Bath & North East Somerset Council

Improving People's Lives

Cabinet

Date: **Thursday, 10th November, 2022**
Time: **6.30 pm**
Venue: **Council Chamber - Guildhall, Bath**

Agenda

To: All Members of the Cabinet

Councillor Kevin Guy (Leader of the Council, Liberal Democrat Group Leader), Councillor Tim Ball (Cabinet Member for Planning and Licensing), Councillor Alison Born (Cabinet Member for Adult Services and Council House Building), Councillor Tom Davies (Cabinet Member for Adult Services and Council House Building), Councillor Manda Rigby (Cabinet Member for Transport), Councillor Dine Romero (Cabinet Member for Children and Young People, Communities), Councillor Mark Roper (Cabinet member for Economic Development, Regeneration & Growth), Councillor Richard Samuel (Deputy Council Leader and Cabinet Member for Resources), Councillor Sarah Warren (Deputy Council Leader (statutory) and Cabinet Member for Climate and Sustainable Travel) and Councillor David Wood (Cabinet Member for Neighbourhood Services)

Chief Executive and other appropriate officers
Press and Public

The agenda is set out overleaf.

Marie Todd
Democratic Services
Lewis House, Manvers Street, Bath, BA1 1JG
Telephone: 01225 394414
Web-site - http://www.bathnes.gov.uk
E-mail: Democratic_Services@bathnes.gov.uk

NOTES:

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 Guildhall - Bath.

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.

3. **Recording at Meetings**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control. Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

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4. **Public Speaking at Meetings**

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group.

Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.

Further details of the scheme can be found at:

https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942

5. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are signposted. Arrangements are in place for the safe evacuation of disabled people.

6. Supplementary information for meetings

Additional information and Protocols and procedures relating to meetings

https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505

Cabinet - Thursday, 10th November, 2022

in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

   The Democratic Services Officer will read out the emergency evacuation procedure.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

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

   (a) The agenda item number in which they have an interest to declare.
   (b) The nature of their interest.
   (c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 4.4 Appendix 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 CHAIR

6. QUESTIONS FROM PUBLIC AND COUNCILLORS

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

7. STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

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

8. MINUTES OF PREVIOUS CABINET MEETINGS (Pages 7 - 20)

   To confirm and sign the minutes of the meetings held on 14 July and 8 September 2022.

9. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

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

10. MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES (Pages 21 - 22)

This is a standing agenda item (Constitution rule 3.3.14 of the Executive Procedure Rules) for matters referred by Policy Development and Scrutiny bodies. The Chair of the relevant PDS Panel will have the right to attend and to introduce the Panel's recommendations to Cabinet.

The Children, Adults, Health and Wellbeing PDS Panel has made a recommendation to Cabinet regarding the RUH Ambulance Service/Winter Planning/Treatment Waiting Times, which is attached for consideration. Cllr Vic Pritchard, Chair of the Panel, will be invited to present the recommendation.

11. SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING (Pages 23 - 30)

A list of Cabinet Single Member decisions taken and published since the last Cabinet meeting to note (no debate).

12. VALLEY FLOOR TO CLAVERTON DOWN CYCLE ROUTE (Pages 31 - 124)

At a previous meeting the Cabinet agreed to commission a citizens' jury or other suitable process of public engagement to determine the most appropriate safe, strategic cycle route to improve travel between the city centre, the University of Bath and the large employment and education sites in the Claverton Down area. Britain Thinks was commissioned to undertake the citizens' panel.

Lucy Bush, Research Director, from Britain Thinks will attend the Cabinet meeting to present the key findings.

13. MILSOM QUARTER MASTERPLAN - FUNDING AND NEXT STEPS (Pages 125 - 240)

To consider a report regarding the Milsom Quarter Masterplan which outlines the funding arrangements and next steps.

14. COMMUNITY SERVICES DESIGN - UPDATE POSITION (Pages 241 - 298)

Following the options appraisal by the Council and Clinical Commissioning Group, decisions were taken not to extend the contract term for the three-year period with HCRG Care Group for the delivery of Community Services in B&NES. The decision not to exercise the extension now requires a decision to be made to progress the preferred option for the service delivery model for Adult Social Care services.

15. DEVELOPMENT UPDATE: LAND TO REAR OF 89 – 123 ENGLISHCOMBE LANE, SOUTHDOWN, BATH. (Pages 299 - 308)

As part of the B&NES Homes development programme officers were tasked with investigating whether a smaller scheme could be developed that provides local community housing whilst being sympathetic and supportive to the existing site ecology. Following concept design, option appraisal and initial business case the attached report proposes such a scheme for further detailed development work.

16. RESIDENTIAL TENANCY POLICY (Pages 309 - 348)

The Residential Tenancy Policy sets out how Council owned social rented homes will be operated and managed by the Council. The policy includes a range of customer facing policies and statements relating to tenure, payments, repairs and maintenance, anti-social behaviour, evictions, complaints policy and data protection.

17. CONSULTATION TO VARY THE BATH CLEAN AIR ZONE (CAZ) CHARGING ORDER 2021 (Pages 349 - 364)

Following the Cabinet decision in December 2021 (E3322: Cleveland Bridge Review) officers have completed feasibility assessments on varying the Bath Clean Air Zone (CAZ) Charging Order 2021 so that all Class N3 Euro VI diesel HGVs (HGVs over 12 tonnes) become chargeable under the charging scheme, for the benefit of air quality and the amenity of the CAZ area (including the Grade II* Cleveland Bridge) and the wider Bath World Heritage Site setting.

The attached report considers the details of the feasibility assessments and requests Cabinet to agree a period of formal public consultation on this proposal to inform a decision on whether to vary the Order as set out above.

18. CRSTS PROGRAMME - FUNDING AND NEXT STEPS (Pages 365 - 372)

The attached report requests agreement to accept the City Region Sustainable Transport Settlement programme of investment comprising a combination of grant and assignment funding to develop business cases for the schemes, and grant funding for delivery. It also summarises key items of the proposed spend, funding approval mechanisms and the key deliverables and outputs anticipated.

19. 2023/24 MEDIUM TERM FINANCIAL STRATEGY (Pages 373 - 404)

The Medium Term Financial Strategy (MTFS) sets out the strategic direction and priorities for the Council as well as outlining the financial context and challenges that Council faces over the next five years and the strategy that will be used to inform its annual budget process.

20. REVENUE & CAPITAL BUDGET MONITORING, CASH LIMITS AND VIREMENTS – APRIL TO SEPTEMBER 2022 (Pages 405 - 444)

The attached report presents the financial monitoring information for the Authority as a whole for the financial year 2022/23, using information available as at the end of September 2022.

21. TREASURY MANAGEMENT MONITORING REPORT TO 30TH SEPTEMBER 2022 (Pages 445 - 462)

The attached report gives details of performance against the Council's Treasury Management Strategy for 2022/23 for the first six months of 2022/23.

The Democratic Services Officer for this meeting is Marie Todd who can be contacted on 01225 394414.

BATH AND NORTH EAST SOMERSET

CABINET

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

Thursday, 14th July, 2022

Present:

Councillor Kevin Guy (Ch)	Leader of the Council, Liberal Democrat Group Leader
Councillor Tim Ball	Cabinet Member for Planning and Licensing
Councillor Tom Davies	Cabinet Member for Adult Services and Council House Building
Councillor Manda Rigby	Cabinet Member for Transport
Councillor Dine Romero	Cabinet Member for Children and Young People, Communities
Councillor Sarah Warren	Deputy Council Leader and Cabinet Member for Climate and Sustainable Travel
Councillor David Wood	Cabinet Member for Neighbourhood Services

9 WELCOME AND INTRODUCTIONS

The Chair, Cllr Kevin Guy, welcomed everyone to the meeting.

10 EMERGENCY EVACUATION PROCEDURE

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

11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Alison Born and Richard Samuel. The Leader explained that Cllr Richard Samuel is currently recuperating having suffered a severe stroke and the Cabinet wished him a swift recovery.

12 DECLARATIONS OF INTEREST

There were no declarations of interest.

13 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was no urgent business.

14 QUESTIONS FROM PUBLIC AND COUNCILLORS

There were 36 questions from Councillors and no questions from members of the public.

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

15 STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

Members of the public made statements as follows:

- Ms Jenny Newman *(a copy of which is attached as Appendix 2 to these minutes).* Ms Newman also presented a petition containing 521 signatures requesting that the Council restores the ponds and streams in The Royal Victoria Park, Bath.

- A statement was read out on behalf of Ms Shiva Page *(and attached as read at Appendix 3 to these minutes).* That statement was in accordance with Rule 31 of the Executive Procedure Rules ("A submission under this rule will not be accepted if it is about a matter which has already been lodged with the Council or with another statutory body as a formal complaint") as Ms Page had originally been advised that three paragraphs would be removed from her statement as their subject matter related to live formal complaints. A decision was subsequently made to allow Ms Page to include these paragraphs if she wished but she decided against this. *(For completeness a copy of the omitted paragraphs is attached as Appendix 4 to these minutes).*

16 MINUTES OF PREVIOUS CABINET MEETINGS

RESOLVED that the minutes of the following meetings be confirmed as a correct record and signed by the Chair:

Cabinet Meeting – 5 May 2022

Special Cabinet Meeting – 26 May 2022

17 CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

There were none.

18 MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

There were none.

19 SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING

The Cabinet agreed to note the report.

20 BATH CLEAN AIR PLAN ANNUAL REPORT 2021

Cllr Sarah Warren introduced the report, moved the officer recommendation and made the following statement:

“Air pollution is estimated to cause around 80 deaths a day across the UK, with approximately 80 per year in Bath and North East Somerset. Bath’s Clean Air Zone was the first such charging zone outside London, when it was introduced on 15th March 2021, and is designed to tackle high atmospheric levels of the dangerous pollutant nitrogen dioxide, which largely originates from traffic in our city, and affects the health of our most vulnerable residents. The aim of the zone is to bring annual nitrogen dioxide levels below the legal limit value of 40□g/m3, by deterring the most polluting vehicles from entering the city centre.

Tonight, we are considering the 2021 annual report on air quality, vehicle compliance, and traffic displacement, which covers the calendar year 2021, the first calendar year during which the Clean Air Zone was live.

During the year, we saw overall traffic levels return from lockdown to pre-covid levels in the city, with light goods vehicles reaching 112% and heavy goods vehicles 110% of their pre-covid numbers, owing to pandemic-related changes in shopping patterns. Over this period, we have also seen business thriving, with footfall in the city’s shops returning close to pre-pandemic levels by the end of the year.

A key purpose of the zone is to encourage the upgrade of the most polluting vehicles, and we were able to make substantial funds available through grants and interest-free finance to support this. As at the end of December, some 722 of the most polluting vehicles had been replaced through this route, rising to 859 by the end of May this year.

Throughout much of 2021, we saw dramatic changes to traffic flows around the city centre arising not only from lockdown, but also from the complete closure of Cleveland Bridge, which normally carries some 17,000 vehicles per day. We have, of course, been monitoring roads around the CAZ carefully to establish whether there is evidence of the displacement of traffic from the zone, wherever the public have expressed concern, as early modelling of the CAZ suggested displacement might be possible. The analysis of this data so far shows no ongoing significant displacement impacts due to the introduction of the scheme. However, monitoring will continue at some of these sites for some time, as traffic flows settle down following the various disruptions of the last couple of years.

Notwithstanding recent changes to traffic flow, the really great news is that overall, air quality continues to improve both within and outside the zone, with average reductions in nitrogen dioxide levels of 21% inside, 22% in the urban area outside the zone, and 18% in the rest of Bath & North East Somerset over the year, compared to the calendar year 2019 before the pandemic. By the end of 2021, we observed that over 90% of HGVs and taxis, 100% of scheduled bus services, and 80% of vans driving in the zone were compliant.

Despite these significant improvements, we are seeing 3 locations with readings still fractionally above legal limits of nitrogen dioxide, and we wait to hear from the Government's Joint Air Quality Unit whether or not we can be said, in their terms, to have "achieved success". But even these three sites have shown huge improvement, with Dorchester Street down from nitrogen dioxide readings of above 70, as recently as 2015, to 40.5 last year.

And, having progressed our zone despite the pandemic, at a time when some other authorities have balked, Bath and North East Somerset is now regarded as a national leader on this hugely important issue so important to our residents' health. Our officers and councillors are now being invited to speak in national forums to share our experiences and achievements introducing the zone, so we are now putting Bath and North East Somerset on the map for clean, rather than polluted air.

The zone generated £5.6m during 2021, and by the end of March this year, the future costs of the scheme had been covered, with additional income being allocated to sustainable transport initiatives, helping to provide practical and affordable alternatives to the car.

I am delighted with the substantial progress we have made here in Bath and want to thank everyone who has gone to the trouble and expense of upgrading their vehicle or changing their travel behaviour. However, we know there is no safe level of air pollution, and that's why I am ambitious to achieve more.

The World Health Organisation released new tighter guidelines last year on safe levels of six pollutants, and I immediately wrote to the Minister to urge their rapid adoption into UK law, combined with adequate advice, powers and financial support for councils in tackling them.

That's why, despite the substantial progress we have already made here in B&NES, we are not complacent, we are still ambitious to go further in support of the health of our residents and of the environment. We are increasingly thinking of clean air alongside our net zero commitment, because these objectives are aligned in so many ways. The Clean Air Zone is but one tool - our wider plans to give more people more practical options so that they can leave their cars at home more of the time are outlined in our Journey to Net Zero plan published earlier this year.

And that's why this evening we are asking officers to develop new local targets for air quality for B&NES that are more ambitious than those currently set by national Government.

In the papers this evening, a potential annual average target of 36 mg/m3 for nitrogen dioxide by 2025 is proposed for further consideration. This figure is currently breached at 7 monitoring locations in the city (including the 3 still above 40). Officers will be doing further work to establish feasibility in establishing this target, but we intend to adopt these in the coming months.

And we don’t see this as the end of the road either - we expect to see year on year improvement in air quality, and to raise our ambition in line with that, as we see the transport transition unfolding across our district.

We are also asking officers to increase our monitoring of another important dangerous, traffic-related pollutant, particulates, as although we are compliant with current national limits, we would like to develop our understanding, with a view to making improvements in this area of air quality as well.

I would like to finish by thanking officers for their hard work monitoring the impacts of the zone so closely, and compiling the data into this annual report, which permits close public examination of our progress on this important public health measure. We clearly need to keep both air quality and potential traffic displacement under close review. We await government’s assessment of the extent to which we are achieving success very shortly.”

Cllr Manda Rigby seconded the motion and made the following statement:

“Cllr Warren highlighted this in her speech, but I think it’s worth emphasising that the rationale behind the Bath Clean Air Zone is to reduce toxic air pollution. Nitrogen Dioxide is a health risk to everyone and is particularly dangerous for children and vulnerable people.

This is the first annual report for the Clean Air Zone’s first calendar year. It’s a cautious assessment, recognising that we always need more data. But I welcome the headline findings, showing the CAZ is working to reduce nitrogen dioxide pollution and to increase the proportion of compliant vehicles (benefiting a much wider area as of course these cleaner vehicles don’t just travel in Bath). All this despite traffic returning to normal levels following the pandemic.

This report illustrates both the challenge and the opportunity of being the first Council outside London to deliver a charging Clean Air Zone.

The challenge because we are the trailblazers, and everyone is looking to us to get this right. We are developing the precedents, so to speak, that all other Clean Air Zones will rely on. We’re testing the methodology and developing the working relationships with the Joint Air Quality Unit – a government department supported by both DEFRA and DfT. B&NES is very much being seen as a national leader – demonstrated by the invitations we receive to share our experience at national forums.

And this gives B&NES the opportunity to continue to lead the way. At the start, in 2019, the goal of the zone was to comply with the ministerial direction. But compliance isn’t an end point- it’s really just the beginning. The science around air quality is continually developing, with new guidelines from the WHO as Sarah mentioned. And more cities are implementing clean air zones – indeed these will become the norm across urban areas, as we recognise the improvements in public health which can be brought about by these schemes B&NES has the opportunity to

stay at the leading edge and set new goals. We want to be ambitious. To build on the progress from the Clean Air Zone.

That's why we're working on a more ambitious local nitrogen dioxide target and we're focussing on providing more information to the public about the issue of particulate pollution alongside. That's why we urged the government to go further and set more ambitious targets. All the work we are doing around sustainable transport and tackling the climate emergency is aligned with the overarching goal of the CAZ – to protect public health – and I think it's right that we should be ambitious in this area. If nothing else, the pandemic has shown us the true value of health.

I'm proud of the hard work of our team in successfully implementing the Clean Air Zone. I'm proud of the difference it's already making. And I'm proud that we are aspiring to go further and protect our residents' health even more."

Cllr Dine Romero stated:

"I am pleased that since I raised the issue of displaced traffic being rerouted onto roads in Southdown, in particular Whiteway Road monitoring of the volume and type of traffic has taken place. I am even more pleased to note that further monitoring is to be expected on this stretch of road. I look forward to hearing more on any mitigation measures that will be put in as a result of this data collection, perhaps the cabinet member might know when such discussions will take place, and whether they could they be linked to the discussions around measures which might be considered for Mount Road, under the heading of Liveable Neighbourhoods, since changes on one road will have an impact on a parallel one.

(The other issue I have previously raised around speeding is being dealt with separately)."

RESOLVED (unanimously):

(1) To note the Annual report and the ongoing progress which has been made towards achieving reductions in nitrogen dioxide levels both within and on the boundary of the CAZ, which has been realised by the scheme increasing the proportion of compliant, less polluting vehicles driving in and around the city.

(2) To note the continued performance of the CAZ against the scheme's financial model, ensuring it covers its costs of operation and avoids placing an additional burden on the Council and local taxpayers. In addition, note that surplus revenue is now being targeted towards sustainable transport projects as laid out in the full business case for the scheme.

(3) To note the statement from the Joint Air Quality Unit (JAQU) on their assessment of the scheme towards achieving success with the Ministerial Directions which have been served upon the council.

(4) In line with recommendation 3 of E3322 and Minute 1.5 of E3326, to note that further work to develop and implement a local nitrogen dioxide objective level will be continued.

(5) To recommend that officers explore options for enhancing the capability to monitor particulate matter pollution within Bath and North East Somerset.

21 YOUTH JUSTICE PLAN 2022-23

Cllr Dine Romero introduced the report, moved the officer recommendation and made the following statement:

"As you will know the Local Authority has a statutory duty to produce an annual youth justice plan which is submitted to the national board.

The main objective of the youth justice system is to prevent offending by 10–17-year-olds.

The plan before you has been drawn together with input from the multi-agency team including police, social services, education, probation and health.

These partners have a shared responsibility not only for the plan itself and the part they play within it but for resourcing the youth offending service. The council pays the most, 54% of the budget. We are reliant on core national funding from ministry of justice and as far as I am aware we're still waiting the actual sign off but have been told it won't be less than before

In terms of how well we are doing again at the statutory purpose, the Youth Offending Service worked with 89 out of 36.7k children in B&NES in 2022 which is fewer than in previous years but there is concern that opportunities to intervene may have been missed and more children may enter the formal justice system in the future as a result.

Despite such low numbers and like many other places across the country a greater proportion of those entering the youth justice system are from black backgrounds, and as you will recall from my answer to Councillor Kumar earlier, the board are proactively looking at how we can increase representation on the board, and also within partner organisations to understand better why this is the case.

There is much more that I could draw your attention to but hope having read the plan cabinet are happy to endorse the plan, to appreciate the work that has gone into drawing it up, and finally but most importantly be supportive of the child first principle that is underpinning work in the youth justice system locally and nationally."

Cllr Tim Ball seconded the motion and stressed the importance of keeping children out of the youth justice system and out of trouble. He also highlighted the need to recognise conditions such as autism, ADHD and poor mental health. He thanked all those working with children in the Youth Justice system and those working to prevent children from entering the system in the first place.

RESOLVED (unanimously): To recommend approval of the Youth Justice Plan to full Council, conditional on satisfactory confirmation of the budget.

22 HEALTH & SOCIAL CARE - NEW GOVERNANCE ARRANGEMENTS

Cllr Kevin Guy introduced the report, moved the officer recommendation and made the following statement:

“The report before you outlines the new, statutory, governance arrangements for health and social care in B&NES. These arrangements came into force on 1 July and stem from the new Health and Care Act.

Under the new arrangements, an Integrated Care System (ICS) – known as BSW Together – is replacing our previous partnership arrangements. The new ICS covers the three local authority areas of B&NES, Swindon and Wiltshire. It gives us the opportunity to build on our strong track record of working with local health services, developed over the last few years, with an overall goal of delivering integrated services, improving health outcomes and reducing inequalities.

The BSW Together partnership is made up of local health and care organisations including Councils, hospitals, GPs, mental health service providers, an ambulance trust, community health providers and voluntary organisations. They will all work together to plan and organise the delivery of health and care services and are committed to giving local people and communities a louder voice in how services are provided.

A new Integrated Care Board will replace the previous Clinical Commissioning Group across Bath and North East Somerset, Swindon and Wiltshire. The Board and take the lead on planning and coordinating how £1.5 billion of health and care services are delivered.

The Integrated Care Partnership will develop strategy for health and social care and the Integrated Care Alliance will be a local ‘delivery mechanism’ setting and overseeing delivery of strategy at Bath & North East Somerset level.

We are asked to agree the Council’s participation in the Integrated Care System, approve proposals for the Council’s representation on the new structures, as laid out in the report, and endorse the overall governance arrangements.

These new arrangements provide an opportunity to work even more closely with our partners and our communities to provide the services that people need, further to integrate health and social care, and to tackle health inequalities. They also provide greater opportunities for preventative work to improve residents’ health, helping people stay healthy and independent for longer. They align closely with our overall corporate purpose of ‘improving people’s lives’.

I would like to thank our Council officers and Councillor Alison Born for their hard work.”

Cllr Dine Romero seconded the motion and made the following statement:

"I am happy to second this paper, and support of the formation of the Integrated Care Board. As an area we have a strong track record of working with partners especially the local health services. This new arrangement should be even more beneficial for our residents provide the services they need but also as we will be able to collaborate more closely, we will have greater opportunities to integrate health and social care, address inequalities and in the longer term delay the need some may have of these services."

RESOLVED (unanimously):

(1) To agree that the Council participates in the Integrated Care System (ICS) for Bath, Swindon & Wiltshire and to ensure appropriate representation on the various committees which make up the ICS.

(2) To request the Leader of the Council to make the appropriate nominations for councillors to sit on the committees making up the ICS.

(3) To authorise the Chief Executive Officer to nominate Officers (including himself) to:

- Sit on the Integrated Care Board and to represent the Council on said Board including the making of decisions that require financial expenditure on the part of the Council provided such expenditure is within budgets agreed by Full Council; and

- Sit on the sub-committee of the Integrated Care Board established to make placed-based decisions as may be required to ensure that the Council is appropriately and fully represented in accordance with the constitutional documents of said sub-committee.

(4) To agree the overall governance arrangements set out in Appendix 1 of the report.

23 REVENUE AND CAPITAL OUTTURN 2021/22

Cllr Tom Davies introduced the report and moved the officer recommendation. He stated that this has been one of the most challenging and unpredictable years and that it is a huge testament to the strong financial leadership provided by Cllr Richard Samuel and the Council's senior officers that the report presents a £4m favourable result for the last financial year. This was the second year of the Covid pandemic and there was considerable pressure on the budgets for both adult and children's services. The favourable position enables the Council to build resilience for this and future years so that investments can be made in services to improve the lives of all B&NES residents. For example, £2.7m will be invested to provide the Park and Ride service and the strong position will also help the Council to manage the extraordinary increase in energy prices without impacting on services. He also thanked Andy Rothery, Chief Finance Officer, and the finance team for producing such clear and transparent reports. Sound financial management enables the Council to remain resilient in the face of current challenges and to continue to invest in the priorities of residents.

Cllr Manda Rigby seconded the motion.

RESOLVED (unanimously):

(1) To note the revenue budget outturn on budget position for 2021/22, after allowing for carry forwards and transfers to reserves.

(2) To approve the revenue carry forward proposals listed in the tables in paragraph 3.30 of the report.

(3) To approve that all other over budgets are written-off as an exception to the Budget Management Rules for 2021/22.

(4) To approve the transfer of £4.03m to corporate earmarked reserves, the breakdown of which is detailed in paragraph 3.31 of the report.

(5) To note the revenue virements for 2021/22 reported for information in Appendix 2(i) of the report.

(6) To note the reserve positions and the use of flexible capital receipts shown in paragraphs 3.40-3.43 of the report.

(7) To note the outturn position of the 2021/22 capital programme in paragraph 3.52, and the funding outlined in paragraph 3.54 of the report.

(8) To approve the capital rephasing and write-off of net underspends as listed in Appendix 3 of the report. This reflects the outturn spend position on projects against final budgets as detailed in Appendix 4(ii) of the report.

24 REVENUE & CAPITAL BUDGET MONITORING, CASH LIMITS AND VIREMENTS – APRIL TO JUNE 2022

Cllr Tom Davies introduced the report and moved the officer recommendation. He thanked the finance team for presenting this information in such a timely manner. He highlighted the challenges faced by the Council and, in particular, the forecast for a £2.3m overspend in children's services due to staffing pressures and the high cost of placements. The fact that this information is being presented now will enable officers and Cabinet Members to manage the situation and the Cabinet will continue to monitor this very closely. This is a particularly challenging time to manage and provide core services. The combinations of Brexit, the Covid pandemic, the war in Ukraine and the failure of the Government to provide appropriate funding to local authorities have placed enormous pressure on Councils. He highlighted the investment plans set out in the capital programme including improvements to Midsomer Norton High Street, the Radstock Healthy Living Centre, Bath Quays North and the further development of the Bath Western Riverside and the final element of the Sydney Gardens project.

Cllr Sarah Warren seconded the motion and made the following statement:

"Continued financial resilience here at the council allows us to invest in our capital projects, such as the site redevelopment of Pixash recycling centre, with its exceptionally strong sustainability credentials; our liveable neighbourhoods programme that aims to make residential areas safer to move around on foot and by

bike; and the refurbishment of Cleveland Bridge. Thanks of course should go to not only to Cllr Samuel and his team for their ongoing excellent management of the budget in these very unpredictable times; and of course, to Cllr Davies for picking up this work at short notice and bringing forward these papers."

Cllr Tim Ball noted the importance of future investment in Council services and the excellent financial prudence demonstrated by Cllr Richard Samuel and the finance team.

RESOLVED (unanimously):

(1) To note the 2022/23 revenue budget position (as at the end of June 2022).

(2) To note the revenue virements listed for information only in Appendix 3(i) of the report.

(3) To note the capital year-end forecast detailed in paragraph 3.21 of the report.

(4) To note the changes in the capital programme including capital schemes that have been agreed for full approval under delegation listed in Appendix 4(i) of the report.

25 TREASURY MANAGEMENT OUTTURN REPORT 2021/22

Cllr Tom Davies introduced the report and moved the officer recommendation. He noted the excellent position of the Council and stated that the excellent cashflow management had led to savings of over £1m. Investments regularly performe above the relevant benchmark. The two ESG investments have been particularly successful providing above average returns. The Council is in a strong position with regard to its treasury management.

Cllr Wood seconded the motion.

RESOLVED (unanimously):

(1) To note the Treasury Management Report to 31 March 2022, prepared in accordance with the CIPFA Treasury Code of Practice.

(2) To note the Treasury Management Indicators to 31 March 2022**.**

26 TREASURY MANAGEMENT PERFORMANCE REPORT TO 30TH JUNE 2022

Cllr Tom Davies introduced the report and moved the officer recommendation. He pointed out that the two ESG funds are performing well. The Council is now starting to receive some extra income due to the increase in interest rates. He thanked officers for their hard work in relation to treasury management.

Cllr Kevin Guy seconded the motion.

RESOLVED (unanimously):

(1) To note the Treasury Management Report to 30 June 2022, prepared in accordance with the CIPFA Treasury Code of Practice.

(2) To note the Treasury Management Indicators to 30 June 2022.

27 QUARTER 4 YEAR END 2020/21 CORPORATE PERFORMANCE REPORT

Cllr Kevin Guy introduced the report, moved the officer recommendation and highlighted the following achievements of the administration which have been possible due to strong financial management:

- Building a new state of the art recycling hub
- Investing £14m to improve and maintain highways
- 17,894 calls received by the Community Wellbeing Hub
- Developing 6 new residents' parking zones
- A reduction of 66% in carbon emissions from Council buildings since 2010
- Investing over £900k in cleaner green neighbourhoods
- Recruiting more foster carers
- 3.100 new homes including 700 affordable homes in the last 3 years
- Allocating more than £38m over the next 5 years to drive down carbon emissions
- 33,000 trees planted on Council and private land since 2020
- Building the first ever Council homes for a generation

He thanked all Council staff and Cabinet members for their hard work in delivering these achievements.

Cllr Tom Davies seconded the motion. He stated that the report contains a vast amount of interesting information about the work of the Council which demonstrates how much is going on.

RESOLVED (unanimously):

(1) To note progress on the delivery of key aspects of the Council's service delivery, details of which are highlighted in section 3.6 and Annex 1 of the report.

(2) To note the level of service activity for 2021/22 highlighted in the infographic presentation at Annex 2 of the report.

The meeting ended at 7.20 pm

Chair _____

Date Confirmed and Signed _____

Prepared by Democratic Services

BATH AND NORTH EAST SOMERSET

CABINET

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

Thursday, 8th September, 2022

Present:

Councillor Kevin Guy	Leader of the Council, Liberal Democrat Group Leader
Councillor Tim Ball	Cabinet Member for Planning and Licensing
Councillor Alison Born	Cabinet Member for Adult Services and Council House Building
Councillor Tom Davies	Cabinet Member for Adult Services and Council House Building
Councillor Manda Rigby	Cabinet Member for Transport
Councillor Mark Roper	Cabinet member for Economic Development, Regeneration & Growth
Councillor Sarah Warren	Deputy Council Leader (statutory) and Cabinet Member for Climate and Sustainable Travel

28 WELCOME AND INTRODUCTIONS

The Chair, Cllr Kevin Guy, welcomed people to the meeting and stated that everyone's thoughts and prayers were with Her Majesty the Queen and her family at this worrying time.

He reported that, due to the cost-of-living crisis he had created a new Cabinet Portfolio with responsibility for Economic Development, Regeneration and Growth. Cllr Mark Roper has been appointed to this position. This will build on the excellent work undertaken by Cllr Richard Samuel and will help B&NES to recover from the Covid pandemic.

On being informed of the death of Her Majesty Queen Elizabeth II the Chair immediately suspended the meeting.

[Arrangements are being made for the remaining agenda items to either be handled through single member decision making, or deferred to the next Cabinet meeting.]

29 QUESTIONS FROM PUBLIC AND COUNCILLORS

Although this item was not reached before the meeting was suspended, it was considered helpful to publish the Q&A document that had been prepared for the meeting.

Q&A document

30 STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

This item was not reached before the meeting was suspended. Those members of the public who had registered to speak will be contacted about addressing the next Cabinet meeting.

The meeting ended at 6.33 pm

Chair _____

Date Confirmed and Signed _____

Prepared by Democratic Services

Children, Adults, Health and Wellbeing Policy Development and Scrutiny Panel

Wednesday 19th October 2022

RUH – Ambulance Service/Winter Planning/Treatment Waiting Times

At its last meeting on 19th October the CAHW PDS Panel received an update on the current challenges faced by the RUH, particularly in respect of admissions and discharge.

Members were told that the situation is extremely complex, with no obvious single solution. The importance of social care was emphasised by health partners, with effective domiciliary and reablement services key to enabling throughput from the hospital. The Panel welcomed the partnership work taking place between the council and the RUH in developing its own home care provision however, members noted that retention within social care is particularly challenging, with staff leaving to work in other sectors such as retail.

With this in mind the Panel resolved to write to the Integrated Care Partnership to emphasise the importance of remuneration across the sector, particularly when considering the impact retention has on our acute hospital.

Cabinet is asked to support initiatives that lead to the retention of B&NES social care professionals across the district and to look to ensure that this commitment is reflected in the developing Integrated Care Partnership Strategy.

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Bath & North East Somerset Council

Cabinet Single-Member Decisions and Responses to Recommendations from PDS Panels

published from 4 July 2022 until 1 November 2022

Further details of each decision can be seen on the Council's Single-member Decision Register at http://democracy.bathnes.gov.uk/mgDelegatedDecisions.aspx?&dm=3

AGHL Interim Dividend Report

Approval of the proposed interim dividend payable to the Shareholder in order to meet the total Council Returns target set of £1m for each of the financial years 2020/21 and 2021/22.

A formal Shareholder Decision will then be required in accordance with the Shareholder Agreement, Reserved Matters for the actual dividend payment to be made from Aequus Group Holdings Limited to the Council (Shareholder).

Decision Maker: Council Leader
Decision published: 26/10/2022
Effective from: 25/10/2022

Decision:
To approve the proposed interim dividends of £460k for 2020/21 and £709k for 2021/22 to the shareholder, in accordance with the requirements of the Shareholder Agreement, reserved matters.

Wards affected: All Wards
Lead officer: Simon Martin

Bath City Centre Security

To formalise an increase in budget to enable award of contract to implement City Centre Security measures due to exceptional cost increases since the scheme budget was set in February 2020. This will utilise corporate supported borrowing funding currently reserved in the Capital Programme Contingency.

Decision Maker: Cabinet Member for Transport
Decision published: 24/10/2022
Effective from: 01/11/2022

Decision:
(1) To agree that works should proceed on York Street, and reconfiguration of the scheme should be delivered in a phased approach during 2022/23 and 2023/24, subject to approval of 2023/24 budget growth.

(2) To approve further sums from the remaining provisional budget of £848k to bring the total budget allocation for the City Centre to £3.03m.

(3) To award the contract to Volker Highways, for works orders to be issued.

Wards affected: Kingsmead
Lead officer: Lynda Deane

Liveable Neighbourhoods Update Report

An update report on the progress on the Liveable Neighbourhoods projects.

Decision Maker: Council Leader
Decision published: 18/10/2022
Effective from: 26/10/2022

Decision:
To delegate the decision to:

(1) Agree the proposed shortlists to be taken forward to preliminary design and engagement; and

(2) Proceed with the implementation of the four pilot interventions set out in the report and, following preliminary design and engagement and final design and consultation, the shortlisted interventions

to the Lead Member for Sustainable Transport and Directors of Place Management and Sustainable Communities, in consultation with cabinet members and ward councillors.

Wards affected: All Wards
Lead officer: Nick Helps

Variation to Street Works Permit Scheme

Decision to make a variation order for the Street Works Permit Scheme which would enable fees for street works permits to be changed.

Decision Maker: Cabinet Member for Transport
Decision published: 17/10/2022
Effective from: 25/10/2022

Decision:
A variation order shall be made to the street works permit scheme which will enable the fees as outlined in Table 1 of the report relating to E3384 to be introduced.

Wards affected: All Wards
Lead officer: Paul Garrod

Fairfield House and 27 Burleigh Gardens - New Lease

Bath and North East Somerset Council wishes to regularise the current occupation of land and buildings comprising Fairfield House and 27 Burleigh Gardens, Bath, BA1 3RR. It is intended that the regularisation will be through a two-year lease arrangement with Fairfield House Bath CIC.

Decision Maker: Cabinet Member for Adult Services and Council House Building
Decision published: 04/10/2022
Effective from: 12/10/2022

Decision:
To delegate to the Director of Regeneration and Housing authority to:

(1) Grant a new lease for a two-year term, which will be outside of the security of tenure provisions set out in the Landlord and Tenant Act, 1954 at an annual rent of £1,200 per annum.

(2) The lease will be predominantly on the basis of the Landlord being responsible for repairing and insuring the property.

(3) The Landlord will carry out some limited works at the start of the lease.

(4) Based on the terms as set out in the Heads of Terms

(5) During the two-year lease period the tenant will develop plans to apply for a Community Asset Transfer (CAT) or a new longer lease (25 years).

(6) The tenant will, during the lease period, arrange and develop stand-alone funding, business and any partnership plans in consultation with the corporate estate and service department.

Wards affected: Newbridge
Lead officer: Mandy Bishop

B&NES Tree and Woodland Delivery Plan - adoption

This Council declared a climate and ecological emergency in 2019 and set a target of carbon neutrality by 2030. Tree and woodland planting is an important tool in addressing these emergencies.

On the 10th October 2019 B&NES Council agreed a motion to increase tree cover and develop a clear strategy for planting trees in B&NES with a target of planting 100,000 trees within the district with partners and communities, by May 2023. The tree and woodland delivery plan (Appendix A & B of the report) detail this strategy and is intended to be a "live" document to be updated annually with progress.
The majority of the B&NES district sits within the Forest of Avon (one of England's Community Forests which allocates grant funding), and our local B&NES 'strategic tree planting objectives' are encapsulated within the Forest of Avon Plan.

Decision Maker: Cabinet Member for Economic Development and Resources
Decision published: 28/09/2022
Effective from: 06/10/2022

Decision:
The Cabinet Member agrees:

(1) The content of the Tree and Woodland Delivery Plan.

(2) To note that the plan is intended to be a live document with regular updates.

(3) To note progress towards the target of 100,000 trees to be planted in B&NES during the current administration period to May 2023.

Wards affected: All Wards
Lead officer: Carol Maclellan

Fees and Charges 2022/23 - Highways and Traffic

This is an annual report, the fees and charges have been updated to reflect inflation, cost increases in contracts and to ensure adequate recovery of costs across the service.

Decision Maker: Cabinet Member for Transport
Decision published: 26/09/2022
Effective from: 04/10/2022

Decision:
The Cabinet Member agrees:
(1) The recommendation for new fees, charges and commuted sums for relevant services as proposed in Appendices 1 and 2 of the report.
(2) The fees, charges and commuted sums as approved are implemented from and including 1 September 2022.
(3) Delegated authority is given to the Highways and Traffic Group Manager in consultation with the Cabinet Member for Transport to agree fees and charges which vary from the standard inflation clause if the cost base changes or new services are introduced, and that this can be done at 6-month intervals if external factors influence the cost base significantly throughout the financial year.

Wards affected: All Wards
Lead officer: Gary Peacock

B&NES New Local Plan Launch

The preparation of a new Local Plan for B&NES provides the opportunity for the Council to look afresh at its planning policy framework for the district. As this is a long-term plan (20 years), and because the Local Plan is the Council's primary tool for place shaping and the basis of decision-making on development and the use of land, the Council needs to ensure the Plan is sufficiently ambitious to deliver the

Council's priorities and is responsive to local community concerns. In particular, the new Local Plan will play a key role in helping to deliver the Council's priorities in responding to the climate and ecological emergencies.

The preparation of the Local Plan will commence with the publication of a Launch Document in September 2022. The Launch Document will outline the purpose, scope and timetable of the Local Plan and how communities and stakeholders can be involved.

Decision Maker: Cabinet Member for Planning and Licensing
Decision published: 26/09/2022
Effective from: 04/10/2022

Decision:
The Cabinet Member agrees:

- The new Local Plan Launch document (Annex 1 of the report) for publication (including editorial updates listed below)
    - The revised Local Development Scheme 2022 (Annex 2 of the report)
    - The Engagement Strategy (Annex 3 of the report) for the preparation of the new Local Plan (including editorial updates listed below)
    - The Statement of Community Engagement (Annex 4 of the report), and
    - To delegate authority to the Head of Planning, in consultation with the Cabinet Member for Planning and Licensing, to make minor amendments and correct any errors to the above four documents before publication.

- In making this decision some editorial updates are agreed by the Cabinet Member to the Local Plan Launch document and Engagement Strategy as set out below:

- Local Plan Launch Document:

    - Dates updated to take account of October launch
    - Additional text added to emphasise the importance of the Local Plan in improving people's lives and health and well-being
    - Reference to net zero carbon target
    - Additional text to specify types of housing to be delivered
    - Reference to creation of vibrant town and city centres
    - Editorial amendments to text relating to the Doughnut Economics Model
    - Update to text relating to the questions asked in the Launch Consultation

- Engagement Strategy:

    - Dates updated to take account of October launch
    - References to initial engagement with the community (stages 2A and 2C) amended to focus on targeted engagement with community groups
    - Removal of reference to "newsletter page" on the website

- Insertion of list of main duty to cooperate bodies

Wards affected: All Wards
Lead officer: Richard Daone

Grant for Cleveland Pools Trust

Contribution towards the costs to complete refurbishment of Cleveland Pools.

Decision Maker: Council Leader
Decision published: 11/08/2022
Effective from: 19/08/2022

Decision:
To fully approve £340k for Cleveland Pools Trust being funded from the Council's corporate capital contingency budget.

Wards affected: Bathwick;
Lead officer: Maria Newton

Approach Pitch and Putt Golf Course Procurement

Bath and North East Somerset Council has undertaken a market engagement exercise to both alert the market to the potential upcoming procurement process, and to assist with the development of tender documentation to find a new operator of the Approach Pitch and Putt Golf Course.

There appears to be adequate interest from the supplier market to continue with the procurement process as planned and a Single Member Decision is required to move to Stage 2 and allocate resource.

Decision Maker: Cabinet Member for Neighbourhood Services
Decision published: 11/08/2022
Effective from: 19/08/2022

Decision:
To move to Stage 2 of the procurement process to find a new operator for the Approach Pitch and Putt Golf Course.

Wards affected: All Wards
Lead officer: Martin Pellow

Energy Rebate Discretionary Fund Scheme

A Discretionary scheme to provide financial support for rising energy costs.

Decision Maker: Cabinet Member for Adult Services and Council House Building

Decision published: 28/07/2022
Effective from: 05/08/2022

Decision:
The Cabinet Member agrees to introduce the Energy Rebate Discretionary scheme as set out in the document Energy Rebate Discretionary Fund Policy.

Wards affected: All Wards
Lead officer: Damien Peak

Bath West Children's Centre Service Procurement

The Bath West Children's Centre Service is a key part of the Early Help offer for Bath and North East Somerset. The contract expires at the end of March 2023, but it was recommended to extend for a further year until March 2024 before considering the future longer term tender options to allow sufficient time to ensure the future children's centre service aligns with emerging national key policies and areas of work, such as Family Hubs and SEND Review, to ensure that the Council goes out to tender for the right service.

Decision Maker: Cabinet Member for Children and Young People, Communities and Culture
Decision published: 27/07/2022
Effective from: 04/08/2022

Decision:
The Cabinet Member agrees that the Bath West Children's Centre service contract shall be awarded to the current provider (Action for Children) for a further year from 1st April 2023 until 31st March 2024.

Wards affected: Moorlands; Twerton
Lead officer: Ellie Weyman

Household Support Fund from 1 April 2022

To delegate responsibility to the S151 Officer, in consultation with the Cabinet Member for Economic Development and Resources, on how the Household Support Fund for 2022 and subsequent periods should be allocated.

Decision Maker: Cabinet Member for Adult Services and Council House Building
Decision published: 21/07/2022
Effective from: 29/07/2022

Decision:
The Cabinet Member agrees to delegate responsibility for decisions on how the Council's Household Support Fund grant allocation should be used, to the S151

Officer, in consultation with the Cabinet Member for Economic Development and Resources, including subsequent iterations of the scheme and similar grants.

Wards affected: All Wards
Lead officer: Damien Peak

Bath & North East Somerset Council			
MEETING/ DECISION MAKER:	**Cabinet**		
MEETING/ DECISION DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	3402
TITLE:	**Valley Floor to Claverton Down Cycle Route**		
WARD:	All		
AN OPEN PUBLIC ITEM			
List of attachments to this report: Appendix 1: BANES Citizens Panel Report			

1 THE ISSUE

1.1 At its meeting of the 23rd June 2021 Cabinet considered a report entitled 'Active Travel Fund Schemes'. In relation to the proposed active travel scheme on North Road, Bath, Cabinet resolved to:

- *Agree that officers should commission a citizens' jury or other suitable process of deep public engagement, to determine the most appropriate safe, strategic cycle route to improve between the city centre, the University of Bath and the large employment and education sites in the Claverton Down area, which will take place before the end of this financial year.*

1.2 Britain Thinks was commissioned to undertake the citizens' panel (a type of deliberative engagement designed to elicit views following the provision of related information), the results of which give the most detailed assessment of public views on active travel, and active travel infrastructure within B&NES ever commissioned, and provides important insights for the Claverton Down to Valley Floor cycle route and active travel (walking and cycling) schemes more broadly

2 RECOMMENDATION

The Cabinet is asked to;

- **Proposal 1: Citizens' Panel**
  - Note the highly valuable and informative work undertaken by the Citizens' Panel, and thank all participants for their involvement in this pioneering study.

- Adopt the four principles to guide decision making on any new active travel schemes being developed in B&NES.

- **Proposal 2: Claverton Down to Valley Floor Cycle Route**
  - Note the views of the Citizens' Panel in relation to the Claverton Down to Valley Floor Cycle Route.
  - Confirm the preferred course of action for this route from the options presented:
    - Note the recent commencement of the e-scooter expansion to include Widcombe Hill, monitor the progress and assess the effectiveness of this intervention.
    - Revisit all options for traffic reduction on the route from valley floor to Claverton Down, and using the co-design techniques learned through the Liveable Neighbourhoods work and the principles outlined here, work with stakeholders to identify a comprehensive strategy to reduce car use and enable safer active travel options.
    - Recommence the Transport Improvement Programme in the Claverton Down area, previously paused to avoid abortive works.
    - Progress with programme of investment to improve walking and cycling links, following the approach advocated by the citizens' panel

3 THE REPORT

3.1 Prior to the commencement of the Citizens' Panel, a Call for Evidence was conducted. 737 responses were received giving views on active travel, and specific active travel schemes.

3.2 Following this, an in-depth assessment was undertaken with 27 residents, selected to be representative of the demographic make-up of B&NES, but with a particular emphasis on harder to reach groups to ensure views from this cohort of the community were fully heard and understood.

3.3 Over the course of one month, three stages of work were undertaken by the Citizens' Panel:

- Launch event and initial stages,
  - enabling residents to give their spontaneous views on the current context of active travel in their area at an online discussion; and
  - In-depth interviews were undertaken with 'hard -to-reach' residents who find it difficult to take part in research online.
- Online community platform,
  - where an understanding was sought on how views and priorities might change when further information was shared about options and solutions for active travel links; and
  - 'hard to reach' residents were offered physical information packs reflecting the context of the digital learning platform to enable full participation.
- Deliberation Sessions,
  - To understand considered views and weigh up different approaches and explore priorities through meetings online; and

- In-depth interviews with panellists who were unable to attend an online group.

Key findings

3.4 The report highlights 5 key findings in terms of attitudes and perspectives on active travel:

- Residents are broadly positive about active travel and its health and environmental benefits in terms of air pollution. People would personally like to walk and cycle more, but find it difficult if they don't feel fit, mobile or safe enough, especially up/down steep local hills.
- Concerns about travelling locally come to mind easily and are usually related to the roads and poor public transport options. While active travel infrastructure is felt to be lacking when prompted, this rarely comes up as a spontaneous concern.
- While residents are also broadly positive about bringing in specific active travel interventions in Bath and North East Somerset, there is a sticking point on the impact on motorists of making space on the road for active travel schemes.
- When potential active travel schemes in the Claverton Down area are discussed, residents raise concerns about the Council being able to encourage someone like them to use active travel up and down such a steep hill. They say the uphill gradient feels too steep for people of 'normal' fitness and going downhill on narrow roads feels unsafe.
- However, there is evidence to suggest that residents do support an active travel route on one road up the hill to make travelling actively feel safer as well as providing e-bikes to make travelling up steep hills feel easier and more achievable for 'normal' people.

Views on Active Travel

3.5 The need to reduce CO_2 emissions was identified most frequently by residents as one of the top three priorities that Bath & North East Somerset Council should be acting upon. When prompted, the role of active transport in reducing CO_2 emissions was accepted and increasing its take-up supported.

3.6 There remain, however, a number of drawbacks associated with active travel that people experience at a personal level, which continue to mean that many residents are not choosing active travel. In particular, residents raised concerns that travelling by active modes takes longer, can be physically difficult, or difficult due to travelling with children/luggage.

3.7 Investing in active travel infrastructure was identified as a way of making active travel more attractive and safer, with cycle parking being the most popular intervention.

3.8 Cycle lanes were, in principle, welcomed and felt to be a valuable intervention, but concerns were raised about the resultant removal of parking, and about the accessibility and safety of those schemes that do not provide a high level of separation from general traffic.

3.9 With particular regard to the Valley Floor to Claverton Down proposals, the Panel considered the challenges of incorporating active travel schemes onto the narrow roads, and steep gradients of hills within B&NES. The Panel concluded that the gradients would be a limiting factor for broad appeal, and indicated that commencing with investment in a flatter area of the city, which would attract more people to start travelling actively, could provide better value for money.

Residents' principles

3.10 The Citizens' Panel developed four principles to guide decision making on any new active travel schemes being developed in B&NES. Schemes should:

1) Offer an easy and appealing alternative to short car journeys.
   - That schemes and routes should be demonstrably based on an evidence-based theory of change e.g. there are a large number of short car journeys being made along the route that could feasibly be replaced by cycling/walking journeys.
   - Focusing cycle lanes on flatter areas to successfully encourage people out of their cars and onto a bike (especially thinking about new cyclists who may lack confidence or not be especially fit).
   - Trying to ensure that making the switch doesn't cost people money or cost more than their current mode of transport.

2) Have clear and effective safety features (to reassure new cyclists especially).
   - That safety is a key concern, particularly for cyclists, those considering cycling or parents considering cycling for their children, and particularly on narrow and steep roads.
   - Ensuring infrastructure feels safe.
   - Prioritising cyclists and pedestrians on roads over motorists.

3) Be connected and integrated into the wider transport network.
   - Taking a holistic and long-term view on plans for sustainable travel in Bath and North East Somerset – improving opportunities for active travel (both cycling and walking) and public transport where most appropriate for that mode of transport.
   - Ensuring active travel infrastructure is connected and integrated to cause least disruption to users e.g. having to dismount your bike.
   - Carefully planning the features and placement of schemes to minimise negative impacts on the wider transport network.

4) Be careful not to disadvantage those who can't easily choose active travel.
   - Considering people who find it more difficult, or even impossible, to travel actively at all (e.g., people with mobility issues, people who are less fit) or for certain journeys (e.g., when carrying heavy things, for longer journeys) in the design of active travel schemes.
   - Ensuring those who can't easily choose active travel aren't disadvantaged by active travel schemes being put in e.g. losing parking spaces, significantly increased congestion for motorists or roads that are closed to them.

3.11 All future active travel schemes will be assessed against each of these guiding principles during the design stages, to ensure that the most effective schemes are brought forward.

Valley Floor to Claverton Down

3.12 A number of options are available for improving facilities for cycling from the Valley Floor to Claverton Down, using the three roads of North Road, Bathwick Hill and Widcombe Hill. The panel heard about the difficulties of agreeing a design for segregated cycle infrastructure elsewhere in B&NES (Upper Bristol Road), and considered the challenges presented by the three routes up Claverton Down in this context. The overall feeling from members of the panel was that actively travelling from the Valley Floor up to the Claverton Down plateau has even more barriers than in other areas of B&NES, and is one of the areas they would be least likely to consider active travel.

3.13 In particular, the Panel felt:

- sceptical that enough people would use any active travel infrastructure given the steepness of the hills.
- the trade off to take away space on the road from motorists for active travel schemes doesn't feel worth it in this specific instance because it is felt there would be so little to gain.
- The problem is exacerbated by the fact that steep hills mean the wider and segregated lanes are even more needed for safety, while narrow roads mean there is even less space to give up.

3.14 The Panel recognised the role of e-bike or e-scooter rental schemes in providing a way forward, encouraging a form of active travel, while providing assistance with the gradients of the hills.

3.15 This suggestion is being addressed by B&NES Council with the recent expansion of the e-scooter trial in Bath to include Widcombe Hill to reach the University of Bath.

Conclusion

3.16 The route between the valley floor and Claverton Down remains a key strategic connection in an integrated and connected Bath cycle network, and as such was identified in the Local Cycling and Walking Infrastructure Plan (LCWIP). There are a number of employment and education sites at the top of the hill, and as take-up of e-bikes and e-scooters increases, there is likely to be an increasing benefit to providing a safe, segregated (LTN 1/20 compliant) route for cycles, e-bikes and e-scooters to pass up the hill.

3.17 However, the hill is very steep and it is clear from the review by the independent Citizens' Panel that there are still relatively few people who feel confident tackling it via active modes (although some indication that this will change with the advent of e-bikes and e-scooters). The three routes available up the hill also have various constraints and none are wide enough to provide a segregated cycle lane the whole route up the hill without removing the road as a through-route for cars in either or both directions.

3.18 This report therefore proposes that work on an up-hill segregated cycle lane is paused in the short term, in line with the Citizens' Panel principle that routes in flatter areas should be prioritised in the early stages of rolling out active travel infrastructure around the district, and the funding allocated to this route is re-allocated to the development of alternative routes within the B&NES LCWIP that align with the principles for active travel identified by the Citizens' Panel.

3.19 With the resolution to the Citizens' Panel, it is proposed that the Transport Improvement Programme works on Widcombe Hill, Bathwick Hill and North Road which had been paused to prevent any duplicative or abortive work, should now continue to progress to improve the amenity and safety of these routes for pedestrians, e-scooters, and bicycles.

3.20 A future project should revisit all options for traffic reduction on the route from the Valley Floor to Claverton Down and, using the co-design techniques learned through the Liveable Neighbourhoods work and the principles outlined here, work with stakeholders to identify a comprehensive strategy to reduce car use and enable safer active travel options on the route.

4 STATUTORY CONSIDERATIONS

4.1 Any future schemes are likely to be situated within the extent of the highway and as such falls within the responsibility of B&NES Council.

4.2 Planning, listed building and highways consents may be required to deliver the range of projects proposed, and technical pre-planning and design work will be undertaken to understand the full extent of any additional consents required.

4.3 Consideration of B&NES duties under the Equality Act 2010 is central to the development of the CRSTS programme of investment. Accessibility and equalities impact assessments will inform the detailed design stage.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 The Citizens' Panel was funded jointly by the University of Bath and Bath & North East Somerset Council, with University of Bath contributing £15k, and B&NES £25k to the total cost of £40k.

5.2 B&NES will continue to review all new funding opportunities from Central Government, and bid for additional funding where we are eligible.

6 RISK MANAGEMENT

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

6.2 Individual schemes will follow appropriate risk management processes to design and deliver high quality transport investment

7 EQUALITIES

7.1 The citizens' panel was designed to be representative of the demographic make-up of B&NES, but with a particular emphasis on harder to reach groups to ensure views from this cohort of the community were fully heard and understood.

7.2 The Citizens' Panel report highlighted that active travel schemes should not disadvantage those who can't easily choose active travel, such as disabled people. The panel was representative of the B&NES population including people with disabilities and from harder to reach groups.

7.3 An equalities impact assessment will be prepared for the chosen strategy for traffic reduction, when this has been selected by Cabinet or Single Member Decision.

8 CLIMATE CHANGE

8.1 B&NES Council has declared both a Climate and Ecological Emergency and is looking to provide leadership to enable carbon neutral B&NES by 2030, and to enable greater citizen engagement in its response.

8.2 Transport currently accounts for 29% of carbon emissions in the B&NES area. Ensuring the transport network can enable residents to shift to more sustainable modes and that sustainable transport is the first choice of travel in all cases is an essential part of the Journey to Net Zero strategy.

8.3 The insights gained through the Citizens' Panel will aid in the development of effective schemes which will encourage our communities to use active travel, thereby contributing to the achievement of our net zero ambitions.

8.4 Measures to reduce traffic and encourage active travel between the Bath valley floor and Claverton Down form part of a package of measures to mitigate the climate emergency through the adoption of more sustainable and healthy transport options.

9 OTHER OPTIONS CONSIDERED

9.1 The following options are presented, in addition to the construction of active travel routes, for future consideration for reducing traffic between the Valley Floor and Claverton Down:

<u>E-bikes</u>

9.2 E-bike hire and private e-bikes could provide a viable solution for many trips. Secure parking and electric charging will be required at the university. Users of private e-bikes are likely to require enclosed shelters with a high level of security, given the relatively high purchase cost. Dedicated cycle infrastructure will be required to ensure safety of riders on this route, as on all other main routes around B&NES

<u>Former Dramway</u>

9.3 In the mid-1990s the University of Bath approached the council about installing a funicular on the route of the former dramway, which used to carry stone from Claverton Down to the Kennet & Avon canal. This route involves cycling 3.1km on the Kennet & Avon canal, a 700m funicular (crossing the A36 at Dry Arch) and a 750m cycle shared use path to the university along the alignment of an existing footpath, as shown in Figure 1. The route is considerably longer than the 2km route via Bathwick Hill.

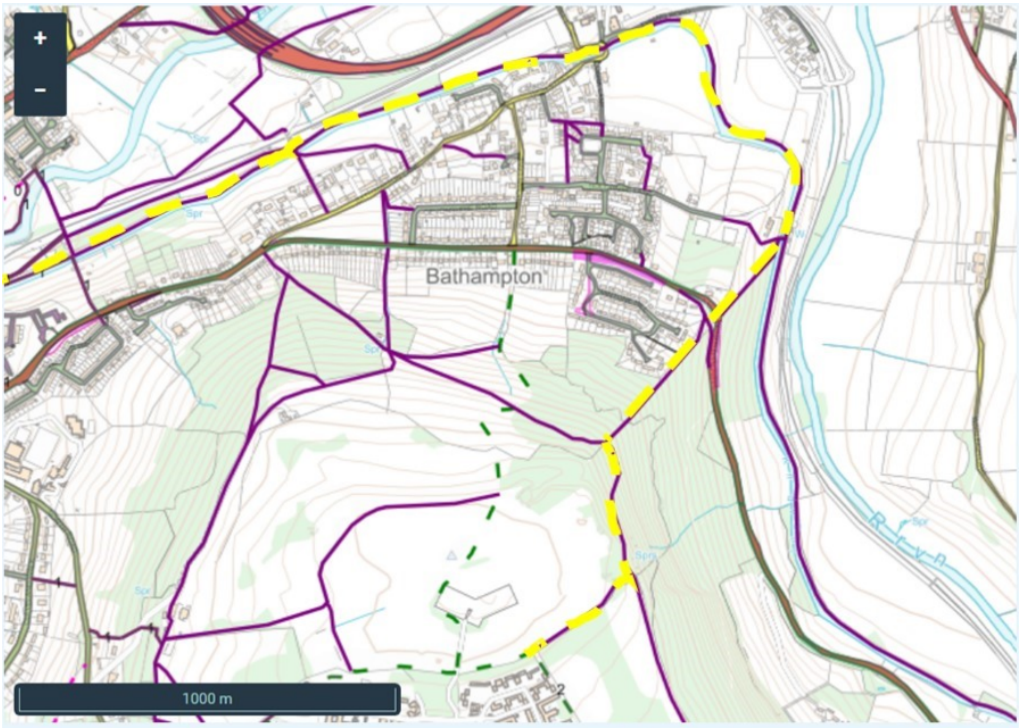


Figure 1: Use of former stone mines dramway, via Kennet and Avon Canal towpath (in yellow) with existing public rights of way shown in purple.

Direct Park & Ride services

9.4 A direct Park and Ride (P&R) service from Lansdown and Odd Down P&R could reduce car trips to the University of Bath site.

9.5 It is highly unlikely that a dedicated service (such as the Odd Down P&R to Royal United Hospital) would be viable without considerable financial support, and this is in the context of the bus industry locally and nationally currently being in significant disarray, with a lack of drivers leading to substantial service cuts across the district, and very significant increases in the price of the contract recently renegotiated to simply extend the existing P&R contract to the city centre. However, it may in future be possible to combine the Lansdown P&R service as a through service to the university, with either all services or every other service operating directly between Lansdown-city centre-University of Bath; and to run a dedicated service from Odd Down P&R to the University.

10 CONSULTATION

10.1 A Citizens' Panel was commissioned to consider the general context of cycling provision between Bath valley floor and Claverton Down. A report in the form of a PowerPoint presentation was issued in July 2022.

10.2 The development and design of all active travel schemes will be developed following consultation with residents, businesses and the general public, incorporating learning from the Liveable Neighbourhoods programme.

Contact person	Pam Turton – Head of Transport Strategy Pam_Turton@Bathnes.gov.uk
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

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Bath & North East Somerset Council

Improving People's Lives

Britainthinks

Insight & Strategy

B&NES Council | Citizens' Panel on Active Travel in Bath and North East Somerset

Full report | October 2022

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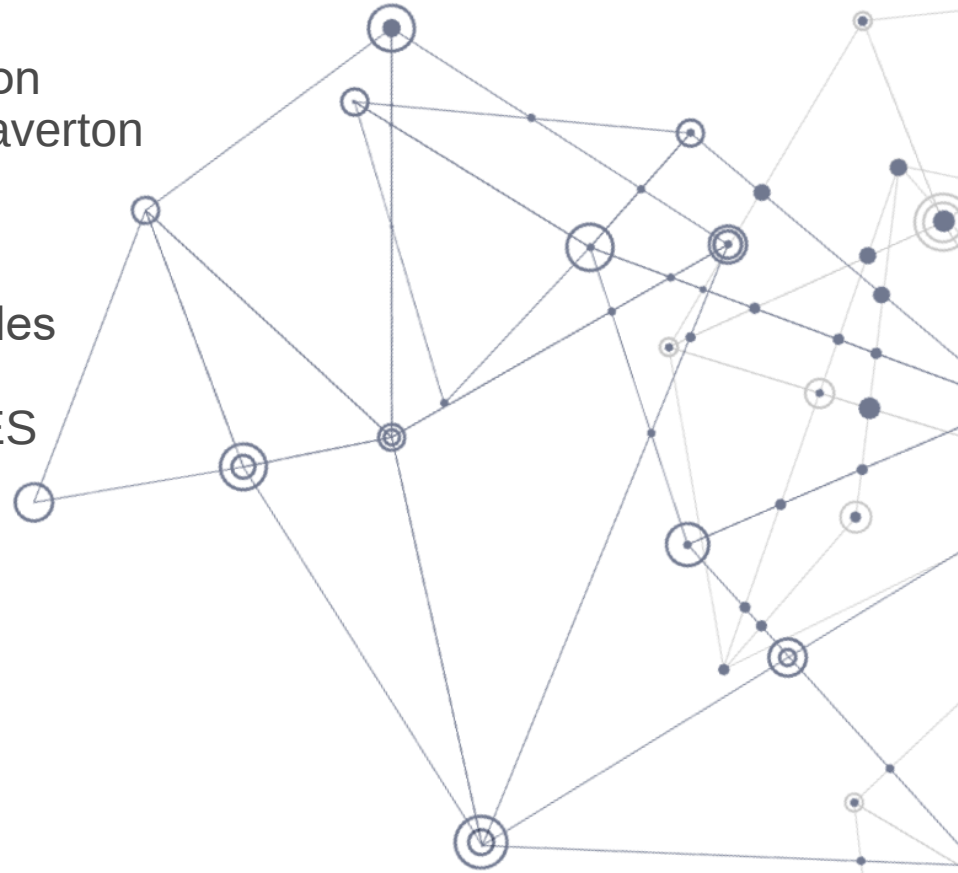
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4 Residents' views on encouraging active travel in BANES

5 Residents' views on active travel in Claverton Down

6 Residents' principles for active travel schemes in BANES

7 Conclusions and recommendations



Private & Confidential



1. Introduction & key findings

Background and objectives

Bath and North East Somerset Council declared a climate emergency in 2019.

As part of their vision for active travel, and to promote healthier, safer and more convenient ways to travel locally, Bath and North East Somerset Council is looking to improve sustainable transport links and reduce travel demand between employment and education sites in the Claverton Down area.

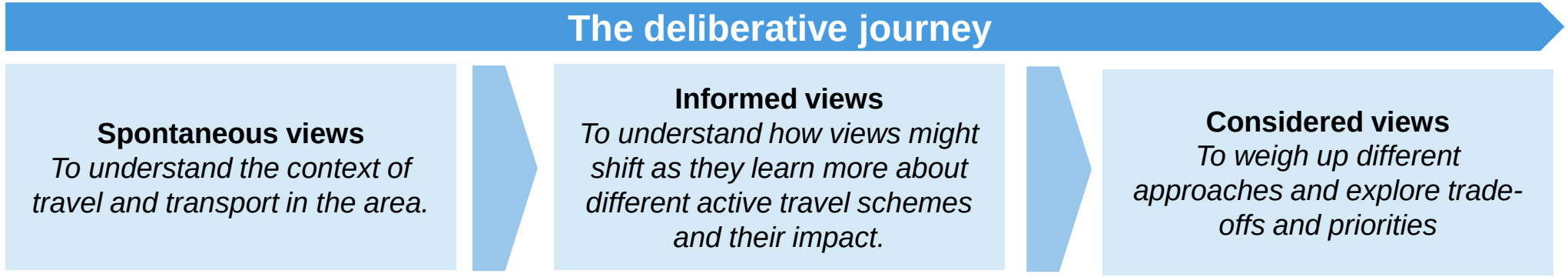
The Council is committed to ensuring local citizens have their say in the principles that should guide the Council when bringing in active travel schemes in the local area.

Bath & North East Somerset Council commissioned BritainThinks to run a Citizens' Panel, the Council's first venture into deliberative consultation.

Deliberative research gives participants information, time and space to come to considered views on the topic of transport, where existing knowledge is low and trade-offs are complex. This form of research takes participants on a journey in way that is highly effective for participant-learning and facilitating a 'citizen mindset'.

The sensitivity of the challenge facing B&NES Council called for a deliberative method of engagement with members of the public

Deliberative engagement allows us to understand where members of the public get to on a topic when they are given the time, space and information to consider an issue or policy debate in real depth. This is a particularly useful approach on sensitive topics where there are trade-offs to be made or where an issue affects society as a whole and therefore needs to be considered from multiple perspectives.



The core feature of a deliberative methodology is that it takes members of the public on a journey, from a point where their views are informed only by their experiences and existing levels of knowledge, to a 'citizen mindset' where their views are also informed by information and ideas from professionals/experts and from listening to and deliberating with other members of the public from different backgrounds and with different life experiences.

Outputs from deliberative engagement exercises are distinct from other qualitative and quantitative research methods

The outputs and recommendations that emerge from deliberative research:

- ✓ Are based on underlying values/drivers, not just knee-jerk or top-of-mind responses.
- ✓ Are informed by diverse views and experiences from people across the community, including seldom heard voices.
- ✓ Are rooted in the values of real people whilst being cognisant of wider policy challenges.
- ✓ Focus on points of consensus, rather than division.

Outputs and recommendations from deliberative engagement are often better trusted by local authorities and communities than other types of research, because they give voice to a diverse and balanced sample of local people, who are enabled to think deeply about an issue and about the bigger picture. Recommendations and outputs also tend to be more constructive as participants are focussed on how to *overcome* a local challenge or sticking point in a way that is acceptable to all parties.

Methodology

We conducted a Call for Evidence prior to beginning the fieldwork to ensure that a wider audience – including residents, local groups and businesses – were able to share their views and put forward arguments on active travel, and on specific active travel schemes. This consisted of 4 questions and ran between Wednesday 13th April – Monday 2nd May, collecting 737 responses.



1. Launch event and initial sessions

30-minute plenary launch event with all panellists followed by 4x 90-minute focus groups

This stage is to understand spontaneous views and the context in which residents are living right now

3x 60-minute in-depth interviews with 'hard-to-reach' residents, who find it difficult to take part in research online or need accommodations to take part

Conducted between 17th - 23rd of May



2. Online community platform

Online community consisting of 5x activities on a specialist online platform

This stage is to understand informed views and how priorities might change as they learn more about the options and solutions for active transport links

'Hard-to-reach' residents offered physical information packs reflecting content of the digital learning platform

Conducted between 25th May - 5th June



3. Deliberation sessions

5x 105-minute reconvened focus groups

This stage is to understand considered views and to weight up different approaches and explore trade offs and priorities

3x 60-minute reconvened in-depth interviews with panellists unable to attend a group

Conducted between 8th - 14th of June

Sample

27 panellists

Including 3x 'hard-to-reach'

All local residents of Bath and North East Somerset, who interact with routes between the Claverton Down plateau and Bath city centre with varying levels of regularity.

A mix of typical modes of travel.



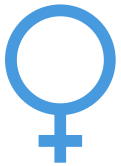
10 x urban



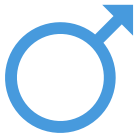
10 x suburban



7 x rural



13 x female



14 x male

ABC1	18
C2DE	9
Disabled / LTHC	7
Ethnic minority background	4
18-34	6
35-54	11
55+	10

Key findings

1. Concerns about travelling locally come to mind easily and are usually related to **congestion** on the roads and **poor public transport options**. While **active travel infrastructure is felt to be lacking** when prompted, this **rarely comes up as a spontaneous concern**.

2. Residents are **broadly positive about active travel and its health and environmental benefits in terms of air pollution.** People would personally like to walk and cycle more, but **find it difficult** if they don't feel fit, mobile or safe enough, especially up/down steep local hills.

3. While residents are also **broadly positive about bringing in specific active travel interventions** in Bath and North East Somerset, there is a **sticking point on the impact on motorists** of making space on the road for active travel schemes.

4. When potential active travel schemes in the Claverton Down area are discussed, residents raise **concerns about the Council being able to encourage someone like them to use active travel up and down such a steep hill**. They say the **uphill gradient feels too steep** for people of 'normal' fitness and **going downhill on narrow roads feels unsafe**.

5. However, there is evidence to suggest that **residents do support an active travel route on one road up the hill to make travelling actively feel safer** as well as **providing e-bikes to make travelling up steep hills feel easier and more achievable for 'normal' people.**

Residents' principles for decision-making on active travel schemes

Any new active travel schemes in and around Bath and North East Somerset should….

1. Offer an easy and appealing alternative to short car journeys.

2. Have clear and effective safety features (to reassure new cyclists especially).

3. Be connected and integrated into the wider transport network.

4. Be careful not to disadvantage those who can't easily choose active travel.



2. Residents' views on travel and transport in BANES

Residents' top-of-mind associations with travel & transport in BANES are all problems related to driving

From the driver perspective:

- Journeys are felt to take a long time, with traffic jams at rush hour, bottlenecks and congestion causing blockages.
- Driving is seen as stressful and unpleasant.
- There are complaints about lack of parking in the town centre.
- As well as complaints about poor road conditions.

"Some of the roads through/in the area are horrible to cycle or drive on because of the state of them and because of bottle-necks which cause congestion and add to the pollution in the area".

Infrequent active traveller, 35-54

This image was provided by a participant to summarise how they feel about travel and transport in their local area.



This image was provided by a participant to summarise how they feel about travel and transport in their local area.



