

Children and Young People Policy Development and Scrutiny Panel

Date: Monday, 28th January, 2019

Time: 2.00 pm

Venue: Brunswick Room - Guildhall, Bath

Councillors: Alison Millar, Matt Cochrane, Sally Davis, Liz Hardman, Michelle O'Doherty, Peter Turner and Lizzie Gladwyn

Co-opted Voting Members: David Williams and Andrew Tarrant

Co-opted Non-Voting Members: Chris Batten and Kevin Burnett

Chief Executive and other appropriate officers
Press and Public



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1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

Paper copies are available for inspection at the **Public Access points:-** Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting as above.

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**Children and Young People Policy Development and Scrutiny Panel - Monday, 28th
January, 2019**

at 2.00 pm in the Brunswick Room - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

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

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

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

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

(b) The nature of their interest.

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

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

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

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

At the time of publication no notifications had been received.

7. MINUTES - 18TH SEPTEMBER 2018 (Pages 5 - 18)

8. NARROWING THE GAP

The Panel will receive a verbal update on this item from the Director of Education Transformation.

9. BATH STUDIO SCHOOL

The Panel will receive a verbal update on this item from the Director of Education Transformation.

10. DIRECTOR OF CHILDREN & YOUNG PEOPLE - VISION PRESENTATION (Pages 19 - 22)

The Panel will receive a presentation on this item from the Director for Children and Young People.

11. CORPORATE & BUDGET PLANNING 2019-20 (Pages 23 - 68)

This report presents the Council's Organisational Plan 2019/20 to the Panel for consideration and feedback as part of the Council's operational planning and budget development process.

12. CABINET MEMBER UPDATE

The Cabinet Member will update the Panel on any relevant issues. Panel members may ask questions on the update provided.

13. CORPORATE DIRECTOR'S BRIEFING

The Panel will receive a verbal update on this item from the Corporate Director.

14. PANEL WORKPLAN (Pages 69 - 72)

This report presents the latest workplan for the Panel. Any suggestions for further items or amendments to the current programme will be logged and scheduled in consultation with the Panel's Chair and supporting officers.

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.

BATH AND NORTH EAST SOMERSET

**MINUTES OF CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND
SCRUTINY PANEL MEETING**

Tuesday, 18th September, 2018

Present:- **Councillors** Alison Millar, Matt Cochrane, Sally Davis, Liz Hardman, Michelle O'Doherty, Peter Turner and Lizzie Gladwyn

Co-opted Members (Voting): David Williams

Co-opted Members (Non-Voting): Chris Batten and Kevin Burnett

Also in attendance: Mike Bowden (Corporate Director), Margaret Simmons-Bird (Director of Education Transformation), Richard Morgan (Education Business Manager) and Chris Wilford (Head of Education Inclusion Services)

29 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

30 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure.

31 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Andrew Tarrant, Co-opted Panel Member gave his apologies to the Panel.

32 DECLARATIONS OF INTEREST

There were none.

33 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

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

There were none.

35 MINUTES - 10TH JULY 2018

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

36 UPDATE ON SECONDARY SCHOOL PLACE SUFFICIENCY IN THE GREATER BATH CONSORTIUM PLANNING AREA

The Director of Education Transformation introduced this report to the Panel.

She explained that during 2018 as the school admissions process progressed it became clear that a number of additional secondary school places would be required for the GBC Planning Area for Year 7 admissions in September 2018. She said that the projected pupil numbers indicated there were sufficient places for all Bath residents, however as some of these places were able to be taken up by pupils from outside of the Bath area, there were insufficient places for Bath children.

She stated that the Council introduced a new admissions process for September 2018 Year 7 admissions onwards which allowed parents to name five school preferences on their application form, sufficient to name all schools in Bath. She explained that the majority of Bath parents chose not to indicate five preferences, which contributed to pupils from outside of Bath being able to obtain a place. She added that the legal framework for school admissions means that the Council cannot prevent this from happening.

The Panel were shown a video relating to School Admissions, the video can be seen at:

<https://www.youtube.com/watch?v=z9n2MTnQVcA&feature=youtu.be>

She informed the Panel that officers from the People and Communities Department consulted with the Bath Education Trust (BET) and met with the Headteachers or their representatives, from all of the Bath secondary schools within the GBC Planning Area to agree the provision of additional places for September 2018 admissions.

She said that schools were also invited to submit proposals to support the provision of future additional places in the medium to longer term from 2019 onwards to meet the future projected increase in demand based on the pattern of applications for places seen in 2018.

She explained that as a result of the discussions with schools, some additional places have been created for Year 7 admissions in 2018 and further additional places will be created for admissions in 2019 onwards. She said that a total of 118 additional places per year group are planned to be provided, for admissions in 2020 onwards.

The Chair asked if the parents of Year 6 pupils are sent a package of information relating to the admissions process.

The Education Business Manager replied that all of the relevant information is contained on the Council's website.

<http://www.bathnes.gov.uk/services/schools-colleges-and-learning/admissions-schools>

Councillor Liz Hardman asked if the video shown would be sent to all Headteachers.

The Director of Education Transformation replied that Headteachers of all Primary and Secondary Schools will be sent the video and encouraged to share it with parents.

Councillor Matt Cochrane asked if the Council were to undertake any other measures to ensure the message is circulated as widely as possible.

The Education Business Manager replied that the Council's Communications Team were also expected to do a release of information on this matter.

The Corporate Director added that Ward Councillors have a role to play in the process by advising parents appropriately if asked for advice.

Councillor Sally Davis suggested that a link to the video be sent from all schools via their weekly newsletter.

Councillor Liz Hardman asked if a guarantee can be given to parents that they will secure a place at one of their first three preferences.

The Director of Education Transformation replied that a guarantee of this nature could not be given. She added that this year 81.3% of parents across Bath and North East Somerset obtained their first preference school, with 93% offered one of their first three preferences.

The Corporate Director added that each preference is considered equally against the school's admissions criteria regardless of whether it is listed as the first, second, third, fourth or fifth preference.

Kevin Burnett commented that parents need to know the full extent of the reasons behind the process by which they need to use all five preferences. He added that as Headteachers of both Primary and Secondary schools are likely to be contacted with queries they should be supplied with relevant additional information.

Councillor Matt Cochrane suggested that the same information be sent to Heads of Governors at all schools.

Councillor Liz Hardman asked how the 118 additional places were to be sourced.

The Director of Education Transformation replied that the Planned Admission Number was due to increase at the following schools:

- Ralph Allen (+60 to 240)
- Oldfield (+44 to 224)
- St. Gregory's (+14 to 174)

She added that St. Mark's had also bid to take additional pupils and that further discussion was ongoing with them.

Councillor Liz Hardman asked if officers had met with local independent schools and discussed their admission figures.

The Director of Education Transformation replied that she and Councillor Paul May had met with them. She said that they now know their PANs and the places they are offering.

Councillor Paul May added that the independent schools had been very open in their discussions and were willing to cooperate. He added that he felt that separate letters should be sent to parents in Bath and those in North East Somerset as Bath has specific issues.

He said that he would also write to the children that took part in the video to thank them on behalf of the Council.

The Panel **RESOLVED** to:

- i) Note the actions taken by officers to secure sufficiency of secondary school places in Bath.
- ii) Note the secondary school places and pupil projection figures for Years 7 to 11 for the GBC Planning Area from 2018 up to 2024.

37 BATH COMMUNITY ACADEMY SITE

The Education Business Manager introduced this report to the Panel. He informed the Panel that there are currently a number of short term, two year contracts with a nursery, GLL (Better) operating the sports centre and Bath Spa University that need to be honoured. He added that the income generated by these current leases can provide resources to ensure safe and secure management of the site giving time to develop a long term plan for the future use of the BCA site. He said that there is considerable interest in the future use and development of the site that could benefit the local community.

Councillor Matt Cochrane asked that given the level of interest in this issue, how often the Panel will receive updates.

The Education Business Manager replied that the Panel could be updated on progress every two meetings.

Councillor Michelle O'Doherty asked why a Site Audit would take 10 months.

The Education Business Manager replied that time was needed to assess the condition of all the buildings on site, assess the site for its future capabilities and whether any areas would require demolition.

Councillor Paul May stated that it was key to be transparent on this process.

The Chair agreed and said that the consultation process was therefore very important. She asked whether Ward Councillors would be involved.

The Corporate Director replied that they planned to engage widely on this matter and to be clear of the parameters of what can be done on the site. He said that Ward Councillors would be consulted as part of the process.

Councillor Paul May stated that there was no grand plan at this stage and in response to a question raised at the last Cabinet meeting there is no restricted covenant relating to the site to be used solely for educational purposes.

The Corporate Director added that there is a process to be followed for the site to be released for non-educational use.

The Chair asked when the consultation process is likely to commence.

The Education Business Manager replied that at this stage he would say July 2019.

Councillor Liz Hardman asked if assurances can be given that whatever the future use of the site, the current facilities will continue to be available to the community in the longer term. She asked if conversations have taken place with GLL about extending their opening hours to daytime.

The Education Business Manager replied that discussions have taken place and at this stage they cannot commit to extending their opening hours.

The Panel **RESOLVED** to:

- i) Note the planned use of the site for the next 2 years
- ii) Note the proposed options and outline timeline to develop a master plan for the future use of the site.

38 CHILDREN AND SOCIAL WORK ACT 2017 UPDATE

The Corporate Director introduced this report to the Panel. He stated that the Act was wide ranging but that the main purpose of the legislation was to:

- Improve decision making and support for looked after and previously looked after children in England and Wales.
- Improve joint work at the local level to safeguard children and enable better learning at the local and national levels to improve practice in child protection.
- Promote the safeguarding of children by providing for relationships and sex education in schools.
- Enable the establishment of a new regulatory regime specifically for the social work profession in England.

Councillor Matt Cochrane asked what the proportion of care leavers was that retain engagement with the Council.

The Corporate Director replied that 94 care leavers were contacted and of that figure 26 have taken up engagement.

Councillor Liz Hardman asked how the 'Local Offer' would be approved.

The Corporate Director replied that the Council will be asked to sign up to it.

Councillor Liz Hardman asked if there are the resources to deliver a Personal Advisor for care leavers up to age of 25.

The Corporate Director replied that the Council is in receipt of £7,292 of new burdens funding for this work. He added that roles within the team have flexibility to provide assistance when necessary.

The Chair asked the difference between the roles of the Personal Assistant and the Personal Advisor mentioned in the report.

The Corporate Director replied that they are in fact the same person.

Chris Batten commented that the funding from Government was not sufficient.

Councillor Paul May agreed that it was not enough and said that he was due to meet with a Government representative to discuss the issue further. He added that keeping contact with these young people until 25 was so important and that he would be happy to report back on any progress made.

The Corporate Director added that new duties have been assigned to the Head of the Virtual School and new national guidance has been issued strengthening the requirements in respect of Looked After Children as well as previously Looked After Children and with additional emphasis on ensuring their mental health needs are met.

He said that the Council has received £30,000 for this additional work which has enabled the role to become full time.

Councillor Liz Hardman asked how will the local authority, police and CCG work together in the absence of the LSCB and can we have assurances that reviews of safeguarding will take place during the transition process.

The Corporate Director assured the Panel that the LSCB will not cease until new arrangements are in place. He added that he felt that having these three agencies retain oversight of this work was a positive message as they already worked together within the Board.

Councillor Liz Hardman asked what are the resource implications for the police who are overstretched anyway and can we be assured that the police have the resources to engage in the new arrangements.

The Corporate Director acknowledged that the police are stretched in terms of their boundaries and that conversations were ongoing as to the detail of the footprint that they would have to cover.

Kevin Burnett asked what challenges / benefits were there to the potential new ways of working.

The Corporate Director replied that a real strength was the joint working arrangements already established through the LSCB, LSAB and their respective Sub-Groups. He added that there would be a challenge in terms of resources, but said that a pooled budget currently exists for both Boards.

Kevin Burnett asked if the Virtual Head had written new guidance relating to exclusions and whether this document had been presented to the School Standards Board.

The Director of Education Transformation replied that it has been written, all schools have received it and it was due to be discussed by the School Standards Board on 2nd October 2018.

Kevin Burnett asked if the Panel could see it.

The Director of Education Transformation replied that they could.

The Chair asked if the Panel could be given a role structure chart identifying which officers report to who and the various working groups / bodies that exist across the People and Communities Department.

The Corporate Director replied that they could attempt to do this on behalf of the Panel, but said that it could be quite a complex diagram.

The Panel **RESOLVED** to note the update.

39 SUPPORTING CHILDREN OF ALCOHOLICS

The Corporate Director introduced this report to the Panel. He explained that the Council resolved at its March 2018 meeting that it has a responsibility to support the children of alcoholics and to ensure that the needs of these children are met.

He stated that the initial review of policies, procedures and strategies indicates that we have a range of positive measures in place to ensure that the children of alcoholics have their needs identified, and that families can access appropriate support to address these needs.

He said that further work is required to complete the review and produce a set of recommendations to further improve the existing arrangements and that the Council has asked that we share the findings with the National Association for the Children of Alcoholics (NACOA) and invite them to comment on our support offer. He added that a further report will be brought to Panel when this has been completed.

Councillor Paul May added that he thought the Panel would benefit from receiving a presentation on the Complex Trio that had been previously given to the Health & Wellbeing Board by the Service Manager, Connecting Families.

Councillor Liz Hardman asked if the presentation could also be given to the Corporate Parenting Group.

The Panel **RESOLVED** to note the positive assurance provided from the initial analysis work described in this report and to receive a further report in due course when the assessment has been completed and shared with the National Association for the Children of Alcoholics (NACOA).

40 ELECTIVE HOME EDUCATION

The Head of Education Inclusion Services introduced this report to the Panel. He informed them that there has been a rise in the number of children and young people who are electively home educated (EHE) in Bath & North East Somerset. He added that this rise is reflected nationally and concern is growing that this rise is due to increasing numbers of vulnerable children and young people who are EHE and potentially out of sight of the education system and possible support services.

He said that all local authorities are reporting experiencing a rapid growth in the numbers of children who are EHE, especially children removed from registered schools in key stages 3 and 4. He said that a concern is the challenges for EHE parents of children coming out of Year 11 to arrange exams, with limited access to post 16 options, with no qualifications and high risk of becoming NEET (Not in Education, Employment or Training).

