgets)
- £1.8m Other Children Services Projects
- £1.6m Workplaces Programme
- £309k Public Realm Programme
- £385k Adult Social Services & Housing Projects
- £391k Property Schemes

Details of the overall capital outturn position are given in Appendix 7, with further detail on the rephasing requests and over/underspends adjustments provided in Appendix 8.

## **CAPITAL RESOURCES**

1.20 The 2012/13 outturn expenditure of £44.371m was financed mainly through the use of capital grants, third party contributions and borrowing.

1.21 The 2012/13 outturn expenditure was financed as follows:

	<b>£'000</b>
Total Capital Spending:	<b>44,371</b>
<b>Funded by:</b>	
Capital Receipts	14,409
Capital Grants	15,159
3 <sup>rd</sup> Party Receipts (inc S106)	3,212
Revenue	1,632
Prudential Borrowing (Implied Need)	9,959
<b>Total</b>	<b>44,371</b>



1.22 The £1.632m of revenue funding is predominantly in respect of the IT investment programme, Disabled Facilities Grants and projects where funding was allocated from the Revenue Budget Contingency Reserve.

1.23 The Council's provisional Capital Financing Requirement (CFR) as at 31<sup>st</sup> March 2013 is £141.8 million. This represents the Council's requirement to borrow to finance capital expenditure, and demonstrates that total borrowing of £120 million remains below this requirement as at 31<sup>st</sup> March 2013. This illustrates the extent to which the Council is currently cash-flowing capital projects.

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## Financial Monitoring Statement (Revenue): All Directorates

APPENDIX 2 (i)

REVENUE SPENDING All Directorates For period to 31st March 2013	YEAR END FINAL FIGURES				Carry forwards overspends under the BMS Rules (App 4 table 3) <b>Col 4</b> £'000	Requested by Strategic Directors		Net <b>Col 7</b> £'000
	Actual Spend or (Income) <b>Col 1</b> £'000	Budgeted Spend or (Income) <b>Col 2</b> £'000	Outturn over or (under) spend <b>Col 3</b> £'000	ADV/FAV		Requested carry forward Underspend (App 4 table 2) <b>Col 5</b> £'000	Write off overspend (App 4 table 3) <b>Col 6</b> £'000	
Place	29,723	28,867	855	ADV	(855)	210	855	1,065
Children Services	23,072	22,892	180	ADV	(180)		180	180
Adult Social Services & Housing	52,729	52,756	(27)	FAV				(27)
Resources	15,214	16,603	(1,389)	FAV		31		(1,358)
Regeneration, Skills & Major Projects	1,769	1,813	(44)	FAV		15		(29)
<b>TOTAL</b>	<b>122,508</b>	<b>122,931</b>	<b>(423)</b>	<b>FAV</b>	<b>(1,035)</b>	<b>256</b>	<b>1,035</b>	<b>(168)</b>

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

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APPENDIX 2 (ii)

Portfolio Summary Monitor REVENUE SPENDING For the Period APRIL 2012 to MARCH 2013	2012/13 YEAR END POSITION			ADVERSE / FAVOURABLE
	Net Actual	Annual Budget	Forecast over or (under) spend	
	£'000	£'000	£'000	
Leader	5,713	5,395	318	ADV
Community Resources	9,353	11,059	(1,706)	FAV
Wellbeing	50,551	50,577	(26)	FAV
Early Years, Children & Youth	23,072	22,892	180	ADV
Homes & Planning	4,951	4,627	323	ADV
Sustainable Development	36	225	(189)	FAV
Neighbourhoods	21,472	21,865	(393)	FAV
Transport	7,360	6,291	1,069	ADV
<b>TOTAL COUNCIL</b>	<b>122,508</b>	<b>122,931</b>	<b>(423)</b>	<b>FAV</b>

Less: Carry Forward Requests

256

**REVISED OUTTURN POSITION**

**(168)**

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**APPENDIX 3 - Financial Monitoring Statement (Revenue): All Portfolios at Cashlimit level**

REVENUE SPENDING For the Period APRIL 2012 to MARCH 2013	YEAR END ACTUAL			ADV/ FAV	Notes on main areas of over / under spending
	Net	Annual	Forecast		
	Actual A £'000	Current Budget B £'000	Over or (under) spend C £'000		
<b>Leader</b>					
Policy & Partnerships	1,615	1,549	66	ADV	Change Programme project costs charged to service rather than drawing down from earmarked reserves
Transformation Service	745	738	7	ADV	
Councils Retained ICT Budgets	-1,408	-1,507	99	ADV	Shortfall in forecast recharge income
Council Solicitor & Democratic Services	1,940	1,969	-29	FAV	
Improvement & Performance	2,821	2,646	175	ADV	Change Programme project costs charged to service rather than drawing down from earmarked reserves
<b>Sub Total</b>	<b>5,713</b>	<b>5,395</b>	<b>318</b>	<b>ADV</b>	
<b>Community Resources</b>					
Finance	2,001	1,895	106	ADV	Restructuring delay and Change Programme project costs charged to service rather than drawing down from earmarked reserves
Support Services Change Programme	96	96			
Customer Services	3,222	2,760	462	ADV	Change Programme project costs charged to service rather than drawing down from earmarked reserves
Risk & Assurance Services	1,219	1,221	-2	FAV	
Property Services	864	882	-19	FAV	
Corporate Estate Including R&M	6,394	6,394			
Commercial Estate	-12,793	-12,655	-138	FAV	Increased rental income
Traded Services	-104	-49	-55	FAV	Increased surplus generated by Cleaning Services
Hsg / Council Tax Benefits Subsidy	205	305	-100	FAV	The element of non recoverable subsidy was less than forecast
Capital Financing / Interest	6,021	6,118	-97	FAV	Increased investment income arising from higher than forecast cash balances
Unfunded Pensions	1,674	1,709	-35	FAV	
Corporate Budgets including Capital, Audit and Bank Charges	77	1,856	-1,778	FAV	Underspend in debt charges, lower than forecast Carbon Reduction Commitment Levy charges, additional income from Southgate Licence fees and reduction in Corporate Audit fees.
Magistrates	16	17		FAV	
Coroners	260	305	-44	FAV	Lower than forecast contribution to costs of the Avon Coroner Service
Environment Agency	199	205	-6	FAV	
<b>Sub Total</b>	<b>9,353</b>	<b>11,059</b>	<b>-1,706</b>	<b>FAV</b>	
<b>Wellbeing</b>					
Adult Services	49,952	49,978	-26	FAV	Overspends in purchasing budgets offset by higher than forecast personal contributions and use of Section 256 funding
Adult Substance Misuse (DAT)	598	598			
<b>Sub Total</b>	<b>50,551</b>	<b>50,577</b>	<b>-26</b>	<b>FAV</b>	
<b>Early Years, Children &amp; Youth</b>					
Children Young People & Families	11,992	11,511	481	ADV	Overspend in Childrens Social Care costs due to costs related to post inspection improvement plan and increase in admissions to residential placements. Offset by various other departmental savings and underspends. The net overspend position reflects that Change Programme project costs have been charged to service rather than drawing down from earmarked reserves
Learning & Inclusion	19,972	19,984	-12	FAV	
Health, Commissioning & Planning	-110,474	-110,185	-289	FAV	
Schools Budget	101,581	101,581			
<b>Sub Total</b>	<b>23,072</b>	<b>22,892</b>	<b>180</b>	<b>ADV</b>	

REVENUE SPENDING For the Period APRIL 2012 to MARCH 2013	YEAR END ACTUAL			ADV/ FAV	Notes on main areas of over / under spending
	Net Actual A £'000	Annual Current Budget B £'000	Forecast Over or (under) spend C £'000		
<b>Homes &amp; Planning</b>					
Planning Services	2,729	2,346	383	ADV	Increased Planning Fee income target was not achievable, as a result of the legislation enabling increased planning fee charges in line with costs not being implemented.
Building Control & Land Charges	43	102	-59	FAV	Underspend on fracking budget requested for carry forward and other smaller underspends
Housing	2,179	2,179			
<b>Sub Total</b>	<b>4,951</b>	<b>4,627</b>	<b>323</b>	<b>ADV</b>	
<b>Sustainable Development</b>					
Arts	640	642	-2	FAV	
Tourism & Destination Management	1,493	1,565	-73	FAV	Underspend on fracking budget requested for carry forward
Heritage including Archives	-3,866	-3,795	-71	FAV	Net surplus of £3.866 million delivered which was £71k in excess of budget
Major Projects Support	680	708	-28	FAV	
Development & Regeneration	1,089	1,105	-15	FAV	
<b>Sub Total</b>	<b>36</b>	<b>225</b>	<b>-189</b>	<b>FAV</b>	
<b>Neighbourhoods</b>					
Service Delivery - Overheads	1,011	958	53	ADV	Mainly due to a drop on the level of recharges being capitalised for the West of England Partnership.
Waste	10,554	10,762	-208	FAV	Savings made in recycling contracts and other operational underspends
Public Protection	1,041	1,098	-58	FAV	Contract savings and additional licensing income
Neighbourhood Services	5,301	5,306	-5	FAV	
Libraries & Information	2,341	2,468	-127	FAV	Savings from reduced service charge for Bath Central Library and other operational underspends
Sports & Active Leisure	1,077	1,124	-47	FAV	Various small operational underspends
Community Safety	148	149		FAV	
<b>Sub Total</b>	<b>21,472</b>	<b>21,865</b>	<b>-393</b>	<b>FAV</b>	
<b>Transport</b>					
Transport Design & Projects	783	842	-59	FAV	Income over forecast levels
Transportation Planning (including Public Transport)	5,837	5,922	-85	FAV	Mainly due to favourable contractual changes relating to concessionary fares
Park & Ride	-741	-684	-57	FAV	Favourable income position
Highways - Network Maintenance	7,342	7,388	-46	FAV	One off income receipt from supervision charges to the Southgate development
Highways - Transport & Fleet Management	54	-46	100	ADV	One-off costs related to garage move to Locksbrook Road
Car Parking (excluding Park & Ride)	-5,914	-7,131	1,217	ADV	Shortfall in income, mainly related to Bus Lane enforcement and off street parking
<b>Sub Total</b>	<b>7,360</b>	<b>6,291</b>	<b>1,069</b>	<b>ADV</b>	
<b>TOTAL</b>	<b>122,508</b>	<b>122,931</b>	<b>-423</b>	<b>FAV</b>	
<b>Less: Carry Forward Requests</b>			256		
<b>Revised Outturn Position</b>			<b>-168</b>		