From the pedestrian and cyclist perspective* too, car-related problems loom large

- There are complaints about air pollution.
- And complaints about noise pollution e.g. making it hard to hold a conversation when walking down the street.
- Residents near schools (and parents themselves) say how much they dislike congestion around school drop off and pick up times.
- There are also complaints about roadworks creating obstructions and diversions in the way of cycle paths and walkways.

> *"The area I live in is very congested so I'm not very positive. I take my children to school every morning, it's very car heavy, at times dangerous, and air pollution is a real concern for me with children."*
>
> Frequent active traveller, 35-54

**please note that many of the car drivers were also pedestrians and cyclists who had complaints about cars from a non-driver perspective.*

Quotes on the challenges of switching to active travel

“Anytime there's dropping off or leaving school my road becomes so congested and you can't turn around anywhere […] Because I'm off of the main road whenever any of the bridges go out you notice it because there are so many more cars.”

Infrequent active traveller, 35-54



“You have to get to look quickly, plan, and the congestion takes ability to plan away. I have to forgo walks where I could get stuck in traffic and run into a problem.”

Infrequent active traveller, 55+



These are all images provided by participants.

“I feel like you're always switching sides, there's so many of these one way passes, there's cars randomly parked on one side and then it switches to the other. It's very reactive driving, and you’re signalling to others to come through, I'm not great at driving so it's stressful for me.”

Frequent active traveller, 18-34



Beyond some specific routes, the bus network in and around the city is not seen to be working especially well either

- There are some specific bus routes that have a good reputation e.g. WWB and Bath University buses.
- Otherwise, journeys by bus are seen as unreliable due to infrequent / irregular service, delays, and unexpected cancellations.
  - This is compounded as bus schedules and arrival times on apps are often inaccurate, making it hard to plan journeys or adapt to any delays / cancellations.
  - Congestion at rush hour is also seen to have a big impact on bus routes, extending travel times.
  - So relying on public transport often means having to be willing to walk in case of any issues rather than wait indefinitely.
- Bus routes are felt to be limited, especially for those outside the city centre.
- Bus tickets are seen as too expensive, especially for regular journeys or as a family, for which a car is felt to be more affordable.





"I'd still have to sit in the same traffic jam I would if I used my car. The bus doesn't actually offer a huge benefit in terms of time. It's not like we've got enough space in Bath to have dedicated bus lanes."

Infrequent active traveller, 35-54

Quotes on the current challenges with local public transport

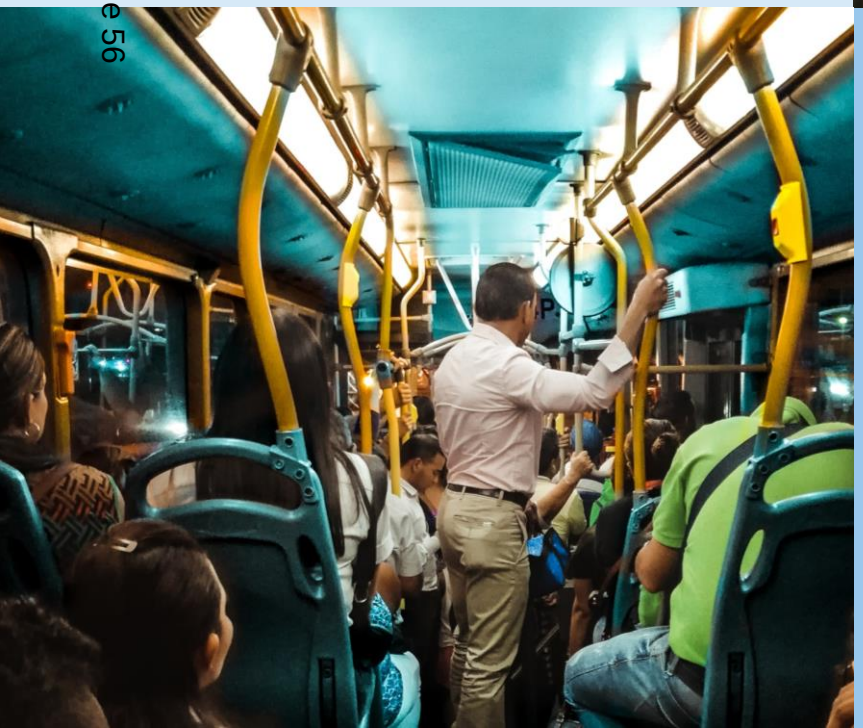
“Everyday I take the bus because I don’t drive. I need to arrive and open my little shop. The schedule, the bus never arrives on time. Never. For this reason I feel frustrated.”

Frequent active traveller, 35-54



“I'd like to use the bus for things that I can. … majority of the time doesn’t turn up. not delayed, just not running according to the timetable. gets delayed coming to me.”

Infrequent active traveller, 55+



“Buses are very expensive. … I think a Council like B&NES ought to be able to afford to fund the bus network and make buses more frequent and affordable.”

Frequent active traveller, 55+



Those already cycling feel broadly positive, but there are safety concerns

- Cyclists on our panel say that BANES offers:
  - ✓ Good scenic cycle routes (e.g. along the canals).
  - ✓ Bike storage facilities available in the city centre.
  - ✓ *Some* wide and safe-feeling roads where they can share the space with cars (e.g. Bathwick Road).

- But they also say the infrastructure can make it harder e.g.:
  - ✗ Poor road conditions (e.g. potholes or manhole covers) makes cycling unsafe on some routes.
  - ✗ Hills where cars and bikes pick up speed feel dangerous.
  - ✗ Blind spots on some roads make it hard to spot oncoming traffic also feel unsafe.
  - ✗ On-street parking reduces road space in some places.
  - ✗ They have to go the ‘long way round’ on some routes because the short-cuts involve steps.
  - ✗ Cycle paths are broken up and not consistent, making it feel unsafe in places.

This image was provided by a participant to summarise how they feel about travel and transport in their local area.



“I take my bike if going into town. I commute to Bristol on my bike often. It isn't too bad and I enjoy it. I can usually do most things on bike or on foot.”

Frequent active traveller, 35-54



Regular pedestrians enjoy the views but not the traffic alongside

They have a positive view of the:

- ✓ Good views and walking routes (e.g. National Trust footpaths).
- ✓ Scooters that are available on some routes, providing an alternative to walking.
- ✓ The pedestrianised areas of the city centre is easy to walk around.

But say they dislike:

- ✗ Walking in congested areas where there's lots of air and noise pollution and it feels unsafe.
- ✗ Walking up steep hills which leave them out of breath and sweaty.
- ✗ That some pathways are not in good condition.

"Bath is a really scenic place, which makes it quite pleasant to walk around"

Infrequent active traveller, 35-54

Spontaneous ideas for how to improve local transport focus on improving car and bus use, particularly addressing traffic



Driving

- ✓ Remove street parking on one or both sides of the road to increase road space.
- ✓ Repair potholes to make roads safer to use.
- ✓ Smaller buses for less busy times / less used routes to free up road space.



Public transport

- ✓ Improve frequency of bus services.
- ✓ Improve park and ride from the city periphery to city centre to encourage use of public transport.
- ✓ Broaden the public transport offering with trams as well as buses.
- ✓ Discounted or free bus travel for all, or for certain groups, e.g. Wessex Water staff.

"There's always a lot of parked cars […] you've got loads of busses trying to get through and it's just a traffic jam so double yellows would free that up."

Frequent active traveller, 18-34

"Make buses more frequent and affordable for people and that would certainly help encourage people to maybe not to use their car."

Frequent active traveller, 55+



3. Residents' views on active travel

Active travel is less top-of-mind than other forms of transport, but most participants do it at least some of the time



People who walk/cycle frequently…	People who walk and cycle sometimes…	People who do little / no active travel…

• Typically:
  • Don't own a vehicle (and it is worth noting in our sample this skewed towards those on lower incomes)
  • Are living in / near the city centre.
  • Are students and young people.
	• See it more as a leisure activity that you do for pleasure rather than function to get from A to B e.g. they might only cycle when on holiday.
	• Are more likely to walk than cycle if they do do it.
	• Are more likely to use it for a short journey.
		• Have mobility issues or disabilities that prevent them form doing so.
		• Are unfit / have low confidence riding a bike.
		• Have small children.
		• Don't own a bike and consider it prohibitively expensive to buy one.
		• Live further away from the city centre or not in the city at all.

"I used to use the canal system a lot to get around Bath, whether walking or as a cyclist. Even as a mother with small children I still found it to be a great way to get around, get to see the gardens, get to town, get to work quite often… [now] I've got chronic conditions unlikely to improve so I don't cycle anymore."

Infrequent active traveller, 18-34

Residents who already walk and cycle as part of their routines are sold on the benefits

Convenient

- It can make a **more flexible journey**, with participants able to bypass some common transport challenges by dodging congestion and avoiding public transport delays.

"It's a lovely walk and you can often beat the bus as well."

Frequent active traveller, 18-34

A way to enjoy the area

- On a day with **good weather**, it can be much more pleasant than being stuck in a vehicle, especially with the beautiful natural scenery in the local area.

"Usually I walk into town because I live at the top of a hill and it's a beautiful walk […] I'm quite active so I enjoy the walk."

Frequent active traveller, 55+

Fitness and wellbeing

- Active travel incorporates regular exercise into a daily routine and feeling **physically healthier**.
- It is key for **mental health**, with scenery making it a particularly pleasant place to walk / cycle through.

"I tend to do more walking than anything else. It's convenient, it's healthy, it doesn't require any specialist knowledge or transport needs and you can do things in your own time, it can be quite relaxing."

Frequent active traveller, 55+

Low cost / free

- No cost per journey
- Not a key reason for anyone, but certainly a bonus

But strong barriers to active travel prevent people making the switch and changing their routines

Inconvenient

- Take longer and required more effort.
- Especially when travelling in a group, travelling to / for work, or carrying a load (e.g. when shopping).

Physically hard

- Not possible for disabled people.
- Really hard for those not used to physical activity, especially given the hilly terrain.

Unpleasant environment

- Congestion in busy parts of the city causes noise and air pollution.
- Bad weather puts people off.

Unsafe

- Cars leaving little space for cyclists and being a danger to pedestrians.
- Steep hills that make it hard to control speed.
- Poor road conditions.
- Walking in unlit areas at night.

Expensive outlay

- Initial cost of a bike, especially an e-bike or e-scooters, is felt to be prohibitive.

“Going to Lidl is a common journey. I’m obliged to go by car — I have an e-bike but that’s no good for shopping.”

Frequent active traveller, 55+

“You're not going to be cycling in heavy traffic because you'd be inhaling all those fumes."

Infrequent active traveller, 55+

“It’s very car heavy, at times dangerous and air pollution is a real concern for me with children. My children’s school is right next to Lansdowne Lane, very busy all the time, fatal accident not too long ago due to traffic [...] Physical safety and air pollution are concerns for me.”

Frequent active traveller, 35-54

“The cost of buying an e-bike is prohibitive. I'm not unfit but no way could I tackle nearly all of the hills in Bath on a [normal] bike.”

Frequent active traveller, 35-54

Quotes on the barriers to active travel

“I have meetings to do at work and notebooks to bring. Even as a young, fit, healthy person I don't like the idea of carrying that stuff up and down the hill every day.”

Frequent active traveller, 35-54



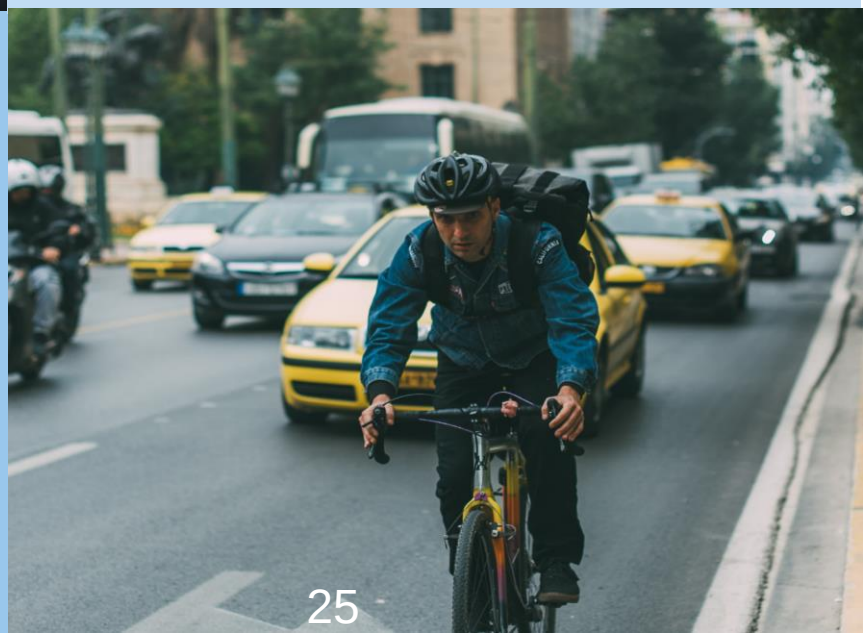
“In a busy city it makes me quite anxious cycling in the traffic and in the dark it might be much worse.”

Frequent active traveller, 55+



“In the west country the weather isn’t great, and I think people jump into their car at the first opportunity. I don’t think there are many people that would be willing to jump on their bike and cycle up in awful weather in the darkness in the winter."

Infrequent active traveller, 35-54



These are two case studies of residents in our sample to bring to life the barriers to active travel in BANES:

Jennifer, 46

- Owns a car but rarely uses it, walking almost everywhere locally and taking the direct bus route from her home to the city centre if needed.
- Views active travel positively and feels walking is a good way to de-stress, with nice views to enjoy, and does not cause pollution.
- Almost never cycles as the road condition is too poor, and potholes make cycling feel unsafe. Also notes that bikes are no longer available to rent.
- **Thinks repairs should be made to roads to make journeys safer, with a more regular bus service uphill.**

"There are big chunks of Bath where it [active travel] could be done. There are flat bits, there's the whole area around CD where they don't really have to tackle hills."

Samuel, 57

- Reliant on a car due to health issues, walks for leisure, but cannot use the bus due to long waiting times.
- Views active travel very positively, and used to try to walk everywhere when he was able to, but due to his physical condition is unable to rely solely on active travel.
- Concerned that any schemes might prevent disabled participants from getting around by closing key roads.
- However, less cars on the road would make his journeys faster and less congested.
- **Thinks the transport system should be more cohesive, making it easier for people to cycle and take a bus on the same route, with more reliable public transport, or a dial-and-ride scheme for those unable to walk / cycle.**

"These things shouldn't and can't be separate, you often need to go from your bike to bus or train […] it's so hard to mix and match. You have to commit, either walk or cycle or public transport. No flexibility there."

**Names have been changed.*



4. Residents' views on encouraging active travel in BANES

The need to consider changes to travel and transport in order to reduce to CO_2 emissions is spontaneously recognised

- The need to reduce CO_2 emissions in the UK was spontaneously mentioned and well understood.
  - The contribution that transport, especially car use makes to emissions was also well known.
- Many participants said they were minimising car use where possible by walking or taking the bus for **short distances**, **combining journeys** into a single trip, or **offering car / taxi shares** to those travelling in the same direction.

"If you could encourage more people to walk, I understand it's not possible for everyone, but it would be good for the environment and reduce carbon emissions."

Frequent active traveller, 18-34

"I try to offer lifts to people, if I'm going further afield. If I'm getting a taxi from the train centre to the retreat centre I will always offer to do taxi shares etc."

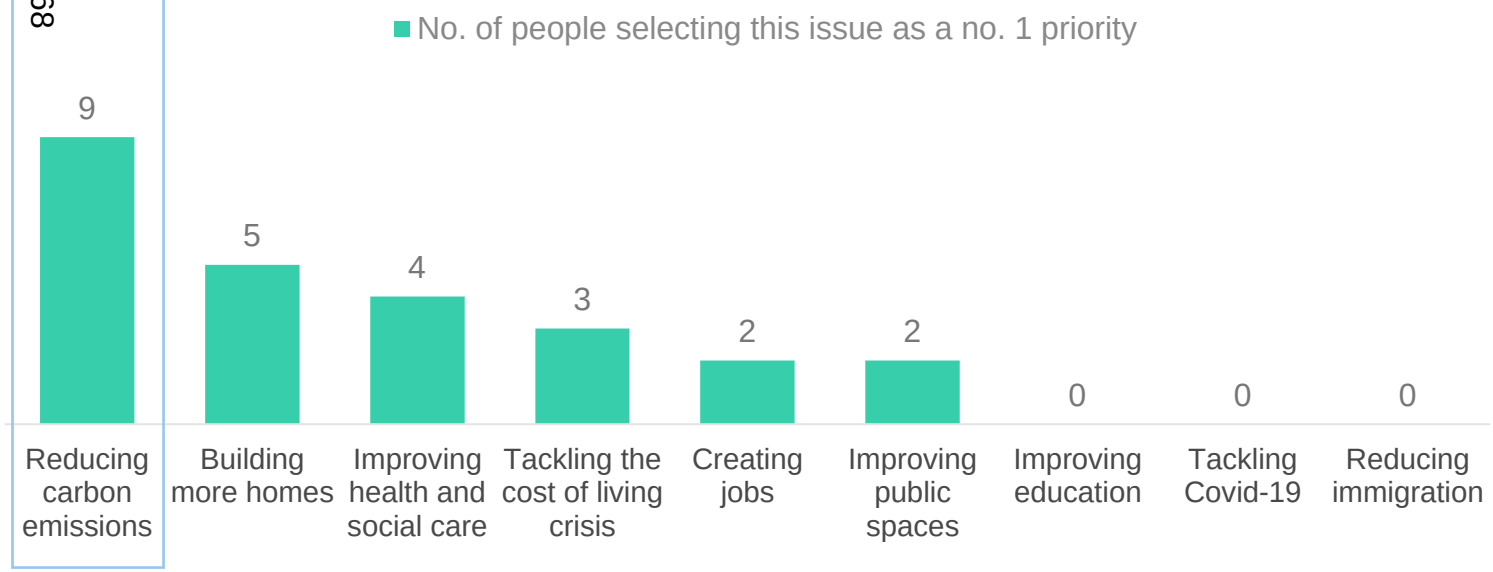
Infrequent active traveller, 55+

When prompted, the role of active transport in reducing CO_2 emissions is accepted and increasing its take-up is supported

When presented with a list of issues, reducing carbon emissions was selected as a number one priority more frequently than any other issue.

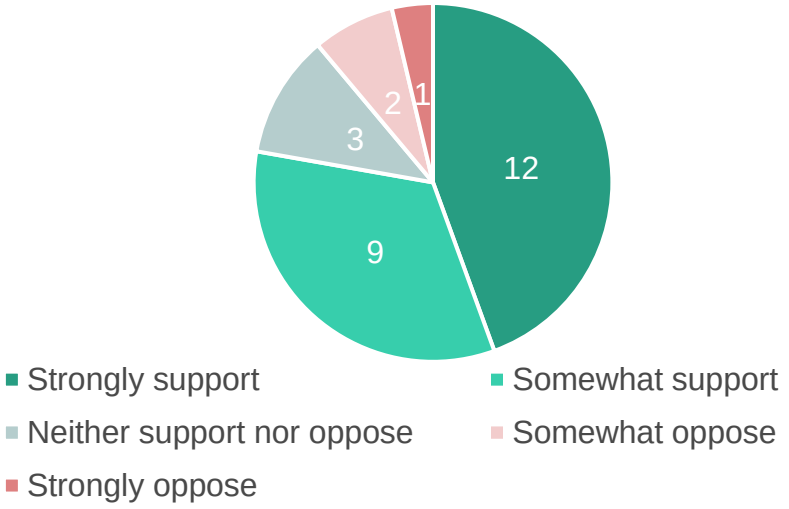
And after digesting the information on the online community, residents were supportive of efforts by the Council to drive up its use.

In your opinion, what should the top three priorities be for Bath and North East Somerset Council?



Q. In your opinion, what should the top three priorities be for Bath and North East Somerset Council? All respondents (n=27)

Having seen this information, how supportive do you feel about the Council encouraging active travel in the Bath and North East Somerset area?



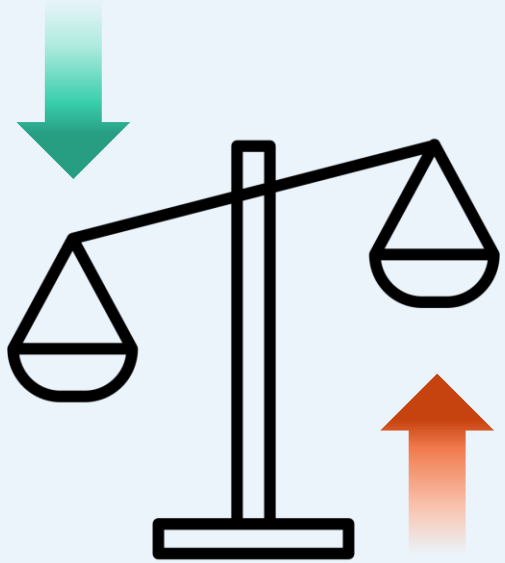
Q. Having seen this information, how supportive do you feel about the Council encouraging active travel in the Bath and North East Somerset area? All respondents (n=27)

But despite support for CO_2 reduction, it's the *personal* benefits/drawbacks that have the most impact on modal choice

When we ask residents about the reasons why they choose to travel by car instead of by foot/bike:

They talk about the personal benefits of car use …

- ✓ Convenient – door to door
- ✓ Weather-proof
- ✓ Can easily combine journeys e.g. pick up kids on way back from work
- ✓ No planning required
- ✓ Can transport children and luggage
- ✓ Physically easy
- ✓ Feels comfortable and safe
- ✓ The norm



…and the personal drawbacks of active travel

- ✗ Takes longer
- ✗ Physically difficult or not possible
- ✗ Difficult with children/luggage
- ✗ Scary / unsafe
- ✗ Uncomfortable
- ✗ Different to normal routine

Therefore, personal mental and physical health benefits are the most effective inducement to active travel

E.g.: 'I would consider actively travelling more often, because I think it would make me fitter and healthier, both physically and mentally'

- This is felt to be the most motivating reason, because it is a personal benefit.
- Many residents felt active travel could help them get fitter and healthier.
- Dr Ian Walker's point that active travel is a way to exercise without taking time out of your day for exercise resonated well.
- The mental health benefits were seen as even more important post-pandemic lockdowns.



It is important to know that this argument did not resonate personally for residents with mobility issues. They feel walking or cycling to not be an option for them, and so would not have a beneficial affect on their physical or mental health.

"Exercise is good for your mental health as well as your physical."

Frequent active traveller, 55+

"I particularly agree that for most people expecting them to find dedicated time for exercise, to make the effort to go to the gym or even go for a jog, is not going to happen and that we need to encourage people to be more active in their day to day lives."

Infrequent active traveller, 55+

For similar reasons, reducing air pollution in Bath was seen as a motivating factor for active travel

E.g.: 'With fewer cars on the road emitting pollution, the roads would be a nicer place to walk and cycle around, and the city a better place to live.'

- Discussing the environment in terms of tangible and local impacts was more motivating than bigger picture framing around climate change.
- Local residents liked that fewer cars on the road would mean less air pollution and nicer local environment.

"I would love for there to be less air pollution and cleaner air. Would make walking around the city much nicer"
Infrequent active traveller, 35 - 54

"In the height of the pandemic when there was less cars on the roads, I was struck by how clear the sky was. Air pollution is probably slowly killing all of us."
Infrequent active traveller, 55+

Investing in active travel infrastructure and reducing vehicles on the road was seen to make active travel more attractive

E.g.: 'Bath is so congested with traffic, more people cycling or walking those shorter journeys would reduce that significantly, and make getting around Bath much easier'

- Residents felt more active travel would reduce the levels of congestion in the city, if people swapped their cars for walking/cycling. As congestion was such as big issue for them, this was a strong argument to encourage people to actively travel more.
- Residents feel that fewer cars on the road means the safer, healthier and more enjoyable it will become to actively travel around the city.



There were some who felt that more active travel would make it easier for them to travel around by car, rather than encouraging them out of their cars.
There are those who feel that even if there was better active travel infrastructure then they would not feel able to take up active travel due to mobility issues.

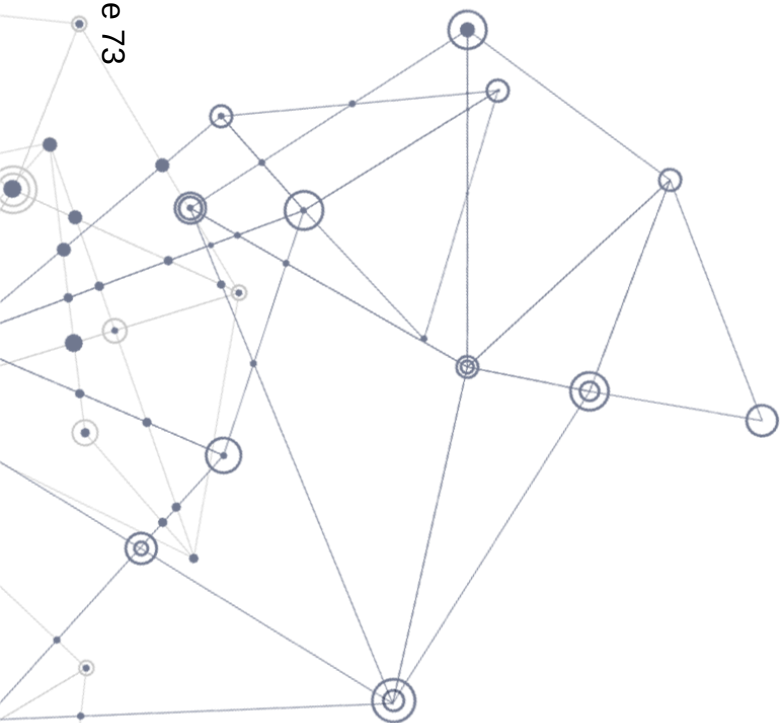
"The area I live in is very congested with traffic. It would be great if something like this could take some of those cars off the road"

Frequent active traveller, 35-45

"We have all just gotten so used to cars, I think the less we use cars and the less we are stuck in traffic the better"

Frequent active traveller, 18-34

Views on active travel infrastructure

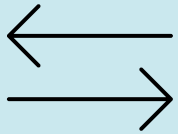




Residents' own ideas for improving active travel infrastructure were about making active travel easier and safer

"Wider pavements and cycle lanes would make it much more pleasant and feel safer for pedestrians and cyclists."

Infrequent active traveller, 35-54



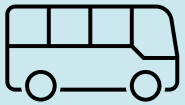
Provide **more space for cyclists** via cycle lanes or one-way routes to **make cyclists feel safer**.



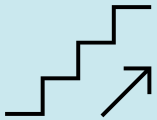
Remove / limit street parking to widen roads and reduce driving to **make cyclists feel safer**.

"Maybe a shuttle that goes up and down the hill to ferry walkers, and prams or people with bikes up and down the hill."

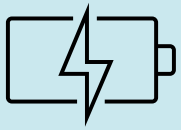
Infrequent active traveller, 55+



Offer **shuttle buses with bike racks** for those who prefer not to cycle uphill, but would cycle down if they could transport their cycles.



Ensure there are ramps alongside any stairs for cyclists who choose to walk uphill and cycle down.



Make **e-bikes and e-scooters** more readily available for all through rental or trial schemes, especially near hills.

Improving bicycle parking facilities is the most popular intervention, as long as accessibility concerns are dealt with

We presented participants with the planned addition of bike parking stands and lockers on the Upper Bristol Road, as an example of how improved bike parking facilities could be implemented in Bath.

Benefits

- Safe and secure bike storage will encourage more people to take up cycling, and normalise cycling in the city.
- This will also make it much easier for people to start cycling as part of their everyday journeys, like commuting.
- Several note that this sort of scheme would be very useful for students, who often live in cramped houses with little space for a bike.

"If your bike is safe, then more people would invest in bikes."

Infrequent active traveller, 35-54

Concerns

- Bike lockers could further narrow pavements, which could have a significant impact wheelchair users.
- If parking were to be removed to make space, this would make it more difficult for drivers to park close to their destination, which is especially crucial for disabled drivers.
- Fee to use the bike lockers would make it difficult for some to access e.g. students.

"Would be a potential conflict if cycle parking furniture and parked cycles spilling out into pavement space needed for pedestrians and wheelchair users."

Infrequent active traveller, 35-54

Introducing better pedestrian crossings is popular, but some are concerned it could increase congestion

We presented participants with different examples of pedestrian crossings that could be implemented, such as continuous footways on Upper Bristol Road, a new parallel crossing at Nile Street Junction, or widening pathways at crossing points. These were all examples of how new pedestrian crossings could be implemented in BANES.

Benefits

- Walking is more appealing as it feels safer, especially for children.
- Helps to clarify pedestrian prioritisation on the roads.

"Encourages more walking, safer crossings might slow traffic and make walkers feel safer."

Frequent active traveller, 55+

Concerns

- Potential to increase congestion with drivers finding it more difficult to pull off turnings.
- It won't make busy roads any more appealing to walk on, as they would continue to be noisy and polluted.

"Personally I don't see this working at peak hours as a motorist could probably sit there indefinitely waiting for someone to let them out, worse still if they are turning right out of the side street."

Infrequent active traveller, 55+

In principle, cycles lanes are felt to be a valuable change, but there are concerns about implementation

We presented participants with the planned implementation of a cycle path on Beckford Road as an example of how cycle lanes could be implemented in BANES.

Benefits

- The majority feel that if cycle lanes were built, it would encourage more people to take up cycling as a key mode of transport for them as it would feel safer (although most feel this is only if the cycle lanes are segregated and continuous).
- Residents are especially keen on the idea of more bikes and less cars on the roads as it would mean less pollution, cleaner air and a healthier Bath and North East Somerset.

"they enable cyclists to avoid being caught up in congestion… so a cycle lane would give me confidence to cycle more"

Infrequent active traveller, 35-54

Concerns

- Some are unsure that cycle lanes would be widely used, and say they needed to see more evidence of the demand.
- Some feel it is impractical or dangerous to put in a cycle lane on local narrow roads.
- The removal of parking spaces in favour of cycle lanes may negatively impact residents who want to park their cars locally and those who need to drive (e.g. people with mobility issues).

"They require a lot of extra road and in Bath we tend to have quite small roads that make this hard to achieve"

Frequent active traveller, 18-34

Proposals to remove on street parking are the most contentious, but many feel it is necessary to enable change

We presented participants with the planned moving of on-street parking on Beckford Road and Forester Road in order to make space for a cycle path.

Benefits

- Less parking along busy roads would likely reduce congestion, making traffic flows in the local area smoother.
- This would be likely to encourage more people to actively travel for shorter journeys.
- Safer for cyclists and pedestrians, with clearer visibility.

"More space for cleaner and healthier travel."

Frequent active traveller, 35-54

Concerns

- Would unfairly penalise local residents if it prevented them from being able to park near their homes.
- Would also disproportionately impact on people with that rely on cars as they cannot travel actively.
- Could negatively impact visitors to the city, as residents feel this group is more likely to drive in to the Bath city centre and require parking.

"The issues will be that, less parking spaces will be difficult for residents and for visitors to Bath. It also alienates residents and makes them less receptive to change. "

Infrequent active traveller, 55+

After considering all the potential infrastructure changes, residents are still left with some concerns…

Safety

Residents express feeling unsure as to whether active travel infrastructure will make the local area any safer, as currently it doesn't feel particularly safe:

- Roads currently are very narrow and busy, which makes residents feel these are unsafe to actively travel along. Many residents struggle to see how active travel schemes could be implemented on these roads.
- Residents raise concerns that the cycle lanes already in place are just lines painted on the road, and so do not feel well protected from traffic.

"You would have to make sure this is all safe. Otherwise people just won't do any of it"

Infrequent active traveller, 35-54

Accessibility

Residents are concerned about how universally accessible active travel schemes could be:

- Residents raise concerns around how many people will feel that they are able to travel actively (e.g. they will feel fit or mobile enough.
- There were concerns as to how accessible active travel schemes would be in an area like BANES due to topography and narrow roads.
- Residents wanted reassurance those with mobility issues who are unable to actively travel would be considered and aren't disadvantaged (e.g. more congestion and less parking making their journeys harder).

"When this is being planned we need to start with the disabled people, make it work for them first, and I'm not sure we're doing that at the moment."

Frequent active traveller, 55+



5. Residents' views on active travel in the Claverton Down area

There is low awareness of the B&NES Council active travel strategy although most had heard of the ‘North Road’ scheme

- Most participants are generally aware of a proposal relating to North Road, but none were aware of other schemes.
- There is general uncertainty about what exactly the scheme would involve, but participants mention hearing:
  - Making North Road open to pedestrians or cyclists only.
  - Putting in a cycle lane on North Road.
  - Installing a bus gate on North Road.
- The sources of this information are not clear, although some participants recall seeing local press coverage or mentions on social media.
- Of those who have heard, many have also come across some debate and concerns about the scheme e.g. on the Next Door app.

“I don’t know quite what the proposal was. I just know it involved improved cycle access. Quite an ongoing spat. Lot of bad feeling between cyclists and motorists.”

Frequent active traveller, 55+

“I thought there had been talk of making North Road bike friendly, putting in a cycle lane or changing something about North Road. Thought I saw it in the press.”

Frequen

Most participants do not have strong views about the ‘North Road’ scheme but many question the rationale behind it

- Many have concerns about displacing traffic to other roads, making them more congested.
- Some question the choice of North Road in particular, suggesting there could be better alternatives.
- There is a sense the proposals could have been better-publicised / explained to residents.
- Whatever the specific, most participants would like to see good reasoning and a clear measure of success.

“It feels experimental. It will just push traffic out and added 10 mins to the journey. Traffic won’t evaporate, just be displaced.”

Infrequent active traveller, 55+

“It will push more traffic on to other roads, so the many would be inconvenienced.”

Infrequent active traveller, 55+

When initial considering the value of an active travel scheme in this area the steep gradient is a key sticking point



Convenience

Active travel is not considered by residents to be a convenient way of travelling between Claverton Down and the city centre, and as such most would not consider it:

- Many felt the traffic in the area was not severe enough to warrant choosing to cycle or walk over driving.
- Several stated that it would be significantly slower to cycle or walk up the hill, due to the incline, than it would be to drive.

"There's so much emphasis on cycling but would anyone actually want to do it?"

Frequent active traveller, 55+



Ability

Residents often state not feeling fit enough to cycle or walk up the steep hills between the city centre and Claverton Down:

- Many residents feel that even the fittest person would struggle to cycle around this area, and that the majority would find it impossible due to how steep the hills are.
- Those we heard from felt this was an insurmountable barrier to active travel around Claverton Down.

"I'm fit enough but I would be knackered by the time I had cycled into work and then I'd have to do an 8 hour day"

Frequent active traveller, 18-34



Safety

Many of the residents we heard from said they would not feel safe walking or cycling in this area, which was felt to be a significant barrier:

- The area is considered isolated, and dark at night, which makes women in particular feel unsafe walking or cycling around here alone.
- Residents felt the steep hill would be dangerous to come down a bike on, and carries a high risk of causing an accident.

"I'm less happy cycling in the dark … streetlights make no difference. Its safety, visibility to drivers is less, feels like a more dangerous activity."

Frequently active traveller, 35-54

The overall feeling from residents is that actively travelling from Bath city centre up to the Claverton Down plateau has even more barriers than in other areas of BANES. This is one of the areas they would be least likely to consider active travel.

In the final session, we presented participants with testimony from local residents

A local cyclist and Wessex Water employee provided us with evidence of what it is like to cycle around Bath at the moment.

Members of local residents associations provided us with evidence and testimonials about the current traffic situation in BANES and potential impact of active travel schemes.

Private & Confidential

Cycling on North Road

"North Road is the least trafficked and narrowest of the three routes."

- There is no specific cycle provision on this road.
- The narrowness of the road is further impacted by the number of parked cars along it.
- As it stands currently, the key issues with cycling along this route are:
  - Poor road condition (e.g. bumpy), which could cause a cyclist to fall off their bike.
  - Car doors being opened in your path.
  - Cars pulling out into the road in front of you.

"The road condition is dreadful – bumpy with patch 'repairs' (so-called). Fear of falling off, fear of a car door being opened in your path, fear of a car pulling out in front of you. Not good."

"From a safety point of view it doesn't feel wide enough to be a road and a car park."





Private & Confidential

Cycling on Bathwick Hill

- Bathwick Hill is a very wide road the majority of the route, however there are some narrower areas that act as pinch points. These are made worse by parked cars, which can make it very intimidating for cyclists.
- There is a cycle lane, however it is in the widest part of the route, which is where cycling provision is least needed.
- When there are cars parked, you have to cycle further into the road, and there is a risk that cars could overtake on the left of the cycle lane, especially as there is no surface colouring to differentiate the parking area from the driving area.
- The road has been recently resurfaced, which makes it much easier for cyclists to use this route.

"Cycle lanes are most needed where there are constrictions. This cycle lane is another example of disjointed provision for cycling in Bath."

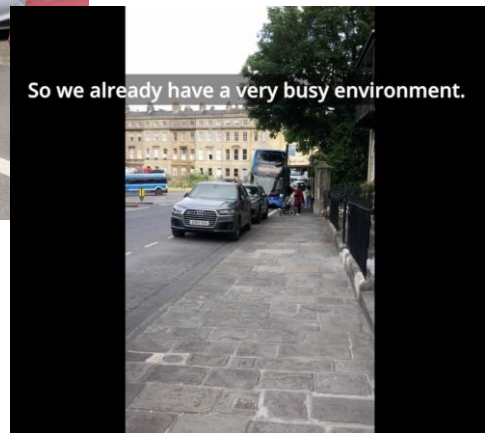




Britainthinks

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Once informed, residents are still left with questions as to how active travel in this part of BANES will work

Arguments they agreed with

- That pedestrians and cyclists should be prioritised over cars. This is felt to be fair, and that they should receive a specific prioritised route for them.
- Any city design should start with disabled people and work outwards, to ensure it is accessible for all.
- Improvements to health, the environment, and being cheaper are all considered key benefits of active travel.

"Getting fit, and not paying the ridiculous cost of petrol ... there is probably going to be less pollution."

Infrequent active traveller, 35-54

Reassurances needed:

- How will it be **fair?**
  - Parking — what are alternatives for people who need to park (e.g. disabled people and local residents)?
- What happens if bike garages are empty so cars have less space to park for no reason?
- That schemes will make it easier to walk as well as cycle, pedestrians also need to be prioritised in any schemes.
- That the demand is there and people will use the schemes.

"I just don't think there will be enough people that will use this sort of thing"

Infrequent active traveller 55+

Outstanding concerns:

- Plans still don't feel very integrated — "piecemeal" — limited to certain roads rather than implementing a Bath-wide solution (e.g. cycle lanes only on some roads / some parts of roads).
- Not addressing the core problem, which is congestion. Removing parking, closing roads might make it worse.
- Main reason no one wants to cycle up the hills is because of steepness – would e-bikes or e-scooters be made available?

"Cycle lanes need to be continuous, and this would have to work in the whole city"

Infrequent active traveller 35-54

So while residents broadly welcome local active travel schemes, Claverton Down doesn't feel like the place to start

The key trade off to be made when bringing in active travel schemes is about **space on the road,** especially when it comes to cycle lanes which would more directly be taking up space from motorists.

- When it comes to the valley floor to Claverton Down area, most are sceptical that enough people would use any active travel infrastructure given the **steepness of the hills**.
- This means that making the trade off to take away space on the road from motorists for active travel schemes **doesn't feel worth it in this specific instance** because it is felt there would be so little to gain.
- The problem is exacerbated by the fact that steep hills mean wider and segregated lanes feel **even more needed for safety**, while **narrow roads** mean there is **even less space to give up**.

"Cycle routes should focus on flatter areas. More people would use it then"

Infrequent active traveller, 55+

Many residents feel the steepness of hills could be overcome by providing e-bike or e-scooter rental schemes, provided they are affordable and conveniently located (e.g. at bottom of hill). Some also suggest free e-bike trials for the public would encourage people to use them and drive interest.

"An e-bike hire scheme would be ideal wouldn't it. That would be a game changer. The cost is a bit prohibitive."

Frequent active traveller, 45-55

6. Residents' principles for active travel schemes in BANES

Following reflections on active travel benefits and drawbacks, active travel infrastructure and some specific active travel schemes, the Citizens Panel devised their own principles to guide active travel implementation in BANES.

Residents say they are open to active travel schemes in BANES as long as they follow their principles

Residents on the Citizens Panel believe that any new active travel schemes in and around Bath should….

1. Offer an easy and appealing alternative to short car journeys.
2. Have clear and effective safety features (to reassure new cyclists especially).
3. Be connected and integrated into the wider transport network.
4. Be careful not to disadvantage those who can't easily choose active travel.

Principle 1: An active travel scheme needs to offer an easy and appealing alternative to short car journeys

What does this mean?

- ✓ That schemes and routes should be demonstrably based on an evidence-based theory of change e.g. there are a large number of short car journeys being made along the route that could feasibly be replaced by cycling/walking journeys.
- ✓ Focusing cycle lanes on flatter areas to successfully encourage people out of their cars and onto a bike (especially thinking about new cyclists who may lack confidence or not be especially fit).
- ✓ Trying to ensure that making the switch doesn't cost people money or cost more than their current mode of transport.

What could it look like?

- New schemes along commuter routes between areas of housing and retail (for example).
- Routes that feel easy enough for a new cyclist to ride on e.g. continuous lanes in flat areas.
- Providing affordable e-bikes (e.g. through rental schemes or subsidies) to make cycling easier, especially on tougher / steeper routes.

"The actual hills themselves are enough to put anyone off I think. I have an e-bike, but I wouldn't cycle up on a normal bike."

Frequent active traveller, 55+

"It'll need to be easy and look good or be better than the hassle, like having to pay to take your car into town, or having traffic barriers that are quicker to get through by bike."

Frequent active traveller, 35-54

"Once you've got the quick wins that people will use regularly, then people will be on their feet or on their bike already, and then you might tackle a big hill, but you wouldn't if there was nothing else around."

Frequent active traveller, 35-54

Principle 2: An active travel scheme needs to have clear and effective safety features

What does this mean?

- ✓ That safety is a key concern, particularly for cyclists, those considering cycling or parents considering cycling for their children, and particularly on narrow and steep roads.
- ✓ Ensuring infrastructure feels safe.
- ✓ Prioritising cyclists and pedestrians on roads over motorists.

"Prioritising pedestrians over cars was an interesting way to think about it… It makes sense if you want to make a city better for travel that that's the thing to do."

Infrequent active traveller, 35-54

What could it look like?

- Cycle lanes that are segregated (from the road) and continuous (i.e. not just on a short stretch of a road) on roads with even and smooth surfaces.
- Increasing and improving pedestrian crossings, especially in areas where children might travel.
- Ensuring cycle lanes and pedestrian crossings are well lit and clearly signposted.
- Communicating changes to the Highway Code that prioritise active travellers and making clear who has the right of way on the road.

"If the cycle lanes are bitty and not in good shape, then you will struggle to get people on it. People who like to cycle will do it, but the people who you want to be on it who are not cycling that much probably won't do it if they don't feel safe. I think it is very important to have high quality cycle lanes and not just paint on the road."

Frequent active traveller, 35-54

Principle 3: An active travel scheme needs to be connected and integrated into the wider transport network

What does this mean?

- ✓ Taking a holistic and long-term view on plans for sustainable travel in Bath and North East Somerset – improving opportunities for active travel (both cycling and walking) and public transport where most appropriate for that mode of transport.
- ✓ Ensuring active travel infrastructure is connected and integrated to cause least disruption to users e.g. having to dismount your bike.
- ✓ Carefully planning the features and placement of schemes to minimise negative impacts on the wider transport network.

What could it look like?

- Continuous cycle lanes, and/or cycle lanes in flatter areas that connect to buses that cyclists can get on to take them up steeper areas.
- Designating a smaller number of routes as active travel routes (e.g. one of the routes up the hill) to focus any negative impacts on motorists (e.g. diversions) to one area rather than many.

"I think some of the ideas were very interesting, but I didn't get the sense that it was very integrated. One of them was a cycle lane that ran along a short bit of road. I think if you can apply some principles across Bath, that might be a bit more interesting."

Infrequent active traveller, 35-54

"Think about semi-active travel, maybe having a shuttle… if they had loads of space where people could walk on with their bikes or pushchairs and less seats, then you could have people cycling to the bottom of the hill, hopping on a regular bus and then cycling home from there."

Frequent active traveller, 35-54

Principle 4: An active travel scheme needs to be careful not to disadvantage those who can't easily choose active travel

What does this mean?

- ✓ Considering people who find it more difficult, or even impossible, to travel actively at all (e.g. people with mobility issues, people who are less fit) or for certain journeys (e.g. when carrying heavy things, for longer journeys) in the design of active travel schemes.
- ✓ Ensuring those who can't easily choose active travel aren't disadvantaged by active travel schemes being put in e.g. losing parking spaces, significantly increased congestion for motorists or roads that are closed to them.

What could it look like?

- Improving the accessibility of current infrastructure e.g. removing obstacles on pavements.
- Any new infrastructure should be accessible e.g. clear signposting for those with impairments.
- Prioritising parking and allowing car passage for blue badge holders.

"The less abled should come first in design, not as an after thought."

Infrequent active traveller, 55+

"Cluttered street space and pavements… make it difficult or impossible for those who are visually impaired, use wheelchairs or pushchairs, to pass by without going onto the road."

Frequent active traveller, 35-54

"Allow those that find it hard to get about the freedom to do so as best they can, because life for most is tough enough as it is without making things more difficult."

Infrequent active traveller, 55+

Finally, participants thought it was important to engage citizens in the process to help secure buy-in

Decision-making

Engage local residents

Consult residents on schemes that may have an impact on their lives.

"It seems that if the Council want to encourage cycling they really need to listen to residents to work out where they would be best placed."

Frequent active traveller, 34-54

Communications

Demonstrate the evidence basis

A clear account of **why** an active travel scheme is being put in, and why in that **specific location**.

"[The Council] really need to figure out where cyclists are coming from and design it around that, rather than saying 'this is the hill we need to tackle.'"

Frequent active traveller, 55+

Highlight tangible benefits of active travel that resonate

The key tangible benefits that resonate are personal physical and mental **health benefits** and **reducing congestion** on roads, which resonates even for the least keen on active travel.

"The more of us that can actively travel, [the more] it frees up the road and makes less congestion and pollution."

Frequent active traveller, 35-54



7. Conclusions and recommendations

Conclusions and recommendations (1/2)

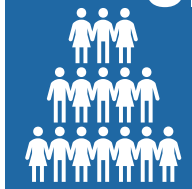
1. **There are opportunities to progress your active travel strategy with public support as there are clear push factors away from car use that can be leveraged** i.e. residents have many complaints related to private car use and are aware they contribute to carbon emissions and climate change.

2. **More could be done to foreground active travel as the solution to the travel problems they are experiencing,** because when thinking about tackling the transport problems active travel isn't the top-of-mind response - residents tend to think about ways that driving or public transport could be improved.

3. **Talking about active travel as a means to reducing carbon emissions will not be enough to encourage people to make the switch.** It will be much more powerful to talk about the personal benefits to lifestyle, health and the local environment (especially in terms of reducing air pollution).

4. **A step-change in the public transport provision will also need to accompany a move away from cars and towards active travel** to enable easy modal switches en route e.g. buses that can hold bikes.

Conclusions and recommendations (2/2)

5. 

Widespread uptake of active travel is about a mindset shift and you will need to bring residents along with you as part of the solution. There is support for the idea of creating an infrastructure to enable active travel choices, but debates about road space are not resolved and you will need to help people connect to the idea that they are being asked to swap out some of their own car journeys.

6. 

You will need to proactively support and reassure those who are anxious, scared, less able or unable to travel actively. Personal ambivalence or a feeling of being excluded leads to anger and rejection of the idea, even when there are personal benefits to be had.

7. 

Many are open to travelling more actively but nervous about cycling – accessible active travel infrastructure will be important to help encourage these residents to start cycling. The infrastructure changes that will make the biggest difference are continuous, segregated lanes on well-surfaced roads in flatter areas plus affordable e-bikes (e.g. via a rental scheme or subsidies) so that going up steeper areas feels more achievable for the average resident.

Appendix

Overview of the methodology

1. Call for evidence

2. Launch event and initial focus group (or depth interview)

3. Online learning and engagement platform

4. Final deliberative session (or depth interview)

We then put out a Call for Evidence to ensure a wider audience were able to share their views with the Panel

All local citizens invited to contribute, online form

1. What is the name of the town / city / village / area you live in?

2. What do you see as the advantages of active travel, if any? By active travel we mean making journeys in physically active ways, like walking or cycling.

3. What, if anything, have you heard about the proposed active travel schemes between the Bath valley floor and Claverton Down area?

4. What are your views on the proposed active travel schemes between the Bath valley floor and Claverton Down area?

5. Which of the following types of transport do you use on a regular basis?

- Car
- Train
- Tram
- Bus
- Bike
- Walking
- None of the above
- Other

We analysed the responses and pulled out the key arguments for and against active travel that contributors were making.

We then presented a summary of the key arguments to the Panel to understand their views.

1. Call for Evidence: Summary of responses

Views of active travel

- ✓ **Physical and mental health benefits**
- ✓ **Environmental benefits** by reducing carbon emissions
- ✓ **Safer,** with less traffic / risk of road accidents
- ✓ **Accessible**, with people who can't afford to drive or take public transport able to travel more cheaply
- ✓ **Enhances local area** – less congestion, less (air / noise) pollution, greater social cohesion
- ✓ **More convenient**, with flexibility to bypass traffic and no reliance on parking spaces

- ✗ **Inaccessible**, especially for disabled and / or elderly people
- ✗ **Unsuited to the topography / location** — steep hills make it a challenge, and e-bikes, which are better-suited, are very expensive
- ✗ **Impractical in some circumstances,** e.g. when carrying heavy things, travelling longer distances
- ✗ **Expensive** to implement cycle schemes

General responses to schemes

- ✓ **Improves safety,** especially for cyclists and children
- ✓ **Reduces pollution** on chosen road
- ✓ **More convenient** for some
- ✓ **Better for people's health**
- ✓ **Improves social cohesion** by creating a community feeling with less cars on roads

- ✗ **Skepticism about uptake**:
  - ✗ **Topography is unsuitable** for active travel schemes
  - ✗ **Inaccessible** for disabled and elderly people, those with young children, the elderly, and for particular journeys
- ✗ **Worsens congestion** by displacing traffic to other already busy streets
- ✗ **Harder to access venues** (King Edwards School, the golf course and to a lesser extent the university)
- ✗ **Unsafe for cyclists** due to steepness — difficult / dangerous to get up the hill and to cycle down

1. Call for Evidence: Summary of responses (continued)

North Road

Participants had the highest awareness of this proposal.

- ✓ Less traffic than other routes
- ✓ Gentler gradient than other routes
- ✓ Perceived to be safer for cyclists

- ✗ Unsuitable — too steep and narrow, with an unsafe road surface
- ✗ Does not feel busy enough, and will create unnecessary detours to busier roads (e.g., Bathwick Hill, Cleveland Walk)
- ✗ Doubles car journey length for those who insist on driving
- ✗ Does not represent good value for money, as there is no evidence of demand
- ✗ Cuts off access to the school, golf course, university
- ✗ Will have no impact on commuters, and feels aimed at students specifically
- ✗ Not necessarily the most direct route from where the student population tends to live

Bathwick Hill

Lower awareness, but seen as a more viable option than North Road by those aware of both.

- ✓ Less steep than North Road
- ✓ Perceived to be alternately more / less heavily used than North Road
- ✓ Felt to provides a more direct route from student housing to the university
- ✓ Provides a wider route for cyclists

- ✗ Unsuitable — too steep for cyclists, with poor paving for pedestrians
- ✗ Unsafe in wet weather as rarely cleared of leaves
- ✗ Unnecessary — poor bus service, and already wide enough for both cars and bikes
- ✗ Serves a far bigger area than just the city centre / university, so any changes to it will have a bigger impact than other roads

Widcombe Hill

Little to no awareness, though a few support it as an alternative to the other roads.

- ✓ Closer to rail and bus stations which makes it feel a more intuitive choice
- ✓ No significant ‘destinations’ on the route itself vs. North Road which has three ‘destinations’ (King Edwards School, Bath Golf Course, second entrance to the University)

1. Call for Evidence: Summary of responses (continued 2)

Suggested alternatives to the active travel schemes:

- Adjustments to the existing proposals:
  - Separate public transport and active travel, sending buses up North Road, and cyclists up Bathwick Hill.
  - Remove all unlimited / free street parking on North Road to create space without removing vehicles.
  - Make North Road one way (up / down the hill).
  - Install a Bus gate on North Road as previously suggested.
  - Test the schemes in a trial before implementing permanently.
- Removing barriers to cycling:
  - Reduce and enforce speed limits (including speed bumps / traffic gates) to make cycling on current routes feel safer.
  - Traffic calming" through designated cycle lanes and clearly labelled one way routes.
  - Install cycle paths elsewhere e.g. Beckford Road / Sydney Place.
  - Provide secure cycle parking on these roads.
- Other ways to reduce car use:
  - Close University car parks and start a park and ride scheme (as with Wessex Water Buses).
  - Focus on walking improvements first, rather than schemes geared towards cycling e.g. put in some Zebra crossings and improve lighting.

In the launch event, we introduced participants to the research and started to get them thinking on the topic



All main strand participants, Zoom session (30 mins)

Welcome	• We introduced who's in the room: us at BritainThinks and participants in the research (Panel members).
Briefing on the research	• We read out an introduction to the research from Councillor Sarah Warren (see next slide for exact text). • We explained the purpose of the research, including the role of a Citizens' Panel and how it will report its findings. • We provided an overview of the structure of the research. • We introduced standard ground rules for the sessions such as encouraging participants to ask if unsure.
Ice-breakers	• Before the launch event, we asked participants to send us an image / photo that that summarises how they feel about travel and transport in their local area, and one that summarises what active travel means to them. We then presented some of the responses we got in the launch event. • We also did a quick poll on the topic, asking participants to pick their top 3 from a list of possible things councils can do to encourage their local communities to reduce their carbon emissions.

The introduction to the research from Councillor Sarah Warren:

Thank you for agreeing to join our first ever Citizens' Panel in Bath & North East Somerset. This is an exciting venture into deliberative democracy for us, a way for decision-makers to hear the considered thoughts of a group of our population on an important topic.

At the council, we declared a climate emergency in 2019, and pledged to provide the leadership to enable the district to become carbon neutral by 2030. This was because we believe the devastating impacts global heating will have on the lives and livelihoods of people around the world, including on Bath and North East Somerset residents, are too serious and urgent to ignore.

We know that a third of our carbon emissions in B&NES come from transport, and there has barely been any reduction in transport emissions over recent years. We also know what we can do about this. Our research shows that car and van mileage must reduce by 25% per person per year by 2030, and that much of the remaining mileage must be in electric vehicles.

Part of our strategy to reduce vehicle mileage is to encourage people to leave their cars at home whenever possible, and to walk or cycle short and medium length journeys instead. National government has made funding available for us to provide safe cycle infrastructure on our roads, which is to be fully separated from motor vehicles so that everyone can feel safe using it.

But this is where we need your help. Because to make space on our narrow roads for safe cycling, we have to take away space that is currently allocated to driving or parking. We have found that some people are really concerned about the impact of making these important changes.

We're interested to hear all of your thoughts about reducing carbon emissions from travel in Bath and North East Somerset. But we are particularly interested to hear your thoughts on the part active travel has to play, and how active travel can be implemented in the local area by considering some of the trade offs that might need to be made in putting these schemes into place.

At the end of your discussions, the Council's Cabinet will receive a report detailing your thoughts and recommendations, and we pledge to consider them very carefully when taking decisions in future.

So thank you again for your involvement, we really appreciate your taking the time to help us in this way!

The explanation of the purpose of the research:

The role of a Citizens' Panel

A Citizens' Panel is a method of deliberation where a group of local citizens come together, usually over a number of sessions, to consider issues and options relating to a particular topic.

Panel members do not need to have specialist knowledge of the subject under consideration. They come together to deliberate by:

- receiving and discussing evidence (such as background information or reports) about the topic
- receiving information from "witnesses", and those who hold views on the subject, as well as people with relevant expertise
- drawing informed conclusions based on the evidence they have heard

Following this process, the Panel makes recommendations for consideration by the commissioning body or bodies.

How the Panel will report its findings

Britain Thinks will prepare a report based on the recommendations of the Panel which will be presented to the Cabinet of the council.

In addition to responding to the key research questions, the report will set out wider findings and discussions of the Panel as they consider these specific questions, particularly as they relate to transport policy and access issues.

The Panel will not have the power to make binding decisions about which, if any, of the proposed active travel schemes are taken forward.

The Council's Cabinet will receive the report and give close consideration to its recommendations. The recommendations and all the submissions gathered will also be made public.

If you have any more questions on how the process works, please go to https://beta.bathnes.gov.uk/citizens-panel-active-travel

In the initial groups / interviews, we explored spontaneous views on travel in the local area, including active travel

6 main strand participants in each focus group, Zoom session (90 mins)

3 hard-to-reach strand participants, individual Zoom or phone calls (60 mins)

Introductions	• We introduced the terms of the session • Participants introduced themselves
Spontaneous views on travel in the local area	• We asked participants about what travel looks like for them in their local area, then specifically in the area between the valley floor and Claverton Down • We asked participants what is working well, less well, or could be improved about travel locally
Spontaneous views on active travel locally	• We explored spontaneous associations with sustainable travel, and then what options there are locally • We then explored spontaneous associations with active travel, what options there are locally and views on these (including the area between the valley floor and Claverton Down specifically), and how often they travel actively
Awareness of proposals	• We explored awareness of active travel scheme proposals between the valley floor and Claverton Down, and views on anything they had heard

In the interviews with the hard-to-reach participants, we covered the same topics with the addition of an introduction to the research as they had not attended the launch event

On the learning and engagement platform, we provided participants with a variety of information and evidence

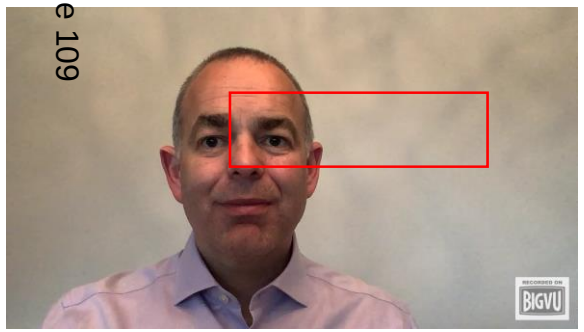
All participants, online platform* (90 mins over a week and a half)

About you	• We asked participants to tell us a bit about themselves and to reflect on the research so far • We also asked them to choose their top 3 priorities for Bath and North East Somerset Council from a list
The active travel debate	• We showed a video from Chris Major, Director of Place Management at Bath and North East Somerset Council, explaining why the Council wants to introduce active travel schemes • We presented a summary of arguments for and against active travel from the Call for Evidence, and asked participants to rank them in order of effectiveness as arguments • We explored initial reactions on the active travel debate after seeing this evidence
Experts on the active travel debate	• We showed videos from Dr Ian Walker, a professor of environmental psychology at the University of Surrey, and evidence from Transport for All, an organisation advocating for accessible transport • We asked participants to reflect on the arguments made by experts
Active travel schemes	• We shared examples of active travel schemes, brought to life by examples in the local area, and explored views on these in detail
Reflections	• We asked participants for their reflections on the learning and engagement process

*We checked in with hard-to-reach participants to ensure they were happy to complete the tasks online

We presented a video from the Council and key arguments for and against active travel drawn from the Call for Evidence

Video from Chris Major



Summary of arguments made in Call for Evidence

Arguments in favour of active travel:

- Being more active is beneficial for your health, both physical and mental
- By limiting our use of vehicles that emit fossil fuels, we can lower carbon emissions
- Investing in active travel infrastructure and reducing vehicles on the road makes it safer for walkers and cyclists
- It can be more convenient to rely on walking or cycling as you don't have to worry about things like parking, public transport reliability, traffic
- It is good for the community to have people 'out and about' more, and to have less noise and congestion from vehicles
- Active travel can be more accessible for some people, such as people who can't drive or afford to buy a car.

Arguments against active travel:

- Active travel can be more difficult or even unsafe due to physical features such as steep hills or road layout
- Not everyone can travel actively, for example those with mobility issues, and active travel is more difficult on certain types of journey, such as when carrying heavy things, with young children, or travelling longer distances
- There are other transport measures that can be implemented to lower carbon emissions aside from encouraging active travel, such as improving public transport
- Implementing active travel infrastructure can cause issues (and can be inconvenient) for motorists such as increasing traffic and necessitating diversions which add to journey time
- Implementing active travel schemes can be expensive, so if the demand isn't there, it might not be worth it

We also included some anonymised quotes from the Call for Evidence for participants to read and respond to:

"[Active travel] is a chance to slow down, focus more time in your immediate community and enjoy it on your own or by yourself. Provided that the spaces feel safe and are well surfaced it is an opportunity to improve/maintain physical and mental health."

"More people actively travelling around Bath would mean cleaner air, safer streets, quieter streets and less congested streets for public transport and emergency vehicles. Putting in safe, direct cycling infrastructure for instance makes things easier for people who cannot drive (like children) to travel and live independent lives, easier for those who cannot afford a car (like myself) to travel and enjoy the city more. I do not currently cycle in Bath because I find the heavy traffic in the city too unpleasant to cycle in."

"My concern is the large number of people who are not active enough to walk or cycle for any long stretch, or even from one part of town to another, and carrying shopping with them… I regularly take an elderly relative out. She can't use buses and is not disabled but can't walk very far or cycle!"

"For sure, cycling and walking are cheaper and healthier than motorised forms of transport but cars, buses and motorcycles are cleaner and more efficient than ever before and in a liberal democracy, people should be free to choose these options."

"Active travel has a place for short journeys, those when the weather is good and where shopping etc is not being carried but it isn't a viable permanent method of travel."

We presented participants with arguments from experts on the active travel debate

Dr Ian Walker provided us with some videos discussing the benefits and challenges of active travel

We also provided participants with information from Transport for All about the challenges and barriers to active travel for disabled people, and people with mobility issues

Physical

The most immediate barrier facing disabled people who want to make active travel journeys is the **inaccessibility of street space**, and problems with **physical infrastructure** – both walking infrastructure and cycling infrastructure.

Access can be restricted by anything interrupting easy transit along walkways or pavements, including:

- **Cluttered pavements** with bins, signs and other obstacles make it difficult to navigate for those with mobility or visual impairments.
- **Pavements that are steep, uneven or bumpy**, are difficult to traverse in a wheelchair, or can be trip hazards. A lack of dropped kerbs can make entire sections of pavements impossible to access for those in wheelchairs.

Inaccessible cycle infrastructure is cited as one of the biggest barriers to cycling. The majority of the UK's cycling infrastructure is designed with a standard two-wheel bike in mind, on the assumption that the rider is able to dismount and lift their bike where necessary. This can mean that:

- **Narrow cycle lanes, cycle lanes with a step or large kerbs, and non-continuous or joined up cycle routes** are very difficult to access for those using trikes, handcycles and other non-standard cycles.
- **Poor cycle path quality**, with speed bumps, potholes, or that are **too steep or have a steep/uneven camber** can be dangerous for a non-standard cycle to use.
- There is also a **lack of storage for non-standard cycles**, meaning it can be much harder to commute.

Medical

There are some instances where **active travel is simply not an option** for a person due to their specific needs.

Even if all other barriers were removed, some individuals would still have to rely on a car as their only means of transport because of an **impairment or access needs** (for example, needing to avoid contact with bacteria/viruses, or requiring heavy medical equipment).

Financial

Many disabled people require **specialist equipment** to facilitate active travel. Specially adapted bikes can cost anything between **£3500 - £8000**, making this a huge barrier to being able to use active travel routes.

There is also a **lack of non-standard cycle hire schemes**, meaning there is little opportunity for aspiring cyclists to 'try before you buy'.

For those who are able to afford, find and acquire an adapted cycle, **maintaining the equipment** can also be difficult and costly.

Attitudinal

Cycling is not thought of by many people as an option if you are disabled. A **lack of education, resources and visibility of disabled cyclists** means many disabled people often do not consider cycling an option for them.

We provided information on potential features of active travel schemes with an example from the local area: cycle lanes

Using cycle lanes

- Cycle lanes are lanes on the road that only cyclists are allowed to use. They are intended to improve safety for cyclists and other road users by maintaining distance between cyclists and motor vehicles. Cyclists do not have to use cycle lanes if they don't want to, and are free to use the rest of the road if they prefer.
- There are different types of cycle lanes, including:
  - **Segregated cycle lanes**, which are separate from the road and from pedestrians and are allocated for cyclist use only. They can have two lanes to allow cyclists to travel in both directions, or only one, and may be physically separated from the road e.g. by a kerb.
  - **Integrated cycle lanes**, which are part of the road or footpath.

We'd now like to show you a local example of a cycle lane that is being brought into an existing road, Beckford Road.
We are including this example to help you think about what a cycle lane might mean for a road local to you, and what the benefits and drawbacks are in real life of bringing in a cycle lane.
We have included a map of the plans for Beckford Road to give you a broader view of the changes. There is more information on this on the Council's website if you want to find out more.
Please read the information below and then answer the questions.

Cycle lanes continued

Beckford Road

Here is a local example of a cycle lane that is being brought into an existing road, Beckford Road. We are including this example to help you think about what a cycle lane might mean for a road local to you, and what the benefits and drawbacks are in real life of bringing in a cycle lane.

- The Council is planning to bring in a cycle lane on Beckford Road.
- It will be on the north (uphill) side of Beckford Road.
- This cycle lane will have 'light segregation' from other road traffic through cycle lane separators, as shown in a similar example below:

The Council is planning to bring in a cycle lane on Beckford Road. It will be on the north (uphill) side of Beckford Road.

This cycle lane will have 'light segregation' from other road traffic through cycle lane separators, as shown in a similar example below:

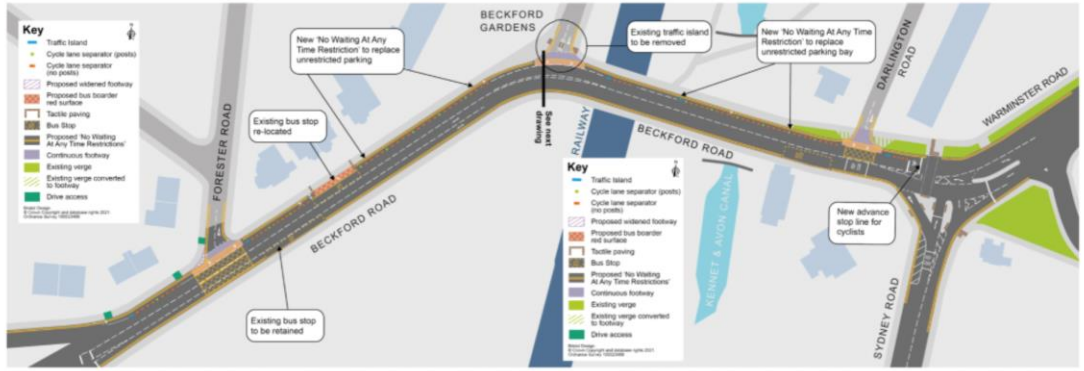




The cycle lane will also have a 'bus stop boarder' so that cyclists can stay in the cycle lane, even if there is a stationary bus, as in the example on the left.

Pedestrians will have to cross this when they get onto or off a bus, but they will have priority over cyclists. To ensure that cyclists slow down and look out for bus users, there will be textured paving and a ramp when approaching a bus stop. The cycle lane surface will rise to match the pavement at bus stops, so that access to buses doesn't cause additional problems for wheelchair users or buggies.

Map showing proposed changes to Beckford Road



We provided information on potential features of active travel schemes with an example from the local area: pedestrian crossings

A **Zebra crossing**, the only type of crossing where pedestrians automatically have right of way. Drivers should look for people either standing at the kerb looking to cross, or already walking on the crossing, and stop to let them cross, waiting for them to reach the other side of the road before continuing.

A **Pelican crossing**, which incorporates traffic lights to signal to drivers and a push button on either side of the road for pedestrians. Pedestrians press a button at the side of the crossing, and after a while, the traffic lights change from green to red, signalling for drivers to stop.

A **Puffin crossing** is similar to the Pelican crossing – but the main distinction is that the pedestrian signals showing the green person and red person are on the same side as the pedestrian and are usually mounted on the same pole as the push button. Puffins also use sensors to detect when people are waiting to cross and if there is anyone on the road.

A **Toucan crossing**, which is designed for both pedestrians and cyclists. These are usually found along cycle-ways and unlike other pedestrian crossings, mounted cyclists can legally cross.

Pedestrian crossings continued

We'd now like to show you a local example of pedestrian crossings that are going to be improved on an existing road, Upper Bristol Road.
We are including this example to help you think about what improving pedestrian crossings might mean for a road local to you, and what the benefits and drawbacks are in real life of this.
Please read the information below, including a map of the broader changes (please click the image if you want to zoom in), and then answer the questions. There is more information on this on the Council's website if you want to find out more.
The Council is planning to make a number of improvements to make road crossings safer on Upper Bristol Road. This includes:

There are lots of ways to improve pedestrian crossings.

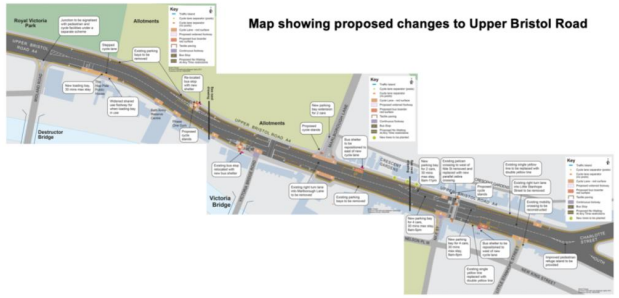
One is putting in a **continuous footway**. This is a relatively new method of giving people priority over vehicles, where side roads join main roads. The level of the road surface at the junction is raised to the same height as the pavement, with gentle ramps for drivers.

- The road surface also changes, to give the appearance that the pavement continues across the entrance of the side road. There are also 'give way' lines to show vehicles they have to give way to people crossing.

Please see an example of a continuous footway to the right:



Map showing proposed changes to Upper Bristol Road



1. Providing continuous footways at each of the side road junctions with Upper Bristol Road within the scheme, except at Marlborough Lane and Little Stanhope Street. This is because these junctions experience heavier traffic, including frequent buses, which means they are less suitable for continuous footways. As a reminder, an example of what this could look like is on the right.



2. Replacing the pelican crossing at the Nile Street Junction with a new parallel Zebra crossing (an example of what this might look like is shown on the right) and relocating it to the east of the junction. This will allow both pedestrians and cyclists to cross and create space for car parking at the widest point of Upper Bristol Road.