He said that for many years within Bath and North East Somerset the numbers of EHE children remained fairly stable with the majority being a parental informed choice where children never entered the formal education system. He added that there has been a definite upward trend in numbers over the last few years of pupils coming out of the school system across the authority.

He informed the Panel that in response to the growing national concern, the DfE has carried out a formal consultation on EHE which B&NES took part in. He added that the consultation closed on 2nd July 2018 and that the date for the feedback outcome is yet unknown, but may have an impact on the DfE guidance that will be published. He said that if additional guidance or duties are introduced the Panel is advised that this is likely to have additional resourcing requirements.

He explained that in March 2018 the CMES presented a report to the LSCB highlighting their concerns. He said that the Board tasked the service with formulating a task finish group to look at the issue locally and to carry out an audit of the last 12 families who have notified the local authority that they will be electively home educating their child/ren and to report their findings back to the Board.

He said that the findings of the audit demonstrated a high level of concern regarding the vulnerability of the families choosing to EHE their children. He explained that only in one case did it seem that a parent had made this decision in an informed way. He said that the other families, just under half of secondary school age, had removed their children from education due to a series of difficulties relating to their children's needs and their education, including exclusions, dissatisfaction with support or lack of support, difficulties with meeting special educational needs and disabilities, emotional and mental health, either relating to the child, or as indicated in professional notes, relating to parental mental health. He added that it was also clear that many parents did not understand the implications for themselves and their children in choosing to EHE.

He stated that the LSCB has supported a number of proposed recommendations in the report and added in their own additional ones, these include;

- That the local authority amends the Fair Access protocol to allow a period of 'cooling off' when the parent informs the school that they will EHE their

child/ren. This 'cooling off' period would ask schools not to de-register children at the point of parental notification, but to allow time for services to discuss options with the parent fully. This protocol is agreed annually and is binding across all schools, but can only be implemented with the agreement of all headteachers.

- That the Corporate Director of People's Services and the LSCB will write to all headteachers raising concern over the increasing numbers of children who are being EHE and that they support and adopt the proposed changes in the Fair Access protocol.
- That a further EHE report be presented to the LSCB in 6 months to update on progress of its recommendations and the implications of the DfE's consultation on EHE.

David Williams asked if any specific needs had been identified in the 12 cases that were audited.

The Head of Education Inclusion Services replied that two children had identified SEND, two with ADHD, a number of them were known to CAMHS or who had parents with mental health concerns and one had a record within the Youth Justice system. He added that all children had been identified as having difficult behaviour.

Councillor Michelle O'Doherty asked how can the records of children that have never entered education at a school be tracked.

The Head of Education Inclusion Services replied that when the service is aware that parents have not accepted school places on behalf of their children we make contact with the family.

Councillor O'Doherty commented that it was important for the Council to ensure that EHE children are not at risk in terms of safeguarding, radicalisation and mental / physical health.

The Head of Education Inclusion Services said that he agreed with those concerns.

Councillor Liz Hardman asked if the Council still has a CMES officer.

The Head of Education Inclusion Services replied that it does.

Councillor Hardman asked if there were further resources, what else the service could do that would have a positive impact.

The Head of Education Inclusion Services replied that additional resources would allow the service to work earlier / more strategically with schools and other services.

Councillor Hardman asked at what point does a child who refuses to go to school get removed from the roll.

The Head of Education Inclusion Services replied that a child can only be removed in certain circumstances and this cannot be done through non-attendance.

Councillor Hardman asked to what extent are we anticipating that all Headteachers will agree to the revised Fair Access protocol.

The Head of Education Inclusion Services replied that it can sometimes be a difficult document to agree, but that he could not see why objections would be raised.

Councillor Hardman asked for the EHE report which is being presented to the LSCB (or its successor) in six months' time to be shared with the Panel.

The Director of Education Transformation informed the Panel that Ofsted have decided that if pupils in Year 10 / 11 leave to be EHE then these figures will count against the school they leave.

Councillor Sally Davis said that she was aware of the work within CMES and a positive outcome it has had on a child she knows.

The Panel **RESOLVED** to:

- i) Note the rise in elective home education in B&NES and notes the level of concern regarding the increase of its apparent use to remove vulnerable children from the education system
- ii) Note that EHE is now a national concern and that the Department for Education (DfE) has carried out a consultation on EHE that will have possible implications on the legislation and guidance that oversees this matter and that this could in turn have resource implications for B&NES services.
- iii) Note the report and the recommendations made by the LSCB which has been looking at this issue locally.

41 CABINET MEMBER UPDATE

Councillor Paul May, Cabinet Member for Children & Young People addressed the Panel, a summary is set out below.

Academies Policy

He explained that following the debate at the last Panel meeting that he has decided that there are no changes required to the current Policy for Academies and Free Schools and that the Local Authority maintains a neutral position.

SEND

He said that there is likely to be a SEND joint inspection soon which will result in a letter to the Council rather than an overall rating. He added that in other locations these reports have been quite firm so we are looking at all elements of our performance.

Autism Awareness

In response to the motion raised at Council by Councillor Tim Ball he said that there are three providers that regularly work with the Council on this matter. He acknowledged that issues do remain to be resolved, particularly around the high number of SEND exclusions, low performance figures of identified children and the number of EHCPs that are in place.

He added that he was committed to discussing any issues found with the Panel.

School Performance

He said that the gap for vulnerable children had unfortunately grown. He added though that in context both parties had shown improvements in their performance.

Youth Service

He said that the previously agreed reduction in the Youth Service budget is due to take place in October and the full business plan for a Staff Mutual is imminent. He added that discussions with the three sites continue with different options emerging and that as part of the process it is clear the Council supports strongly many commissioned third sector bodies and I am trying to build links with them.

Councillor Liz Hardman asked how imminent the Staff Mutual plan was.

Councillor Paul May replied that mainly the discussions revolved around the three centres. He added that Riverside was progressing positively, there were some complications between the school and the church in Peasedown St John and that the cost of the Southside building was still being debated.

He added that he was awaiting the Business Plan.

The Corporate Director commented that a formal decision on the Staff Mutual is expected by the end of October 2018 for it to be able to go live in April 2019. He added that Youth Connect is to be restructured and that discussions are ongoing as to the transition arrangements that will be put in place.

The Chair thanked Councillor May for his update on behalf of the Panel.

42 CORPORATE DIRECTOR'S BRIEFING

The Corporate Director addressed the Panel, a copy of his briefing can be found on the Panel's Minute Book or as an online appendix to these minutes, a summary is set out below.

GCSE and A Level Results

Early results as reported by schools indicate that pupils in Bath and North East Somerset have improved their GCSE results compared to last year. In a year when pupils, parents, teachers and school leaders have been concerned about the new,

more challenging GCSE courses it is a credit to all concerned that results have improved.

Initial data across the area shows that the average Attainment 8 score (a measure showing how well pupils have done in a range of 8 subjects) has risen so that it is now equivalent to a strong pass (Grade 5). The proportion of pupils achieving at least a strong pass in both English and maths has risen from 42% to 48% and the proportion achieving at least a standard pass (Grade 4) has risen from 63% to 69%.

Early indications of A level results across the area show a substantial increase in the average grade achieved by pupils and this is a real credit to the hard work that they and their teachers have put in. From the results of nearly all the schools and colleges in the area it would seem that the average grade achieved has moved from a C in 2017 to halfway between a C and a B grade in 2018.

Alternative Education Provision

The Council has commissioned 2 new providers of Alternative Provision who have commenced locally from September 2018. Learn@ (for secondary-age provision) and Broadlands (Primary) were both successful in securing the necessary DfE registration status in time for the start of term.

Adoption West

Adoption West, the new Regional Adoption Agency serving B&NES, Bristol, Gloucestershire, North Somerset, South Gloucestershire and Wiltshire will be in place from 1st October 2018, with staff transferring across from individual local authorities on 1st November. A joint scrutiny arrangement is proposed for this service, which will be run by a new company wholly-owned by the 6 Local Authorities.

Admissions

Applications for school places for September 2019 are now open and we are encouraging families to use all 5 preferences on the application form to ensure their child has the best chance of securing a suitable local school place. We are conscious that the admissions process is complex to understand and heavily prescribed by the national Code of Practice.

The national Schools Adjudicator has recently determined an objection to the admissions criteria of Beechen Cliff School. The Adjudicator has found 16 ways in which the criteria do not comply with the Admissions Code and has given the school 2 months to revise them accordingly.

The Adjudicator also commented on the number of children in South West Bath being allocated a school place on the far side of Bath. His findings indicated that this was in part because parents did not understand the implications of not making use of all five preferences. I would once again ask all Councillors to encourage local parents to make full use of their 5 preferences.

The Chair asked if the ruling regarding Beechen Cliff would have any effect on Hayesfield as they shared a sibling link in their criteria for the 2018 admission process.

The Corporate Director replied that the admissions criteria for Hayesfield has not been objected to and as such will remain the same for the 2019 admissions. He added that they have received advice from the Schools Adjudicator and have agreed to undertake a review by 2020.

The Chair asked from what date did the two months for Beechen Cliff begin to make their revisions.

The Corporate Director replied that they received notification of the decision on September 10th.

Councillor Matt Cochrane said that this therefore means that parents will be making applications not knowing the actual criteria for the school.

The Corporate Director replied that there is little the Council can do. He added that the PAN for Hayesfield (238) is larger than that of Beechen Cliff (177).

Councillor Liz Hardman said that parents are going to be even more confused following this ruling. She stated that the criteria is unfair and discriminates against boys in Twerton. She asked if there were any lessons the Council can learn from this scenario.

The Corporate Director replied that the Council can look to be more alert to when schools make admissions criteria changes.

The Director of Education Transformation added that she believed that Beechen Cliff had already removed the link to siblings at Hayesfield for this year's admission process.

Councillor Paul May commented that he felt it was important that everyone sees the letter from the Schools Adjudicator. He said that the number of children from disadvantaged backgrounds attending specific schools was still a key issue.

He said that there were issues to address at Beechen Cliff as its Ofsted rating had gone from Outstanding to Inadequate and had not performed as well as it could. He stated that the Council will be keeping the progress of the school under review.

The Chair thanked the Corporate Director for his update on behalf of the Panel.

43 PANEL WORKPLAN

The Chair introduced this item to the Panel. She asked for the Structure Chart mentioned earlier in the meeting to be added to the workplan.

Chris Batten asked for the Panel to receive a report on the support available to Young Carers.

Councillor Liz Hardman reminded the Panel they had earlier discussed receiving additional information relating to the Toxic Trio.

Councillor Paul May suggested that they keep in mind the need to have a report following on from whenever the SEND Joint Inspection is carried out.

Kevin Burnett said that a follow up report on Elective Home Education should be added to the workplan.

The Panel **RESOLVED** to approve these proposals.

The meeting ended at 12.20 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

PDS Scrutiny Presentation January 2019

**Mary Kearney-Knowles
Director, Children and Young People**

Vision and Year One Priority Areas

To deliver the Council's Core Offer:

» Protecting and caring for our most vulnerable

- » Ensure a robust safeguarding system to protect children (and adults) at risk
- » Assess and meet needs of children and young people where they have suffered significant harm or are at immediate risk of significant harm
- » Provide an alternative home for children unable to live with their parents or extended family, and ensure all their needs are met into adulthood
- » Assess and meet the needs of children with Special Educational Needs and Disabilities
- » Ensure that the voice of children, young people, parents and carers is central to all service planning and review

To deliver the Council's Core Offer (cont.)

- » **Nurturing residents' health, safety and wellbeing**
 - » Provide or commission services for families in our area that support them to raise their children
- » **Providing ways for everyone in the community to reach their full potential**
 - » Support young adults that have left our care until the age of 25
- » **Provide strong and effective social work leadership**
 - » Development of an integrated practice model, e.g. unifying framework
 - » Development of an organizational development strategy for social care, to address recruitment, retention and staff development
- » **Ensure robust finance overview and scrutiny**
 - » Strengthen current finance scrutiny
 - » Delivery of savings plans

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Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Children and Young People Policy Development & Scrutiny Panel	
MEETING/ DECISION DATE:	Monday 28 th January 2019	
TITLE:	Corporate and Budget Planning 2019-20	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>B&NES Organisational Plan 2019/20</p> <ul style="list-style-type: none">• Appendix 1 – Core Offer• Appendix 2 – Revenue Budget Savings Proposals• Appendix 3 – Emerging Capital Schemes• Appendix 4 – Feedback from the Forums		

1 THE ISSUE

This report presents the Council's Organisational Plan 2019/20 to the panel for consideration and feedback as part of the Council's operational planning and budget development process.

2 RECOMMENDATION

The panel is asked to;

2.1 Review and comment on the draft Organisational Plan.

2.2 Identify any areas or feedback the panel would like to refer to the relevant Portfolio holders and Cabinet for further consideration as part of the operational planning and budget development process.

2.3 Comment on the proposed Core Offer, budget savings templates, or Emerging Capital Bids as outlined in Appendices 1, 2, and 3.

- 2.4 Feedback any comments from this panel to the Resources PDS panel on the 4th February to allow the Resources panel to collate all PDS panel responses to the Cabinet and Council.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 The resource implications are contained within the draft Organisational Plan and its appendices.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 This report sets out the framework for the operational planning and budget processes which lead to the statutory and legal requirements for the Council to set a balanced budget in February 2019.
- 4.2 Proportionate equality analysis is being carried out on the proposals within the Organisational Plan by the Council's Communities Team.