**Budget Items to be considered for carry forward to  
2013/14**

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

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

<b>Under spend Carry Forward Requests - approved under rules of BMS – 2012/13 to 2013/14 or already agreed by the Cabinet</b>	<b>Requested approval £</b>	<b>Already Approved under BMS/ SR £</b>	<b>Director</b>
<b><u>Children's Service Portfolio</u></b> The Dedicated Schools' Grant is ring-fenced, the under spend will be automatically carried forward into 2013/14.	3,784,867	3,784,867	AA
<b>Total (Net position)</b>	3,784,867	3,784,867	

## Appendix 4 (cont)

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

Under spend Carry Forward Requests - those <u>not</u> approved under rules of BMS – 2012/13 to 2013/14	Requested approval £	Already Approved under BMS £	Dir	Reported by BMS Deadline (Jan'13)
<b><u>Leader Portfolio</u></b>				
<b>(L1) – Communications &amp; Marketing - Advertising</b> - To fund costs relating to specific projects being undertaken within Communications & Marketing	10,000		AP	Yes
<b>(L2) – Communications &amp; Marketing – Dressing the City Framework</b> - To fund costs relating to specific projects being undertaken within Communications & Marketing	15,000		AP	Yes
<b>(L3) – Democratic Services</b> - To fund costs relating to current by-election	6,000		AP	No
<b><u>Neighbourhoods Portfolio</u></b>				
<b>(N1) – Libraries</b> - Re-phasing of expenditure relating to the development of the Community Library Service	25,000		LF	Yes
<b>(N2) – Sports &amp; Active Leisure</b> - Re-phasing of grant income for “Breakthrough” and “Get Active” projects to match spend profile	25,600		LF	Yes
<b>(N3) – Sports &amp; Active Leisure</b> - To fund costs relating to the Special Olympics	20,000		LF	Yes
<b><u>Sustainable Development Portfolio</u></b>				
<b>(S1) – Destination Management &amp; Building Control - Fracking</b> – To cover legal expenses in relation to fracking applications, to protect the Spa waters.	110,000		LF	Yes

<b>Under spend Carry Forward Requests - those <u>not</u> approved under rules of BMS – 2012/13 to 2013/14</b>	<b>Requested approval £</b>	<b>Already Approved under BMS £</b>	<b>Dir</b>	<b>Reported by BMS Deadline (Jan'13)</b>
<b>(S2) Development &amp; Regeneration</b> – Re-phasing of expenditure in relation to the Guildhall Creative Hub project	15,000		AP	Yes
<b>Homes &amp; Planning Portfolio</b>				
<b>(H1) – Planning</b> – Re-phasing of purchase of CIL IT System following approval of Core Strategy	28,950		LF	Yes
<b>TABLE 2 TOTAL</b>	<b>255,550</b>			

**Appendix 4 (continued)**

**TABLE 3:**  
**For Decision - Requests for overspend write off from services in 2012/13**

<b>Requests to write off overspends</b>	<b>Request £</b>	<b>Already approved under BMS £</b>	<b>Director</b>
<b><u>Place Directorate</u></b> Net position on Place Directorate	855,000		LF
<b><u>Children's Services Directorate</u></b> Net position on Children's Services Directorate	180,000		AA
<b>Total</b>	<b>1,035,000</b>	<b>0</b>	

This column lists the figures requested

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

## Appendix 5

<b>Corporate Earmarked Reserves</b>	<b>Current Position * £'000</b>
Insurance Fund	871
Service Supported Borrowing Reserve	2,351
Revenue Budget Contingency	847
Medium Term Financial Challenge Reserve	4,233
D&MP regional & sub regional issues	197
PCT Pooled Budget upfront payment	2,625
Carbon Management Programme Reserve	56
Procurement Programme Reserve	60
Exceptional Risk Reserve	60
Affordable Housing & Capital Development Reserve	3,000
Restructuring Reserve	5,418
Financial Planning Reserve	6,210
Dedicated Schools Grant Carry Forward Reserve	3,785
Schools Redundancy Reserve	300
Community Empowerment Fund	866
Development Fund Reserve	349
Regional Delivery Plan Reserve	50
Revenue Grants Unapplied	1,647
Tax Liabilities Reserve	371
Review of Leisure Provision Reserve	129
Revenue Funding of Capital Reserve	337
Green Deal Reserve	81
Skills & Employment Reserve	170
Transport Strategy Reserve	140
Other	42
<b>Sub Total</b>	<b>34,194</b>
* Balances exclude any allocations made in 2013/14 i.e Revenue Budget Contingency	

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**2012/2013 Revenue Virements for Approval**

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

<b>OVERALL TOTALS</b>			0	0	0		0	0	0		
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**2012/2013 Revenue Virements for Information**

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

INFO 12#39	Casino Drawdown from Earmarked Reserve	Community Resources	Council Balances		101,511	Sustainable Development Neighbourhoods	Development & Regeneration Public Protection		31,195 70,316	Drawdown from earmarked Casino reserve, as approved by Divisional Director - Finance 19/12/12.	Budget virement is one-off.
INFO 12#40	Southgate Licence Income Adjustment	Community Resources	Corporate Budgets incl. Capital, Audit & Bank Charges		277,260	Community Resources	Commercial Estate		277,260	Budget transfer following completion of Southgate development to realign income budgets	Budget virement is one-off.
INFO 12#41	Listening Council	Community Resources	Corporate Budgets incl. Capital, Audit & Bank Charges		38,000	Early Years, Children & Youth	Health, Commissioning & Planning		38,000	Budget transfer of corporately held item to relevant service	Budget virement is one-off.
INFO 12#42	Cultural Partnership	Community Resources	Corporate Budgets incl. Capital, Audit & Bank Charges		5,174	Sustainable Development	Development & Regeneration		5,174	Drawdown from corporately held budget for Cultural Partnership.	Budget virement is one-off.
INFO 12#43	Dressing The City	Homes & Planning	Planning Services		30,000	Leader	Improvement & Performance		30,000	Transfer of Dressing The City budget from Planning to Communications & Marketing, who will actually be delivering it.	Budget virement is one-off.
INFO 12#44	Cash Kiosks	Community Resources	Customer Services		12,919	Community Resources	Finance		12,919	Transfer of budgets to reflect change in management arrangements	Budget virement is on-going.
INFO 12#45	Restructure Reserve Drawdown	Community Resources	Balances & Reserves		180,400	Community Resources	Property Services		180,400	Drawdown from Restructuring reserve	Budget virement is one-off.
INFO 12#46	Leisure Provision Reserve Drawdown	Community Resources	Balances & Reserves		20,583	Neighbourhoods	Sports & Active Leisure		20,583	Drawdown from Leisure Provision reserve	Budget virement is one-off.

**2012/2013 Revenue Virements for Information**

REF NO	REASON / EXPLANATION	CABINET MEMBER		TRANSFER FROM		TRANSFER TO		Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
		CASHLIM	CASHLIM	CASHLIM	CASHLIM	Income (£'s)	Expenditure (£'s)				
INFO 12#47	Green Deal Initiatives	Community Resources	Corporate Budgets incl. Capital, Audit & Bank Charges	18,974	Leader	Policy & Partnerships	18,974	Budget transfer of corporately held item to relevant service	Budget virement is one-off.		
INFO 12#48	Bath Quays South	Community Resources	Balances & Reserves	68,212	Sustainable Development	Development & Regeneration	68,212	Drawdown from Development Reserve	Budget virement is one-off.		
INFO 12#49	Combe Down Stone Mines	Community Resources	Balances & Reserves	136,667	Sustainable Development	Major Projects Support	136,667	Drawdown from Combe Down Stone Mines unapplied revenue grant reserve.	Budget virement is one-off.		
INFO 12#50	Single Person Discount Project	Community Resources	Balances & Reserves	38,000	Community Resources	Customer Services	38,000	Drawdown from service earmarked reserve	Budget virement is one-off.		
INFO 12#51	Lewis House One Stop Shop	Community Resources	Balances & Reserves	40,000	Community Resources	Customer Services	40,000	Drawdown from service earmarked reserve	Budget virement is one-off.		
INFO 12#52	Future Youth Fund	Community Resources	Balances & Reserves	31,509	Early Years, Children & Youth	Learning & Inclusion	31,509	From Community Enablement Fund	Budget virement is one-off.		
INFO 12#53	Olympics 2012	Council Balances	Council Balances	182,963	Sustainable Development	Arts	74,709	Drawdown from Olympics Reserve	Budget virement is one-off.		
						Tourism & Destination Management	95,945				
						Sports & Active Leisure	12,309				
INFO 12#54	Diamond Jubilee	Community Resources	Balances & Reserves	138,761	Sustainable Development	Tourism & Destination Management	138,761	Drawdown from service earmarked reserve	Budget virement is one-off.		
INFO 12#55	Workplaces	Community Resources	Commercial Estate Risk & Assurance Services	202,276	Community Resources	Property Services	18,050	Realignment of workplaces budgets across cashlimits	Budget virement is one-off.		
				720		Corporate Estate Including R&M	184,946				
INFO 12#56	Grand Parade Undercroft	Community Resources	Balances & Reserves	83,271	Community Resources	Corporate Estate Including R&M	83,271	Drawdown from Development Reserve	Budget virement is one-off.		
INFO 12#57	Revenue Grants Unapplied Accounting Adjustment	Transport	Highways - Network Maintenance	50,873	Community Resources	Balances (Revenue Grants Unapplied)	352,201	Technical accounting adjustment to fully recognise unconditional revenue grants fully in year of receipt.	Budget virement is one-off.		
		Neighbourhoods	Waste	156,528							
		Wellbeing	Adult Services	144,800							