3. Widening the pavements on both sides of the junction. This will narrow the road and slow down traffic that is turning in, making it easier and safer for pedestrians to cross. You can see an example of what this might look like below.



We provided information on potential features of active travel schemes with an example from the local area: bicycle parking facilities

- Bicycle parking facilities provide cyclists with a place to store their bike. Having the right facilities in place is important for cyclists to be able to store their bikes in a convenient and secure way.
- There are different types of bike parking facilities, including cycle parking stands (image 1) and bike lockers or ‘hangars’ (image 2)



Example 1: Bike parking stands



Example 2: Bike lockers or ‘hangars’

Bicycle parking facilities continued

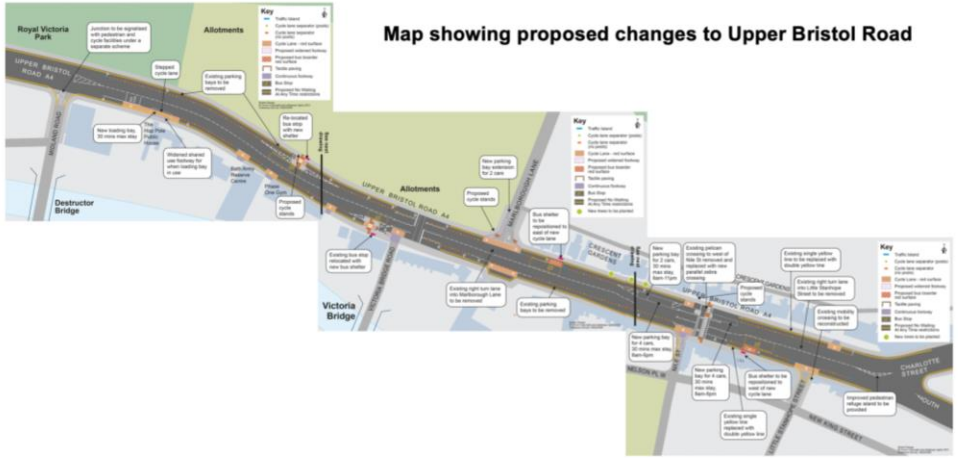
We'd now like to show you a local example of bicycle parking facilities that are going to be improved on an existing road, Upper Bristol Road.
We are including this example to help you think about what improving bicycle parking facilities might mean for a road local to you, and what the benefits and drawbacks are in real life of this.
Please read the information below, including a map of the broader changes, and then answer the questions. There is more information on this on the Council's website if you want to find out more.

The Council are planning to provide 6 cycle parking stands along Upper Bristol Road, like the below:



The Council will also provide one or two secure, on-road bike lockers, depending on the level of demand. These are secure, covered facilities that can only be opened by people who have subscribed and have access to the lock. They are particularly useful for people who have nowhere to store a bicycle at home. There would be a small annual fee which would be used to cover the cost of the upkeep of the locker. An example of what this might look like is shown below:





We provided information on potential features of active travel schemes with an example from the local area: moving on-street parking

In some cases, to implement pedestrian and cycling schemes and improve access for walking and cycling, it is necessary to move on-street parking spaces to make space (e.g., to make space for a cycle lane, to widen pavements).

We'd now like to show you a local example of what moving on-street parking will look like on an existing road, Beckford Road.
We are including this example to help you think about what this might mean for a road local to you, and what the benefits and drawbacks are in real life of moving on-street parking.
We have included a map of the plans for Beckford Road to give you a broader view of the changes. There is more information on this on the Council's website if you want to find out more.
Please read the information below and then answer the questions.

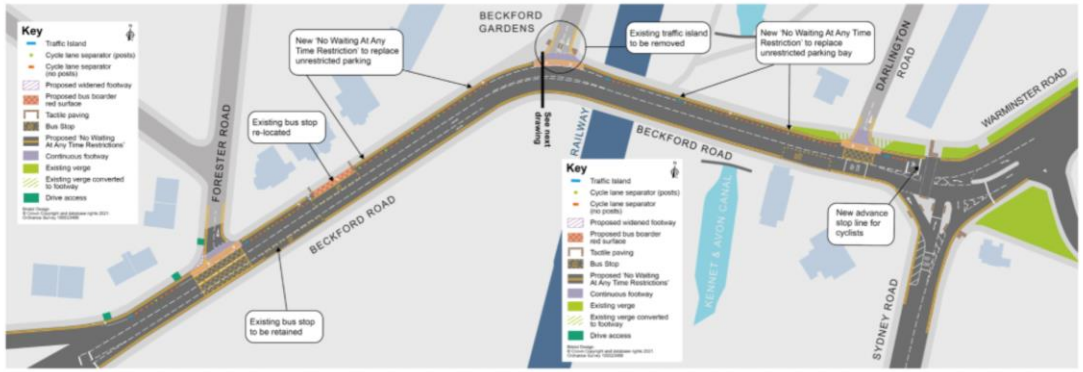
As part of plans to create a cycle lane on Beckford Road (as previously explored), it will be necessary to remove on-street parking along Beckford Road to make space for the cycle lane.

This would mean removing 20 spaces between Forester Road and Beckford Gardens, as well as a time-limited parking bay near the railway bridge which can accommodate 8 cars.

In place of this, the Council proposes to provide the following alternative options:

- Removing double yellow lines in Forester Road to free up parking for 4 cars with resident permits.
- Providing a time-limited parking bay to accommodate 5 cars in Warminster Road

Map showing proposed changes to Beckford Road



We asked participants to draw conclusions about the local impact of active travel schemes and develop principles to guide implementation



All main strand participants, Zoom session with breakout groups (120 mins)



3 hard-to-reach strand participants, individual Zoom or phone calls (60 mins)

Introductions	• We introduced the terms of the session • Participants introduced themselves
Reflecting on the learning platform	• We asked participants about the arguments they'd engaged with on the learning platform and their thoughts on the active travel schemes they'd learnt about.
Local impact of active travel schemes	• We showed participants evidence from a local cyclist and asked participants to consider the impact of cycling-related active travel schemes on cyclists and other people living, working and travelling in the area. • We showed video testimony from 3 local residents' association members (Mark Hynes, Chair of North Road Residents' Association and Jeremy Boss, Chair of Widcombe Hill Residents' Association and a third person who has not consented to have their name shared publicly) to help our participants consider the impact of active travel schemes on people who live nearby to them. The testimonies were related to *any* proposed active travel schemes the local residents had heard of, rather than focusing on specific routes.
Developing principles	• We asked participants to come up with a set of overall principles the Council should consider when implementing active travel schemes in the local area.

In the interviews with the hard-to-reach participants, we covered the same topics

This is the evidence from a local cyclist who works in the area on what it is like to cycle around Bath (1/4)

Cycling on North Road

"North Road is the least trafficked and narrowest of the three routes."

- There is no specific cycle provision on this road.
- The narrowness of the road is further impacted by the number of parked cars along it.
- As it stands currently, the key issues with cycling along this route are:
  - Poor road condition (e.g. bumpy), which could cause a cyclist to fall off their bike.
  - Car doors being opened in your path.
  - Cars pulling out into the road in front of you.

"The road condition is dreadful – bumpy with patch 'repairs' (so-called). Fear of falling off, fear of a car door being opened in your path, fear of a car pulling out in front of you. Not good."

"From a safety point of view it doesn't feel wide enough to be a road and a car park."





This is the evidence from a local cyclist who works in the area on what it is like to cycle around Bath (2/4)

Private & Confidential

Cycling on Wellsway

- Whilst this route is the furthest from Claverton Down, this cyclist feels it's the easiest to get up on a bike. There is a lot of road space, and part of it has a cycle lane.
- However these cycle lanes are disjointed, and unsafe in areas:
  - The cycle lane begins after the more hazardous narrow part of the road (see top right).
  - Unruly vegetation has grown over into the shared path.
  - The cycle lane ends abruptly, with cyclists told to dismount.

"Would you like your 10 year old to cycle on the road here? A guy I met on this day was trying to find a safe route to cycle to school – unsurprisingly he said no to the road itself for his 10 year old."







This is the evidence from a local cyclist who works in the area on what it is like to cycle around Bath (3/4)

Cycling on Bathwick Hill

- Bathwick Hill is a very wide road the majority of the route, however there are some narrower areas that act as pinch points. These are made worse by parked cars, which can make it very intimidating for cyclists.
- There is a cycle lane, however it is in the widest part of the route, which is where cycling provision is least needed.
- When there are cars parked, you have to cycle further into the road, and there is a risk that cars could overtake on the left of the cycle lane, especially as there is no surface colouring to differentiate the parking area from the driving area.
- The road has been recently resurfaced, which makes it much easier for cyclists to use this route.

"Cycle lanes are most needed where there are constrictions. This cycle lane is another example of disjointed provision for cycling in Bath."





This is the evidence from a local cyclist who works in the area on what it is like to cycle around Bath (4/4)

Private & Confidential

Cycling on Widcombe Hill

"Of the four routes, this is the hardest because the steepest part is at the top and it is almost as steep at the bottom."

- At some of the very narrow pinch points, there is parking which can exacerbate this more. Upward-bound cyclists might be wobbling or meandering a bit so need more room and downward-bound cyclists can go much faster than many drivers allow for.
- The road surface is decent, but less so for the steep part at the top.
- There is also no cycling provision along this route, which can make it feel very intimidating, especially if you are trying to get up the hill with a car behind trying to pass.
- At the steepest part at the top, there are warning signs for cyclists to slow down as there is a sharp bend. Drivers go quite quickly here, which is intimidating for an upward-bound cyclist.

"This is not a hill to recommend for someone new to cycling. An ex-student said he did it as a commuter to the university but he didn't do this route from choice and wouldn't do it as a leisure rider."







Thank you

Lucy Bush

lbush@britainthinks.com

T: +44 (0)20 7845 5880

www.britainthinks.com

BritainThinks
West Wing
Somerset House
London
WC2R 1LA
United Kingdom

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	**Cabinet**	
MEETING/ DECISION DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3380
TITLE:	**Milsom Quarter Masterplan – Funding and Next Steps**	
WARD:	Kingsmead Ward	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Appendix 1: Milsom Quarter Masterplan Consultation Report Appendix 2: Milsom Quarter Masterplan – schedule of changes following consultation Appendix 3: Fashion Museum Project Summary		

1 THE ISSUE

1.1 A Milsom Quarter Masterplan and Outline Business Case (funded through West of England Combined Authority's feasibility and development fund, value £434,000) has led to the approval of a £2.475m funding package to support the delivery of initial projects as part of the Milsom Quarter Masterplan being secured from the West of England Combined Authority's Investment Fund grant programme. A proposal put forward by B&NES Council through a Strategic Outline Business Case (SOBC) focused on five key project areas: Broad Street Yards and Cattlemarket sites, Fashion Museum, Public Realm Improvements and Energy & Sustainability. The total £2,625m budget for the scheme also includes £150k provisionally approved capital budget for the Cattlemarket site.

1.2 This report requests agreement to accept the £2.475m grant funding award from the West of England Combined Authority in line with the Strategic Outline Business Case Approved at Committee on 23rd September 2022 (link in the Background Papers section).

1.3 This report also seeks delegated approval that rental income from the Old Post Office during the development phase, is ring-fenced within the Fashion Museum project budget so that it can be recycled for use to support the Fashion Museum redevelopment and the delivery of aspirations within the Milsom Quarter Masterplan for this key site.

1.4 This report summarises key items of the proposed spend, funding approval mechanisms, proposed delegations and the key deliverables and outputs anticipated.

1.5 This report also summarises the public consultation on the Milsom Quarter Masterplan that took place between May and July 2022, including feedback received (**Appendix 1**) and proposed amendments to the Masterplan document before it is finalised (**Appendix 2**). A decision to endorse the Masterplan ahead of it forming part of the evidence base for the New Local Plan is also sought.

1.6 The final recommendation of the report relates to exploratory work to expedite the delivery of sites in private ownership that have been long term vacant, particularly where we can make use of new legislation due to be introduced to support High Street vibrancy.

2 RECOMMENDATION

The Cabinet is asked to;

2.1 Proposal 1

Delegate approval to the Director of Sustainable Communities, in consultation with the S151 Officer, to accept the £2.475m Investment Fund grant from the West of England Combined Authority. These funds will be spent over a three-year period in line with the Strategic Outline Business Case.

Delegate approval to implement the interventions set out within the business case to the Director of Sustainable Communities in consultation with the Cabinet member for Resources and Economic Development and the S151 Officer in accordance with the requirements of the Grant Funding Agreement.

2.2 Proposal 2

To note the Consultation Report on the Milsom Quarter Masterplan **(Appendix 1)** and endorse the Milsom Quarter Masterplan, accepting it together with the amendments sought **(Appendix 2)** as part of the evidence base for the New Local Plan.

2.3 Proposal 3

To delegate approval to the Director of Sustainable Communities, in consultation with the s151 Officer, to establish arrangements that will allow surplus rental income from the Old Post Office (after holding costs) to be ring-fenced for use to support revenue costs associated with the Fashion Museum redevelopment project and to cross-subsidise meanwhile use projects which align with the vision and values for the Fashion Museum development.

2.4 Proposal 4

To explore options, including the use of any existing or new powers introduced to support vibrant High Streets in the forthcoming *Levelling up and Regeneration Bill*, to expediate delivery of sites in private ownership that have viability challenges or have been long term vacant.

3 THE REPORT

Milsom Quarter Masterplan – Aims & Objectives

3.1 The Council has prepared a Masterplan for the Milsom Quarter, working with other key landowners and stakeholders. The Masterplan champions high quality design of both buildings and the public realm to help revive and regenerate the northern part of the city centre which in recent years had seen significant decline in retail demand, with reduced footfall into the area and increased empty units. This decline had been accelerated by Covid 19.

3.2 The Council is a major landowner within the Milsom Quarter and can use its public sector assets to create opportunities for change and high quality, locally distinctive design and will lead the redevelopment of the area. The Masterplan and delivery strategy provide the Council with a comprehensive strategy for future development which will bring economic, environmental and social benefits to the area including restoring a sense of community and giving residents pride in their city centre.

3.3 The ambition of the Masterplan and overall project objective is to transform and re-imagine the future of the Milsom Quarter, creating a more viable, vibrant and diverse part of the city with a greater balance in the mix of uses, becoming less reliant on retail.

3.4 The Masterplan has identified six primary interventions:

(1) Broad Street Yards – Repurposing an existing Council owned carpark to create maker space and flexible workspace for start-ups and SME's. Targeted at the fashion and design sectors.

(2) Walcot Gateway (Cattlemarket and Cornmarket sites)– Redeveloping a long term allocated brownfield site, and the disused Cornmarket building to create new homes (70 units) and enhanced public realm.

(3) Bath Fashion Museum – Conversion of a listed building to create a new home for the Fashion Museum in a more visible city centre location. Acting as a cultural attractor, providing footfall to the area, and encouraging longer stays and increased spend. Also enhancing the city's cultural offer. This follows a West of England Combined Authority RIF funded acquisition (Single Member Decision E3359), the Old Post Office building has now been acquired and is now an asset within the Council's Corporate Estate. In the short term the income generated from rental income will offset the holding costs and will help to support the Meanwhile use cultural activities planned for some of the former shop units.

(4) Improved public realm – To reduce the dominance of vehicles, prioritising walking and cycling, creating greener pedestrian friendly streets and new public realm for people to stop and rest as they travel through the area.

(5) Energy and Sustainability – Reduce the carbon footprint of the area, by retrofitting existing building to improve energy efficiency, new buildings to be zero carbon and increase renewable energy generation

(6) Repurposing under-used upper floors to boost city centre residential use

3.5 As a result of these key interventions, the following outcomes are expected:

a) Creation of an internationally renowned fashion destination, with a varied mix of high- end fashion, beauty and homeware retailers.

b) A new residential community with a sense of local pride and increased housing provision for local people including affordable housing – 180 additional homes (70 units within the Walcot Gateway development and 110 units from re-purposing upper floors).

c) Increased footfall to the area and increased visitor spend.

d) Fewer vacant shop units.

e) A world class Fashion Museum, with visitor numbers increasing from 100k pre-covid to in excess of 250k pa and increased dwell times in the region.

f) An inclusive museum that attracts both local residents and visitors, providing a community benefit through a strong programme of outreach and engagement particularly to those hard to reach audiences that wouldn't normally visit a museum.

g) A thriving maker space community supporting the fashion destination.

h) A better connected and accessible place for with fewer private motor vehicles.

i) A more sustainable commercial estate which contributes to the aim of becoming net zero by 2030.

Milsom Quarter Masterplan – Public Consultation

3.6 The Council undertook an informal public consultation on the Milsom Quarter Masterplan between May and July 2022, with hybrid methods online and in-person. The consultation process is summarised and responses included as **Appendix 1**.

3.7 Overall, there was clear support for the Masterplan aims and ambition from the majority of respondents, and there was a call to see key parts of the vision delivered. Over 220 responses to the consultation were received from the public and stakeholders, 171 through the online survey and the remainder by email, at public drop in events and stakeholder meetings. The primary concerns raised focused on the accessibility and movement element of the Masterplan as well as respondents wanting to better understand delivery, phasing and timeframes. A summary of the responses made to the six Masterplan themes can be found in section 4 of the consultation report (**Appendix 1**).

3.8 In terms of the headline responses to the Masterplan vision, the summary response was as follows:

a) 68% of respondents strongly agreed or agreed with the vision for the Milsom Quarter as a destination for fashion and culture;

b) 70% of respondents strongly agreed or agreed with the vision for the Milsom Quarter as a place for creativity and enterprise including the provision of new workspace;

c) 65% of respondents strongly agreed or agreed with the vision for the Milsom Quarter connecting the city with Walcot Street and providing space for businesses linked to food and drink, beauty and wellbeing and interiors linking to Walcots artisan offer;

d) 71% of respondents strongly agreed or agreed with the vision for the Milsom Quarter providing new homes including above shops and new development with associated community facilities;

e) 61% of respondents strongly agreed or agreed with the vision for the Milsom Quarter giving priority to walking, cycling and public transport while still maintaining vehicular access when needed and improving streets and spaces through public realm improvements;

f) 77% of respondents strongly agreed or agreed with the vision for the Milsom Quarter becoming greener, with more plants and trees and a range of projects to improve energy efficiency and generate and store renewable energy.

3.9 A schedule of amendments to the Masterplan following the public consultation and reflecting key Local Plan Partial Update policy changes is now included as **Appendix 2**. The endorsement of the Masterplan is sought prior to this being used as part of the New Local Plan evidence base and informing new planning policy for this part of the city centre.

Strategic Outline Business Case

3.10 The future success and vitality of the Milsom Quarter is reliant on providing a strong, innovative and vibrant mixed use quarter that is underpinned by a cultural anchor that will attract visitors to the area, as well as re-establishing itself as a fashion destination for designers, makers and retailers, increasing the provision of homes and building upon the quarters unique heritage and character.

3.11 To facilitate and initiate key projects that require public sector subsidy, the Council is seeking £2.475m of feasibility and development grant funding to progress key interventions 1-5 outlined in paragraph 3.4 (above). A Strategic Outline Business Case to the West of England's Infrastructure Fund was prepared to support initial work including:

(1) External Fees – appointment of a design team including architect, structural engineer, M&E, Fire and Civils engineers, transport consultant, planner, ecology consultant, landscape consultant, project manager, cost consultant, H&S consultant, legal advice etc.;

(2) Internal Fees – appointment of officers in Corporate Estate (capital projects and maintenance), Regeneration and Heritage teams to bring forward the key projects;

(3) Surveys and investigations;

(4) Fit out and Meanwhile Use project prior to the Fashion Museum development;

(5) Contingency.

3.12 A detailed breakdown of the funding allocation is included in the Strategic Outline Business Case, in section 3 ‘Financial Case’ (see Background Documents).

3.13 At a later stage it is anticipated that Full Business Cases will be submitted to the West of England Combined Authority for Broad Street Yards and the Public Realm improvements, other projects have other alternative funding sources for delivery or are likely to be commercially viable once enabling works have been undertaken. Alternative funding sources from both public and private sector will also need to be secured to deliver the comprehensive package of interventions.

3.14 This report seeks the acceptance of this grant funding so that the next stage of work to start to deliver the Masterplan vision can be commenced. The technical work underpinned by the grant will have a number of specific outcomes including:

(1) Broad Street Yards – Scheme design, submission of a planning application and submission of a Full Business Case for grant funding to support delivery. Potential to provide up to 16,000sqft of employment space.

(2) Cattlemarket Site – scheme design to RIBA Stage 2 (Concept Design), more detailed understanding of site abnormals and identification of preferred delivery model. Potential to provide up to 70 new homes, 3,000sqft ground floor use class E and new public realm.

(3) Fashion Museum – Scheme design, submission of a planning application and submission of a Full Business Case for grant funding to support delivery. Potential to invest in and convert a Grade II listed building into a museum providing approx. 27,000sqft visitor attraction.

(4) Public Realm – Scheme design to RIBA Stage 3 and submission of a Full Business Case for grant funding to support deliver, alongside prioritised delivery of key elements likely to be funded by the city centre CRTS funding. Potential to provide upgraded public realm at Milsom Street, New Bond Street, Green Street, lower Broad Street, Quiet Street, lower Walcot Street, King Street and John Street.

(5) Energy & Sustainability Strategy – creation of a strategy to inform Masterplan and priority scheme delivery. Potential to provide data and business case to inform future funding strategy and bids.

3.15 In order to deliver the initial work to support the outcomes summarised in paragraph 3.13, acceptance of the £2.475m grant funding is sought.

Ring Fencing Income

3.16 A decision is sought to facilitate a delegated approval by the Director of Sustainable Communities in consultation with the s151 Officer for rental income from the Old Post Office building to be ringfenced to support revenue costs associated with the Fashion Museum redevelopment project and to cross-subsidise meanwhile use projects which align with the vision and values for the Fashion Museum development and the Milsom Quarter Masterplan.

4 STATUTORY CONSIDERATIONS

4.1 The proposed developments to be supported by this project funding are situated on Council owned land or within the extent of the highway and as such falls within the responsibility of Bath & North East Somerset Council.

4.2 Planning, listed building and highways consents will be required to deliver the range of projects proposed, and technical pre-planning and design work will be supported by the grant funding. Schemes will need to achieve high quality design in line with the Local Plan policies and in response to the site location within the heart of the Bath World Heritage Site and Conservation Area.

4.3 Terms and conditions of government funding including consideration of subsidy control, best value and competitive tendering etc form part of the scope of work and will need to be met throughout the course of the project. Legislation and due process will need to be followed including the potential to utilise existing or new powers for Local Authorities due to be introduced as part of the forthcoming *Levelling Up and Regeneration Bill*.

4.4 The project will need to continue to consider equalities impacts and support sustainable development including for example, modal shifts towards walking, cycling and wheeling. Ongoing accessibility and equalities impact assessments will inform the detailed design stage.

4.5 This report seeks to endorse the Masterplan to inform corporate decisions and for it's inclusion as evidence base to the New Local Plan.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 The total grant for the project is £2.475m (including contingency). The grant comprises revenue funding of £1,666,500 and capital funding of £808,500. This was determined following a review of costs to ensure they fit definitions of either capital or revenue funding. The £2.475m funding package is supplemented by £150k provisionally approved capital budget (Cattlemarket site) which we will fully approve as part of the decision process to accept the WECA grant funding. The total budget for the scheme is £2,625,000.

5.2 The revenue and holding costs of the building acquired for the Fashion Museum ahead of the development will be met by the RIF fund in part (£40k p.a.) and through the income received from rental income from tenants. This income together with £100k funding from the West of England Combined Authority grant (outlined above) will be used to support meanwhile use cultural and creative uses in some of the vacant shop units ahead of the Fashion Museum development.

5.3 Programme funding provides revenue budget towards scheme delivery which includes project management, consultation, technical pre-planning and design work, and scheme monitoring evaluation and budget management over a period of 3 years. There is also £60k capital funding earmarked to support the delivery of Meanwhile use projects prior to the Fashion Museum development.

5.4 The scheme will require the recruitment of Regeneration Team and Heritage Services team staff (grant funded) to facilitate and coordinate this additional work to deliver the Milsom Quarter Masterplan, over a three year period.

5.5 Status of funding: Delegated Approval is sought to fully accept the £2.475m grant (£808,500 capital and £1,666,500 revenue). It is proposed that this will be integrated into the Council's revenue budget and approved capital budget under the usual approval processes and at the same time as approval of the £150k provisional capital budget for the Cattlemarket site.

5.6 It is noted that there is currently revenue income from the current uses at the Cattlemarket and Broad Street Yards sites, the financial implications of progressing changes of use proposed by the Masterplan will need to be considered as the projects are progressed so that development viability is maintained.

6 RISK MANAGEMENT

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

7 EQUALITIES

7.1 An Equality and Diversity Assessment & Plan was submitted alongside the Milsom Quarter Strategic Outline Business Case.

7.2 The project inception and subsequent design and consultation stages will consider equalities impacts at each stage for each key project, as an integral part of the design process. For example, where there is any future displacement of blue badge parking (e.g. on redevelopment of Broad Street car park), alternative accessible locations should be found to meet the need). The approach will need to be integrated into the city centre wide access and movement strategy, and the delivery key projects such as City Centre Security and the City Region Sustainable Transport Strategy for Bath City Centre.

8 CLIMATE CHANGE

8.1 B&NES Council has declared both a Climate and Ecological Emergency and is looking to provide leadership to enable carbon neutral B&NES by 2030 and enable greater citizen engagement. These are therefore key considerations for project development, procurement and delivery.

8.2 This is a core element of the Milsom Quarter Masterplan and Fashion Museum projects. A key strand of this grant funded work is to further develop the Energy and Sustainability plan for the Masterplan to facilitate net zero carbon development by 2030. There is project funding allocated to support further technical work, which will underpin and support future funding bids and the integration of considerations around sustainability, energy, biodiversity and ecological net gain into the delivery of the Masterplan.

9 OTHER OPTIONS CONSIDERED

9.1 There is an option to decline the grant and not progress the Milsom Quarter Masterplan to delivery, or to rescope projects which have been prioritised. However, given the case made for the need for public sector investment in the Strategic Outline Business Case and the significant proportion of Councilowned property in this area, failure to intervene could lead to decline in this part of Bath's city centre.

9.2 There is an option to not endorse the Milsom Quarter Masterplan, however, this would not complete the project, and would give the draft Masterplan ambiguous status. This alternative option is not favoured as it would impact on the Council's ability to use the Masterplan to lever in further grants and funding and would also leave the project incomplete and responses to the public consultation unresolved.

9.3 There is an option to create a separate Supplementary Planning Document or similar from the Masterplan, however, integration into key policies in the emerging New Local Plan by using the Masterplan and background work is part of the evidence base, is considered to be more efficient, streamlined and effective.

9.4 Various options relating to the scope of the Strategic Outline Business Case focus were tested as part of a delivery strategy for the Masterplan, these options are outlined in section 1.6 of the Strategic Outline Business Case (included in Background Documents).

9.5 Work to demonstrate the economic and social value benefits of the Milsom Quarter scheme was prepared by Cushman & Wakefield, working with the Regeneration team, as part of the Strategic Outline Business Case. This analysis anticipates that the scheme will result in significant economic uplift (as summarised in Section 2 of the Strategic Outline Business Case, included in Background Documents) including:

a) Creation of 88 FTE jobs and 647 construction job years

b) Creation of 80 new homes (including affordable homes), with a further 100 new homes anticipated overall

c) Fashion Museum significant GVA uplift (quantification redacted from SOBC as commercially sensitive)

d) Public Realm and significant Net Property value uplift (quantification redacted from SOBC as commercially sensitive)

10 CONSULTATION

10.1 The Milsom Quarter Masterplan was subject to stakeholder engagement as part of it's preparation (full details are included in the Masterplan itself). Between May and July 2022, public consultation was undertaken on the Masterplan with a hybrid of online and in-person activities. The full details of the Consultation process and responses made are included in the **Milsom Quarter Masterplan Consultation Report (Appendix 1).**

10.2 220 responses were made during the consultation and the Milsom Quarter Masterplan animated video has had 2,751 views (at 20th September 2022), making it the most viewed video the Council has produced. The public and stakeholder response to the Masterplan was very positive overall, particularly the vision and ambition and for key interventions such as key sites and the Fashion Museum. Areas of concern focused on accessibility and movement and restrictions to access for loading or access by private vehicle.

10.3 There were a number of areas where amendments to the Masterplan can be made to clarify and update specific elements in response to public feedback these are summarised in **Schedule of Amendments to Milsom Quarter Masterplan (Appendix 2)**, in addition there are areas where more detail can be added to reflect Local Plan policies in the Local Plan Partial Update (e.g. Biodiversity net gain).

10.4 In addition, there has been a year long process of community consultation to support the vision for the future of the Fashion Museum. **Appendix 3** includes a **summary of the Fashion Museum project**. The consultation has included:

- An online survey during summer 2021 which received 1,434 responses from engaged audiences (including website, residents newsletter, social media, fashion courses and industries) and 38 responses from community groups.

- A further consultation community focus group was undertaken in Winter 2021. Key findings included: the importance of open collection access; making the museum relevant to diverse audiences; regional presence of the museum is important and people care about and value the museum.

- A co-created project called 'You Choose' was also developed and delivered working with the local community, which deepened the organisational knowledge about engaging with communities that have been more difficult to reach.

- A targeted engagement activity working with communities in and around Bath including in Twerton, close to where the Fashion Collection Archive is planned. This work demonstrated strong backing for the Fashion Museum project.

- There has been strong cross sector engagement to help secure the future of the Fashion Museum including from the Universities, Bath College, Fashion Brands, other cultural and arts institutions and key stakeholders.

Contact person	Simon Martin, Director Regeneration & Housing simon_martin@bathnes.gov.uk Cleo Newcombe-Jones, Regeneration Manager *cleo_newcombe-jones@bathnes.gov.uk*
Background papers	B&NES Local Plan Partial Update (in particular policies S1 and B2) https://beta.bathnes.gov.uk/policy-and-documents-library/core-strategy-and-placemaking-plan Draft Milsom Quarter Masterplan (Including summary document, summary animation and easy read/accessible versions) www.bathnes.gov.uk/milsomquarter Committee Paper West of England Combined Authority – Strategic Outline Business Case Milsom Quarter (23rd September 2022 item 10). https://westofengland-ca.moderngov.co.uk/ieListDocuments.aspx?CId=141&MId=535 B&NES Single Member Decision – Corporate Acquisition for Fashion Museum

	https://democracy.bathnes.gov.uk/documents/s71626/E3359%20-%20Corporate%20Acquisition.pdf Fashion Museum Acquisition Full Business Case https://www.westofengland-ca.gov.uk/wp-content/uploads/2022/03/Fashion-Museum-Full-Business-Case-Redacted.pdf WECA funding award decision 8th April 2022 https://westofengland-ca.moderngov.co.uk/documents/g494/Decisions%2008th-Apr-2022%2015.00%20West%20of%20England%20Joint%20Committee.pdf?T=2

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Bath & North East Somerset Council

Improving People's Lives

Milsom Quarter Masterplan







Consultation & Engagement Report following consultation on draft Masterplan May - July 22

September 2022

Milsom Quarter Masterplan Consultation – Executive Summary

The Milsom Quarter Masterplan proposes to establish the Milsom Quarter area as the South West's fashion destination. Milsom Street Core, at the heart of Milsom Quarter, is already an established retail destination and in future this area will see a more diverse mix of uses including new fashion and design based employment space, a Fashion Museum and a greater mix of residential and commercial uses.

Changing consumer habits, accelerated by the pandemic, means that Milsom Quarter needs to continue to adapt and be less dependent on retail. To reflect this, the Masterplan proposes to diversify the area to incorporate events, festivals, non-retail businesses and repurpose existing upper floor space to residential use whilst maintaining a fashion focus through developing worker spaces and retaining the world-renowned Fashion Museum within its core.

In response to the Climate Emergency and Ecological Emergency declared by B&NES in 2019 and 2020 respectively, the Masterplan considers the importance of reducing traffic and encouraging active travel such as walking and cycling, repurposing and retrofitting existing buildings to become more energy efficient and introducing greenspaces to tackle the effects of climate change such as increasing temperatures.

The Milsom Quarter Masterplan is vision developed based on six themes:

- A place of creativity and enterprise.
- A new local residential neighbourhood.
- A connecting place.
- A destination for fashion and culture.
- A low traffic environment.
- A climate challenge exemplar.

Within the Milsom Quarter there are four distinct character areas identified: Milsom Street Core, Broad Street Yards, St Michael's Neighbourhood and Walcot Street Gateway. Further information regarding the Masterplan can be viewed here https://beta.bathnes.gov.uk/milsom-quarter.

Public consultation & engagement on the draft Milsom Quarter Masterplan was held between 4th of May – 15th of July 2022. The consultation activities undertaken and the responses to the consultation are summarised in this consultation report.

On the basis of this report a series of amendments to the draft Masterplan are being sought before it is endorsed by the Council.

1. Consultation Activity Summary

An informal consultation on the Milsom Quarter Masterplan consultation was open between the 4th of May and the 15th of July 2022.

Details of the Milsom Quarter Masterplan consultation were published on the B&NES website https://beta.bathnes.gov.uk/milsom-quarter which included the full Masterplan document split into chapters and a summary consultation document.

A section on 'have your say' https://beta.bathnes.gov.uk/milsom-quarter/have-your-say allowed the public to complete an online survey, give feedback on their views and get informed about upcoming online briefings and engagement events.

Key extracts from the website and the summary animated video are included as **Annex 1**.

The public were informed about the Milsom Quarter Masterplan consultation through numerous articles published by the media (see press release and examples of media coverage in **Annex 2**), newsletters (see examples in **Annex 3**), posters displayed in the city centre (**Annex 4**), B&NES social media channels (see examples in **Annex 5**), by email (see example correspondence to key stakeholders as **Annex 6**), on large scale construction hoardings outside the Hilton Hotel (see photos in **Annex 7**), and through informal channels. The Cabinet Member for the project during this period (Cllr Richard Samuel) discussed the Milsom Quarter Masterplan in a video published on YouTube and in an interview with SomerValley FM (**Annex 8**).

Posters detailing the consultation were displayed at 15 New Bond Street and St Michael's Church, which included the time, date and location of the drop-in engagement events (**Annex 4)**. Details about the drop-in engagement events were also published on the Milsom Quarter Masterplan section of the B&NES website, B&NES social media channels, B&NES press release and shared through word-of-mouth.

Within the consultation period a combination of online briefings, 1-1 discussions and drop-in engagement events were held with stakeholders, landowners and members of the public (full schedule of in person and online events listed in **Annex 9**).

Consultation responses were captured formally through an online questionnaire (see copy of questionnaire in **Section 4** and responses in **Annex 14**, and notes were also made at both online and in-person events (**Annexes 10, 11 and 13**).

Additional consultation responses were also received by email and letter (see **Annex 11**).

2. Pre-Consultation

The draft masterplan has been developed over the past year through a process of baseline evidence gathering, concept development and focussed stakeholder engagement which led the multidisciplinary team to create a Masterplan Vision, Urban design framework, spatial strategy and design concepts for key sites.

This draft masterplan is the focus for this public engagement, the results of which will inform finalising the masterplan and development of the Delivery Strategy.

This early stage engagement is summarised in the draft Masterplan.

3. Consultation Engagement Sessions

A combination of briefings, 1-1 discussions and drop-in public engagement events were held as part of the Milsom Quarter Masterplan consultation.

Briefings were held for Councillors, Officers, landowners and stakeholders and topics included heritage, tourism and business, transport and accessibility, residents associations, ecology and biodiversity. The meetings were held on MS Teams or Zoom and the presentation material used at these meetings is included as **Annex 12**.

Following the briefing sessions, participating landowners and stakeholders were invited to engage in 1-1 discussions with B&NES on the draft Milsom Quarter Masterplan. These meetings were arranged on MS Teams and a summary of the discussions can be viewed in **Annex 10**. The 1-1 discussions allowed landowners and stakeholders to share their views in front of a smaller audience within a more focussed conversation.

In addition, B&NES held 6 drop-in in person engagement events at 15 New Bond Street, Bath between the 17th of June and the 29th of June. The events ran for a period of 2 hours each and were intentionally organised for a range of times, including morning afternoon and evening across the week to maximise the opportunity for the public to attend and engage. These drop-in sessions were were open to all stakeholders and members of the public and were advertised locally via posters and media and on social media. Comments raised at these events can be viewed in **Annex 13**.

A full schedule of responses to the online questionnaire can be viewed in **Annex 14**.

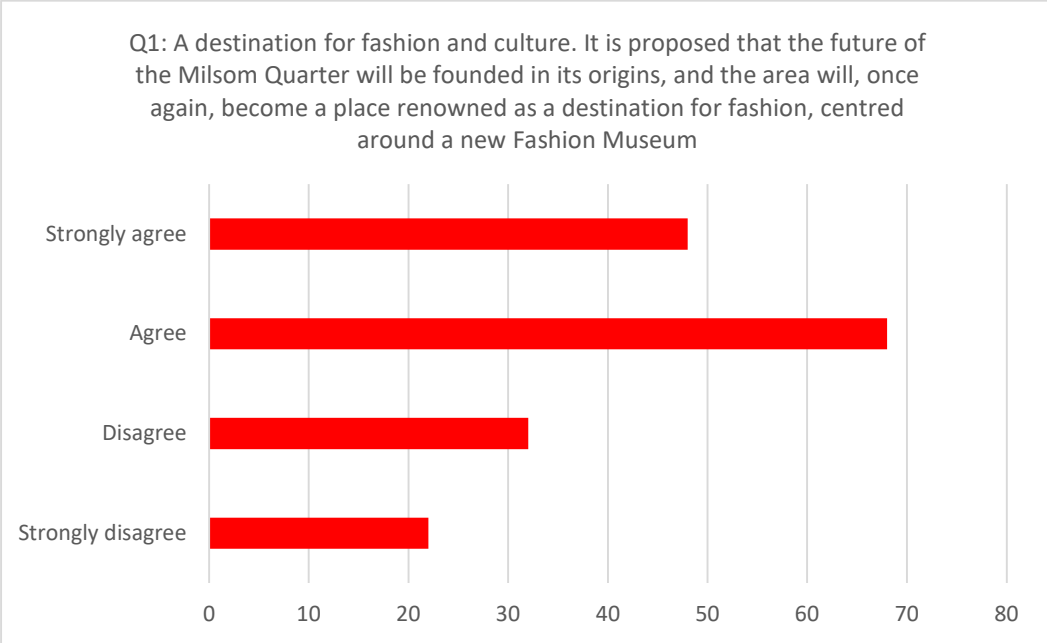
4. Consultation Responses - Summary

Over 220 responses were received from external sources, 171 through the online survey and the remainder through email, public pop-in events and stakeholder meetings. This is in addition to extensive internal B&NES engagement.

Overall there was clear support for the vision and objectives of the draft Milsom Quarter Masterplan, however the primary concerns raised were focussed on accessibility and movement. Full consultation responses to the online questionnaire are included in **Annex 14**.

Six consultation questions are focused around the six themes of the draft Masterplan. The questions and summary of responses are detailed under each theme heading.

A destination for fashion and culture
It is proposed that the future of the Milsom Quarter will be founded in its origins, and the area will, once again, become a place renowned as a destination for fashion, centred around a new Fashion Museum. Do you agree/disagree with this vision?



The positive responses to this question primarily focussed on keeping the Fashion Museum in the centre of the city, encouraging and retaining independent retailers, supporting use of vacant ground floor units, sustainable fashion and movement.

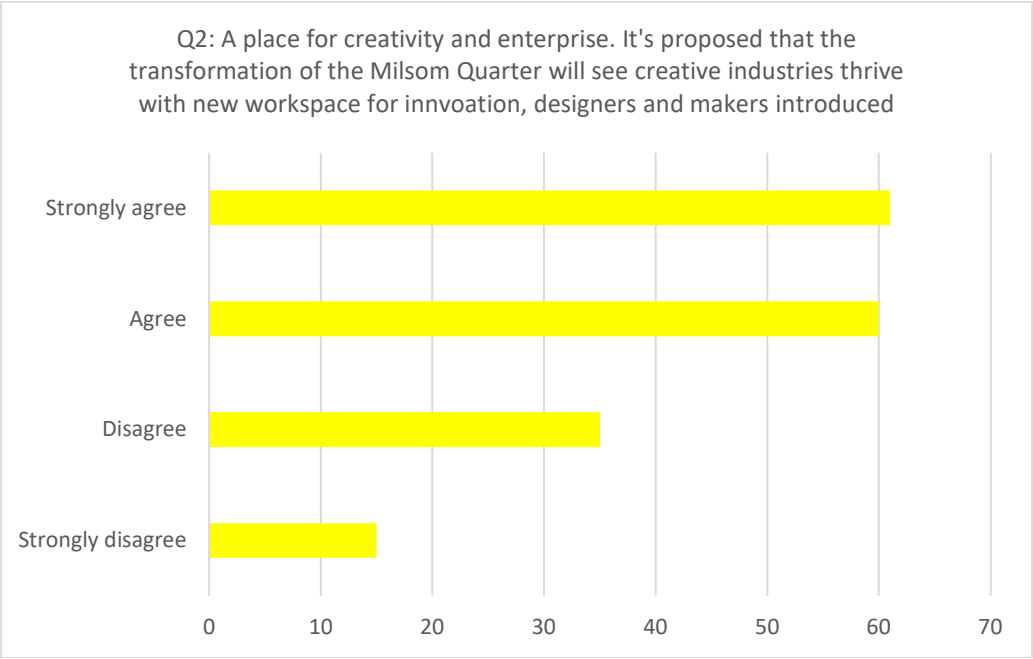
Comments which disagreed with the question were centred around the themes of sustainability and avoiding fast fashion, traffic and movement, retaining independent stores, keeping the fashion museum central, considering a move diverse range of industries beyond fashion.

Key points to note in reviewing and updating the draft Masterplan include:

- Encouraging and retaining independent retailers in the Milsom Quarter and throughout the city

- Strengthening the opportunity for a sustainable fashion focus
- Concerns around vehicle movement and parking capacity
- Physical accessibility of the Milsom Quarter
- Emphasise the mix of creative industries to be encouraged, of which fashion is one

A place of creativity and enterprise
It's proposed that the transformation of the Milsom Quarter will see creative industries thrive with new workspace for innovation, designers and makers introduced. Do you agree/disagree with this vision?



The support for this theme primarily included comments around encouraging creative industry and pedestrianisation with re-purposing of car parks. However despite this support it was noted that rents and business rates are high and can exclude the creative and start up industry that the vision aims to support.

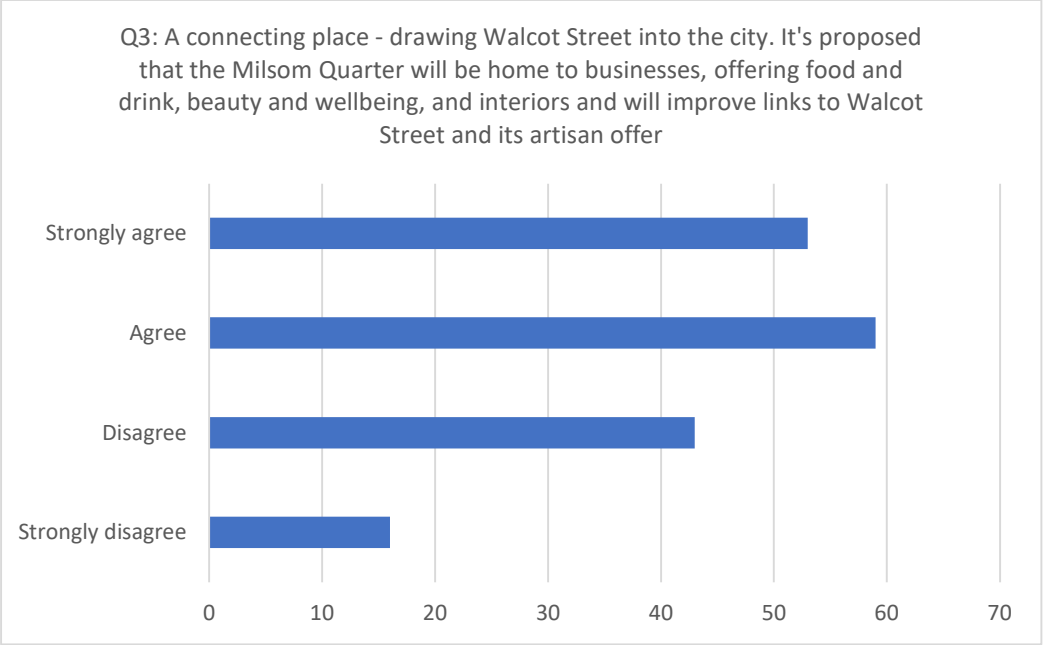
The comments which disagreed with this theme also focussed on affordability of rent and business rates for businesses, including supporting existing retailers and occupying existing empty units, rather than creating more floor space. Movement and access to the Milsom Quarter through private vehicle and car parking was also raised as a key issue.

Key points to note in reviewing and updating the draft Masterplan include:

- Affordable rents and business rates need consideration in order to support the aspiration for creative industries
- Consider existing retail and business floorspace in advance of provision of more
- Concerns around vehicle movement through the city, including blue badge access and car parking provision

A connecting place – drawing Walcot Street into the city
It's proposed that the Milsom Quarter will be home to business, offering food and drink, beauty and wellbeing, and interiors and will improve links to Walcot Street

and it's artisan offer. The Milsom Quarter is also proposed as the location for a new Fashion Museum. Do you agree/disagree with this vision?



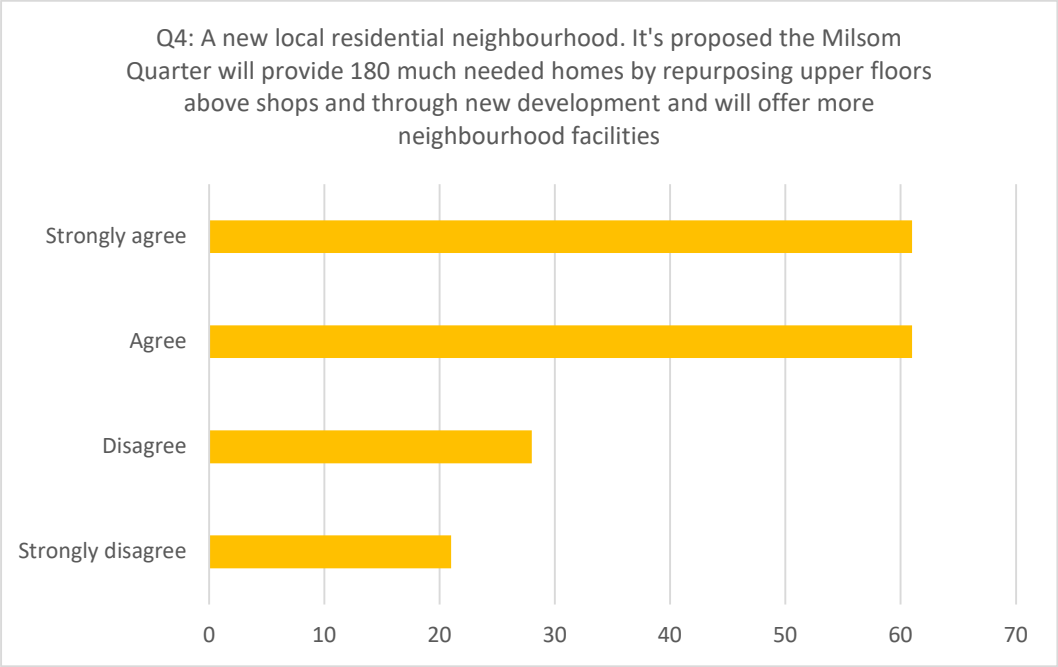
The positive responses to this question primarily focussed on improving the connectivity to Walcot Street, supporting independent businesses and improving movement of different modes through the Milsom Quarter and up Walcot Street.

The comments which disagreed with the question were centred around the themes of traffic and movement, supporting a more diverse range of uses than proposed and physical accessibility of the Milsom Quarter.

Key points to note in reviewing and updating the draft Masterplan include:

- Identifying more opportunities to connect to and support Walcot Street
- Concerns around vehicle movement through the city, including blue badge access and car parking provision
- Supporting a more diverse range of uses beyond those identified

A new local residential neighbourhood
It's proposed the Milsom Quarter will provide 180 much needed new homes by repurposing upper floors above shops and through new development and will offer more neighbourhood facilities. Do you agree/disagree with this vision?



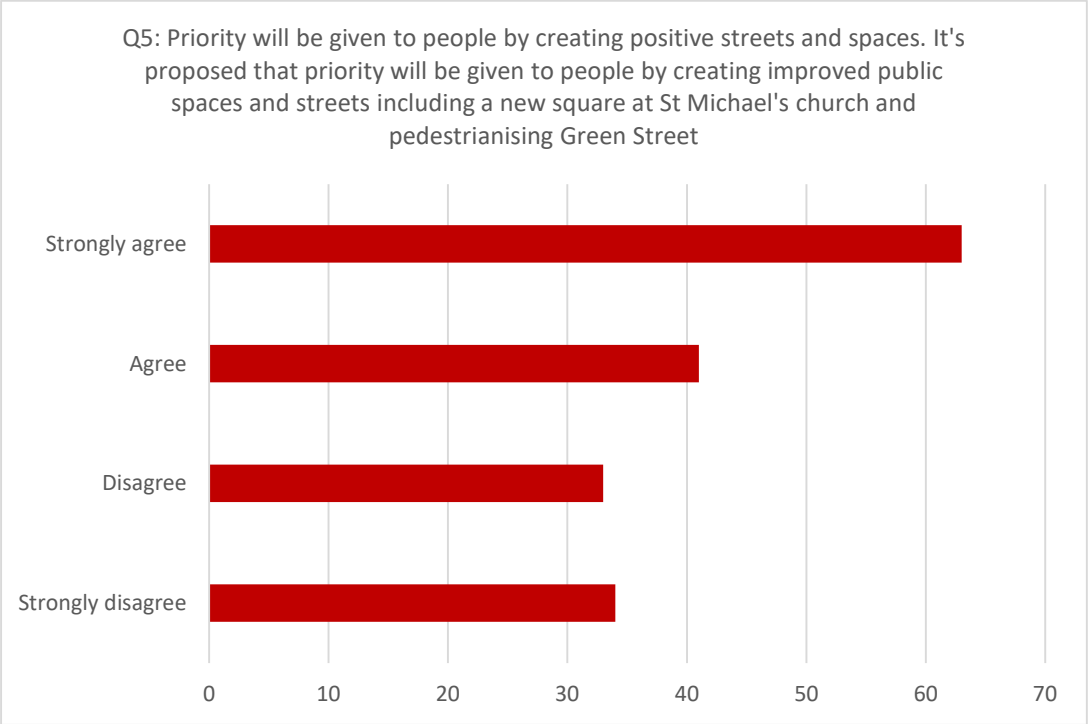
The supporting responses to this question focussed on affordability and tenure of proposed housing, providing local services for residents, protecting residents against noise, accessibility of proposed homes and ensuring energy efficiency.

Comments which disagreed with this proposal centred on concerns around traffic and movement, noise disturbance, affordability and tenure, and energy efficiency.

Key points to note in reviewing and updating the draft Masterplan include:

- Detail around delivery of homes that are affordable with a mix of tenures, including supporting key workers, people with disabilities and young people. Reduce risk, where possible, of homes becoming short term lets.
- Consider noise disturbance and energy efficiency of listed buildings to ensure they are suitable homes
- Traffic and movement comments highlighted concerns around parking and traffic pressures of adding residents, physical accessibility of homes proposed and removal of car parking to build on the Cattlemarket site.

Priority will be given to people by creating positive streets and spaces
It's proposed that priority will be given to people by creating improved public spaces and streets including a new square at St Michael's church and pedestrianising Green Street and lower Broad Street. Walking, cycling and public transport will be prioritised whilst still maintaining vehicular access where needed. Do you agree/disagree with this vision?



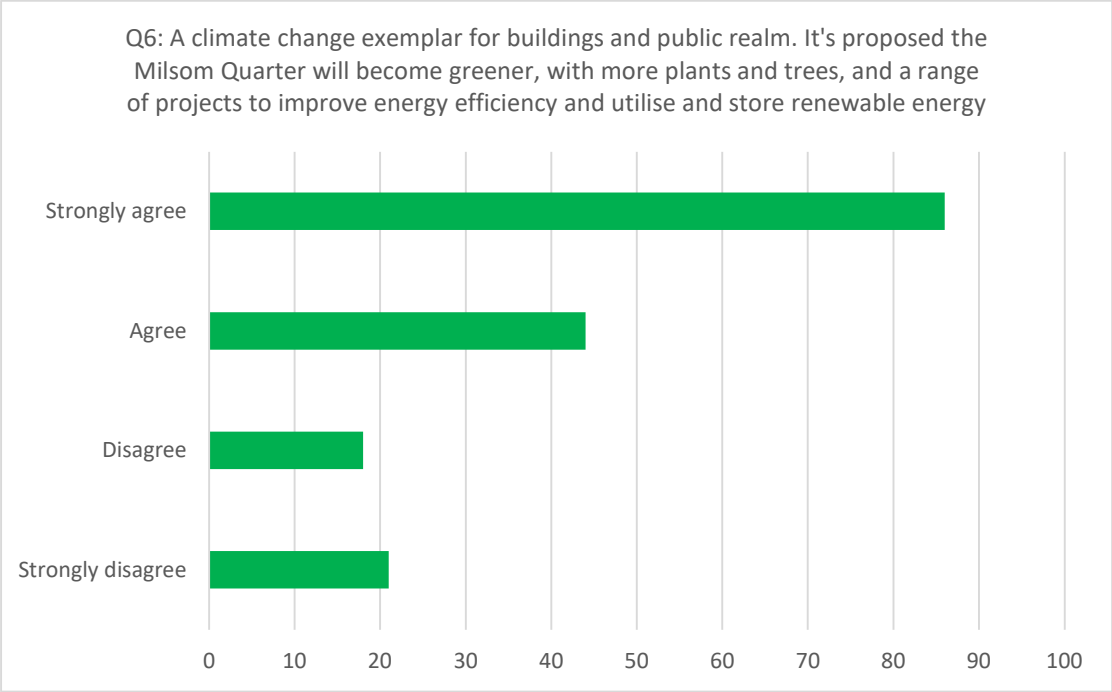
The positive responses to this question primarily focussed on support for people-priority space, ensuring accessibility, improved environment and air quality of reducing numbers of private vehicles, and considering segregated cycle routes.

Comments that were not supportive of this theme centred around removal of vehicles and impact on movement, ensuring accessibility and inclusivity, separating cyclists and pedestrians, and wider circulation of vehicles around the city.

Key points to note in reviewing and updating the draft Masterplan include:

- Ensuring physical accessibility, including blue badge drivers
- Public transport access and reliability
- Considering how cyclists and pedestrians will interact in these public spaces
- How circulation around the Milsom Quarter will work in the context of the whole city movement plans and strategies

A climate change exemplar for buildings and public realm
It's proposed the Milsom Quarter will become greener, with more plants and trees, and a range of projects to improve energy efficiency and utilise and store renewable energy. Do you agree/disagree with this vision?



Supporting comments to this question focussed on the climate emergency and sustainability, greening/street trees and heritage.

Comments which disagreed with the question were centred around being sensitive to the historic environment and ensuring accessibility of public space if increasing street trees and greening.

Key points to note in reviewing and updating the draft Masterplan include:

- How sustainability objectives can be achieved with historic buildings or contemporary development in a sensitive heritage environment
- Appropriateness of street trees in certain locations within the world heritage city
- Ensure high quality design of public spaces to ensure that additional greening or trees do not create hazards in public space
- Careful balance of protecting heritage and delivering on climate emergency objectives

In terms of key stakeholder responses:

- *Historic England* commented on the excellent evidence base to the Masterplan and state that the Masterplan is a strong proposal. They consider the Masterplan to be an excellent and thorough study that strikes a good balance between revitalising the area and respecting its heritage. Detailed comments focus on the edges of the Masterplan area and the Cattlemarket site where there is further more detailed design work needed.
- *Bath Preservation Trust* commented that the masterplan is good and that they and welcomed it. They called for a timetable for implementation and expressed that the Cattlemarket site is particularly sensitive and they would welcome more locally distinctive designs to be developed as part of the next stage of work. BPT also commented that a masterplan strategy for the whole city should be developed. A number of detailed comments are

made on particular elements and options in the masterplan with rationale and points for more detailed consideration.

- The *World Heritage Site Management Advisory Board* are supportive of the work undertaken and vision for the Milsom Quarter, they have stated that they endorse the Masterplan.
- The *Circus Area Residents Association* stated they were generally supportive of the Masterplan initiative. Issues such as the balance and mix of retail and hospitality, continued access to the riverside at cattlemarket, and the displacement of traffic are mentioned in their response. Opportunities for the Fashion Museum and the relationship to a new public space at the front of the Old Post Office building are also noted. Specific amendments to the Transport and Movement Summary Plan are being picked up as a number of specific inaccuracies in the notations were picked up which lie outside of the Masterplan area but which are shown on this summary diagram.
- *The Federation of Bath's Residents Associations* share many of the regeneration aspirations but consider the main area of concern to be envisaged traffic management modifications, they await the Bath Circulation Plan and further information of implementation and around city centre accessibility in particular.
- *Sam Smith's* (owner of King Edwards School site) responded to say that the Masterplan should feed into the formal Development Plan process, they confirm their intention to implement their current planning consent within the timeframe and state do not therefore support the alternative option explored in the Masterplan for an integrated development with Broad Street Yards. They also emphasise that rear access is required to their site for fire escape and for disabled access and that Broad Street car park would be used by their hotel guests. They also note that a full heritage assessment would be needed of the impact of development proposals on their grade II listed building should these be brought forward.

5. Next Steps

A schedule of updates and amendments to the Masterplan has been created in response to the consultation comments and to provide further information to respond to key policy changes e.g. Biodiversity Net Gain. This schedule will be presented alongside this summary of the consultation when the Masterplan is presented to elected members.

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Bath & North East Somerset Council

Improving People's Lives

Milsom Quarter Masterplan







Consultation & Engagement Report Annex

September 2022

Annex List

Annex 1: Website content and YouTube animated video weblink

Annex 2: Press release and examples of media coverage

Annex 3: Examples of newsletters

Annex 4: Posters

Annex 5: Examples of Social Media

Annex 6: Email correspondence

Annex 7: Large Scale hoardings

Annex 8: Examples of engagement undertaken by the Cabinet Member

Annex 9: Full schedule of online and in-person events

Annex 10: Consultation feedback from Stakeholder meetings

Annex 11: Consultation responses received by letter and email

Annex 12: Online Consultation presentation material

Annex 13: Notes of feedback at in person drop-in sessions

Annex 14: Online questionnaire responses

Annex 1: Website content and YouTube animated video weblink

https://beta.bathnes.gov.uk/milsom-quarter/masterplan-overview#:~:text=The%20Milsom%20Quarter%20will%20become,low%2Dcar%20neighbourhood%20with%20greener

https://www.youtube.com/watch?v=6FtYZGyiBTM

Give your views on how Bath city centre could be transformed for the future

Date published: 2022-05-04 | **Category:** Environment, Regeneration and Development, Heritage , Delivering for local residents



Ambitious plans to transform the north of Bath city centre by attracting creative industries, providing 180 new homes and relocating Bath's Fashion Museum have been revealed in a public consultation launched today (May 4).

The Milsom Quarter Masterplan is a vision for the next 20 years to revitalise the 'top of the town' the Milsom Quarter area is bounded by: George Street to the north, Upper Borough Walls to the south, Queens Square to the west, and the Cattlemarket car park and the river to the east.

The masterplan, being led by Bath & North East Somerset Council and funded by the West of England Combined Authority, details how Milsom Quarter could be transformed into a nationally renowned fashion destination centred around a new Fashion Museum, a range of high-end retailers and space for makers and creative industries.
Up to 180 new residential properties would be created in new development, alongside repurposing vacant spaces above shops to accommodate employment space, leisure and residential use, increasing the mix of uses and vibrancy in the area.

A move to make the Quarter a greener and pedestrian-friendly place to enjoy would be enabled by a new public square at St Michael's Church and restricting vehicle access at Green Street and Lower Broad Street, giving priority for walking and cycling. Access would be maintained for public transport, for servicing and deliveries and for other exemptions. Although in the long term the vision is to also remove bus movement from Milsom Street. The council is inviting people to have their say in the consultation which is open until July 15.

A short video explaining the masterplan can be viewed here

Councillor Richard Samuel, Deputy Leader and cabinet member for Economic Development and Resources, said: "The Milsom Quarter Masterplan is an ambitious vision for the next chapter for this part of our city centre to ensure it has a positive future. To redevelop the area effectively we need to create opportunities for change, attracting a diverse mix of industries and retailers to Bath and increasing footfall.
"The Combined Authority's Love our High Streets programme has shown that investing in the area increases footfall, through vibrant events such as the Great Bath Feast and the Christmas Light Trail, which brought more people into the city centre and led to new businesses opening their doors. We intend to secure a new home for the Fashion Museum in the Quarter so it can remain at the heart of the city and at the centre of what we hope will be a nationally renowned fashion destination, supporting local trade.
"To help make such a significant project a reality we'll need feedback from residents and businesses, so please have your say in the consultation. It's important you share your views on how you want to see areas including Broad St car park, the Cattlemarket and King Edward's School developed. Over the next few years while the masterplan is developed, we'll continue to invest in the public space with greening, on-street events and entertainment, providing a flavour of how the area will come to life in the future."

There will also be a number of drop-in sessions and online briefings about the masterplan at the council's Commercial Hub at 15 New Bond Street. Details can be found on the project webpage

The plans for each of the four areas of Milsom Street Quarter are:

- Milsom St. Core (Milsom St and New Bond St): will remain an important location for fashion-led retail and will be home to an enhanced Fashion Museum
- Broad Street Yards: will better connect Milsom St and Broad St and will accommodate new-build contemporary space for the creative industries, workspace and visitor accommodation
- St Michael's Neighbourhood: will become a growing residential neighbourhood for Bath with new development and conversions of upper floors of properties, supporting a range of local shopping and amenities at ground floor level. A new public square will also be created in front of St Michael's Church
- Walcot Gateway: Will provide an improved entrance to Walcot St, with a new frontage to the street and the redevelopment of the Cattlemarket site for housing

The masterplan is funded by the West of England Combined Authority's Investment Fund.
ENDS

Drop in to find out more about the Milsom Quarter Masterplan

Date published: 2022-05-25 | **Category:** Environment, Regeneration and Development, Delivering for local residents, Heritage , Improving people's lives



Drop in to find out more about the Milsom Quarter Masterplan

Residents and businesses wanting to learn more about an ambitious 20-year vision to transform the Milsom Quarter area of Bath into a fashion destination for the South West are invited to drop into an in-person information session in June.

The Milsom Quarter Masterplan is a proposal being led Bath & North East Somerset Council to attract creative industries to the area, relocate the Fashion Museum and provide 180 new homes.

A public consultation on the plans which launched on May 4 asks people to give their views on topics including the proposed development sites at Cattlemarket and Broad Street Yards, whether they support converting upper floors of existing buildings into new housing and if the Fashion Museum should be sited in Milsom Quarter.

The proposals also include attracting a range of high-end fashion retailers and hosting more events to make the area less dependent on shopping.

The council is holding a series of drop-in sessions during June to give residents the opportunity to find out more about the plans. All sessions take place at the council's Commercial Hub at 15 New Bond St in Bath on the following dates:

- 17th June, 2pm-4pm
- 20th June, 4.30pm-6.30pm
- 22nd June, 9.30am-11.30am
- 24th June, 2pm-4pm
- 27th June, 4.30pm-6.30pm
- 29th June, 9.30am -11.30am

A short video explaining the masterplan can be viewed here

Councillor Richard Samuel, Deputy Leader and cabinet member for Economic Development and Resources, said: "The Masterplan takes inspiration from Milsom Quarter's past strength as a leading fashionable location and complements the rest of the city centre. It aims to make this part of the city more vibrant and bring in more creative industry. However, the wide-ranging plans are a work in progress and we want residents to have their say.

"What do you think about the future of the vacant King Edwards School site? What's your view on the public space proposals in the Masterplan? Do you support the creation of 180 new city centre homes? We're keen to hear from you. Please drop into one of our face-to-face sessions to find out more and respond to our consultation."

The plans for each of the four areas of Milsom Street Quarter are:

- Milsom St. Core (Milsom St and New Bond St): will remain an important location for fashion-led retail and will be home to an enhanced Fashion Museum
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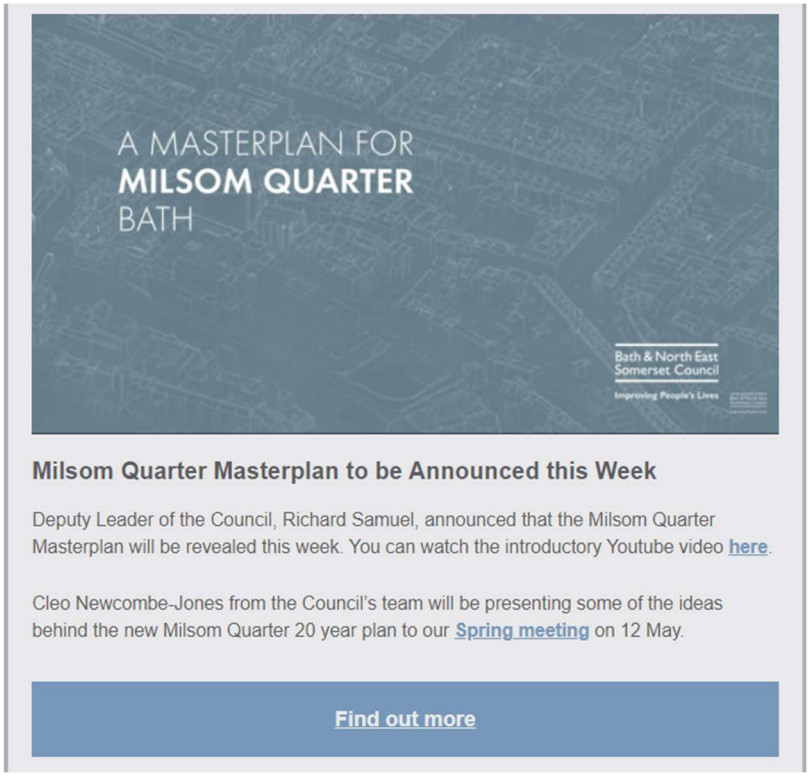
The consultation runs until July 15.

The masterplan is funded by the West of England Combined Authority's Investment Fund.

ENDS

Annex 3: Examples of newsletters

Bath BID Newsletter 03/05/22: Milsom Quarter Masterplan announcement



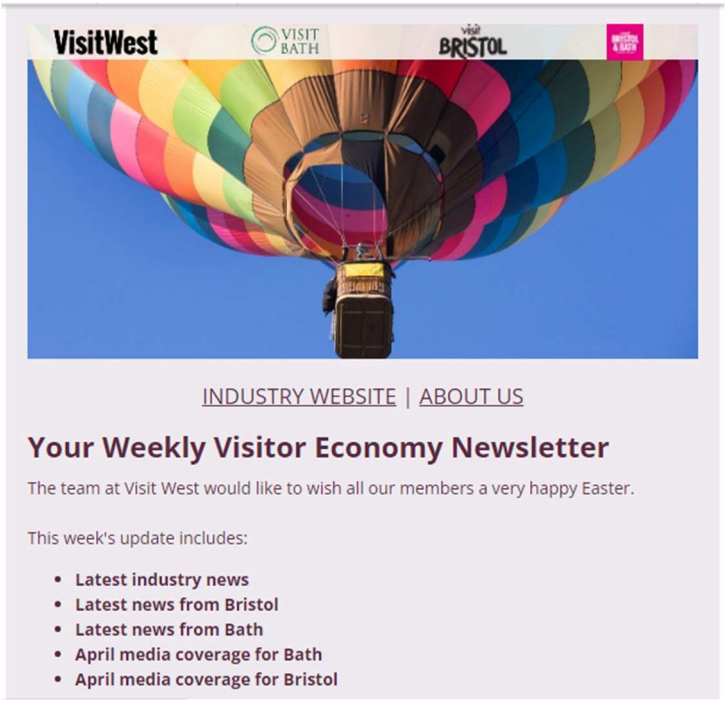
(Source: https://mailchi.mp/bathbid/bath-bid-levy-payers-update-13386681)

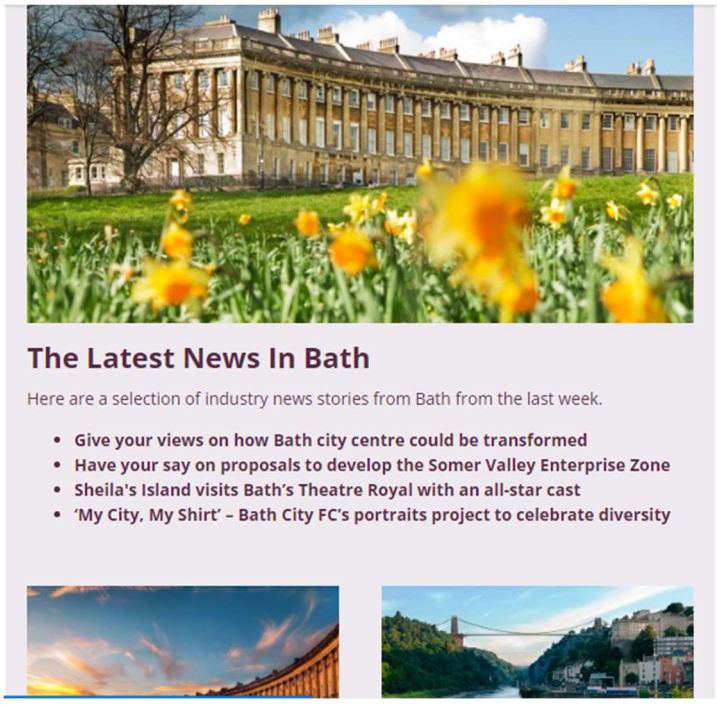
Bath BID: annual spring meeting poster



VisitWest Newsletter

Milsom Quarter Masterplan features in VisitWest Newsletter which is circulated to around 1300 contacts in the visitor economy each Friday.