5 THE REPORT

- 5.1 The Organisational Plan forms an important part of Bath and North East Somerset Council's strategic planning framework. The plan translates the Council's strategy and vision for the future into a more detailed annual Organisational Plan, setting its key activities and projects for the Council to achieve this.
- 5.2 The Organisational Plan is an annual plan, which has been aligned with the budget planning process, although it will reference the Council's longer term direction of travel.
- 5.3 The Organisational Plan for the first time introduces the Council's new Core Service Offer and its 3 new priorities which are outlined below:
- (1) Protect and Care for our most vulnerable
 - (2) Nurture residents health, safety and wellbeing
 - (3) Provide ways for everyone in the community to reach their full potential.
- 5.4 Full details of the Core Offer are set out in Appendix 1 to the report. In essence, a core services offer is the best service offer we can deliver based on the resources currently available to us. Council activity will be funded according to priority outcomes, but we will continue to fulfil our statutory duties, offer support to those most in need, and assist with the economic development of the area.
- 5.5 The plan outlines the draft budget savings proposals (Appendix 2) where appropriate, which will be proposed as part of the budget setting process for the Council 2019 – 20 budgets which will be considered by the Cabinet and Council at their meetings in February. The Medium Term Financial Strategy agreed in October 2018 outlined that savings would be delivered as part of the authority's assessment of its **long term delivery model and Core Services Offer** through:-

- **Priority based resourcing** to develop options to reduce spend by:-

- Reducing or stopping services but maintaining a Core Services Offer;
- **Maintain commercial income to;**
 - Increase discretionary charges only where appropriate;
 - Ensure statutory charges are based on full cost recovery.
- **Shared services where appropriate/ right sizing:-**
 - Review shared service opportunities with the CCG, WECA, and other local authorities;
 - Assess future staffing and management requirements through new ways of working/digital/estates to deliver the core offer.
- **Targeted capital spend:-**
 - Minimise the impact of capital spend by reviewing schemes and minimising new additions through prioritisation.
- **Managing Demand (and the processes surrounding demand)**
 - E.g. signposting and investing in self-help and early intervention to reduce demand on specialist roles.
- **Contract Savings**
 - Review of all contract spend to reduce costs.
- **Capital Programme**
 - A review of the capital programme is being carried out as part of preparing next year's budget with the following objectives:
 - To ease staffing capacity issues;
 - Ease financial pressures
 - Ensure schemes still meet key priorities;
 - Review financial and delivery risks;

5.6 The plan also outlines the Emerging Capital Bids for 2019/20 (Appendix 3) that will be proposed as part of the budget setting process to be considered at the same meetings. The key principles for new bids were outlined in the Medium Term Financial Strategy in October 2018 and agreed the following principles:

- To continue to review all existing schemes and simplify, reduce, pause or stop as necessary;
- Minimise new schemes except those that meet corporate priorities;
- Agree an affordable limit for new schemes requiring corporate borrowing;

- Ensure adequate investment in assets supporting key service provision (including meeting health and safety requirements or replace obsolete or inefficient assets/equipment);and
- Deliver or work with partners to deliver high priority government funded programmes and WoE programmes where they meet corporate priorities.

5.7 During November and December 2018 the concept of the Core Offer and the general direction of travel in terms of the Council finances were discussed at a number of Community Forums events (see section 8), Resources PDS panel and a number of staff events. The feedback from the forum events can be found at Appendix 4 to this report.

5.8 The final 2019/20 budget proposals will be presented to Cabinet on the 6th February 2019 for recommending to Council on the 19th February 2019.

5.9 Cabinet will consider the feedback received and prepare the Organisational Plan for final consideration and agreement at Cabinet and recommend a budget to the February meeting of Council. This plan will be effective once a balanced budget has been agreed.

6 RATIONALE

6.1 The Council is required to set a budget which identifies how its financial resources are to be allocated and utilised.

6.2 The attached Organisational Plan sets out the context and process for the Councils operational planning and budget development.

7 OTHER OPTIONS CONSIDERED

7.1 The Organisational Plan sets out a package of options that reflect the Council's overarching vision and Corporate Strategy

8 CONSULTATION

8.1 Meetings have been held with Officers and Cabinet Members during the development of the Operational Plan. A number of Community Forums were held during November and December 2018 (see below). The concept of the Core Offer and the general direction of travel in terms of the Council finances were discussed.

(1) Chew Valley Forum 26th November 2018

(2) Somer Valley Forum 29th November 2018

(3) Keynsham Area Forum 3rd December

(4) Joint 3SG, Bath City, Cam Valley and Bathavon Forum 10th December

8.2 A programme of engagement with staff affected will be developed and undertaken as appropriate

9 RISK MANAGEMENT

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

Contact person	<i>David Trethewey, Director Partnerships & Corporate Services</i> <i>Donna Parham, Director of Finance</i>
Background papers	
Please contact the report author if you need to access this report in an alternative format	

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Organisational Plan 2019-20

Executive Summary

Bath and North East Somerset continues to be a beautiful, highly sought after area with a vibrant economy and a strong Council that has delivered significant savings since 2010 without serious reductions to front line services. However, into the future Councils will no longer have sufficient resources to sustain funding for all of their current activity. This is because of reduced Government grant and increasing demand. We intend for Bath and North East Somerset to be known for the excellent health and overall wellbeing of its residents. This means we must carefully prioritise what we spend.

As part of the Council's strategic planning and budget process, the new **Medium-Term Financial Strategy** (MTFS) has set out the unprecedented scale of our financial challenge. This highlights the additional demands upon the Council, especially for social care, the scope to use new ways of working, notably digital communications, and the need for more prioritisation of activity and spend. For some services, this may also mean a different relationship with customers and communities.

This Organisational Plan pulls together the key activities that services will need to focus on over the next 12 months in order to deliver the Council's refocused corporate priorities:

- Protect and care for our most vulnerable
- Nurture residents' health, safety and wellbeing
- Provide ways for everyone in the community to reach their full potential

The Plan has been developed across all service portfolios and summarises the **Core Services Offer** that will be used to prioritise how resources will be used to deliver these corporate priorities to the public, it also outlines the proposals for budget savings. This will mean difficult decisions over what services B&NES can provide and how services will be delivered, with our local community groups, Parish Councils and the voluntary sector playing an increasingly important role.

The plan is divided into five main sections:

Section 1: Corporate Overview - Financial Context, Challenges and Achievements

Section 2: What we plan to do - Approach to Savings and Core Services Offer

Section 3: New Ways of Working - How the Council will do things differently

Section 4: Delivery of the Plan - Managing Risk and Performance

Section 5: Conclusions

Section 1: Corporate Overview

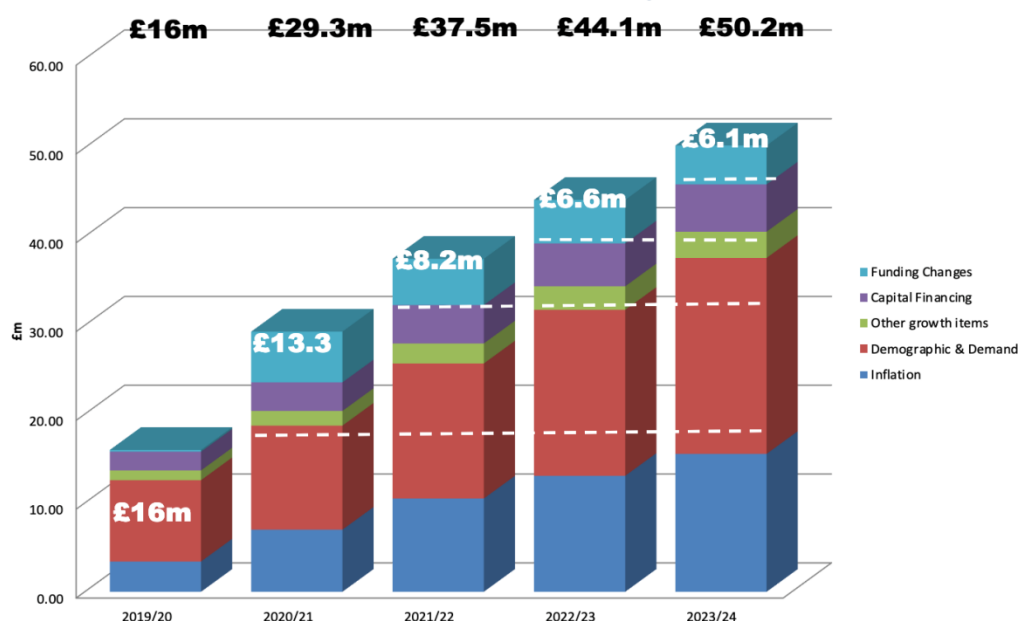
This Council, along with all local authorities, has experienced historically unprecedented reductions in funding. It faces difficult decisions about the services it should provide, and to what standard it should provide them. Some services remain a statutory priority whilst for others there is more scope for local discretion. Over the last few years the Council has been very successful in achieving efficiency savings and increasing commercial income. However, a further 'step change' is required given the size and impact of savings still to be made. The MTFS outlines the key areas of focus to deliver a balanced budget over the next five years including a review of priorities to ensure sustainable finances in the future.

1.1 Financial Context

Since 2010 all Councils have received less general grant funding from central Government each year. By 2020/21, Revenue Support Grant (RSG) will have reduced to zero from £21m in 2015-16. Government policy has been for local authorities to replace these grants with income from business rates, specific grants, the New Homes Bonus (a grant paid by central Government to reflect and incentivise housing growth) and increased commercial activity. This is in addition to running services more efficiently and embracing new technology to save money. Critically, in setting its spending assumptions for each local authority the Government assumes that each authority automatically increases Council Tax by the maximum amount allowed.

In reality, increasing service demand and demographic pressures continue to outstrip available funding. Our MTFS published in October 2018 outlined that the funding gap to 2023 was estimated to be £50.3 m, meaning the Council would need to reduce its net spend by around 44.5% (15.2% of gross spend) over the next five years. In the shorter term savings of £29.3m were required over the next two years.

MTFS 2019/20 - 2022/23 Cumulative Budget Gap (based on current assumptions)



Notes:

- *Inflation - Contractual and pay inflation allowance*
- *Demographic & Demand - Increased costs due to Demographic growth and increased service volumes (includes some rebasing of undeliverable savings items)*
- *Capital Financing- Revenue impacts of financing the Council's capital programme*
- *Funding Changes - Changes in Government grant funding, Council Tax and Business Rate income*
- *Other Growth Items - One-off costs and risk provision allowance for future savings delivery*

The budget gap outlined in the Strategy does not include any increases in Council Tax - an increase of 3% per annum reduces the overall five-year gap by £14.3m.

The Council has a good track record in making savings. Through efficiencies, good service planning and management, and new income streams, we have delivered savings of £55.4m between 2013/14 to 2017/18. A further £17m is expected in this financial year - a total of £72.4m over six years. This has been done with perceived minimal impact on frontline services.

For more detailed information on the Council's Financial Strategy, please read the Medium-Term Financial Strategy 2019/20-2023/24 which can be found online here:

<https://democracy.bathnes.gov.uk/documents/s53201/E3003z%20BATHNESMTFS.pdf>

1.2 The changing role of the Council

To keep pace with increased demand, rising costs and reduced funding, we have no choice but to change the way we do things. We no longer have sufficient resources to be a universal provider of all services. We have already become a smaller organisation and this will continue, this does mean that we can no longer try to provide everything that we have in the past and to that same level, less money and people will mean fewer and different services. However we still want Bath and North East Somerset to be known for the excellent health and overall wellbeing of its residents. This means we must carefully decide what we spend by prioritising what services we deliver directly, what services we will commission from others, how we will work with other agencies and communities and what services we will withdraw from and over what timescale.

We have developed our three **corporate priorities** to help focus and prioritise services for our most vulnerable adults, children and families, and we will continue to deliver a range of high-quality statutory services within available resources.

We will also continue to invest in important local priorities such as public health, public protection, waste collection and cleansing, transport improvements, leisure centres and economic growth.

1.3 Pressures and Challenges

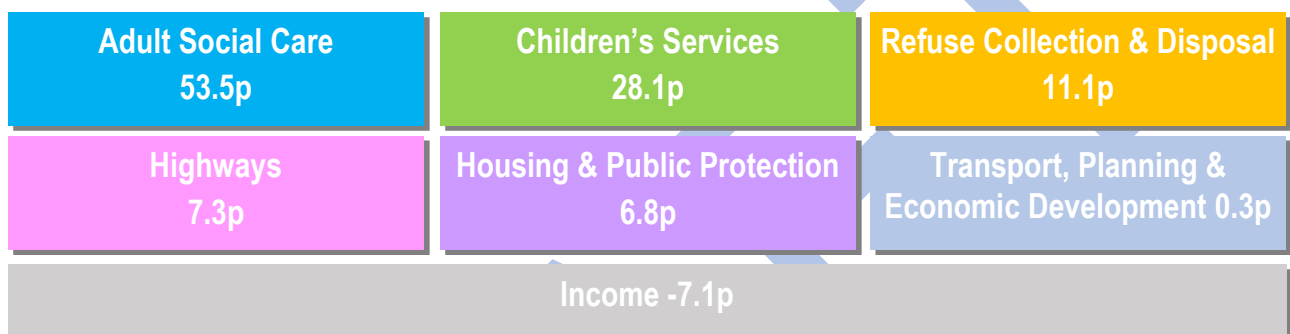
In common with all "upper tier" local authorities i.e. those that provide Adult Care and Children's Services we are experiencing increased demand for services and growing expectations at a time when there is less money

and fewer resources available. Both of these service areas have continued to improve efficiency and make changes to contribute to savings.

Rising cost and demand for social care

Social Care covers everything from protecting some children before they are born through to ensuring people without a family and/or financial means receive a dignified burial, obviously there are a huge range of requirements in between these two extremes. We have invested in and improved the efficiency and effectiveness of social care services for adults and children & young people. In future, we must continue to prioritise caring for our most vulnerable residents.

However, it's important to understand the impact of rising costs and growing demand in this area. For every £1 of Council Tax being spent by the Council, nearly **82p** is spent on Adult Social Care and Children's services:



Why is the cost of care rising?

- ➔ Older people are living longer with complex combined health conditions which are costly and reflects our rapidly increasing & ageing population profile.
- ➔ Number of looked after children has risen by 40% in the past 5 years - supporting the 21 children with the most complex needs will cost over £3m in 2018-19.
- ➔ A decrease in local fostering households has led to an increase in independent fostering agency nights at an average cost of £112 per night.
- ➔ An increasingly challenged care market, struggling to recruit and retain staff, which is impacting on the availability and sometimes the quality of care home placements.
- ➔ The ongoing impact of Government's laudable national living wage policy and other wage pressures which are above inflation.
- ➔ Greater responsibility for children & young people with special educational needs and disabilities (SEND); the number of those with Education, Health & Care Plans rose from 692 in 2014 to 1062 in 2017 (a 53% increase), also the age range for those entitled to such support rose from 2-19 years to 2-25 years.

Prioritising these services means that all of our other services have to be funded from what is left - requiring some really hard decisions on where our money is best spent.