2012/2013 Revenue Virements for Information

REF NO	REASON / EXPLANATION	CABINET MEMBER	TRANSFER FROM		CABINET MEMBER	TRANSFER TO		Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
			CASH/LIM	Income (£'s)		CASH/LIM	Income (£'s)				
INFO 12#58	Changes in PCT Contribution to Pooled Budget	Wellbeing	Adult Services	2,625,000	Community Resources	Balances	2,625,000			To reflect adjustment in the PCT's contribution to the pooled budget in 2013/14.	Budget virement is one-off.
INFO 12#59	PCT Section 256 Contribution	Wellbeing	Adult Services	2,689,473	Community Resources	Balances	2,689,473			Transfer to reserves of s.256 re-enablement contribution received from the PCT in 2012/13 for use in 2013/14.	Budget virement is one-off.
INFO 12#60	Workplaces	Community Resources	Balances & Reserves	149,079	Community Resources	Corporate Estate (Incl. R&M)		149,079		Transfer reflecting invest to save movement on Workplaces project	Budget virement is one-off.
INFO 12#61	Green Deal Initiatives	Community Resources	Corporate Budgets incl. Capital, Audit & Bank Charges	81,026	Community Resources	Balances & Reserves		81,026		Transfer of slippage in spend from Green Deals Initiative one-off budget into earmarked reserve.	Budget virement is one-off.
INFO 12#62	Transport Strategy	Transport	Transportation Planning (incl. Public Transport)	140,000	Community Resources	Balances & Reserves		140,000		Transfer of slippage in spend on creating Transport Strategy into earmarked reserve.	Budget virement is one-off.
INFO 12#63	Revenue Budget Contingency Drawdowns	Community Resources	Balances & Reserves (Revenue Budget Contingency)	921,008	Neighbourhoods	Service Delivery		30,000		Drawdowns from Revenue Budget Contingency in line with approvals by the Divisional Director - Finance	Budget virement is one-off.
						Sports & Active Leisure		95,000			
						Transportation Planning (incl. Public Transport)		24,097			
						Planning Services		93,000			
						Arts		48,750			
			Tourism & Destination Management				328,747				
			Development & Regeneration				53,216				
			Health, Commissioning & Planning				248,198				
INFO 12#64	DSG & Schools Reserves Transfers	Early Years, Children & Youth	Schools Budget	3,106,011	Community Resources	Balances & Reserves		3,106,011		Net Transfer to reserves to reflect automatic carry forward of year end DSG underspend and transfers from schools balances	Budget virement is one-off.

OVERALL TOTALS

5,666,674 6,004,324 11,670,998

5,666,674 6,004,324 11,670,998

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Portfolio Cash Limits 2012/13 - Revenue Budgets

Appendix 6 (ii)

CABINET PORTFOLIO	Service	Feb'13 Revised Cash Limits £'000	Technical Adjustments, below BMS limits or already agreed - shown for information £'000	Total Virements for Approval £'000	Outturn Cash Limits £'000
<b>Leader</b>	Policy & Partnerships	1,530	19		1,549
	Transformation Service	738			738
	Council's Retained ICT Budgets	(1,507)			(1,507)
	Council Solicitor & Democratic Services	1,969			1,969
	Improvement & Performance	2,616	30		2,646
	<b>PORTFOLIO SUB TOTAL</b>	<b>5,346</b>	<b>49</b>		<b>5,395</b>
<b>Community Resources</b>	Finance	1,882	13		1,895
	Support Services Change Programme	96			96
	Customer Services	2,695	65		2,760
	Risk & Assurance Services	1,222	(1)		1,221
	Property Services	684	198		882
	Corporate Estate Including R&M	5,977	417		6,394
	Commercial Estate	(12,730)	75		(12,655)
	Traded Services	(49)			(49)
	Hsg / Council Tax Benefits Subsidy	305			305
	Capital Financing / Interest	6,118			6,118
	Unfunded Pensions	1,709			1,709
	Corporate Budgets incl. Capital, Audit & Bank Charges	3,494	(420)		3,074
	New Homes Bonus Grant	(1,218)			(1,218)
	Magistrates	17			17
	Coroners	305			305
Environment Agency	205			205	
	<b>PORTFOLIO SUB TOTAL</b>	<b>10,711</b>	<b>348</b>		<b>11,059</b>
<b>Wellbeing</b>	Adult Services	55,438	(5,459)		49,978
	Adult Substance Misuse (Drug Action Team)	598			598
	Employment Development				
	<b>PORTFOLIO SUB TOTAL</b>	<b>56,036</b>	<b>(5,459)</b>		<b>50,577</b>
<b>Early Years, Children &amp; Youth</b>	Children, Young People & Families	11,511			11,511
	Learning & Inclusion	19,665	32		19,696
	Health, Commissioning & Planning	(113,383)	286		(113,097)
	Schools Budget	107,887	(3,106)		104,781
	<b>PORTFOLIO SUB TOTAL</b>	<b>25,680</b>	<b>(2,788)</b>		<b>22,892</b>
<b>Homes &amp; Planning</b>	Planning Services	2,283	63		2,346
	Building Control & Land Charges	102			102
	Housing	2,179			2,179
	<b>PORTFOLIO SUB TOTAL</b>	<b>4,564</b>	<b>63</b>		<b>4,627</b>
<b>Sustainable Development</b>	Arts	519	123		642
	Tourism & Destination Management	1,002	563		1,565
	Heritage including Archives	(3,795)			(3,795)
	Major Projects Support	571	137		708
	Development & Regeneration	947	158		1,105
	<b>PORTFOLIO SUB TOTAL</b>	<b>(756)</b>	<b>981</b>		<b>225</b>

Portfolio Cash Limits 2012/13 - Revenue Budgets

Appendix 6 (ii)

CABINET PORTFOLIO	Service	Feb'13 Revised Cash Limits	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements for Approval	Outturn Cash Limits
		£'000	£'000	£'000	£'000
Neighbourhoods	Service Delivery - Overheads	928	30		958
	Waste	10,918	(157)		10,762
	Public Protection	1,028	70		1,098
	Neighbourhood Services	5,306			5,306
	Libraries & Information	2,468			2,468
	Sports & Active Leisure	996	128		1,124
	Community Safety	149			149
	<b>PORTFOLIO SUB TOTAL</b>	<b>21,793</b>	<b>72</b>		<b>21,865</b>
Transport	Transport Design & Projects	842			842
	Transportation Planning (incl. Public Transport)	6,038	(116)		5,922
	Park & Ride	(684)			(684)
	Highways - Network Maintenance	7,439	(51)		7,388
	Highways - Transport & Fleet Management	(46)			(46)
	Car Parking (excluding Park & Ride)	(7,131)			(7,131)
	<b>PORTFOLIO SUB TOTAL</b>	<b>6,457</b>	<b>(167)</b>		<b>6,291</b>
	<b>NET BUDGET</b>	<b>129,833</b>	<b>(6,902)</b>		<b>122,931</b>

**Sources of Funding**

Council Tax	77,447			77,447
Formula Grant*	39,545			39,545
Collection Fund Deficit (-) or Surplus (+)	422			422
Council Tax Freeze Grant	3,872			3,872
Balances	8,546	(6,902)		1,645
<b>Total</b>	<b>129,833</b>	<b>(6,902)</b>		<b>122,931</b>

**2013/2014 Revenue Virements for Approval**

Appendix 6 (iii)

REF NO	REASON / EXPLANATION	CABINET MEMBER	TRANSFER FROM		CABINET MEMBER		TRANSFER TO	EXPENDITURE		DESCRIPTION	ONGOING EFFECTS
			CASHLIM (£'s)	Income (£'s)	CASHLIM (£'s)	Income (£'s)		EXPENDITURE (£'s)	Income (£'s)		
The following virements are reported for approval under the Budget Management Scheme rules.											
INFO 13#01	Procure to Pay Savings	Community Resources	Various		24,640	Community Resources	Finance		28,545	This is a realignment of the Procure To Pay (P2P) savings from Finance (where it appeared in total on the Resources MTSRP) to the remainder of Resources. The allocation was based on invoice transaction volumes produced from Agresso.	Budget virement is ongoing.
		Leader	Various		3,905						
LOG 13#02	Council's Retained ICT Budgets	Leader	Transformation Service		637,875	Leader	Council's Retained ICT Budgets		637,875	Consolidation of IT budgets as part of IT centralisation exercise	Budget virement is ongoing.
LOG 13#03	Environmental Services Savings Targets	Neighbourhoods	Public Protection		40,203	Neighbourhoods	Service Delivery - Overheads		16,110	New savings identified in Environmental Services to off-set previously identified savings that are now not achievable.	Budget virement is ongoing.
			Neighbourhood Services		4,545	Transport	Highways - Network Maintenance	906			
			Transport Services		13,017	Parking Services		40,749			
<b>OVERALL TOTALS</b>				<b>0</b>	<b>724,185</b>			<b>0</b>	<b>724,185</b>		



**2013/2014 Revenue Virements for Information**

REF NO	REASON/ EXPLANATION	CABINET MEMBER		CASHLIM		TRANSFER TO CASHLIM	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASHLIM	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
		CABINET MEMBER	CABINET MEMBER	TRANSFER FROM CASHLIM	TRANSFER FROM CASHLIM									
INFO 13#05	Workplaces budget creation	Community Resources	Community Resources	Corporate Estate Including R&M	Community Resources	Risk & Assurance Services Property Services Commercial Estate		110,000 244,680 178,000					The Workplaces programme, an invest to save model, is a predictor of savings to deliver the office rationalising project. As part of that model additional budgets are required to be created for individual project elements to service those requirements. This budget virement reflects the future forecast position for 2013/14 as at the Outturn reported position as at 31st March 2012/2013, as approved at the Workplaces Steering Group May 2013.	Budget virement is one off.
INFO 13#06	MTSRP Commissioning Saving	Neighbourhoods	Community Safety	Community Safety	Leader	Policy & Partnerships	30,000						Correction of MTSRP savings target on Commissions, which was incorrectly allocated to the Policy & Partnerships cash limit in the budget report.	Budget virement is ongoing.
INFO 13#07	Skills & Employment	Early Years, Children & Youth	Health, Commissioning & Planning	Health, Commissioning & Planning	Sustainable Development	Regeneration, Skills & Employment		25,571					Transfer of budget held within Children's Services to fund Divisional Director of Skills & Employment, reporting to Development & Regeneration. Repeat of previously reported ongoing virement INFO 12#35	Budget virement is ongoing.
INFO 13#08	Retrofit & Green Deal Delivery Budget	Community Resources	Council Balances (Financial Planning Reserve)	Council Balances (Financial Planning Reserve)	Leader	Policy & Partnerships		35,000					Drawdown from Council's Financial Planning Reserve, as approved in the 2013/14 Budget Report.	Budget virement is ongoing.
INFO 13#09	Windsor Bridge Rates Budget	Community Resources	Corporate Estate Including R&M	Corporate Estate Including R&M	Transport	Transport Services		11,326					Transfer of Windsor Bridge premises costs from Property Services to Transport Services, who currently occupy the premises.	Budget virement is ongoing.
INFO 13#10	Palace Yard Mews	Sustainable Development	Major Projects Support	Major Projects Support	Community Resources	Corporate Estate Including R&M		104,101					Transfer of premises budget for Palace Yard Mews into Workplaces following vacating the premises.	Budget virement is ongoing.
INFO 13#11	Keynsham Library Premises Costs	Neighbourhoods	Libraries & Information	Libraries & Information	Community Resources	Corporate Estate Including R&M		19,215					Transfer of premises budget for Keynsham Library to Workplaces following temporary relocation.	Budget virement is ongoing.