(Source: https://us16.campaign-archive.com/?u=c5a841d3422ee6a5d739724e5&id=3b6ec601b5)

VisitWest

Search Site

You are here: Latest News > Give your views on how Bath city centre could be transformed for the future

on May 05 2022

Give your views on how Bath city centre could be transformed for the future

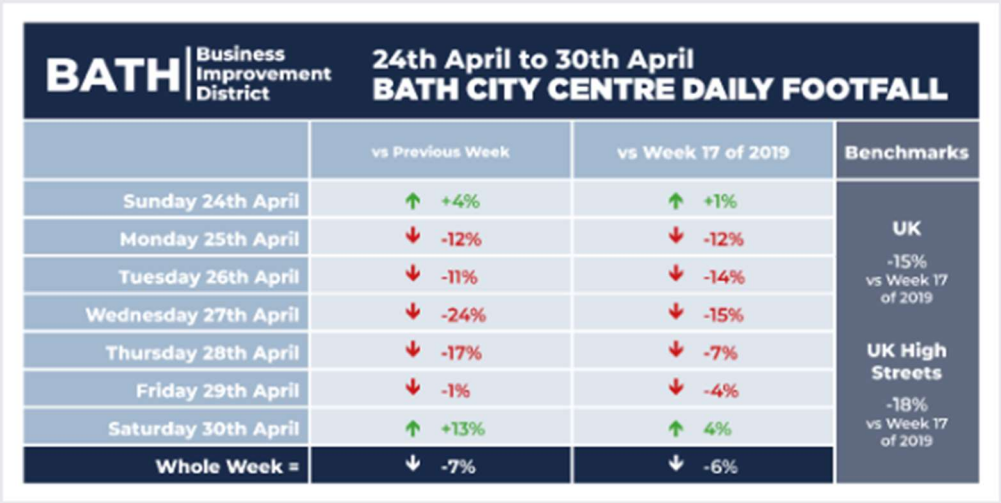
In Bath, News

Ambitious plans to transform the north of Bath city centre by attracting creative industries, providing 180 new homes and relocating Bath's Fashion Museum have been revealed in a public consultation launched today (May 4).



(Source: https://www.visitwest.co.uk/news/read/2022/05/give-your-views-on-how-bath-city-centre-could-be-transformed-for-the-future-b2457)

BATH | Business Improvement District



BATH Business Improvement District	24th April to 30th April BATH CITY CENTRE DAILY FOOTFALL		
	vs Previous Week	vs Week 17 of 2019	Benchmarks
Sunday 24th April	↑ +4%	↑ +1%	UK -15% vs Week 17 of 2019
Monday 25th April	↓ -12%	↓ -12%	
Tuesday 26th April	↓ -11%	↓ -14%	
Wednesday 27th April	↓ -24%	↓ -15%	
Thursday 28th April	↓ -17%	↓ -7%	UK High Streets -18% vs Week 17 of 2019
Friday 29th April	↓ -1%	↓ -4%	
Saturday 30th April	↑ +13%	↑ 4%	
Whole Week =	↓ -7%	↓ -6%	

Update from the BID team

Footfall was down by -7% from the week before and -6% compared to the same week in 2019. The UK average was -15%. Download the report.

The drop in footfall last week was to be expected, with the Easter holidays coming to an end and many returning back to work. It is good to see an increase in footfall on the Saturday of the Bank Holiday weekend which saw high street footfall rates rise throughout the country. Interestingly, the data from Springboard also suggests that there was a spike in the number of workers returning to the office last week, which is positive news for the office sector in Bath.

The Rangers have been busy supporting businesses with a number of jobs, but also helping with place management by keeping empty premises looking clean and tidy.

As always, if there is any way the Bath BID can support you, please contact us by calling 01225 430640, or emailing info@bathbid.co.uk.

In today's update:

- Bags, Bags, Bags!
- Milsom Quarter Masterplan to be Announced this Week
- Safe and Secure Bath Survey
- Bath Hotels Shortlisted in VisitEngland's Awards for Excellence
- Park and Ride Contract to go before Cabinet this Week
- Spring Meeting
- Party in the City

Invest in Bath Newsletter, June 2022

Sent to approx. 1000 business email addresses.



Drop in to find out more about the Milsom Quarter Plan

Residents and businesses wanting to learn more about an ambitious 20-year vision to transform the Milsom Quarter area of Bath into a fashion destination for the South West are invited to drop into an in-person information session this June.

The Milsom Quarter Masterplan is a proposal being led Bath & North East Somerset Council to attract creative industries to the area, relocate the Fashion Museum and provide 180 new homes. Find out more here.

Annex 4: Example of posters

Milsom Quarter Masterplan Consultation Poster (shared on social media and displayed in the window in 15 New Bond St and St Michael's Church.



Annex 5: Examples of social media

Milsom Quarter Masterplan consultation posters – to be release on social channels twice a week





Suggested wording to release with posters

Have your say in our consultation on the Milsom Quarter Masterplan, a 20-year vision to transform the area into a fashion destination including a new location for the Fashion Museum and 180 new homes

https://beta.bathnes.gov.uk/milsom-quarter

📽Watch our video https://www.youtube.com/watch?v=6FtYZGyiBTM

Come and speak to us at one of our Milsom Quarter Masterplan drop-in sessions at the Commercial Hub in Bath in June.

Find out more about the plans and have your say in the consultation https://beta.bathnes.gov.uk/milsom-quarter/introduction-and-policy-background

📽Watch our video https://www.youtube.com/watch?v=6FtYZGyiBTM

The Milsom Quarter Masterplan is a proposal to make the area the region's fashion destination with a new home for the Fashion Museum & more housing.

Find out about our drop-in sessions, online Q&As and respond to the consultation https://beta.bathnes.gov.uk/milsom-quarter/have-your-say

📽https://www.youtube.com/watch?v=6FtYZGyiBTM

Don't forget to have your say in the Milsom Quarter Masterplan consultation https://beta.bathnes.gov.uk/milsom-quarter

Watch the video 👇

https://www.youtube.com/watch?v=6FtYZGyiBTM

The consultation closes on July 15.

In week leading up to July 15:

There's still time to have your say in the Milsom Quarter Masterplan consultation. It closes on July 15/tomorrow at 5pm/today at 5pm https://beta.bathnes.gov.uk/milsom-quarter

Watch the video 👇

https://www.youtube.com/watch?v=6FtYZGyiBTM

Annex 6: Email correspondence

Good afternoon all,

I hope you are doing well. I hope you like the improvements to Broad Street Place following the Phase 1 works. There are some issues with weeds at the moment, please be assured that these are being managed. I am now proactively looking for additional public funding to support the next phase of improvements, which will bring us closer to the 'vision' I shared with you last winter. If any of your businesses wish to offer support to the project – this can come in many forms (e.g. YMCA very kindly stepped in to water the plants when our contractor was not able to) – please do let me know and we can discuss. The aim is to make it a place you would choose to spend time, perhaps somewhere to have your lunch on a sunny day!

I wanted to draw your attention to the Milsom Quarter Masterplan Consultation, which has gone live today. The proposals directly affect Broad Street Place, Broad Street and Walcot Street so your input would be greatly appreciated.

There is a link below to a short summary video below, as well as a link to the full consultation. The consultation closes at 5pm on 15th July so there is plenty of time to respond. A number of in-person drop-in events are being held throughout June which you are very welcome to attend (details about these can be found via the link).

https://www.youtube.com/watch?v=6FtYZGyiBTM

https://beta.bathnes.gov.uk/milsom-quarter/milsom-quarter

Please share this with colleagues, friends and anyone you think would like to contribute!

Kind regards,

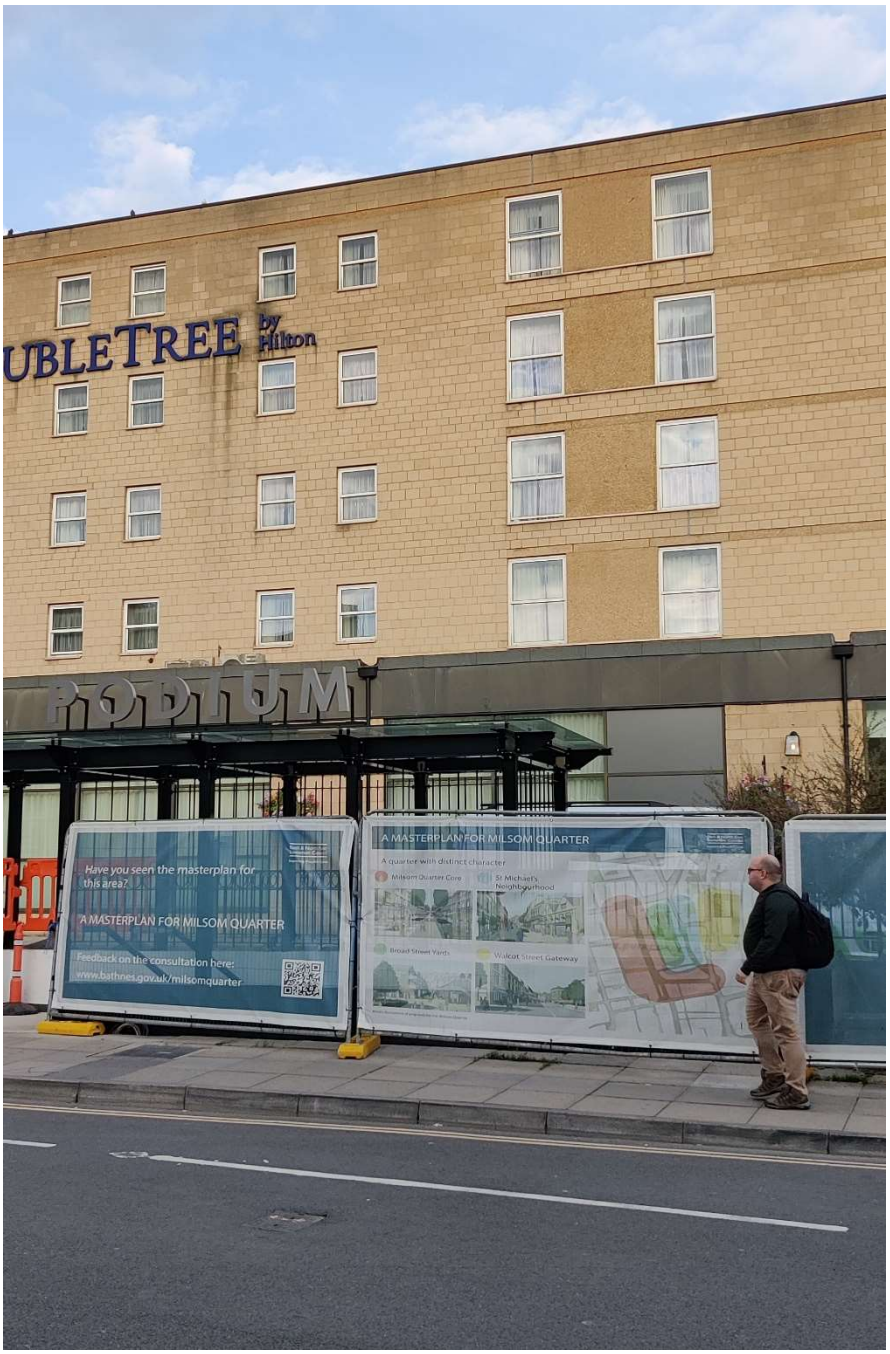
The following have been contacted and invited to respond to the Milsom Quarter Masterplan through the above email. This includes the Chair of the Walcot Street Trader's Association.

Adrian Dolan
Ainar Tailor Shop
Alex Bugden
American Dream Comics
Anokhi
Aspect Window Styling
Avenida Home
Backstage Hair & Beauty
Bath City Lets
Best One Convenience Store
Broad Street Studio
Cllr Sue Craig
Enlighten Bath
Fine Cheese Company
Gym Marine Yachts & Interiors
Harvest
Harvey Jones Kitchens
Kutchenhaus

Landrace Bakery
Languages United
Little Lab Lifestyle & Beauty
Maggine King – YMCA
Mantra Progressive Indian
Material Hair Salon
Melanie Giles Bath
Minuteman Press
Neptune
Osteopathy & Pilates Studio – general
Picnic Coffee
Simone Lucas – YMCA
Skin Stories
Susanne Lecomber – O&P Studio
The Duchess
The Framing Workshop
The Yellow Shop
Total Fitness
Trish Fairbeard

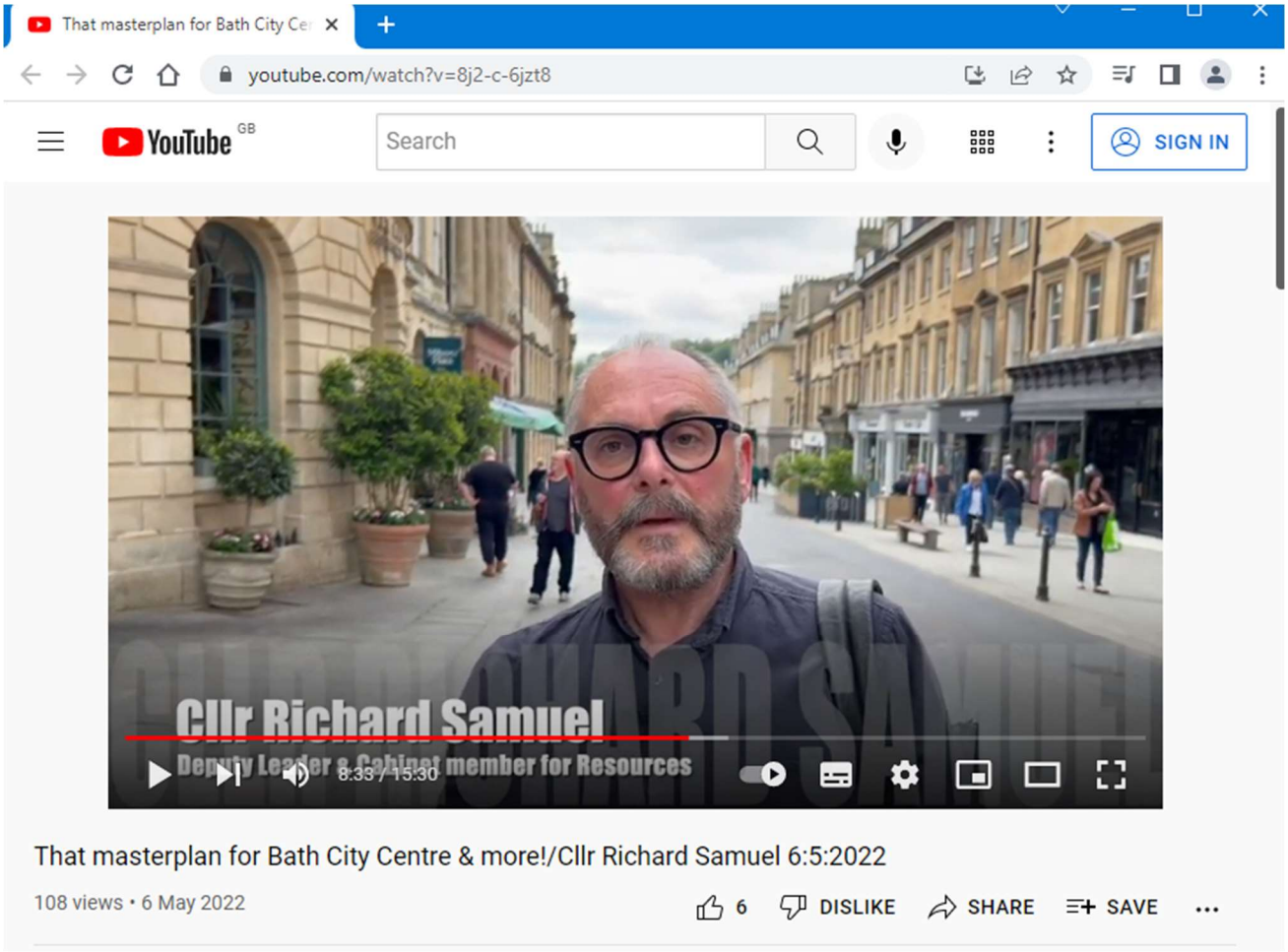
Annex 7: Large Scale hoardings

In situ outside the Doubletree by Hilton, Walcot Street, bath BA1 5BJ for over 3 months.



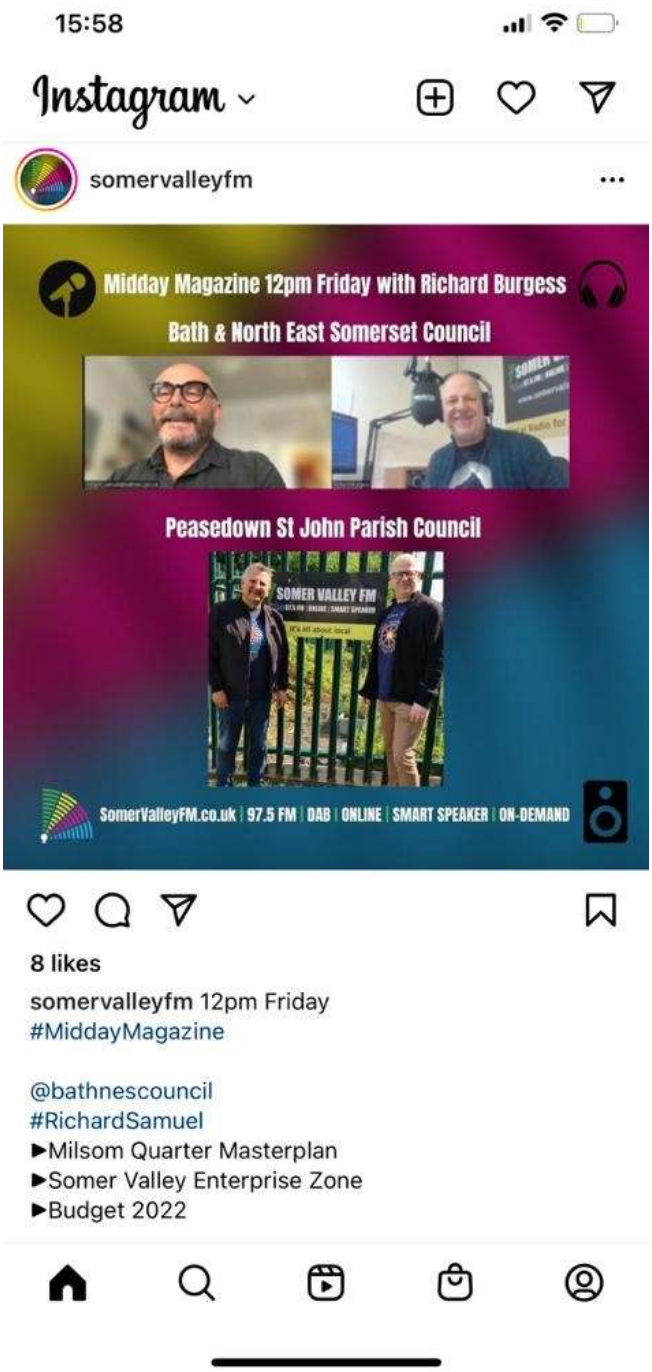
Annex 8: Examples of engagement undertaken by the Cabinet Member

Cllr Richard Samuel discusses the Milsom Quarter Masterplan on YouTube



(Source: https://www.youtube.com/watch?v=8j2-c-6jzt8)

Milsom Quarter Masterplan interview on Somer Valley FM – live Friday 3rd of June, 2022 at 12pm.



Annex 9: Full schedule of online and in-person events

Date & time	**Stakeholder**	**Format**
Weds 4th May 15:30-16:30	Heritage, tourism & business	Zoom
Weds 4th May	1-1 Landowners Walcot House	
Weds 4th May 18:00-19:00	All Councillor briefing	Zoom
Mon 9th May 10:00-11:00	Transport stakeholders	Zoom
Mon 9th May 14:30-15-30	Officer briefing	Teams
Weds 11th May 14:00-15:00	Residents Associations	Zoom
Thurs 12th May 17:30-19:00	Bath BID meeting with businesses (MQMP an agenda item)	BID
Tue 17th May 14:00	WHS Advisory Board	Tony Crouch Brunswick Room, Guildhall, Bath.
Weds 18th May 10:00-11:00	Landowners & landlords	Zoom
Mon 23rd May 11:00-11:30	1-1 Landowners Realm / Milsom Place	Teams
Mon 23rd May 14:00-14:30	1-1 Landowner St Johns	Teams
Fri 27th May 11:30-12:00	1-1 Landowners Sam Smith	Teams
Mon 30th May 11:00-11:30	1-1 Landowners Carter Jonas	Teams
Fri 17th June 14:00-16:00 Mon 20th June 16:30-18:30 Weds 22nd June 9:30-11:30 Fri 24th June 14:00-16:00 Mon 27th June 16:30-18:30 Weds 29th June 9:30-11:30	Public drop-in sessions	Commercial Hub, 15 New Bond Street, Bath
Fri 8th July 10:45	Member of Parliament Wera Hobhouse	Zoom
30th June 2022	City Centre Management Team	Teams

Annex 10: Consultation feedback from Stakeholder meetings

Milsom Quarter Landlord & Agent Meeting

Monday 11th of April 2022 – 3pm-4

1. **Welcome from Chair (Cllr Richard Samuel)**
2. **Apologies**
3. **Actions from the last meeting:**
4. **Brief Project Updates:**
    a. **Love our High Streets/Recovery Fund** (Wendy Maden)

CNJ updated the results of the consultation for TRO for Milsom Street. There have been 250 responses so far and the results are 50/50 in terms of those who support and those who do not support the scheme. Those who do not support the scheme stated they were more likely to support the scheme if more greening was included. There have been no responses from key landowners in the area.
David (representing Milsom Place) assured that he will provide feedback from his side and apologised for the lack of feedback so far.
Additional street furniture will be installed on Milsom Street in June at the bottom of MS where it meets New Bond Street.

b. Milsom Quarter Masterplan Update and next steps (Cleo Newcombe-Jones)

WM shared the draft animation of Milsom Quarter. Animated visualisation piece created by Suited and Booted who are based in Milsom Place.
CNJ shared details of the consultation process which will include a mixed-method approach.
Consultation process includes:

1. Targeted stakeholder group sessions. Online and in-person sessions.
2. Drop-in consultation. 3 month period. Targeted start date 27th of April (pending information is uploaded onto the website in time). End date TBC (likely end of June – beginning of July).
3. Social media.

A short brochure is being finalised in the next couple of weeks and will be circulated in due course. This will comprise of a pack of information to be distributed in coming weeks regarding the Milsom Quarter Masterplan.

c. Footfall/Smart City Data – January - March trends (Allison Herbert)

AH gave an update on latest footfall data. Bath's footfall has recovered to near 2019 levels (only 6% under 2019 levels) which is a significant improvement compared with January 2022.

9pm – 3am is significantly busier than daytime compared to 2019. This reflects national highstreets trends as retailers shut their doors and businesses characteristic of the night-time economy such as restaurants and bars move into the area.

Bath's food and drink industry recovered by Q2 2021 which was faster than comparative cities such as Edinburgh.

Interest in Bath is reflected in recent lettings. CNJ stated that vacancy rates are fewer than this time last year.

d. Any other business

Businesses in the city will continue to face challenges due to increased utility bills, inflation and the current economic situation.

Cllr Richard Samuel suggested that the meetings have served their purpose and that any future meetings should be targeted consultation feedback sessions instead

Milsom Quarter Masterplan Consultation

Date and time: 3:30-4:30pm, 4th of May 2022

Title: Heritage, tourism & business focus

Attendees:

- **Cleo Newcombe-Jones**
- **Wendy Maden**
- **Mick Heath**
- **Bath BID**
- **Visit Bath**
- **Tony Couch**
- **Helen Jeffery**
- **Historic England**
- **Megan Usher**
- **Rob Campbell**
- **Bath Preservation Trust**
- **Bath Spa University**
- **National Trust**

Q&A Discussion: Waste management for ground floor businesses

Q – For businesses on the ground floor please include how people will take deliveries and deal with waste, or part of the scheme invest in waste management and waste collection points etc?. And it's all very curated all the ground floor uses and it would be interesting to see how you think it would be different?

A – We are conscious it needs to remain an operational city and keen to explore dealing with different waste management strategies, as there are existing issues to be resolved E.g. food waste pilot for Kingsmead Square has been successful and has reduced mess on the streets.

As the council is the major landowner, we do have the opportunity to deal with the curational role and maintain the vibrancy of the area and for it to remain competitive as well.

Q&A Discussion: Greening

Q – From HE point of view we are happy to take a hands-on role to help ensure appropriate historic and environmental considerations are in place, are there any issues which have been identified or outstanding in moving the masterplan forward?

A – A key area of debate is surrounding greening and street trees, height etc, we are mainly looking at above ground planting due to the conditions and restrictions, so we are keen to get people's views on that also. I'd be interested to hear Tony's thoughts on this.

Q: The question surrounds if greening is a natural departure from the historic character of the area and they are not a natural fit e.g in Milsom Street. Concerns around 'clutter' where previously we have tried to keep these areas really clean.

Q&A Discussion: Cattle market and river

Q - The increased use for upper floors is really good, there is an aspiration to connect to the river frontage at Walcot and this could be a golden opportunity to do it?

A – Yes, there are aspirations for a connecting bridge towards the Cattle Market site and the Park area, but the land holdings are on an awkward angle and challenge to design around access lane – feasibility work suggests its very challenging to deliver. Yes, a really good idea to connect with the river line project to see what can be done to combat some of the design challenges.

Q – That highlights how much of the conceptual detail we have seen is fluid and flexible and how much you are seeking to fix at this point in time. From a consultation perspective it's interesting to see how much is fluid and flexible?

A: We have had a lot of those discussions internally and externally; with some areas we are keen to test the waters with wider stakeholders and the public. For example, for the Cattle market through master plan we have moved to a more residential led development with ground floor mixed use, where originally it was a more mix of uses site we've sought the wider mix of uses to be in the wider area to give a better chance of this site being viable.

Q&A Discussion: Red line boundary

Q – Firstly, this is a great piece of work and really aspirational! Firstly, are there considerations to what sits outside the red line and how the master plan relates to that and the relationships outside the red line too?

Secondly, is there opportunity to be bold and contemporary with the yards? Provided its respectful of the heritage.

A – There was lots of debate around red line boundary discussion and I agree it isn't a fixed line. We have mainly tried following landship ownership and historical growth phases too, to make it logical if taking in

parts of streets if another part is a different phase. Agree there are opportunities for contemporary development especially Broad St.

Q&A Discussion: Net Zero ambitions

Q – In terms of net zero ambitions, how do you intend to do this?

A – Working with consultant's Hydrock we have looked at a package of interventions including energy efficiency measures, renewable energy generation, options around energy storage, renewable energy generation – on and off site etc. Quite radical and multiple approaches will be needed to achieve the goal and is a big challenge for the area. From the £70 million estimated to produce this plan almost 50% of that is around energy, so it's the largest cost of any interventions.

Q&A Discussion: Walcot Street Businesses

Q – Have you discussed this or shown this to any businesses in Walcot Street, as they rely on the destination just as much as Jolly's does? Just concerns around whether you're creating a firebreak around it by having all housing in Cattle market and how will this help people discover joys of Walcot Street?

A – We have had quite a bit of discussion with Walcot businesses and we have more planned, and they had some good ideas around the Corn Market building. My team has been working on some phase 1 of Broad Street Place green space improvements and the businesses there. So, there's huge potential to implement more phases there and that's been helpful getting their views on future plans also. Although, the Cattle Market site is mainly residential there is proposal for ground floor active uses, to help bring people into Walcot Street, to connect it together.

Q&A Discussion: Boutique Hotel and Apartments

Q – Firstly, how do you ensure the area remains residential and not holiday rentals? Secondly, the King Edwards school building looks like a boutique operate at 12 rooms which is fine have you got operators in mind for that or private investors? But think its great and interesting to see river access too.

A – We have been working with landlords and business representatives as you know Sam Smith's do have this existing planning consent of this small boutique hotel, currently no confirmed timetable for delivery. Regarding apartment bookings and Air bnbs are quite difficult to contain so we will be relying on higher level national initiatives to help manage that, but the council is a main landowner so we may have more influence over that.

Milsom Quarter Masterplan Consultation – transport and accessibility focus

Date and time: 10-11am, 9th of May 2022

Attendees:

- **Cleo Newcombe-Jones**
- **Wendy Maden**
- **Angharad Jones**
- **Claire Parker**
- **Lynda Deane**
- **Nick Simons**
- **RNIB**
- **Bath Walk Ride**
- **National Trust**
- **Achieve Together**

Intro: the Milsom Quarter Masterplan is proposed in response to a decline in retail demand ie changing consumer habits and a move to online shopping which has caused a reduction in footfall and increased vacant shop units in and around Milsom Quarter. This decline has been accelerated by Covid. The Council is a major landowner in the area and can use its assets to create opportunities for change and lead the redevelopment of the area. The masterplan will provide strategy for future development. Main purpose of the meeting is to receive feedback on the Milsom Quarter Masterplan.

Video of Milsom Quarter Masterplan.

P*resentation detailing the proposed Milsom Quarter Masterplan.*

Q&A Discussion: Groups with Disabilities

Q – The Council has made a whole Masterplan and video with no consideration for groups with disability in my view. There are limited disabled people represented in the video.

A – Stakeholders representing disability groups were consulted during the masterplan process, this is still in draft and we are looking to hear people's views. The team has considered accessibility and equalities as part of our remit.

Q – Which disability groups were consulted?

A – Stakeholders consulted early in the process included RNIB and Age UK, further information forms part of the evidence base to the Masterplan which will be published.

Q – Confirms that the meetings with disability groups did take place. He raised concerns that the Masterplan and the city centre security measures 'have taken the city away from us'. Keen to better understand how the feedback was taken onboard.

A – The purpose of the current consultation process is to receive feedback on the draft proposals. The initial stakeholder engagement was around understanding what people wanted from Milsom Quarter and to test emerging ideas.

Q – I, a blue badge holder, have received hundreds of parking tickets/PCN notices for going through the busgate since the beginning of the pandemic – currently stay at home because I can't afford another ticket. The Masterplan is all about cyclists. Inclusivity, accessibility, and equality should be considered from the beginning of the process – not in the middle of the process.

A - access for blue badge holders has been considered as part of the masterplan, but we don't have all the answers of how this will work for the next 20 years. Further monitoring of blue badge parking is ongoing to better understand need in the Milsom Quarter. No decision has yet been reached as this is part of the ongoing consultation process.

Q&A Discussion: Traffic Circulation Plan

Q - the MQ Masterplan includes 'lots of good stuff' and that the project is very exciting. He believes that the proposed removal of the Cattlemarket car park and the Broad Street car park alike is excellent and will improve the area greatly. The traffic circulation plan is overdue. When will this be available for viewing?

A – The 'Journey to Net Zero' strategy for transport was approved last week. The circulation plan is certainly something that needs to be well understood, especially as the Milsom Quarter Masterplan proposes to introduce more cycling and bus lanes into the city centre. There is no definite date for when the circulation plan will be available however Nick suggested that the matter will be of priority moving forward and will be concluded fairly quickly.

Q – What measures will be in place to ensure that traffic does not accumulate in areas surrounding the city centre, if traffic can only circulate the perimeter. Feels like the Council is trying to exclude cars from the centre via all the various schemes and plans which is impacting on BB holders negatively.

A – Bath does not have a ring road. The circulation plan will first establish whether the closure of streets to vehicular traffic in Bath will be possible.

Q&A Discussion: Public Toilets

Q – Has there been consideration for the introduction of accessible public toilets?

A – Public toilets are not part of the Masterplan. Lynda do you have knowledge of this?

A – Unfortunately, this matter sits outside of my work however as far as I am aware of there are no plans to reintroduce public toilets.

Q&A Discussion: Further Street Closures to Traffic

Q – I don't know if Queen's Square sits as part of the Masterplan however it would be a good idea to close at least two sides of that square to further reduce traffic.

A – It is not part of the MQ Masterplan however there should be opportunity to comment in the future as part of other schemes. The Top of Town Access and Movement study being finalised includes Queen Square.

Q&A Discussion: Accessibility

Q – The flats proposed as part of the MQ Masterplan have nothing to do with accessibility. Will the proposed flats be carbon neutral?

A – The new build flats on the Cattlemarket will be zero carbon however there are challenges associated with retrofitting existing listed buildings due to national legislation therefore those flats will be as close to

carbon neutral as possible but there is no guarantee that they will be fully carbon neutral. The new build flats will be fully accessible, but the conversion of upper floors of listed buildings to flats is more challenging to make fully accessible.

Q – There is little understanding of accessibility in relation to groups with disability. There is disappointment of the lack of understanding. There could be a subsidy for groups with disability to purchase adapted electric bikes or electric cars in order to support them in making sustainable choices. Transport uses such as walking, cycling and taking the bus is not possible for groups with disability.

A – The suggestion of providing subsidies for groups with disabilities to purchase electrical vehicles is a good idea and is something that should be looked into.

Q – Is there an alternative formats of the Masterplan document to read?

A – There is an accessible version in which all images have been tagged to view with an accessibility reader. There is also a summary document which is a simplified summary of the full Masterplan. The video is also accessibility in various formats supported by You Tube.

Q – Has the security issue been addressed within Milsom Quarter. If it is not safe around Bath Abbey is it a good idea to encourage crowds to gather in Milsom Quarter?

A – This issue will be worked on with the security team.

Q – When will the experimental TRO run out?

A – The ETRO is still out for consultation.

A – The initial 6 months will run out in mid-late May (26 May). ETRO's can run for a total of 18 months depending on the outcomes of initial consultation, and if further amendments need to be tested.

Q – And that is the experimental TRO related to MQ?

A – Correct.

Any further comments/discussions (please copy/screenshot comments from zoom/teams feed):

Milsom Quarter Masterplan update – Residents Associations

Date and time: 2-3pm, 11th of May 2022

Attendees:

- **Wendy Maden**
- **Cleo Newcombe-Jones**
- **Angharad Jones**
- **The Abbey Residents Association x2**
- **Pulteney Estates Residents Association**
- **St Michaels Church**

Q&A Discussion:
Q – There is a huge amount of material in the Masterplan and I would like to congratulate the team for their thoroughness and effort in putting the plan together. Firstly, I'd like to touch upon the fact that there are no

vehicles included in any of the drawings of the proposed vision therefore I'd like to understand if that's realistic or intentional and in fact there are many examples across the world where people and traffic can co-exist well. Secondly, it's great to see Broad Street Yards proposed as a single area for pedestrians and retail space. Thirdly, it would be a good idea to finally bring the old Kind Edward School site into good use. The building has been vacant for far too long and has been deteriorating over last 20 years or so. The Council should consider a Compulsory Purchase. Finally, a vertical path for pedestrians across the Cattlemarket site should be considered to connect the public to the riverfront.

A – On your first point, a major aspect of this consultation is to understand the right balance between people and vehicles with regards to the streets, and how local people view this going forward to the future. It's great that you believe the Broad Streets Yards are a good idea. On the Kind Edward School point, as detailed in the Queen's speech, there is proposals to bring forward new laws for Councils to use on underutilised buildings therefore it would be interesting to see what kind of changes that will bring about, in addition to CPO powers. In the meantime, we continue to work with the landlord to bring this forward. I agree, it's a great idea for the public to reconnect with the riverfront. The design team looked at the potential for a pedestrian bridge across the river here however it was concluded that there was not enough land/area for the bridge landing to make this feasible at present. Landing space for a bridge should be considered when making the designs for the Cattlemarket site in preparation of the possibility of a bridge to be constructed in the future (if and when landownership changes making this possible).

Q – I look forward to going through the Masterplan in more detail and sharing more detailed views later. From a high-level perspective I would be interested in how people will travel to the city centre, and how the city centre will interact with the rest of the city. It would be good to understand if the intention is to reduce carbon emitting vehicles, or all vehicles all together. Secondly, I think it is a good idea to zone the city so that people have a way to navigate it easily, as you have shown in the Masterplan. Thirdly, I would be interested in how businesses can receive support. A lot of businesses are struggling to find minimum wage staff as those groups cannot afford rent in the centre of Bath so they live further afield, making it unviable for them to travel into the city for work. Have you heard of Slippery Lane? That lane should surely be utilised as a 'tourist' site and used by locals and visitors to explore the cit. Finally, I personally fully support the idea of a square in front of St Michaels. It would be great to see some sort of artwork and seating area so that it can be used as a meeting point for the people of Bath.

A – In terms of transport, the first step would be for a circulation plan to be tested so that we can understand the impact on the city as a whole. I am glad that you like the idea of the square. It currently does not work well, as the cycle rank is difficult to access and there are a lot of steps/barriers making it difficult to move around the area. The idea of zoning conceptually is important as a concept as it will give areas of the city centre distinct identities and is something we are trying to communicate through the Masterplan.

Q – I am impressed with the presentation and the effort that has gone into it. As part of a Resident Association, I believe that communities should have a bigger say in their views regarding such sensitive schemes and therefore I look forward to collecting those views. The main question I would like to ask is what will happen to vehicles? Business are already struggling, how will the High Street evolve. What are the displacement issues and how can these be addressed?

A – That is something that we will need to better understand as part of the circulation plan. In response to the decline of retail services, people are looking for more culture and experience in their city centres. That is something we are trying to show in the Masterplan.

Q – I'd like to echo previous comments and say that this is an impressive document. It's a very long and detailed document, so like Peter, I will need to collect feedback from residents and communicate those views later. It would help if we could possibly receive a printed version?

A – We can arrange for hard copies to be printed – I will follow that up in an email.

Q – That's great thank you. The plan includes a lot of new homes. I'd be interested to know the split between new built homes and repurposed homes. I would also be interested in receiving additional information regarding the analysis of each building and its current status if it is available? Councillor Samuel indicated that the location of the new Fashion Museum is close to being concluded therefore its location will hopefully be announced soon which will give a better understanding of the Masterplan. Again, on the old School site, I agree with previous comments that it is important that this site it brought back to public use. I hope to provide additional feedback after close inspection of the Masterplan however overall, I am very much in favour of the plan. Some staging and timescale will also be useful to understand which parts of schemes are likely to be brought forward in the next 5, 10 years and so on.

Q – The intention is out of 180 homes; 60-70 homes will be built on the Cattlemarket site. The remaining homes will be repurposed from current buildings. Details are included in the Masterplan. I am happy to share details of the building-by-building analysis. The energy strategy is also detailed in the Masterplan, total energy investment is projected to arrive at £30 million alone. The final staging and timeline are yet to be disclosed as there is still work to be done to identify which schemes will need unlocking, and which schemes will require public subsidy and so on. We are currently in the process of identifying different funding avenues for the project. The timeline will also need to tie in with wider city transport plans etc. To reiterate, if you would like printed copies of the Masterplan, that can be arranged. We have a 3 tier of Masterplan information: a video, summary document and 230 page Masterplan for you and residents to view and share, which will be detailed in an email.

Q – Some hard copied would be good. Just wanted to mention that St Michael's is a large space if you want to hold your meetings there. Static information boards can also be put up if that's helpful.

A – That would be great we will be in contact regarding that.

Q – We also have tv screen on during the day which we could use to share information.

A – That would also be useful thanks.

Q – A final point – as demonstrated in a previous scheme in Liverpool, what seems to be missing is the communication is that this development will create a city for people to live, enjoy and meet and to improve people's relationship with the city. You need to remember that these kinds of schemes go beyond that of a political cycle and ensure that the bigger vision shines through.

A – I agree, and that's what makes cities so great. Thank you all for your time and input today.

Milsom Quarter Masterplan Consultation – Bath BID Spring Meeting

Date and time: 12/05/2022

74 attendees across the BID team, Board and businesses.

Q&A Discussion: Transport into the city

Q – To support the low car neighbourhood approach in the Masterplan, transport into the city should be well considered. The option to leave the car at home should be facilitated by public transport and Park & Ride in the east of the city.

A – Agreed that the city needs to be considered as a whole through a circulation plan. The Journey to Net Zero strategy is beginning to do this alongside new approaches to movement including escooters alongside public transport.

Q&A Discussion: Timescales

Q – What is the timescale for this project?

A – This is a 20 year plan however work has already started through the 5 year Love Our High Streets Programme of public realm improvements, animation and events. We are currently developing a phasing plan within the Delivery Strategy which will look at which sites are viable and can be brought forward immediately and which will need support through public subsidy.

Q&A Discussion: Energy Efficiency

Q – Is the upgrade of listed buildings to be more energy efficient being supported? Inclusion of solar panels, for example, have previously not been supported by the Conservation Team so joined up thinking will be needed.

A – The upgrade of existing building stock to meet new energy standards is included in the energy strategy in a number of ways. Our testing suggests it is possible for listed buildings in this area to achieve Government standards of energy efficiency and so this is a key part of the Masterplan. Conservation Policy is currently being updated to respond to this need including installation of solar panels.

Q&A Discussion: Urgency of regeneration

Q – As a Welcome Ambassador in the city I get a good sense of which part of the cities work and which do not. My experience of Milsom Street is that it is currently 'below par' and needs urgent intervention. The Fashion Museum should be relocated here as quickly as possible to change the function of the area.

A – We have seen a promising change in the past year or so as vacancies during the pandemic were at 30% and this is now much lower with plenty of new, exciting businesses moving into the area. We are progressing the Fashion Museum project at pace and have recently received funding to acquire the site however due to negotiation on Heads of Terms we cannot yet announce the specific site.

Milsom Quarter Masterplan Consultation – Landlords and agents Briefing Session

Date and Time: 10-11am, Wednesday 18th of May

Attendees:

- **Richard Long**
- **Lynda Deane**
- **Carter Jonas**

- **St Johns Foundation**
- **Realm**
- **Cleo Newcombe-Jones**
- **Nick Simons**
- **Richard Samuel**
- **Wendy Maden**
- **Andrea Frow**
- **Anna Garner**
- **Angharad Jones**

Q&A Discussion:

Q –Can you disclose any information on the location of the Fashion Museum?

A –I can confirm that the announcement will take place soon, once we have completed on the purchase.

A –The Fashion Museum lease expires next year therefore we are also looking into relocating the collection, which will continue to be accessible to the public in an out of city location for the next 2 years or so.

A - We have also been working with the National Trust who are interested in people's views on the future of the Assembly Rooms. Suggestions such as Augmented Reality technologies have been discussed and I am happy to share information on that dialogue with those interested.

A –We are also looking at a joint development project with Bath Spa University in Locksbrook. The site will be joint development site which will be funded by a levelling up fund.

Q – As a charity representative it's my duty to get an understanding of the process and to question what's in it for us?

A – In terms of energy and retrofitting it can be challenging as public subsidies will be used to retrofit publicly accessible buildings however there's an opportunity here to work together as we will share common challenges in which will involve a number of the same solutions. We are currently preparing an outline case for WECA for funding.

Q – So you envisage a joint venture on aspects of the development that are not in the public sector. In terms of shop frontage, are you looking at non-BANES buildings?

A – We can share all the information with you as we have surveyed the whole area and the information will be shared in the public domain. The Local Plan Review will also provide an opportunity to get a more holistic look on things.

Q – Any more questions?

Q – The feedback has been positive. My only questions relate to timings, how soon do we see the development happening? And has there been consideration for car charging? I assume people will continue to use vehicles in the future.

A – We will need to make sure we have a raft of transport modes to ensure movement across the city. This will need to be discussed in more depth.

A – Electric car charging points are due to be installed in Kings Mead car park. Installing car charging points will be a big part of the solution in relation to reaching carbon neutrality by 2030 and is something the Council needs to move forward with at pace. We will need to consider road space and to not compromise bus and cycles lanes with EV charging points. A balanced approach will be needed.

Q – [taken from chat] Has any work been done on the current provision within Bath of the type of businesses you are trying to attract – tailors/dressmakers etc – will you be diverting existing makers or trying to attract new businesses – do you have a feel for the mix of new versus migration?

A – We are hoping that this will be a growth area in the economy. We are trying to achieve a mix and blend of retaining current businesses and attracting new ones. The city currently lacks maker space which we are hoping to change. The idea is to give Milsom Quarter a distinct identity as a fashion destination.

A – [to elaborate on comment in chat] The creative square at Bath Spa University in Locksbrook draws on the idea of retaining Bath's fashion identity and creating pathways for economically inactive populations, attracting new skill to the city. Currently only 5% of Fashion Graduates remain in the fashion industry and even less stay in Bath.

A - We are looking to set out a program for action over the next 5 years to address this issue.

A – These meetings have been very useful. I believe moving forward, a quarterly or 6-month session between stakeholders will be beneficial.

A – I agree it is useful to keep the dialogue.

A – I suggest that the next meeting should take place after the consultation has concluded to relay feedback before an official decision is made.

A – I can get a meeting set up for August / September. We appreciate all who have shared information regarding the consultation. Please remember we have drop-in sessions in New Bond Street throughout June and information will be displayed in St Michael's Church end of June / July as well as online. Overall, we have had a high response rate to the consultation so far and we have slightly more support than objections.

A - Thanks all, we will see you later in the summer.

Any further comments/discussions (please copy/screenshot comments from zoom/teams feed):

World Heritage Site Advisory Meeting

Date: 17th May 2022

City of Bath World Heritage Site Advisory Board

Meeting held on 17 May 2022

Brunswick Room, Guildhall, Bath

Minutes

Attendees					
Prof Barry Gilbertson (Chair)	BG	Wendy Maden	WM	Robert Campbell	RC
Polly Andrews	PA	Paul Simons	PS	Nick Tobin	NT
Prof David Goode	DG	Andy Gilson	AGil	Rohan Torkildsen	RT
Tom Boden	TB	Cllr Robert Law	RL	Dr Kristin Doern	KD
Helen Daniels	HD	Chris Pound	CP	Cllr Ruth Malloy	RM
John Richards	JR	Ainslie Ensom	AE	Paul Saynor	PSa
Allison Herbert	AH	Nas Alvi	NA	Vicky Young (minutes)	
Tony Crouch	TC			TOTAL 22 attendees	
Apologies					
Kathryn Davis		Sarah Simmonds		Dr Marion Harney	
Alex Sherman		Canon Guy Bridgewater		Paula Freeland	
Cllr Dine Romero		Cllr Kevin Guy		Sophie Broadfield	

Andrew Grant	Mark Evans	

9	**Presentation on proposals for the Milsom Quarter – Wendy Maden, Senior Urban Designer, B&NES Council**	
9.1	This presentation can be found here https://www.youtube.com/watch?v=6FtYZGyiBTM	
9.2	Street furniture and seating at Milsom Street and Kingsmead Square: a preference was expressed for benches to have arm rests at both ends and this change might be made to the existing benches. (Compare with the new bench in Hedgemead Park)	
9.3	RL observed that the designs were not particularly locally distinct. The Pattern Book was discussed, a link to which can be found here: https://www.bathnes.gov.uk/services/planning-and-building-control/major-projects/public-realm-and-movement/preparatory-projects	
9.4	Street furniture should be situated with a purpose in mind eg taking advantage of a patch of afternoon sunshine and there are also safety considerations ie the 's' shaped benches are felt to give a greater sense of personal security as you can sit back to back with 'strangers'.	
9.5	AE observed that the Milsom Street benches with stone plinths and wooden slats are being removed (the slats are not in a good state of repair) – they have no back rests and have accessibility issues.	
9.6	Delivery of the Milsom Quarter proposals will be phased over the next 20 years. The proposals and consultation opportunities can be seen here: www.bathnes.gov.uk/milsomquarter	
9.7	History of the Milsom Quarter – it was questioned why each property was marked on the street elevation montages. Wendy explained that it was necessary to ascertain whether each property had separate access to higher floors, thus indicating whether upper levels could be used as accommodation separate to the ground floor retail units.	
9.8	Resident's associations have been involved and it was observed that converting upper floors into new residential spaces was a positive suggestion. There was a call to retain open spaces and resist the temptation to over-fill with new builds.	
9.9	Master Plan – the owners of King Edward's School have the necessary permissions to redevelop it (as an hotel) and it is hoped they will do so. Wendy Maden will speak to CP offline about this	**WM /CP**
9.10	Hilton Hotel – there are no known plans to re-fenestrate the hotel but WM will check	**WM**
9.11	First part of consultation – RL is in favour of what the Council is trying to do and, whilst this is a work in progress, he wonders if things are moving in the	

	right direction	
9.12	RT commended Wendy and team on this approach. He said that his work takes him to many areas and that this comprehensive work stands out and should be applauded.	
9.13	DG noted that this kind of development needs to incorporate solutions to the gull issue. It should not be an after-thought.	
9.14	WM was thanked warmly by BG for her presentation	

Bath Preservation Trust Urges Council to be More Ambitious in its Vision for Bath

Charity Bath Preservation Trust is calling on BathNES Council to look beyond its plans for Milsom Street and develop a "city-wide masterplan"

Bath Preservation Trust (BPT) says it welcomes the Milsom Street Masterplan – the Public Consultation for which is just closing (15 July 2022) – but is calling on Bath and North East Somerset Council to come up with a long-term Masterplan strategy for the whole city.

CEO of Bath Preservation Trust, Alex Sherman, says: "*We think the plan in isolation is good, but has the potential to be excellent. Developing a vision for one part of the city highlights the more pressing requirement for a strategy for the whole of Bath so that this masterplan, and others, are not considered in isolation. We need much more integration with a vision for the future of Bath as a whole – this masterplan should sit alongside a comprehensive overarching strategy or strategic plan for the development of the city, which includes city-wide public realm, transport and movement, commercial vision and sustainability. That vision does not currently exist, and it really needs to.*"

The current condition of the wider public realm is one area which requires urgent attention. BPT strongly encourages that this masterplan should be accompanied by a robust and compliant streetscape maintenance strategy that sets out the approach and timetables for essential and overdue repairs to hard landscaping and guideline complaint materials. This must be implemented and enforced by the Council, with a consistent city-wide approach.

Another of the observations BPT makes about the Milsom Quarter plan is its disproportionate emphasis on fashion-led renewal. The retail industry is fragile with little evidence that consumers are returning to the High Street in the numbers necessary to facilitate significant growth, hence the currently highly variable occupancy rates in Bath. Alex Sherman again: "*The 'build it and they will come' approach needs a solid understanding of the market and the potential for private investment, which is not there right now. Also, Milsom Street represents the communal heart of Bath in the present day for major events and civic functions, and more should be made of this in the vision for the area.*"

BPT is also concerned that the long-term vision for Bath City Centre fails to protect the character of historic Walcot Street. The Cattlemarket site is the gateway to Walcot Street and deserves

development that responds to the character of Walcot and protects views to Bathampton Down. The visualisations in the masterplan fail to illustrate a locally distinctive or heritage-sensitive response, nor do they show a form of development harmonious with Walcot Street.

BPT also suggests that Bath and North East Somerset Council is missing a huge opportunity to lead on sustainability. Given that a high percentage of property within the masterplan area is within the Council's ownership this is a significant opportunity for B&NES to lead by example to facilitate and undertake sustainability retrofits, switch from gas to electric, and introduce micro-renewables on an impressive scale. This longer term, city wide approach is required if Bath is to reach net zero by 2030. Targets won't be met unless B&NES take direct climate action for its own buildings and land.

You can view the Masterplan documents here.

NOTES FOR EDITORS

Bath Preservation Trust was set up in 1934 to safeguard the historic city of Bath. Bath is a UNESCO World Heritage Site, and the only complete city in the UK afforded World Heritage Status. The purposes of the Trust are: to encourage and support the conservation, evolution and enhancement of Bath and its environs within a framework appropriate both to its historic setting and its sustainable future, and to provide educational resources, including museums, which focus on the architectural and historic importance of the city. The Trust receives no statutory funding and is supported by visitor income, grants, legacies, donations and around 1400 members who share a passion for the city and its environs. The Trust runs four accredited museums in Bath - No. 1 Royal Crescent, the Museum of Bath Architecture (currently closed), the Herschel Museum of Astronomy, and Beckford's Tower. For more information visit www.bath-preservation-trust.org.uk / Twitter @BathPresTrust / Facebook /@bathprestrust / Instagram @bath_preservation_trust

HIGH RESOLUTION IMAGES FOR MEDIA USE CAN BE DOWNLOADED HERE

FOR MORE INFORMATION, INTERVIEWS AND IMAGES

Tracy Jones, Brera PR – tracy@brera-london.com / 01702 216658 / 07887 514984 / www.brera-london.com

BPT Full Consultation Response
July 2022
Summary

BPT's Architecture Planning and Place Committee has undertaken an in-depth review of the masterplan documents (https://beta.bathnes.gov.uk/milsom-quarter/view-masterplandocuments) and site visits of the area. The Committee felt that the vision for the Milsom Quarter, and emphasis on the seven priority sites identified is good and the well-defined and thorough approach was warmly welcomed. The Committee undertook a detailed appraisal of the vision and related documents and a full response has been compiled. Overall BPT welcomes a master plan for Milsom Quarter Plan, however it needs much more integration with a vision for the future of the City of Bath as a whole – this master plan should sit alongside a comprehensive overarching strategy or strategic plan for the spatial development of the city, which includes city-centre public realm, transport and movement, accessibility, commercial vision and sustainability. A strategic planning and development framework and decision-making approach which has awareness of the interconnectivity of multiple locations and wider sphere of influence is required in order to deliver the step change necessary for the wider city environment to address climate change, place quality,

and liveability, ensure ongoing economic success and address prevailing social inequalities.
The response provided should not diminish the view that the masterplan and related detailed proposals are good. The intention of providing a detailed response is to make the masterplan excellent and to challenge B&NES Council to achieve the maximum possible potential for the quarter and for Bath. The plan must also be sufficiently flexible to accommodate and respond to more stringent targets in the future as national policy adapts to the realities of the Climate Emergency.
Our primary response to the long-term development of this area as defined in the masterplan and related supporting documents has raised a number of questions and some need for clarification and consistency as follows and set out in further detail in this document.
1. There is a pressing requirement for a strategy for the spatial development of the City so that this masterplan, and others are not considered in isolation.
2. Masterplan area boundaries exclude interconnected sites and should be amended.
2
3. Milsom Street represents the communal heart of Bath in the present day for major events and civic functions and more should be made of this in the vision for the area.
4. Milsom Street must remain uncluttered so that its authentic character remains legible.
5. A robust and compliant streetscape maintenance strategy, which sets out the approach and timetables for essential and overdue repairs to hard landscaping and guideline complaint materials, must be implemented and enforced by the Council, with a consistent city-wide approach.
6. More evidence needs to be provided to support the commercial concept and need for development on Broad Street car park – is there local demand for SME's and where is the business case?
7. Infill development at Broad Street carpark must be more subservient to the existing townscape.
8. Walcot Gate deserves development that responds to the character of Walcot Street and protects views to Bathampton Down – the visualisations in the masterplan fail to illustrate a locally distinctive or heritage sensitive response that is harmonious with the rhythmic pattern of Walcot Street.
9. Public realm improvements on Johns Street must be included to facilitate the success of the proposed arcade through Jolly's.
10. The masterplan must be supported with detailed location specific guidance for commercial signage.
11. Wayfinding will be critical to the success of the plan, particularly the new eastwest routes. Also integrating with adjacent areas to ensure visitor expectations are not limited to the quarter and maintain the viability of businesses and attractions to the north.
12. Some of the points made about Sustainability are not in line with other national guidance or local policies. Much better knowledge and understanding about this important part of the scheme should be applied.
13. Whilst it is wholly understandable and necessary to secure a long-term home for the important Fashion Museum by taking on a large new building, we feel the Council should also commit to providing a convincing plan to bring its significant existing portfolio up to standard.

General comments

Overall BPT welcomes a master plan for Milsom Quarter Plan, however it needs much more integration with a vision for the future of Bath as a whole – this master plan should sit alongside a comprehensive overarching strategy or strategic plan for the spatial development of the city, which includes city-wide public realm, transport and movement, accessibility, commercial vision and sustainability.

BPT advocates a heritage led approach to the renewal and revitalisation of retail and housing in the Milsom Street Quarter, that gives priority to creating affordable housing to rent and buy and repurposing and retrofitting existing residential and retail buildings to improve energy efficiency and reduce carbon emissions. 'Fashion-led' regeneration places far too much emphasis on the fashion museum and fashion retail as the main driver for renewal. While many historic uses of building were fashion retail on Milsom Street, there are many other residential, commercial, retail, trading and manufacturing uses in the masterplan area. For example, the retail of crafted items for the home was as abundant as fashion. The area of fashion focus stated in the masterplan is far less that the other range of 'complimentary' uses, and communal function in the present day, so it doesn't justify this selective badging. We support a more flexible approach to retail, not exclusive to fashion, in the whole area

The masterplan site is within the City Centre area of the City-Wide Conservation Area and at the heart of the World Heritage Site. Much of the historic townscape is intact and in a good state of repair, aside from the Old King Edwards School and the Cornmarket. These are significant 'anchor' heritage buildings at risk and priority should be given to securing their occupation, repair and continued use. The quality, scale and setting of significant heritage buildings presents some real opportunities for inward investment. Preserving and enhancing the character and appearance of this part of the conservation area must be a principle objective in the management of change as set out in primary planning legislation.

BPT strongly encourages that this masterplan should be accompanied by a robust (and Pattern Book/Streetscape Manual SPD compliant) streetscape maintenance strategy that sets out the approach and timetables for essential and overdue repairs to hard landscaping and guideline complaint materials. Which must be implemented and enforced by the Council. We emphasise the need for consistency and coherence with the Bath Pattern Book for street furniture and landscaping across the masterplan area.

We emphasise the need for early inclusion and consideration for accessibility in proposals for the public realm and strategic repurposing.

We also feel that this masterplan has missed an opportunity to evaluate and plan for the night time economy.

Masterplan boundaries

The northern boundary remains arbitrary with no clear rationale for the exclusion of parts of the norther side of George Street, yet the inclusion of Edgar Buildings and the exclusion of commercial frontages on the Paragon at Bladud's Buildings. While we recognise that the Hilton is outside of the scope of the masterplan, the podium and library, and property between Northgate Street and the river are within B&NES ownership and should be brought within the scope of the masterplan and long-term vision for the area, given their impact on the connected public realm. Historic (abandoned) public realm at Northgate (Slippery) Lane

and future access to the Colonnades should be included in the vision for the area. This would be a wonderful opportunity to better reveal the medieval narrative of the city, and link it to other medieval features, e.g. at Milsom Place.

Commercial Concept & Residential Uplift

The business case needs to be more explicitly made for all quarters and priority sites in the area. Need/demand must be demonstrated for workspace, new forms of leisure and new forms of food and drink.
It would be useful to understand the rationale and research which underpins the assertion that the redevelopment would act as a magnet to attract new fashion-oriented retail or micro-enterprises. The retail industry is fragile at best and consumers have not returned to the High Street in the numbers necessary to facilitate significant growth, hence highly variable occupancy rates.

The 'build it and they will come' approach needs a solid understanding of the market and the potential for private investment. Evidence based projections must consider the short, medium and long-term implications for this area relating to occupancy, maintenance and the changing nature of retail space requirements.
The primary basis of this concern is the difficulty achieving full occupancy for Milsom Place and the failed purpose-built Colonnades Shopping Centre. These are not a reason not to pursue the Milsom Quarter Plan, but demonstrate the problems in achieving full occupancy in a purpose-built shopping area.
Conversion of the floors above the shops for housing/creative space/work space is commendable, but shouldn't be allowed to be an excuse for loss of floor plan and historic fabric. Long-term leases involving the care and maintenance of the buildings by responsible tenants would obviously be preferable to Airbnbs and temporary commercial occupation. Provision must be made for genuinely affordable housing.

Movement Strategy

Backstreets, pedestrian through routes are established and well used. We welcome new east west routes and doubled sided access where possible. Comments on access and movement are made in response to the key areas below.
Pedestrianisation of part of Broad Street is in line with similar approaches elsewhere in the city. This is welcomed, subject to the following.
It is evident that some residents and businesses maintain concerns about the impact to movement, access and the provision of services to their properties. Increasing the number of residential units in the area will potentially exacerbate access issues. B&NES Council should commit to open consultation with local residents about how this will be managed effectively and respond appropriately to those concerns. BPT are concerned that the consideration of the Milsom Quarter in isolation has significant risks and implications to adjacent areas, particularly to the north. This will affect businesses in Lansdown unless a similar Masterplan is prepared for that area. An effective, comprehensive and holistic Wayfinding Plan is essential to ensure that the movement strategy is realised to its fullest potential. We are supportive of the proposals to increase greater east-west through movement but this will only work if supported by effective and clear signage.
We note the limitations to the current street map installations, and maps are out of date due to the challenge and cost of replacement or renewal. The Pattern Book street furniture

would benefit from a review to ensure maps are more straight-forward to update.
We welcome the potential for the pedestrianisation of Broad Street and the removal of traffic from part of the street.

Sustainability Strategy

Given that a high percentage of property within the masterplan area is within the Council's ownership this is a significant opportunity for B&NES to lead by example to facilitate and undertake suitability retrofits, switch from gas to electric, and introduce micro renewables on an exemplary and impressive scale in order to reach net zero by 2030. Targets won't be met unless B&NES take direct climate action for its own buildings and land. The masterplan needs to go further to show which buildings and sites there is a firm and binding commitment to retrofit.
For existing housing, overheating must also be seriously considered and mitigated (especially if insulation and draughtproofing is improved) for the homes above shops. Especially the flats above shops on Milsom Street.
Some of the assertions made in the Sustainability Strategy need to be better understood and do not appear to correlate with other evidence. For example:
• Double glazed secondary glazing installed in historic properties should have a much greater impact on the thermal performance of buildings than the 3% cited. The secondary glazing installed at the new World Heritage Centre demonstrate that these units can be installed in historic properties.
• There is no mention of suspended floor insulation, which is within scope of the retrofitting SPD and according to EPC guidance can reduce heat loss by 7%.
• ASHP figures do not appear to consider the increased cost of electricity to supply, although they are potentially a positive alternative to gas heating.
• Internal wall insulation is within scope of the retrofit SPD, but is cited as out of scope of current policy.
• Other non-planning related interventions should be listed, such as insulating lime plaster, heat reflecting paint, window filming, and draught-proofing.
As the Milsom Quarter proposals will require significant groundworks, has any consideration been given to the installation of GSHP technology as a longer term and less visually intrusive option?
Is the Transition Fund investment transparent and available to view online? Will the investment provide the carbon savings required? Perhaps the council should invest in land acquisition to extend the Green Belt as a local carbon asset.
It is worth clearly stating that some of the principles stated in the Sustainability Strategy are not achievable or supported by other B&NES Council policies. In the Introduction, it states, "All new buildings to be zero carbon." This implies a zero-carbon build, and zero emissions in end use. This is applauded as an aspiration but is not supported by other policy statements. We would like to see zero carbon build and zero carbon emissions in end use.
We are unsure of why retrofit would be 'constrained', as stated.
Page 124: "Currently, the Sustainable Construction and Retrofitting SPD alongside the planning process is significantly reducing the ability to retrofit heritage buildings within the area." This is not a true statement but more could be done by the Council to make the process more straight-forward. The process to retrofit historic listed buildings may require more administration and detail but as has been shown by B&NES Council at the new World Heritage Centre, it is wholly achievable within current policy.

Milsom Street Core

Authentic character should be at the heart of the vision for the Milsom Street. Originally built as a residential street, Milsom Street has been at the heart of Bath's shopping area since not long after the street was built. It is the pre-eminent shopping destination in Bath and therefore has many illustrative and evidential stories to tell about the city's history and its cultural, social and economic cycles. In the 19th century the street became the hub for civic functions and street celebrations for major events. It continues to represent the communal heart of Bath.

Milsom Street retains much of its original unifying Georgian character above the attractive layering of historic and modern shop fronts. The high quality and significance of the street is reflected in the fact that all of the buildings are listed Grade II (with 1-22 designated as a group) or II* (Somersetshire Buildings) and the street as a whole is a highly significant heritage asset with multiple heritage values.

With a continued emphasis on retail in this highly sensitive townscape we urge the Council to create a Milsom Quarter specific advertisement and signage design guide, in consultation with stakeholders.

Public Realm

While we would like to see provision for some greening and enhanced biodiversity in the public realm generally, planting trees in Milsom Street, is directly at odds with the intended urban design and architectural concept of the Street and could have potential to block the vista from George Street towards Beechen Cliff. Furthermore, the roots could be damaging to all the vaults which run under the street.

Green infrastructure could perhaps be in the form of shrubs, climbing and trailing plants on low level structures, or espalier (usually fruit) trees trained horizontally at a low level. Indigenous plants which have coherence with the surrounding area / other city greening initiatives will have a better benefit for biodiversity. The use of peat-based composts and imported annuals should be avoided at all costs.

Milsom street has strong linear architecturally framed views up to Edgar Buildings and down to the Old Bond Street Island; these views form part of its special character. The consultation video shows the adverse impact that trees and their canopies can have on obscuring the present open views of buildings in the street and views along it to the north and onto the listed Edgar buildings on the listed raised pavements. It is the built street scene that is an attractive part of its character, and the contrast between historic streets unlined with trees, such as Milsom Street, and those spaces planned for trees or landscape that form the special character of Bath.

Temporary food, and other, stalls have potential to harm the public experience of the Street – we doubt that they could really work in Milsom Street, as we've seen in the past, because there is no "back" available, so the behind-the-scenes can't be concealed.

Filling the street with clutter, stalls, and installations of a casual and tawdry nature would be entirely at odds with the original design of the Street.

Pennant paving still in good condition, including the matching stone plinths to the benches, and the carved inscriptions at the southern end. It already has the effect of narrowing the carriageway and providing wide areas of pedestrian paving, so surely it could and should be retained, in the interests of both aesthetics and environment.

We advocate for the use of pattern book street furniture and materials on Milsom Street.

The historic line of the pavement edge appears to have been lost in visualisations. The

pavement is substantially wider in the CGI's (proposals?) illustrating a very narrow road running down the centre of Milson Street. Also, the paving illustrated is inappropriate - the horizontal bands of paviours, some a different colour to others, is alien to traditional stone paving and patterns found in Bath. The cumulative impact of all the proposals on this important street should not be underestimated. BPT therefore would prefer Option 4.

Broad Street Car Park/Yards (priority site 1)

Former land uses at Broad Street carpark include stables and coach houses – providing some historic precedent for built infill.

The concept for Broad Street carpark requires further evidence base for the requirement for workspaces, micro-shops and food and drink, that could not be provided in existing buildings. The primary objective should be to lower rates and occupy vacant premises before carbon intensive construction.

More detailed presentation of the concept is needed to better understand the design development behind the Broad Street Yards visual, as there is much to respond to in terms of scale, typology and architecture etc. The removal of parking and cars is supported and this site could potentially be a very exciting and animated space. Some success will depend on how the site is accessed, views framed through the site and if any of the rears of the historic buildings can become active frontages.

We have some concerns about the scale, and height of buildings and the impact on the setting of surrounding listed buildings and emphasise the need for subservience. We highlight the need to maintain views towards the Octogen roof.

Any development should have active links, permeable routes and access, to any future development at King Edwards School.

BPT supports Option 2 which brings in land and building outside B&NES ownership as this would be critical to the success of any redevelopment.

King Edwards School (priority site 2)

As stated above any future development of the KES site needs to be integrated with Broad Street car park yards.

The Council should be doing everything within its power to CPO the vacant 'Building at Risk' site and bring it within the long-term vision of this masterplan. Once in public ownership opportunities for funding will follow.

Milsom Place (priority site 3)

For the retail and food and drink offer at Milsom Place to change rates need to come down. A business rates incentive is critical to improving the vitality of Milsom Place. Milsom Place would potentially benefit from a mix of food and drink uses to suit all pockets, and for people living and working in the area. Perhaps small food and drink units, such as the restaurants and cafes at Brixton Village, and St Nicholas Market in Bristol could work here to enliven the space and create a destination.

Broad Street Place/YMCA courtyard (priority site 4)

This intimate urban space is better known and used by local people using the services offered by the YMCA and Osteopaths, for example. We would encourage the reopening the rear access to the retail units to improve use and surveillance. The space would benefit from becoming more inviting to passers-by and we encourage more compelling public art. The general approach to enhancing this area is supported.

Jolly's Department Store (priority site 5)

BPT supports the retention of Jolly's as an anchor department store. We would not oppose the creation of a ground floor arcade and through route in principle in the position shown (no.22?), provided the need and public benefits are justified. The obvious heritage impact would need to be presented along with the case for evidence-based need/justification, and the public benefit of increased pedestrian access and permeability. We recognise the potential footfall benefit of improving west-east access from the Charlotte Street car park, however success would be heavily dependent on improvements to the public realm on the John Street side. Old King Street would require parking to be removed and landscaping to increase visibility of access to the arcade on this side.

The interior of Jolly's has been heavily altered. In any further rearrangement of the internal layout the public visibly of the cornice frieze, and access to Queen Mary's dressing room should be retained.

St Michaels Neighbourhood

In principle we support the pedestrianisation and remodelling of the public realm of Broad Street. This characterful street has the potential to become the USP of the Milsom Quarter. Again, we emphasise the need for consistency and coherence with the Bath Pattern Book for street furniture, bollards, materials and landscaping. And approaches that minimise clutter, in particular pavement planters.

Northgate Yard/Old Post Office (priority site 6)

Rehousing the fashion museum at the Old Post Office brings this building back into a longterm secure use and is strongly supported. This use raises the ability of Bath to have a world class museum in the centre of the city and associated economic benefit.

Walcot Gate/Cattlemarket /Corn Market (priority site 7)

Protecting and enhancing the unique, informal and artisan character of Walcot Street must be a principle objective of the masterplan. We strongly believe that in order to sustain the character of Walcot Street and support sustainable communities redevelop met should be mixed use rather than 100% residential as shown in option 2.

The Cattle Market site is a golden opportunity for a really exciting development, which provides an enhanced context to this entrance site. Development must be contextual, and relate to the height, scale and bulk of the historic townscape. The Hilton is not a good contextual reference.

The massing and orientation of proposed buildings in the visuals for the Castle Market site in particular do not work. The undistinguished deep plan, blocky development shown in the visualisation for the "improved entrance" is at odds with the charming character of Walcot Street and risks harming the setting of the Cattle Market and surrounding heritage assets. The flat roof shown in the masterplan illustration would do nothing to enhance local distinctiveness and some articulation is encouraged.