Reduced funding and increased reliance on business rates

Local government has experienced continued reductions in funding, as mentioned earlier RSG will have reduced from £21m in 2015/16 to zero by 2020/21. We will have replaced around £8.8m of this through increased heritage and commercial income activities over the same time period.

The time horizon of the MTFS is five years with a detailed focus on the next two years for financial planning purposes. There is significant uncertainty beyond 2019/20 because the national approach to funding local government is under review. The Government's 'Fairer Funding Review' will assess the relative needs and pressures of local authorities to ensure the distribution of funding between them is fair.

The steady reduction in and eventual loss of RSG means the Council is under increasing pressure to become self-funding. This requires the Council to support economic growth to increase Business Rates receipts, support appropriate housing development to grow New Homes Bonus (note this is being replaced in 2020/21) and increase Council Tax receipts, raise money through commercial activities and by bringing in investment to the local area. This means a growing role for the Council investing in and securing a resilient local economy with new homes, offices and jobs. It also means we need to maximise Government funding via successful bids for specific projects and schemes.

Inflation and national living wage

We are conscious that any rise in inflation and the national living wage* will push up everyone's costs. Because we spend millions each year, even a small percentage rise in line with inflation impacts significantly on our budget.

**The National Living wage will rise by 4.9% from April 2019, increasing from £7.83 to £8.21 per hour, while the National Minimum Wage average rate for all age groups will rise by 4.4%.*

Rising maintenance costs

It's not only the costs of care that's rising. We are facing higher costs for disposing of our waste to landfill, and maintaining our buildings, roads and green spaces.

Loss of economies of scale to support children with SEND

Schools are funded separately via a dedicated grant given to the Council to administer. As schools become academies, Government takes back the element of the grant payable to the local authority in order to make payments directly to the academies. This means that the grant is progressively reduced and therefore the Council has to reduce the services provided to schools. It is estimated that over 80% of schools will have converted to academies by September 2019 and that all remaining schools will formulate plans to convert in the coming years.

It is important to note that our ongoing responsibility towards children and parents has not been removed. We remain responsible for supporting the growing number of children with SEND, we continue to have a duty to ensure there are sufficient school places to meet demand, to help to coordinate the schools admissions

system and to ensure that children leaving education have access to alternative provision, this despite losing many economies of scale. These responsibilities are funded through the Council's main revenue funding and allowed for in the budget proposals.

In summary, this means the Council continues to face a very real financial "squeeze" into the future. This is for reasons beyond our direct control and is no different to any upper tier local authority. Delivering future savings continues to be challenging and there are no easy choices which is why we have developed our three corporate priorities, so that we remain financial viable in the long term.

1.4 What have we already done?

In 2015 we started a rigorous review of spending aimed at cutting waste and increasing efficiency. We've also been growing our income opportunities through prudent investment in property, housing and the economy and capitalising on Bath's heritage and tourism assets.

We have already saved £55m

Since 2013, we've saved £55m, primarily through restructuring and re-designing services, social care efficiencies, reducing our estate, and improving our technology and capital financing arrangements.

In delivering these savings we have sought to minimise the impacts on front line services, for instance, we have used alternative delivery methods. We continue to be regarded as a good authority by independent inspectors (Ofsted). We have also kept Council Tax as one of the lowest in the South West.

We are investing in our economy and infrastructure

Key strategic development projects such as Bath Quays and the regeneration of the Somer Valley will bring new offices and homes to the area, providing more opportunities and jobs for local people, whilst generating extra income from Council Tax and Business Rates, and providing more opportunities and jobs for local people. In addition, the New Home Bonus (a grant paid by central government to reflect and incentivise housing growth) will bring in £5.1m in 2019/20 that we can spend on frontline services.

'Invest to save' opportunities

Some projects require us to invest significant funds in the short term so that they're sustainable, relevant and affordable into the future. The money saved (and income generated) over the longer term means that these investment projects make sound financial sense.

- ➔ We've combined our Library and One Stop Shop in Keynsham and Midsomer Norton. Along with investment in our community libraries, this work will save £450k a year from 2020 and ensure that all of our libraries thrive.
- ➔ New leisure facilities in Bath and Keynsham are an investment in health that will help reduce care costs in the future. The new contract with our partner GLL will deliver significant income back to the Council to offset (some of) the costs

- ➔ New waste services are designed to encourage residents to reduce waste and recycle more. On average a lorry load of rubbish costs us £1,000 to dispose of but we earn £100 for every load of recyclable waste; 75% of people's household waste is recyclable.

Good track record winning grants

We have a good track record of winning bids for Government grants that attract investment into the area and raise money which help to fund projects that people care about. Recent examples include:

- ➔ Up to £30m to support the Bath Quays and Somer Valley Enterprise Zone, helping to create up to 2,500 local jobs at Bath Quays and around 400 jobs in the Somer Valley
- ➔ £1.1m a year Disabled Facilities Grants to support aids and adaptations for disabled people
- ➔ £3.5m to support affordable homes
- ➔ £7m of highway and transport improvement, including £2m to resurface Keynsham Bypass
- ➔ A share in a £200m scheme to bring superfast Broadband to Bath and North East Somerset
- ➔ Being chosen to pilot a scheme aimed at supporting new industries, creating jobs and stimulating investment in the local economy
- ➔ £18.3m for new and expanded primary school provision.
- ➔ Bath's Sydney Gardens. The UK's only surviving Georgian Pleasure Garden – will be restored thanks to a National Lottery £2.7m grant.

Secured Investment from WECA

Having championed the creation of WECA, the Council and residents will benefit from extra revenue into the local authority budget and from a share of £1 billion investment in adult skills development and transport infrastructure, including major roads and rail networks, as well as cycling and walking routes:

- ➔ Annual revenue benefit of £2.5m per annum for the Business Rate Pilot.
- ➔ A share of £3.9m to help improve the skills of up to 3,000 adults
- ➔ £75k to progress the Safer Routes to Schools Scheme
- ➔ £400k towards improvements to the A39 / B3116 'Two Headed Man' junction
- ➔ £700k towards improvements to the A39/A368 'Bence's Garage' junction
- ➔ £40k towards improving cycle networks, including employer grants to encourage cycling to work
- ➔ Investment of £10m to support the University of Bath to establish a new Institute for Advanced Automotive Propulsion Systems
- ➔ Funds to develop the road improvements schemes at Freezing Hill Lane and Hicksgate
- ➔ £3.3m "love our High Street" initiative

We have become more self-sufficient

We are appropriately capitalising on Bath's heritage assets and tourist attractions, as well as raising significant income from our commercial estate and services. Finding opportunities to raise income from these activities will become increasingly important in the coming years. Some examples include:

- ➔ ADL Development - our property development arm buys unused council property, refurbishes it and puts it back on the market. Its sale or rental income is then ploughed back into Council services. ADL will make considerable financial contributions in future years.

- ➔ Heritage Services – our museums and galleries generate significant funds for the Council. The Roman Baths is the second most profitable museum in the country, in 2017/18 it is anticipated that this would deliver an extra £1.52m more than 2016/17*.

**These figures are based on estimates in the budget monitor as at October 2017.*

1.5 Pressing Government for Change

We have asked the Government to recognise the challenges we face and the solutions that might help, and have identified 20 key areas where a shift in approach or legislation could help us address pressures or mitigate additional future costs. We've included these as part of our response to the Government's Fairer Funding Review and have highlighted below four areas that we think are of particular concern to local people.

- ➔ **Council funding for student households** - Students are rightly exempt from paying Council Tax but Councils are no longer compensated by Government for this loss of income. As students in the city of Bath account for almost a quarter of all residents, such compensation would equate to over £3m in additional Council Tax income. In addition we receive no Business Rates on student accommodation, which is often run by highly profitable businesses.
- ➔ **Ability to introduce a Local Tourism Levy** - Visitors are important to our economy, but they also impact upon Council resources and services with around 5.8 million visitors every year. If a Local Tourism Levy was introduced, it would help. For example, a £1 nightly surcharge per room would bring in around £2.4m each year to be reinvested into the local area to help maintain over 5,000 listed assets and support the public realm, arts and culture.
- ➔ **Special Education Needs and Disabilities (SEND)** - We welcome the SEND reforms however we now face a significant increase in workload and support costs as a result and have asked the Government to transfer additional money to fund this important area.
- ➔ **Removal of non-domestic rate exemption for listed buildings** - This would not require a significant change in law and would enable us to bill for rates on empty, listed properties. We are currently missing out on £2.4m per year due to this exemption, income that could be used to provide services.

1.6 We are still delivering and improving good services

Despite the challenges, everyone continues to **'get the job done'** and provide residents and visitors with a high level of service, for example:

- 19,800 miles of road salted and 5,000 potholes repaired annually
- 17 parks, 60 play areas and 55 open spaces maintained
- 20,000 tonnes of recycling collected (including 5,000 tonnes of food waste) annually
- 2,400 care packages and 1,800 Education, Health and Care Plans
- Launched 'FixmyStreet' app with 687 fixes in one month

- Recycled 60% of the rubbish we collected
- Opened three community libraries and granted planning permission for the Hope House Centre
- Two 'South West in Bloom' gold awards
- Street Cleansing Apprentice of the Year in APSE Innovation Awards
- Launched our new combined staff and Chair's Community Awards with local partners
- Outstanding fostering and adoption services
- Good Child Protection services (Ofsted 2017)
- Some of the best schools in the South West
- 4 Green Flag parks and open spaces
- Exceptional award-winning heritage and tourist attractions
- Silver standard for our homelessness services

This is a very small sample of what we do for residents, workers and visitors every day.

Section 2 - What we plan to do

£12m of additional savings will be delivered in 2019/20-2020/21

In addition to the £55 m already saved to 2018, we are delivering further savings of £12 m to 2021. This includes:

- Digital redesign of services (£2.4m)
- Heritage Services additional income (£1.0m)
- Savings from reviewing contracts (£2.0m)
- Further public transport efficiencies (£0.5m)
- Savings in office accommodation (£0.6m)
- Restructuring our Youth Connect Services (£0.3m) - £0.2m delivered in 2018/19
- Managing increasing demand for Adult Care through new commissioning arrangements (£2.4m)

Savings templates for 2019/20 can be found in Appendix 2.

Summary of what else we need to do...

1. We need to find new ways of working which (i) support service delivery whilst radically cutting cost i.e. moving more services on-line (ii) rationalize our use of offices and (iii) cut travel time and cost.
2. We will prioritise the services we deliver in order to make the necessary savings while protecting our most vulnerable.
3. We must find better ways to work with residents, partners, voluntary organisations and parishes to help manage demand into the future and find ways to preserve locally valued services even if not provided or funded by the Council.
4. We need to become self-sufficient through increased commercial approaches and by growing and investing in our local economy (more homes, offices and jobs).

The scope for finding and delivering further large savings from efficiencies is limited and will require a radical shift around how services are delivered.

2.1 Core Services Offer

Central to the success of the savings strategy and the Council's health and wellbeing ambitions for Bath and North East Somerset's residents is the delivery of the services under the new **Core Services Offer**, details of which are set out in **Appendix 1**.

In essence, a core services offer is ***the best service offer we can deliver based on the resources currently available to us***. Council activity will be funded according to priority outcomes, however we will continue to fulfil our statutory duties, offer support to those most in need, and assist with the economic development of the area.

Key Messages:

Corporate Priority	Our Core Offer	What we can do as a Community
Protect and care for our most vulnerable Fact: B&NES provides support which enables 1,551 vulnerable adults to live independently in their own homes and also provides residential care for 1,000 people	We will prioritise support for people's health and care needs with a focus on helping people stay in their own homes.	We can all be good neighbours! Going online to access council services saves money to protect the front line - each face-to-face enquiry costs £9.00 whilst the same online costs 15p
Nurture residents' health, safety and wellbeing Fact: The Council receives over 1,100 service requests for Environmental Protection each year, ranging from noise complaints to filthy and verminous premises	We will work with the community and businesses to support health and safety, and provide public health functions and advice.	We can take responsibility for promoting our own good health and also consider how we can contribute at local level, whether recycling or being involved in litter picking
Provide ways for everyone in the community to reach their full potential Fact: Last year, 8 of the 9 interns in our Project Search programme went on to employment	We will promote a strong local economy, affordable homes and local transport. We will focus our support on young people to develop their skills.	There are a whole range of ways we can get involved in our communities – this could range from helping out at a community library to helping a child with their reading, or paid fostering

As part of the Core Services Offer, we are introducing the **Bath & North East Somerset Deal** (the 'B&NES Deal'). It is based on the very successful approach adopted by other Councils and is an informal agreement between the Council and everyone who lives or works in the area to work together to create a better place to live work and visit.

2.2 Our Commitment to achieve the Core Offer

For the B&NES Deal, we need to be clear about:

- ➔ What we can realistically deliver within foreseeable resources
- ➔ How we listen to and work with communities
- ➔ What you will see us start to do less of - letting you know in advance about changes, and trying to work things through with you
- ➔ How the council would like communities to work with us as we look for new ways of delivering our priorities

Above all, we need to encourage listening and engagement, find ways to work together, and focus on our priorities using mechanisms like our new Parish Charter. This was developed jointly between our Parish Councils and B&NES, and encourages listening and working together.

2.2 Additional Areas of Focus

The time horizon for the MTFS is five years and the key strands for savings are:-

- ➔ **Maintaining commercial income** to increase discretionary charges only where appropriate, and ensure statutory charges are based on full cost recovery.
- ➔ **Shared services** where appropriate / right sizing:
 - Review shared service opportunities with the CCG, WECA, and other local authorities
 - Assess future staffing and management requirements through new ways of working / digital / office estates to deliver the core services offer.
- ➔ **Managing Demand**, for instance, signposting and investing in self-help and early intervention to reduce demand on specialist roles. This includes through more integration with the CCG, reducing unnecessary referrals and ensuring that other statutory services play their full part in supporting vulnerable children and adults and building on our conversations with voluntary sector and local communities.
- ➔ **Reviewing Contract Spend** of all contracts for services to reduce costs.
- ➔ **Reviewing Capital Programme** to ease staffing capacity issues and financial pressures, ensure schemes still meet key priorities and reduce financial and delivery risks.
- ➔ **Achieving greater self-sufficiency** - we have asked Government for powers to raise more local funding such as through the tourism levy and incorporated this as part of our response to the Fairer Funding Review.
- ➔ **Being an enabler:** we will support the community to act locally. For example, the recent launch event of Compassionate Communities talked about how we can make the most of existing supportive family/friend/neighbour networks and to help people to build new ones.