**2013/2014 Revenue Virements for Information**

REF NO	REASON/ EXPLANATION	CASHLIM		CASHLIM		CABINET MEMBER	TRANSFER TO CASHLIM	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASHLIM	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
		TRANSFER FROM	Income (£'s)	TRANSFER FROM	Income (£'s)										
INFO 13#12	Schools Minor Planned Maintenance	Community Resources	Corporate Estate Including R&M	80,000	80,000	Early Years, Children & Youth	Health, Commissioning & Planning		80,000				80,000	Transfer of the Planned Maintenance budget for schools from Property Services to the Schools Capital & Organisation Team (SCOT) who manage the budget.	Budget virement is ongoing.
INFO 13#13	MTRSP Property & Facilities Savings Target Realignment	Community Resources	Corporate Estate Including R&M	452,671		Community Resources	Property Services						710,634	Realignment of budgets within Property to reflect 1) the correct areas where savings will be generated, and 2) the Client function of Property Services when delivering this function, as opposed to showing the expenditure in Corporate & Commercial Estate.	Budget virement is ongoing.
		Community Resources	Commercial Estate	257,963											
INFO 13#14	DSG Carry Forward Transfer	Community Resources	Balances & Reserves	3,784,867	3,784,867	Early Years, Children & Youth	Schools Budget						3,784,867	Transfer from reserves to reflect automatic carry forward of year end DSG underspend (Reversal of INFO 12#64)	Budget virement is one off.
INFO 13#15	Changes in PCT Contribution to Pooled Budget	Community Resources	Balances	2,625,000	2,625,000	Wellbeing	Adult Services						2,625,000	To reflect adjustment in the PCT's contribution to the pooled budget in 2013/14 from the payment made in 2012/13. (Reverse of virement INFO 12#58)	Budget virement is one off.
INFO 13#16	PCT Section 256 Contribution	Community Resources	Balances	2,689,473	2,689,473	Wellbeing	Adult Services						2,689,473	Transfer from reserves of s.256 re-ablement contribution received from the PCT in 2012/13 for use in 2013/14. (Reverse of virement INFO 12#59)	Budget virement is one off.
INFO 13#17	Revenue Grants Unapplied Accounting Adjustment	Community Resources	Balances (Revenue Grants Unapplied)	352,201		Wellbeing	Highways - Network Maintenance		50,873	Transport	Highways - Network Maintenance			Technical accounting adjustment to fully recognise unconditional revenue grants fully in year of receipt. (Reverse of virement INFO 12#57)	Budget virement is one off.
							Waste		156,528			Neighbourhoods			
							Adult Services		144,800						

<b>OVERALL TOTALS</b>	<b>30,000</b>	<b>12,172,074</b>	<b>30,000</b>	<b>12,172,074</b>	<b>12,202,074</b>
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**Portfolio Cash Limits 2013/14 - Revenue Budgets**
**Appendix 6(iv)**

CABINET PORTFOLIO	Service	2013/14 Approved Budget £'000	Technical Adjustments, below BMS limits or already agreed - shown for information £'000	Total Virements for Approval £'000	July'13 Revised Cash Limits £'000
<b>Leader</b>	Policy & Partnerships	1,481	65	(1)	1,545
	Transformation Service	638		(638)	
	Council's Retained ICT Budgets	(1,491)	992	638	139
	Council Solicitor & Democratic Services	1,888		(2)	1,886
	Improvement & Performance	2,520		(1)	2,519
	<b>PORTFOLIO SUB TOTAL</b>	<b>5,036</b>	<b>1,057</b>	<b>(4)</b>	<b>6,089</b>
<b>Community Resources</b>	Finance	1,869	(50)	29	1,847
	Support Services Change Programme	(4)			(4)
	Customer Services	2,850		(1)	2,849
	Risk & Assurance Services	1,107	110	()	1,217
	Property Services	145	955		1,101
	Corporate Estate Including R&M	6,283	(953)	(21)	5,309
	Commercial Estate	(13,499)	(80)	(2)	(13,581)
	Traded Services	(84)			(84)
	Strategic Director - Resources	(74)	50		(24)
	Corporate items (Tourism Levy, Trading Opps, Community Use of Assets & Corporate Travel Plan)	(500)			(500)
	Hsg / Council Tax Benefits Subsidy	305			305
	Capital Financing / Interest	4,718			4,718
	Unfunded Pensions	1,709			1,709
	Corporate Budgets incl. Capital, Audit & Bank Charges	2,625			2,625
	Academies (LACSEG) Provision				
	New Homes Bonus Grant	(1,977)			(1,977)
	Magistrates	17			17
	Coroners	305			305
	Environment Agency	205			205
		<b>PORTFOLIO SUB TOTAL</b>	<b>6,000</b>	<b>32</b>	<b>4</b>
<b>Wellbeing</b>	Adult Services	55,690	5,305		60,995
	Adult Substance Misuse (Drug Action Team)	552			552
	Employment Development				
	<b>PORTFOLIO SUB TOTAL</b>	<b>56,243</b>	<b>5,305</b>		<b>61,548</b>
<b>Early Years, Children &amp; Youth</b>	Children, Young People & Families	17,333	(48)		17,286
	Learning & Inclusion	17,524	(30)		17,495
	Health, Commissioning & Planning	(113,628)	(172)		(113,800)
	Schools Budget	103,498	3,785		107,283
	<b>PORTFOLIO SUB TOTAL</b>	<b>24,728</b>	<b>3,536</b>		<b>28,263</b>
<b>Homes &amp; Planning</b>	Planning Services	2,402	(51)		2,351
	Building Control & Land Charges	93	(6)		87
	Housing	2,134	(35)		2,099
	<b>PORTFOLIO SUB TOTAL</b>	<b>4,629</b>	<b>(92)</b>		<b>4,537</b>
<b>Sustainable Development</b>	Arts	521	(2)		519
	Tourism & Destination Management	811	(3)		808
	Heritage including Archives	(4,054)			(4,054)
	Major Projects Support	463	(123)		341
	Regeneration, Skills & Employment	841	34		875
	<b>PORTFOLIO SUB TOTAL</b>	<b>(1,418)</b>	<b>(93)</b>		<b>(1,511)</b>

**Portfolio Cash Limits 2013/14 - Revenue Budgets**
**Appendix 6(iv)**

CABINET PORTFOLIO	Service	2013/14 Approved Budget £'000	Technical Adjustments, below BMS limits or already agreed - shown for information £'000	Total Virements for Approval £'000	July'13 Revised Cash Limits £'000
<b>Neighbourhoods</b>	Service Delivery - Overheads	908	( )		907
	Waste Services	10,913	(27)	16	10,902
	Public Protection	733	(36)	(40)	656
	Neighbourhood Services	5,229	138	(5)	5,363
	Libraries & Information	2,164	(119)		2,045
	Sports & Active Leisure	862	( )		862
	Community Safety	149	(30)		119
	<b>PORTFOLIO SUB TOTAL</b>	<b>20,957</b>	<b>(75)</b>	<b>(29)</b>	<b>20,853</b>
<b>Transport</b>	Transport Design & Projects	917	(1)		916
	Transportation Planning (incl. Public Transport)	5,823	32		5,855
	Park & Ride	(682)			(682)
	Highways - Network Maintenance	7,724	(111)	1	7,614
	Transport Services	(145)	11	(13)	(147)
	Parking Services	(6,181)	(69)	41	(6,209)
	<b>PORTFOLIO SUB TOTAL</b>	<b>7,457</b>	<b>(138)</b>	<b>29</b>	<b>7,347</b>
	<b>NET BUDGET</b>	<b>123,632</b>	<b>9,532</b>		<b>133,164</b>

**Sources of Funding**

Council Tax	71,342			71,342
Revenue Support Grant*	31,106			31,106
Retained Business Rates	20,262			20,262
Collection Fund Deficit (-) or Surplus (+)	168			168
Council Tax Freeze Grant	740			740
Balances	14	9,532		9,546
<b>Total</b>	<b>123,632</b>	<b>9,532</b>		<b>133,164</b>

FINANCIAL YEAR 2012-2013	Actuals £'000's	Budget £'000's	Variance £'000's	Requested Re-Phasing		Overspend / (Underspend) Adjustment to Programme			
				+ Over £'000's	- Under £'000's	Total £'000's	+ Over £'000's	- Under £'000's	Total £'000's
Total Place	17,245	20,945	(3,700)	68	(4,684)	(4,616)	1,155	(238)	917
Total Children's Services	9,814	13,338	(3,524)	66	(3,592)	(3,526)	59	(59)	0
Total Adult Social Services & Housing	1,497	1,894	(398)	0	(385)	(385)	0	(12)	(12)
Total Resources & Support Services	12,268	15,428	(3,160)	67	(2,359)	(2,292)	1	(870)	(869)
Total Project Delivery and Regeneration & Skills	3,546	4,905	(1,359)	0	(1,323)	(1,323)	0	(36)	(36)
<b>Total</b>	44,371	56,511	(12,140)	201	(12,341)	(12,140)	1,215	(1,215)	(0)
Capital Contingency	0	1,090	(1,090)		(1,090)	(1,090)			0
<b>GRAND TOTAL</b>	44,371	57,601	(13,230)	201	(13,431)	(13,230)	1,215	(1,215)	(0)