Any development on the Cattle Market site should respond to the Walcot Street elevation, the river frontage and take the opportunity to create a strong corner to the south west of the site, next to the Hilton, to repair a fragmented street scene and enhance the quality of townscape. If anything, the proposed site layouts would do the opposite. If development concept here is intended to indicate a 'Gateway' it should have visual distinction that strengthens local character and identity. The type of deep plan block shown risks being

overly bulky, over dominant, bland and uninspired. And may completely block important views of the World Heritage Site landscape setting, to Bathampton Down currently experienced and appreciated from Walcot Street.
We have strong concerns about the deliverability of the Cornmarket for housing. This is perhaps the last chance for this semi-derelict building and it must be got right. The planform, amount of window and glass and space would make the building difficult and expensive to heat. We would like to see a feasibility study for this building included in the masterplan or its next steps.
Public realm
The Cattle Market/Corn Market buildings as shown on plan have a cramped building to plot ratio – not enough space is given to public realm or landscape setting for their proposed residential uses. While noting the private roof terraces, these buildings require some landscaping, even if that means moving the car park exit road a few metres southwards. Landscaping and natural daylight for lower levels of housing needs far greater design consideration. Otherwise the space surrounding the buildings will likely be unwelcoming, hard and hostile.
There may be the opportunity for considering a public space behind development on the Cattle Market Site fronting onto Walcot Street which also related to the Corn Market listed building, relating to the river and a river walk to Pulteney Bridge.
Access is shown as a road remaining through the Cattle Market site. We wonder if there may be an opportunity for the development to bring the access to the south of the Cattle Market site, where there is already an access point into the existing car park. This could be extended to the east serve the rear of the Hilton, Waitrose etc linking to the existing road. This would allow the Cornmarket to form a more active frontage to the development and public space, without cars cutting through the site to the north and east. If the Hilton site is not going to change, it seems preferable to push all the cars / access to this side and free up the rest of the site where there is the river frontage and historic buildings to respond to, and integrate into the development.
The lower ground level and arched vaults to the Corn Market could be a great attribute to the development and could accommodate a variety of uses. It is also a key component in demonstrating heritage led regeneration and the historic use of the site, which looks to be lost in the proposals currently.
More must be made of the opportunity to provide a riverside walkway through to The Podium.
It is very important that the public experience of views towards Bathwick is retained.

Strategic Repurposing

We are broadly supportive of the priorities for strategic repurposing. These case study/potential repurposing sites need to supported by feasibility studies and retrofitting strategies.

We would like to see a convincing strategy which may take the form of a completed Conservation Area Character Appraisal and Management Plan, for how the Council will bring all of its historic properties back to full use and appropriate condition.

Delivery and Implementation

B&NES now has a statutory duty to develop ‘Design Codes’ to shape future development and

we would expect these to be in place, along with a Conservation Area Management Plan to support the implementation of the vision. We would specifically encourage design guides for advertising on Milsom Street, and for active frontages.

town planning

Oriel House, 26 The Quadrant
Richmond upon Thames TW9 1DL
Tel: 020 3846 6390
www.cunnanetownplanning.co.uk
Cunnane Town Planning is the trading name of
Cunnane Town Planning LLP.
Registered no: OC318443.
Registered Office:
Oriel House, 26, The Quadrant, Richmond. TW9 1DL
A List of Partners is available on request from the address above
ISO 9001 Registered Firm
London Office:
Oriel House
26 The Quadrant
Richmond TW9 1DL
Tel: 020 3846 6390

Dear Ms Jones

MILSOM QUARTER MASTERPLAN

I refer to the above project and our Teams meeting on May 27th last.

Cunnane Town Planning LLP represent Samuel Smiths Old Brewery who own King Edwards School.

First of all, I must say this matter came to our client's attention somewhat "out of the blue". It is not trailed in any emerging plan and is not listed in the Core Strategy list of city centre sites. All we can find giving rise to it is a note of a decision to fund a masterplan study of the area. That said, our client has a number of concerns which we communicated to you at the Teams meeting. We now set these out formally as a response to your consultation exercise.

1) This project is substantial in area and complexity and should be promoted through the formal development plan process.

2) The project (Option 1) would involve a land take of the rear yard of King Edwards School owned by our client who are not willing to dispose of it as it forms an integral component of the planning and listed buildings permissions which we secured: Refs. 21/00695/LBA (June 2021) and 21/00692/VAR (July 2021). The scheme is only viable if it has the benefit of 110 dining covers in the rear yard. Our client intends to implement this permission within its time limit, they would not contemplate doing this and shortly after rip it all up to facilitate the masterplan.

3) The rear yard relies on disabled access being provided in the car park; this would have to be provided in the scheme. Our client has right of access through the length of use going back to the 1930s.

4) Our client also requires access through the yard for fire escape.

5) There does not appear to be any heritage study done on the impact of the proposals on King Edwards School - and its setting - which is a Grade 2* listed building. Such a study must be carried out before any further work is done on the Masterplan.

6) Our client's hotel proposal relies on the car park for customer parking. The loss of this facility would do serious damage to trading conditions for the hotel.

Milsom Quarter Masterplan comments from Historic England

Introduction

We commend the design team for a thorough and sensitive study. The thinking strikes a good balance between respecting the historic fabric the City of Bath, while looking forward to opportunities that will reinvigorate this important central neighbourhood.

We would like to offer our comments on the basis of improving an already strong proposal. Therefore, we would like to make two specific observations that may be useful in honing particular elements of the scheme; namely: The Edges and the Old Cattle Market Site.

Our suggestions focus on revealing opportunities to restore the enjoyment of historic townscape by reconsidering movement hierarchies at the edges of the sites. We also draw attention to opportunities for mending a fractured historic fabric and restoring a townscape more appropriate to this central, historic city quarter.

The Edges

We think that the current proposal rightly suggests an improved hierarchy of movement within the site. Some thought has also been given to the ongoing connections out into the broader city. However, we think that focusing more attention around the edges of the site might bring a significant improvement to the integration of the emerging Milsom Quarter with the directly adjacent neighbourhoods.

Arriving from the South, one benefits from an already safe and integrated hierarchy of streets. There are delightful elements of historic townscape, including the containment of Milsom Street, by the narrowing of the pedestrianised Old Bond Street and Burton Street. This historic narrowing may give clues for containing leaky urban space elsewhere.

The eastern edge of the site is currently a little more challenging. Here, the historic townscape has become fragmented by less sensitive Twentieth Century demolition and interventions. The emerging masterplan might give some thought to the potential relationship between whatever is proposed for this edge of the site and the edge of the facing historic Bathwick neighbourhood, across the River Avon. The development of the Old Cattle Market site will be a pivotal opportunity for mending the historic townscape fabric and re-establishing appropriate sectional relationships across a reinvented Walcot Street and across the river Avon.

The western boundary of the site is formed by the charming, well-appointed Queen Street. However, Old King Street and Northumberland Buildings reach out towards Queen Square. Where these two streets finally meet Queen Square, the calm, pedestrian-friendly desire-lines, towards the green space, is severed by a noisy and threatening dual-lane, one-way traffic flow around the square. What was once a peaceful, domestic neighbourhood is now dominated by a late Twentieth-Century-style, highway-engineering aesthetic. In our view, there is an opportunity to restore a more gentle and welcoming relationship between the new Milsom Quarter and the square. We recommend looking at possibilities for reinforcing the desire lines into the park to encourage full enjoyment of the heritage townscape by the local community and visitors. The design team might explore relocating entrances into the park at the north-east and south-east corners, where the flows of pedestrians more naturally arrive.

Furthermore, the shopping experience along the small parade of retail on Gay Street is also negatively impacted by vehicular traffic moving too quickly. The experience for both the pedestrian and motorist could be significantly improved. Repairing the historic streetscape of this edge would also encourage safe and enjoyable East-West pedestrian movement.

Finally, the northern edge of the site seems to be the most blighted by over-dominant highway engineering. The fast-moving traffic along George Street and Edgar Buildings actually runs directly through the northern part of the new Milsom Quarter. The speed of the traffic, that rarely stops, effectively severs the connection to the North. This unbalanced hierarchy between vehicles and other road users undermines and diminishes the enjoyment of the historic townscape by all road users: pedestrians, cyclists and even the motorists themselves. We recommend the design team to find ways of re-establishing a more appropriate hierarchy between road users. This would include providing opportunities for pedestrians to follow the strong desire-lines attracting them towards the delightful Miles's Buildings passage and Bartlett Street. This might require an additional crossing towards the west of George Street.

Finding concrete proposals to rehabilitate George Street will offer a significant opportunity to mend the compromised historic townscape. Slowing the vehicular traffic may, or may not, add a fraction of a second onto a motorist's total journey time. However, slowing the flow here would greatly improve the motorist's enjoyment of passing through the city. Requiring both vehicles and pedestrians to move more slowly and safely allows a calmer experience of the townscape for everybody and restores an appropriate civic setting for the heritage buildings.

The Old Cattle Market Site

The post-war Twentieth Century development around the Old Cattle Market site has fragmented the historic townscape of Walcot Street. The Milsom Masterplan offers an opportunity to begin to mend the urban fabric.

The eastern range of Walcot Street once had a continuous building line, similar to the range of buildings on the opposite side of the street. The Twentieth Century urban layout of this part of Walcot Street pushes the building line considerably back from the road. The current proposal for the Old Cattle Market site seeks to place an L-shaped residential block. This sets the building line even further back than the neighbouring Hilton Hotel; and, although this results in a generous new plaza it does not take the opportunity to mend the urban fabric, by restoring the historic building line.

The masterplan and surrounding area already provide for a significant number of opportunities for generous new urban spaces. So, we feel that Walcot Street may benefit more from being contained, as it once was. The resulting protection may promote a similar level of active uses found on the parallel Broad Street that already benefits from a strong sense of enclosure.

Furthermore, the current proposal does not seem to take full advantage of the depth of the site and risks delivering a sub-optimal development. Denser development here might reinforce and mend the historic urban fabric, while freeing-up pressure for development elsewhere. This would require rethinking the footprint of the proposed residential buildings, or even suggesting an alternative use that takes advantage of the unique depth of plan available on this site.

We hope that our comments have been helpful. We wish the design team well in their next stage of work.

A Masterplan for Milsom Quarter – Bath

A consultation response from CARA (Circus Area Residents Association)

The Circus Area Residents Association (CARA) is, in a general sense, supportive of the initiative by Bath and North East Somerset Council to create a purposeful vision for long-term structural / commercial improvements and public realm enhancements to that area of our city currently designated as the "Milson Quarter" (MQ).

Essential to the success of the council's masterplan, CARA would wish to highlight four key aspects which it believes are worthy of particular or additional attention to ensure that real and significant value is delivered to our city within the parameters of B&NES's stated vision.

These particular, but no means exclusive, aspects are;

a) That the heritage assets of our city are in no way diminished but rather enhanced by any latent proposals within the MQ Masterplan.
b) That as far as it is possible, the MQ Masterplan retains an ongoing dynamic element providing the opportunity for adaptation should significant socio-economic changes become evident.
c) That the optimum density mix of retail, hospitality and residential sectors and their respective intended locations are given greater scrutiny.
d) That the impact of greater pedestrianization facilities, within a relatively compact geographical zone, is most carefully considered in terms of its impact on both the most immediate neighbouring areas and the wider more general areas of our city… potential traffic displacement being of particular concern.

To consider the above in more detail:

a) It is noted that the current Masterplan confirms a vision of the retention of the character of the "Milsom Street Core" (Milsom Street and New Bond Street).

The above being the case, it is felt essential that the architectural topography of Milsom Street itself continues to present to pedestrians an uninterrupted view of its multi-leveled facades… an essential ingredient of its historic and current character.

Within the context of the above, aesthetically sensitive and appropriate street furniture for pedestrian use will need careful consideration, in terms of its design and indeed its quantity, so as not to mitigate against the heritage character of this important central thoroughfare.

Hence, the nature and quality of individual businesses allowed to locate in Milsom Street and New Bond Street, in particular, should be carefully kept under close scrutiny. (It should be remembered that Milsom Street, for example, once had within its environs one of the best quality food halls outside Knightsbridge.) Whilst it is recognised that the character of main shopping streets have inevitably changed over the years, if the Milsom Quarter and Milsom Street itself is to be successfully regenerated then it must differentiate itself significantly from other cities and retail propositions.

The ratio of retail to hospitality businesses should be continually encouraged towards a high density of quality retail outlets, albeit with closely located hospitality outlets for easy pedestrian access…. and those currently exist in both George Street and Milsom Place.

The quality of retail brands (not necessarily expensive brands!) such as Zara, Mango, Sephora and others should be pro-actively encouraged into particularly Milsom Street / New Bond Street / Old Bond Street.

At the same time as increasing retail 'foot-fall', with the introduction of key additional brands, improving and subsequently maintaining the design and aesthetics of this heritage retail thoroughfare of Milsom Street – Old Bond Street – New Bond Street is essential. (For example, one initiative worth consideration might be to introduce a far more restrictive colour palette for facades of businesses located in key heritage locations.)

In summary, in streets / locations intrinsic to the heritage character of Bath we need to 'raise the quality bar' and by so doing create real differentiation within the Milsom Quarter.

The relocation of the Fashion Museum, an extremely important heritage asset, within the Milsom Quarter is worthy of particular comment.

Whilst its now determined re-location into the Old Post Office site might be regarded as not the most imaginative solution available (a new contemporary-designed structure located on the Cattle Market and over-looking the river being perhaps a more adventuresome option), CARA recognises the commercial necessity of maximizing financial benefits from alternative uses of the Corn Exchange / Cattle Market site.

CARA would, however, urge that any possible alternative use for the Cattle Market / Corn Market site does not restrict use of the riverbank access at that point for the general public. Indeed, it is hoped that, linked to the Milsom Quarter project, a regeneration of the pedestrian access from the south side of Pulteney Bridge to the riverbank area of the Cattle Market be viewed as an ancillary project to the main Milsom Quarter scheme. It is not inconceivable that, at some time in the future, a river-taxi service could be introduced from the eastern perimeters of Bath (Batheaston and beyond) with a possible embarkation / disembarkation point at the Cattle Market embankment.

In order, however, to maximise the attraction for visitors of the relocation of the Fashion Museum to the Old Post Office, serious consideration should be given to the nature of the design of both internally located exhibition and public facility areas, but also to the current external 'carcass' of the building.

Options should perhaps be considered, under expert design advice, to 'open-up' the current building to internal views from passing pedestrian footfall. One option perhaps being to adapt the current space between the main entrance (left of the building) and the currently located Postal Museum (right of the building) into a glass-fronted atrium facing out onto the proposed new St. Michael's public square.

As a key part of Bath's heritage the Fashion Museum imaginatively and appropriately re-launched and renamed ("Fashion Institute -Bath" perhaps?) and not just dropped into a 'closed box' of the current Old Post Office building could become an exciting centerpiece of the Milsom Quarter project. To paraphrase Coco Chanel: Fashion that never reaches the street, is not fashion. 'Opening up' a number of the internal exhibition vistas to the passing street 'footfall' from a newly formatted St. Michael's Square would significantly enhance visitor interest.

b) It is assumed by CARA, that as all currently released Milsom Quarter project documentation is for public consultation purposes, that the current regeneration scheme, as presented, is not indicative of any as yet prescriptive solutions.

With high-levels of uncertainty in the nature of future socio-economic trends, particularly within both the retail and hospitality sectors caution is urged to ensure flexibility at all stages leading to eventual implementation. This is viewed as important to allow wherever possible the ability to maximise potential further retraction within either the retail or hospitality sectors… or indeed in perhaps both simultaneously.

In a number of respects, it is not felt that the residential development is prone to such potentially serious adjustments. As such, as a general observation, a larger element of new residential development targeted at a more appropriate and diverse demographic profile to that currently reflected in the Milsom Quarter masterplan might well be judged appropriate. Simply put, extending more the hospitality and retail sectors activities without a more significant increase in localised and immediate mixed residential development will represent a challenge for the long-term success of the Masterplan.

c) Further to the comments in the previous section b) of this note, it is felt that additional scrutiny of the overall optimum mix of retail, hospitality and residential development within the Milsom Quarter Masterplan should be considered.

As a concept and to support greater on-going transparency the separation of retail and hospitality as elements within what our Council often refers to collectively as “retail” would be helpful to better understand both current and future ‘high street’ trends within the city… particularly when publishing general data.

The density mix of retail / hospitality / residential has potentially significant implications for the quality and nature of the condition of the public realm for both existing and future residents based within the Milsom Quarter. The need for the correct quality and level of support, for particularly less mobile residents, within the future developing Milsom Quarter should be a continual focus of attention as the dynamics and nature of this important area develops.

Relative to the current Milsom Quarter Masterplan, possible opportunities to increase the residential mix compared to that of retail / hospitality should be encouraged, perhaps in locations such as the Broad Street car park location. Tiered residential apartments, around a central courtyard environment might be an option to be considered, rather than creating another unsuccessful trading pattern similar to that of the existing Milsom Place… where most retail and hospitality businesses have always struggled, not least as a result of the three limited access points inhibiting rather than attracting significant ‘footfall’. (The current access points to the Broad Street car park site, particularly from Milsom Street being hardly better than those of Milsom Place to attract retail or hospitality ‘footfall’.)

In the sector of hospitality , rather than retail per se, a more precise vision needs to be established in terms of the size and nature of the hospitality activity required within the re-generated Milsom Quarter.

George Street, for example, has become a ‘hospitality hub’ with already planned hospitality additions in George Street itself and Bartlett Street.

The impact of high concentrations of hospitality businesses on local residents is already creating considerable concerns and this must be a recognised consideration when offering even more additional trading premises to this already over-represented sector.

It might also be argued that more hospitality businesses impact, beyond a certain mass, on the business / financial credibility of existing hospitality outlets. Creating a development / regeneration environment which supports existing businesses within the Milsom Quarter Masterplan is key rather than creating too much additional competition which leads to ongoing 'churn' of closure of failed hospitality outlets, or at the very least lack of capital to support the re-investment to maintain the quality ethos of existing 'players'.

The danger of 'hospitality saturation' within the Milson Quarter area, CARA would suggest, should be better recognised and hence addressed by providing improved support to elements of our existing hospitality sector.

We should avoid at all costs the risk of existing 'hospitality hubs', as a result of unlimited and excessive competition becoming a financially distressed sector of our local economy. We would therefore recommend a re-assessment of the mix of retail, hospitality and residential developments within the current Milsom Quarter Masterplan with less emphasis to be given to the hospitality sector to the benefit of more residential and retail development.

d) Within the Milsom Quarter Masterplan a high level of importance is given to greater pedestrianisation throughout the zone.

Whilst it is fully appreciated that the Masterplan in its totality should be viewed as a long-term aspiration, certain aspects of the Transport and Movement Strategy contained within the current edition do give cause for some concern.

Recognising that the current Milsom Quarter Masterplan document is an initial stage in what is likely to be a multi-stage consultation process, CARA would however recommend that the following key points are addressed, or at least 'recognised', in the next documentation release on this subject.

- The definitions of streets, within the Transport and Movement Strategy summary plan is inaccurate and consequently misleading in a number of instances.
  Using the CARA catchment area as merely an example:
  - The definition of the Circus, 'upper' Gay Street, Queen's Parade Place and the Royal Avenue as being "Primary two-way street[s]" is incorrect and we would recommend that these are amended to "Secondary two-way street[s]" and in the case of the Circus to "Secondary one-way street".
  - The additional definition of 'upper' Gay Street (between George Street and the Circus) as a bus route is incorrect as buses do not utilise this section of Gay Street.
  - The additional definition of the Circus, Queen's Parade Place and the Royal Avenue as a bus route is only accurate in terms of the open-top bus service and perhaps this distinction should be made compared to services provided by more general bus operators.

  On the basis that we understand that the "Transport and Movement Strategy Summary Plan" is meant to reflect the current status of the streets included and not any future aspirations, we would recommend that the above amendments are included in any future publicly released documentation.

- With the Milsom Quarter Masterplan being presented as a longer term initiative, it will obviously co-exist alongside other more immediate Council initiatives such as for example the "Liveable Neighbourhoods Strategy" and indeed others with varying maturity timescales.

We believe that it would be helpful to at least include a caveat in future publicly released documentation which indicates the need for flexibility within the Milsom Quarter Masterplan that would take into account any current or indeed future 'influencing' initiatives, that are concluded within an earlier 'gestation' period.

- The impact of greater pedestrianisation, already an important element together with greater active travel with the Council's "Liveable Neighbourhoods Strategy" raises additional implications within the Milsom Quarter Masterplan.

Whilst aspirations for public realm improvements, and more effective use of the St. Michael's neighbourhood by pedestrians is welcomed, a more detailed understanding of how the inevitable displacement of traffic from this specific area will be managed is certainly appropriate.

Without wishing to re-rehearse, at this stage of the Milsom Quarter Masterplan consultation, all the arguments for effective management of potential displaced traffic into close and not so close neighbouring areas… we would hope that such potential issues would begin to be addressed in any next edition of the Milsom Quarter Masterplan.

Malcolm Baldwin

Chair – Circus Area Residents Association

Milsom Quarter Masterplan (MQ Masterplan) – Consultation Response – Federation of Bath Residents' Associations

Summary of Key Points

• The MQ Masterplan includes a wide range of proposals made up of (1) regeneration proposals within the MQ Area having potential to improve the area itself and (2) traffic planning modifications which are not necessary or related to the regeneration of MQ, but which have potential to have far-reaching impacts across significant parts of Bath outside MQ.

• We share many broad aspirations of the regeneration, but we believe it is a fundamental flaw to conflate the regeneration proposals with the envisaged traffic planning modifications.

• The Council have committed as part of the Journey to Net Zero strategy to the production of a Traffic Circulation Plan for Bath and recognise that changes in one place will always have knockon consequences elsewhere. Consideration of traffic planning proposals of the kind envisaged within the MQ Masterplan (including a 24 hour closure of Northgate Street and Milsom Street to traffic other than buses) should form part of the development of the Traffic Circulation Plan, not part of a consultation about MQ regeneration. Their inclusion within the MQ Masterplan threatens to jeopardise or at least hamper implementation of regeneration aspects, and to generate far-reaching unintended consequences across Bath.

• Whilst we are told the MQ masterplan is a long-term piece of work which would likely be delivered over the next decade as funding becomes available, with each change within it requiring its own detailed business case and assessment of impacts, such piecemeal consultation will not allow for necessary coherent and transparent consideration of traffic circulation more widely and the potential need for mitigations elsewhere in the city. Existing residents must not be asked to pay the price of failure to integrate a regenerated MQ properly into the wider transport planning framework.

• Given the need for transparency it is essential there is a clearer statement that any reclassifications of roads, or closing of main roads to private vehicles (Milsom Street and Northgate Street/Lower Broad Street) are only considered once the Traffic Circulation Plan has been created and adopted as policy, and further that this would all be consistent with alreadyadopted Liveable Neighbourhood policy.

• More widely than the above, we think the success of the project will be endangered by the current failure to take account of, and allow for effective integration with, other key adopted policies and the wider framework of policies being developed to work towards Net Zero. Essential Context Adopted Liveable Neighbourhoods Policies: In 2020 B&NES developed the Liveable Neighbourhoods (LN) policies (LTN Strategy, Residents' Parking Scheme Strategy, and On-Street electric vehicle charging strategy). After consultation in 2020 these policies were approved by Cabinet for adoption (subject to minor amendments) in December 2020. Individual areas are currently being considered for suitable LN interventions. Climate Emergency and Net Zero objectives: B&NES has declared a Climate Emergency and an Ecological Emergency.

The Council Corporate Strategy 2020-2024 sets out one priority area for transport: “A major shift to mass transport, walking and cycling to reduce transport emissions”. The Council has set a goal of B&NES becoming carbon neutral by 2030. 2 Journey to Net Zero (JtNZ): In February 2022 B&NES consulted on its JtNZ Plan, contemplating many plans and policies across a wide range of transport-related matters with core objectives of reducing carbon. Events since JtNZ publication: Many of JtNZ concepts were presented as medium-term (3 to 6 years) or long-term (7 to 10 years), and a significant number of these concepts are inextricably linked to plans for the MQ. Very relevant developments since closure of the JtNZ consultation concern the JtNZ Current Project 03 “Better Public Transport Options”, defined more specifically as “Delivering a range of public transport options to improve connectivity for all". In particular: o With the Park & ride services contract running out in August 2022, a new tender for Park & Ride services is under consideration, with an apparent term of 8 years (to 2030). Full details were not yet public at time of writing, but from Cabinet papers it appears previous aspirations of increased operating hours and more favourable cost structure are unlikely to be met. o Funding of bus services from WECA/central government is currently under serious threat, and there have been cuts to many Bath services, rather than improvements. Currently the MQ Masterplan can only reasonably be considered in the above context. Transparency and Coherent Planning/Traffic Management JtNZ referred to both the MQ Masterplan and the Top of Town in connection with ideas set out in JtNZ itself. In January 2022 FoBRA commented in relation to JtNZ as follows: “Top of Town/Milsom Quarter Plans and Transparency: The proposals appear to involve substantial changes in the City Centre that are not adequately explained and that would clearly interact with a Top of Town Plan and a Milsom Quarter plan, although neither of those plans is disclosed either. This must not result in reduced opportunity for public scrutiny of those two plans, the Journey to Net Zero plan, and the interaction between all three of those.”

The MQ Masterplan similarly (a) does not disclose the Top of Town Plan and (b) does not address how the MQ plan would interact with many other significant features of JtNZ. This means there is still no coherent picture of what is actually planned. In our opinion, this undermines the effectiveness of the current consultation. Against the above background and limitations, we make the following more detailed comments: Movement Strategy The Masterplan envisages far-reaching changes to transport-arrangements within the MQ. Overall, these changes appear contrary to B&NES adopted policy and have not been adequately considered in relation to the core aims and objectives of JtNZ. This is a direct result of conflating the MQ regeneration proposals with highways proposals that should be considered outside the scope of the MQ proposals and within the wider framework of traffic movement across Bath. A central proposal of the Movement Strategy is 24 hour closure to all traffic, except buses/taxis, on main roads that (especially before 10am and after 6pm) are busy traffic routes carrying thousands 3 cross-city vehicles/day, including much school run traffic and commuter traffic.

Relevant points here are: (i) FoBRA supports improvements in Bus and Park & Ride services, and urges B&NES to continue to lobby for better funding from WECA. However, the recent developments mentioned above in relation to bus services imply the significant improvements in bus services needed to reduce both destination traffic and cross-city traffic are unlikely in the near future. This will severely limit the potential to reduce commuter traffic and school run traffic on any comparable timescale.

(ii) No consideration is given in the plan to the cross-city traffic that would no longer be able to use the main roads it currently uses before 10am and after 6pm. With a 24 hour bus gate at Northgate Street and on Milsom Street effectively closing two river crossings to North-South crossBath traffic at busy commuter times, it is an inescapable conclusion that cross-river traffic will seek alternative routes far to East and West, with traffic seeking routes through the densely residential areas across large parts of Bath in order to get to alternative crossings at Cleveland Bridge and Windsor Bridge. In contrast, since most businesses in the city

do most of their business between t 10am and 5pm, the asserted benefits outside those hours are small by comparison. Without prior implementation of effective Liveable Neighbourhood protection preventing the residential areas surrounding the City Centre becoming alternative routes for this traffic, the extension of Northgate Street and Milsom Street bus gate hours is disproportionate. It will also likely be counter-productive in terms of carbon, given the circuitous alternative routes.

(iii) In fact, the closure of the main early morning and evening routes through the City Centre by 24 hour closure of Northgate Street (except for buses/taxis) appears to be in direct contradiction to B&NES's LTN Strategy (see Fig. 4.2 of that Strategy), according to which Walcot Street, Broad Street, Northgate Street, connecting with Bridge Street and High Street through to North Parade Bridge and Churchill Bridge, are seen as A roads envisaged as potential boundary roads for Liveable Neighbourhood areas. In contrast, it appears the MQ Masterplan would result in traffic from those main roads seeking alternative routes in residential areas across Bath, as they seek routes to Windsor Bridge and Cleveland Bridge.

(iv) Many of the proposals are unclear, and B&NES has acknowledged certain maps showing traffic flows are incorrect. Notably we have been told the plan on page 27 of the Masterplan Summary is intended to represent current movement patterns for areas outside MQ "because there has been no attempt in the movement strategy to pick up all the interactions and new policy proposals outside of the MQ, as they are still under development". The plan on page 96 of the Movement Strategy similarly is apparently intended to show "current" arrangements outside MQ. In fact, the two plans do not appear consistent and both are incorrect (eg Queen Square is an essential primary route – the A4 - but is not shown as such on either), whilst contrary to the plan on page 27 Gay Street is not a bus route and neither Circus nor Royal Avenue are currently primary routes. This serves to confirm the importance of considering any potential highways changes separately, rather than developing piecemeal changes that will hamper the JtNZ project to develop a Traffic Circulation Plan. Whilst this disconnect is most visible on page 27 for areas North and West of the MQ, it is clear other areas around the periphery of the MQ not covered by the plan will similarly raise issues of unintended consequences.

(v) The lack of detail and errors such as those in (iv) above currently prevent properly-informed comment on many aspects. There is a particular lack of explanation about what is envisaged in George Street, of which a portion appears to be included within plans. George Street is part of the A4, as is Queen Square. These form the main route for large amounts of cross-city traffic from North 4 East Bath and villages to the RUH and other locations within the city. Without overall reduction in cross-Bath traffic, reduction of traffic on the A4 will result in displacement into neighbouring residential areas (contrary to the Liveable Neighbourhoods policies and LTN Strategy) and onto roads past schools (counter to the objectives of the CAZ which was carefully designed and modelled to ensure protection for residential areas and for schools on busy roads such as St Andrews and Widcombe). Not only was exactly this impact clearly predicted by the CAZ modelling that was done for the Queen Square traffic management scheme, which showed substantial displacement into nearby residential areas would result, but experience of adoption of the scheme confirmed this modelling prediction to be completely justified. These consequences are not justifiable.

(v) The Masterplan appears considerably more weighted towards cycling than it does towards public transport, and does not appear to recognise the key role of mass transport, as specified in B&NES's stated policy priority "A major shift to mass transport, walking and cycling to reduce transport emissions". We are particularly concerned about the long-term aspiration to remove Park & Ride services from Milsom Street, which will be a significant reduction in accessibility to this key shopping area for many bus users, in particular the relatively high proportion of bus users who are dependent on bus use due to health or mobility problems. Traffic Circulation Plan Whilst JtNZ explicitly proposed development of a Traffic Circulation Plan, it suggested the delivery timescale would be "long-term" (7 to 10 years). It does not make sense to be

deferring the development of a Traffic Circulation Plan for up to 10 years, whilst significant decisions are made in the meantime that have the potential to be an obstacle to a future effective Traffic Circulation Plan. The Traffic Circulation Plan needs to be drawn up first, in order to prevent the conflicts that are already arising between different strands of B&NES policy development.

Other

- Certain aspects of the plans will serve to increase destination traffic into the City Centre. For example, increasing density of residential properties and businesses will generate more traffic in the form of deliveries, services, visitors etc. This will only add to the adverse impacts of the transport changes proposed, if they are not properly considered and integrated into a Traffic Circulation Plan for the whole city.

- We are disappointed by the emphasis in the plans on retail and hospitality businesses, with little or no consideration for the provision of other business sectors, such as the professional services sector for which the supply of small to medium-sized state-of-the-art office space is poor in central Bath. A wider spectrum of commercial businesses would improve the prospects of attracting higher paid jobs and offer greater opportunities for graduate employment and career development. In contrast, prevalence of hospitality businesses risks creating short-term-let ghettos, where the regeneration of upper floor listed properties creates housing that is unliveable for ordinary residents due to night-time noise and nuisance.

- It is not clear that the current plans have seriously considered access for those with limited mobility or other conditions that make navigating the city challenging, and we urge B&NES to provide much greater transparency on this in the next iteration of these plans.

Annex 12: Online Consultation presentation material

https://beta.bathnes.gov.uk/sites/default/files/masterplan_summary_doc.pdf

Annex 13: Notes of feedback at in person drop-in sessions

MQMP Drop-in event
Commercial Hub, 15 New Bond Street
Friday 17th June 2022 2-4pm
Total number of attendees: 5

Notes

Rep from The Bath Royal Literary and Scientific Institution
Q: How will Walcot Street be included
A: Gateway to Walcot Street knitted back into the street scene with development of the Cattlemarket to better lead visitors into the Walcot area as a destination

Q: Consider noise pollution when adding residential properties into the city centre
A: Retrofitting buildings for environmental sustainability will in turn help prevent noise pollution with better insulated properties

Q: Will retail rents be increased as a result of this and businesses out-priced?
A: By separating the buildings into retail ground floor and residential/office upper floors, the rent will become more cost effective in that retailers will be able to acquire the amount of property they actually need, rather than take on rent and business rates for 4 floors whilst only using 1.

Other comments

When increasing the amount of city centre residential, consider how to protect music venues in the area. It would be harmful to the creativity of the city if music venues are closed due to noise pollution complaints by new residents. Preventative measures have been used in Cardiff city centre and Bristol.

Understanding access and movement is really important and incremental approach to allow time to adjust will be critical.

Supportive overall we need to be ambitions – suggest targeting public realm and pedestrianisation of the area first also Broad Street yards as a quicker win.

Very exciting to hear the plans for the new Fashion Museum – this will be an asset to the area, will be interesting to hear what the Assembly Rooms will become – need to find ways for this to be part of a city centre circuit.

Role of fashion and architecture and ambition in the vision will set the area appart

MQMP Drop-in event

Commercial Hub, 15 New Bond Street
Monday 20th June 2022 4:30-6:30pm
Total number of attendees: 6

Notes on comments made

Heritage – Felt 'World Heritage' not mentioned in any of the Masterplan documents.

Implementation of trees and the widening of pavements should be considered in balance with heritage considerations – use of trees in planters and ways to demarcate original footways discussed.

The quality of the public realm maintenance and cleansing needs to match the aspirations and the visions put forward in the Masterplan. Currently focus/investment needed to maintain street cleanliness.

Christmas markets / street markets on Milsom Street were not welcomed by one attendee, who felt damage the streets and bring too many tourists. Felt Milsom Quarter should be a location for high-end retail only.

One attendee wasn't sure on the idea of dividing Bath into different quarters.

Query as to why a Masterplan was needed – benefits discussed in terms of engaging stakeholders, landowners and the community, securing grant funding, prioritising/galvanising action/setting policy etc.

Query about Cornmarket building – felt residential conversion unsympathetic and would break up open hall interior key part of interior design – felt this should be a community space. Acknowledged major grant and investment needed.

One felt progress on KES school was slow in terms of conversion to a Hotel and felt it was better suited to a museum use.

One attendee asked where the Fashion Museum would go (confirmed this would be announced soon as acquisition underway). Another felt this was the wrong strategy as Bath would never be Milan.

One attendee felt there was too much café culture and outdoor dining in Bath now.

MQMP Drop-in event

Commercial Hub, 15 New Bond Street
Wednesday 22nd June 2022 9:30-11:30am
Total number of attendees: 7

Other comments

Very positive comment on the Milsom Quarter Masterplan.

A need for inclusivity and diversity – where everyone feels welcomed. Current issues on accessibility and affordability in terms of business and residents. There are segregated pockets within the city – those groups need to be included in the plans e.g., affordable housing.

Suggestions – work closely with Bath College.

'Spring' ref to Elephant Springs, London. Inclusion of water should be integrated into the city centre as water is at the forefront of the city.

Examples to draw from: Andros, Greece as an example of movement / car free area. Glasgow, worker /maker space side by side with student / learning spaces.

Movement plan. Labelling of 'primary roads' inaccurate as well as movement of traffic on certain streets. See email for further detail.

Neighbouring residents from the Tramshed concerned about the proposed plans for Cornmarket and new development in terms of building height. Views to the river and to St Michael's Church spire should be protected in the new building, however it will be an improvement to hide Hilton building from the view.

MQMP Drop-in event

Commercial Hub, 15 New Bond Street
Friday 24th June 2022 2-4pm
Total number of attendees: 6

Notes

Concern over removing vehicle access to Milsom Street – with regards to those with mobility issues and disabled groups.

Residents of the Tramshed at the start of Walcot Street suggest that the new building should be more sensitive to heritage than the Hilton building, which is considered an eye sore.

Movement across the street at the gateway to Walcot Street should be improved – there is a blind corner around to Walcot Street and it is difficult to cross on foot.

MQMP Drop-in event

Commercial Hub, 15 New Bond Street
Monday 27th June 2022 4:30-6:30pm
Total number of attendees: 2

Notes

Better links to the universities, including accommodation for students and newly qualified young people.

Can technology be considered alongside fashion as a focus for workshops and studios, linking again with the university.

Accessibility of Bath should be improved and a diverse range of people welcomed in to enjoy the city.

MQMP Drop-in event

Commercial Hub, 15 New Bond Street
Wednesday 29th June 2022 9:30-11:30am
Total number of attendees: 1

Comments

- Expectation for streets to be cleaned regularly in a 'high-end tourist' destination.
- Street quality - wear and tear is starting to show.

Generally positive of the approach and wants to see improvement in the area. Has submitted full comments online whilst in the Hub

Annex 14: Online questionnaire responses

171 responses received, please see following pages for comments. Note that some responses included support or objection without comment and these are not included in this Appendix. Please see overall numbers and proportions of support/objection in part 4 of the Consultation Report.

Milsom Quarter Masterplan

Amendments November 2022

The following amendments are proposed to the Masterplan taking on board the feedback from the consultation and reflecting new Council policies.

The changes will additionally be made to the Milsom Quarter Masterplan Summary document in due course.

Proposed Amendments

Page No	Edit	Reason
Cover	Amend 'Consultation Draft April 2022' to 'Final Version November 2022'	To update
P7	Amend page numbers in Contents page	To update
P17	Add the following information to the Delivery and Implementation chapter: **Ecology** Designated Sites, Habitats and Protected Species <u>Designated Sites</u> The River Avon Site of Nature Conservation Interest falls within the eastern section of the Milsom Quarter and is designated in part for its bankside vegetation. The vegetation along the western side of the river corridor should be retained and enhancements made to its ecological value. It is likely that this area forms an important function to bats within the River Avon Special Area of Conservation and bats associated with roosts in the vicinity. Removal of bankside trees and vegetation would need robust justification if deemed necessary. Development would not be permitted which could harm the River Avon Site of Nature Conservation Interest, unless material considerations are sufficient to outweigh the local biological value of the site (as per Local Plan Policy NE3 2b). Measures to protect existing habitats and prevent pollution will also be required. <u>Habitats</u> An ecological survey in the form of an Extended Phase 1 Habitat Survey/Preliminary Ecological Appraisal (or equivalent) will be required to inform the next stage of development proposals. This should comprise a habitat (botanical) survey and assessment of evidence and potential for protected and notable species to be present and impacted. Factors to be addressed include: the potential for roosting bats, nesting birds (including swifts), kingfisher, otter and reptiles.	To update to reflect additional information provided by Council's ecologists and to reflect the latest Council policy position around Biodiversity Net Gain.

	Recommendations for avoidance, mitigation and compensation measures should be detailed. Should further protected species surveys be required, these would need to be completed and findings and mitigation strategy submitted to inform the application prior to determination. Existing bankside vegetation should be retained and protected in the first instance, with compensatory habitat creation only considered as a last resort. The scheme needs to demonstrate measurable avoidance of "net loss" of biodiversity; use of the latest Biodiversity Net Gain metric / calculator would be an appropriate means to demonstrate this. <u>Protected Species</u> A multi-species bat roost (including horseshoe species) is present inside the vaults of the Cattlemarket and free-flying access is available on the ground floor of the Cornmarket. The roost in the Cattlemarket should be protected and managed as an asset. Redevelopment of both of these areas is proposed in the Masterplan. There are also records for other bat roosts (for pipistrelle species) within the wider Masterplan area boundary. According to the *Energy Strategy* roof insulation will be added to renovated buildings/upper floors and the *Sustainability Strategy* states that solar PV integrated-tiles will be installed, as well as external wall insulation. Such applications will need to be supported by a preliminary roost assessment. This should involve targeted internal and external building inspections, to be undertaken by a suitably qualified ecologist. Should further surveys be required, these would need to be completed and findings and mitigation strategy submitted to inform the application before determination. Please be aware bat emergence/re-entry surveys are seasonally constrained and can only be completed from May to August/mid-September. <u>Habitat Regulations Assessment</u> A component (Combe Down and Bathampton Mines SSSI) of the Bath and Bradford-on-Avon Bats Special Area of Conservation (SAC) is located 2.4km from the site. There are other nearby roosts which form part of the SAC population, including on site at the Cattlemarket vaults. The adjacent River Avon also provides supporting habitat for the SAC. The SAC is designated for internationally important populations of horseshoe and Bechstein's bats which hibernate in the mines. Given that the proposals could impact bats from the SAC, a Habitats Regulations Assessment (HRA) may need to be completed for the scheme. Although the HRA would be completed by the competent authority, in this case the LPA, it is the duty of an applicant to submit sufficient evidence to inform a HRA beyond reasonable scientific doubt. The proposals include bollard lighting next to the river, in addition, the redevelopment of the Cornmarket and construction of a new four-storey residential development on the Cattlemarket will increase light spill.	

	An outline sensitive lighting strategy will need to be designed (considered both internal and external lightspill), with any proposed measures to improve light containment also being incorporated into the scheme and shown on plans and drawings as applicable (e.g. recessed glazing/overhang above glazing; recessed ceiling; recessed lamp fittings; coated glass; automated blinds; and use of "warm white" lamp bulbs). Particularly for proposals such as development of the Cattlemarket site and for any lighting in the public realm in proximity to the river. Enough information will be required to demonstrate that light spill onto habitats suitable for horseshoe bats will be less than 0.5 lux (i.e. a dark corridor will need to be maintained), this may require the production of lux contour plans. Measures to demonstrate that existing vegetation along the river will be protected, will also be required. Whilst a roof terrace is proposed at the Cattlemarket site, these will be along the northern and western elevations so will not impact on the river. <u>Biodiversity Net Gain</u> New development within the Milsom Quarter will need to achieve "biodiversity net gain" with a target of 10%+ in accordance with B&NES Policy and national legislation, and in line with existing requirements of the NPPF and Local Plan Policies NE3. Any development within 10m of the river bank would/could be an encroachment of the river corridor and so could/would need to deliver a 10% Biodiversity Net Gain in terms of river enhancements – this applies to the Cattlemarket site. The inclusion of street trees, planters, flower beds, hanging baskets, rainwater gardens and a green/brown in Broad Street place alongside the retention of existing habitats will provide biodiversity uplift. Other measures to provide additional benefit for wildlife such as bat, bird and insect boxes will also be incorporated into the schemes more widely. While masterplan allows for the introduction of future connections across the River Avon through the introduction of a new pedestrian / cycle bridge between the Cattlemarket site and St. John's Road. This would require careful design, appropriate mitigation and would most likely need to be unlit from an ecological impact perspective. Add graphic/map illustration page to accompany this new text.	
P58	Replace column 2 first sentence with: *The urban character of the Milsom Quarter means that there is little in the way of public green space within the Masterplan area, there is an opportunity for more pockets of green and for greater opportunity for people to stop and congregate through street furniture and redistribution of road space in favour of pedestrians.*	Responding to consultation feedback BPT

P58	Delete column 2 para 2 re vaults 'creative reuse'	Responding to consultation feedback
P96	Amend 'Vehicle Access and Movement Strategy Plan' 'upper' Gay Street, Queen's Parade Place and the Royal Avenue to be shown as "Secondary two-way street" on plan The Circus to be shown as "Secondary one-way street" on plan 'upper' Gay Street (between George Street and the Circus) to be no longer shown as a bus route (just tourist buses)	Responding to feedback from Circus Area Residents Association and FOBRA
P106	Replace para 1 sentences 1 and 2 with: *Improvements to the public realm will allow the buildings and historic context to be celebrated facilitating a less highway dominated public realm.* *The public realm strategy flows from the movement strategy in the urban design framework chapter. The key principles include: prioritising pedestrians, enhancing east west connections, and an ambition to reclaim the streets for people and businesses to thrive. Opportunities for pockets of greening are also sought.*	Responding to feedback from BPT
P110	Delete bottom left diagram and image description showing potential for tree pit in vault as a concept Amend para 1 wording to: *Options for improved and additional seating are being progressed in line with the Bath Pattern Book. Opportunities should be retained to accommodate clear space for market stalls and events and to minimise the appearance of clutter. In most locations in the Milsom Quarter, and particularly on Milsom Street and New Bond tree pits will often not be possible due to shallow surfaces and vaults, however, raised planters could be used in key locations which can include small trees.*	Responding to consultation feedback
P115	Amend bullet point 2 to, for clarification: *All new buildings to be zero carbon build and zero carbon emissions in end use* 2nd Para, second sentence replace with *Achieving zero carbon will need a bespoke and sensitive approach given the heritage status of most of the buildings in the Masterplan area. Heritage legislation reflected in the Council's Local Plan policy and Sustainable Construction and Retrofitting SPD continues to evolve alongside new technology which will need to be utilised to improve energy efficiency and increase renewable energy generation and use. Pilot projects and case studies would be welcomed to help to better develop enhancements at scale that can be realised through development.* 3rd para 1st sentence replace with:	Responding to feedback from BPT

	Significant work will be needed to retrofit and reduce the energy use of existing buildings in the quarter, this will require innovation and focus. In addition, large-scale off-site renewables will need to form part of the Milsom Quarter, and Bath's route to Net Zero Carbon.	
P127	Delete 2nd sentence in para 1 Delete text from diagram 'External wall insulation to the rear is not compliant with current Heritage Policy'	Responding to feedback from BPT
P129	Replace phrase at end of para column 1 'which are commonly used on heritage buildings' with 'where appropriate'.	Responding to consultation feedback
P130	Diagram annotation 'Large chimneys…' amend to ' *Despite the challenges of large chimneys and mansard roofs, solar PV can be successfully installed, albeit capacity is be reduced*	Responding to consultation feedback
P134	Delete para 2 and replace with *'The Council has recently completed a review of its Sustainable Construction and Retrofitting SPD, which is a vital step. A significant programme of work will be needed to facilitate sensitive and bespoke retrofit at scale to the building stock in the quarter, opportunities alongside redevelopment or between gaps in leases should be realised.* *A Sustainability and Energy Strategy for the Milsom Quarter area should be taken forward as a priority.*'	Responding to feedback from BPT
P138	Para 2 line 1 delete word 'superficially'	Responding to consultation feedback
P183	Para 3, replace with: *The artisanal quality of the buildings, spaces and uses are integral to its character, encouraging less formal and often temporary activities is part of the area's character and charm.*	Responding to consultation feedback
P184	Delete 'St Michaels' from final sentence 1st column	Responding to feedback from BPT
P198	Add new final para: *These case studies were an opportunity for the project team to explore and better understand the likely development challenges for repurposing existing buildings within the quarter, further work would be needed before a planning*	Responding to consultation feedback

	application could be developed including more detailed design and pre-planning work around heritage.	
P215	Para 1, 2nd sentence Replace 'quickly understand' with 'explore' Replace para 1 under 'Heritage Opportunities' with: - *Flexibility afforded in some buildings and frontages where there has already been significant change, but where remaining fabric can be retained and enhancements made* -	Responding to consultation feedback
P216	Replace 6th bullet point with *Although existing vaults may not naturally support habitable uses, there is potential for this largely underused system of spaces to provide ancillary uses.* Delete final bullet point and mention of mezzanine floorspace	Responding to consultation feedback
P217	5th bullet, first line amend to *Limited lateral conversions might be able to be considered on a case by case basis where*	Responding to feedback from BPT
P218	4th bullet amend to: *There is an inherent conflict between conservation and energy efficiency which is embedded in legislation, in practice and it will be important to establish what can be achieved in a sensitive way*	Responding to consultation feedback and feedback from BPT

Re-fashioning Bath

Culture, Regeneration, Education and Skills through the provision of a new Fashion Museum and Collection Archive

Fashion Museum Bath



Bath & North East Somerset Council

Improving People's Lives

A National Treasure | The Situation | Opportunity | Our Vision | Guiding Principles | A Temporary Home | Collection Archive | The New Museum | Cultural engagement | Outcomes and impacts | Strategic Fit | Theory of Change | Great Collections | The History | Timeline | Map of Locations

Fashion Museum
A national treasure

The Fashion Museum Collection is in the care of Heritage Services which is part of Bath and North East Somerset Council

The Council also operates the world famous **Roman Baths**, the **Victoria Art Gallery** and **Bath Record Office**.

The Fashion Museum is one of the world's great museum collections of historical and contemporary fashionable dress and Designated by government as a collection of outstanding significance. It contains over **100,000 artefacts** and attracted **100,000 a year**, pre-Covid, to the city of Bath.



Dress of the Year 2019
Giambattista Valli for H&M

603,000
people **world-wide** have seen Fashion Museum objects on loan in 2021

100,000
visitors per year

58
consecutive years of contemporary fashion with the **Dress of the Year collection**

1000s
of fashion **photographs in designer archives** in FM collection.

22
loans to **8 countries** in 5 years

Through its extensive work with key partners in education, industry and heritage the museum contributes to the future of fashion and its role in society.

The Situation: The Fashion Collection



“I have worked with many museums over the last 30 years; the Fashion Museum is without question the most accomplished and inspirational.”

Alexandra Byrne
Oscar-nominated costume designer

The Council has leased the **Assembly Rooms** from the National Trust for over 60 years

The National Trust have decided to take possession of the building to create a new heritage experience celebrating the Georgian era in Bath

The Fashion Museum will leave the building by **March 2023**

A new home must be found for the Fashion Museum collection

Since Covid visitation has dropped to **38,000 p/yr**

The study facilities are small **limiting engagement** with the collection

The **storage facilities** are not to museum standards

The Situation: Inequality in B&NES



“Despite relative prosperity in some areas there are still wide gaps between the haves and have nots in B&NES.”

Community consultation participant

Local people do not engage with the Fashion Collection

Tired high streets

B&NES is **4th worst in the country** for median house prices vs median gross annual earnings

Pockets of severe deprivation: Twerton West Ward is within **bottom 10% most deprived in the country**

6th worst attainment gap in the country for young people from disadvantaged backgrounds

The proportion of young people **Not in Education, Employment or Training is the 3rd worst in England**



Twerton High Street in Bath





The Situation: City Centre Regeneration

The high-street is changing.
With a move to online shopping and a desire for more bespoke experiences, rather than just generic chain retail, visitors and residents now need more from their local areas.



Covid has accelerated the decline pushing many **store-front business off the high street**.

Bath has not been immune and the core of the city now needs to change.

B&NES Council is proposing that the **Milsom Quarter becomes Bath and the South West's fashion destination**. Complementing the rest of the city centre, Milsom Quarter's future will take inspiration from its past strengths as a leading fashionable location. The Milsom Street core will house a range of high-end fashion retailers and will host more festivals and events, making it less dependent on shopping.





> "Don't save the high-street, change it completely"
>
> **Mary Portas**

We will also take the opportunity to **deliver more housing in the area**, and we will do this through new development and conversion of underused space on upper floors of existing buildings.

This is a huge investment relying on at least **£70m of public funding**. It needs to be catalysed by unique, impactful interventions that encourage footfall and attract tenants and residents.

Opportunity: Sustainability and Fashion

The fashion industry is responsible for **8% of global greenhouse gas emissions** and produced **20% of global wastewater**.

This has been exacerbated in recent years by the rise of 'fast fashion'. At a UK level the average annual UK emissions per capita is 5.8 tonnes of Co2 with 460kg of this relating to fashion. The 'fast fashion' industry is also often characterised by low wages and poor working practices.

This project will tackle this issue from two sides:

Industry: Creating the next generation of fashion workers with the skills and abilities to develop a truly sustainable fashion industry

Consumer: Through the exhibitions and programmes across the Fashion Collection Archive and New Museum – consumers will be equipped to understand and make sustainable choices in their own lives

> "Consumer demand can revolutionize the way fashion works as an industry. If everyone started to question the way we consume, we would see a radically different fashion paradigm".
>
> **Carry Somers**
> Co-founder of Fashion Revolution

> "Buy less. Choose well. Make it last"
>
> **Vivienne Westwood**
> Fashion Designer

> "Demand quality not just in the products you buy, but in the life of the person who made it"
>
> **Orsola de Castro**
> Designer and co-founder of Fashion Revolution

> "Fast fashion is not free. Someone somewhere is paying"
>
> **Lucy Siegle**
> Journalist

> "Fashion can be a universal player in protecting the planet"
>
> **Pharrell Williams**
> Musician and entrepreneur

> "Good design is a sustainable design"
>
> **Imran Amed**
> Founder and editor-in-chief of The Business of Fashion

> "Realize the political power of your money and spend it with the brands you know are treating their workers and the environment in the best possible way"
>
> **Lily Cole**
> Model and entrepreneur

Our Vision

We will create **a new Fashion Museum** in Bath City Centre.

We will establish a **purpose built home** for the collection

Both places will play a **pivotal role in the economic, cultural and social future of the city**

This is one of the most **significant cultural infrastructure projects in the country**

– preserving access to one of the world's great museum collections as well as delivering wide-spread regeneration, economic, skills, placemaking and wellbeing benefits across Bath and the West of England.

Fashion is a topic with **universal appeal** allowing us to engage with a broad range of new and existing audiences



Guiding Principles

Relevance

Fashion is a powerful touchstone to help us understand ourselves, those around us and the modern world as well as being a spur for people to explore their own creativity.



Inclusion and Access

We will ensure that this project is open to all. The project will exceed best practice standards for accessibility and we will design a range of experiences to appeal specifically to new and existing audiences.

Regenerative Placemaking

The future success and vitality of Bath is explicitly linked to a strong, innovative and vibrant attraction sector which in turn helps power the economy of the city and the wider region.

Environmental Sustainability

All elements of the project will be approached with a view to achieving a net zero solution for the storage and display of the collection. We will use the project to change consumer behaviour by providing a space to consider the impact of a more sustainable fashion industry. We will also change the fashion industry by helping Bath Spa University create the next generation of sustainably literate fashion graduates.

Partnership

The Fashion Museum has always thrived on the creative links with industry, education and academics. The full impact of this project will not be realised without further strong partnership working.

Future Skills

Skills development will be at the heart of the project with the collection used to inspire and enthral a new generation of creative practitioners in both formal and informal learning settings.

Wellbeing

We will use the transformative power of culture to improve the mental wellbeing of individuals and communities.

> “To risk losing these resources in 2023... would be a travesty”

Dr. Tristram Hunt
Director of the V&A



Community

Community participation and co-creation will be central to all aspects of the project – we will reach out to new and existing audiences to directly involve them in what we do.



A Temporary Home

The collection will be housed at Dents glovemakers, one of the UK's leading heritage fashion brands, while we create a permanent home.

The collection will be as open as possible, with a range of **engagement activities**.

We will continue to loan objects from the Fashion Museum collection to **exhibitions world wide**.

We will run **digital engagement and community consultation workshops** from our temporary accommodation at Dents for the new Fashion Museum project.

We will explore **temporary exhibition opportunities** across Bath and the South West.





"I cannot emphasise enough that the Fashion Museum's continuance is essential as a place which gives life-chances to local young people."

Sarah Mower MBE
British Fashion Council

Fashion Collection Archive



A **purpose-built home** for the Fashion Museum collection

Built to **minimise carbon footprint**



Co-located as part of the **Locksbrook Creative Quarter** with Bath Spa University's Creative Campus and 'Fashion Trade Centre'

Work in partnership with Bath Spa University to **enhance the student offer** to create exceptional learning outcomes for a world-leading and future focussed creative curriculum

Support **graduate opportunities** by providing creative inspiration alongside maker spaces and start-up incubators run by Bath Spa University

Offering **cultural and skills opportunities** to adjacent areas of deprivation

Welcoming a diverse range of people – including designers, makers, researchers and film studios – to access and **experience the collection** for their own purposes

BSU has an inclusive student intake with 80% having a widening participation characteristic and 73% as first generation students. 76% are from the South West region.







Fashion Collection Archive

A new education/industry/ skills ecosystem

Bath Spa University intend for the Fashion Collection to underpin, integrate into and inspire the following areas:

The Trade Centre

It will be an international first, based on the Stockholm Fashion District's wrap around offer, where fashion and all related creative disciplines are brought together (film, TV, costume, games, photography, marketing,). All the necessary elements to actually build a business (business, finance, entrepreneurship) will also be present. The focus of the centre will be sustainability and jobs. It will attract students, keep graduates in the area and act as a hub for regional and national fashion brands to connect with new talent and cutting edge R&D.

Education and Innovation

The Centre will be the catalyst for a revolutionary approach to the University curriculum – employability focused around sustainable fashion. It will also form a pipeline into innovation via BSU's existing links with schemes such as Impact Accelerator Awards from the AHRC, the 'My World' project and University of Bath's CAMERA project. Combined these will ensure an innovation start-up base around sustainable fashion that will be of national and international impact.



Revolutionise the learning of **800 Arts School** Students, **400 Business School** Students, **200 Humanities** students **400 Further Education** students year-on-year.

BATH SPA UNIVERSITY

20 new start-ups



Opportunities for **1000** adult Part-time reskilling and Upskilling participants



40% increase in university applications over 3 years



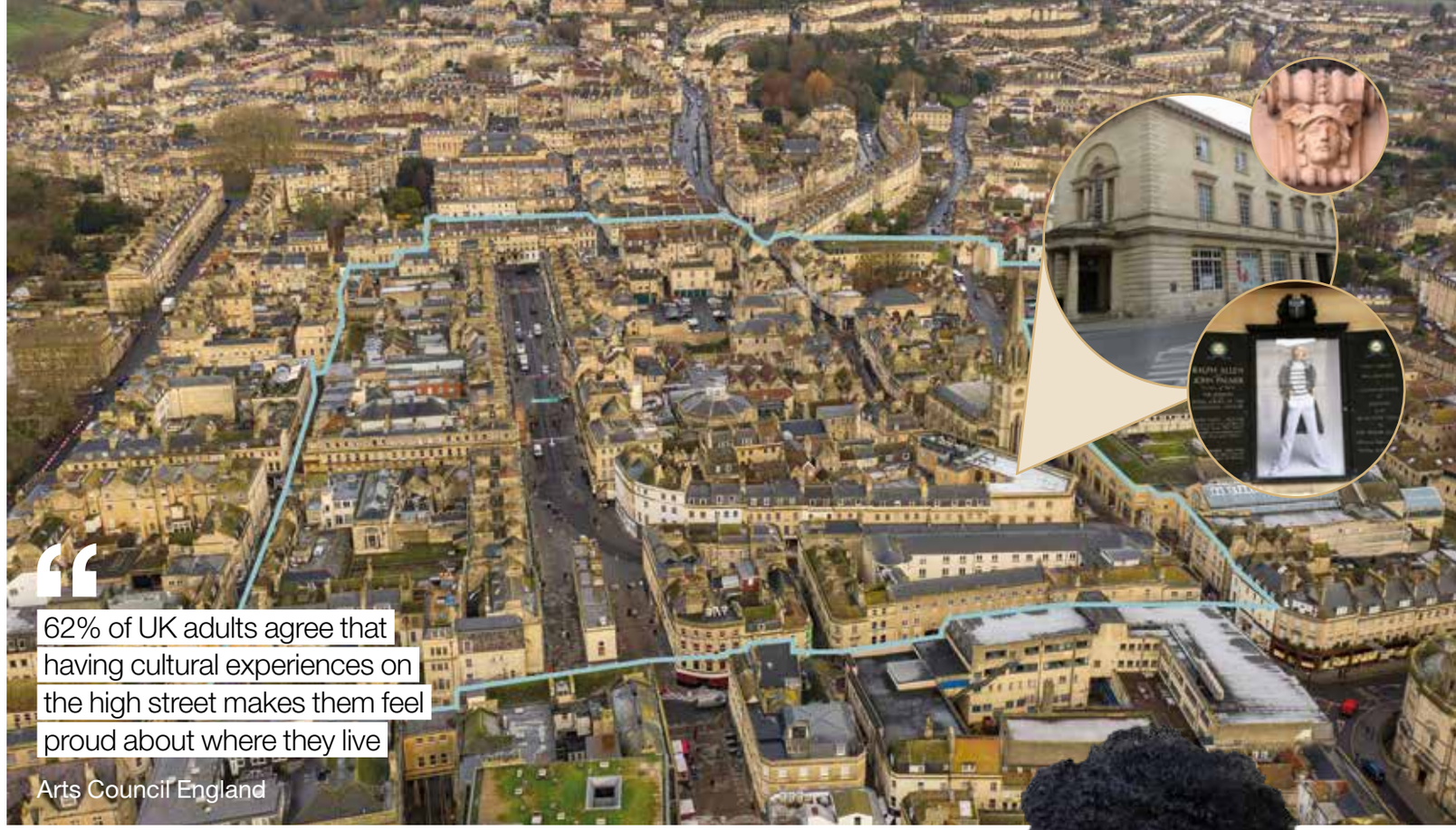
The New Museum

Milson Quarter

Provide a bespoke 'shop window' to one of the world's great museum collections – with **permanent displays, temporary exhibitions, dedicated learning and community spaces, with retail, and food and beverage options**

Attract **250,000 visitors** per year

Allow visitors not only to consider the beauty and craftsmanship of historic and contemporary fashion, but to use the collection as a lens to understand themselves and the world around them better – **engaging in issues such as sustainability, identity and social justice**



"62% of UK adults agree that having cultural experiences on the high street makes them feel proud about where they live

Arts Council England

Support the **Milsom Quarter regeneration project** in Bath City Centre

Increase dwell times and overnight stays in the city

Underpin an authentic and unique sense of place in what has long been **the centre of fashion retail** in the city

Provide a **hub for community engagement** focussing on positive behaviour change and skills development for deprived communities in B&NES.



Re-fashioning Bath

Hubs for inclusive cultural engagement and levelling up



We will work in partnership with providers including Bath College, DWP, Youth Connect and the Care Leavers Team to ensure that the project is **benefitting some of the most disadvantaged** in our society

The Fashion Collection will be integrated into **skills-based courses** specifically targeted at the long-term unemployed to **improve employability** and teach up-to-date creative skills

A 'hub and spoke' model with the Museum and Collection Archive **extending programming into deprived communities** via pop-ups in vacant units and using existing local infrastructure

Working with Bath College to **enrich learning engagement and student retention** across a range of curriculum areas – the college had 1895 course starts in 21/22 across 45 community venues in B&NES

Apprenticeships and placements will be key to operating the new sites

Free entry for all B&NES residents and schools with targeted engagement campaigns to **break down real and perceived barriers to visiting and participating**

We expect to welcome **4000 school children** per year

"The project will not only support the South West's aspiration within a global fashion industry, it will form a pivotal hub for social economic development within the community"

Rob Billington, Mulberry









Outcomes and Impacts

Impacts

A thriving visitor economy and demonstrable pride in place from a broad cross section of local and regional audiences

A **closing of the skills gap** between rich and poor and the gap between income and house prices

A **rise in sustainable fashion** businesses in the South West

The fashion industry is changed to be **more responsible and sustainable with Bath** as a centre of excellence driving this change

This project responds directly to the issues found in the context of **B&NES and the West of England**.

Outcomes

Increased attendance across the two venues of 270,000 per/yr and higher spending on culture in B&NES

New **volunteering opportunities**

Creating a completely **new integration between business, R+D, skills and education** centered on Locksbrook

Upskilling and re-skilling of **deprived communities**

Drop in long-term **un-employment**

More applicants, more graduates and better learning outcomes from BSU and Bath College courses

Increased education visits to the new Museum and Fashion Collection Archive

A **renovated heritage asset** in Milsom Quarter that will catalyse the **regeneration of the wider area**

Overall the project will

Contribute to **more pride in place for local people** by changing perceptions of the Fashion Collections and how it makes Bath a wonderful place to live work and visit

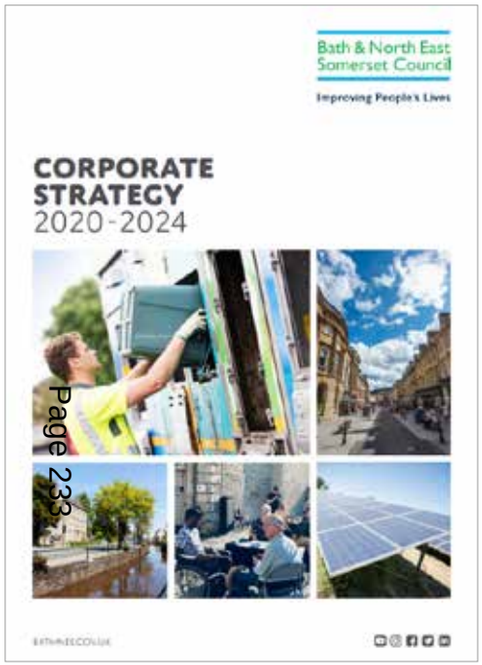
Offer **life-changing skills and education opportunities** to some of the most deprived communities in B&NES

Improve the sustainability of the Fashion Industry locally, nationally and internationally

Deliver **strong economic benefit** to the region with the creation of jobs, employability, visitor footfall and wider regenerative benefits in central Bath – combined these deliver a **BCR of 3.9**



Strategic Fit



B&NES Corp strategy

The project is a direct response to B&NES Council's corporate strategy - it will improve people's lives, contribute to net zero and give residents a bigger voice



WECA

The Fashion Museum Project directly aligns with the focus areas of the WECA Cultural Strategy with both elements of the project contributing to:

- Inclusion
- Placemaking
- Cultural and Creative Skills
- Environmental Sustainability
- Wellbeing



Levelling Up

The Levelling Up the UK White paper provides Focus Areas that together will drive levelling up in the UK.

> "Culture can support local prosperity, helping provide good jobs in growing creative industries clusters and visitor economies. And where town centres are threatened by the decline of retail, culture can help them find renewed purpose as places for shared experiences."

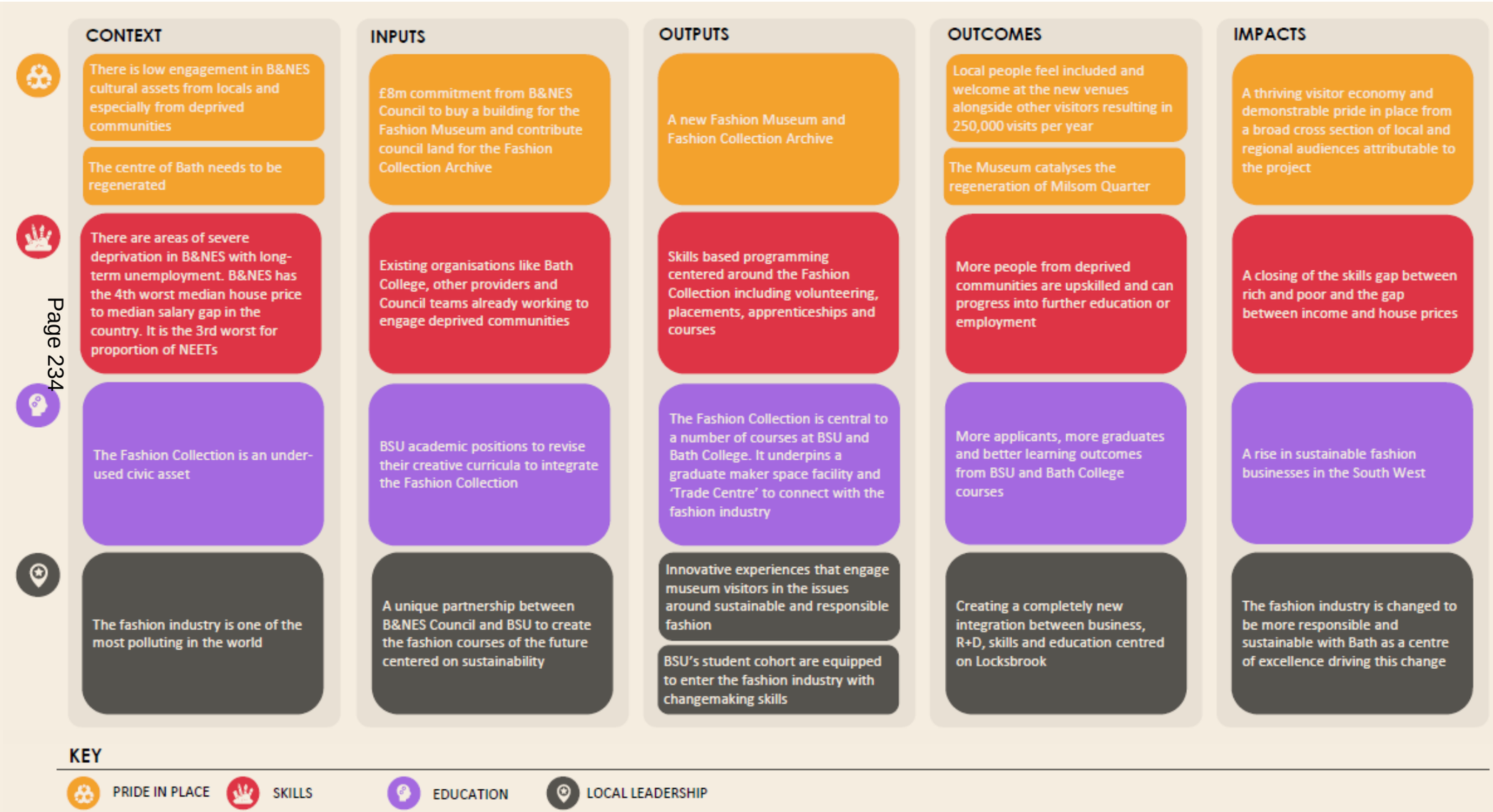
These Focus Areas were used to channel the Theory of Change for the project and establish the causal chain to provide a strong strategic case for change, and how the relocation of the Fashion Museum could help drive levelling up in it's context of Bath.

Key Focus Areas most relevant to the project were identified as:

- Pride in Place
- Skills
- Education
- Local Leadership



Theory of Change

















One of the World's Great Collections

Over **100,000 objects**, Designated of national importance by Government

Fashions from the **1600s to the present day**

Archive collections from **1800s** to **2000s**

A collection of such **depth and quality** that is has pieces constantly on-loan to Museums around the world

"The collection's ultimate value is that is can function for myriad audiences including both specialized experts and general public alike. It has tremendous potential."

Professor Iain Webb
Writer, Curator, Academic

A wide range of fashion related material across the full spectrum of fashion production, as well as a basis to explore the broader cultural perspective on fashion

The collection is focused on **people** – be they collectors, wearers or makers

The History

The Fashion Museum began as the personal collection of one person

Doris Langley Moore OBE 1902–1989

Her passion for historical fashion was spurred by visits to the V&A Museum in London during the **1920s**.



A true polymath she wrote many publications including Greek translation, etiquette manuals, biographies and romantic novels. She wrote a ballet, *The Quest*, performed at Sadler's Wells in **1943**. She was also a costume designer for film, most notably on *The African Queen* (1951).

Through her network of famous and influential connections she quickly built up an **extensive collection**.

Her book, *The Woman in Fashion*, written in **1949**, brought great public attention to her collection.

Mrs Langley Moore presented her first 'Museum of Costume' at Eridge Castle in Kent in **1955**.

Mrs Langley Moore gifted her personal collection to Bath City Council in 1959. She worked with the Council to open the Museum of Costume in the Assembly Rooms in **1963**.



Timeline

1928

Doris Langley Moore acquires her first piece of historical costume whilst playing charades at a friend's house: an 1870s dress.