The above strands of work will stretch over a number of years.

Section 3 - New Ways of Working

We recognise our core services offer will only be successful if we:

- a) **Change** how we currently do things;
- b) **Support** our service delivery partners in contributing to the overall wellbeing of the area; and
- c) **Work together** with residents on developing a sustainable offering for the future.

As part of our new approach, we have agreed a new **Organisational Vision** and a set of **values and behaviours** to help us stay focused on what matters and deliver our corporate priorities:



As part of their Directors' Plans, services have identified a number of new and improved ways that we can work together. The table below provides an example of these for each service area to show what this means for frontline services as they support the core services offer:

Directorate	Examples of New Ways of Working
Children & Young People	In line with the Children and Young People Plan 2018-2021, we will have a greater focus on: intervening early; on ensuring a 'Think Family' approach; and on providing support for families where adults are experiencing complex difficulties associated with poor mental health, drug and alcohol problems, and domestic abuse.
Development	<p>Increase apprenticeships, graduate interns, graduate trainees etc.:</p> <ul style="list-style-type: none"> ➔ Investigate the possibility of creating graduate trainees or interns in Planning, Environmental Health etc. ➔ Explore opportunities for apprenticeships to support succession planning for Pest Control, Planning and Environmental Health and other teams

Directorate	Examples of New Ways of Working
	➔ Use Local Authority Building Control approved apprenticeship training courses for Assistant Building Control Surveyor to be able to use the apprenticeship levy for training
Economy & Growth	We are increasingly working with Bath Spa University, the University of Bath and Bath College to make more of the teaching and research excellence and talent within those institutions to support the area's economic development, particularly linking to business. This includes the potential to develop and deliver a shared space in the Enterprise Zone and a Talent Institute, with a focus on health and well-being.
Education Transformation	Linking Early Years Leads in Multi Academy Trusts with the local authority to close the attainment and achievement gap for our most deprived children and raise standards.
Environment	We will continue to develop our local community and volunteer networks to support the added value and discretionary elements of our environmental services. We will continue to work with our public and private sector partners to identify innovative delivery models and work in more formal partnerships when we can demonstrate better outcomes and value for money for our communities.
Finance	We will continue to align to the new needs of the Council, improve financial reporting and complete the simplification of our processes and systems. We will be assisting with the enabling of all payments through the website as well as finalising our projects for centralisation of debt management and procurement.
Integrated Commissioning	The new domiciliary care service model will expect a "re-abling" approach from care workers, rather than a "do-for" approach. This will be developed as part of the new model during 2019-20.
Legal & Democratic	Look to develop a "shared service" model with at least one other local authority to deliver efficiency savings and build service resilience.
Partnership & Corporate Services	A joined up multi-disciplinary team has been set up to facilitate a new agile and customer focused way of working across the organisation including digital transformation.
Public Health	In order to manage essential work with current staffing levels, particularly involving commissioning, it is likely that some of the work of leading broader strategic partnerships (e.g. physical activity and food) and contributing health input to some of the wider determinants of health (such as spatial planning, transport and housing) will diminish.
Safeguarding & Quality Assurance	Changing the culture by implementing the 'three conversations' and iThrive model*.

* The iThrive model is based on tierless provision around key stages of staying well (which includes self management), getting help and Crisis, with the intention of recognising that people will need to move around those levels and be supported appropriately at all stages. This builds on the model already in place across children and adolescent mental health in B&NES, thus providing an integrated all age model.

We have also committed to review all of the Councils access channels to deliver “digital by default” and to review our response time to our general enquires and complaints.

Section 4 - Delivery of the Plan

4.1 Corporate Risk Management

Delivering against the Council’s priorities with a smaller budget is challenging and not without risk. Increased demand, rising costs and reduced funding means we have to carefully prioritise so that key risks are managed or mitigated. The benefits gained in managing risk are positive and should deliver better quality strategic, operational and financial management, statutory compliance, improved service delivery and the avoidance of unnecessary costs or reputational damage.

However, we need to do this within a smaller organisation and our actions need to be proportionate. As a consequence, we are refreshing our risk management strategy to ensure that we continue to focus key management actions in the right areas to enable delivery of key priorities.

Our aim is to continue to manage risks at three different levels:

- ➔ **Corporate / Strategic** - Impacts are cross-Council or of very high significance
- ➔ **Operational / Divisional** - Impacts are localised on delivery of functional or team objectives
- ➔ **Major Projects** - Impacts are significant against delivery of key Council priorities

An overarching principle of our new strategy is to develop our risk management processes and procedures alongside existing and newly developing corporate arrangements. This should have the clear advantage of achieving and demonstrating an embedded risk management process, and reduces the need for additional reporting.

4.2 Performance Management

The Council’s new performance framework is based on a small number of high-level **vital signs**. This ensures that we keep clear line of sight of critical matters during the upcoming changes, with operational and delivery matters discussed through quarterly, narrative-based business review meetings.

The vital signs and contextual information are reviewed with Directors’ Group on a quarterly basis, with a written briefing taken to Cabinet. In 2019/20, this information will be published online.

5. Conclusions

The Council has a very good track record on making savings as our contribution to managing wide public spending. We have made some difficult decisions and continue to face further challenges. However, we have a robust approach which combines maximising efficiency, becoming more commercial, asking Government for greater freedom to innovate and working more closely with our communities and parishes. This plan sets out how we will deliver further savings whilst continuing to protect front line services into the future.

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Appendix 1 - Core Services Offer

We will protect and care for our most vulnerable

- ➔ Ensure a robust safeguarding system to protect children and adults at risk
- ➔ Assess and meet needs of children and young people where they have suffered significant harm or are at immediate risk of significant harm
- ➔ Provide an alternative home for children unable to live with their parents or extended family, and ensure all their needs are met into adulthood
- ➔ Assess and meet the needs of children with Special Educational Needs and Disabilities
- ➔ Assess and meet social care and support needs for adults
- ➔ Provide effective housing options for vulnerable households, including the homeless

We will nurture residents' health, safety and wellbeing

- ➔ Provide / commission services for families in our area that support them to raise their children
- ➔ Provide priority public health functions and advice to promote good health and reduce health inequalities
- ➔ Assess the needs of carers and provide appropriate support
- ➔ Help ensure our communities are kept safe
- ➔ Work with the community and businesses to support the health and safety of everyone who lives, visits and works in the area
- ➔ Provide a waste and recycling service and encourage all residents to reduce waste
- ➔ Maintain public buildings, highways and assets so they are safe to use
- ➔ Help to secure a sustainable, low carbon future

We will provide ways for everyone in the community to reach their full potential

- ➔ Secure sufficient school places in our area and identify school capacity issues
- ➔ Contribute to maintaining a viable and sustainable economy
- ➔ Plan for and seek local and national funding to support the delivery of homes including affordable homes, jobs and sustainable transport options to meet community needs
- ➔ Support those furthest from the employment market or experiencing a mental health crisis to gain and sustain employment
- ➔ Provide a modern library and information service
- ➔ Use the area's distinctive heritage, hot springs and natural environment to support economic prosperity and enrich the lives of the local community
- ➔ Contribute with partners towards early intervention to prevent, delay or reduce need and promote independence
- ➔ Monitor performance of all schools and early years settings with a specific focus on disadvantaged groups of learners
- ➔ Identify children missing out on education and act to meet their educational needs
- ➔ Support young adults that have left our care until the age of 25

Note: There will be some services that do not directly support the corporate priorities, but which the Council has a legal duty to provide, for example, enabling residents to register births, deaths and marriages. We will continue to deliver these services within the resources available.

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2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Portfolio: Economic & Community Regeneration

Efficiency Savings									
Economic & Community Regeneration	Commissioning of Destination Management	Supporting Bath Tourism Plus to become self sustaining. This will be achieved by continuing to reduce the contract sum by 20/21 by working with BTP to ensure they become self sustaining. Note this saving was agreed at Council in February 2018.	150	200	350	M/H	0	None	Improved co-ordination of visitor economy activities for resident and visitors.
Economic & Community Regeneration	Housing	Service efficiency and additional grant income to off-set revenue costs. Note saving agreed at Council in February 2018	7		7	L	0	None	None
Economic & Community Regeneration	Reduction in grants	Reduction in contribution to the World Heritage Enhancement Fund. Note saving agreed at Council in February 2018.	5		5	L	0	None	None

Sub Total - Efficiency Savings

162	200	362
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Income Generating Opportunities									
Economic & Community Regeneration	Heritage Services business plan	Continued progression of business plan in line with recent performance. A further £500k has been added to the target agreed at Council in February 2018.	1,000		1,000	M	0	None	To be managed through Heritage business plan.

Sub Total - Income Generating Opportunities

1,000	0	1,000
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Economic & Community Regeneration Total

1,162	200	1,362
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Portfolio: Transport & Environment

Income Generating Opportunities									
Transport & Environment	Transport & Parking Services review	The revised Parking Strategy Review was completed and implemented part-way through 2018/19. The amount shown is the full year effect of that strategy and saving agreed at Council in February 2018.	229.3		229.3	H	0	None	This additional income reflects existing performance and targets, which are in line with proposals arising from the parking review. This is the full year impact of changes to parking charges implemented August 18.

Sub Total - Income Generating Opportunities

229.3		229.3
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Service Redesign									
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2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Transport & Environment	Network Management	Redesign consultations	30		30	M	0	None	The impacts upon front line delivery will be minimal, this service re-design is about ensuring the right staffing resources are in place for future business priorities and ways of working. Options, risk assessments, EIAs will be developed at the relevant time
Transport & Environment	Transport - moving people from A to B	Continuation of the saving plan outlined and agreed at Council in February 2018 and reprofiled to look at the opportunities to improve customer options whilst also being cost effective	0	500	500	M	0	Infrastructure improvements to facilitate delivery changes.	Service delivery is being changed and structure reviewed to enable more interaction with the customer e.g. moving to more personalised budgets in relation to SEN transport options.
Transport & Environment	Capitalisation of Pot Hole Repairs	CIPFA guidelines allow authorities to capitalise relevant works and associated staff time. Permanent pot hole repairs above 2 x 3 ms (approx.). This will be required to be delivered within existing capital scheme allocation ≤50 - 150≥ Subject to analysis of 17/18 spend on pot	50		50	L	None, other than capitalisation of some salaries	Minimum investment levels to ensure steady state on the network will be monitored	Reallocation of some scheme funding Impact assessment completed

Sub Total - Service Redesign

80	500	580
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Transport & Environment Total

309	500	809.3
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Portfolio: Development & Neighbourhoods

	Efficiency Savings								
Development & Neighbourhoods	Policy & Environment	Reduce funding to Avon Catchment. Note agreed at Council February 2018	3		3	L	None	None	
Development & Neighbourhoods	Parks & Bereavement Efficiencies	Reduction in vehicle fleet, increased operational efficiencies, partnership working and increased income generation throughout the parks & bereavement cost centre.	125		125	L	3 FTE posts deleted	Reduction in Vehicle Fleet	These proposals are based on service efficiencies and through benchmarking of charges
Development & Neighbourhoods	Various budget line savings across new Cash Limit	Savings are being taken from various budget lines across Building Control & Public Protection budgets	10		10	L	None	None	Minimal

Sub Total - Efficiency Savings

138	0	138
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	Income Generating Opportunities								
Development & Neighbourhoods	Neighbourhood Planning applications from Parish Councils	Saving was for 2 years only and therefore requires reversing 2019/20	-50		-50	L	0	None	Increased quality and support to Neighbourhood Plans would further enhance the relationships with communities and parishes.

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Development & Neighbourhoods	Determine Permitted Development applications	Planning applications that turn out to be PD are currently returned and refunded irrespective of how much work has been done on them. In future these applications will be validated and passed to a planning officer to determine, thereby keeping the fee	3.5		3.5	L	None	None	Minimal and some authorities already process in this way
Development & Neighbourhoods	Bath Casino Income share	Income from the Casino	95		95	L	None	None	None
Development & Neighbourhoods	S106 Planning Obligations Compliance Advice Service	Introduce a schedule of charges for seeking formal confirmation that planning obligations have been satisfied / discharged.	10		10	L	N/A	N/A	Minimal

Sub Total - Income Generating Opportunities

58.5		58.5
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	Service Redesign								
Development & Neighbourhoods	Refuse Collection	Increase in charges for the garden waste service. Note saving agreed as part of 2018 budget at Council now amended to reflect increased charges.	35		35	M	None	None	Amended saving to increase charges rather than reduce service
Development & Neighbourhoods	Waste Strategy	Greater reliance on online material with a reduction in hard copies. Saving already agreed as part of the 2018/19 budget at Council February 2018.	20		20	L	None	None	Impacts should be low as residents are used to the new service and require less support/enforcement
Development & Neighbourhoods	Cleansing	Cease funding Parish sweeping schemes. Agreed at Council February 2018.	80		80	L	None	None	Following a working group with parishes, a transitional funding scheme has been put in place to phase out the scheme.
Development & Neighbourhoods	Core Service Redesign	Highway, Traffic, Transportation, Waste, Parks, Cemeteries and Crematorium, Leisure services will be redesigned in consultation with internal/external partners and in accordance with the council's operating model.		200	200	M	Unknown at this time	Unknown at this time	These proposals will be worked up during 2019 and relevant options, risk assessments, EIAs completed at the relevant time

Sub Total - Service Redesign

135		335
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Development & Neighbourhoods Total

332	0	331.5
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2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Portfolio: Adult Care, Health & Wellbeing

Efficiency Savings									
Adult Care, Health & Wellbeing	Community Support Services	Reduce cost of Community Support services through: Re-defining requirements - new specification with focus on maximising independence and reduce longer-term dependency on funded care. Utilise Prime Provider/DPS arrangement to achieve contracting efficiencies. Agreed at Council February 2018	25		25	M	0	None	Improved outcomes for service users as they are able to access services that are focused on maximising their independence and not building unnecessary dependency.
Adult Care, Health & Wellbeing	Residential and nursing re-commission	Reduce the cost of care home placements through: a) Refinement of eligibility criteria and active promotion of community based alternatives that focus on maximising independence; b) Ensuring consistency and equity in care home fees by implementing a new commissioning and contracting model informed by Fair Price of Care exercise undertaken in 2016/17; & c) Design and implementation of a brokerage service.	25		25	M	0	None	The assessed level of need is aligned with the cost of meeting that need avoiding "over-prescription" and increased dependency. Improved consistency and equity between service user groups. Improved cost control supported by efficient payment processes achieves better value for money.