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FINANCIAL YEAR 2012-2013	Variance (Budget v's Actual Spend)	Requested Re-Phasing			Overspend / (Underspend) Adjustment to Programme	Commentary
		+ Over	- Under	Total	Total	
		£'000's	£'000's	£'000's	£'000's	
<b>Place</b>						
Bath Transport Package	(1,125)		(1,125)	(1,125)	0	Odd Down P&R is complete; Lansdown P&R due to complete June 2013; Newbridge P&R is at the revised Planning stage. VMS, bus stop improvements, signal upgrades and car park Counts have commenced.
CIVITAS (Strategic Transport)	(36)			0	(36)	Project is now complete and the final claim and reconciliation has been completed and submitted.
Transport Improvement Programme	(325)	63	(259)	(196)	(128)	Re-phasing relates to: 9 schemes that did not complete in 2012/2013, total £135k with the balance to be allocated to a 2013/2014 project that has become a pressure and other projects to be identified. £63k overspend relates to 6 projects funded by Section 106 that did not complete in 2012/2013. The schemes are due to complete in 2013/2014 when Section 106 funding can be released.
2 Tunnels	1,123			0	1,123	Following a meeting with Sustrans the project completion forecast has been agreed with final grant claims signed off. Alignment requested as the budget is fully funded.
5 Arches	(26)		(26)	(26)	0	The project is almost complete except for the Final Account reconciliation. Once the final position has been confirmed, any surplus funding (currently estimated to be £12k) will return to the Transport Improvement Programme.
Rossiter Road	(24)		(24)	(24)	0	A cost evaluation report has been prepared setting out the options to deliver the project. Options currently under consideration.
Highway Structural Maintenance	(442)		(442)	(442)	0	Re-phasing relates to 5 schemes that did not complete in 2012/2013, total £235k and the balance of £204k to be allocated to 2013/2014 projects.
Local Sustainable Transport Fund	(101)		(101)	(101)	0	3 Year West of England DfT funded project. DfT have agreed to carry forward to 2013/2014 due to the tight timescales of delivering all schemes in 2012/2013.
Local Sustainable Transport Fund - West of England Bus Policy	5	5		5	0	Minor overspend on project.
20mph Schemes	(142)		(142)	(142)	0	Budget to be re-phased to 2013/2014 to future schemes.
Better Bus Fund	(320)		(320)	(320)	0	Grant funded scheme requires re-phasing into 2013/14. There is no risk to the funding providing the scheme is delivered by March 2014.
BWR - CCTV Midland Road	(2)			0	(2)	Project completed with a minor underspend.
Transport Smart Card E-Purse	(251)		(251)	(251)	0	SWSAL have confirmed that the additional funding of £214k can be carried forward into 2013/2014. Programme delays relate to the delivery of the required functionality on First Group's ITSO ETM's.
<b>Total Planning &amp; Transportation</b>	<b>(1,666)</b>	<b>68</b>	<b>(2,690)</b>	<b>(2,622)</b>	<b>957</b>	
Victoria Bridge	(200)		(200)	(200)	0	Rephasing of budget required to realign to revised spend profile
Batheaston Footbridge	(276)		(276)	(276)	0	Rephasing of budget required to realign to revised spend profile
LED Street Lighting	26			0	26	Minor project overspend to be written off as fully funded by the service.
Waste Vehicle Replacement	(1)			0	(1)	Project complete with a minor underspend.
Route Planning Software	(50)			0	(50)	Project will not progress as planned; any new proposals will be subject the capital approval process.
ANPR CCTV at Recycling Centre	(1)			0	(1)	Project complete with a minor underspend.
Bus Lane ANPR Cameras	(4)			0	(4)	Project complete with a minor underspend.
Parking - Pay & Display Machines	(112)		(112)	(112)	0	Installation of the P&D Tariff Boards due to complete in the first week of April 2013 due to delays arising from bad weather.
Transport Depot Fuel Facilities	1			0	1	Project complete with minor overspend.
Vehicle Replacement - Neighbourhoods	(48)		(32)	(32)	(16)	£16k underspend relates to a replacement vehicle that was not required. £32k re-phasing relates to two vehicles; delivery is expected in early 2013/2014.
Vehicle Tracking Equipment	(33)		(33)	(33)	0	Mouchel and Procurement team are progressing the project in 2013/2014.
Vehicles Cleansing Equipment	(19)		(19)	(19)	0	Re-phasing required as the majority of this budget is tied in with the Vehicle Tracking Equipment project.
Haycombe Cemetery	(19)		(19)	(19)	0	Orders have been placed for memorial towers; delivery is expected in May 2013.
Haycombe Crematorium Chapel Refurbishment	(54)		(54)	(54)	0	Rephasing of budget required to realign to revised spend profile
Allotments	(35)		(35)	(35)	0	Re-phasing is due to an additional site being identified and the associated investigations that are required.

FINANCIAL YEAR 2012-2013	Variance (Budget v's Actual Spend)	Requested Re-Phasing			Overspend / (Underspend) Adjustment to Programme	Commentary
		+ Over	- Under	Total	Total	
		£'000's	£'000's	£'000's	£'000's	
River Safety	(109)		(109)	(109)	0	Programme delays have occurred due to a change of design. This has resulted in higher costs which Crest Nicholson have agreed can be drawn down from BWR Section 106 funding. Project due to complete in April 2013.
Beechen Cliff Woodland	(484)		(484)	(484)	0	Rephasing of budget required to align to ongoing negotiations and consideration of options.
<b>Total Environmental Services</b>	<b>(1,418)</b>	<b>0</b>	<b>(1,373)</b>	<b>(1,373)</b>	<b>(45)</b>	
Abbey Churchyard Restaurant Refurbishment	5			0	5	Project complete with minor overspend which is fully funded
Heritage Infrastructure	(335)		(335)	(335)	0	Re-phasing relates to Pump Room Facade project which has been delayed due to on-going discussions regarding restoration techniques and the Temple Precinct project has slipped due to operational difficulties and the need to incorporate these works with a larger 2013/2014 project.
Hetling Spring Borehole (Bath Spring Water Strategy)	(138)		(138)	(138)	0	The Council's responsibility for pipework and delivery systems could only be completed once the new borehole works funded by the developer were completed. Re-phasing also relates to additional supply and renovation works with only the King's Bath works completed in 2012/2013.
Paulton Library Relocation	(29)		(29)	(29)	0	Project due to complete in 2013/2014.
Odd Down Cycle Track	(22)		(22)	(22)	0	Project due to complete in April 2013.
Odd Down 3G Pitch and Changing Facilities	(95)		(95)	(95)	0	Project is at the planning stage with a Planning application submission expected in June/July 2013.
<b>Total Tourism Leisure &amp; Culture</b>	<b>(614)</b>	<b>0</b>	<b>(619)</b>	<b>(619)</b>	<b>5</b>	
<b>Total Place</b>	<b>(3,700)</b>	<b>68</b>	<b>(4,684)</b>	<b>(4,616)</b>	<b>917</b>	

Children's Services						
Spend at School Level:						
Devolved Capital	(1,386)		(1,386)	(1,386)	0	Devolved budgets are held by schools. Re-phasing required to 2013/2014.
Seed Challenge	(1)		(1)	(1)	0	
School Travel Plans	(6)		(6)	(6)	0	
Private Capital	(180)		(180)	(180)	0	
Specialist Schools	(80)		(80)	(80)	0	
<b>Early Years Projects :</b>						
Play Pathfinder	17			0	17	Third Party contributions are outstanding and the matter is being considered by Legal Services.
Early Years Section 106	(43)		(43)	(43)	0	Works at Twerton Infant School due to be undertaken in April 2013.
<b>School Projects :</b>						
Writhlington BSF	(153)		(153)	(153)	0	Defects under investigation and due to be resolved by the contractor in April 2013.
Writhlington ALC	(21)		(21)	(21)	0	Defects under investigation and due to be resolved by the contractor in April 2013.
Wellsway Sports Hall	(109)		(109)	(109)	0	Project to be finalised - awaiting receipt of school's contribution to FF&E.
Ralph Allen ALC	39	39		39	0	Adjustment required as too much budget re-phased to 2013/2014 as In Year re-phasing.
Oldfield Co-Ed Improvements	(42)		(42)	(42)	0	Project to be finalised.
Beechen Cliff ATP	(16)			0	(16)	Minor project underspend.
Primary Capital Programme	42			0	42	Project overspend - write-off as fully funded from uncommitted grant balance
St Gregory's Post 16 Block	(204)		(204)	(204)	0	Rephasing required to bring 2012/2013 expenditure in line with current project Cashflow / Programme.
Castle Primary 2012/2013 Basic Need	(69)		(69)	(69)	0	Rephasing required as expenditure profile has changed since Cabinet paper was prepared - December 2012.
Farrington Gurney 2012/2013 Basic Need	(115)		(115)	(115)	0	
Paulton Infant 2012/2013 Basic Need	(296)		(296)	(296)	0	
Paulton Junior 2012/2013 Basic Need	(14)		(14)	(14)	0	
St Saviour's 2012/2013 Basic Need	(4)		(4)	(4)	0	
Weston All Saints 2012/2013 Basic Need	(94)		(94)	(94)	0	
Chew Magna Flood	27	27		27	0	Advance fees to cover emergency works, budget of £208k approved by Cabinet in April 2013.
<b>Other Schemes/Projects:</b>						
Children's Services Capital Schemes	(25)		(25)	(25)	0	Relates to various schemes and including: Works at Margaret Coates Centre / St Martin's Garden due to be undertaken in April 2013 - £19k Other minor re-phasing of various projects
Children's Services Capital Schemes Managed by Property Services	(474)		(474)	(474)	0	Relates to various schemes including: Provision for 3 - 4 year old unit at St Nicholas due to be undertaken in 2013/2014 - £171k Playing field purchase at Oldfield Junior - £247k
Schools Capital Programmes	(5)			0	(5)	Minor underspend.
Schools Repairs & Maintenance	(215)		(215)	(215)	0	Changes to the Repairs & Maintenance Programme have resulted in a revised expenditure profile.
Aiming High for Disabled Children	(52)		(52)	(52)	0	Rephasing in line with project programme for play space at Wellsway school.
Care Services	(22)			0	(22)	Small project underspend.