1920s

Doris Langley Moore visits the V&A as she develops a passion for historic fashion

1949

The first collection **Christian Dior** ever brought to England is shown as a fundraiser for the Museum of Costume

1950

The Woman in Fashion published to public acclaim

1955

First ever **Museum of Costume** is opened by HRH The Queen Mother at Eridge Castle in Kent

1960

The **Silver Tissue Dress** is lent to the Museum. It is still on loan and is the oldest dress in any public collection in the UK



1963

The **Museum of Costume** opens in Bath at the **Assembly Rooms**

1970s

The purpose-built displays are opened in the **Assembly Rooms** basement



1974

The Fashion Research Centre, the brainchild of Doris Langley Moore, opens at No4 the Circus near the Assembly Rooms in Bath

1985

The collection of the **Worshipful Company of Glovers of London** arrives on loan to the Museum of Costume



1991

Vogue gift an ensemble collection, put together by many international designers to mark their 75th year, to the Museum



2003

The Museum forms a partnership with **Bath Spa University** (BSU) to use the collection to support the Fashion Design Programme

2006

Sir Roy Strong donates his personal wardrobe collection to the Museum, numbering over 1000 items.

50th year of Dress of the Year

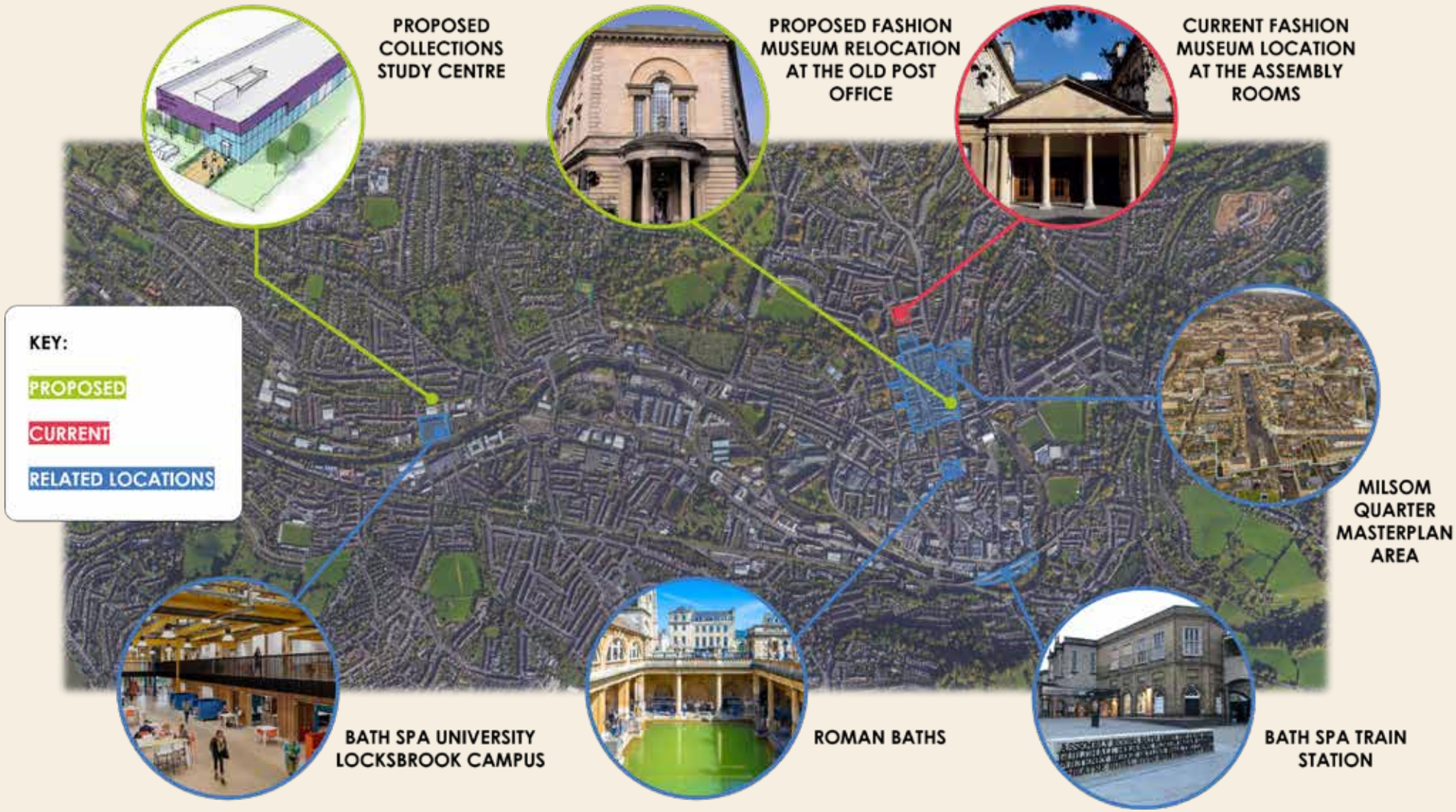
2013



2019

Many items lent to the most successful fashion show ever at the **V&A: Christian Dior, Designer of Dreams**

Map of key Fashion Museum project locations



For further information please contact

Robert Campbell
Head of Heritage Services
B&NES Council

Robert_Campbell@bathnes.gov.uk



Bath & North East Somerset Council

Improving People's Lives

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Bath & North East Somerset Council			
MEETING/ DECISION MAKER:	**Cabinet**		
MEETING/ DECISION DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	3393
TITLE:	**Community Services Transformation Programme – Adult Social Care**		
WARD:	All		
AN OPEN PUBLIC ITEM			
List of attachments to this report: **Appendix 1** Adult Social Care Strategic Outline Business Case (SOC) October 2022			

1. THE ISSUE

1.1 Following the options appraisal by the Council and Clinical Commissioning Group (Bath & North East Somerset, Swindon and Wiltshire Integrated Care Board as of 1st July 2022, referred to as ICB) decisions were taken by both the Cabinet and CCG Governing Body on 26th May 2022 to not extend the contract term for the three-year period (Option 3) with HCRG Care Group for the delivery of Community Services in B&NES.

1.2 The decision to not exercise the extension now requires a decision to be made to progress the preferred option for the service delivery model for Adult Social Care (ASC) services. A report went to cabinet on 8th September 2022 to provide an update on progress, but the meeting was cancelled due to the death of HM the Queen. In line with that report a Strategic Outline Case (SOC) is attached to start the process of putting new arrangements in place from 1st April 2024.

1.3 Outline Business Cases will be produced for other services either provided directly or as sub-contracts of HCRG Care Group by February 2023 in line with the 3 programmes detailed in the 8th September 2022 Cabinet report.

2. RECOMMENDATION

Cabinet is asked to:

2.1 Agree to the recommendation in the Strategic Outline Case to proceed to Outline and Final Business Case with the insourcing of Adult Social Care Services as detailed in the contract with HCRG Care Group as PD01 - Statutory Adult Social Work and SD43 - Adults with Learning Disabilities.

2.2 Delegate responsibility for insourcing PD01 and SD43 to the Director of Adult Social Services in consultation with the lead Cabinet member for Adult Social Services and the Chief Financial Officer subject to the sign-off of the Outline and Final Business Cases.

3 Background

3.1 Full information in relation to the issue and required background information can be found in the 8th September 2022 Community Services Design Update. The decisions taken by Cabinet and the Clinical Commissioning Group (CCG) Governing Body to not exercise the Option to extend the Community Services contract with HCRG Care Group requires the Council and the Integrated Care Board (ICB) to put new Community Services arrangements in place from 1st April 2024

3.2 The ASC SOC at **Appendix 1** concentrates on the provision of statutory adult social care services as defined by PD01 and SD43 of the current contract specification. Both services are directly delivered by HCRG Care Group (with some use of sub-contractors for SD43).

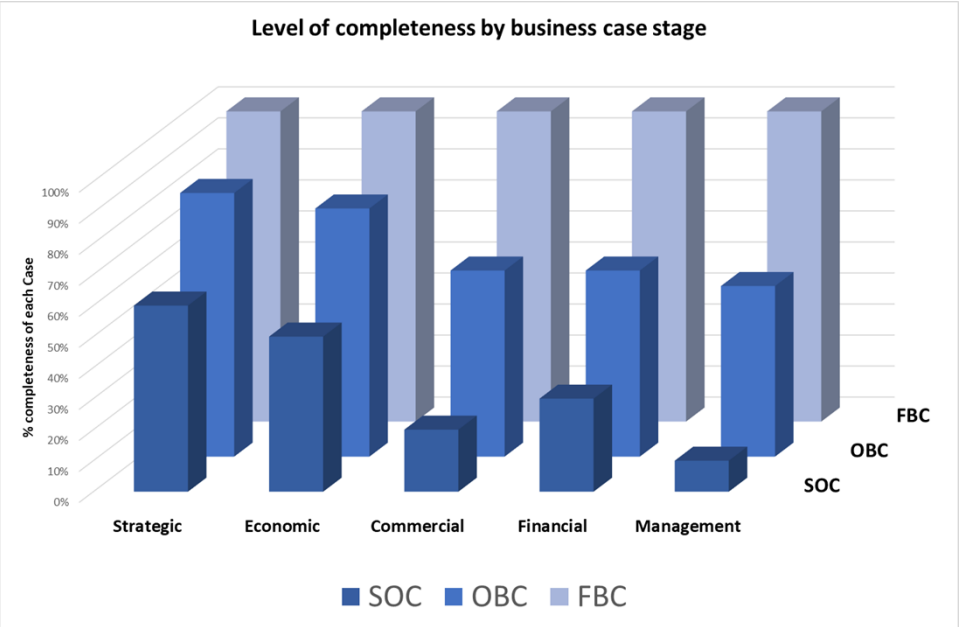
3.3 The Business Case Process

The purpose of a business case is to weigh up the costs and benefits of a selection of potential options and thereby present the argument for proceeding with a preferred course of action. It provides the opportunity to undertake a comprehensive analysis of the preferred option identified during the options appraisal stage.

The stages required and the level of detail required within a business case will vary depending on the size of the project. A significant or high value project should proceed through all the stages below, whereas smaller and lower value projects can have a lighter touch approach.

The Business Case Stages

- **Strategic Outline Case (SOC)**
  This document is to establish a robust case for change that supports approval to proceed to later business case stages, and approval for the costs associated with their production.
- **Outline Business Case (OBC)**
  The main purpose of the OBC is to revisit the case for change and the preferred way forward identified in the SOC. It's also to establish the option which optimises value for money, assess the affordability and demonstrates that the proposed scheme is viable for delivery.
- **Full Business Case (FBC)**
  The FBC confirms that the scheme is affordable, the most economically advantageous offer is being procured and the project is ready to proceed. In addition, the FBC explains the fundamentals of the negotiated deal and demonstrates that the required output can be successfully achieved.



3.4 The following strategic objectives were considered under the appended SOC

	Objective
SO1	To ensure the safe transfer of ASC care services following the decision not to extend the existing contract term with HCRG Care Group.
SO2	To provide the opportunity to redesign the ASC service delivery model in readiness for the ASC reforms.
SO3	Statutory function of PD01 Adult Social Workers to be under direct control of Council.
SO4	Preserving and extending the successful initiatives and integrated ways of working delivered in ASC under the existing contract.
SO5	Facilitates collaboration at scale with both the Integrated Care Board (ICB) and Bath and North East Somerset, Swindon and Wiltshire (BSW) partners
SO6	The in-sourcing of all services is a manifesto commitment and is a key priority agreed by the current B&NES Cabinet

3.5 Three options were reviewed in detail.

Option		Assessment	Justification
Op.1	Re-commission service delivery for B&NES	**Alternative Option**	This option does not meet the original intention of the programme and has a number of significant risks in relation to a potential legal challenge as well as in regard to the retention of the existing workforce.
Op.2	In-source service delivery	**Preferred Option**	This is the only feasible option that would provide the solution required to deliver the programme.
Op.3	Set up a new organisation to deliver services for B&NES	**Discount**	This is not feasible as it would not be possible to implement this solution within the time frames required and has not been successful when implemented by other LA's in BSW due to provider failure.

3.6 The table on the following page matches the Strategic Objectives and the Critical Success Factors in coming to the above conclusions.

	Meets strategic objectives and critical success factors
	Partially meets strategic objectives and critical success factors
	Does not meet strategic objectives and critical success factors

	Option 1 Re-commission service delivery for B&NES	Options 2 In-source service delivery to B&NES Council	Options 3 Set up a new organisation to deliver services for B&NES
Strategic Objective			
SO1 To ensure the safe transfer of ASC care services			
SO2 To provide the opportunity to redesign the ASC service delivery model			
SO3 Statutory function of PD01 Adult Social Workers to be under direct control of Council.			
SO4 Preserving and extending the successful initiatives and integrated ways of working delivered in ASC			
SO5 Facilitates collaboration at scale with the ICB and BSW partners			
SO6 The in-sourcing of all services is a key priority agreed by the B&NES Cabinet			
Critical Success Factors			
CSF1 Meets strategic fit and service needs			
CSF2 Optimises value for money			
CSF3 Ensures continuity of care services			
CSF4 Achieves long term affordability			
CSF5 Achievable in delivery			
CSF6 Attracts, retains, and develops the required workforce			
Results	Discount	Preferred Way Forward	Discount

4 STATUTORY CONSIDERATIONS

4.1 Full information in relation to regulatory considerations can be found in the 26th May 2022 report to Cabinet – HCRG Care Group Options Appraisal in section 4 of the report. Further considerations of the future statutory requirements are included in the Adult Social Care SOC attached at **Appendix 1**.

4.2 Two statutory services were removed from the HCRG Care Group contract at the start of Year 6 (1st April 2022 – 31st March 2023) by mutual agreement with HCRG Care Group. These services are Strategic Adult Safeguarding which has been returned to the Council and Continuing Health Care has returned to the ICB.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 Additional capacity was identified as being required for programme management as well as subject matter expertise to deliver the three work programmes identified in the 8th September 2022 Cabinet report. This is being met through a mixed model of procurement of professional services (completed in September 2022), investment in interim project roles, back filling current roles to release capacity to focus on this programme and utilisation of fixed term staff to fulfil specified activities to a defined brief. The process to ensure sufficient project and programme management resource is ongoing.

5.2 It is expected that the cost of mobilisation will be met from the Adult Social Care reserve. The Adult Social Care reserve currently stands at £7.3m with £3.3m not committed, however this may be put under pressure by the current cost of living and inflationary pressures impacting the service. As ASC makes up 61% of the services delivered under the existing contract this proportion of the expected programme management, procurement and mobilisation costs has been used for initial resource planning. At this stage it does not consider any contractual termination costs. A more detailed resource plan will now be developed as part of the management case for the OBC to ensure it is sufficient including appropriate contingency for any issues identified during the project.

Year	Estimated cost to deliver ASC programme (assumed 61%)
Year One 2022/23	£274,500
Year Two 2023/24	£549,000

5.3 Project costs associated with the establishment of an ongoing delivery model of ASC provision within the Council will be funded from the Adult Social Care reserve.

5.4 Programme management and transition costs that relate to services that are integrated with health will be managed through the programme governance set out the 8th September 2022 Cabinet report with costs identified and charged accordingly. ASC costs will continue to be funded by the Council or the Better Care Fund (where appropriate)

5.5 Programme management and ongoing transformation costs from 2024/25 will be funded by the existing value within the HCRG Care Group contract following movement of resources as the contract ends. Any arising pressures will require mitigation from within the budget envelope for the provision of social care, to recognise financial risk a commitment will be held against the social care reserve place following due diligence on current and future operating costs.

5.6 The decision to in-source ASC services PD01 and SD43 will require the transfer of circa 281 staff (see table below) from HCRG Care Group to B&NES. This will move the Council away from a commissioning model for the delivery of ASC services and back to one of direct delivery which requires different skills and capabilities with ASC and across the Council's support services, for example Human Resources (including payroll), financial management and IT (including IT support and systems development). This is not an exhaustive list at this stage.

Role	Head count	FTE
First Response	10	8.20
Hearing & Vision Social Work	3	1.98
D2D Social Work Team	12	10.82
LD and Social Care Direct reports	9	8.60
Annual Review Team	8	7.51
Autism Social Work Team	6	5.31
Employment Inclusion Service	5	4.44
LD Social Work Team	17	14.61
LD Carrswood	43	33.26
LD Complex Health Needs Service	23	19.61
LD Connections	35	23.30
LD Shared Lives	5	4.05
LD Supported Living Service	52	42.90
Social Care OT Bath & NES	17	12.96
Social Care Business Support	8	7.21
Social Work Community Teams Bath & NES	28	23.95
Total	**281.00**	**228.71**

6 RISK MANAGEMENT

6.1 An Adult Social Care Transfer of Services risk register will be maintained, in addition to the overarching Community Services Transformation Programme risk register, to demonstrate robust assurance of risk management and mitigation actions. Specific risks are included within the ASC SOC attached at **Appendix 1.**

6.2 The main strategic risk identified is the security of the service provision by 1st April 2024. The main factor that impacts this is the security of the workforce model, and the potential impacts on internal resources and capabilities.

6.3 There are risks associated with the transfer process itself for the c.280 staff impacted. Inheriting staff on multiple terms and conditions that need to be built and managed will require resource and planning from across the organisation including in HR, finance and ASC during the transfer process. In the longer term this will require differing skills and capabilities to manage such a large influx of directly employed personnel.

6.4 There are also ongoing risks of directly managing a workforce that is difficult to recruit and retain, and care will need to be taken during the transfer process to accurately define and assess the volume of inherited vacancies as well as employee relations casework etc.

6.5 The Council has not been a provider of Learning Disabilities provision for several years and so will be required meet CQC requirements and work with the other providers who provide local provision.

6.6 Other identified strategic risks include the separation of statutory social work from the contractual integrated health care system relationship, and if the Council and ICB's views on

the future model for the provision of the Complex needs service do not align, it could have potential adverse impact on the model for the remaining services in this grouping.

7 EQUALITIES

7.1 Equalities Impact Assessment (EIA) – this will be completed as part of the recommendations made to Cabinet in February 2023 on the new model of delivery for community services.

8 CLIMATE CHANGE

8.1 At this stage officers do not expect any effect on the Council's carbon footprint; however, this will be considered at future stages of the Business Case process.

9 OTHER OPTIONS CONSIDERED

9.1 All options considered are included within the SOC at **Appendix 1**

10 CONSULTATION

10.1 As joint commissioners of the B&NES Community Services contract the Council and ICB will continue to work in partnership to deliver the Community Services Transformation Programme and make recommendations on a new model of delivery for Community Services to Cabinet and the ICB. Consultation and stakeholder engagement at appropriate stages will be included within the programme. This includes early engagement and consultation with staff directly and indirectly affected by the decision, as well as with our corporate trade unions; Unison, Unite and GMB.

Contact person	Suzanne Westhead – Director of Adult Social Care
Background papers	26th May 2022 report to Cabinet – HCRG Care Group Options Appraisal 8th September 2022 Community Services Design Update
Please contact the report author if you need to access this report in an alternative format	



Bath & North East Somerset Council

Adult Social Care
Strategic Outline Case

October 2022

SRO:	**Suzanne Westhead**
Project Manager:	**Claire Thorogood**
Organisation:	**Bath and North-East Somerset Council**

	Name	Signature	Date
Prepared by:	Claire Thorogood – B&NES Council		
	Richard Howroyd – B&NES Council		
	Elaine Anning – GCF (consultant)		
Reviewed by:			
Approved by:			

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Background

Bath & North East Somerset Council (B&NES) and Bath and North East Somerset Clinical Commissioning Group (the CCG) contracted with Virgin Care Services Limited (subsequently renamed HCRG Care Group) for the delivery of a range of health, social care and public health services with effect from 1st April 2017. The contract is in the sixth year (2022/23) of the initial seven-year term with an option for the commissioners to extend the initial term by three years, taking the full extended contract term to 2026/2027.

Following an options appraisal jointly conducted by the Council and Clinical Commissioning Group (Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board as of 1st July 2022, referred to as ICB) decisions were taken by both the Cabinet and CCG Governing Body on 26th May 2022 to not extend the contract term for the three-year period (Option 3) with HCRG Care Group for the delivery of Community Services in B&NES.

Purpose

The purpose of this strategic outline case (SOC) is to set out the case for finding an appropriate solution for the delivery of Adult Social Care (ASC) services following the expiration of the existing contract with HCRG Care Group on 31 March 2024. ASC as defined in this SOC cover the following services lines within the contract:

- PD01 - Statutory Adult Social Work
- SD43 - Adults with a Learning Disability

The SOC describes potential options to address the opportunity B&NES now has in respect of providing continuity of service provision for its population. It seeks to gain approval for the in-sourcing of ASC services, so they are directly controlled by B&NES, in line with the standard operating model as seen across the majority of Local Authorities (LA's).

Executive Summary

Strategic Case

Existing arrangements

Existing ASC services are fully provided under the HCRG Care Group contract until the contract termination date of 31st March 2024.

Strategic objectives

	Objective
SO1	To ensure the safe transfer of ASC care services following the decision not to extend the existing contract term with HCRG Care Group.
SO2	To provide the opportunity to redesign the ASC service delivery model in readiness for the ASC reforms.
SO3	Statutory function of PD01 Adult Social Workers to be under direct control of Council.
SO4	Preserving and extending the successful initiatives and integrated ways of working delivered in ASC under the existing contract.
SO5	Facilitates collaboration at scale with both the Integrated Care Board (ICB) and Bath and North East Somerset, Swindon and Wiltshire (BSW) partners
SO6	The in-sourcing of all services is a manifesto commitment and is a key priority agreed by the current B&NES Cabinet

Table 1.1: Strategic Objectives

Strategic benefits, disbenefits and risks

Strategic Benefit	Strategic Disbenefit	Strategic Risk
Redesign of the Service Delivery Model	Implementation	Security of service provision
Enhanced control of provision		
Financial efficiency savings		

Table 1.2: Strategic benefits, disbenefits and risks

Economic Case

Critical Success Factors (CSFs)

	Critical Success Factor
CSF1	Meets strategic fit and service needs
CSF2	Optimises value for money
CSF3	Ensures continuity of care services
CSF4	Achieves long term affordability
CSF5	Achievable in delivery
CSF6	Attracts, retains and develops the required workforce

Table 1.3: Critical Success Factors

Shortlisted Options

- Option 1: Re-commission service delivery for B&NES
- Option 2: In-source service delivery to B&NES Council
- Option 3: Set up a new organisation to deliver services for B&NES

Assessment and Justifications

Option		Assessment	Justification
Op.1	Re-commission service delivery for B&NES	**Alternative Option**	This option does not meet the original intention of the programme and has a number of significant risks in relation to a potential legal challenge as well as in regard to the retention of the existing workforce.
Op.2	In-source service delivery	**Preferred Option**	This is the only feasible option that would provide the solution required to deliver the programme.
Op.3	Set up a new organisation to deliver services for B&NES	**Discount**	This is not feasible as it would not be possible to implement this solution within the time frames required and has not been successful when implemented by other LA's in BSW due to provider failure.

Table 1.4: Assessment and justifications by Option

Commercial Case

Considerations for In-sourcing

- Is most likely to ensure the safe transfer of services and reduces the likelihood of any potential legal challenge
- Alignment with the standard operating model across the majority of LA's
- Traditional workplace for social workers, which should aid recruitment and retention.
- The council will not be able to rely on contractual levers to manage and explain performance
- Ambitious timeline to develop a market engagement strategy to support the ASC's Adults with a Learning Disability workstream (SD43) and for TUPE transfers. These risks will be carefully managed to ensure the timelines are achievable and the required activities are scheduled appropriately in the programme delivery plan
- Workforce considerations are a key priority and considerable care must be taken to not increase any existing vacancies and to prevent destabilisation of the existing workforce
- This will move the Council away from a commissioning model for the delivery of ASC services and back to one of direct delivery which requires different skills and capabilities with ASC and across the Council's support services, for example Human Resources (including payroll), financial management and IT (including IT support and systems development). This is not an exhaustive list at this stage

Financial Case

Implementation Costs

It is estimated that the cost of mobilisation, safeguarding and safe service transition for the entire programme will cost c.£1.35m over the 2 years to March 2024 for the transfer of the Community Services Design Programme.

As ASC makes up 61% of the services delivered under the existing contract this proportion of the expected programme management, procurement and mobilisation costs has been estimated and is shown in table 1.5 below.

Year	Estimated cost to deliver ASC programme (assumed 61%)
Year One 2022/23	£274,500
Year Two 2023/24	£549,000

Table 1.5: Implementation costs

Ongoing Delivery Costs

The affordability of ongoing services is assumed to sit within original budgetary envelope for 2024/25. There have been no inflationary adjustments to this value as the contractual terms is based on a flat cash cost fiunder the current contractual arrangements. Any overspend in the year 2024/25 will be met by adult social care reserves.

Current funding for the provision of services are below, however they do not necessarily reflect the cost of delivery.:

Service	Cost 2024/25
PD01 Statutory Social Work	£3.8m
SD43 Adults with a Learning Disability	£5.6m
Total cost	**£9.4m**

Table 1.6: Provision of service funding

Management Case

There are a number of considerations in regard to management of the ASC programme as it moves to OBC as well as the potential impacts once the Preferred Way Forward (PWF) is successfully implemented.

- Mobilisation
- Data, reporting and performance
- Governance
- Workforce
- Programme assurance
- Extra financial cost
- Contracting
- Community and engagement

Strategic Case

Strategic Context

Following the joint decision by the B&NES Cabinet and CCG Governing Body not to extend the contract term for the three-year period (Option 3) with HCRG Care Group a solution must be found to ensure the safe landing of ASC services by the contract end date of 31st March 2024.

The purpose of this strategic outline case (SOC) is to set out the case for finding an appropriate solution for the delivery of ASC services following the expiration of the existing contract with HCRG Care Group. ASC as defined in this SOC cover the following services lines:

- PD01 - Statutory Adult Social Work
- SD43 - Adults with a Learning Disability

The SOC describes potential options to address the opportunity B&NES now has in respect of providing continuity of service provision for its population. It seeks to gain approval for the in-sourcing of ASC services, so they are directly controlled by B&NES council, in line with the standard operating model across the majority of Local Authorities (LA's).

Organisational Overview

The current B&NES administration was elected in May 2019 on a bold and ambitious manifesto of change with the clear purpose of improving people's lives. There are recognised budget pressures in delivering the statutory social care duties to support vulnerable residents with over 80% of funding now going into health, social care and children's services.

Following the decision in 2016 to change to a prime provider model to address the challenges faced by the local health and social care system there has been considerable opposition to the outsourcing of care services at both a national and local level. The acquisition of Virgin Care Services Ltd by a private equity company (T20 Holdings) has increased these concerns. Even though the existing contract with HCRG Care Group has been well managed and delivered, it has remained a source of contention and now with the agreed end date for the existing contract, this aspiration to revert to an in-sourced delivery model can be fully considered and appraised.

Business strategy and aims

The SOC describes potential options to address the opportunity B&NES now has in respect of providing continuity of ASC service provision for its population. It seeks to gain approval for the in-sourcing of ASC services, so they are directly controlled by B&NES council, in line with the standard operating model across the majority of Local Authorities (LA's).

This programme aligns with the overarching review of all services currently provided by HCRG Care Group following the 31st March 2024 contract end date. Many of the other services are either jointly provided with or sub contracted to third sector providers (community partners) and there will be a variety of different delivery models that need to be considered for the future.

Other relevant strategies

This programme also supports the wider reforms detailed within the Health and Care Act 2022. The Act is the legislative part of a wide range of policy reforms aimed at transforming health, care and wellbeing, in particular improving health and care services through better health and care integration and tackling growing health inequalities.

The case for change

The current provision of ASC services, both Statutory Adult Social Work (PD01) and Adults with a Learning Disability (SD43), are contracted to HCRG Care Group. This arrangement is contractual, and the contract will expire at the end of March 2024 so a new service provision solution must be found.

As the extension with HCRG Care Group was not approved other solutions need to be explored under this SOC to ensure the safe transfer of services at the contract termination date.

Strategic objectives and SMART Goals

	Objective	SMART Goals				
		Specific	Measurable	Achievable	Relevant	Time-constrained
SO1	**To ensure the safe transfer of ASC care services following the decision not to extend the existing contract term with HCRG Care Group.**	To transfer the ASC services effectively and safely to ensure continuity of care services provision.	Current delivery and performance standards in ASC delivery are as a minimum maintained following implementation of the solution.	A suitable solution that can ensure the ASC services continue in line with existing service and performance levels within the require timeframe and without unachievable cost implications.	The solution meets the statutory and regulatory requirements for ASC and maintains the existing standards of care.	Safe transfer of services must be achieved by the 1st April 24 as the existing contract with HCRG expires at the end of March 24.
SO2	**To provide the opportunity to redesign the ASC service delivery model in readiness for the ASC reforms.**	The solution should provide the flexibility in the commercial aspects of ASC service provision to enable redesign in readiness for the ASC health reforms.	Upon transfer there is sufficient identified flexibility within the new provider model for ASC to provide the opportunity for redesign.	The identified solution does not create any unwanted or additional constraints in the delivery of ASC and is not hindered by contractual negotiation requirements which would impede service redesign.	The solution meets the existing requirements for SC delivery and has the potential to adapt to meet future requirements.	To be reviewed in full for redesign by March 2026, following the safe landing of the services by the 1st April 24
SO3	**Statutory function of PD01 Adult Social Workers to be under direct control of Council.**	The control of PD01 Adult Statutory Social Work is under the direct control of B&NES Council	All elements of delivery of Adult Social Work are directly controlled by B&NES council, delivering increased agility and ability to deliver change and improve performance.	Services and staffing to deliver Adult Social Work can be brough in house with no dip in the standards of service delivery or performance.	The solution brings B&NES in line with the standard operating model across majority of LA's.	To be achieved by 1st April 24.
SO4	**Preserving and extending the successful initiatives and integrated ways of working delivered in ASC under the existing contract.**	Existing successful initiatives and integrated ways of working in ASC are preserved and, where possible, extended.	No loss of successful initiatives or integrated ways of working are seen in ASC following implementation of the solution.	The solution ensures that ASC preserves the good work and working practices seen under the existing contract.	The solution enables existing ways of working that both support and build on the excellent foundations currently in operation.	To be ongoing following the safe landing of ASC services on the 1st April 24.
SO5	**Facilitates collaboration at scale with both the Integrated Care Board (ICB) and Bristol, Swindon and Wiltshire (BSW) partners**	The solution enables and promotes active collaboration at scale in ASC provision with the ICB and BSW partners.	Opportunities for collaboration are identified during the OBC process and these are defined and progressed. This leads to simplified service pathways, and improved deployment of resources.	Opportunities for collaboration in ASC are provided by the solution and these can be progressed effectively to simplify service pathways and enhance resource efficiencies.	To provide a revised model that provides the opportunities to collaborate to simplify service pathways in ASC and improve the deployment of resources, ultimately creating efficiencies.	Collaboration with the ICB and BSW partners in delivering ASC to be ongoing from May 24, following the safe landing of the services by the 1st April 24
SO6	**The in-sourcing of services is a manifesto commitment and is a key priority agreed by the B&NES Cabinet**	All ASC services are in-sourced and under the control of the B&NES council.	All elements of ASC care are either directly delivered by or directly contracted to B&NES council.	The solution ensures that ASC services are either directly delivered by or directly contracted to B&NES council.	The solution enables direct control of both delivery and delivery contracts with ASC care providers.	To be achieved by 1st April 24.

Table 1.7: Strategic Objectives and SMART Goals

Existing arrangements

Existing ASC services are fully provided under the HCRG Care Group contract until the contract termination date of 31st March 2024.

Current and future needs

Adult Social Care Transformation

Due to the changes in demand and needs arising from the pandemic, Adult Social Care has been required to find more effective ways to keep people in their own homes or communities for as long as possible, to avoid hospital admissions, delay or reduce their escalation of need and find innovative ways to meet their social care needs.

Where people experience a crisis in their lives, rather than intervening to remove people from the crisis the services should work with them and their families to manage the crisis, become more resilient and develop skills to deal with issues in the future.

As part of the transformation programme the transitions service will engage earlier with children and young people who are receiving help from Children's Social Care and Education, ensuring there is no gap in support as young people move between the two services, which means it must have an all-age focus.

Where people do need support, it should be as easy as possible to access services. People will be able to get the help, advice and support they need online, by phone and through the Community Wellbeing Hub or where required through home visits.

The Adult Social Care Internal Transformation Group (ITG) oversees each of the 7 Adult Social Care transformation projects.

The following Adult Social Care transformation projects commenced during 2021/22:

- **Community Resilience; Social Care Front Door and Social Care Processes and Interventions**
- **Reablement**
- **Community Services Framework – Mental Health**
- **Transitions**
- **Redesign Liquid Logic**

Community Resilience; Social Care Front Door and Social Care Processes and Interventions

The prime focus of the work is to ensure that people contacting Social Care have an easier, clearer way of accessing information, advice and support as required.

Reablement

The Reablement service aims to ensure positive change using user-defined goals and is designed to enable people to gain (or regain) their confidence, ability, and necessary skills to live as independently as possible.

Community Services Framework (Mental Health)

The Community Services Framework model builds upon the BSW Thrive Strategy and will be fully transformational across primary, secondary and third sector services. The Community Services Framework Infrastructure Providers for the B&NES locality are AWP, Oxford Health, and Bath Mind. Community Services Framework 3rd sector providers for the Swindon locality are Swindon & Gloucestershire Mind, and for Wiltshire they are Alabare and Rethink.

Transitions

For the people of B&NES the aim of the Transitions project is to help young people and their carers have a better experience of the transitions process from children's to adult services by improving the way it's currently delivered.

Redesign Liquid Logic

The Liquid Logic system is the case management and recording backbone of the Social Care services provision and represents a significant investment for the Council. The redesign project is reviewing the established system workflow in Adult Social Care to determine if the current usage of the Liquid Logic system product is best utilised and to make recommendations on any changes required.

Adult Social Care Reforms

The government has started a process to transform adult social care. Some significant objectives being to acknowledge the important role of families and friends in caring for one another, whilst also enabling those who provide unpaid care to a friend or loved one to be supported to achieve their own life goals. And for the adult social care workforce to feel recognised and to have opportunities to develop their careers.

This white paper, People at the Heart of Care published in December 2021 sets out an ambitious 10-year vision for how care in England will be supported to transform. The vision puts people at its heart and revolves around three objectives:

1. People have choice, control, and support to live independent lives.

2. People can access outstanding quality and tailored care and support.

3. People find adult social care fair and accessible.

These changes will have wide reaching impacts over a significant time period for Local Authorities, and care provision models must be ready and able to accommodate these reforms. These will include a specific focus on strengthening market shaping and commissioning functions, and plans for improved data to assess local areas performance.

Potential scope and service requirements

These ASC reforms, alongside the requirement to ensure the safe landing of services at the end of the existing out-sourced contract, mean that the provision of ASC must now be reviewed to ensure it provides the flexibility, efficiency and control required to accommodate the changes and to ensure the services provide the right care, in the right way and at the right time.

Excellent progress has been made in the provision of ASC in the B&NES area, and these successfully delivered integrated ways of working and initiatives should form the strong foundations of the prosed redesign of services. Care must be taken to preserve the positive outcomes that have been delivered, and to build on the excellent work undertaken.

Existing performance data for both service lines continues to be monitored as part of the formal contract management process but it should be noted that performance across the health and care system is still recovering post-Covid, and this is an issue facing LA's and providers both locally and nationally.

Workforce

The people who make up the workforce who deliver ASC, both directly employed and contracted, are the most important asset in the delivery of care. Working in social care can be rewarding but challenging as well, and staff have shown their dedication for those they support. The ASC workforce must be one in which people can experience a rewarding career with opportunities to develop and progress now and in the future and where staff are empowered to deliver the highest quality of care.

The table below shows the head count and Full Time Equivalent (FTE) for the workforce that deliver ASC under the existing contract

Adult Social Care Head Count and FTE

Role	Head count	FTE
First Response	10	8.20
Hearing & Vision Social Work	3	1.98
D2D Social Work Team	12	10.82
LD and Social Care Direct reports	9	8.60
Annual Review Team	8	7.51
Autism Social Work Team	6	5.31
Employment Inclusion Service	5	4.44
LD Social Work Team	17	14.61
LD Carrswood	43	33.26
LD Complex Health Needs Service	23	19.61
LD Connections	35	23.30
LD Shared Lives	5	4.05
LD Supported Living Service	52	42.90
Social Care OT Bath & NES	17	12.96
Social Care Business Support	8	7.21
Social Work Community Teams Bath & NES	28	23.95
Total	**281.00**	**228.71**

Table 1.8 – ASC Headcount and FTE

	Social Care - Work
	LD & Social Care - Work Direct Reports to DP
	LD Social Care
	LD Health

Main strategic benefits

The main strategic benefits identified within this business case are detailed in the table below.

Strategic Benefit	Detailed Benefits
Redesign of the Service Delivery Model	Ability to change and adapt operating model in readiness for adult social care reforms
	Ability to collaborate fully with the Integrated Care Board (ICB) and Bath, Swindon and Wiltshire (BSW) partners.
	Streamline governance and assurance processes to drive improved performance
	Align with Children's social care and develop an all-age model
Enhanced control of provision	Align future savings plans within commissioning cycle
	Ability to respond to service demand without being subject to contractual negotiation
	Increased agility and ability to deliver change and improve performance
	To develop a sufficient service to re-patriate service users placed out of area and return to B&NES
Financial efficiency savings	Resource benefit by focusing on service delivery and improvement and not contract management and performance monitoring
	Ability to use the council's full portfolio of buildings and assets to deliver services and reduce overhead costs

Table 1.9: Main strategic benefits

Main strategic disbenefits

The main strategic disbenefits identified within this business case are detailed in the table below.

Strategic Disbenefit	Detailed Disbenefits
Implementation	Bringing the Complex needs service in house will require the council to invest in and set up specialist governance and operational structures for the delivery of health services
	Additional costs of in-sourcing provision to include additional back-office provision required for implementation and to support ongoing provision

Table 1.10: Main strategic disbenefits

Main strategic risks

The main strategic risks identified within this business case are detailed in the table below.

Strategic Risk	Detailed Risks
Security of service provision	To ensure the safe transfer of services by 1st April 2024
	Avoidance of disruption
	The Council has not been a provider of Learning Disabilities provision for several years and so will be required meet CQC requirements and work with the other providers who provide local provision.
	There are ongoing risks of directly managing a workforce that is difficult to recruit and retain, and care will need to be taken during the transfer process to accurately define and assess the volume of inherited vacancies as well as employee relations casework etc.
	Council and ICB's views on the future model for the provision of the Complex needs service might not align, with potential adverse impact on the model for the remaining services in this grouping
	Separation of statutory social work from the contractual integrated health care system relationship

Table 1.11: Main strategic risks

Strategic Constraints

The main strategic constraints identified within this business case are detailed in the table below.

Strategic Constraints	Detailed Constraint
Transfer of services	Significant one-off mobilisation and transfer costs are a drain on the ASC reserve
	Large scale TUPE transfer project in a very short timescale (1st April 2024) with multiple contracts and varied terms and conditions for current provider workforce
	Keeping Shared Lives service in the learning disability portfolio might restrict opportunities to develop this service to other population groups.
	The Council has not been a provider of Learning Disabilities provision for several years and is required to

	undertake market engagement and develop strategy for becoming a provider in the market

Table 1.12: Main strategic constraints

Strategic Dependencies

The main strategic dependencies identified within this business case are detailed in the table below.

Strategic Dependency	Detailed Dependency
Health and Care Reforms	Ensure the programme aligns with the transformational changes and timelines identified as part of the ongoing reforms.
Governance	Ensure that the solution meets the required governance approvals and aligns with the changes designed to empower local commissioning bodies.
Adult Social Care Internal Transformation Group (ITG)	At OBC a detailed review will need to be conducted of any ongoing changes implemented under the existing HCRG Care Group contract to ensure these can be adequately progressed and progress is not lost. The transformation programme that Adult Social Care services are undertaking is expected to deliver savings through efficiencies of £4m over a 3-year period from 2022 to 2025.

Table 1.13: Main strategic dependencies

Economic Case

Critical Success Factors (CSFs)

The identified and agreed Critical Success Factors for the programme are as follows:

	Critical Success Factor	CSF Goals
CSF1	Meets strategic fit and service needs	The ASC solution meets B&NES' strategic plans and objectives
		Maximises potential opportunities to streamline governance and the assurance processes in ASC provision to drive improved performance
		Provides continuity of ASC from 1st April 24
		Provides the opportunity to align future savings plans in ASC within the commissioning cycle
		Supports the opportunity for a System-wide care service model to be designed
CSF2	Optimises value for money	Provides the opportunity for optimisation of public value, including streamline governance and the assurance processes in ASC provision and making use of existing council property and assets to improve value for money in service delivery
CSF3	Ensures continuity of care services	Existing delivery and performance standards in ASC provision are at a minimum maintained.
CSF4	Achieves long term affordability	Achieves long term financial stability - affordable provision of ASC services (including revenue and capital impacts)
CSF5	Achievable in delivery	Is likely to be delivered given the councils and systems capacity to coordinate the project within the required timeframes
		Matches the level of available skills and resourcing required for successful delivery
CSF6	Attracts, retains and develops the required workforce	Will be attractive to the workforce required to support the option and will not lead to increases in the level of vacant positions.
		Creates opportunity for synergies between System partners and enhanced collaboration between service delivery personnel.

Table 1.14: Critical Success Factors and goals

Long listed Options

HCRG Care Group – Full Prime Contract Options Appraisal

On 4 April 2022, an Options Appraisal Workshop was carried out to gather views and opinions from commissioner representatives from the Council and BSWCCG on the following four options:

- Option 1 - Extend the contract term for the 3-year period (until 2026/27)
- Option 2 - Extend for an alternative period
- Option 3 – Allow contract to end with no contract extension beyond 31 March 2024
- Option 4 –Termination of the contract before 31 March 2024

As noted, the decision was taken to progress with Option 3 and no contract extension was granted. Due to the limitations following the decision not to extend the existing contract with HCRG Care Group there were not sufficient options to enable a long list appraisal to be carried out for the provision of ASC services.

This will be reviewed again at OBC to ensure that the 3 short listed options are the only ones available for the transfer of ASC services.

Shortlisted Options

The shortlist of options was arrived at through consultation with Senior Management Teams, Commission Leads and with support from the Strategic Procurement and with external legal advice supplied by Bevan Brittan.

Option 1: Re-commission service delivery for B&NES

Option 2: In-source service delivery to B&NES Council

Option 3: Set up a new organisation to deliver services for B&NES

Business As Usual

In line with HMT Green Book guidance Business as Usual (BAU) would be carried forward into the short list of options as a comparator and provide Option 0. However, in this case BAU is not carried forward as due to the non-extension of the existing contract BAU will not be an option for delivery past the 31st March 2024.

Options Appraisal

An options appraisal has been carried out to review each of these against the projects identified and agreed Investment Objectives (IO) and Critical Success Factors (CSF's) to determine which option will be the preferred way forward.

A workshop was carried out on the 21st September 2022 with stakeholders to review each of the options in detail for both:

- PD01 - Statutory Social Work
- SD43 - Adults with a Learning Disability

The full outputs from both workshops are detailed in **Appendices 1.A** & **1.B** ASC PD01 Operating Model Options Appraisal Table output from 21st September 2022 and ASC SD43 Operating Model Options Appraisal Table output from 21st September 2022.

Assessment of short list of options against strategic objectives and critical success factors

The shortlist of options was assessed against the strategic objectives and critical success factors in line with HM Treasury Green Book guidelines, the scoring approach below was used to assess the shortlist of options:

	Meets strategic objectives and critical success factors
	Partially meets strategic objectives and critical success factors
	Does not meet strategic objectives and critical success factors

The short list of options has been evaluated to show it meets, partially meets, or does not meet, each of the projects identified strategic objectives as defined in the strategic case. The results of the evaluation of these options are provided in the table below.

	Option 1 Re-commission service delivery for B&NES	Options 2 In-source service delivery to B&NES Council	Options 3 Set up a new organisation to deliver services for B&NES
Strategic Objective			
SO1 To ensure the safe transfer of ASC care services			
SO2 To provide the opportunity to redesign the ASC service delivery model			
SO3 Statutory function of PD01 Adult Social Workers to be under direct control of Council.			
SO4 Preserving and extending the successful initiatives and integrated ways of working delivered in ASC			
SO5 Facilitates collaboration at scale with the ICB and BSW partners			
SO6 The in-sourcing of all services is a key priority agreed by the B&NES Cabinet			
Critical Success Factors			
CSF1 Meets strategic fit and service needs			
CSF2 Optimises value for money			
CSF3 Ensures continuity of care services			
CSF4 Achieves long term affordability			
CSF5 Achievable in delivery			
CSF6 Attracts, retains, and develops the required workforce			
Results	Discount	Preferred Way Forward	Discount

Table 1.15 – Short list evaluation against SO's and CSF's

Assessment and Justifications

Option		Assessment	Justification
Op.1	Re-commission service delivery for B&NES	**Alternative Option**	This option does not meet the original intention of the programme and has a number of significant risks in relation to a potential legal challenge as well as in regard to the retention of the existing workforce.
Op.2	In-source service delivery	**Preferred Option**	This is the only feasible option that would provide the solution required to deliver the programme.

Op.3	Set up a new organisation to deliver services for B&NES	**Discount**	This is not feasible as it would not be possible to implement this solution within the time frames required and has not been successful when implemented by other LA's in BWS due to provider failure.

Table 1.16: Assessment and justifications per options

Preferred Way Forward (PWF)

The preferred way forward for the provision of ASC services when taking into account the options appraisal carried out above and reviewing the results of the appraisal workshops carried out on the 21st September (see appendices 1.C & 1.D ASC PD01 Operating Model Options Appraisal Table output from 21st Sept 22 and ASC SD43 Operating Model Options Appraisal Table output from 21st Sept 22) is to in-source services directly to B&NES Council.

This option meets or partially meets all of the strategic objectives and CSF's for the programme.

Commercial Case

There is no true market for the delivery of ASC services as described in PD01, however there is a market for the provision of some services under SD43. From a commercial perspective in-sourcing ASC services is also the most likely option to ensure the safe transfer of services by 1st April 2024. This is of primary importance and therefore supports the justification of this as the PWF.

By in-sourcing services directly to the council this also reduces the likelihood of any potential legal challenge from the current provider following the non-extension of the existing contract.

It will ensure that B&NES would be implementing what is already a standard operating model across most LA's; this would make it easier to benchmark performance in delivery.

In addition to this it provides the traditional workplace for social workers, rather than working in the private sector, which is expected to provide potential to improve recruitment and retention of the workforce.

Considerations for OBC

Under the business-as-usual delivery model B&NES has been able to rely on contractual levers to manage and explain performance. This would no longer be the case when ASC services are in-sourced. Investment would need to be made to support data reporting and performance management to ensure that no detrimental effects were realised which could have a knock-on reputational impact for the council following transfer of ASC services.

It should also be noted that it's a very ambitious timeline for the Council to develop a market engagement strategy to support SD43 (Adults with a Learning Disability) as currently most provision is spot purchased. Also keeping Shared Lives Service in the learning disability portfolio may restrict opportunities to develop this service to other population groups in the future when we consider the provision of SD43. This risk will be carefully managed to ensure the timelines are achievable and the required activities are scheduled appropriately in the programme delivery plan.

There is also an increased risk of entering into multiple contractual arrangements for the provision of SD43 with a mixed provider model. This is likely to lead to increased contractual monitoring and governance requirements for provision of the services and could have a detrimental impact on the financial impacts when compared with the existing costs which are amalgamated within the Prime provider contract.

It is also a short timeframe to implement a large-scale TUPE transfer project (281 employees) with multiple contracts and varied terms and conditions. This will be carefully managed during the OBC phase to ensure timelines are achieved and the risk is effectively managed.

When considering the workforce there are several commercial risks that will require mitigation as we progress the business case process:

- There is the potential for Council workforce destabilisation as the existing provider workforce are on a more favourable salary scale. This could require additional Council budget to 'level up' terms and conditions for the directly employed social worker workforce.
- There is a risk of the Council not being able to attract, recruit and retain a skilled workforce as B&NES salaries do not compare well in neighbouring LA's and could lead to an over reliance on high-cost agency staffing.
- Failure to invest in continued professional development (CPD) of the Council's social workers due to budget restraints, but for the existing provider workforce this CPD investment was contractually obliged under the contract.

These workforce risks are likely to have a financial impact on the provision of ASC services and have been considered within the financial case of this SOC. More detailed work will be required at OBC and through to FBC to accrual quantify the impacts expected and to effectively mitigate the commercial risks to the council.

Financial Case

Implementation Costs

Estimating the financial impact of in-sourcing ASC services to the council is highly complex as the services currently form a part of the far larger Prime provider contractual model, therefore it's not easy to extract the exact specific costs for provision of ASC. Hence, high-level costings have been provided to give an expected indication of the financial impact to the changes required in delivering the services.

It is estimated that the cost of mobilisation, safeguarding and safe service transition for the entire programme will cost £1.35m over the life of the Community Services Design. These will be one-off costs and an estimate has been provided to develop the programme to Full Business Case (FBC). These will cover the following enabling activities:

- Programme management
- Workforce (HR/TUPE/Pensions)
- IT/Systems
- Communications (Internal and External)
- Engagement

- Procurement
- Legal
- Finance
- Data and Performance
- Estates

Year	Estimated cost to deliver entire programme
Year One 2022/23	£450,000
Year Two 2023/24	£900,000

Table 1.17: Estimated entire programme delivery costs

The initial costs associated with the work steams required to in-source ASC services are based on the percentage of these services when compared to those estimated for the full-service provision. As ASC makes up 61% of the services delivered under the existing contract this proportion of the expected programme management, procurement and mobilisation costs has been estimated, using the total estimated costs provided below.

Year	Estimated cost to deliver ASC programme (assumed 61%)
Year One 2022/23	£274,500
Year Two 2023/24	£549,000

Table 1.18: Estimated ASC programme delivery costs

Ongoing Delivery Costs

The affordability of ongoing services is assumed to sit within original budgetary envelope for 2024/25. There have been no inflationary adjustments to this value as the contractual terms are based on a flat cash cost under the current contractual arrangements. Any overspend in the year 2024/25 will be met by social care reserves.

Currently costs for the provision of services are as follows:

Service	Cost 2024/25
PD01 Statutory Social Work	£3.8m
SD43 Adults with a Learning Disability	£5.6m
Total cost	**£9.4m**

Table 1.19: Ongoing delivery costs

Sensitivity Analysis

Sensitivity of ASC Reserves

Currently Adult Social Care reserves sit at £7.4m.

If costs were to increase by 10, 15 or 20% then the impact on ASC reserves is shown in the table below.

Percentage Cost Increase	Cost to ASC Reserve in Year 1 of delivery (2024/25)	ASC Reserves after Deduction in Year 1 of delivery (2024/25)
10%	£0.9m	£6.5m
15%	£1.4m	£6.0m
20%	£1.9m	£5.5m

Table 1.20 Sensitivity of ASC reserves

Sensitivity on salary costs

As all identified costs within this SOC for the provision of ASC services are salary costs, and these will be moving from a flat cash contractual arrangement, sensitivity analysis has been undertaken to show the impact of inflation on these costs for years 2 and 3 of service delivery (2025/26 and 2026/27). The results of these are shown in the table below.

Year	Inflation @ 2%	Inflation @ 3%	Inflation @ 4%
Year 2 2025/26	£9.59m	£9.68m	£9.78m
Year 3 2026/27	£9.78m	£9.97m	£10.17m

Table 1.21: Sensitivity on salary costs

Further work required

For clarity it should be noted that the figures used are excluding any potential impact as a result of the TUPE pension costs, not does it include any costs associated with the transfer of assets or repurchase of equipment as a result of any business transfer agreements.

At present these costs are not known with enough certainty to be quantifiable but further work will be carried out to accurately define and review these at OBC and FBC stage.

Management Case

There are several considerations in regard to management of the ASC programme as it moves to OBC as well as the potential impacts once the PWF is successfully implemented. These are discussed at high level in the sections below.

Mobilisation

There are likely to be significant one-off mobilisation and transition costs for bringing the ASC function back in house. These will impact HR, IT, training and development, finance, systems and accommodation and identification and management of these impacts will need to be qualified for OBC stage.

Data, Reporting and Performance

In-sourcing ASC is expected to deliver more consistency of reporting methodology across services, as the council is responsible for all reporting for social care.

The transition to the new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services and the effects mitigated as far as feasible.

Closer relationship between Business Intelligence (BI) and operational teams under the in-sourced delivery model will facilitate collaborative working to improve data quality, and this safeguards against messaging being 'lost in translation' which can happen when routed through provider management teams as is sometimes seen in BAU.

In addition, the direct management of those inputting data enables targeted management instructions to improve data quality, without relying on the governance of external relationships. This will enable timely improvements to data quality to respond to regulator instructions following assurance visits, for example

Changes to the performance frameworks can be implemented within the governance of one organisation, this will allow for more frequent and timely changes that meet the needs of the council.

In regard to performance monitoring, having a standard operating model in line with that seem across most LA's will make it easier to benchmark ASC service performance.

Governance

Care will need to be taken to manage a potential lack of control due to the divorced position between operational social worker agreeing a care package and the cost pressure created in the Council budget. An example of this would be seen in the home care and residential care packages.

Workforce

A key consideration is how to effectively manage the large-scale TUPE transfer required to in-source ASC service in a very short timescale (1st April 2024), especially with multiple contracts and varied terms and conditions as seen in the current provider workforce.

There is also potential for the Council workforce to be destabilised as the provider workforce are on a more favourable salary scale. This is likely to require additional Council budget to 'level up' terms and conditions for the existing directly employed social worker workforce.

There is a significant risk to the Council of not being able to attract, recruit and retain a skilled workforce as B&NES salaries do not compare well in neighbouring LA's and could lead to an over reliance on high-cost agency staffing. This will need to be carefully managed as the business progresses through to FBC.

At this stage we do not have a complete understanding of the skills and shape of the workforce and how this will fit within the current ASC directorate. This does bring risk with relation to vacancies (and use of agency staff) B&NES may inherit as well as any employee related casework.

Communications

The table below shows the draft communications strategy expectation for the programme at each stage in the process. A more detailed communications strategy will be fully worked up for OBC stage.

What	When	Who	How
Pre-Decision Stage – Informing of facts and decisions being taken	After November decision	Trade Unions (each organisation) HCRG and Council Managers to disseminate to relevant employees	tbc
Preparing for a TUPE transfer If decision made to transfer X services back in house Formal notification of service provision changes between two organisations Inform groups - Why it's happening and who will transfer	Once decision is made which services coming in (once out of any standstill period?)	Council Director writing to HCRG Director TUs HCRG and Council Managers to disseminate to relevant employees	Letter tbc
Regular ongoing communication with stakeholders - key milestones, timetable, progress, collecting questions	Frequency tbc	Steering Group to agree messages Trade Unions Workforce (both HCRG **and** our council teams who might potentially be affected by the service provision change) *HCRG/Council to agree how ongoing questions captured/collated/communicated*	 Monthly Corporate TU meetings – regular agenda item (every 3rd Tuesday Am) Bespoke Newsletter? Staff Comms Intranet Email FAQ collating
Council and HCRG HR leads - formal comms requesting Employee Liability Information and due diligence, council to assess and declare any	ASAP after decision is confirmed and ELI requested	Council and HCRG HR (and Payroll) leads	Letter/Email

What	When	Who	How
measures to enable formal consultation	Takes many months to unpick the detail	Service managers to assess and declare measures	
Formal Consultation on transfer measures e.g. • Any risk of redundancies • If intending any restructuring • Changes in location • Changes to pay dates • Any new working patterns • Any changes to JDs • Different pension arrangements	Only after due diligence received, assessed and council confirm measures (changes) No defined time frame but needs to be meaningful	Trade Unions and Staff (HCRGs consultation – however we will always offer to attend and assist with TUPE FAQs and incoming operational queries	Online - Consider recorded Smaller group/team sessions as 1:1s not feasible for large group FAQ collated and responses circulated
Transfer/Post Transfer			
Director of Service Welcome message HR TUPE welcome Letter (with key data)	Day 1 ASAP after transfer	Director to individual transferees HR to individual transferees	Letter/Email
Induction /Training	tbc	Service manager driven	tbc
Consider any post transfer engagement piece	tbc	Service with HR&OD	tbc

Table 1.22: Draft Communications Strategy

Programme assurance

Programme assurance is the ultimate responsibility of the Programme Board and seeks to provide an independent and objective oversight of the likely future performance of programmes for those responsible for approving the undertaking.

It is designed to be an ongoing process that provides a clear sense of whether a project will accomplish its objectives and if there are significant risks. The objectives of a project assurance function can include:

- Assessing the risks and strengths of the programme

- Ensuring known requirements for programme success are present: skills, processes, structures, and culture
- Providing unbiased, independent evaluation of the programme's prospects for success
- Keeping the Board firmly in control as the programme matures
- Working closely with project teams stakeholders to ensure that risks are collected, prioritised, and mitigated.

Expert support has been brought in to provide overarching programme management and business case production support from consultancy firm Global City Futures. Work will be ongoing under all care services work streams to support implementation and delivery in line with the identified programme timescales.

Other considerations

As the project moves to OBC stage in February 2023 the following will also need to be considered in more detail:

- The additional financial costs will need to be fully quantified
- The impact on contracting
- How the programme manages communication with the community and engagement activities.

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B&NES Community Services Transformation Programme

Programme One - Adult Social Care Redesign & Community Partners

Workstream - Adult Social Care Operating Model (1st April 2024)

Options Appraisal Workshop 21st September 2022 (PD01) Statutory Social Work

Options for Consideration	Option 1: Re-commission service delivery for B&NES
	Option 2: In-source service delivery to B&NES Council
	Option 3: Set up a new organisation to deliver services for B&NES

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
Flexibility to recruit and retain staff in the current market with more favourable remuneration for the workforce	Lack of clarity over the management of the assurance framework as Council hold statutory function and obligation but delivery is by a third party which could have a reputational impact on the Council and changes to performance framework requires sing off by two parties which constrains the pace at which amendments can be implemented and this may affect reporting for the Assurance Framework	Limited providers in the market with experience and expertise to deliver adult social work statutory function
There could be providers with specific expertise in social work service delivery	Service transformation can be less agile as the Council must rely on contractual levers within the contract to agree service development and is subject to significant negotiation with provider and potentially could lead to additional costs	Increase risk of legal challenge if the current provider is not successful in being awarded the contract
Potential for a fixed price contract where funding is capped for duration of contract term	More difficult to collaborate at scale with BSW LA's due to the different operating and contractual model of delivering social work function	Manifesto commitment to in-source services
Provider expertise in CQC assurance framework to drive improvement	The Council's ability to ensure its sufficiency duty will be through contractual levers and therefore could be less agile and responsive to market need	Challenging market to attract, recruit and retain skilled, experienced and qualified social workers
	Contract funding envelop will cost more, even if fixed price, than the current budget envelope as unlikely any provider can deliver the social work function without an increase in funding	Staff morale and change fatigue will impact on workforce retention as tolerance for change is low
	Cost of management structure for effective and robust contract monitoring and performance	Contractual arrangements have a negative impact on Council's ability to work with ICB and BSW partners

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
	CQC inspection obligation sits with a provider, but Council retains accountability	Safe transfer of services given short timescale (1st April 2024)
	High mobilisation and set up costs to contract with a provider - especially if the incumbent provider is not awarded the new contract	Increased risk of additional cost pressure to Council for a new contractual relationship and funding envelope
	Lack of clarity over the responsibility to capture and report data to demonstrate performance	Entering into a new contractual relationship whilst implementing the adult social care reforms
	Lack of control due to divorced position between operational social worker agreeing a care package that creates cost pressure in Council budget i.e., home care and residential care packages	Delay to changes in legislation as a result of COVID may impact on ability to run effective procurement activity (Public Contracts Regulation) with potential for further delay due to change in Government leadership
	Data quality improvements would rely on external managers communicating the council's priorities to operational staff, which may conflict with other priorities set by line managers	Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services
	Level of direct collaboration between BI and operational teams will be lower than option 2 (assuming a provider BI team is also in place) and may be hampered by governance	

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
	arrangements. This will impact the Assurance Framework	
	Reporting code implemented by the provider may be inconsistent with the Council's own definitions used for corporate reporting	

Option 2: In-source service delivery to B&NES Council		
Benefit	**Disbenefit**	**Risk**
Statutory function is under direct control of Council with increased agility and ability to deliver change and improve performance	Cannot rely on contractual levers to manage and explain performance	Reduce likelihood of legal challenge from current provider
Opportunity to streamline governance and assurance processes to drive improved performance	Significant one-off mobilisation and transition costs for bringing the function back in house - HR, IT, training and development, systems, accommodation	Large scale TUPE transfer project in a very short timescale (1st April 2024) with multiple contracts and varied terms and conditions for current provider workforce
Greater ability to respond to service demand as function under direct control of Council and not subject to contractual negotiation	Financial envelope will incur additional costs compared to current budget allocation as overhead costs are higher for Council	Potential for Council workforce destabilisation as provider workforce on a more favourable salary scale and could require additional Council budget to 'level up' terms and conditions for social worker workforce
Standard operating model across most LA's making it easier to benchmark performance	Lack of control due to divorced position between operational social worker agreeing a care package that creates cost pressure in Council budget i.e., home care and residential care packages	Risk of Council not being able to attract, recruit and retain a skilled workforce as B&NES salaries do not compare well in neighbouring LA's and could lead to an over reliance on high-cost agency staffing

Option 2: In-source service delivery to B&NES Council		
Benefit	**Disbenefit**	**Risk**
Traditional workplace for social workers rather than working in private sector with potential to improve recruitment and retention of workforce		Separation of statutory social work from the contractual integrated health care system relationship
Resource benefit by focusing on service delivery and improvement and not contract management and performance monitoring		Significant one-off mobilisation and transfer costs are a drain on the ASC reserve
Ability to change and adapt operating model in readiness for adult social care reforms		Failure to invest in development of Council social workers due to budget restraints but for the provider workforce this CPD investment was contractually obliged under the contract
Direct management of those inputting data enables targeted management instructions to improve data quality, without relying on governance of external relationships. This will enable timely improvements to data quality to respond to regulator instructions following assurance visits, for example		Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services

Option 2: In-source service delivery to B&NES Council		
Benefit	**Disbenefit**	**Risk**
Closer relationship between BI and operational teams facilitates collaborative working to improve data quality, and safeguards against messaging being 'lost in translation' when routed through provider management teams		Safe transfer of services by 1st April 2024
Changes to performance frameworks can be implemented within the governance of one organisation, allowing for more frequent and timely changes that meet the needs of the council		
Consistency of reporting methodology across services, as the council is responsible for all reporting for social care		

Option 3: Set up a new organisation to deliver services for B&NES		
Benefit	**Disbenefit**	**Risk**
Community Interest Company would be set up to maintain public ownership of the organisation	Undeliverable in current timescale (by 1st April 2024)	Staff morale and change fatigue will impact on workforce retention as tolerance for change is low
Flexibility to recruit and retain staff in the current market with more favourable remuneration	After the initial contract term, they will be subject to recommissioning and procurement under Public Contracts Regulations	B&NES has previously utilised this approach in Sirona who were unsuccessful in bidding for the current B&NES contract
Draw upon providers with specific expertise in social work service delivery	Lack of clarity over the management of the assurance framework as Council hold statutory function and obligation but function is delivered by a third party which could have a reputational impact on the Council	Safe transfer of services (1st April 2024)
Potential for a fixed price contract where funding is capped for duration of contract term	Service transformation can be less agile as the Council must rely on contractual levers within the contract to agree service development and is subject to significant negotiation with provider and could potentially lead to additional costs	Other LA's in BSW have previously used this model and taken decision to in-source as a result of provider failure
Draw upon provider expertise in CQC assurance framework	More difficult to collaborate at scale with BSW LA's due to the different operating and contractual model of delivering social work function	Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services.
	The Council's ability to ensure its sufficiency duty will be through contractual levers and therefore	

Option 3: Set up a new organisation to deliver services for B&NES		
Benefit	**Disbenefit**	**Risk**
	could be less agile and responsive to market need	
	Contract funding envelope will cost more, even if fixed price, than the current budget envelope as unlikely any provider can deliver the social work function without an increase in funding	
	Cost of management structure for effective and robust contract monitoring and performance	
	CQC inspection obligation sits with a provider, but Council retains accountability	
	High mobilisation and set up costs to contract with a provider	
	Lack of clarity over the responsibility to capture and report data to demonstrate performance of the statutory function	
	Lack of control due to divorced position between operational social workers agreeing a care package that creates cost pressure in Council budget i.e., home care and residential care packages	
	Pending confirmation of precise management arrangements, data quality improvements would rely on external managers communicating the council's priorities to operational staff which may conflict with other priorities set by line managers	
	Pending confirmation of precise management arrangements, the level of collaboration between BI and operational teams may be hampered by governance/management arrangements. This will impact the Assurance Framework	
	Pending confirmation of precise management arrangements, changes to performance frameworks require sign off by two parties, which constrains the pace at which amendments can be	

Option 3: Set up a new organisation to deliver services for B&NES		
Benefit	**Disbenefit**	**Risk**
	implemented, this may affect reporting for the Assurance Framework	
	Reporting code implemented by the provider may be inconsistent with the council's own definitions used for corporate reporting	

B&NES Community Services Transformation Programme

Programme One - Adult Social Care Redesign & Community Partners

Workstream - Adult Social Care Operating Model (1st April 2024)

Options Appraisal Workshop 21st September 2022 (SD43) Adults with a Learning Disability

Options for Consideration	Option 1: Re-commission service delivery for B&NES
	Option 2: In-source service delivery to B&NES Council
	Option 3: Set up a new organisation to deliver services for B&NES

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
Thriving market for day services with an opportunity to develop a new service specification for B&NES as an attractive service to recommission	Increased investment in contract governance and performance monitoring depending on a recommission to a single provider that can delivery all services required or is there the need to have a collaboration of providers to deliver the service for B&NES	Ambitious timescale for running procurement (1st April 2024)
Provider expertise in CQC assurance framework to drive improvement	Lack of clarity over the management of the assurance framework as Council hold responsibility but delivery is by a third party which could have a reputational impact on the Council and changes to performance framework requires sing off by two parties which constrains the pace at which amendments can be implemented and this may affect reporting for the Assurance Framework	Increase risk of legal challenge if the current provider is not successful in being awarded the contract
There could be providers with specific expertise in delivery of learning disabilities service delivery to deliver a new model for B&NES	Service transformation can be less agile as the Council must rely on contractual levers within the contract to agree service development and is subject to significant negotiation with provider and potentially could lead to additional costs	Manifesto commitment to in-source services
Opportunity to redesign the service for delivery of integrated learning disabilities to run a new model of delivery engaging 3rd sector and community partners	More difficult to collaborate at scale with BSW LA's due to the different operating and contractual model of delivering social work function	Increased investment in contract governance and performance monitoring depending on a recommission to a single provider that can delivery all services required or is there the need to have a collaboration of providers to deliver the service for B&NES
Direct management of those inputting data enables targeted management instructions to improve data quality, without relying on governance of external relationships. This will enable timely improvements to data quality to respond to regulator instructions following assurance visits, for example	The Council's ability to ensure its sufficiency duty will be through contractual levers and therefore could be less agile and responsive to market need	Staff morale and change fatigue will impact on workforce retention as tolerance for change is low

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
Closer relationship between BI and operational teams facilitates collaborative working to improve data quality, and safeguards against messaging being 'lost in translation' when routed through provider management teams	Contract funding envelop will cost more, even if fixed price, than the current budget envelope as unlikely any provider can deliver the service without an increase in funding	Although a thriving market in B&NES there are local providers that have ceased being able to deliver due to market impact of covid
Changes to performance frameworks can be implemented within the governance of one organisation, allowing for more frequent and timely changes that meet the needs of the council	Cost of management structure for effective and robust contract monitoring and performance	Contractual arrangements have a negative impact on Council's ability to work with ICB and BSW partners
Consistency of reporting methodology across services, as the council is responsible for all reporting for social care	CQC inspection obligation sits with a provider, but Council retains accountability	Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services
Redesign and recommissioning of services as one fully integrated service could deliver economies of scale and greater efficiencies by simplifying service pathways and improved deployment of resources	High mobilisation and set up costs to contract with a provider - especially if the incumbent provider is not awarded the new contract	Increased risk of additional cost pressure to Council for a new contractual relationship and funding envelope
	Data quality improvements would rely on external managers communicating the council's priorities to operational staff, which may conflict with other priorities set by line managers	Entering into a new contractual relationship whilst implementing the adult social care reforms
	Level of direct collaboration between BI and operational teams will be lower than option 2 (assuming a provider BI team is also in place) and may be hampered by governance arrangements. This will impact the Assurance Framework	Delay to changes in legislation arising from COVID may impact on ability to run effective procurement activity (Public Contracts Regulation) with potential for further delay due to change in Government leadership
	Reporting code implemented by the provider may be inconsistent with the Council's own definitions used for corporate reporting	Market response to redesigned services might lead to service fragmentation, leading in turn to reduced economics of scale and reduced efficiencies

Option 1: Re-commission service delivery for B&NES		
Benefit	**Disbenefit**	**Risk**
		Council and ICB's views on the future model for the provision of the Complex needs service might not align, with potential adverse impact on the model for the remaining services in this grouping
		Keeping Shared lives service in the learning disability portfolio might restrict opportunities to develop this service to other population groups.