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Adult Care, Health & wellbeing	Purchased Care –Across Client Groups	<p>Accelerate existing transformation - Expedite existing savings plans and service transformation activities to realise benefits quickly through:-</p> <p>Process efficiencies including</p> <ul style="list-style-type: none"> • Review all social care packages to determine whether there is additional potential to reduce costs; • Review income collection processes and approach to increase income collection rate and reduce bad debts • Strengthen the monitoring and approval process of changes in package costs <p>Review service delivery approach including:</p> <ul style="list-style-type: none"> • Exploring the possibility of in-house care provision in response to challenging market conditions. • Review in and out of area placements – reduce the restrictions on where individuals receive their care package, • Care in the community v care in residential and nursing settings. <p>Agreed at Council February 2018</p>	1,271		1,271	H	0	None	Some initiatives are expected to improve service user experience and access to services whilst also achieving savings. For example, testing the "three conversations" approach to assessing need and support planning, which is being implemented by some other local authorities and is aimed at helping people lead independent lives. There may, in some instances, be a reduction in the range/type of services offered and the level of choice given to individuals, including the type of service put in place to meet their assessed/eligible need.
Adult Care, Health & Wellbeing	Food Policy	Remove the food policy role. Agreed at Council February 2018	40		40	L	1	None	Loss of key source of food policy and strategy work
Adult Care, Health & Wellbeing	Director of Public Health Award	Reduce Council contribution to DPH Award scheme and further explore options for recharging schools or redesigning the service. Agreed at Council February 2018	15		15	L	0	None	May result in less capacity to support schools and/or fewer schools participating in this health initiative.
Sub Total - Efficiency Savings			1,376		1,376				

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Growth Avoidance									
Adult Care, Health & Wellbeing	Adult Social Care Demographic Growth - Older People over 65	Fair Price of Care and modelling of alternative fee structures for care home placements has informed development of new commissioning and contracting approaches. However, this is in the context of increasing pressures arising from demographic change. Also in the context of market conditions, which are a significant constraint when negotiating and agreeing new contractual arrangements and fee structures and ensuring that the Council's statutory obligations are met. Very close links with the mobilisation, transition and transformation of community services (your care, your way), the establishment of the Prime Provider/Dynamic Purchasing System arrangements and the agreement of risk and gain share.	333		333	H	0	None	A strengthened focus on maximising independence by focusing on individuals' strengths, interests, abilities and networks is designed to improve outcomes for service users and reduce longer term dependency. Potential reduced access to their preferred care setting for some service users and carers as the Council balances the views, preferences and wishes of the individual with ensuring that the assessed level of need is aligned with the cost of meeting that need, avoiding "over prescription" and building increased dependency.
Adult Care, Health & Wellbeing	Adult Social Care Demographic Growth - Mental Health over 65		190		190	H	0	None	
Adult Care, Health & Wellbeing	Adult Social Care Demographic Growth - Learning Disabilities		348		348	H	0	None	
Adult Care, Health & Wellbeing	Adult Social Care Demographic Growth - Mental Health Adults of Working Age		75		75	H	0	None	
Adult Care, Health & Wellbeing	Adult Social Care Demographic Growth - People with Physical Disabilities		46		46	H	0	None	
Sub Total - Growth Avoidance			992	0	992				

Service Redesign									
Adult Care, Health & Wellbeing	Public Health grant reduction	Redesign and reduction in Public Health work to absorb reduction in Grant funding. Agreed at Council February 2018	222		222	M	0	None	This would have to be delivered through further prioritisation of which local preventative initiatives and campaigns can be supported; stopping the test purchasing and intelligence gathering on illegal tobacco sales; reductions in office costs and reductions in contracted spend for health checks and other commissioned services
Sub Total - Service Redesign			222	0	222				

Adult Care, Health & Wellbeing Total			2,590	0	2,590				
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2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Portfolio: Children & Young People

Efficiency Savings									
Children & Young People	SIAS /School Improvement & Achievement	Requirement for service will significantly reduce as Academisation increases. Also option to absorb admin roles within a corporate team / shared service. Agreed at Council February 2018	50		50	M	1	None	Capacity reduced to minimum statutory duty of monitoring school standards, admissions, place planning and sufficiency and champion for disadvantaged children including FSM and LAC
Sub Total - Efficiency Savings			50	0	50				

Service Redesign									
Children & Young People	Redesign Youth Connect Service	This saving reflects year 2 of a saving agreed at Council in February 2018 and is the full year impact of the changes made last year. The service has been redesigned and restructured, resulting in a reduction in staffing from October 2018. An in principal decision has been made by Cabinet to establish a Staff Mutual to allow the service to become independent and potentially enhance the available offer by enabling and encouraging other organisations (eg Town Councils) to take greater responsibility for local activities for young people.	300		300	L	No further reductions	There is ongoing work to transfer the future management of 3 Youth Service buildings	Changes to service already implemented in 2018.
Children & Young People	Capital & Organisation	By reducing the staffing structure of the team as the number of schools convert to academies. Agreed at Council February 2018	40		40	L	1 fte	Nil	Limited impact as responsibility for delivery of some aspects of team will transfer to academies
Children & Young People	Music Service	Explore options to combine back office support for the services across other local authorities (conversations already underway) and/or ensure charges to schools and parents enable full cost recovery to remove Council subsidy. Agreed at Council February 2018		40	40	H	None anticipated	Nil	The Music Service through its grant from Arts Council is responsible for providing support to low income families. Need to ensure this is not jeopardised by any changes in service delivery or charging.

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Children & Young People	Childrens Equipment	Use of DFGs for Equipment	28	-28	0	H	An all age Community Equipment review is currently underway to support the re-procurement of the service in 2019.		TTThe council is required to ensure the Children with SEND have their needs accessed and met. The opportunity exists to cover this through capital grant for 2019/20. For 2020/21, it has been assumed that the revenue budget would be reinstated, pending the outcome of the Community Equipment review and re-procurement
Sub Total - Service Redesign			368	12	380				
Total Children & Young People			418	12	430				

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Portfolio: Transformation & Customer Services

Efficiency Savings									
Transformation & Customer Services	Consolidation of Marketing and Communication function	As well as being held within the corporate communications team, there are also budgets for marketing and communications dispersed across teams in the council. This proposal seeks savings through more co-ordinated use of these resources. Approved at Council February 2018	60		60	M	Since the initial proposal was drawn up further work has taken place on project scope and on analysing staffing and non staffing budgets. The saving in 18/19 encompasses 1 FTE reduction. Further developments in this project envisage more co-ordinated working between communications staff across the organisation rather than significant structural changes, although this will be reviewed	Minimal	Savings resulting from new customer focused, more agile and digital ways of working resulting in real business improvements for customers and staff across the organisation facilitated and supported by a joined up multi-disciplinary transformation/change team.
Transformation & Customer Services	Consolidation of Performance / Intelligence function	A budget and staffing review and consolidation of relevant functions, followed by zero-based-budgeting exercise and development of new operating model.	250		250	M	5-10	None	Low
Transformation & Customer Services	Corporate Travel	Further reductions on the Council's spend relating to employee travel, including the so-called "grey fleet". This will build on savings already achieved through the implementation of previous phases of the Corporate Travel Plan. Savings will be delivered through further development of our "business travel hierarchy". In particular, there will be a managed increase in the proportion of operational miles undertaken through use of pool cars.	50		50	M	No impact on FTE- wider staff impacts summarised below.	This will make better and more efficient use of Council assets	The proposal aims to improve efficiency of service delivery through delivery of smarter ways of working
Transformation & Customer Services	Registrations	Increase number of registered venues for weddings/ ceremonies. Cross-selling and upselling of event packages. Estimated 10% increase in income.	9		9	L	0	None	This does require additional work but should be managed within existing resources
Transformation & Customer Services	Training	Training spend across all service areas will be centralised under the Human Resource & Organisation Development budget from 1 April 2019 and savings will be realised as a result.	350		350	M	There will be less overall spend on training, but training will be more focused on corporate priorities and delivered differently, ensuring a consistent and aligned approach for all staff development needs.	None	With the effective use of online training and pooling of resources alongside directed training there should be limited impact to service delivery. Ensuring staff have the relevant knowledge and skills to complete their roles effectively should in the long term impact on staff wellbeing, engagement and reduced absence which is currently an invisible cost.

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Transformation & Customer Services	De Minimis level of work for the Chairman's office	<p>Introducing a De Minimis model for the Chairman's role, which will involve the Chair taking part only in the following activities:</p> <ul style="list-style-type: none"> Chairing Council meetings Community awards Citizenship Ceremonies Memorial Ceremonies (WW1, WW2 etc.) Royal or dignitary visits Any local or national significant events (planned or unplanned) 	40		40	L	0.75 FTE	None	<p>Very little impact on service delivery. The proposal seeks to focus the role of the Chairman around core activities of the position and the Council such as chairing the formal Council meetings and items of Civic importance</p>
Sub Total - Efficiency Savings			759	0	759				

Income Generating Opportunities									
Transformation & Customer Services	Communications Hub & CCTV Income Generation	Approach the external market to use the spare capacity in our 24/7 Operation, including CCTV monitoring, Radio monitoring, Lone Worker Support, and Alarm Monitoring. Note Approved by Council in February 2018	50		50	H	0	None	<p>Community benefits from increased security for those that use the service.</p> <p>Continuation of savings from 17/18 and 18/19.</p>
Transformation & Customer Services	Energy services for B&NES	The Council to let concession type contract and in partnership with local community enterprise, to deliver a 100% local green energy tariff for local residents and a fairer option for low income households and those with pre-payment meter. Provides income through customer referral fees. Note approved by Council in February 2018"	15		15	M	None	None	<p>Our Local Green Tariff enables residents to buy locally produced green energy, cutting local carbon emissions and stimulating the market. Provides a fairer deal for lower income, vulnerable and fuel poor households through separate Fairer power tariff</p>
Sub Total - Income Generating Opportunities			65	0	65				

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Service Redesign									
Transformation & Customer Services	Modern Libraries and Customer Services review	Continue to implement new ways of working to provide effective and efficient Library and Information Centres in our main urban areas to deliver our statutory universal offer to the community. Work with local communities delivering local library services to ensure they are sustainable and supported to deliver the service that their community needs. A new mobile library will be introduced in 2019 and routes constantly reviewed to ensure they meet community needs.	350	350	700	M	Staff reductions have been made by not filling vacant positions through natural attrition as a result of introducing more efficient ways of working and supporting technology. This will be continued where appropriate especially as the focus changes of front line services is impacted by the continued reduction in Housing Benefit work and growth in support of digital skills for Universal Credit and other initiatives	None	We will see an increased focus on the new digital agenda; helping people to access online resources and gain appropriate skills; with a focus on children and families and developing skills for the economy Access to 3 million books across Libraries West will be maintained and the delivery of our universal offers In rural areas the impacts will dependent upon local community solutions in an increasing number of vibrant community hubs.
Transformation & Customer Services	Staffing reduction in Strategy & Performance	As a result of further consolidation of policy functions the numbers of posts in the service will be further reduced. Note already agreed at Council in February 2018.	60		60	M	3-4	None	Previously agreed staff reductions from a corporate approach to functions delivered by this service.
Transformation & Customer Services	Service redesign/digital business improvement	Savings resulting from new customer focused, more agile and digital ways of working resulting in real business improvements for customers and staff across the organisation facilitated and supported by a joined up multi-disciplinary transformation/change team.	750		750	H	To be confirmed	Not known	Not known
Sub Total - Service Redesign			1,160	350	1,510				
Transformation & Customer Services Total			1,984	350	2,334				

Portfolio: Finance & Efficiency

Efficiency Savings									
Finance & Efficiency	Finance – Income and Debt Transactional Services	To consolidate the approach to income collection and debt recovery services across the Council. Note already agreed at Council February 2018 and reprofiled		10	10	M	0	None	Further alignment of practices and recovery between departments
Finance & Efficiency	Property Management	Closer working with the recently appointed Private Sector retail advisor to reduce voids and increase rental growth through active management of the commercial estate. Note already agreed at Council February 2018	300		300	H	tba	Greater efficiency within the Commercial Estate	N/A

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Finance & Efficiency	IT Supply chain efficiencies and technology changes	Reducing spend through re-procurement and / or by changing some of the technologies we are using. Note already agreed at Council February 2018	112		112	L	0	None	Ongoing efficiency programme following insourcing of IT service and centralisation of IT spend
Finance & Efficiency	Procurement Savings	Review of all contractual and non-contractual spend.	388	1,500	1,888	M	None	None	Additional support will be provided to assist with delivery
Finance & Efficiency	Reduction in Pension Requirement	This saving is due a reduction in employer pension contributions for staff who were previously employed by B&NES	90		90	L	None	None	None
Finance & Efficiency	Salary Turnover Savings	The saving will be achieved through each Director managing vacancies within their staffing budget	250		250	L	Possible delay in recruitment	None	Possible impact but the overall saving target should be manageable at less than 1% of payroll costs
Sub Total - Efficiency Savings			1,140	1,510	2,650				

Income Generating Opportunities									
Finance & Efficiency	Property development company	<ul style="list-style-type: none"> To generate Revenue Income for the Council To hold, manage and operate market housing for private short-term lettings. To sell market housing for investment Provision of other market housing related activity Deliver and manage other commercial and property developments. To deliver long term capital appreciation. Note already agreed at Council February 2018	280	270	550	M	0	Release of Council land and assets for development opportunities	This Council owned company ADL is now redeveloping the former Riverside offices in Keynsham and creating a pipeline of other development sites.
Finance & Efficiency	Commercial Estate	Active commercial property investment approach targeted at acquisitions in line with the Council's commercial estate strategy - which has been refreshed to include properties beyond B&NES boundaries and mainly in the WoE devolution area - and non retail investments. Note already agreed at Council February 2018	25		25	H	0	Increase in the Councils commercial holdings	An annual investment strategy will be developed to support the approach in line with emerging government guidance. Improved diversification of types of property holdings of the estate will be a benefit. This is the continuation of a new approach already proving successful and enables key services such as social care to be protected from the income generated.
Finance & Efficiency	City Deal Tier 3 Income	Recognition of projected Tier 3 income stream achieved from Business Rate growth in the Enterprise Area as part of the City Deal agreement. Note already agreed at Council February 2018 but a further £100k now achievable.	160		160	L	0	None	None

2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Finance & Efficiency	Office Accommodation	As staffing levels reduce due to current financial pressures, rent out vacated office accommodation esp. Lewis House. Note already agreed at Council February 2018 but reprofiled.	300	300	600	H	Staff will possibly need to relocate. No staffing reductions as a direct impact of this project	Bringing current corporate office accommodation into commercial use	Enables corporate estate to continue to be used as now with 3:2 desk ratios and (flexible) smarter working but also new income from space that becomes surplus.
Finance & Efficiency	Diversification and Longer Term Investment - Treasury Management	The Council has a successful strategy of using cash balances to minimise borrowing. The introduction of MIFID requires the council to retain a core investment balance of £10m to be able to comply with meeting the requirements needed for professional status. It is proposed that we diversify this £10m from short-term investments into longer term funds such as the CCLA (a property fund with a nationwide portfolio) and other combined funds.	200		200	L	None – but we will need to ensure we retain staff in this area to actively manage the investments	None	Additional investment income target of £250k net of funding required to maintain existing level of treasury management resourcing £50k.