FINANCIAL YEAR 2012-2013	Variance (Budget v's Actual Spend)	Requested Re-Phasing			Overspend / (Underspend) Adjustment to Programme	Commentary
		+ Over	- Under	Total		
		£'000's	£'000's	£'000's		
Basic Needs Contingency	(16)			0	(16)	Minor underspend on various Basic Needs projects. Funding to be added back to uncommitted grant balance.
Youth Service Section 106	(9)		(9)	(9)	0	Project(s) to be identified in 2013/2014.
<b>Total Children's Services</b>	<b>(3,524)</b>	<b>66</b>	<b>(3,592)</b>	<b>(3,526)</b>	<b>0</b>	
<b>Adult Social Services &amp; Housing</b>						
Disabled Facilities Grant	(41)		(41)	(41)	0	Underspend on DFG requests to be re-phased to 2013/2014.
Personal Social Services Grant	(99)		(99)	(99)	0	£110k planned to be spent on a Day Care Centre in 2013/2014 (subject to approval); balance of total grant unallocated will require project plan(s) to be identified.
Housing Association Grant	(144)		(144)	(144)	0	One project is currently at the Planning stage; once planning / project approval is granted the scheme will progress - £95k. Project plan(s) to be identified for the budget re-phasing balance.
Adult Care - IT Projects	(8)			0	(8)	Minor underspend from the Social Care Client Record system upgrade project.
Adult Care - CRC Extensions	(4)			0	(4)	Minor underspend from the new conservatories projects.
Occupational Therapy Equipment	(101)		(101)	(101)	0	Underspend on Occupational Therapy equipment purchases to be re-phased to 2013/2014.
<b>Adult Social Services &amp; Housing</b>	<b>(398)</b>	<b>0</b>	<b>(385)</b>	<b>(385)</b>	<b>(12)</b>	
<b>Resources &amp; Support Services</b>						
Policy & Partnerships - LAA Performance Reward Grant	(32)		(32)	(32)	0	Re-phasing relates to the balance of allocations not awarded in 2012/2013 - organisations/projects to be identified by Policy and Partnerships.
Capital Disposal Schemes	(138)		(138)	(138)	0	Enhancement works at 1 Hot Bath Street will be undertaken in 2013/2014 along with the disposal of some assets that were planned to be disposed of in 2012/2013.
Bluecoat House	(7)		(7)	(7)	0	Re-phasing relates to additional legal fees to be undertaken before the project can be completed.
Sawclose Development	(16)		(16)	(16)	0	Negotiations with the developer are ongoing.
Victoria Hall	(35)		(35)	(35)	0	Rephasing in line with project programme.
Building Consultancy - DDA	(558)		(153)	(153)	(405)	Re-phasing relates to Parks works that were not undertaken in 2012/2013 due to the cold weather spell (Hedgemoor, Alexandra Park and Henrietta Park) but are due to complete April 2013. Also, the works in Royal Victoria Park did not proceed in 2012/2013 as TRO's have been implemented. The Client has agreed to an underspend of £405k as the budget is not required.
Building Consultancy - CPM	(470)		(10)	(10)	(460)	Re-phasing relates to irrigation projects which have fallen behind programme due to the cold weather spell. The Client has agreed to an underspend of £460k as the budget is not required.
Workplaces - Keynsham Regeneration	(1,116)		(1,116)	(1,116)	0	Keynsham New Build is reported as on programme and budget. The site has been cleared and a sewer needs to be diverted as expected. Works above ground are due to start in July 2013.
Workplaces - Lewis House	(244)	1	(245)	(244)	(1)	Re-phasing request to complete works required in 2013/14
Workplaces - Programme Delivery	(186)	67	(253)	(186)	0	Various over and under re-phasing led to a net position of £186k
Workplaces - The Hollies	(95)		(95)	(95)	0	The main defects have now been fully signed off. The minor works in relation to the replacement windows and sill works are to be slipped to early 2014/15 partly due to the licence requirements and the external works are best carried out in the Spring.
Finance- IT & Agresso	(262)		(257)	(257)	(5)	Re-phasing request of £257k relates to Customer Services System - project has been re-programmed as advised by supplier to maintain go-live deadlines in 2013/2014. Minor net underspend on completed Civica Upgrade and Northgate Upgrade projects.
<b>Total Resources &amp; Support Services</b>	<b>(3,160)</b>	<b>67</b>	<b>(2,359)</b>	<b>(2,292)</b>	<b>(869)</b>	
<b>Project Delivery and Regeneration &amp; Skills</b>						
Combe Down Stone Mines	(108)		(72)	(72)	(36)	Re-phasing relates to retention and additional works in respect of the Firs Field Reinstatement element of the project.
Southgate	(114)		(114)	(114)	0	Re-phasing relates to document archiving by external legal team following development completion, highways stopping up work and project contingency.
Public Realm	(309)		(309)	(309)	0	Re-phasing relates to snagging, street de-cluttering, design/acquisition of street furniture and design/procurement/production of Public Realm Pattern Book.
BWR	(97)		(97)	(97)	0	Re-phasing relates to the Infrastructure project, in particular the Destructor Bridge programme which is in line with the current Cashflow schedule provided by Crest Nicholson.

FINANCIAL YEAR 2012-2013	Variance (Budget v's Actual Spend)	Requested Re-Phasing			Overspend / (Underspend) Adjustment to Programme	Commentary
		+ Over	- Under	Total	Total	
		£'000's	£'000's	£'000's	£'000's	
Guildhall Co-Working Tech Hub	(245)		(245)	(245)	0	Fit-out project due to complete in 2013/14. FF&E and IT budgets not spent in 2012/2013 due to delays in the grant application process by the Community Interest Company (CiC).
London Road Regeneration	(373)		(373)	(373)	0	Approval of the implementation and grant scheme elements of the project was granted in February 2013, expenditure to be committed in 2013/14.
NRR Infrastructure	(113)		(113)	(113)	0	Revised Planning application is due to be submitted in May 2013.
<b>Total Project Delivery and Regeneration &amp; Skills</b>	<b>(1,359)</b>	<b>0</b>	<b>(1,323)</b>	<b>(1,323)</b>	<b>(36)</b>	
<b>Total Excluding Contingency</b>	<b>(12,140)</b>	<b>201</b>	<b>(12,341)</b>	<b>(12,140)</b>	<b>0</b>	
Capital Contingency	(1,090)		(1,090)	(1,090)	0	Unallocated contingency to be rephased to allow an adequate resource for unforeseen capital commitments in future years.
<b>Grand Total</b>	<b>(13,230)</b>	<b>201</b>	<b>(13,431)</b>	<b>(13,230)</b>	<b>0</b>	



**Capital Programme by Portfolio - 2012/2013**  
**Revised Capital Cash Limits by Portfolio**

CAPITAL SCHEME	2012/2013		
	Revised Budget After February Cabinet	Approvals to Outturn	Final Budget at Outturn
	£000	£000	£000
<b>Transport</b>			
Local Sustainable Transport Fund	575	10	585
CIVITAS schemes	160		160
BTP - Pre Construction Costs	585		585
BTP Property	12		12
BTP Main Scheme	5,146		5,146
Highways Structural Maintenance	4,156	4	4,160
Local Transport Improvement Schemes	1,142	39	1,181
Parking Vehicle Fleet Replacement	65		65
ANPR Parking System (On/Off Street)	351		351
CCTV Bus Lane Enforcement Upgrade	4		4
Smart Card E Purse for WofE	322		322
Victoria Bridge	575		575
LED Street Lighting	2,000		2,000
5 Arches	0		0
Rossiter Road	86		86
20mph Schemes	259		259
CCTV Equipment - BWR	8		8
Better Bus Fund	320		320
Greater Bristol Bus Network	0	57	57
	<b>15,766</b>	<b>110</b>	<b>15,876</b>
<b>Neighbourhoods</b>			
Vehicle Replacements - Waste	192		192
Waste Depot Fuel System Replacement	122		122
ANPR CCTV - Recycling Centre	29		29
Route Planning Software	50		50
Vehicle Replacement / Tracking / Cleansing - Neighbourhoods	401		401
Haycombe Crematorium Chapel Refurbishment	200		200
Allotments	50		50
Paulton Library Relocation	222		222
Toilet Facilities Grant	4		4
Odd Down Playing Field - Cycle Track	600		600
Odd Down Playing Field	101		101
Paulton Swimming Pool Grant	10		10
River Avon Safety Fencing	140	49	189
Beechen Cliff Woodlands	500		500
	<b>2,621</b>	<b>49</b>	<b>2,670</b>
<b>Sustainable Development</b>			
Roman Baths Site Development - Catering	329		329
Heritage Infrastructure Development	300	102	402
Beau Street Coin Hoard	0		0

## Capital Programme by Portfolio - 2012/2013

### Revised Capital Cash Limits by Portfolio

CAPITAL SCHEME	2012/2013		
	Revised Budget After February Cabinet	Approvals to Outturn	Final Budget at Outturn
	£000	£000	£000
Hetling Spring Borehole	300	101	401
Heritage Asset Acquisitions	0	161	161
Combe Down Stone Mines (HCA)*	265		265
Combe Down Stone Mines (Council)*	0		0
BWR Council Project Team	237		237
BWR - Affordable Housing	1,070		1,070
BWR - Infrastructure	935		935
NRR Infrastructure	220		220
Creative Hub	500		500
BDUK Broadband	0		0
London Road Regeneration - Public Realm Landscape Design	30		30
London Road Regeneration - Public Realm Implementation	260		260
London Road Regeneration - Public Realm Grant Scheme	100		100
	<b>4,546</b>	<b>364</b>	<b>4,910</b>
<b>Early Years, Children &amp; Youth</b>			
Schools Capital Maintenance Programme	1,008		1,008
Schools Capital Maintenance Programme	200		200
Carbon Reduction Project			
Ralph Allen Applied Learning Centre	1,144		1,144
Ralph Allen			
S106 Science Laboratories / Window Replacement / S106 Re-modelling	124		124
Wellsway Sports Hall (inc 6 court)	1,921		1,921
Devolved Capital 2012/2013	2,455		2,455
Seed Challenge	16		16
School Travel Plans	18		18
Private Capital	147		147
School Managed Projects	7		7
Specialist Schools	79		79
Section 106	65		65
Play Pathfinder	3		3
Early Years / Extended Services / Twerton S106	135	(65)	70
Withlington BSF	163		163
Writhlington ALC	21		21
Beechen Cliff ATP	16		16
Primary Capital Programme	39		39
Children's Services Capital Schemes	429	4	433
Children's Services Capital Schemes Managed by Property	755		755
Aiming High for Disabled Children	69		69
Care Services	22		22
Basic Needs Contingency	22		22
Southside	(59)	196	137
BN - Moorland Inf Expansion	0		0
BN - Oldfield Park Infants Expansion	455	15	470
Oldfield Co Ed Capital Improvements	618		618
BN - Peasedown St John	7		7