Option 2: In-source service delivery to B&NES Council		
Benefit	**Disbenefit**	**Risk**
Service delivery is under direct control of Council with increased agility and ability to deliver change and improve performance	Cost of in-house delivery higher than comparative provider in market creating additional cost pressure for the Council	The Council has not been a provider of Learning Disabilities provision for a number of years and is required to undertake market engagement and develop strategy for becoming a provider in the market
Opportunity to streamline governance and assurance processes to drive improved performance	Very ambitious timeline for Council to develop a market engagement strategy as currently most provision is spot purchased	Longer term pay and terms and conditions review required for transferring workforce which could lead to additional cost pressure for Council as part of 'levelling up' as existing workforce will transfer on a lower salary scale
Greater ability to respond to service demand as function under direct control of Council and not subject to contractual negotiation	Cannot rely on contractual levers to manage and explain performance	Increased risk of entering into multiple contractual arrangements with a mixed provider model with increased contractual monitoring and governance requirements
Standard operating model across most LA's making it easier to benchmark performance	Significant one-off mobilisation and transition costs for bringing the service back in house - HR, IT, training and development, systems, accommodation	Reduce likelihood of legal challenge from current provider
Ability to change and adapt operating model in readiness for adult social care reforms	Financial envelope will incur additional costs compared to current budget allocation as overhead costs are higher for Council	Large scale TUPE transfer project in a very short timescale (1st April 2024) with multiple contracts and varied terms and conditions for current provider workforce
Opportunity to develop a sufficient service to re-patriate service users placed out of area and return to B&NES	Bringing the Complex needs service in house will require the council to invest in and set up specialist governance and operational structures for the delivery of health services (reference - Haringey model)	Significant one-off mobilisation and transfer costs are a drain on the ASC reserve
Ability to align future savings plans within commissioning cycle		Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services
Opportunity to use the council's full portfolio of buildings and assets		Safe transfer of services by 1st April 2024

Option 2: In-source service delivery to B&NES Council		
Benefit	**Disbenefit**	**Risk**
Opportunity to align with Children's Social Care and develop an all-age model		Keeping Shared lives service in the learning disability portfolio might restrict opportunities to develop this service to other population groups.
		Council and ICB's views on the future model for the provision of the Complex needs service might not align, with potential adverse impact on the model for the remaining services in this grouping

Option 3: Set up a new organisation to deliver services for B&NES		
Benefit	**Disbenefit**	**Risk**
Community Interest Company would be set up to maintain public ownership of the organisation	Undeliverable in current timescale (by 1st April 2024) and budget too small for this option to be viable	Staff morale and change fatigue will impact on workforce retention as tolerance for change is low
Draw upon providers with specific expertise in social work service delivery	After the initial contract term, they will be subject to recommissioning and procurement under Public Contracts Regulations	B&NES has previously utilised this approach in Sirona who were unsuccessful in bidding for the current B&NES contract
Potential for a fixed price contract where funding is capped for duration of contract term	Increased cost of set up of a new management structure with required governance processes for decision making	Safe transfer of services (1st April 2024)
Draw upon provider expertise in CQC assurance framework	Lack of clarity over the management of the assurance framework as Council are accountable but service is delivered by a third party which could have a reputational impact on the Council	Ambitious timescale for set up of a CIC with necessary registrations in place with CQC and company's house
	Service transformation can be less agile as the Council must rely on contractual levers within the contract to agree service development and is subject to significant negotiation with provider and could potentially lead to additional costs	Transition to new model is likely to see some initial disruption to normal working, which may impact on data quality. However, data quality should be planned for as an essential part of safe transfer of services.
	More difficult to collaborate at scale with BSW LA's due to the different operating and contractual model of delivering social work function	Increased risk of escalating legal costs for setting up of a new organisation
	The Council's ability to ensure its sufficiency duty will be through contractual levers and therefore could be less agile and responsive to market need	
	Contract funding envelope will cost more, even if fixed price, than the current budget envelope as unlikely any provider can deliver the social work function without an increase in funding	
	Cost of management structure for effective and robust contract monitoring and performance	

Option 3: Set up a new organisation to deliver services for B&NES		
Benefit	**Disbenefit**	**Risk**
	CQC inspection obligation sits with a provider, but Council retains accountability	
	High mobilisation and set up costs to contract with a provider	
	Pending confirmation of precise management arrangements, data quality improvements would rely on external managers communicating the council's priorities to operational staff which may conflict with other priorities set by line managers	
	Pending confirmation of precise management arrangements, the level of collaboration between BI and operational teams may be hampered by governance/management arrangements. This will impact the Assurance Framework	
	Pending confirmation of precise management arrangements, changes to performance frameworks require sign off by two parties, which constrains the pace at which amendments can be implemented, this may affect reporting for the Assurance Framework	
	Reporting code implemented by the provider may be inconsistent with the council's own definitions used for corporate reporting	
	Limited strategic buy in for this option from cabinet members	

Bath & North East Somerset Council		
MEETING	**Cabinet**	
MEETING	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3392
TITLE:	**Development Update: Land to rear of 89 – 123, Englishcombe Lane, Southdown, Bath.**	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Appendix 1: Initial Business Case		

1 THE ISSUE

1.1 In 2018 the Council submitted a planning application to develop 37 homes, including 14 affordable homes, on land to the rear of 89 – 123, Englishcombe Lane, Southdown, Bath. Planning committee approved the application subject to conditions. Due to concerns, principally around potential risk to the on-site ecology, the administration decided not to pursue the application.

1.2 As part of the B&NES Homes development programme officers were tasked with investigating whether a smaller scheme could be developed that provides local community housing whilst being sympathetic and supportive to the existing site ecology. Following concept design, option appraisal and initial business case this report proposes such a scheme for further detailed development work.

2 RECOMMENDATION

The Cabinet is asked to agree to;

2.1 Commission further development work to advance the preferred option to planning stage, that is a development of 9 bungalows and 7 apartments for residents with learning difficulties.

2.2 Fully approve £320k capital funding from the Provisional Capital Programme for Affordable Housing to support this development work.

2.3 Delegate any future decision to submit a planning application to the Cabinet Member for Adult Services & Council House Building in consultation with Cabinet colleagues.

3 THE REPORT

Background

3.1 In April 2018 the Council submitted a planning application to develop 37 homes, including 14 affordable homes, on land to the rear of 89 – 123, Englishcombe Lane, Southdown, Bath. Planning committee approved the application subject to conditions including the completion of a s106 agreement. However, due to concerns, principally around potential risk to the on-site ecology, it was decided not to pursue the application.

3.2 The site is allocated for residential development and the Council has demonstrably high local housing need and a demanding housing delivery requirement. Doing nothing is therefore not a realistic option. As such officers were tasked with investigating whether a smaller scale alternative and ecologically acceptable development was feasible.

3.3 A strategic review of the local care and support market was undertaken by the Specialist Commissioning team last year. It identified a significant under supply of supported living provision in the district which in turn results in an over reliance on meeting people's needs through out of area residential care placements. Indeed, there are currently 130 people in residential care and 82 of these are out of area – the largest cost to the budget. In addition, there are 52 people with learning disabilities and/or autism on the Council's housing demand matrix who need a move or need supported housing.

3.4 Following discussions with Adult Services options were developed to target the unmet accommodation needs of residents with Learning Difficulties and/or Autism. The site, which is quiet and spacious, is ideally suited to meeting the needs of this client group who benefit from a calming environment. Such a scheme would allow the Council to provide this vulnerable client group with high-quality accommodation plugging an existing service gap whilst also reducing the need for expensive out of area placements. The latter element also provides the potential for residential placement budget savings.

Development Principles

3.5 Five scheme options were investigated. These all included a set of common design principles and constraints which seek to preserve the quality of the site and address the ecological concerns of the previous scheme, including:

- Sensitive use of the site typography to provide high quality and supportive environment for the identified client group, including use of landscape design guidance for autism.

- All paving to be permeable to avoid water run-off and use of swale and rain gardens to deal with hard surface run-off.

- Protection of the ecologically significant Tufa flush including provision of protected 10m buffer zone.

- Dark corridor (10m) for migrating horseshoe bats on eastern & southern areas of site and protection of badger sets.

- 1m buffer zone along the length of protected hedgerows for reptiles and dormice.

- Very energy efficient low carbon housing (AECB[1] standard or above) with potential for modern methods of construction to be utilised.

- Avoidance of the mud-lobe on south-eastern corner.

Preferred Option & Service Benefits of Proposal

3.6 Preferred option is a form of hub and spoke model providing 9 bungalows and 7 apartments for residents with learning difficulties and/or autism. There is space for additional limited staff facilities if required. Scheme provides Adults Services with different housing types and compared with the other options the impact on site is more modest with only a single block that reaches two storeys.

3.7 The proposal delivers a low density, sensitive and small-scale scheme that uses the ecological value of the site as an asset and opportunity to create a peaceful housing environment for people with specialist housing needs. The scheme would be able to provide supported housing with care to around 16 tenants depending on level of need and staffing required on site at the time. The scheme provides the following headline benefits:

- Realises the aspirations of people with a learning disability and/or autism to live as independently as possible in their own homes but with care and support as needed.

- Provides an opportunity for some of the housing to meet the bespoke needs of individuals especially those with sensory needs and requiring accessible accommodation. The site provides a peaceful and low stimulus environment which will suit many individuals with sensory needs.

- Reduces the necessity for people to move out of area to access housing, care, and support, enabling people to remain in the district, close to family, community and friends and care teams.

- Provides an opportunity for those: inappropriately housed in residential accommodation (often out of area) to return to the district if they wish; ability for clients to step down in more independent living; or those who are living in family or other inappropriate accommodation and ready to move into further independence.

- Opportunity to integrate and test latest assistive technology.

- Provides opportunity for revenue savings from the Councils Specialist Commissioning revenue budget. Revenue savings can be achieved in part by repatriating people from out of area residential care settings back into supported living within their local communities.

[1] Association for Environment Conscious Building – independent not-for profit organisation promoting sustainable building standards.

- The scheme would support some the Council's most complex individuals who are most at risk of being placed out of area. This will include some of those transitioning into adults from children's services.

Delivery Mechanism

3.8 Scheme delivery will be kept inhouse as far as practical. The Construction and Projects team will directly appoint the technical design team, including planning adviser and other site appropriate specialists such as hydrologist, ecologist and arboriculturist. Early engagement of a modular contractor through mini tender is also being considered to ensure the benefits of modular construction can effectively leveraged.

Operating Model

3.9 At this stage officers have only sought to establish whether the initial business case would support the proposed scheme development. If the scheme were to be progressed a decision would need to be made at a later stage on the operating model. Broadly the options include direct housing management & support delivery; direct management & commissioned support; commissioned management & support. In all options the Council would retain an ongoing interest in the scheme.

3.10 Whilst commissioned management & support is likely to be the preferred model there are a number of factors that would need to considered before settling on this option, including client needs; existing skill sets; financial implications, such as implications on housing benefit recovery etc. As such this report offers no recommendations at this stage.

3.11 These homes contribute and support the Council's housebuilding programme, known as B&NES Homes. The B&NES Homes programme comprises a range of supported housing, shared ownership and general needs social rent homes.

Timescales

3.12 The table below shows high level indicative scheme timescales, albeit the stage timescales may vary depending upon product construction route selected.

Stage	Date
Cabinet agreement to proceed	Oct 22
Procurement & appointment of project team	Dec 22
Prepare scheme, pre-apps, site investigations, planning submission	May 23
Planning determination	Aug 23
Agreement to proceed, tender package & appointment	Nov 23
Initiation and start on site	Jan 24
Completion & handover to Adult Services: (dependent on construction method)	Jan 25

4 STATUTORY CONSIDERATIONS

4.1 The delivery of specialist housing is supported by the following:

- Local Authorities (Land) Act 1963 which allows Councils to develop land for the benefit or improvement of their area.
- Local Government Act 2000 (section 2) which allows Councils to act to promote or improve the economic, social or environmental wellbeing of their area.
- Localism Act 2011 (sections 1) which provides the local authority's general power of competence.
- The Council is registered with the Regulator of Social Housing as a Local Authority Registered Provider of Social Housing.

4.2 There are further statutory considerations in relation to the provision of welfare and support to clients with learning difficulties and/or autism, including:

- The Care Act 2014 (part 1) provides Local Authorities with a general duty to promote an individual's well-being.
- Children and Families Act 2014 (section 25) promoting integration and wellbeing

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 The scheme has the potential to be self-financing, both in repayment of borrowing to support capital outlay and in operation as shown in a summary of the Initial Business Case in Appendix 1.

5.2 To undertake the technical design stage work to support the submission of a planning application we need to approve £320k of capital funding from the Provisional Capital Programme for Affordable Housing.

6 RISK

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

6.2 The key risks at this stage include: initial business case assumptions; securing planning permission; market delivery risk (notably around building cost inflation); Homes England funding assumptions; reputational/adverse publicity; and operational viability (staffing, skill sets).

6.3 As the scheme develops comprehensive risk management procedures and project and quality assurance through supervision of the design development and construction phases will seek to reduce risk, particularly around building costs.

7 EQUALITIES

7.1 A formal equalities impact assessment has not been undertaken on the proposal. However, the delivery of high-quality adapted housing for vulnerable client groups has a positive impact on equality. It provides housing options for those residents would are unable to cope or compete on the open-market and may otherwise be forced to leave the area or reside in unsuitable housing conditions.

8 CLIMATE CHANGE

8.1 Housing is a key contributor to climate change. All housing will be designed to meet the highest practical energy efficiency standards (AECB or above) for energy efficiency, thus contributing to meeting the Council's Climate Emergency targets.

9 OTHER OPTIONS CONSIDERED

9.1 A number of other options were considered and dismissed as detailed below:

Option 1

- Scheme based upon two storey blocks providing 1bed apartments, shared ground floor communal living facility and a designated area for staff sleep in support. Based upon existing learning difficulties scheme models in the district. Schemes provides 28 apartments. This is the highest density option and officers expressed some concerns around scale of scheme; lack of housing variety; and site massing.

Option 2

- Scheme providing 10 bungalows with space for staff facilities. The low-rise nature of the scheme reduces development impact whilst the bungalows provide a positive environment for clients, particularly those with complex needs. It is the lowest density option and consequently the unit costs are high. Significantly there is lack of housing variety for Adult Services clients.

Option 3

- Scheme providing a combination of apartment block (hub) and houses (spoke). This option aims to address the lack of service flexibility provided by the above options. The development provides 6 bungalows and 11 houses. There is space for additional limited staff facilities if required. Whilst this option has merits some issues were expressed with the "house" based accommodation - in client terms similar to bungalows.

Option 4

- Scheme providing 20 multi-functional general needs housing units. However, given the general nature of the accommodation this would only be suitable for low-support learning difficulty clients. Given the general needs nature of this option site utilisation and infrastructure would be greater (eg wider roads, proportionately more car parking etc.) than other options.

Do Nothing

- Not considered feasible given the site is allocated for residential development within the Council's adopted development plan and the Council has demonstrably high local housing need and a demanding housing delivery requirement.

10 CONSULTATION

10.1 Internal officer consultation, including with s151 Officer and Monitoring Officer. In addition, there has been two community engagement events purposed to ensure that neighbouring residents are fully informed of current thinking and progress.

Contact person	Graham Sabourn, 01255 477949.
Background papers	None.
Please contact the report author if you need to access this report in an alternative format	

APPENDIX 1 – INTIAL BUSINESS CASE

Table 1: Capital Business Case Details

Costs:	
Land / Capital receipt replacement	£1,250,000
Build costs	£3,373,000
Prelim, overheads & profits	£610,000
Design & project fees	£340,000
Risk - 10%	£432,000
Total:	£6,005,000

Funded by:	
Service saving supported borrowing	£3,758,000
Rent supported borrowing	£1,204,000
Homes England grant funding	£1,040,000
Corporate supported borrowing (Project Initiation)	£3,000
Total:	£6,005,000

Capital Table Notes:

- All development cost information provided by Atkins's cost engineers.
- Rent supported borrowing calculated using residual of social rent residual following 30% deduction for management, maintenance, void & bad debts (MMVBD) and borrowing rate/term of 3.5%/40years.
- Home England funding uses typical grant rates.
- Work undertaken by the Adults Team has identified a potential annual saving of between 10-12% (£176k - £209k) on package care costs if 16 care packages were to be delivered/commissioned directly. This has potential to support capital borrowing of between £3.8m-£4.5m based on 3.5%/40years.
- The property is part of the capital receipts target which reduce overall borrowing to the capital programme. The budgeted figure for 2022-23 was £1,250K and represents an opportunity cost of progressing with the scheme.
- Service supported borrowing not available until savings/income materialise. For 22/23 will use Affordable Housing Provisional Allocation, with repayment on completion.
- The site has £742k of capital charges set against past development work. These are funded by capital receipts and not included in the above table which focuses on future costs.

Table 2: Revenue Business Case Details

Income:	
Rent	£80,544
Current support package costs	£1,756,000
Total:	*£1,836,544*
Costs:	
MMVBD	£24,163
Rent supported borrowing	£56,381
Proposed support packages	£1,580,000
Service saving supported borrowing	£176,000
Total:	*£1,836,544*

Revenue Table Notes:

- Rent based on social rent
- MMVBD (management, maintenance, voids & bad debts) @30%
- Proposed support package saving shown at 10%

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Bath & North East Somerset Council		
MEETING	**Cabinet**	
MEETING	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3414
TITLE:	**Residential Tenancy Policy**	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Appendix 1: Residential Tenancy Policy		

1 THE ISSUE

1.1 The administration set a manifesto commitment to deliver Council Housing in addition to the social housing currently being delivered through established enabling activities. The first Council owned social rented homes to be delivered through this commitment will shortly be available to rent.

1.2 The Residential Tenancy Policy sets out how these homes will be operated and managed by the Council. The policy includes a range of customer facing policies and statements relating to tenure, payments, repairs and maintenance, anti-social behaviour, evictions, complaints policy and data protection etc.

2 RECOMMENDATION

The Cabinet is asked to;

2.1 Adopt the Residential Tenancy Policy, attached in Appendix 1.

3 THE REPORT

Background

3.1 In November 2021 cabinet approved a decision to progress a number of Council owned sites as 100% affordable housing schemes. The first 7 homes, located at 117 Newbridge Hill, Bath, will shortly become operational and rented to eligible residents.

3.2 The attached Residential Tenancy Policy sets out how any social rented homes will be operated and managed by the Council. The policy relates exclusively to residential accommodation where the Council is the landlord of any properties let to social housing tenants through the Homesearch scheme. The policy does not apply to supported housing, shared ownership properties or leased residential homes or any tenancies created to provide Temporary Accommodation for homeless households, in accordance with the Council's statutory duties under Part VII of the Housing Act (1996).

3.3 The policy operates alongside the Council's Homesearch Allocation Scheme Policy, which sets out the way social housing is assigned within Bath & North East Somerset and how priorities for those registered with the scheme are determined.

Residential Tenancy Policy

3.4 The Residential Tenancy Policy includes a range of customer facing policies and statements relating to tenure, payments, repairs and maintenance, anti-social behaviour, evictions, complaints policy and data protection etc. The policy typically follows established custom & practice in the social housing sector.

3.5 The policy is comprehensive but some of the key policies and statements include:

- The Council will shortlist and nominate applicants for its social housing in accordance with the Homesearch Allocation Scheme Policy.
- All new tenants will start on a 12mth Introductory Tenancy which if conducted in a satisfactory manner will automatically transition to a Secure Tenancy.
- Rent will be at social rent levels (the most affordable product and which is typically 50-60% of market rent).
- Tenants are required to pay their rent and any service charges one month in advance. There are exceptions for residents who have their accommodation funded by Housing Benefit or the housing component of Universal Credit.
- The policy details the limited situations where a tenancy assignment and succession can be undertaken.
- Secure tenants are able to rent out rooms in their home to lodgers but cannot sub-let their home without the written consent of the Council.

- Details the Council & tenants' responsibilities in relation to repairs and maintenance, including confirming that the Council will seek to recover costs where items are wilfully or negligently damaged.

- Defines antisocial behaviour, domestic abuse and how the Council will take appropriate action in such instances.

3.6 Due to scale and expediency all housing management functions are currently being delivered inhouse. However, this this decision will need to be reviewed once the general needs programme gains quantum. A future report will be presented on this issue at an appropriate time.

4 STATUTORY CONSIDERATIONS

4.1 The delivery and management of housing is supported by the following:

- Local Authorities (Land) Act 1963 which allows Councils to develop land for the benefit or improvement of their area.

- Local Government Act 2000 (section 2) which allows Councils to act to promote or improve the economic, social or environmental wellbeing of their area.

- Localism Act 2011 (sections 1) which provides the local authority's general power of competence.

- Housing Act 1985 (Part IV) and Housing Act 1996 (Part V) which sets out how Council tenancies operate.

- The Council is registered with the Regulator of Social Housing as a Local Authority Registered Provider of Social Housing.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 All housing management functions are funded directly through rental income and there are no direct resource implications from the Residential Tenancy Policy.

5.2 Full details of the scheme funded management functions (which including voids and bad debts) are typically 30% of rental income and are detailed within scheme specific business cases.

6 RISK

6.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision-making risk management guidance. However, it should be noted that the purpose of a comprehensive Residential Tenancy Policy is to facilitate effective tenancy management and thus reduce corporate risk.

7 EQUALITIES

7.1 An equalities impact assessment did not raise any issues. It is also worth noting that the delivery of low-cost housing, particularly affordable housing, has a positive impact on equality. It provides affordable housing options for those residents would are unable to compete on the open-market and may otherwise

be forced to leave the area or reside in unsuitable housing conditions. Nationally social housing also supports a disproportionate number of residents from minority ethnic groups, particularly black households; low-income residents including carers and those with a disability; and lone parents.

8 CLIMATE CHANGE

8.1 Housing is a key contributor to climate change. All housing has, and will be, designed to meet the highest practical energy efficiency standards (AECB or above) for energy efficiency, thus contributing to meeting the Council's Climate Emergency targets.

9 OTHER OPTIONS CONSIDERED

9.1 The Council is obliged to set out how the tenancies will operate in practice. As such not having such a policy was not considered an option.

10 CONSULTATION

10.1 Internal officer consultation, including with s151 Officer and Monitoring Officer.

Contact person	Graham Sabourn, 01255 477949.
Background papers	None.
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council

Improving People's Lives

Homes

Housing Services

B&NES Residential Tenancy Policy

Bath & North East Somerset Council's Social Housing

2022



Tenancies
Repairs & Maintenance
Anti-Social Behaviour
Evictions

CUSTOMER SERVICE EXCELLENCE UK
The Government Standard

Housing Services

B&NES Residential Tenancy Policy

Bath & North East Somerset Council's Social Housing

2022

October 2022. Version 1.

Bath & North East Somerset Council, Housing Services, PO Box 3343, Bath, BA1 2ZH
Telephone: 01225 396296 or 396118
Fax: 01225 477839
Minicom: 01225 477815

housing@bathnes.gov.uk

www.bathnes.gov.uk

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1. The Policy

1.1 This policy sets out how Bath & North East Somerset Council operates and manages its social housing. This document relates exclusively to residential accommodation, where the Council is the landlord of any properties let to social housing tenants through the Homesearch scheme. Any social housing tenancies where the Council is not defined as the landlord, within the relevant tenancy agreements, fall outside the scope of this document.

1.2 This policy does not apply to supported housing, shared ownership properties or leased, residential homes, where the freehold is held by Bath & North East Somerset Council. Any tenancies created to provide Temporary Accommodation for homeless households, in accordance with the Council's statutory duties under Part VII of the Housing Act (1996), are also outside of the scope of this policy.

1.3 This document should be read in conjunction with individual, legally binding tenancy agreements.

1.4 Subject to the above, the responsibilities and expectations for Council residents set out in this document will apply to all social housing tenants – including those who become tenants through assignment, survivorship or succession.

1.5 This policy operates alongside the Council's Homesearch Allocation Scheme Policy, which sets out the way social housing is assigned within Bath & North East Somerset and how priorities for those registered with the scheme are determined. This document also works with Housing Services' Enforcement and Licensing Policy, which deals with the repair and improvement of rented homes to remedy serious housing health and safety hazards.

1.6 For the purposes of this document, a serious health and safety hazard means a hazard falling into Bands A-D under the Housing Act 2004 Housing Health and Safety Rating System. The Decent Homes Standard refers to the definition set out in the document –

"A Decent Home: Definition and Guidance for implementation. June 2006 – update" Department for Communities and Local Government, or any subsequent update.

1.7 The policy will be subject to periodic review particularly if there are substantial changes to funding and resources.

2. Policy Context: B&NES Homes

2.1 Social housing is in very high demand within Bath & North East Somerset. The Council has therefore embarked on a Council House Building Programme to complement the ongoing delivery of social housing, through established enabling activities. These properties will form a part of the Council's new B&NES Homes programme.

2.2 B&NES Homes is the name of Bath & North East Somerset Council's direct housing delivery operations. The programme is responsible for delivering new shared ownership homes, social rented housing and supported accommodation.

2.3 By setting out the individual policies and procedures in place for the Council's residential tenants, this overarching policy will help Bath & North East Somerset Council to fulfil its strategic aim of **improving people's lives**. This document will also address the Council's core policy of tackling the climate emergency by creating the frameworks with which to preserve the Council's energy-efficient, safe and affordable social housing.

3. Equalities

3.1 The Policy will be implemented by Housing Services and its delivery partners. The schemes will be available to all Bath & North East Somerset residents eligible under the terms of the policy including people with protected characteristics in accordance with the Equality Act 2010.

4. Tenancy: Tenure, Selection and Tenancy Fraud

4.1 Bath & North East Somerset Council respects its tenants' rights to the peaceful enjoyment of their property.

4.2 Housing Services will ensure that a property is affordable, in an appropriate condition and safe from serious health and safety hazards before a tenant moves in.

4.3 The Council will allocate appropriate resources to ensure that tenancies remain sustainable, wherever possible.

Tenure

4.4 All new residential, Council tenants will start on an introductory tenancy.

4.5 New tenants will, however, be exempt from the provision set out in 4.4 if they were

- a secure tenant or
- the assured tenant of a private registered provider

immediately before commencing their Council tenancy. These individuals will instead move into their accommodation as secure tenants.

4.6 Introductory tenancies will last for twelve months.

4.7 If the Council wish to extend an introductory tenancy to eighteen months, Housing Services will write to the tenant at least eight weeks before the end of the original twelve month period and

- explain why it is going to extend the period
- advise them that they can ask the Council to review this decision and provide the deadline for any appeal.

4.8 If a tenant – or a member of their household – breaks any of the rules set out in their tenancy agreement during an Introductory Tenancy, then the Council reserves the right to commence eviction proceedings.

4.9 The Council may apply to the courts to demote the tenancy of a resident it has found to be acting anti-socially.

4.10 Housing Services may separately introduce family intervention tenancies. These legal agreements would replace a household's secure tenancy when a tenant, a member of their household or their visitors have been involved in anti-social behaviour.

4.11 If the Council believes that a tenancy has been conducted in a satisfactory manner, after twelve months a resident's introductory tenancy will automatically become a secure tenancy. Housing Services will always write to a resident to confirm if this transition will be taking place.

4.12 Housing Services will provide all tenants with a written contract for the occupation of their property. The Council will comply with its legal agreements and expects its tenants to honour their contracts. Housing Services will end tenancies when residents breach the terms of their tenancy agreement in a significant way.

Tenancy Selection

4.13 The Council will shortlist and interview applicants for its social housing in accordance with its Homesearch Allocation Scheme Policy.

4.14 The Council will carry out a credit check of all shortlisted candidates and may also undertake other relevant and appropriate checks and risk and support assessments, as required.

4.15 Housing Services reserves the right to introduce compulsory tenancy preparation schemes, which prospective residents must complete before they can start their tenancy.

4.16 Housing Services will maintain their exclusive discretion to select residential tenants.

Tenancy Fraud

4.17 The Council is actively committed to maximising the use of its housing stock and preventing tenancy fraud.

4.18 Tenancy Fraud is unlawful and in some cases is also a criminal offence. Under section 171 of part 6 of the Housing Act 1996, it is an offence to provide false information or withhold information relevant to a housing application; this could result in a fine of up to £5,000. Tenancy Fraud may include:

- giving false information or withholding information to obtain housing
- a tenant not living in a Council property as their main residence
- sub-letting a property to another person without the Council's consent
- unauthorised assignment
- unauthorised or fraudulent succession
- continuing to live in a Council property when a tenant has left or died
- key selling – where a tenant receives a one off payment to give the keys of a Council property to someone who is not entitled to live there.

4.19 When fraud is identified, Housing Services' primary objective will be recovering possession of the property. The Council will co-operate with any criminal investigations or actions taken that relate to the fraud.

4.20 Housing Services will take a photograph of every new tenant. The Council may also take copies of its residents' photographic identification, including their passports or driving licences.

4.21 On occasion, the Council may undertake an 'illegal sub-letting tenancy audit'. This could include a series of in-depth visits to a number of properties, where officers or their contractors would inspect the occupant's identification and verify that they are the Council's tenant.

4.22 The Council reserves the right to:

- investigate any reports of sub-letting or unoccupied properties
- carry out tenancy checks when visiting its properties
- participate in initiatives which could support Housing Services to identify and/or take action against tenancy fraud.
- take appropriate action when an abuse is discovered. This could involve commencing criminal proceedings.

4.23 The Council expects its staff, contractors and tenants to report any suspected incidents of tenancy fraud.

5. Payments & Arrears

Tenancy Payments

5.1 The Council will charge the full weekly rent until a tenancy is formally ended.

5.2 The Council expects its tenants to pay their rent, service charges and recharges, promptly.

5.3 Tenants are required to pay their rent one month in advance.

5.4 If a resident has their accommodation funded by Housing Benefit or the housing component of Universal Credit, then the tenant will be exempt from the provision set out in 5.3. Any further exemptions from this policy will be determined on a case by case basis by Housing Services.

5.5 Tenants must always quote their reference on any payments they make to the Council. If tenants do not make their payments on time and quote the appropriate reference, their account could accrue interest and go into arrears.

5.6 Housing Services intends for all residential Council tenants to pay their rent via direct debit.

5.7 Tenants will be expected to independently source contents insurance for their home.

Service Charges

5.8 Service charges are payments made by tenants for the costs of providing services in shared areas. Services provided can differ depending on the type of property. Examples of shared service costs could include:

- Cleaning of common parts
- Electricity used in common parts
- Door entry systems
- Fire alarms
- Grounds maintenance
- Charging points

5.9 The costs of these services are apportioned to tenants depending on the number of homes that share the services and the size of the property. At the end of each financial year (running from April - March) Housing Services will compare what we estimated it would cost to provide services against the actual cost. We then make a charge or credit to the property to cover any difference. This adjustment applies to the property rather than to the resident.

5.10 Tenants are required to pay their service charges on a monthly basis, in advance..

Rent & Service Charge Increases

5.11 Housing Services will ensure that all communication with its tenants about any alterations to their rent and service charges are timely and clear.

5.12 The Council is unable to consult with its tenants on any potential annual increases in social rent. Social rent is determined by a formula, which is applied to all social housing at a national level. Further information on tenant consultations can be found in Section 16.

Recharges

5.13 The Council want to ensure that its resources are allocated fairly. As far as reasonably practicable, the Council is committed to ensuring that any remedial costs caused by neglect do not fall upon the majority of tenants who look after their homes.

5.14 Recharges will be made if a tenant, a member of their household, their visitor or their pet have:

- caused damage to a property that would not be considered 'fair wear and tear'.
- neglected their property or completed unauthorised works – this includes alterations carried out by a contractor or another person on a tenant's behalf.
- damaged part of a property that the Council is responsible for – such as electrics, gas, water or plumbing – while decorating or carrying out DIY.
- soiled or damaged the communal areas of a property.
- caused damage to a residence or a neighbouring home through any items that have been brought onto the property, such as a leaking washing machine
- not taken reasonable precautions to safeguard their property against any damage from fire, frost, blocked drains/sinks or bursting pipes.
- failed to carry out any repairs that are a tenant's responsibility, during a tenancy.
- locked themselves out of their property and require the services of a Locksmith.
- not provided access to a property for a pre-arranged repairs or maintenance inspection or appointment.
- not ensured that a responsible adult is available to provide access to a property for a pre-arranged inspection, repairs or maintenance appointment.

5.15 Rechargeable repairs charge should be paid before any non-emergency remedial works are carried out.

Arrears & Debt

5.16 If a tenant is experiencing financial difficulties – which impacts their ability to pay their rent, service charges or recharges – then they must immediately contact Housing Services. Tenants are expected to be open and honest about their finances so that a realistic plan for repaying any debts in regular and manageable amounts can be agreed.

5.17 Housing Services reserve the right to carry out an income and expenditure analysis of a tenant's finances before they agree to any repayment plans. This will ensure that agreements give due consideration to tenant's personal situations and are only made when they are appropriate.

5.18 If a tenant is in – or is at risk of falling into – arrears and they have agreed a payment plan to repay their debts to the Council, then no further enforcement action will be taken by Housing Services while the payment plan is adhered to.

5.19 Where a repayment plan has not been agreed, or where agreed and not followed, then the Council may seek recovery of unpaid debt through the Courts and/or consider other appropriate actions, potentially including eviction.

6. Tenancy Alterations

Assignment

6.1 Assignment is where a tenant passes their tenancy to someone else. The process does not create a new tenancy, instead it reallocates the existing tenancy – with its rights, benefits and liabilities – to the assignee. Tenants cannot pass on their tenancy to

whoever they wish. The right to assign is limited by statute and the specific terms of their tenancy agreement.

6.2 Unless a tenancy is assigned under a court order, tenants must apply to the Council to assign their tenancy. Any assignment will require the Council's written consent in advance. If an unauthorised assignment takes place, the Council could commence eviction proceedings.

6.3 The individual assigning a tenancy remains legally liable for adhering to the terms of the tenancy until it is assigned.

6.4 Joint tenancies cannot be assigned.

6.5 The Council will view an assignment as a succession (see below). An assigned tenancy will have no further rights to succession.

6.6 Ultimately it is a tenant who carries out an assignment, not the landlord. A tenant must pass on their tenancy by signing a Deed of Assignment. All residents are required to provide Housing Services with copies of any valid Deeds of Assignments that relate to Council owned properties.

Succession

6.7 Succession is the process by which a tenancy is passed to another person on the death of a tenant. An individual can legally only succeed a tenancy if they were occupying a property as their only or principal home at the time of a tenant's death.

6.8 Applicants wishing to succeed to a tenancy must apply to the Council. Housing Services will approve requests for succession in accordance with its statutory obligations and the terms of its tenancy agreement, however, it is the responsibility of a potential successor of a tenancy to prove to the Council that they meet the relevant legal criteria for succession

6.9 The Council will not allow more than one succession for any of its residential, introductory or secure tenancies.

6.10 There can be no joint succession.

6.11 When there is a joint tenancy that is held by two people and one of these individuals dies, then the tenancy will pass automatically to the remaining tenant. This will happen under the common law concept of survivorship. The living tenant cannot ‘succeed’ to the tenancy because they are already a tenant. Survivorship will be considered as a succession and a tenancy will have no further rights to succession.

6.12 There may be more than one eligible successor who has a statutory right to succeed. If an agreement cannot be reached between the parties about who should succeed a tenancy, then the Council will select a successor. Housing Services may consider individuals’ length of occupation, their capacity to sustain a tenancy and their relationship to the original tenant in their decision.

6.13 If an occupier’s succession of a tenancy results in under occupation, the Council may seek to move the tenant into another suitable property. The notice of possession could be served six months after the death of the previous tenant but no later than twelve months after the original tenant’s death.

6.14 Upon the death of a secure tenant, an occupier may succeed to the tenancy of a property that has unique adaptations, which are designed to make it a suitable home for someone with a physical disability. If the occupant does not require these adaptations, the Council may seek to move the tenant into another suitable property.

6.15 If an application for succession is refused, Housing Services will look to respond sympathetically to the situation and give the applicant a reasonable amount of time to find alternative accommodation.

6.16 If an application for succession is refused, the Council will view the occupation of its residential accommodation as unauthorised. In these circumstances Housing Services may commence eviction proceedings.

Other Changes to a Tenancy

6.17 In very specific circumstances, the Council will allow a sole tenancy to become a joint tenancy. Housing Services will normally only allow a husband, wife or partner to join a tenancy.

6.18 A sole tenancy can become a joint tenancy in certain situations:

- Housing Services must have received a complete application form, which is signed by both parties
- Housing Services must have spoken to both applicants and made sure that they understand they will be jointly responsible for the whole tenancy – this includes paying the rent and ensuring no anti-social behaviour is perpetrated.
- Make clear that there must be no breaches of the tenancy – including rent arrears, anti-social behaviour or issues with the condition of the property
- The Council can refuse an application for someone to join the tenancy if they have been previously evicted from any accommodation or have a proven history of relevant criminal activity, anti-social behaviour or outstanding housing related debts – such as rent arrears or repair recharges – with any landlord.

6.19 Housing Services ultimately maintains the right to determine if a sole tenancy can become a joint tenancy.

6.20 The Council may allow a joint tenancy to become a sole tenancy. A joint tenant can end a tenancy by providing the Council with 28 days' notice. Housing Services will then decide whether it will grant a new tenancy to the remaining occupant, if they have asked to become the sole tenant of the property in question. If one joint tenant has abandoned the tenancy without notifying the Council, Housing Services will ask the remaining tenant to make every effort to contact them and to confirm if they wish to become a sole tenant. If Housing Services are satisfied with the efforts made and the joint tenant cannot be located or contacted, then the Council may allow a joint tenancy to become a sole tenancy.

6.21 Housing Services may allow a joint tenancy to become a sole tenancy if both tenants agree to and are prepared to pass the tenancy to one of the parties. In situations where this is agreeable to the Council, Housing Services will accept the termination of an existing tenancy and will create a new, sole tenancy. The Council will not allow this to take place if there is a history of tenancy breaches, rent arrears or anti-social behaviour.

6.22 If a joint tenant provides the Council with notice on a tenancy, with arrears outstanding, then Housing Services may refuse to grant either tenant a new sole tenancy.

6.23 Housing Services reserves the right to refuse to offer a new tenancy to the remaining occupant of a residential Council property if this would cause the home to be under-occupied. In this situation, Housing Services would seek appropriate, alternative accommodation for its tenant.

6.24 All tenancy transfers will be conducted in accordance with the Homesearch Allocation Scheme Policy.

6.25 Tenancy exchanges will be conducted in accordance with the Homesearch Allocation Scheme Policy.

Right to Buy

6.26 The Council will comply with its legal obligations under the Right to Buy scheme.

6.27 Housing Services will provide all new residential secure tenants with a Right to Buy information document at the start of their tenancies. This document will also be provided to all secure tenants at least once every five years.

Lodgers & Sub-Letting

6.28 Residents do not have the right to take in a lodger or sublet their homes if they are on introductory tenancy.

6.29 Secure tenants have a right to rent out rooms in their Council house to lodgers, through a licence, but they must advise the Council of their plans.

6.30 Secure tenants cannot sub-let their Council property without the written consent of Housing Services. A secure tenant cannot move out of Council accommodation and sub-let the entirety of their property as this will invalidate their secure tenancy.

6.31 Secure tenants must formalise any licences or permitted sub-tenancies that they enter into, in writing.

6.32 Any secure tenant who takes in a lodger or sublets their property, with the written consent of Housing Services, will be responsible for giving written notice and legally evicting their sub-tenant or lodger, if it becomes appropriate to do so.

6.33 If a secure tenant sublets their property without the Council's written consent, they will be in breach of their tenancy agreement and the Council may commence possession proceedings.

6.34 The Council is actively committed to minimising the number of under-occupied properties within its housing stock. Council Tenants living in 'under-occupied' properties must also make themselves aware of any 'bedroom tax' liabilities that they could incur.

Running a Business From A Council Home

6.35 If a tenant wishes to run a business from their Council home, they must apply to Housing Services for their permission.

6.36 Housing Services will only allow businesses to be run from its residential properties when:

- any required Planning consent has been obtained

- it is confident that the business will not cause a nuisance to neighbouring properties or have a detrimental impact on the local community.

Ending a Tenancy

6.37 In order to end their tenancy, a tenant must write to Housing Services and provide 4 weeks' notice. All tenancies must end on a Monday. A tenant is responsible for paying their rent and service charge payments until the end of their tenancy. All keys for a property must be returned by 10:00am, on the final Monday of the tenancy.

6.38 Before the end of a tenant's notice period Housing Services will:

- Inspect their property
- Confirm to the tenant what type of repairs the latter is responsible for
- Evaluate any alterations that have been made to a property that could qualify for compensation
- Confirm how much rent is owed.

6.39 The Council will try to re-let a property as soon as possible. Tenants are expected to allow viewings of their property during their notice period.

6.40 It is a tenant's responsibility to ensure that when they move out they have:

- contacted Royal Mail and set up a redirection service, which will deliver their post to their new home address
- informed their telephone, network and utilities providers that they will be moving out of the property.

6.41 At the end of their tenancy, tenants must remove all rubbish and personal belongings from their property. They must leave the garden and any exterior buildings in a clear and tidy condition. Tenants are responsible for repairing any damage that they, a member of their household, their guests or their pets have caused.

6.42 If a tenant does not provide the Council with 4 weeks' notice, they will be charged 4 weeks' worth of rent and service charges. Transfers, direct exchanges and circumstances where a tenant have died are all exempt from this provision.

6.43 If a sole tenant has died, their tenancy will end on the next Monday after their keys are returned. Any rent arrears will be sought from the deceased's Estate – they will not be sought from the deceased's relatives.

7. Communal Areas & Shared Spaces

7.1 The Council is committed to ensuring its communal areas are safe and secure areas that enable its residents to peacefully cohabitate.

7.2 Housing Services will work with external agencies and partner organisations to try and resolve any issues that affect the neighbourhoods around Council owned residential properties.

7.3 Housing Services and its contractors reserve the right to inspect the communal parts of its properties to ensure that they are maintained and free from serious health and safety hazards.

7.4 The Council will strive for value for money services for all residential properties that it manages. Housing Services recognises the issues of affordability and will give due regard to this in determining the arrangements for any services that residents directly pay for. See also section 16 below, for further detail on resident consultation.

7.5 The Council will aim to carry out modernisation, essential repairs and improvement works in an organised fashion, which will meet residents' needs and consider their ambitions. Housing Services will plan for the costs of carrying out anticipated works and may relay these onto residents.

7.6 The Council can provide additional services or shared facilities – such as door/gate access systems – when they are requested by tenants. The cost of any agreed additional facilities could be recovered through service charges.

7.7 The processes and schedules for maintaining the communal areas and shared spaces of a Council property will be determined on an individual, case by case, basis.

7.8 The Council will strive to make its properties and communal areas accessible when it is possible to do so. There will however be situations where alterations are not possible because of:

- the physical limitations of a building or its surrounding landscape
- restrictions that the relate to the appropriate use of shared areas
- the reasonableness of any necessary adjustments

7.9 Residents are not allowed to store items in shared areas that are not appropriate.

8. Repairs & Maintenance

8.1 Individual tenancy agreements will specify what repair and maintenance works the Council's residential tenants are responsible for. The Council will look after and maintain:

- the structure and exterior of a tenant's home
- any items that it provided at the start of a tenancy, unless formally "gifted" to the tenant.
- any items that it has provided since a tenant moved into their home
- all electrical and gas safety certificates
- any communal areas or common parts
- any communal alarm and heat detection systems

8.2 Tenants must keep their home in a reasonable condition. It is their responsibility to:

- take reasonable precautions to prevent any damage to their home by fire, frost, blocked drains or sinks or bursting pipes.
- repair or replace any items that are accidentally or deliberately damaged by them, their household, their pets or any visitors to their home.
- limit condensation in the property to prevent mould.
- maintain and service domestic appliances, including cookers, washing machines and fridge freezers.
- carry out any DIY within their home. This includes installing shelving, filling in small cracks and fixing or tightening any internal cupboard or door handles
- replace any damaged toilet seats, shower pull cords and (bath or sink) waste plugs and chains.
- Vent or 'bleed' their radiators regularly
- reset any trip switches if their electrical fuse box is within their home
- clean their home. This includes: clearing blockages in baths, basins or sinks and clearing and descaling shower heads.
- decorate the inside of their home.
- lay carpets or vinyl flooring.
- change light bulbs.

8.3 Any eligible repairs or maintenance requests should be reported to Housing Services promptly, using the appropriate office hours or emergency line of communication.

8.4 The Council will separately create a procedure for repairs and maintenance. This will include the appropriate contact numbers and ways residents can report emergency and non-emergency repairs.

8.5 Tenants must report any criminal damage or vandalism immediately to the police. A record of the relevant crime reference number must be kept and subsequently provided to Housing Services when the issue is reported.

8.6 The Council will look to remove graffiti, fly tipping and any vehicles abandoned on its property quickly or within a reasonable amount of time.

8.7 The Council will investigate any potential symptoms of disrepair, such as mould, and inform residents of the progress it makes and any relevant outcomes.

8.8 Housing Services will seek value for money in its repairs and maintenance works and will aim to complete works within budget.

8.9 Tenants are responsible for repairing or replacing any items that are accidentally or deliberately damaged by them, a member or their household, their pets or their guests. If Housing Services determines that any of these parties were responsible for accidental or deliberate damage, which necessitated a repair by Council contractors, then the tenants will be liable for the full cost of any remedial works.

8.10 In situations where the Council are asked to repair or replace any (criminally) damaged items, without being provided with a unique crime reference number, Housing Services reserves the right to charge its tenants for the full cost of any remedial works.

8.11 It is a tenant's responsibility to remove their personal items from an area where a repair, safety check or inspection is taking place. Residents are also responsible for clearing surfaces, moving furniture and lifting carpets (or laminated flooring) to enable a repair to be completed. When this is not done and Housing Services officers or their contractors have to lift carpets or move furniture, the Council cannot be held responsible for any damages.

8.12 Further information on making alterations to Council Houses can be found in Section 10.

8.13 Before the Council carry out any planned maintenance, major repairs or improvements to its residential properties, Housing Services will call or write to its tenants and confirm:

- What works are going to be completed and when
- The name of any contractors involved
- Any special arrangements that will put in place while the works are being carried out.

8.14 In accordance with their tenancy agreements, the Council's residential tenants must provide Housing Services and its contractors with access to their home to carry out any planned – or emergency – repairs, maintenance, inspections or safety checks.

8.15 Each year, the Council are legally required to test that their properties are gas safe. To comply with this, Council tenants are expected to provide Housing Services and its contractors access to:

- Any gas pipes that run from the gas meter into their home
- Any gas appliances owned by the Council
- Any appliances owned by the tenant

8.16 The Council are required to test its residential properties' electric circuits every five to ten years to confirm that they pass an electrical safety check. The Council will also carry out routine, annual, heat and smoke detector tests to uphold the fire safety of its buildings. Residents are required to provide Housing Services and its contractors with access to their homes to enable this.

8.17 Housing Services will look to carry out repairs and inspections at a time that is convenient for residents, however, this may not always be possible.

8.18 If a tenant is given advanced warning of a planned inspection or upcoming works and fails to notify the Council that a responsible adult will not be able to provide access to the property, the Council will charge its tenants the full amount of any costs incurred.

8.19 Housing Services will look to complete any required maintenance and repairs to a property before a new tenant moves in. If this is not possible, alternative arrangements will be agreed directly with the new tenant.

9. Disabled & Vulnerable Residents

9.1 If a tenant is disabled and having difficulties accessing their facilities, they may be eligible for a grant to undertake essential alternations. Tenants can contact Housing Services for more information.

9.2 If a disabled or otherwise vulnerable tenant is unable to undertake basic DIY tasks, such as changing a lightbulb or repairing a leaking tap they may be eligible to use the Handyperson Service. This is a low-cost paid for service. More details are available by contacting Housing Services.

9.3 If a disability prevents a tenant leaving their apartment in the event of fire, for example being unable to use communal stairs, they should notify Housing Services.

10. Making Alterations to Your Property

10.1 Council House tenants are responsible for decorating and carrying out any DIY inside their home.

10.2 Tenants must request Bath & North East Somerset Council's permission before they make any major alterations or adaptations their Council home.

10.3 It is a tenant's responsibility to ensure that they obtain Planning Permission, Listed Building Consent or Building Control approval – where appropriate – before any works are carried out.

Permitted Alterations

10.4 Tenants do not need to ask for permission before they make minor alterations to their homes, such as:

- internal decorations or painting their front door

- installing carpets or vinyl flooring
- installing shelves or curtain rails
- hanging wall cabinets

Adaptations That Require Housing Services' Consent

10.5 Tenants will need to request Housing Services' permission if they wish to make any major alterations or adaptations their Council home. This includes:

- installing a new bathroom, bath or shower.
- installing a new kitchen.
- installing a new driveway.
- removing any walls (internal or external).
- making any changes to the property's electrical wiring or gas pipes
- making any adaptations that affect communal spaces, external doors, window, stairs or floors.
- making any large-scale alterations.

10.6 A Bath & North East Somerset Council surveyor may have to visit a property to assess the proposed works before any decision on permission can be made.

10.7 The Council will always write to their tenants to confirm whether they will allow the requested works.

10.8 Works can only start on site once a tenant has received Housing Services' written consent. Any significant or structural works carried out without Housing Services' permission could result in the Council commencing eviction proceedings. Tenants will be liable for the total cost of 'making good' any unauthorised works.

Residents Who Are Not Allowed to Make Major Adaptations to Their Home

10.9 The Council will not allow its residents to make significant alterations to their homes – that they would otherwise need permission for – if a tenant:

- is on an introductory tenancy
- lives in a new build property, which is less than 12 months old
- is in rent or service charge arrears
- asks to make structural changes to a property that is less than 10 years old.

Unpermitted Alterations

10.10 The Council will not allow adaptations that could reduce the safety or value of their properties. This includes:

- removing internal walls in flats
- removing staircase bannisters
- replacing fire doors with conventional doors
- installing satellite dishes on flats
- removing kitchens, heating sources or bathrooms without installing replacements
- creating open fires, wood or ethanol burning stoves.

10.11 Housing Services may also be able to complete minor adaptions to a Council property to increase its accessibility.

11. Anti-Social Behaviour

11.1 Under the *Anti-social Behaviour, Crime and Policing Act 2014*, anti-social behaviour is defined as:

- conduct that has caused, or is likely to cause, harassment, alarm or distress to any person,
- conduct capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises, or

- conduct capable of causing housing-related nuisance or annoyance to any person.

11.2 Council tenants must take all reasonable steps to prevent anyone who lives in or visits their property from carrying out any nuisance, annoyance, harassment or any other form of anti-social behaviour.

11.3 Bath & North East Somerset Council will not tolerate anti-social behaviour. As a value based organisation, the Council hopes to empower its residents and build supportive and trusting relationships between its tenants and staff, with a commitment to focus on preventing anti-social behaviour. We will aim to stop anti-social behaviour by prioritising our communities and adopting a witness centred approach.

11.4 Housing Services are committed to working with all existing frameworks and services set up by the Council to address and deal with anti-social behaviour, within Council owned residential premises. The Council will always work with other agencies – such as the police, social services, support agencies and neighbourhood enforcement officers – to try and resolve any reports of anti-social behaviour.

11.5 Any actions taken by the Council will depend on the type of anti-social behaviour and its perceived level of seriousness. The Council can use the full scope of its powers to take action against proven perpetrators.

11.6 The Council expects complainants and witnesses to cooperate fully to resolve any reported anti-social behaviour and to work in partnership with other organisations to resolve the situation.

11.7 The Council is committed to safeguarding and promoting the welfare of its residents. Where safeguarding concerns are raised, Council staff will follow the organisation's safeguarding procedures.

Anti-Social Behaviour and the Limits to What the Council Will Investigate

11.8 Anti-social behaviour can include:

- violence or threats of violence to another person
- harassment[1]
- hate crime and hate incidents[2]
- verbal abuse and offensive behaviour
- unreasonable and persistent noise
- graffiti and criminal damage
- drug or alcohol use leading to a person or group of people causing alarm, harassment and distress to others.

11.9 In any situation where anti-social behaviour involves a criminal activity, violence or the threat of violence, residents should immediately contact the police. Call 999 in an emergency or 101 in a non-emergency. You must then report the matter to Bath & North East Somerset Council.

11.10 Conduct that may cause a nuisance to or distress one person may not be seen as disruptive by someone else. The Council will not investigate reports associated with:

- normal daily noises, for example residents flushing toilets, closing doors or using the stairs
- noise from babies crying or children playing
- minor personal or family disputes
- one off parties
- people being rude, unreasonable or disagreeable

[1] Harassment is where an individual is targeted repeatedly with behaviour that could be expected to cause distress or fear, in a reasonable person. This could involve intimidating phone calls, name calling or abuse. Harassment can occur through technology (including social media) or in person.

[2] A hate crime is any criminal offence, which is perceived by the victim - or any other person - to have been motivated by hatred, bias or prejudice against another person because of their actual or perceived: race, religion, sexual orientation, disability or gender.

- name calling/disputes on social media, unless it is part of a wider harassment case.

11.11 The Council will not investigate anonymous reports of anti-social behaviour.

11.12 The Council will treat all information you give us in confidence and in accordance with legal requirements.

Animals

11.13 Pets that are reasonable and appropriate to tenant's accommodation may be kept, such as a small-medium dog, a cat, tank-based pets etc.

11.14 All dogs must be kept on a lead in any communal, residential areas owned by the Council. Working service animals are exempt from this provision.

11.15 It is a pet owner's responsibility to remove any defecation created by animals on Council property.

12. Domestic Abuse

12.1 Under the *Domestic Abuse Act 2021*, domestic abuse occurs when: (1) one individual acts in a way that is abusive to another person, (2) the individuals are personally connected and (3) both parties are 16 years old or over. The legislation defines abusive behaviour as:

- physical or sexual abuse
- violent or threatening behaviour
- controlling or coercive behaviour
- economic abuse
- psychological, emotional or other abuse.

It does not matter whether an individual's behaviour is a single incident or a part of course of conduct, when it meets the above criteria, it qualifies as domestic abuse.

12.2 Bath & North East Somerset Council will not tolerate domestic abuse.

12.3 No one should live in fear of abuse or violence. The Council recognises that domestic abuse can affect every group within society and it will investigate incidents where the perpetrator or victim is a Council tenant (or a member of their household), with rigour.

12.4 The Council will adopt a victim centred approach to its investigations into domestic abuse. Victims' personal safety will remain a priority throughout.

12.5 The Council will actively look to empower victims with informed choices. The local authority will respect the actions that victims of domestic abuse wish to take.

12.6 If Council residents have to leave their home because of domestic abuse, Housing Services will seek to evict the perpetrator wherever possible.

12.7 Housing Services will respect and maintain resident's confidentiality.

12.8 The Council recognises the importance of working collaboratively to prevent and respond to domestic abuse.

13. Eviction Policy

13.1 If a tenant breaks the terms of their tenancy agreement the Council expects its residents to rectify the situation within an agreed time. In situations where a tenant is in rent arrears, they must repay their debt promptly or agree a realistic plan to repay any monies owed in regular and manageable amounts. If a resident's anti-social behaviour has affected their neighbours then the former will be required to improve their conduct. If a tenant does not rectify the situation within the agreed time frame, or if any serious problems – such as violent or illegal behaviour – arise, the Council will start legal action to end the tenancy.

14. Complaints Policy & Feedback

14.1 We want to provide good quality services but sometimes things can go wrong. If this happens, we need to know so that we can put it right and learn from the experience. We welcome comments or suggestions that help us to improve the service.

14.2 Complaints will be dealt with according to the Council's Complaints procedure. You can make a formal complaint online by visiting: https://beta.bathnes.gov.uk/make-complaint

14.3 If a tenant is not satisfied with the outcome of their complaint, they can then directly contact the Housing Ombudsman.

15. Compensation Policy

15.1 At times, the service provided by the Council to its tenants could fall short of the standard expected. Wherever possible, Housing Services will explore a variety of remedies and it will consider whether a practical action could – either fully or partially – resolve a situation. The Council will work to resolve any issues that are identified quickly.

15.2 Housing Services will always apologise for service disruptions or instances where we have failed to meet our standards.

15.3 In certain situations where there has been a service disruption, Housing Services may determine that compensation is appropriate. Compensation is something that is given to indemnify an individual (or a group) for loss, suffering or injury.

15.4 Compensation, in either a financial or non-financial form, will only ever be used to restore a tenant to the position they would have been in if a service failure had not occurred.

15.5 This compensation policy is intended to constructively resolve small claims for compensation from the Council, in connection with its residential accommodation. The Council has liability insurance that, separately, provides cover for all significant claims for damages. Under the terms of this compensation policy, compensation will not be considered for:

- significant claims for personal injury
- claims for damage caused by circumstances outside of the Council's control – for example, through storms or flooding
- cases that are subject to an ongoing insurance claim for liability against the Council or a Council employee
- problems caused by a third party not working for the Council
- instances where damages are covered by a resident's contents insurance.

15.6 Each case will be considered on its own merit. Housing Services may consider the actions taken by complainants, residents and third parties, working on behalf of the Council, to determine whether compensation or other remedial actions are appropriate. Any compensation, gestures of goodwill or other remedial actions will be appropriate, fair and proportionate.

15.7 The Council will comply with its statutory and regulatory obligations to compensate residents, in appropriate and qualifying situations. Mandatory payments could, for example, be made when a resident experiences home loss or when they have improved a Council property, with Housing Services' consent, prior to the end of their tenancy.

15.8 Housing Services will look to anticipate service disruptions, failures or withdrawals that will affect its residents – for example, in connection with carrying out planned works. If the Council are unable to do so, Housing Services may consider offering discretionary compensation.

15.9 When it is appropriate, it may be appropriate for Housing Services to consider the length of any service disruption; the frequency of the situation; the severity of it; the impact on residents and any other relevant information before agreeing to a quantifiable loss payment. Any quantifiable costs must be reasonably incurred and residents are required to provide evidence of any loss they have suffered.

15.10 Housing Services will separately create a procedure for determining and calculating compensation relating to its residential accommodation. This will ensure that this policy is applied fairly and consistently.

15.11 Housing Services may consider compensation in the following situations:

- where services that are normally provided are not
- where a resident suffers loss because of the Council's failure to carry out adequate repairs and/or improvements

- where a resident suffers a loss due to the failure of a service
- when a planned, service disruption or withdrawal occurs – this could include when major works or improvements to a property are carried out
- where a service failure causes a resident distress or inconvenience

The above is not an exhaustive list.

15.12 If a third party acting on the Council's behalf is accountable for a service failure, Housing Services will look to resolve the situation directly with the residential tenant in question. The Council may then subsequently look to recover any payments made from the third party.

15.13 Any compensation awarded will be considered an ex-gratia payment – i.e. when there is no obligation or liability on behalf of the Council to pay it – that was provided in full and final settlement of a complaint.

16. Residents Consultation

16.1 Whenever possible, Housing Services will consult the Council's residential tenants on matters of housing management. Housing management includes the maintenance, improvement or demolition of properties, which are let by the Council through secure tenancies and any services provided to secure tenants – it does not include rent or service charges.

16.2 The Council will consult with its residential tenants in accordance with the organisation's Community Engagement Charter.[3] We want to ensure that we provide an extensive and meaningful programme of engagement and, when we consult on decisions, that we do this in a timely, clear and transparent way.

16.3 Not all Council decisions can be determined solely by responses from public discussion. Some are governed by statutory requirements, some are limited by financial

[3] https://beta.bathnes.gov.uk/bnes-council-corporate-strategy-2020-2024/community-engagement-charter

constraints and some involve a range of other factors that require detailed consideration.

17. Advice & Assistance

17.1 For any general tenancy or housing advice queries, please contact the Housing Options & Advice Team on 01225 396296 or email HousingOptions_AdviceTeam@BATHNES.GOV.UK

17.2 Housing Services may signpost individuals to external agencies who can support tenants with their finances or provide income maximisation, debt and benefit advice or alternative forms of support.

17.3 If you are a low income household and able to provide evidence that you are experiencing financial hardship, you may also qualify for additional help from the Council's Welfare Support Team. This service is unable to provide cash or loans and there are limited funds available. However, the team may be able to issue food vouchers, support you with buying furniture or household items or refer you on to charities who could help. You can find more information about Welfare Support on our website https://beta.bathnes.gov.uk/apply-welfare-support or by calling 01225 477277.

18. Data Protection

18.1 The Council will collect and maintain its tenants' personal data for the purposes of housing management.

18.2 Social housing applicants' personal data will be held in accordance with the B&NES Residential Tenancy Privacy Notice.

18.3 The Council will consider the requirements of General Data Protection Regulation (GDPR), the Data Protection Acts (1998 and 2018) and other legislation, as necessary, in respect to personal data.

18.4 The Council may share personal information with other agencies including registered providers, private landlords, local authorities, the Home Office, Immigration and Nationality Directorate and other government departments and agencies. Privacy notices are available on the Council's website www.Bathnes.gov.uk

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Bath & North East Somerset Council		
MEETING	**Cabinet**	
MEETING	**10 November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3401
TITLE:	**Consultation to vary the Bath CAZ Charging Order 2021: proposal to introduce a charge for Euro VI diesel HGVs exceeding 12 tonnes**	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: Equality Impact Assessment		

1 THE ISSUE

1.1 Following the Cabinet decision in December 2021 (E3322: Cleveland Bridge Review) officers have completed feasibility assessments on varying the Bath Clean Air Zone (CAZ) Charging Order 2021 ("the Order"), so that all Class N3 Euro VI diesel HGVs (HGVs over 12 tonnes) become chargeable under the charging scheme, for the benefit of air quality and the amenity of the CAZ area (including the Grade II* Cleveland Bridge) and the wider Bath World Heritage Site setting.

1.2 This report considers the details of the feasibility assessments and requests Cabinet to agree a period of formal public consultation on this proposal to inform a decision on whether to vary the Order, as set out above.

2 RECOMMENDATION

The Cabinet is asked to:

2.1 Note the work completed to assess the feasibility and the highlighted risks of introducing a charge appropriate for the benefit of air quality and the amenity of the charging scheme area (including the Grade II* Cleveland Bridge) and the wider Bath World Heritage Site setting.

2.2 Agree that a public consultation, involving key stakeholders as appropriate, is undertaken on the introduction of a charge for Class N3 Euro VI diesel HGVs

(HGVs over 12 tonnes) together with associated local exemptions being proposed to mitigate any impact on local businesses and the economy of the wider area.

2.3 As this proposal is distinct from the CAZ charges and outside the scope of the national Clean Air Zone Framework, Cabinet is requested to note the need for the development of local payment processes based upon those created for the CAZ scheme, as central government systems will not be available for use. This will require keepers of chargeable Class N3 Euro VI diesel HGVs to divert to the Council's website to make payment through a separate payment portal, locally created for these vehicles.

2.4 Delegate to the Director of Place Management (in consultation with the Cabinet Member for Transport), the decision to vary the Order according to the scheme outputs and the feedback received from the public consultation period and implement the scheme with minor variations as required.

3 THE REPORT

3.1 Since implementation some 18 months ago, the Bath CAZ is showing positive progress in improving local air quality. However, to achieve the aims of the Journey to Net Zero strategy by 2030, the Council is committed to continuing to evolve and develop strategies for changing travel behaviours, which build upon the success of the CAZ, and ensure ongoing improvement in environmental quality and amenity once the CAZ is deemed to have achieved compliance with national targets.

3.2 Implementing variations to the Order is one of a package of measures set out within the Journey to Net Zero policy that are aimed at improving to the improving local air quality and tackling congestion, whilst also preserving the World Heritage status of the city. Measures already delivered include emissions-based parking charges, liveable neighbourhood schemes, and improved active and sustainable transport infrastructure.

3.3 Varying the Order so that all Class N3 Euro VI diesel HGVs become chargeable under the scheme seeks to influence the owners and operators of these heavier HGVs to:

a) Redistribute existing hybrid, electric and alternatively fuelled vehicles in their fleets into Bath;

b) Further encourage the uptake of hybrid, electric and alternatively fuelled vehicles, in line with the HGV Roadmap; and

c) Discouraging unnecessary journeys using larger HGVs and encourage the use of smaller compliant vehicles, where appropriate.

3.4 Initial feasibility assessments have considered the legal and financial implications of introducing such a charge, together with traffic modelling, mapping of key routes and business locations and the need for adaptions to the existing IT infrastructure. Early engagement has also taken place with key stakeholders including relevant trade associations.

3.5 If agreed, the Order would be varied to introduce a £50 charge for Class N3 Euro VI diesel HGVs which enter the CAZ. This charge is deliberately set lower than the existing HGV charge to deter the use of older, more polluting vehicles. It would be a unique charge (sitting outside of the national Clean Air Zone Framework) to support the Council's aims of going further to improve local air quality, reduce vehicular demand on road space, protect the amenity of the Bath World Heritage Site setting, and respond to the climate and ecological emergencies which have already been declared. For the avoidance of doubt, HGVs weighing under 12 tonnes would be unaffected by this variation.

3.6 The Council recognises the considerable fleet improvements already made by owners and operators of heavier HGVs in response to the CAZ. In recognition of this and with a view to protecting local SMEs and their supply chains that may have recently invested in Class N3 Euro VI diesel HGVs, the proposed charging mechanism would be supported by a suite of time-limited local exemptions, shaped by feedback from the public consultation and a period of soft enforcement to help embed the required behaviour change.

3.7 Subject to the outcome of the consultation, exemptions are being considered for vehicles based in and around Bath, and for vehicles delivering to/from locations within the charging scheme area. These exemptions would complement the existing exemptions for hybrid, electric and alternatively fuelled vehicles. Charges would be levied through the adaptation of existing local payment systems as central government systems are currently unavailable for this purpose. This does however provide an opportunity for the Council to further develop and enhance its own local systems for future resilience and development.

3.8 Initial feasibility assessments have considered the daily average number of Class N3 Euro VI diesel HGVs entering the charging scheme area and the percentage of these HGVs which could have originated and ended their journey locally, therefore benefiting from any time-limited local exemption. This feasibility assessment has initially estimated that more than 80% of HGV trips will be unaffected and, taking into account potential local exemptions, 70-100 non-exempt Euro 6 N3 HGVs could be impacted per day by the charge. However, this estimate will be monitored in the light of the recent re-opening of Cleveland Bridge and ongoing impacts of the pandemic.

3.9 Traffic flow, fleet compliance and air quality data in key locations both within and around the boundary of the charging area (including Twerton, Southdown and Weston), have been collected and analysed since before the introduction of the CAZ in March 2021. This will continue throughout the life of the charging scheme and be extended as necessary, to understand any impacts of the proposed charge should it be introduced. The outcomes of this monitoring will be published and appropriate mitigation measures considered.

4 STATUTORY CONSIDERATIONS

4.1 The Order, made under the Transport Act 2000 ('the Act'), provides the legal framework allowing local traffic authorities to implement and vary road user charging schemes of all kinds. The Order was last varied in September 2021 to accommodate a minor amendment to the CAZ boundary.

4.2 A variation to the Order can be made under section 168 of the Act (Appendix 2) and in proposing such a variation the Council must consult such local persons, and such representatives of local persons, as they consider appropriate about the charging scheme.

4.3 If agreed by Cabinet and in view of the unique nature of the proposed charge, the Council will be conducting a targeted public consultation period with appropriate key stakeholders.

4.4 If introduced the scheme would likely require supplementary signage to the CAZ signage already in place, which would require authorisation from the Department for Transport.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 There is an allocation of £500k to support the development and implementation of the variation of the Order and the associated requirements which will be funded from the CAZ Revenue Reinvestment Reserve. The outcomes of the scheme are in line with the published use of the funding.

5.2 The aim of the proposed charge is to act as a behaviour change mechanism to enhance local environmental quality and amenity and align with the aims of the Journey to Net Zero Strategy, and any income generated from the levy of the charge is secondary to this aim. If approved, a £50 charge is proposed for Class N3 Euro VI diesel HGVs, which is lower than the existing charge of £100 for non-compliant Class N3 Euro V diesel HGVs. In choosing this charge, there is a need to strike a balance between encouraging positive behaviour change and further upgrade, and not inadvertently encouraging the use of more polluting vehicles. If these Euro VI vehicles were also charged £100 there would be no incentive for an operator to use a Euro VI vehicle at all and they may choose to use older, more polluting vehicles since the charge level is the same.

5.3 The Council’s Medium Term Financial Outlook currently forecasts a significant revenue savings requirement for 2023/24 in order to set a balanced budget. Any costs associated with taking forward this charging area-wide charge on HGVs would need to be developed on a cost neutral basis with additional revenue or capital costs being funded from within the approved budget for the Transport portfolio. Any unbudgeted costs will need to be considered as part of the budget process for 2023/24 and future years.

6 RISK MANAGEMENT

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

6.2 When considered in isolation, the implementation of the proposed charge represents a significant investment, given the potential benefit it provides. However, in addition to supporting the agreed local policy direction to go further to improve local environmental quality and amenity, this variation would also provide valuable assets in the form of both data and processes to shape the future of transport strategy and maximise future opportunities.

6.3 The timescale for delivery of the proposed charge is ambitious and subject to the outcome of public consultation, IT system adaptations and the Council's ability to acquire the required expertise in a constrained marketplace.

6.4 The Council is keen to employ the right type of behaviour change mechanism for the right type of vehicle as summarised in the Journey to Net Zero policy; this proposed charge is not intended to target the HGV industry in isolation, but be part of a package of measures to bring about the improvement of local air quality and preserve the World Heritage status of the city, and as such, will be subject to continuous monitoring and review to ensure it continues to align with strategic aims. As with all such ground-breaking schemes, due to its unique nature there is a risk of legal challenge from key stakeholders.

6.5 The Council recognises that the delivery of products by heavy freight is critical to the economic vibrancy of the city, however there is a need to manage these vehicle movements for the benefit of air quality and the amenity of the CAZ area (including the Grade II* Cleveland Bridge) and the wider Bath World Heritage Site setting. The Council will continue to work with trade associations to mitigate the impacts of this policy development and maintain the economic vibrancy and vitality of Bath and the wider region.

6.6 Due to the long-distance nature of the road haulage business the communications strategy for the variation will require a detailed and intelligent plan to ensure wide ranging awareness of the charge. This will be supplemented by a soft enforcement period on implementation to further raise awareness during the initial period of the scheme.

7 EQUALITIES

7.1 The public sector equality duty has been considered during the initial consultation to date and will continue to be evaluated going forward. An Equalities Impact Assessment has been completed and is attached to this report. It will be refined during any public consultation process and the updated version published with future reports.

8 CLIMATE CHANGE

8.1 Varying the CAZ Charging Order to encourage owners and operators to replace diesel powertrains with hybrid, electric or alternatively fuelled powertrains, should help reduce vehicle-related CO2 emissions as well as NO2 and Particulate Matter pollution and reduce vehicular demand on road space in line with the Council's local transport policies.

9 OTHER OPTIONS CONSIDERED

9.1 Previous reports (E3322- Cleveland Bridge Review and E3303- Cleveland Bridge-update and options) considered options including:

- the introduction of a Traffic Regulation Order (TRO) to restrict HGV movements,
- a road user charge for HGVs on Cleveland Bridge or another road outside of the CAZ,

- tolling options

These options were deemed unviable at the time due to the high risk of a Primary Route Network appeal to the Department for Transport and this opinion remains unchanged.

10 CONSULTATION

10.1 During previous consultation for the implementation of the CAZ, comments were received from the public about the need to reduce HGV traffic in the city and more generally, reduce traffic levels to preserve the history and beauty of Bath.

10.2 Early engagement has taken place with appropriate key stakeholders and the public consultation will take account of other stakeholder's views including those from the West of England Combined Authority and neighbouring local authorities.

10.3 The Council's s.151 officer, monitoring officer and Cabinet Member for Transport have had the opportunity to review and clear the publication of this report.