Sub Total - Income Generating Opportunities

965	570	1,535
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Service Redesign

Finance & Efficiency	Establishment of Internal Audit Trading Company	As part of the natural evolution of the Audit West Partnership with North Somerset Council to establish the organisation as a local authority controlled trading (Ltd) company. Also possibly extend the partnership. Note already agreed at Council February 2018.	20		20	M	0	None	Possible TUPE implications - transfer of staff into B&NES owned company. Business plan at draft stage and new ways of working being established with partners inc. Devon and North Somerset
Finance & Efficiency	Parish Grants - Local Council Tax Support Scheme	Phased withdrawal / reduction in the Local Council Tax Support grant the Council currently makes to Parish & Town Councils and the Charter Trustees. Note already agreed at Council February 2018	41		41	L	0	None	Parishes will need to allow for the impact on their budgets, precepts and associated Council Tax increase. This phased change is already in progress having previously been notified.
Finance & Efficiency	Finance - Changes to Service Provision	This will depend on the demands on the service in terms of the success in reducing the number of capital and revenue projects. Note already agreed at Council February 2018 but revised and reprofiled		100	100	M	2.5	None	

Sub Total - Service Redesign

61	100	161
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Refinancing

Finance & Efficiency	Minimum Revenue Provision	A change in the Council's Minimum Revenue Provision (MRP) policy to move to a straight line basis over a period up to 50 years or the equivalent asset life. Already approved and the last year of budget adjustment.	-160		-160	L	0	None	None
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Sub Total - Refinancing

-160	0	-160
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Finance & Efficiency Total

2,006	2,180	4,186
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2019/20 Budget Savings & Income Generation Proposals

Portfolio	Savings Title	How to be achieved	19/20 Saving £000	20/21 Saving £000	2 year Savings Total	Risk to delivery of saving (H/M/L)	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2018/19 - 2019/20 budget, these have been reviewed for the 19/20 budget report.

Portfolio: Leader

Service Redesign									
Leader	Legal Service review of external legal spend and use of business partnering	Review use of external legal advice corporately and use of business partnering. Note already agreed at Council February 2018	50		50	H	0	None	Improved value for money

Sub Total - Service Redesign

50	0	50
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Leader Total

50	0	50
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OVERALL SAVINGS

8,851	3,242	12,093
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		COSTS			FUNDING		Approval	
	Project Name	2019/20	2019/20 Onwards	Total 5 Year cost	Borrowing & Capital Receipts	Grants & External Funding		
Children & Young People								
	Basic Need Grant	(150)	6,578	6,428	-	6,428	Provisional	Funding allocated to support the provision of sufficient school places which is a statutory responsibility of the Council. Funding Allocation in 19/20 made to Feasibility Studies below.
	Basic Need Project Feasibility	150	-	150	-	150	Full	The feasibility budget allows officers to undertake feasibility studies and options appraisals to determine suitable solutions for school expansions and delivery of new schools.
	SCPM (Schools Capital Planned Maintenance) Grant	2,790	-	2,790	-	2,790	Full	To address the worst condition issues at schools maintained by the Council. Allocations are made by the DfE on an annual basis.
	Schools DDA & Minor Works (funded from SCPM)	250	-	250	-	250	Full	The budget is allocated to address smaller condition issues such as renewal of heating controls and replacement of obsolete distribution boards and other ad hoc issues as they arise throughout the year.
	Schools Emergency Works (funded from SCPM)	250	-	250	-	250	Full	The Emergency works budget meets larger unforeseen condition issues as they occur throughout the year. This might include replacement of a failing temporary building or some major roof works.
	Schools CIL	950	-	950	-	950	Provisional	Provision of sufficient school places from new developments to allow the Council to meet its statutory duties funded by Community Infrastructure Levy (CIL).
	SEND Capital Projects	67	67	134	-	134	Provisional	Grant to support expansion of educational provision for children with Special Educational Needs & Disabilities (SEND).
	Alternative Education Provision	1,234	-	1,234	1,093	141	Provisional	Refurbishment and renovation of a premises that was previously a primary school (St Johns, Lower Bristol Road), into alternative education provision for secondary age pupils in B&NES.
Children & Young People Total		5,541	6,645	12,186	1,093	11,093		
Development & Neighbourhoods								
Age 6+	Parks S106 and CIL	173	(273)	(100)	-	(100)	Provisional	An ongoing programme to ensure green spaces are safe to use and maintainable to a high standard.
	Vehicle Replacement Programme	484	244	728	728	-	Provisional	Replacement end of life vehicles and additions to accommodate housing growth for the Waste, Recycling, Cleansing, Parks and Public Protection teams, subject to annual review of vehicle conditions.
	Keynsham Leisure Centre	250	-	250	-	250	Provisional	A required addition to programme budget funded by CIL.
	Air Quality monitoring equipment	-	40	40	40	-	Provisional	To achieve data capture in excess of 85% at the automatic monitoring locations to establish whether we meet the national air quality objectives and obtain data to establish the success of the Clean Air Zone.
	Air Quality Study in Temple Cloud and Farrington Gurney	50	-	50	-	50	Provisional	Air Quality Management Areas have been declared in Temple Cloud and Farrington Gurney under the Environment Act 1995. The Council must develop plans to mitigate the levels of nitrogen dioxide.
	Parks Foundation	50	-	50	-	50	Provisional	Parks Foundation projects to be included in the Council's capital programme as and when funds become available.
	Public Tennis Improvements in Bath	715	-	715	-	715	Provisional	Capital improvements earmarked at Sydney Gardens, RVP and Alice Park to drive up participation in tennis in a sustainable way.
	Tennis provision Chew Valley	120	-	120	-	120	Provisional	Public tennis improvements in the Chew Valley.
	Bath Spa Water Monitoring	77	-	77	77	-	Full	Replacement of end of life water monitoring equipment to meet Avon Act obligations.
	Waste Baler Replacement	350	-	350	350	-	Provisional	Replacement of equipment packing waste for disposal.
Development & Neighbourhoods Total		2,269	11	2,280	1,195	1,085		
Economic & Community Regeneration								
	Disabled Facilities Grant	-	1,150	1,150	-	1,150	Full	The Housing Grants, Construction & Regeneration Act 1996 requires the Council to fund certain types of adaptations for disabled householders, subject to a financial means test.
	Affordable Housing	-	635	635	405	230	Provisional	To support the Council’s strategic aim of delivering Affordable Housing and, where required, the recovery of empty properties.
	Bathscape	50	-	50	-	50	Provisional	Public Rights of Ways Improvements associated with Heritage Lottery award being progressed, representing Council matching funding.
	BWR Phase 2	4,000	9,500	13,500	-	13,500	Provisional	To address viability issues relating to land assembly and infrastructure for the Bath Western Riverside (BWR) site.
	Town & Local centres Public Realm	50	-	50	-	50	Provisional	Improvements to Public realm being developed to include Midsomer Norton and Keynsham.

		COSTS			FUNDING		Approval	
	Project Name	2019/20	2019/20 Onwards	Total 5 Year cost	Borrowing & Capital Receipts	Grants & External Funding		
	Bath City Centre Security	145	-	145	95	50	Full	This project involves coordinating public realm investment in Bath City Centre to increase security for residents and visitors.
	Housing Infrastructure Fund & Housing Deal	2,000	-	2,000	-	2,000	Provisional	The Housing Infrastructure Fund (HIF) is Government's flagship national funding stream to enable and accelerate increased housing delivery for the commitments made in the Housing White Paper.
	Bath Quays - Weston Island	100	-	100	100	-	Provisional	A key City centre site to enable comprehensive redevelopment to promote the aims and objectives of the EZ in terms of business rates income, housing delivery, job delivery and income growth.
Economic & Community Regeneration Total		6,345	11,285	17,630	600	17,030		
Finance & Efficiency								
	Capital Contingency	5	-	5	5	-	Provisional	Replenishment of capital contingency.
	Bath Area Form CIL	434	-	434	-	434	Provisional	Schemes to be agreed by the Area Forum.
	Corporate Planned Maintenance	2,000	-	2,000	2,000	-	Full	Comprises a programme of individual projects across the Corporate estate which relate to corporate priorities and enactments relating to the management of the estate.
	Customer Payments security and channel shift	68	136	204	204	-	Provisional	System and infrastructure developments to ensure compliance with Payment Card Industry Data Security Standards (PCIDSS), security measures & associated channel shift.
	Commercial Estate refurbishment Programme	400	-	400	400	-	Provisional	The Commercial Estate provides a significant income to the authority through rental income and capital investment is required to secure new lettings.
Finance & Efficiency Total		2,907	136	3,043	2,609	434		
Transformation & Customer Services								
Page 28	IT Asset Refresh	821	372	1,193	1,193	-	Full	Rolling programme to replace end of life equipment.
	Digital Programme	1,000	-	1,000	1,000	-	Provisional	To provide the organisation with the digital technology and infrastructure to enable the ongoing transformation for both our workforce and citizens.
	Transformation & Customer Services Total	1,821	372	2,193	2,193	-		
Transport & Environment								
	Transport Improvement Programme	-	1,163	1,163	-	1,163	Full	Transportation schemes to support the delivery of the Joint Local Transport Plan and Transport Strategies objectives.
	Highways Maintenance Block	-	7,353	7,353	-	7,353	Full	Department for Transport (DfT) Section 31 Annual Capital Grant allocation for Highway Structural Maintenance Block Programme for provisional capital programme entry.
	Parking Services Vehicle Replacement	60	-	60	60	-	Provisional	Replacement of the vans at the end of their serviceable life, reviewed and evaluated annually. Realignment made from equipment below.
	Parking Enforcement Equipment	-	(30)	(30)	(30)	-	Provisional	Hand Held Computer Terminals (HHCT), printers and related equipment used by Civil Enforcement Officers (CEOs) to issue Penalty Charge Notices (PCNs) for contravention of parking restrictions.
	Additional Highways Maintenance Funding	1,000	-	1,000	-	1,000	Full	Additional capital investment to supplement the Department for Transport (DfT) Structural Maintenance Block Section 31 Capital Grant Funding for 2019/20.
	Passenger Transport Vehicle Replacement	(135)	220	85	85	-	Provisional	Replacement of Passenger Transport fleet to provide accessible transport for home to school and social services requirements. Requirement for each year realigned following review.
	Highways and Traffic Fleet Vehicle Renewal	-	325	325	325	-	Provisional	Rolling Replacement Programme for Highways & Traffic fleet, including the branded inspection vehicles.
	Somerdale Bridge	200	2,000	2,200	-	2,200	Provisional	Somerdale development 106 agreements gives funding towards a new cycling and footbridge across the River Avon.
	CIL Funding - Whitchurch Highways	200	-	200	-	200	Provisional	The A37 / Staunton Lane at Whitchurch traffic signal junction will be improved.
Transport & Environment Total		1,325	11,031	12,356	440	11,916		

Working Together on our budget, our plans and our communities

Budget Q&As 2018

Chew Valley Forum

Date: 26th November 2018

Venue: The Library Chew Valley School

No of attendees: 16

Presenters: Mike Bowden introduction, Cllr Charles Gerrish. The presentation given can be found [here](#). Following the presentation a question and answer session was held.

Question 1:	Assuming it were to go through will the Bath Clean Air Zone (CAZ) affect revenue?
Answer 1:	Any revenue raised from charges would first go towards the zone's on-going operating costs. Any surplus revenue would have to be re-invested in projects that encourage cleaner transport and travel in and around Bath.
Question 2:	Might the Clean Air Zone also come with bigger costs?
Answer 2:	The costs for implementing the Clean Air Zone are being met from central government funding.
Question 3:	What modelling has been done for Brexit given the income from tourism?
Answer 3:	The Local Government Association are providing advice to local councils. The fall in the pound has led to an increase in visitors from abroad and from UK visitors staying in the UK.
Question 4:	A significant number of carers come from overseas – are you concerned that the care sector could implode as a result of Brexit?
Answer 4:	We do share these concerns and lobbying has taken place through the LGA. It is recognised that caring should not be seen as a low-skill profession.
Comment 1:	Carers may have qualifications that may not be recognised here in future.
Comment 2:	There has been a massive increase in people with mental health needs but not all organisations can cope or are qualified to address these.
Response 2:	We are dependent on external funding to deliver services and work closely with organisations such as DHI (Developing Health and Independence). There is some funding from the Government to assist but demand is outstripping supply.
Question 5:	You mentioned a 40% increase in looked after children – this seems high – why the increase?
Answer 5:	There are a number of factors, including unaccompanied asylum seeking children and an increase in children with significant health conditions. Our numbers were low to start with, but the increase has now brought us up to the national average. It is hard to pinpoint a single factor but we are a small population so one or two large families can impact the percentages.
Comment 3:	You said that 82p in the pound is spend on adult and children's social care but need to make a £50m saving over the next 5 years. By the time you get to this, you will only be delivering care and tiny bit of something else.
Response 3:	We hope not – we hope to generate more income, for example through our housing company. We are being very pro-active in this respect.
Comment 4:	The Wigan Deal was presented to the Clinical Commissioning Group and is a powerful story. Getting communities to work better together and the 'invest to

	save' model are critical.
Response 4:	Yes adult social care in particular is a national problem. We understand that the Government is preparing a green paper on this issue. We are still waiting for this but it could change things.