**Capital Programme by Portfolio - 2012/2013**  
**Revised Capital Cash Limits by Portfolio**

CAPITAL SCHEME	2012/2013		
	Revised Budget After February Cabinet	Approvals to Outturn	Final Budget at Outturn
	£000	£000	£000
Peasedown St John - ALC	294		294
St Gregory's / St Mark's 6th Form	1,129		1,129
Culverhay (Bath Community College) Co-Ed Capital Improvements	296	77	373
Lansdown Tuition Centre	63		63
Radstock Nursery Provision	465	(12)	453
Wellsway DDA	18		18
Three Ways Traffic Management	104		104
Schools Carbon Reduction Scheme - Lighting	1	22	23
Margaret Coates Centre Expansion	175		175
Youth Projects	10		10
BN 2012/2013 Schemes			
Weston All Saints Primary / Castle Primary / Paulton Infant / Farrington Gurney Primary / St Saviour's Junior / Paulton Junior	600	65	665
	<b>13,034</b>	<b>302</b>	<b>13,336</b>
<b>Community Resources</b>			
Corporate Estate Planned Maintenance	1,078		1,078
Risk Assessment/Disabled Access (DDA)	916		916
Disposals - Blue Coat House	23		23
Disposal Cost of Sales	443		443
Property Developments - Saw Close	38		38
47 Milsom Street	5,153		5,153
Victoria Hall	35		35
Workplaces Programme Delivery	890		890
Lewis House (inc Comms Hub & OSS)	1,000		1,000
Hollies	318		318
Keynsham Regeneration & New Build	4,341		4,341
Customer Services System	371		371
Agresso System	7		7
PC Refresh	0	35	35
Server & IT Refresh	0	368	368
CRM - Northgate Upgrade	110		110
CRM - Radius Upgrade	100		100
Public Realm - Wayfinding	233		233
Public Realm - Preparatory Project	0		0
Public Realm - High Street	1,106		1,106
Public Realm - Northumberland Place	167		167
Public Realm - Pattern Book	271		271
Public Realm - Street Furniture	90		90
Public Realm - Team Costs	127		127
Southgate - Council	162		162
Southgate - Recoverable	123	115	238
Contingency	2,561	(1,471)	1,090
	<b>19,663</b>	<b>(953)</b>	<b>18,710</b>

**Capital Programme by Portfolio - 2012/2013**  
**Revised Capital Cash Limits by Portfolio**

CAPITAL SCHEME	2012/2013		
	Revised Budget After February Cabinet	Approvals to Outturn	Final Budget at Outturn
	£000	£000	£000
<b>Leader</b>			
Policy & Partnerships	203		203
	<b>203</b>	<b>0</b>	<b>203</b>
<b>Homes and Planning</b>			
Housing Association Grant	194		194
Supported Housing Development	73		73
	<b>267</b>	<b>0</b>	<b>267</b>
<b>Wellbeing</b>			
Disabled Facilities Grant	1,195	86	1,281
Adult PSS Capital Grant	99		99
Adult Care IT Projects	25		25
Occupational Therapy Equipment	36	186	222
	<b>1,355</b>	<b>272</b>	<b>1,627</b>
<b>GRAND TOTAL</b>	<b>57,455</b>	<b>145</b>	<b>57,601</b>
<b>Sources of Funding (£'000)</b>			
Government Supported Borrowing	0	0	0
EU/Government Grant	20,580	254	20,834
Capital Receipts (inc RTB)	5,140	0	5,140
Revenue	1,031	867	1,898
Service Supported Borrowing / Unsupported Borrowing / Corporate Supported Borrowing (Headroom) (inc Inter Yr Adjustments)	28,806	(1,519)	27,287
s106 Contribution	804	259	1,063
Other 3rd Party	1,094	284	1,379
<b>Total</b>	<b>57,455</b>	<b>145</b>	<b>57,601</b>

**Capital Programme by Portfolio - 2013/2014**  
**Revised Capital Cash Limits by Portfolio**

**Appendix 9ii**

CAPITAL SCHEME	2013/2014		
	Feb'13 Council Approved Budgets	Additions to Programme to 10 July	Budget at 10 July Cabinet
	£000	£000	£000
<b>Transport</b>			
Local Sustainable Transport Fund		570	570
BTP Property	110		110
BTP Main Scheme	9,955		9,955
Highways Structural Maintenance		4,330	4,330
Local Transport Improvement Schemes		1,145	1,145
Pay & Display Machines		3	3
Smart Card E Purse for WofE	9		9
Victoria Bridge	1,723		1,723
Rossiter Road	766		766
20mph Schemes	241		241
Better Bus Fund	171		171
Greater Bristol Metro		124	124
	<b>12,975</b>	<b>6,172</b>	<b>19,147</b>
<b>Neighbourhoods</b>			
Vehicle Replacements - Waste	350		350
Vehicle Replacement - Neighbourhoods	174		174
Allotments	75		75
Odd Down Playing Field	1,331	141	1,472
	<b>1,930</b>	<b>141</b>	<b>2,071</b>
<b>Sustainable Development</b>			
Beau Street Coin Hoard	100		100
Visitor Management System		100	100
Roman Baths Infrastructure		200	200
Assembly Rooms Dilapidations		120	120
BWR Council Project Team	552		552
BWR - Affordable Housing	1,380		1,380
BWR - Infrastructure	2,237		2,237
BWR - Windsor Gas Tanks		1,500	1,500
BWR - Destructor Bridge		1,800	1,800
NRR Infrastructure	1,178		1,178
BDUK Broadband	460		460
London Road Regeneration - Public Realm Implementation	260		260
London Road Regeneration - Public Realm Grant Scheme	100		100
	<b>6,267</b>	<b>3,720</b>	<b>9,987</b>
<b>Early Years, Children &amp; Youth</b>			
Schools Capital Maintenance Programme	1,000		1,000
Ralph Allen Applied Learning Centre	1,131		1,131
Devolved Capital 2013/2014	402	(47)	355
Early Years / Extended Services / Twerton S106	51		51
Withlington BSF	42		42
Writhlington ALC	26		26
St Gregory's / St Mark's 6th Form	1,172		1,172
BN 2012/2013 Schemes			
Weston All Saints Primary / Castle Primary / Paulton Infant / Farrington Gurney Primary / St Saviour's Junior / Paulton Junior	1,890	(90)	1,800
Chew Magna Primary		208	208
Bathford Primary Land Purchase		30	30
St Michael's Primary BESD Unit		143	143
	<b>5,714</b>	<b>244</b>	<b>5,958</b>

**Capital Programme by Portfolio - 2013/2014**  
**Revised Capital Cash Limits by Portfolio**

**Appendix 9ii**

CAPITAL SCHEME	2013/2014		
	Feb'13 Council Approved Budgets	Additions to Programme to 10 July	Budget at 10 July Cabinet
	£000	£000	£000
<b>Community Resources</b>			
Corporate Estate Planned Maintenance	825		825
Disposals Programme - Minor	200		200
Key Disposal Programme	250		250
Commercial Estate Investment Fund	200		200
Saw Close Development	242		242
South Road Car Park MSN	155		155
Victoria Hall	840		840
Grand Parade & Undercroft		430	430
Workplaces Programme Delivery	328		328
Keynsham Regeneration & New Build	23,056		23,056
Customer Services System	704		704
Agresso System	6		6
Desk Top Service - VDI Technology	1,468		1,468
Windows 7 Upgrade	400		400
Public Realm - Wayfinding	70		70
Public Realm - High Street	424		424
Public Realm - Northumberland Place	80		80
Public Realm - Pattern Book	75		75
Radstock Capital Schemes		340	340
Bath Enterprise Area - Flood Mitigation		250	250
Contingency	1,500		1,500
	<b>30,823</b>	<b>1,020</b>	<b>31,843</b>
<b>Leader</b>			
Policy & Partnerships	297		297
	<b>297</b>	<b>0</b>	<b>297</b>
<b>Homes and Planning</b>			
Supported Housing Development	77		77
	<b>77</b>	<b>0</b>	<b>77</b>
<b>Wellbeing</b>			
Disabled Facilities Grant	1,000		1,000
Adult PSS Capital Grant	488		488
	<b>1,488</b>	<b>0</b>	<b>1,488</b>
<b>GRAND TOTAL</b>	<b>59,571</b>	<b>11,297</b>	<b>70,868</b>
<b>Sources of Funding (£'000)</b>			
EU/Government Grant	2,035	9,919	11,954
Capital Receipts (inc RTB)	3,459	0	3,459
Revenue	678	3	681
Service Supported Borrowing / Unsupported Borrowing / Corporate Supported Borrowing (Headroom) (inc Inter Yr Adjustments)	51,060	1,190	52,250
s106 Contribution	1,759	34	1,793
Other 3rd Party	580	151	731
<b>Total</b>	<b>59,571</b>	<b>11,297</b>	<b>70,868</b>