Somer Valley Forum

Date: 29th November 2018

Venue: Midsomer Norton Town Hall

No of attendees: 15

Presenters: Martin Shields introduction, Cllr Charles Gerrish and Ashley Ayre. The presentation given can be found [here](#). Following the presentation a question and answer session was held.

Question 1:	There needs to be a level playing field for businesses in the High Street. There are too many charity shops – can we do anything about this?
Answer 1:	There have been some recent changes for smaller shops in respect of business rates. Cllr Myers has also secured investment in Bath and Midsomer Norton High Streets from a WECA fund of up to £10m.
Question 2:	I'm very disappointed that the arts have been cut, especially in the light of escalating mental health issues – they can be very helpful with this. Is it worth cutting in light of this?
Answer 2:	If we continued to fund this service, we would have to cut something else. We don't want to cut services but we do need to balance the books.
Question 3:	The figure of £100 income for every lorry of recycling has been around for some time but the Chinese are becoming more discriminating on what they will accept. Will this figure change?
Answer 3:	We do not send our recycling materials to China - it is dealt with more locally. However, the costs of disposal of waste will increase so we do need people to recycle more. We can interest organisations in buying recyclable items that they can re-use and officers are currently looking at how to maximise these opportunities.
Question 4:	In terms of the Capital Programme Review, we know about Bath Central Library – are there any others?
Answer 4:	Some projects have been taken out of the programme as they have been completed. Other schemes have been reviewed so spend figures and profiles may be updated.
Comment 1:	Reporting via Fix My Street has been very successful. I reported a broken manhole cover at 8.45am and it was fixed by 11am the same day. It is easy to moan but many things do get done.

Keynsham Area Forum

Date: 3rd December 2018

Venue: Keynsham Community Space

No of attendees: 28

Presenters: Martin Shields introduction, Cllr Charles Gerrish and Ashley Ayre. The presentation given can be found [here](#). Following the presentation a question and answer session was held.

Question 1:	The media have led us to believe the Council will make an extra contribution to Policing – is this true?
Answer 1:	The Council collects the precept for a number of organisations including the Police. They set their own precept. The Council does not fund the Police directly – the precept comes from Council Taxpayers.

Question 2:	There is a budget line of £250k for Saltford Station. The Leader of the Council has been quoted as saying that no trains will stop there, so will this budget item be dropped?
Answer 2:	The Council continues to support the proposal.
Comment 1:	Saltford Parish Council has had a letter from Network Rail contradicting what the Council has said regarding a station's viability.
Response 1:	The proposal for a station at Saltford is now the responsibility of the West of England Combined Authority (WECA) and the Council has agreed to allocate a budget line. However, WECA is proposing a light rail which will include more stops with such a system.
Question 3:	Where will the traffic go if there is light rail on the road?
Answer 3:	The light rail would run alongside the existing rail line, not on the road.
Question 4:	I appreciate the work that Councillors and officers do to produce these budgets. I am dismayed at the £50m cuts over the next 4 – 5 years. The Government has been condemned by the United Nations. I am impressed that Cllr Gerrish is on top of his brief. However, I would have liked to see this information in a booklet beforehand. I propose that a meeting of the citizens of Keynsham be arranged so we can go through the budget and come up with suggestions. There are public loan boards – have we got anything like that? Do we fine bad landlords?
Answer 4:	<p>Yes we do fine bad landlords and there have been articles in the press about this. The Council does not have any PFI commitments and has reviewed its borrowing but the penalties of paying off loans sometimes outweigh the savings. The last borrowing in October was at a cheaper rate than a loan taken out in April due to the diligent work of officers.</p> <p>This Forum is not solely for the citizens of Keynsham but a wider geographic area. The whole point of the Forum meetings is to reach out to the community and there is a limit to what we can resource in terms of organising and holding further meetings. The Forum meetings are also non-political. The budget presentation will be circulated to the Forum and if you have any further questions or suggestions, these can be passed to officers. We will look at how we engage in the future.</p>
Question 5:	Is it correct that Business Rates go to Central Government?
Answer 5:	They did, with a proportion coming back to the Council – around 46% with the rest shared amongst other Local Authorities. When the Council joined WECA we were able to retain them which gave us £2m income. However, there is a review by the Government on the amount of business rates that local councils will be able to retain which has not yet been confirmed.
Question 6:	So, if we could retain 100% of Business Rates, we wouldn't have a deficit issue?
Answer 6:	The budget pressures continue, an example being that the law changed which required Council's to continue to support young people with Special Educational Needs until they are 25, not 18. There are no funds from Government to support this and we do not have the necessary educational facilities within our district. Therefore, we have to pay to transport such students to suitable colleges outside the area.
Comment 2:	There has been a reduction in Youth Services annually for years. Keynsham Town Council has taken them over here. It is good to hear about the staff mutual but you haven't told us how this works.
Response 2:	The staff mutual will be able to access external funding that the Council cannot. The staff will no longer be employed by the Council and the youth centre buildings the Council own will be run differently – this is how savings will be made. The Council will make a £500k provision to support the mutual.

Question 7:	So it is being done on a wing and a prayer?
Answer 7:	No – a business case has been prepared and will be ratified by the Council.
Comment 3:	Charities such as the Citizens Advice Bureau (CAB) get a grant to help the most vulnerable which you say is one of your priorities. However, if you cut their £5m grant by 10%, there will be a reduction in their services. I have volunteered with them for 12 years and they help a lot of people.
Response 3:	<p>We have no plans to re-negotiate our contract with the CAB as part of this budget.</p> <p>The Government recently announced that the CAB nationally will take on the advisory service for Universal Credit, so they will get funds from central Government. We commission £130m worth of services a year from the third sector and community groups and need to keep this under review but have not reduced the grant to the CAB. However, balancing the books does mean cuts elsewhere. With just over 81p in the pound going on vulnerable children and adults, this is a challenge.</p> <p>We have just signed with the CAB for the next year and as well as funding, we give them free access to our premises including office space.</p>
Comment 4:	The Keynsham Winter Festival took place last week and volunteers from Keynsham Wombles collected just 7 bags of litter. This is astonishing for an event that attracted 6,000 people. In previous years, they have collected 30 bags of litter so the messages around this are filtering through.

Joint 3SG Bath City, Cam Valley and Bathavon Forum

Date: 10th December 2018

Venue: Brunswick Room, Guildhall, Bath

No of Attendees: 32

Presenters: Ashley Ayre introduction and Cllr Charles Gerrish. The presentation given can be found [here](#). Following the presentation a question and answer session was held.

Question 1:	When Ben Howlett was MP the estimated no of jobs created from Bath Quay's site was 5,000 jobs and now you state that there will be 9,000 jobs created. How can you achieve those numbers?
Answer 1:	It is important that we create jobs locally particularly highly skilled jobs. There are a vast amount of people who travel out of the area for work and those travelling in. This will help reduce in and out commuting.
Question 2:	There are 43 empty shops in Bath what type of employment space will be created.
Answer 2:	We are looking at creating more office accommodation to attract new businesses into the area.
Question 3:	You talked about building affordable homes, can you confirm that there will be an increase and not a net decrease?
Answer 3:	I am unable to give the exact figures regarding housing growth numbers but it's important that we identified sites and current constraints such as lobby government about Air BnB and HMOs. Although it's not that straight forward, as HMOs are not always taken up as student houses, they are also used by young professionals.
Question 4:	Explain the thinking behind the housing company.
Answer 4:	The Council used to provide social housing. In early 2000, the Council took a decision to pass its housing stock to the social housing provider, which was Somer Housing, now known as Curo. From that point the Council ceased to have a housing revenue account. The property company is at arms length, although the Council is the sole shareholder. The company is converting a number of empty premises above the shops. These have remained empty for a number of years. This is an opportunity to convert them for residential uses. We are also converting our former

	Council offices in Keynsham into 95 new homes, some will be available for sale and some rented. The income will come back to the Council.
Question 5:	I understand the principle, but why can't the Council just deliver them?
Answer 5:	We cannot compete with the social housing provider. The property company can bring forward sites that wouldn't have happened otherwise. There is a site in lower Weston that we are working with the Duchy. It's a unique site and we are looking at developing sustainable properties.
Question 6:	Clearly there is a growing expectation for volunteers to step forward, is there evidence that there are enough volunteers to take up the slack
Answer 6:	There are never enough volunteers. Good neighbours and being neighbourly is different from volunteering.
Question 7:	There is advice that 15% of the transport budget should be allocated to cycling and walking, will you ensure that the transport budget is adequately split to fund cycling and walking initiatives?
Answer 7:	I suggest we take this away and find out more.
Question 8:	There is a shortfall in the budget of £6million before Council tax increases. What would 1% Council tax rise be?
Answer 8:	1% raises about £800k. Council tax rises are capped.
Comment 6:	There is often confusion between volunteering and the voluntary sector. Many voluntary organisations are quite sizeable and have paid professionals. It is very different.
Comment:7	There are many young professional and young vulnerable people who need housing to rent particularly those under 25.
Response: 7	We are working with the YMCA on a housing project.
Question 9:	In terms of working together, placed based commissions, health and education, what are you doing to help those young people who are excluded from school.
Answer 9:	The majority of schools in B&NES are now Academies. We commission alternative provision working with and involving schools and other partners. The education service is shrinking. We do monitor exclusions and challenge them.
Question 10:	Within the presentation you highlight the negative impact of the Universities on the Council tax and the loss of HMOs, what are you doing to ensure they pay their way?
Answer 10:	We are having conversations with both universities. There is a degree of engagement and we hope to reach a degree of understanding.
Question 11:	The average salary is £27.5k, how many properties in the Keynsham development will be within their price range?
Answer 11:	We are developing 95 new homes, some will be under £150k and will be available for local people. We will go back to the Board and ask for more information.
Question 12:	One good thing that has happened is the waste collection which must have saved money and is also good for the environment. Have you got other ideas to make improvements, such as encouraging businesses to recycle?
Answer 12:	This is a very good point. Our enforcement teams are very proactive and take action against businesses.
Question 13:	How do you guarantee that affordable housing doesn't get taken over by investment?
Answer 13:	This is a decision for the Company Board and it is an issue that we will be addressing with them.

Question 14:	In your presentation you refer to the Wigan Deal. They ask citizens to commit to doing their bit. Are you planning to roll out something similar? How can we help you with developing ideas and work with you?
Answer 14:	We are using the basis of the Wigan Deal. A meeting last month of the voluntary sector focussed on how we can work together and promote the services that are available locally. An example given was the Frome Model, there is an opportunity to create something similar in Banes. We are keen to hear new ideas.
Question 15:	In relation to your acquisitions for commercial property with another local authority are you also looking at property for housing and what is the % debt to the value of the property?
Answer 15:	The Council owns a number of commercial properties throughout the city, most of which are within retail. The retail sector is not very buoyant and therefore it's important to diversify our holdings. Rather than dispose of property we are acquiring additional property. The level of debt is lower than the private sector. The previous administration agreed to purchase an old bank building on Milson Street. The overall proportion of debt is 30% of the property value.
Question 16:	Does the Council subsidise refugees and can we accept further refugees? There is a family who is in unsuitable housing.
Answer 16:	The families accepted under the Government's scheme come with a funding package. Some of the grant is to help set up their accommodation. With regard to additional families this will be subject to suitable accommodation. We currently have 18 unaccompanied children in the resettlement scheme. With regard to the specific case you mention we should talk after the meeting about this.
Question 17:	There are more cuts that need to be found, at what point will we no longer be able to achieve the cuts?
Answer 17:	The Fair Funding review will be announced in the Spring. This may give us some answers. The model is currently unsustainable. We have first class special schools and therefore we do attract people from outside the area to relocate. The additional pressure to fund SEN up to the age of 25 have added further pressure on local authority budgets as there was no additional funding available.

CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND SCRUTINY PANEL

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or, Democratic Services (01225 394458). A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website and at the Guildhall (Bath), Hollies (Midsomer Norton), Civic Centre (Keynsham) and at Bath Central, and Midsomer Norton public libraries.

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
28TH JANUARY 2019				
28 Jan 2019	CYP PDS	Narrowing The Gap	Margaret Simmons-Bird, Christopher Wilford Tel: 01225 394240, Tel: 01225 477109	Director Children & Young People
28 Jan 2019	CYP PDS	Bath Studio School	Margaret Simmons-Bird Tel: 01225 394240	Director Children & Young People
28 Jan 2019	CYP PDS	Director of Children & Young People - Vision Presentation	Mary Kearney-Knowles Tel: 01225 394412	Director Children & Young People
15 Jan 2019	PHED PDS	Corporate & Budget Planning 2019-20	Steve Harman Donna Parham Tel: Mob: 07530263207 Tel: 0122539	Director Finance - Section 151 Officer
21 Jan 2019	CTE PDS			
28 Jan 2019	CYP PDS			
30 Jan 2019	HWSC			
26TH MARCH 2019				
26 Mar 2019	CYP PDS	Children's Services Structure / Narrative	Mike Bowden Tel: 01225 395610	Director Children & Young People

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
26 Mar 2019	CYP PDS	Children's Social Care - Placement Sufficiency	Ian Tomlinson	Director Children & Young People
26 Mar 2019	CYP PDS	Elective Home Education	Christopher Wilford Tel: 01225 477109	Director Children & Young People
26 Mar 2019	CYP PDS	Local Safeguarding Children's Board - Future Arrangements	Dami Howard, Lesley Hutchinson Tel: 01225 396339	Director of Safeguarding & Quality Assurance
26 Mar 2019	CYP PDS	Youth Justice Plan Update	Sally Churchyard Tel: 01225 395442	Corporate Director (People)

ITEMS YET TO BE SCHEDULED

	CYP PDS	Support for Young Carers	Mary Kearney-Knowles Tel: 01225 394412	Director Children & Young People
	CYP PDS	Toxic Trio	Lesley Hutchinson Tel: 01225 396339	Director Children & Young People

The Forward Plan is administered by **DEMOCRATIC SERVICES**: Mark Durnford 01225 394458 Democratic_Services@bathnes.gov.uk

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