**Capital Virements - Additions & Reductions 2012/2013**

**Appendix 10 (i)**

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP12#62 - 2012	Victoria Hall	Corporate Supported Borrowing (Headroom)	160,000		Resources & Support Services - Property Services		160,000	Approved by Cabinet November 2012
CAP12#63 - 2012	47 Milsom Street	Service Supported Borrowing	18,000		Resources & Support Services - Property Services		18,000	Approved by Technical Adjustment January 2013
CAP12#64 - 2012	Waste Vehicle Replacement	3rd Party Contribution	49,000		Service Delivery - Environmental Services		49,000	Approved by Technical Adjustment January 2013
CAP12#65 - 2012	Capital Contingency	Capital Contingency		1,454,000	Corporate - Capital Contingency	1,454,000		Approved by Technical Adjustment January 2013
CAP12#66 - 2012	Bath Transport Package - Main Scheme	Government Grant / Corporate Supported Borrowing (Headroom)	5,146,000		Service Delivery - Transport		5,146,000	Approved by Technical Adjustment January 2013
CAP12#67 - 2012	Bath Transport Package - Pre Construction	Corporate Supported Borrowing (Headroom)		902,000	Service Delivery - Transport	902,000		Approved by Technical Adjustment January 2013
CAP12#68 - 2012	St John's Catholic Primary	Government Grant	120,000		Children's Services - St John's Catholic Primary		120,000	Approved by Technical Adjustment January 2013
CAP12#69 - 2012	Odd Down Playing Field	3rd Party Contribution - S106	101,000		Tourism Leisure & Culture - Leisure Services		101,000	Approved by Cabinet January 2013
CAP12#70 - 2012	London Road Regeneration - Public Realm Implementation	Corporate Supported Borrowing (Headroom)	520,000		Development & Major Projects - London Road Regeneration		520,000	Approved by Strategic Director - Resources / Cabinet Member for Sustainable Development - February 2013
CAP12#71 - 2012	London Road Regeneration - Public Realm Grant Scheme	Corporate Supported Borrowing (Headroom)	200,000		Development & Major Projects - London Road Regeneration		200,000	Approved by Strategic Director - Resources / Cabinet Member for Sustainable Development - February 2013
CAP12#72 - 2012	Oldfield Park Infant	3rd Party Contribution	15,000		Children's Services - Oldfield Park Infant		15,000	Approved by Technical Adjustment March 2013

**Capital Virements - Additions & Reductions 2012/2013**

**Appendix 10 (i)**

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP12#73 - 2012	Minor Improvements - Highways	3rd Party Contribution	4,000		Service Delivery - Highways		4,000	Approved by Technical Adjustment March 2013
CAP12#74 - 2012	St Andrew's Primary	3rd Party Contribution	4,200		Children's Services - St Andrew's Primary		4,200	Approved by Technical Adjustment March 2013
CAP12#75 - 2012	Bath Community Academy (formerly Culverhay) Co-Ed	3rd Party Contribution	76,918		Children's Services - Bath Community Academy (formerly Culverhay) Co-Ed		76,918	Approved by Technical Adjustment March 2013
CAP12#77 - 2012	Bath Spring Water Strategy	Revenue	101,000		Tourism Leisure & Culture - Bath Spring Water Strategy		101,000	Approved by Technical Adjustment March 2013
CAP12#78 - 2012	Heritage Temple Precinct	3rd Party Contribution	1,225		Tourism Leisure & Culture - Heritage		1,225	Approved by Technical Adjustment March 2013
NCAP12#79 - 2012	Local Strategic Transport Fund - Electric Charging Points	3rd Party Contribution	10,000		Service Delivery - Highways		10,000	Approved by Technical Adjustment March 2013
CAP12#80 - 2012	River Avon Safety Fencing	Revenue	32,000		Service Delivery - Neighbourhoods		32,000	Approved by Technical Adjustment March 2013
CAP12#81 - 2012	Paulton Infant	Government Grant	65,000		Children's Services - Paulton Infant		65,000	Approved by Technical Adjustment March 2013
CAP12#82 - 2012	Schools' Carbon Reduction Schemes - Lighting	Government Grant / 3rd Party Contribution	21,640		Children's Services - Various Schools		21,640	Approved by Technical Adjustment March 2013
CAP12#83 - 2012	Early Years / Children's Centres	Government Grant		64,926	Children's Services - Radstock Nursery Scheme	64,926		Approved by Technical Adjustment March 2013
CAP12#84 - 2012	Radstock Nursery Scheme	Government Grant		12,000	Children's Services - Chew Magna Primary	12,000		Approved by Technical Adjustment March 2013



**Capital Virements - Additions & Reductions 2012/2013**

**Appendix 10 (i)**

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP12#85 - 2012	Heritage Temple Precinct	Revenue	101,000		Tourism Leisure & Culture - Heritage		101,000	Approved by Technical Adjustment to Outturn
CAP12#86 - 2012	Southside Youth Centre	Revenue	196,315		Children's Services - Youth		196,315	Approved by Technical Adjustment to Outturn
CAP12#87 - 2012	Disabled Facilities Grant	3rd Party Contribution	86,419		Adult Services - Disabled Facilities Grant		86,419	Approved by Technical Adjustment to Outturn
CAP12#88 - 2012	Community Equipment	Government Grant	186,047		Adult Services PSS Grant		186,047	Approved by Technical Adjustment to Outturn
CAP12#89 - 2012	JLTP Development	3rd Party Contribution	39,000		Service Delivery - Transport		39,000	Approved by Technical Adjustment to Outturn
CAP12#90 - 2012	Greater Bristol Bus Network	3rd Party Contribution - S106	57,000		Service Delivery - Transport		57,000	Approved by Technical Adjustment to Outturn
CAP12#91 - 2012	Southgate Development	3rd Party Contribution	115,172		Development & Major Projects - Southgate Development		115,172	Approved by Technical Adjustment to Outturn
CAP12#92 - 2012	Heritage Asset Acquisitions	Revenue / 3rd Party Contribution	160,841		Tourism Leisure & Culture - Heritage		160,841	Approved by Technical Adjustment to Outturn
CAP12#93 - 2012	PC Refresh	Revenue	35,000		Resources & Support Services		35,000	Approved by Technical Adjustment to Outturn
CAP12#94 - 2012	Server & IT Refresh	Revenue	368,000		Resources & Support Services		368,000	Approved by Technical Adjustment to Outturn
<b>OVERALL TOTALS</b>			<b>7,989,777</b>	<b>2,432,926</b>		<b>2,432,926</b>	<b>7,989,777</b>	
				<b>5,556,851</b>			<b>-5,556,851</b>	

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Capital Virements - Additions & Reductions 2013/2014

Appendix 10 (ii)

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP13#01 - 2013	Local Sustainable Transport Fund	Government Grant	570,000		Place - Transport		570,000	Approved by Technical Adjustment April 2013
CAP13#02 - 2013	Devoled Capital Grant	Government Grant		47,129	People & Communities - Children's Services	47,129		Approved by Technical Adjustment April 2013
CAP13#03 - 2013	Paulton Infant	Government Grant		90,000	People & Communities - Children's Services	90,000		Approved by Technical Adjustment April 2013
CAP13#04 - 2013	Radstock Capital Funding	Corporate Supported Borrowing (Headroom)	340,000		Resources - Project Delivery		340,000	Approved by Cabinet April 2013
CAP13#05 - 2013	Greater Bristol Metro	Government Grant	124,000		Place - Transport		124,000	Approved by Cabinet April 2013
CAP13#06 - 2013	Highways Structural Maintenance	Government Grant	4,330,000		Place - Highways		4,330,000	Approved by Cabinet April 2013
CAP13#07 - 2013	Chew Magna Primary	Government Grant	208,000		People & Communities - Children's Services		208,000	Approved by Cabinet April 2013
CAP13#08 - 2013	Bathampton Primary	Government Grant	30,000		People & Communities - Children's Services		30,000	Approved by Cabinet April 2013
CAP13#09 - 2013	St Michael's Primary - BESD	Government Grant	143,000		People & Communities - Children's Services		143,000	Approved by Cabinet April 2013
CAP13#10 - 2013	Visitor Management System	Service Supported Borrowing	100,000		Place - Tourism, Leisure & Culture		100,000	Approved by Cabinet April 2013
CAP13#11 - 2013	Roman Baths Infrastructure	Service Supported Borrowing	200,000		Place - Heritage		200,000	Approved by Cabinet April 2013
CAP13#12 - 2013	Assembly Rooms Dilapidations	Service Supported Borrowing	120,000		Place - Heritage		120,000	Approved by Cabinet April 2013
CAP13#13 - 2013	Bath Enterprise Area - Flood Mitigation	Government Grant	250,000		Resources - Project Delivery		250,000	Approved by Cabinet April 2013
CAP13#14 - 2013	BWR Gas Tanks	Government Grant	1,500,000		Resources - Project Delivery		1,500,000	Approved by Cabinet April 2013
CAP13#15 - 2013	BWR Destructor Bridge	Government Grant	1,800,000		Resources - Project Delivery		1,800,000	Approved by Cabinet April 2013
CAP13#16 - 2013	Odd Down Playing Fields	3rd Party Contribution	141,403		Place - Tourism, Leisure & Culture		141,403	Approved by Technical Adjustment May 2013
CAP13#17 - 2013	Pay & Display Machines	Revenue Contribution	3,000		Place - Environmental Services		3,000	Approved by Technical Adjustment May 2013
CAP13#18 - 2013	Grand Parade & Undercroft	Service Supported Borrowing	430,000		Resources - Property Services		430,000	Approved by Cabinet / Technical Adjustment May 2013
CAP13#19 - 2013	Transport Improvement Programme	Government Grant / 3rd Party Contribution / S106 Contribution	1,145,000		Place - Highways		1,145,000	Approved by Cabinet May 2013
<b>OVERALL TOTALS</b>			<b>11,434,403</b>	<b>137,129</b>		<b>137,129</b>	<b>11,434,403</b>	
				<b>11,297,274</b>			<b>-11,297,274</b>	

Capital Virements - Additions & Reductions Future Years

Appendix 10 (ii)

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP13#01 - 2013	Local Sustainable Transport Fund 2014/2015	Government Grant	567,000		Place - Transport		567,000	Approved by Technical Adjustment April 2013
CAP13#01 - 2013	Visitor Management System 2014/2015	Service Supported Borrowing	100,000		Place - Tourism, Leisure & Culture		100,000	Approved by Cabinet April 2013
CAP13#12 - 2013	Bath Enterprise Area - Flood Mitigation 2014/2015	Government Grant	4,850,000		Resources - Project Delivery		4,850,000	Approved by Cabinet April 2013
CAP13#14 - 2013	BWR Gas Tanks 2014/2015	Government Grant	2,600,000		Resources - Project Delivery		2,600,000	Approved by Cabinet April 2013
CAP13#18 - 2013	Grand Parade & Undercroft 2014/2015	Service Supported Borrowing	4,835,000		Resources - Property Services		4,835,000	Approved by Cabinet / Technical Adjustment May 2013
CAP13#18 - 2013	Grand Parade & Undercroft 2015/2016	Service Supported Borrowing	25,000		Resources - Property Services		25,000	Approved by Cabinet / Technical Adjustment May 2013
<b>OVERALL TOTALS</b>			<b>12,977,000</b>	<b>0</b>		<b>0</b>	<b>12,977,000</b>	
				<b>12,977,000</b>			<b>-12,977,000</b>	

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