Contact person	Chris Major, Director of Place Management - 01225 394231
Background papers	E3322 Cleveland Bridge Review E3303 Cleveland Bridge- update and options
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council

NHS Bath and North East Somerset

Working together for health & wellbeing

Equality Impact Assessment / Equality Analysis

Title of service or policy	The variation of the Bath Clean Air Zone Charging Order to implement a proposed charge for Euro VI diesel HGVs exceeding 12 tonnes (known as N3 vehicles) in Bath and North East Somerset
Team	Delivery and Transformation
Officer leading the completion of the EqulA	Cathryn Brown, CAZ Manager
Date of assessment	November 2022

The Public Sector Equality Duty (Section 149 of the Equality Act 2010) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people carrying out their activities.

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

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

This document has been created to consider the implementation of an additional charge for Euro VI HGVs (exceeding 12 tonnes) through the variation of the Bath Clean Air Zone Charging Order 2021. It will remain an evolving document to ensure that all equality issues are properly considered during the life of the Clean Air Zone scheme, including any variations to the Charging Order.

Further information on the proposals can be found at https://beta.bathnes.gov.uk/bath-clean-air-zone

1.	**The aims of the policy or service**
1.1	***Background*** Implementing variations to the Order is one of a package of measures set out within the Journey to Net Zero policy that could contribute to the improving local air quality and tackling congestion, whilst also preserving the World Heritage status of the city. Poor air quality is recognised as a major public health issue in Bath and North East Somerset and is identified as a corporate priority by the Council.
1.2	***Briefly describe purpose of the service/policy including: how the service/policy is delivered and by whom; if responsibility for its implementation is shared with other departments or organisations and intended outcomes***
1.3	The implementation of this policy must be delivered through engagement with communities and interest groups within B&NES. This will be completed by a project team within Delivery and Transformation with support from teams across the Council, and from external organisations such as neighbouring local authorities and transport operators. The intended outcome of this policy is aimed at contributing to the Journey to Net Zero strategy, by the Council continuing to evolve and

	develop strategies for changing travel behaviours, which will build upon the success of the CAZ and ensure ongoing improvement in environmental quality and amenity once the CAZ is deemed to have achieved compliance with national targets.
1.4	***Provide brief details of the scope of the policy or service being reviewed, for example: is it a new service/policy or review of an existing one? Is it a national requirement? How much room for review is there?***
1.5	• If agreed by Cabinet, this is a new local policy which is distinct from the CAZ charges and outside of the CAZ National Framework. • If agreed by Cabinet, a public consultation on the introduction of the charge will take place in late 2022/early 2023 and the feedback from this consultation will be reviewed before any decision on implementation is made.
1.6	***Do the aims of this policy link to or conflict with any other policies of the Council?***
1.7	This policy has links at both the sub-regional and local level: **Sub-regional:** • The West of England LEP's Strategic Economic Plan (2015-30), which establishes the economic vision for the sub-region. • The West of England Joint Local Transport Plan 4 (2020-2036), published in March 2020 which sets out the transport priorities for the sub-region. • Partnership arrangements to identify the economic development and growth projections for the sub-region. • The City Region Sustainable Transport Settlement 2021 which provides funding to promote decarbonisation of transport, promoting a shift from cars to public transport, walking and cycling. **Local:** • B&NES Placemaking Plan (PMP), which aims to guide development up until 2029 and ensure that any developments within this timeframe are high quality, sustainable, well located and supported by appropriate infrastructure. • The Transport Delivery Action Plan for Bath 'Journey to Net Zero', which will identify measures in the short, medium and long term to support the Climate Emergency and achieving carbon neutrality. • The B&NES Parking Strategy, which sets out the need to reduce the intrusion of vehicles into urban centres, reflecting concerns surrounding the impact of high numbers of vehicle movements on air quality. • The Council declared a Climate Emergency in March 2019 which identifies as a priority the need for a major shift to mass transport, walking and cycling to reduce carbon emissions by 2030.

2. Consideration of available data, research and information		
Key questions		**Data, research and information that you can refer to**
2.1	What is the equality profile of the team delivering the service/policy?	The size of the CAZ Project Team is too small to provide any meaningful equality profile information.
2.2	What equality training have team members received?	Team members in the wider CAZ Project Team have received equalities training and are regularly updated on equalities issues.
2.3	What is the equality profile of service users?	Information about the equalities profile of people in Bath and North East Somerset can be found at http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/census-and-population
2.4	What other data do you have?	Data has been collected from the CAZ enforcement cameras on the volumes of N3 class vehicles entering the city and their compliance status which has informed the number of vehicles which could be impacted by the introduction of this charge.
2.5	What engagement or consultation has been undertaken?	Initial consultation has been undertaken with local haulage operators and representatives of the Road Haulage Association.
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	As part of this proposal, the Council will look to engage people who may find it difficult to take part, such as operators who do not belong to trade associations, unemployed people, those with disabilities and people for whom English is not their first language. All respondents will have a choice of submitting comments through a variety of means – including digital and non-digital options with support offered for both. Consultation materials will be made available in alternative formats on request. All communities across B&NES are welcome and encouraged to contribute to the public consultation. Publicity will take the form of press releases and social media posts.

3. Assessment of impact: 'Equality analysis'			
	Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy: • Meets any particular needs of equalities groups or helps promote equality in some way. • Could have a negative or adverse impact for any of the equalities groups		
		Examples of what the service has done to promote equality	**Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this**
3.1	**Gender** – identify the impact/potential impact of the policy on women and men.	N/A	It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.
3.2	**Pregnancy and maternity**	The introduction of the Clean Air Zone in March 2021 has brought about reductions in nitrogen dioxide levels which are documented here: https://beta.bathnes.gov.uk/policy-and-documents-library/baths-clean-air-zone-monitoring-reports	Emerging evidence suggests that air pollution can affect the growth of the unborn baby and may be linked to premature birth (*Impact of London's road traffic air and noise pollution on birth weight: retrospective population-based cohort study, British Medical Journal 2017.)* (RCPCH and RCP Report Every Breath We Take). Therefore, any further reduction which can be achieved in nitrogen dioxide levels and other pollutants brought about by the introduction of the proposed charge, should have a positive impact on people within this protective characteristic group.
3.3	**Transgender –** identify the impact/potential impact of the policy on transgender people	N/A	It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.

<table>
<tr>
<td>3.4</td>
<td>Disability - identify the impact/potential impact of the policy on disabled people (ensure consideration both physical and mental impairments)</td>
<td>People with health conditions or impairments may have chronic conditions which can be worsened by air pollution:

<table>
<tr><th>Disease</th><th>No. of people</th><th>Proportion of B&NES population</th></tr>
<tr><td>Chronic heart disease</td><td>5737</td><td>2.8%</td></tr>
<tr><td>Stroke/TIA*</td><td>3656</td><td>1.8%</td></tr>
<tr><td>Asthma</td><td>12912</td><td>6.2%</td></tr>
<tr><td>COPD**</td><td>2939</td><td>1.4%</td></tr>
</table>
Source: QOF indicators 2017/2018 available from: https://digital.nhs.uk/data-and-information/publications/statistical/quality-and-outcomes-framework-achievement-prevalence-and-exceptions-data/2017-18
*transient ischemic attack, ** Chronic Obstructive Pulmonary Disease</td>
<td>Any further reduction which can be achieved in nitrogen dioxide levels and other pollutants brought about by the introduction of the proposed charge, should have a positive impact on people within this protective characteristic group.</td>
</tr>
<tr>
<td>3.5

Page 360</td>
<td>Age – identify the impact/potential impact of the policy on different age groups</td>
<td>Children and young people may be more vulnerable to the health impacts of air pollution (World Health Organization (2013) Review of evidence on health aspects of air pollution).

There is good evidence for the association between the development of asthma in childhood and traffic-related air pollution
https://www.sciencedirect.com/science/article/pii/S0160412016307838?via%3Dihub

Further, there is evidence to suggest that the elderly are disproportionately affected by the public health impacts of air pollution (Simoni et al., Adverse effects of outdoor pollution in the elderly, Journal of Thoracic Disease, January 2015)’.</td>
<td>Any further reduction which can be achieved in nitrogen dioxide levels and other pollutants brought about by the introduction of the proposed charge, should have a positive impact on people within this protective characteristic group.</td>
</tr>
<tr>
<td>3.6</td>
<td>Race – identify the impact/potential impact on different black and minority ethnic groups</td>
<td>N/A</td>
<td>It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.</td>
</tr>
<tr>
<td>3.7</td>
<td>Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual &</td>
<td>N/A</td>
<td>It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.</td>
</tr>
</table>

	heterosexual people		
3.8	**Marriage and civil partnership –** does the policy/strategy treat married and civil partnered people equally?	N/A	It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.
3.9	**Religion/belief** – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	N/A	It is believed the proposal if implemented, will not have a significant impact on this protective characteristic group.
Whilst not protected characteristics, the Council has chosen to include the following issues because of the distinctive context of B&NES.			
3.9	**Socio-economically disadvantaged** – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances	The Council has invested in expanding both air quality and traffic flow monitoring within the charging scheme area and on other major traffic routes within B&NES, so that any impacts can be identified, and mitigations considered.	Data on any impacts of the proposed charge (both positive and negative) on traffic flows, fleet compliance and air quality across the wider B&NES area will be monitored and the outcomes of this monitoring will be published. Any impacts will be mitigated by the introduction of time-limited exemptions for those vehicles and businesses which could be affected by the charge.
3.10	**Rural communities and those living outside of the charging scheme area** – identify the impact / potential impact on people living in rural communities	The Council has invested in expanding both air quality and traffic flow monitoring within the charging scheme area and on other major traffic routes within B&NES, so that any impacts can be identified, and mitigations considered.	Data on any impacts of the proposed charge (both positive and negative) on traffic flows, fleet compliance and air quality will be collected, and the outcomes of this monitoring will be published. Any impacts will be mitigated by the introduction of time-limited exemptions

			for those vehicles and businesses which could be affected by the charge.
3.12	**Residents living in Bath**	The Council has invested in expanding both air quality and traffic flow monitoring within the charging scheme area and on other major traffic routes within B&NES, so that any impacts can be identified, and mitigations considered.	Data on any impacts of the proposed charge (both positive and negative) on traffic flows, fleet compliance and air quality will be collected, and the outcomes of this monitoring will be published. Any impacts will be mitigated by the introduction of time-limited exemptions for those vehicles and businesses which could be affected by the charge.
3.11	**Businesses**		Haulage operators located in the proposed exemption area will benefit from a time-limited exemption to provide more time to upgrade their vehicles. This will also assist any businesses within the city who receive deliveries from HGV N3 vehicles.

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

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

Issues identified	Actions required	Progress milestones	Officer responsible	By when	Completion Date
Need to review after public consultation when more feedback is available about proposal.	Review EQuIA following public consultation	Revised EquIA will be published	Cathryn Brown	March 2023	

5.

Signed off by: Chris Major (Senior Responsible Project Officer)
Date: November 2022

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Bath & North East Somerset Council			
MEETING/ DECISION MAKER:	**Cabinet**		
MEETING/ DECISION DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	3403
TITLE:	**CRSTS Programme – Funding and Next Steps**		
WARD:	All		
AN OPEN PUBLIC ITEM			
List of attachments to this report: None			

1 THE ISSUE

1.1 In January 2022 Cabinet approved the Bath & North East Somerset (B&NES) element of the City Region Sustainable Transport Settlement for submission to Department for Transport (DfT). In April 2022 the DfT approved the West of England Combined Authority's (CA) programme and confirmed the CA's five-year CRSTS allocation of £540m between 2022/23 and 2026/27, with a delivery deadline of March 2027.

1.2 The CRSTS programme is a significant uplift in capital funding relative to current levels and presents an unprecedented opportunity for the region to drive growth, decarbonisation and productivity. The scale of the CRSTS programme will require a step-up in delivery capacity across the region.

1.3 This report requests agreement to accept the CRSTS programme of investment comprising a combination of grant and assignment funding to develop business cases for the schemes, and grant funding for delivery.

1.4 This report summarises key items of the proposed spend, funding approval mechanisms and the key deliverables and outputs anticipated.

2 RECOMMENDATION

The Cabinet is asked to;

2.1 Proposal 1

Delegate approval to the Directors of Sustainable Communities and Place Management, in consultation with the S151 Officer, to accept CRSTS grant funding from the Combined Authority for schemes led by B&NES, currently the Liveable Neighbourhoods Programme and the Maintenance Challenge Fund. As capacity increases within B&NES this may also include: Somer Valley Links to Bristol and Bath; Bath City Centre Sustainable Transport Corridor; and Bath Sustainable Walking and Cycling Links.

These funds will be spent over a four-year period (22/23 - 26/27), and progress through the documented approvals process with CA and B&NES. These grant awards, along with the funding local match requirement of 20%, will be approved into the B&NES Capital Programme and revenue budget.

2.2 Proposal 2

To note that for schemes which remain led by the CA B&NES officer time will be recharged to the CA. This will be undertaken through a process of quarterly recharges.

3 THE REPORT

3.1 The CRSTS programme is central to achieving the aims of B&NES in tackling the declared Climate Emergency, delivering carbon neutrality by 2030. This step change in funding is necessary to tackle the significant impact of transport on our natural and built environments, where reductions in emissions have typically been modest compared with those of other sectors. The programme aims to:

- *drive growth and productivity through infrastructure investment,*
- *level-up services towards the standards of the best; and*
- *decarbonise transport, especially promoting modal shift from cars to public transport, walking, wheeling, and cycling.*

3.2 For B&NES, the programme will deliver significant public transport infrastructure, improving connectivity across our communities and enabling better and more equitable access to sustainable transport choices. In particular, the Strategic Corridor projects passing through rural communities will offer improved access to sustainable travel options.

3.3 Of the 25 CRSTS schemes identified across the Combined Authority area, six are within the B&NES Unitary Authority (UA) area, creating a programme of spend in the region of £138m, comprising around £120m of grant funding.

3.4 The six schemes within B&NES are shown below in Table 1:

Theme	Scheme and description
Strategic Corridor	**Bristol to Bath Sustainable Transport Corridor – Keynsham to Bath** There is no bus priority at present along this 12.5km route that connects Bath to its largest town, Keynsham. Therefore, improving the public transport offer along this section of the A4 is a priority. Walking and cycling infrastructure along the route will also be significantly improved. Bristol to Bath Sustainable Transport Corridor – Transport Hub The existing Park and Ride at Emery Road is near to capacity. Relocation to the A4/A4174 (ring road) junction would not only resolve the capacity issue but would also reduce the amount of travel between the ring road and the existing park and ride. This would reduce air quality issues and trip generation. There is a strong business case as the existing site is owned by Bristol City Council.
	Somer Valley Links to Bristol and Bath This scheme is focused on improving sustainable transport links from the Somer Valley to Bristol and Bath, principally via the A37, A362 and A367 corridors. The communities along and served by these corridors are locked-in to car dominance due to poor provision of Public Transport infrastructure, reliability, and low quality and discontinuous walking, wheeling and cycling provision. This scheme is a package of measures aimed at targeted improvements to infrastructure to ensure that sustainable travel is a genuine first choice for travel to/from communities in the Somer Valley. Interventions proposed include better bus priority measures (such as bus lanes and bus gates), creation of transport hubs in communities along the corridor to promote sustainable interchange, and provision of new cycling infrastructure designed to LTN1/20 standards including a mix of fully segregated and shared use facilities to connect rural communities.
	Bath City Centre Sustainable Transport Corridor Improving the appeal and effectiveness of the public transport offer in Bath City Centre, this project includes improvements around the Bus Station and upgrading cross-city cycling and walking infrastructure. This will deliver significant multi-modal transport benefits across the city.
Maintenance	**Maintenance Challenge Fund** Localised safety and highway management improvements at locations which are outside the main proposals in the CRSTS submission. This portion of funding will allow for any safety or traffic management issues which arise to be addressed in a timely fashion.
Walking and Cycling	**Bath Sustainable Walking and Cycling Links** Investment in walking and cycling facilities across Bath to

Theme	Scheme and description
	improve the attractiveness of active travel, including new modes. The facilities include increased provision of cycle parking spaces and off-road and segregated walking and cycling routes.
	Liveable Neighbourhoods This scheme is focused on the delivery of the Liveable Neighbourhood Strategy and policy across B&NES. The project will engage with residents and businesses through the 'co-design' process to understand the barriers to walking, cycling, public transport and wider 'liveability'.

3.5 B&NES currently has leadership responsibility for the delivery of the Liveable Neighbourhoods scheme and the Maintenance Challenge fund.

3.6 As B&NES recruits the required staffing levels to enable delivery, it is anticipated that B&NES will take leadership responsibility for the following projects: Somer Valley Links to Bristol and Bath, Bath City Centre Sustainable Transport Corridor, Bath Sustainable Walking and Cycling Links.

3.7 Irrespective of the ultimate lead authority, B&NES officers are fully engaged with each of the schemes with material involvement in their development and project-level decisions that are being taken.

3.8 The Memorandum of Understanding between the Unitary Authorities and the Combined Authority stipulates that:

> *'Success is a collective responsibility. This will be enabled by working collaboratively across the region, harnessing, and developing existing as well as future capabilities. As with any relationship, this will be built on trust, mutual support, collaboration, and respect between all parties.'*

3.9 B&NES members will be engaged throughout the process at key gateway points. B&NES remains the Highway Authority and has ultimate responsibility for determining the schemes progressed on its network which includes assurance across the lifecycle of the project.

4 CRSTS DEVELOPMENT PROCESS

4.1 Schemes will be developed through a process of Outline Business Cases (OBC) and Full Business Cases (FBC). A single CRSTS-wide Strategic Outline Case (SOC) was produced by the Combined Authority and approved by the DfT as part of the funding settlement: this SOC underpins the CRSTS Programme.

4.2 In some cases, where interventions allow for early delivery, schemes are already sufficiently scoped and there is robust evidence of previous consultation, it will be possible to move direct to FBC – without producing an OBC – with agreement from the CA. This will generally be permissible for low value, low risk, repeatable works. This offers an opportunity to lock-in benefits and behaviour change early, driving future benefits across the programme.

4.3 Before Business Cases (both OBC and FBC) can be submitted to the Joint Committee for approval, the WECA Grant Assurance process comprising a review by the CA Investment Team and independent review (Consultant support) must be satisfied, with the business case demonstrating that the project meets the CRSTS Strategic Narrative and demonstrates Value for Money as per the transport appraisal process.

4.4 Two programmes, the Liveable Neighbourhoods programme, and the Maintenance Challenge Fund, are subject to Directors of Infrastructure sign off, following the 1st July 2022 Combined Authority approval of the following delegations:

- *delegate the responsibility for the two maintenance challenge fund (£32m) and non-highway maintenance fund (£1m) to the Director of Infrastructure of the Combined Authority in consultation with the other Directors of Infrastructure.*

- *business case approvals for those projects within the CRSTS programme that are £6m and below to be delegated to the Director of Infrastructure of the Combined Authority in consultation with the other Directors of Infrastructure.*

4.5 Funding will be released for these projects through a Grant Offer Letter which forms the agreement on the scope of work, outputs and assumed outcomes, alongside delivery responsibilities, milestones and risk management processes.

5 STATUTORY CONSIDERATIONS

5.1 The proposed developments to be supported by this project funding are situated within the extent of the highway and as such falls within the responsibility of B&NES Council.

5.2 Planning, listed building and highways consents may all be required to deliver the range of projects proposed, and technical pre-planning and design work will be supported by the grant funding.

5.3 Consideration of B&NES duties under the Equality Act 2010 is central to the development of the CRSTS programme of investment. Accessibility and equalities impact assessments will inform the detailed design stage.

6 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

6.1 The CRSTS schemes within the B&NES Unitary Authority (UA) area and the share of region-wide and maintenance elements, creates a programme of spend in the region of £138m, comprising around £120m of grant funding. The programmes and their costs- (£m, nominal) are indicated below:

Scheme	Value (£m)		
	Total	CA contribution	Local contribution
Bristol to Bath Sustainable Transport Corridor – Keynsham to Bath/Transport Hub	81.71	71.48	10.23

Somer Valley Links to Bristol and Bath	19.00	15.87	3.13
Bath City Centre Sustainable Transport Corridor	9.59	8.01	1.58
Bath Sustainable Walking and Cycling Links	5.00	4.17	0.83
Liveable Neighbourhoods	6.00	5.00	1.00
Maintenance Challenge Fund	8.00	8.00	-
Non-Highways Maintenance	0.33	0.33	-
Other (region-wide) CRSTS	8.07	7.63	0.44

6.2 Given the size and complexity of the programme B&NES will need to build capacity and capability within the existing staffing structures to enable the delivery. As such a recruitment campaign will shortly be underway, funded through the CRSTS programme, to recruit the required members of staff.

6.3 For schemes which are currently led by the CA, B&NES officer time will be recharged to the CA. For those schemes where B&NES is the lead authority, the CRSTS allocations will be used to fund the required staffing.

6.4 While recruitment is underway, the programme will be supported by the CA's framework consultants. It should be noted that the CA framework will expire in December 2023, part way through the CRSTS Programme. Discussions are ongoing with CA over early engagement for the replacement framework.

7 RISK MANAGEMENT

7.1 Individual schemes will follow appropriate risk management processes to design and deliver high quality transport investment. A programme level risk assessment will also be undertaken.

8 EQUALITIES

8.1 An Equality and Diversity Assessment & Plan will be submitted alongside each of the Outline/Full Business Cases developed for the CRSTS Programme.

8.2 The project inception and subsequent design and consultation stages will consider equalities impacts at each stage, as an integral part of the design process.

9 CLIMATE CHANGE

9.1 B&NES Council has declared both a Climate and Ecological Emergency and is looking to provide leadership to enable carbon neutral B&NES by 2030 and enable greater citizen engagement.

9.2 Transport currently accounts for 29% of carbon emissions in the B&NES area. Ensuring the transport network can enable residents to shift to more sustainable modes and that sustainable transport is the first choice of travel in all cases is an essential part of the Journey to Net Zero strategy.

9.3 In delivery of the CRSTS projects, the schemes will need to demonstrate a Biodiversity Net Gain (BNG) of at least +10% in accordance with national guidance. Where opportunities exist to go beyond this, these will be explored and seized. There may be opportunities to link in with Green Infrastructure delivery, if sufficient synergies exist in the project corridors.

10 OTHER OPTIONS CONSIDERED

10.1 There is an option to decline the grant and not progress with the CRSTS programme; however, this would present a significant missed opportunity to deliver a step change in the sustainable transport offer within B&NES, essential for the delivery of a key component of the Net Zero commitment.

10.2 Rather than a programme level approval for the CRSTS schemes, it would be possible to return to Cabinet with each of the business cases to seek individual project level approvals. The programme is, however, constrained in terms of its budget and timescales for delivery and this approach would risk delays to implementation. The proposed delegated decision making to the Director for Sustainable Communities and Place Management in conjunction with the S151 Officer and the lead portfolio holders enables rigorous oversight while ensuring streamlined decision making.

10.3 Alternative means by which the objectives of the fund, and the B&NES' commitments to achieve net zero by 2030 will be rigorously assessed through the Outline and Full Business Cases for each scheme, and considered through the B&NES and the CA processes to ensure that the most effective schemes are progressed.

11 CONSULTATION

11.1 The development and design of individual transport schemes funded through the CRSTS will be developed following consultation with residents, businesses and the general public, incorporating learning from the Liveable Neighbourhoods programme.

Contact person	Pam Turton – Head of Transport Strategy
Background papers	May 5th 2022 Cabinet Report: Journey to Net Zero: Reducing the Environmental impact of transport in Bath E3358 January 27th 2022 Cabinet Report: City Region Sustainable Transport Settlement E3335
Please contact the report author if you need to access this report in an alternative format	

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Bath & North East Somerset Council		
MEETING	**Cabinet**	
MEETING DATE:	**10 November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3388
TITLE:	**2023/24 Medium Term Financial Strategy**	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: **Appendix 1 – Medium Term Financial Strategy**		

1 THE ISSUE

1.1 The Medium Term Financial Strategy (MTFS) sets out the strategic direction and priorities for the Council as well as outlining the financial context and challenges the Council faces over the next five years and the strategy that will be used to inform its annual budget process.

2 RECOMMENDATION

The Cabinet is asked to;

2.1 Approve the attached Medium Term Financial Strategy.

3 THE REPORT

3.1 The Medium Term Financial Strategy (MTFS) provides framework for strategic planning, articulating the organisation's key aims and ambitions and guiding our activities with medium term budget setting and planning. This sets out the current financial challenge (including the Covid impact on Council budgets), strategic direction and financial priorities for the Council, as well as the financing mechanisms available to the Council to achieve this.

3.2 The MTFS does not detail how individual savings will be made, nor how categories of additional income will be achieved. The focus of the report is on the scope of the work required, and taking place, to meet these targets together with some of the anticipated impacts. Due to the unprecedented financial challenge following the Covid pandemic and cost of living crises the MTFS sets out how the Council will continue to strategically manage and transition the Councils financial recovery.

3.3 The focus is on the next two years for financial planning purposes. However, there is significant uncertainly for next year and beyond because the approach to funding Government nationally and locally is currently under review.

4 STATUTORY CONSIDERATIONS

4.1 The Medium Term Financial Strategy as outlined is part of the preparation for the budget and Council Tax setting for 2023/24 that will be considered by this council in February 2023. Equality analysis will be carried out on specific budget proposals as part of that process.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 The resource implications are outlined within the Medium Term Financial Strategy attached to this report.

6 RISK MANAGEMENT

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

6.2 The Medium Term Financial Strategy includes a section on specific risks.

7 CLIMATE CHANGE

7.1 The Corporate Strategy highlights that “Addressing the Climate Emergency” is one of the key themes reflected in the administration’s priorities. This includes plans to work with local communities to deliver the Council resolution agreed in March 2019 to declare a climate emergency, and for the area to become carbon neutral by 2030.

8 OTHER OPTIONS CONSIDERED

8.1 The supporting paper outlines options for balancing future budgets.

9 CONSULTATION

9.1 A consultation plan is being prepared to ensure stakeholder engagement for the key aspects of the strategy and this will take place in the autumn period, including a series of community engagement sessions.

Contact person	Andy Rothery, Chief Financial Officer (S151 Officer) – 01225 477103; andy_rothery@bathnes.gov.uk
Background papers	Budget and Council Tax 2022/23 and Financial Outlook – Council Agenda February 2022
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset – Medium Term Financial Strategy 2023/24 -2027/28

1. Purpose of the Strategy

The Medium Term Financial Strategy (MTFS) provides a framework which details the available resources for strategic financial planning, articulating the organisation's key aims and ambitions and guiding our activities with medium term budget setting and planning.

The MTFS does not detail how individual savings will be made, nor how categories of additional income will be achieved. Nevertheless, it describes the scope of the work required, and taking place, to meet these targets together with some of the anticipated impacts. Due to the current financial challenges the Council faces the MTFS sets out strategic management options based on the high-level planning assumptions in section 9.

The focus is on the next two years for financial planning purposes with the emphasis on creating a budget to allow the Council to recover from the financial impacts of Covid and to deliver services to improve people's lives. At this stage uncertainly remains for next year and beyond because the national approach to funding local government is currently under review. The MTFS assumes that despite significant cuts in previous years funding, constraints will continue and will therefore be guided by the priority areas of service delivery as set out in the Corporate Strategy.

2. Expected Outcomes from the Strategy

The objective of this document is to set the future years financial recovery and strategic resourcing plan; alongside meeting the administration's priorities for the Council within the context that enables the delivery of a balanced budget over the next five years, but with specific focus on the next two years.

A balanced budget requires the financial plan to set out how income will equal spend over the short and medium term. Plans will take into account cost savings alongside income growth strategies as well as useable reserves.

Financial management following the Covid pandemic remains challenging, the Council is highly exposed due to its reliance on income, alongside the additional demands on Children's and Adult Social Care. The Council responded to this challenge with a robust set of in year recovery measures that not only delivered a balanced budget in 2021/22 but also made a positive contribution of £4.03m to Council reserves. The strategy focusses on how this approach can be adopted in the current and future years addressing the short, medium and long-term financial planning requirements.

3. Executive Summary and recommendations from the MTFS for consideration

The overall aim of the Medium Term Financial Strategy is to:

- Set out and deliver the Council's priorities within affordable and sustainable financial constraints;

- Ensure that the administration's (Council's) strategic priorities are reflected in its capital programme and also that the capital programme is affordable;

- Ensure that cash flows are adequately planned so that cash is available when required and the Council can meet its capital spending obligations; and

- Set a sound financial planning framework to underpin the effective financial management of the Council.

There is a continued lack of clarity around future funding for Local Government, however this will be informed by the Chancellor's forthcoming budget statement. This will set out the Governments spending plans for the Parliament and Government Department budgets, informing the Local Government settlement that will be announced in December. The estimates within the Strategy have not made any assumptions on new Government funding that may be allocated in 2023/24. Members will be provided with an update once the changes are known.

Despite this uncertainty the Council still needs to plan its finances for the medium to longer term and therefore the Strategy is based on best estimates at this stage. The Council has a good track record in savings delivery, in 2021/22 the budget had a savings requirement of £8.48m, against this target the Council delivered savings of £7.89m (93%) with the balance rephased to 2022/23 and mitigated through other budget reductions. As a result of the ongoing budget challenge the 2022/23 budget requires the delivery of £11.87m in savings and income generation plans.

The MTFS base case as set out in the report (section 9) estimates that the Council will need to find up to £36.00m (including the £2.32m already identified) in savings over the next five years. This is based on the assumption that Council tax increases of 2.99% remain for the spending review period up to 2024/25 with Council tax reverting to 1.99% from 2025/26.

The main contributing factor that is driving the budget gap is the rising inflationary pressures as a result of the cost-of-living crisis alongside the need to operate with a lower commercial income base budget. In addition, the Council continues to see demand and activity rise for essential Social Care services.

In the shorter term the profile of the savings shows a requirement of £24.09m over the next two years (£19.43m in 2023/24 of which there are planned savings of £2.32m, followed by £4.66m in 2024/25). This gives a front-loaded profile after taking account of the increases in pay and contract inflation.

To manage this risk section 10 of the report sets out the savings range and the level that has been used for planning purposes.

The current MTFS base case includes increases of 1.99% per annum in Council Tax for each year of the plan. Adult Social Care Precept of 1% has been added for

2023/24 and 2024/25 in line with the government spending review and three-year settlement.

To manage financial risk the Council holds £12.58m of unearmarked reserves, if unutilised in 2022/23 the MTFS proposes that the Council makes an assessment of inflationary risk that is in addition to the amount built into the revenue budget proposal and holds a commitment against unearmarked reserves.

The Council holds Revenue Budget Contingency and Financial Planning / Smoothing reserves that enable one-off transitional funding to meet revenue costs. Over the life of the MTFS these reserves when drawn down will be replenished to ensure financial resilience and availability for future years budgets. These reserves are replenished within the five year MTFS period. Flexible capital receipts will continue to be utilised to fund severance costs that result in delivering ongoing savings, this use will be in line with the revised government guidance covering the period until the end of the 2024/25 financial year.

Capital spending will focus on the delivery of priority schemes within affordability levels, the 2022/23 Capital programme is being reviewed to ensure the most accurate delivery timetable, resulting in a more accurate budget profile.

As part of delivering this strategy plans are being put in place to engage with all elected members, partners and the public as part of the budget process for 2023/24 and the following years.

4. The Medium Term Financial Strategy

The MTFS outlines the factors which are expected to drive future costs and sets out the funding projections and our strategy for addressing the funding gap. It supports the medium term policy and financial planning process at the heart of setting revenue and capital budgets.

The core principles underlying the MTFS are as follows:

- That the Council will seek to maintain a sustainable financial position over the course of the planning period and balance the budget on a two year rolling programme;

- That the Council will make provision for pressures, demographic changes, and inflation where appropriate with new priorities added only if “headroom” is achieved;

- The deployment of the Council’s limited resources will be focused towards essential services and those that contribute to the delivery of the Corporate Strategy, tackling the Climate Emergency and giving residents a bigger say.

- Council tax increases have been included within the term of the MTFS to support essential services.

- New sustainable income opportunities are to be identified and maximised wherever possible while maintaining current income streams through current economic uncertainty.

5. The Current Financial Position

2021/22 Outturn

The Council delivered a favourable outturn position of £4.03m as follows:

Portfolio	Revised Budget £m	Outturn £m	Variance Over / (Under) £m
Economic Development and Resources	5.61	7.39	1.78
Climate and Sustainable Travel	1.10	0.77	(0.33)
Adults and Council House Building	56.90	52.84	(4.06)
Children & Young People, Communities & Culture	40.95	43.74	2.79
Neighbourhood Services	24.80	25.44	0.64
Transport Services	(2.90)	(7.38)	(4.48)
Planning	2.12	2.49	0.37
Total (before Carry Forwards)	**128.58**	**125.29**	**(3.29)**
Carry Forward Requests (underspends)			0.43
Carry Forward Requests (overspends)			(1.17)
Total (including Carry Forwards)			**(4.03)**

The £4.03m underspend was transferred to corporate earmarked reserves to smooth park & ride contract annual income risks during the Covid recovery period and to provide for the significant increase in energy inflation in 2022/23.

Budget 2022/23

The 2022/23 net budget of £126.74m was approved by Council in February 2022. Quarter 2 budget monitoring to the end of September, shows a projected overspend of £4.5m against the revised budget of £126.12m as shown below.

Current monitoring highlights the impact of inflationary and demand pressures on Council services, which have continued to increase since budgets were approved in February 2022.

Portfolio	Revised Budget £'m	Year End Forecast £'m	Variance Over / (Under) £'m
Leader of Council	(5.16)	(5.82)	(0.66)
Resources	15.54	16.27	0.73
Economic Development, Regeneration and Growth	0.58	0.54	(0.04)
Climate and Sustainable Travel	1.32	1.23	(0.09)
Adult Services and Council House Building	62.27	62.23	(0.04)
Children and Young People, and Communities	31.43	36.87	5.44
Neighbourhood Services	23.94	24.53	0.59
Transport	(6.08)	(6.40)	(0.32)
Planning and Licensing	2.28	2.44	0.16
Total	**126.12**	**131.89**	**5.77**
Use of Corporate Social Care Contingency	*0.00*	*(1.30)*	*(1.30)*
Quarter 2 Forecast Outturn Variance	**126.12**	**130.59**	**4.47**

The main overspend is in Children's Services where Demand-led placement and package costs continue to cause a significant pressure. Combined with staffing pressures as a result of covering absences within teams and responding to increasing complexity of need, the service is currently forecasting a £5.4m overspend.

The 2022/23 pay award is expected to be significantly higher than budgeted. The reversal of the employers' National Insurance increase in-year will offset this in part, but will result in a £2.2m unbudgeted cost to the organisation.

Further pressures are being experienced in the Bereavement, Waste, Corporate Estate and Planning Services. High levels of vacancies across the organisation, strong performance in Heritage Services and the Commercial Estate, and increased interest on cash balances and delayed need to borrow are providing favourable mitigations.

To mitigate the £4.5m pressure the Council is exploring what in year mitigations are available to prevent further use of reserves, this will be governed through a Financial Recovery Board that will maintain strategic oversight with mitigations reported through the quarter 3 monitoring to Cabinet. In the event the above budget position cannot be fully mitigated the Council's Revenue Budget Contingency Reserve and Covid Contingency Reserve will need to be utilised, subject to approval.

Analysis of Current Position

Local Government has built its budget plans based on continued reductions in revenue support grant funding.

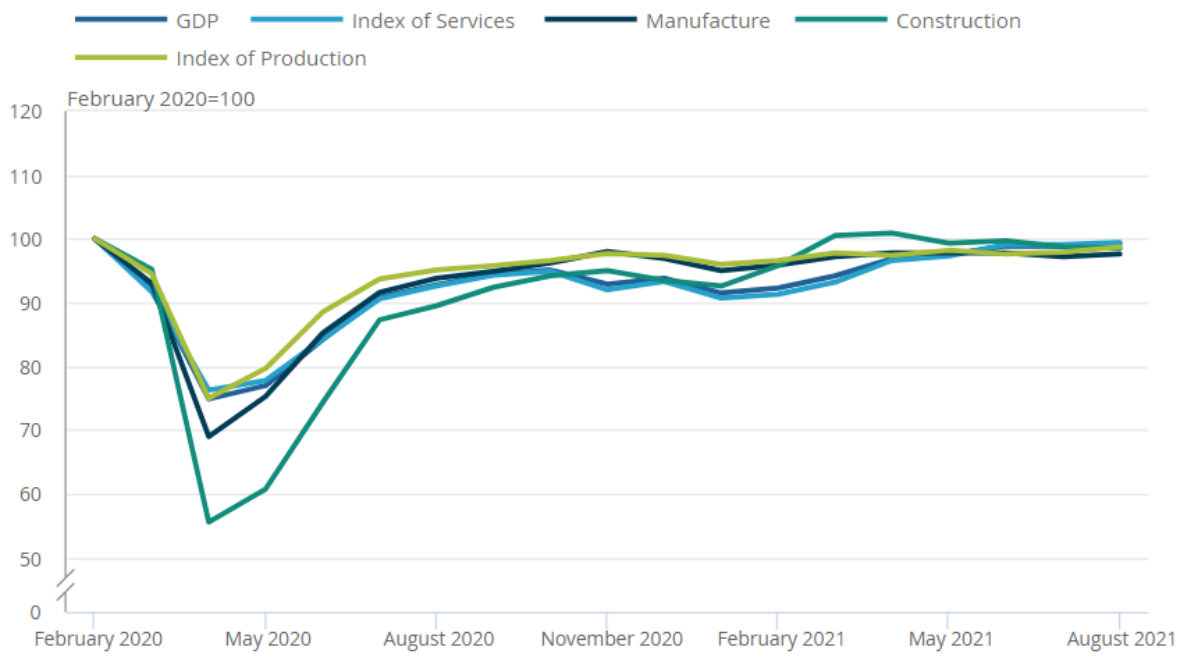
From 2019/20 the Council revenue support grant has reduced to £0.5m per annum (£31m in 2013/14) as a result we have become more reliant on external income to help fund core Council services. The Covid pandemic has created risk on the Councils reliance on its income through Commercial activity including chargeable services, an overarching aim of this strategy is to diversify income so there is not over reliance on one specific area such as tourism.

6. Drivers of Demand

The Economic outlook

Whilst the UK economy made a good recovery following the Covid pandemic this has led to an increase in activity and shortage of supply at an international level resulting in a rise in inflation. In addition, the war on Ukraine has impacted on energy supply and price that has driven inflation to its highest level since the 1970's.

Monthly gross domestic product (GDP) and components index, seasonally adjusted, UK, February 2020 to August 2021



Source: Office for National Statistics - Monthly GDP

The Consumer Prices Index (CPI) rose by 10.1% in the 12 months to September 2022, up from 9.9% in August and returning to July's recent high. On a monthly basis, CPI rose by 0.5% in September 2022, compared with a rise of 0.3% in September 2021.

The high levels of inflation have impacted on the cost of running the Council and its budgets resulting in an increase in staffing costs for employed and contracted employees, also on its supplies and services provided through contracts. This has been a contributing factor to the current forecast overspend.

To illustrate the impact on the Council's supply chain for construction contracts the graph below shows the movement in prices over the last 12 months:

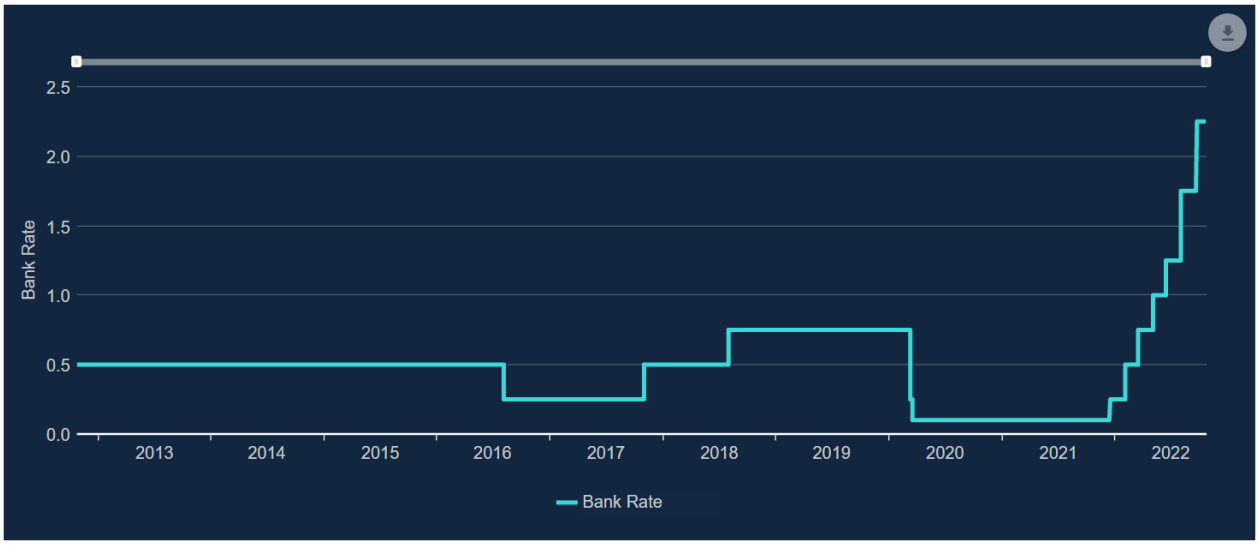


Source: Construction Output Price Indices (OPIs)

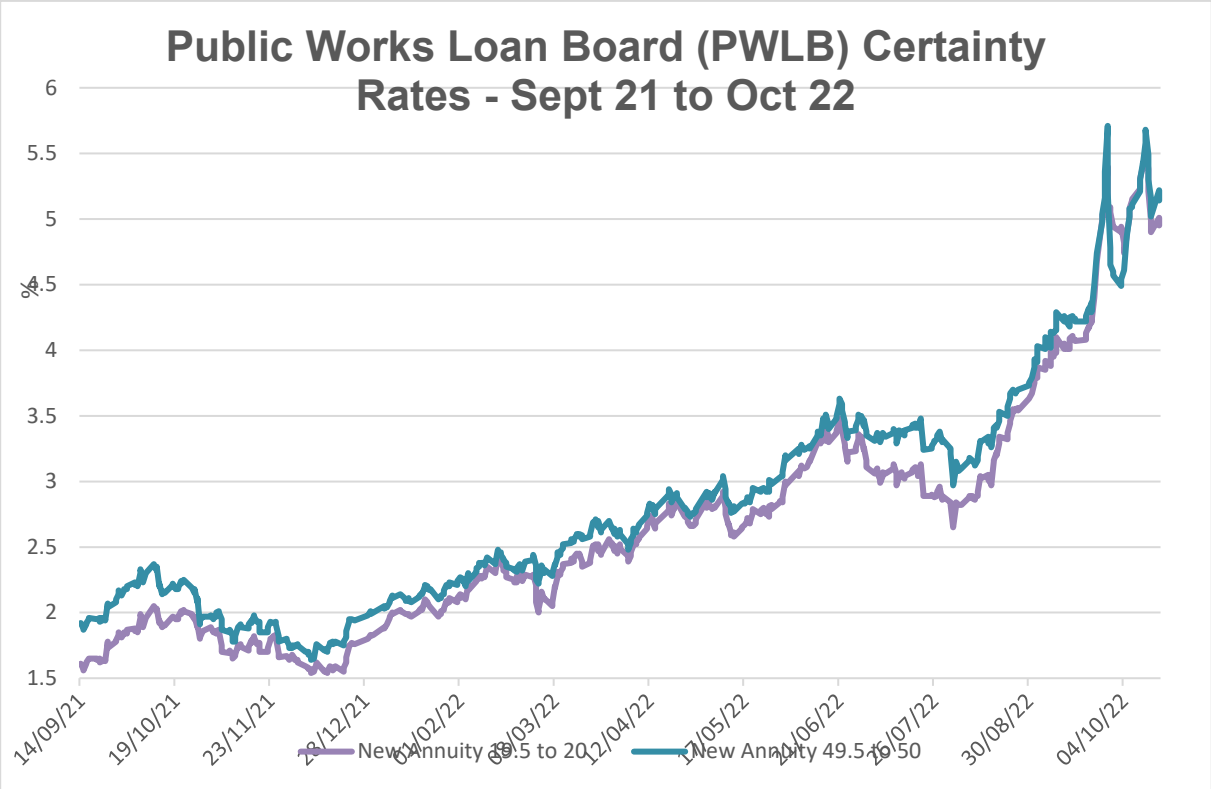
The graph above shows the biggest impact has been for new work with increases of around 10%.

Increases to the bank of England base interest rate from 0.10% during March 2020 to 2.25% on the 22 September 2022, this has an impact on public works loan board (PWLB) interest rate for borrowing required to fund the Council's capital programme.

Official Bank of England Interest rate



The graph below shows the latest PWLB interest rates trend:



For new Capital borrowing scheme affordability is being calculated with a 5% cost of capital rate which is a move away from the 3.5% previously used. To mitigate the risk of scheme affordability a review of the capital programme is being carried out to ensure that where schemes require borrowing to fund, the Council is following the approach set out in section 12 of this report.

Economic impact on the Councils income budgets

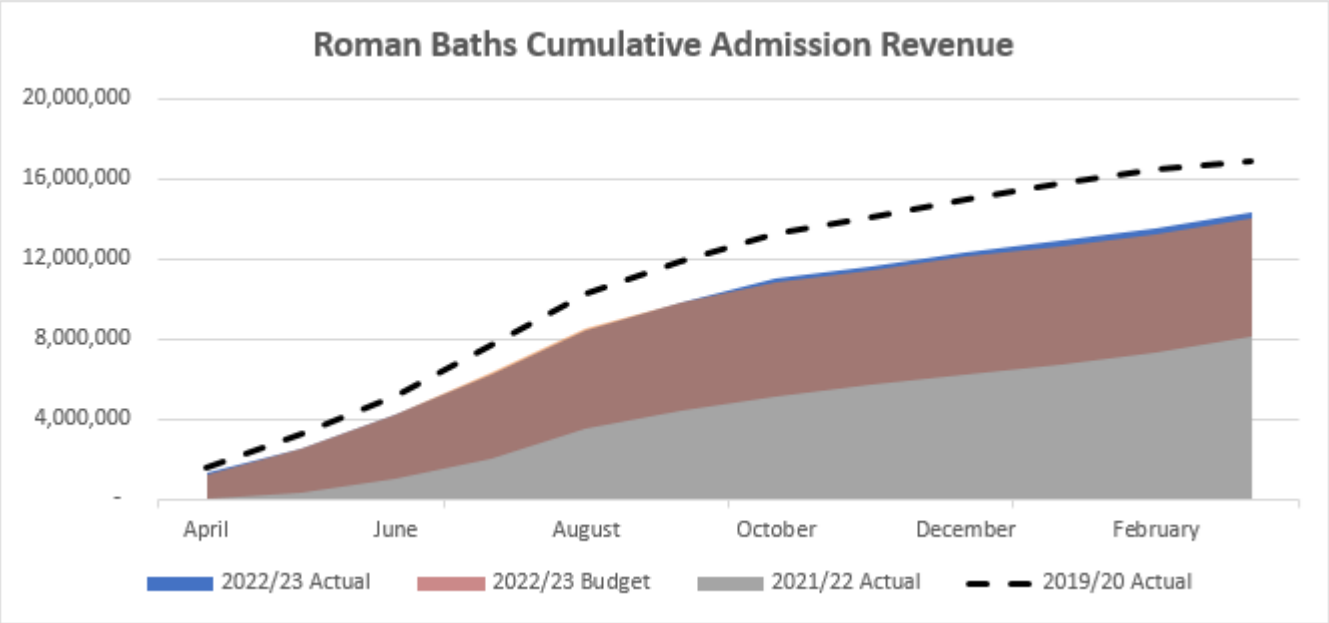
Current performance for the Council's main income generating services are below:

Heritage Services Income

Heritage Services income budgets are largely driven by visitor numbers to the Roman Baths. The budget for 2022/23 was set at 60% of the pre-pandemic footfall, this reflected the recovery seen in 2021, but also the challenges around international travel and the predicted recovery rates for international tourists (which made up 40% of the pre-COVID footfall).

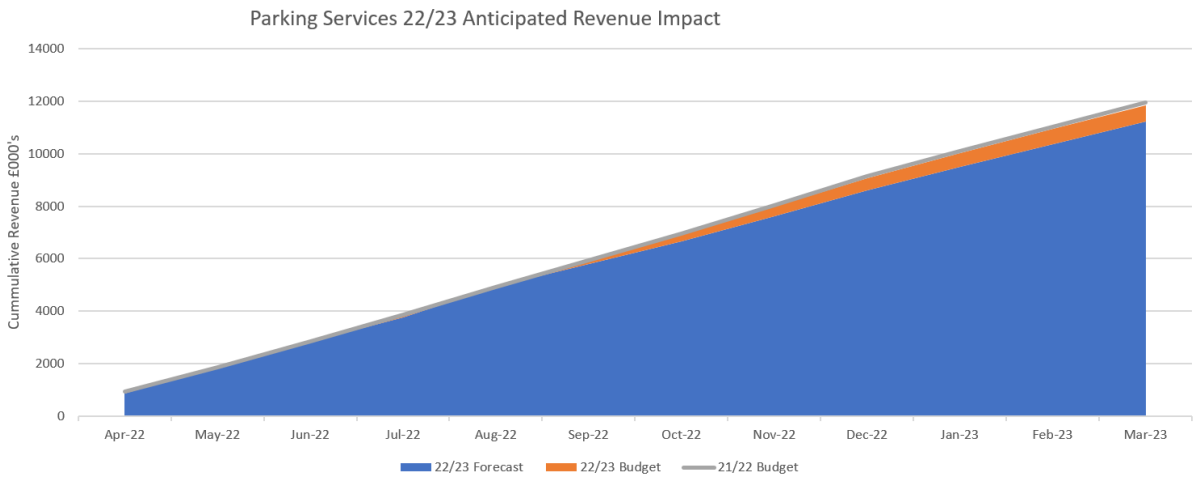
Roman Baths visitors were on budget through the spring and summer of the current financial year, during the autumn the rate of recovery has accelerated with visitors at 65% of 2019 figures in September. Through it's approach to pricing Heritage Service will deliver 84% of the 2019/20 admission income, despite the significantly reduced footfall. On site spend in catering and retail has also been strong, exceeding targets and there has been continued strong demand for weddings across the venues operated by the Service.

The strong income performance has mitigated the inflation pressures on the expenditure budgets and, at Q2, the Service is forecasting an overachievement of £655k at the end of the financial year.



Parking Services Income

Prior to the pandemic, the Parking Services income budget was c£12m. The 2022/23 income budget was rebased to c£11.8m to account for the recovery post covid, but also building in the 22/23 savings of £660k. The service is currently projecting an overall year end £55k favourable position due to a strong performance of off street parking locations, with income now tracking at broadly the same level as pre pandemic averages, and a positive performance during the first two quarters of 2022/23. We are now seeing the partial shutdown of Avon Street having an impact on the income, but this is in part mitigated by the spaces at the temporary Green Park Road. However, we are forecasting further increases in Quarter 3 due to the implementation of the new pricing structure. PCN income is reduced due to recruitment issues mirroring the national and corporate position in operational roles, but the loss of income is offset by a cost saving due to vacancies. Income from Moving Traffic Enforcement PCNs has been delayed due to technical challenges delivering the warning notice functionality required by ministers and supply chain shortages with on street infrastructure.



Demand Led Services - Social Care

Adult Social Care

The Council has sought to set realistic and deliverable budgets through the MTFS and budgeting process. Significant resource has been added to Adult and Children's services over the last few years whilst both services have delivered other savings and efficiency gains.

The MTFS assumes that the Social Care funding included in the 2022/23 settlement will continue throughout the MTFS period, this is made up as follows:

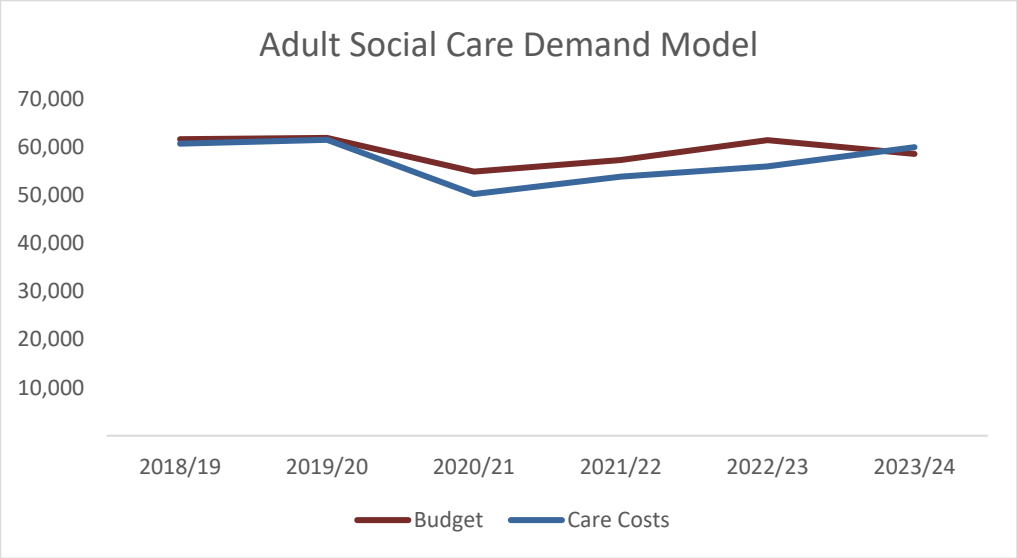
Grant	B&NES Allocation
Social Care support grant	£5.99m
iBCF Grant	£4.9m

The iBCF grant is part of the pooled budget with the B&NES Integrated Care Alliance (ICA) and ring-fenced to exclusively fund Adult Social Care.

Adult Social Care services (ASC) have been greatly challenged by the Covid-19 pandemic but it has also underlined the essential value of social care in supporting people to live the life they want to lead. During the pandemic, placement's resulting from hospital discharges have been funded via the NHS funded Discharge Pathway, which has reflected in lower social care placements being funded from the Social Care budgets. The challenges facing ASC nationally as well as locally continue and include factors such as returning/increasing demand, both in activity and complexity, capacity to deliver required care, Inflationary pressures and market stability issues in the independent sector. These challenges are impacting all ASC users and carers and include all support reasons.

The MTFS allocates £12m for demographic and contract inflation pressures within ASC over the next five years, service demand levels are being reviewed in detail as the current trend has shown that caseload is increasing back to pre-pandemic levels and complexity of need and provider cost has increased.

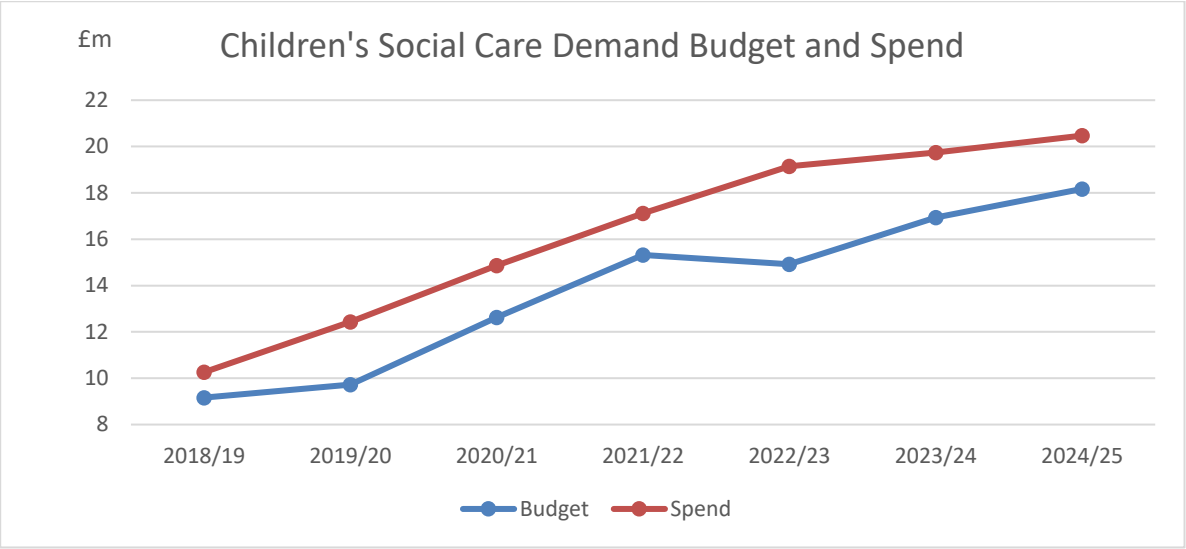
The following graph shows the impact of demographic and inflationary growth in ASC on the budget and outturn position since 2018/19:



The graph reflects the impact of the Covid-19 pandemic and shows that the Council budget and care costs have much closer alignment. Forward demand has been assumed as in previous years but may change as the impact of the pandemic continues to become clearer on already vulnerable people and the Government's Social Care Reforms are introduced.

Children's Social Care

As demonstrated from the graph below Children's Services expenditure has not been manageable within the budget envelope. Rebasing exercises were completed for the 2020/21 and 2021/22 budgets, which added a total of £4.8m additional funding to reflect the increasing cost and number of children in care, in addition to the increasing costs of supporting disabled children at home. The number of children looked after (LAC) by the Council has risen from 171 to 224 an increase of 31% in the last 15 months. The MTFS allocates £10.56m for demographic and contractual inflationary pressures within Children's Services over the next five years.



A further area of pressure within Children's Services is the significant increases in children and young people with SEND. This is adding to the pressure on the Dedicated Schools Grant managed by the Council. The 2021/22 outturn resulted in a DSG cumulative overspend of £13.44m. During 2021/22 the spend on pupils with a Statement or EHCP increased by 8% when budget allocations from the DFE through the High Needs Block allocation increased by 3.6%. During the first part of 2022/23 the incidence of cases and costs has continued to rise, and predictions are showing that the overspend could increase by £5.7m These increases will have to be met from the Dedicated School Grant of future years. A recovery plan has been submitted to the DFE and is currently being reviewed. The overspend is recorded as a specific reserve in the Local Authority (LA) accounts.

Children's Services are very cognizant of the continued financial pressure that is resultant from the expense of providing appropriate care and placements to meet the needs of our children and young people. The service will continue to review the models of care we utilise, opportunities to bring in external investment and good practice, and to scrutinise individual needs and placement costs in order to mitigate these financial pressures wherever possible.

7. Outlook for Government Grant Funding

Revenue Support Grant (RSG)

It is anticipated that there will be further delays in the planned Fairer Funding Review and that the Council will continue to receive the Revenue Support Grant (RSG) in 2023/24 of £0.5m based on the last spending review projections of a cash flat settlement for local government for 2023/24 and 2024/25. The remaining RSG allocated to B&NES has been rolled into the 100% Business Rate Pilot.

Lower Tier Services Grant & 2022/23 Services Grant

The Council received £1.8m from these two grants in 2022/23. The MTFS assumes that the Council will receive the same level of funding in 2023/24 in line with the current predictions of a cash flat rollover settlement. There is a potential risk to these funding levels if the government decides to distribute the funding in a different way or reduces the level of funding for 2023/24. The funding position will be confirmed in the December Provisional settlement.

New Homes Bonus

The Local Government Finance Settlement for 2022/23 confirmed continuation of the changes made to the funding arrangements for New Homes Bonus in 2020/21 and 2021/22, pending consultation on a replacement scheme. This resulted in a payment of £0.645m for new housing growth over the previous year, taking the total New Homes Bonus Grant to £2.037m for 2022/23, a reduction of £1.027m from 2021/22. The settlement announced that the grant element for 2022/23 would only be paid for one year without the further 3 years of legacy payments which are made for growth rewarded in 2019/20 and prior years.

The table below shows the likely annual remaining funding which is reflected in the MTFS reflecting the potential ending of the scheme in 2023/24.

	Total New Homes Bonus Grant		
Payment relating to:	**2021/22 £'m**	**2022/23 £'m**	**2023/24 £'m**
2022/23		0.645	
2021/22	0.759		
2020/21			
2019/20	1.392	1.392	
2018/19	0.913		
Total	**3.064**	**2.037**	**0.000**

The MTFS also reflects an estimate of the Council's share of the nationally top-sliced funding for NHB being redistributed based on the old relative needs grant formula from 2023/24 onwards.

Retained Local Business Rates – 100% Business Rate Retention Pilot

The 2022/23 Local Government Finance Settlement confirmed that the West of England 100% Business Rate Retention Pilot would continue into 2022/23. The estimated benefit is approximately £3.2m in 2022/23. No further announcements have been made yet by government on whether further extensions will be made past 2022/23. The plan currently reflects the risk that this benefit will be removed as part of the 2023/24 financial settlement with the Council reverting to the national Business Rate Retention Scheme pending the Local Government Financing and Fairer Funding review by the government.

The 2022/23 Budget included assumptions for likely levels of future Business Rate income, together with making specific provisions for appeals, increases in reliefs and growth and deletions. Business Rate bills are normally uplifted each year based on the September CPI figures, which for 2023/24 would represent a 10.1% increase. If the government decides to protect businesses from this level of increase through capping charges it would normally fully compensate Council's for the impact on retained business rate income. The 2023/24 Business Rate income forecasts currently allows for an inflationary increase of 7% whilst confirmation of the government's decision on charge increases and funding for next year is awaited. These assumptions will be kept under review as the final budget is developed. Any surplus or deficit on the Business Rate Collection Fund and associated income will be transferred to or from the Business Rates Reserve for consideration as part of the Business Rates calculations for future

years. This approach will include any changes that arise from the final settlement announcement relating to Business Rates.

The government announced additional flexibility to Local Authorities in financing any Collection Fund deficit that was forecast in 2020/21 in light of the Covid 19 impact on income. The MTFS factors in the three year spreading of the forecast 2020/21 collection fund deficit based on the estimate that was made when setting the 2021/22 budget. The position will be reviewed and updated to take account of both the actual 2021/22 outturn and the 2022/23 in year performance of the Collection Fund as part of finalising the Business Rate income forecasts for the 2023/24 budget.

Schools Funding

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

As schools convert to academies the DfE take back the element of DSG payable to the local authority in order to make payments direct to the academies.

Provisional school allocations have been received from the DfE and show an overall increase of approx. 1.57% in the total allocations. Individual schools are protected under the National Funding Formula (NFF) to a 0.5% per pupil increase though many will receive a larger increase.

With the introduction of the NFF the DSG was ring-fenced for schools from 2018/19 making the local authority responsible for the demographic pressures being observed in the SEND / High Needs element of the DSG. The local authority has submitted an initial deficit recovery plan to the DfE to recover the deficit that exists at the end of 2021/22. The plan sets out our spending patterns and recovery of the deficit (with DFE support) by 2026/27. The DFE are currently conducting their due diligence on our plan with a decision on the support before April 2023.

The deficit recovery plan shows our proposals to review our processes to encourage schools to develop early support for pupils with SEND thus limiting the need for EHCPs. We are also creating more localised provision to limit expenditure on expensive non maintained special school places The Education Capital Programme has been utilised to direct resources to provide additional SEND places in mainstream schools and extend special school provision.

As part of the recovery the schools asked to contribute resources from schools allocations to support the SEND expenditure. Regulations allow up to 0.5% of the schools block to be transferred to the high needs block to support the SEND expenditure providing approval of schools through the Schools forum is obtained. The Schools forum has agreed this transfer every year up to 2022/23.

The school’s contributions are limited to 1 year under the NFF regulations and therefore further consultation is currently underway to gain a transfer from the schools block in 2023/24. This continues the transfers that have occurred in prior years, and would amount to approx. £635k.

When schools convert to academies their reserves transfer to them and therefore school reserves have reduced significantly as a result reflecting that only 10% remain as maintained schools.

Social Care Grant

The MTFS assumes that government will not reduce grant funding into Social Care as outlined in the section 6 of the report. The 2022/23 settlement confirmed a further £1.73m Social Care grant funding which was combined with the continuation of the existing Social Care Support grant to give a revised total of £5.99m. This funding is assumed as recurrent in the base budget.

Better Care Fund

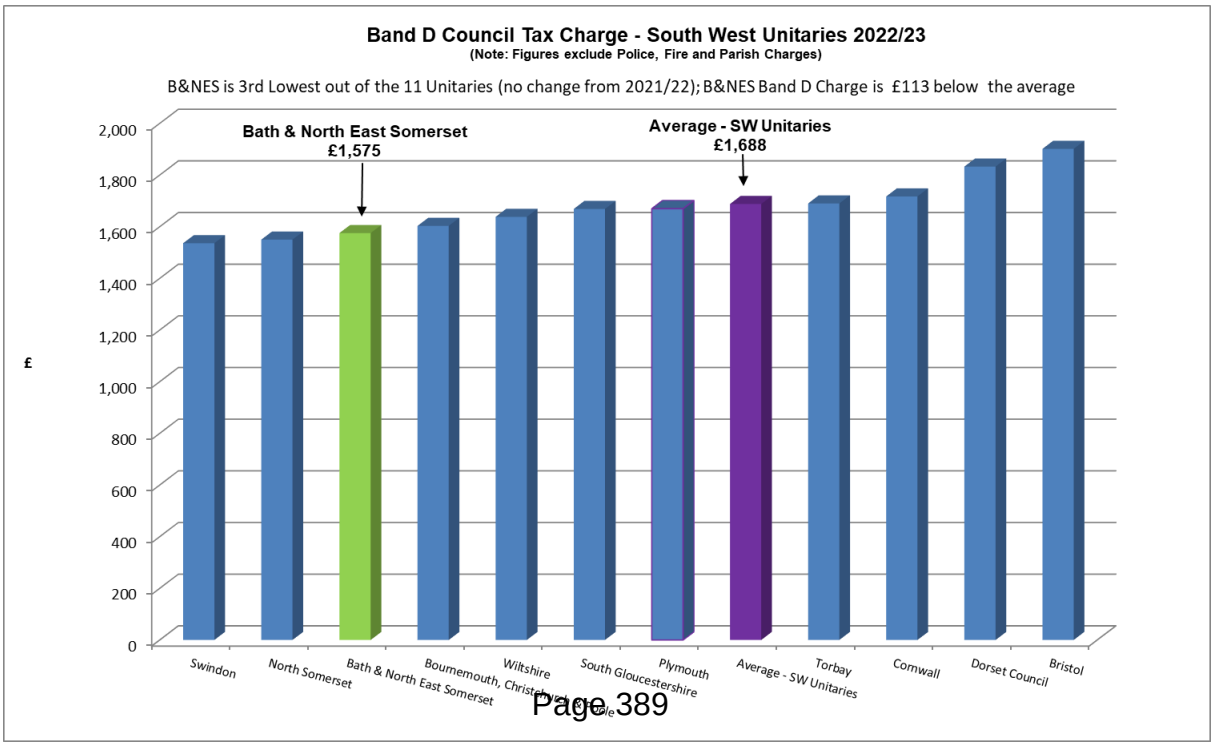
The Better Care Fund is intended to incentivize the integration of health and social care, requiring Integrated Care Boards (ICBs) and Local Authorities to pool budgets and agree an integrated spending plan. Greater integration is seen as a potential way to use resources more efficiently, by reducing avoidable hospital admissions and facilitating early discharge from hospital. The Better Care Fund (BCF) is one of the government's national vehicles for driving health and social care integration and, whilst there was limited change to the 2022/23 Better Care Fund policy framework, the future direction of the BCF beyond 2023 will be consulted on to take into account the upcoming reforms.

The Council and ICB's Better Care Fund has a minimum funding contribution of £14.1m in 2022/23 a 5.66% uplift on 2021/22. The Strategy currently estimates that funding will continue at current levels with inflationary uplift given annually to help fund the known pressures on both the Council and the ICB

8. Council Tax

Comparison of 2022/23 Council Tax

The chart below shows how B&NES compares (3rd lowest) to other South West unitary authorities:



Council Tax collection fund

The government announced additional flexibility to Local Authorities in financing any Collection Fund deficit that was forecast in 2020/21 in light of the Covid 19 impact on income. The MTFS factors in the spreading of the forecast 2020/21 collection fund deficit over 2022/23 and 2023/24 based on the estimate that was made when setting the 2021/22 budget. The forecast for 2023/24 has been updated to include the improved 2021/22 actual Council Tax collection fund outturn position of £0.26m providing a net deficit to be funded of £0.29m. This forecast will be reviewed and updated to take account of the 2022/23 in year performance of the Collection Fund as part of finalising the Council Tax base and income forecasts for the 2023/24 budget.

Council Tax Precept

The current funding gap in the MTFS assumes a **1.99% increase** in council tax each year. This assumes that the Government's referendum principles in respect of general Council Tax will continue to allow increases of up to 2% before a referendum is required. In addition, the MTFS assumes that the Council tax base will grow with incremental growth of 1.75% for 2023/24 and 1% per annum from 2024/25 onwards.

Adult Social Care Precept

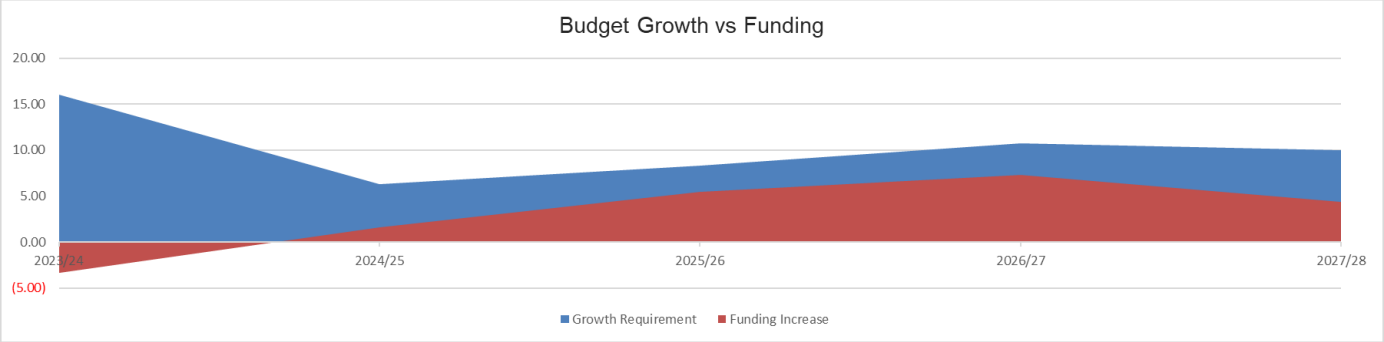
The Government, in recognising the continued pressures facing Adult Social Care (ASC) authorities, has allowed for a further 1% increase per annum through the three year spending review period from 2022/23 to 2024/25. The Medium-Term Financial Plan assumes that this applies annually to 2024/25.

9. Financial Outlook

Currently the MTFS shows a projected budget gap for each year of the plan as follows:

Budget Planning	Future years assumptions £m					
	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Growth Requirement	16.06	6.28	8.32	10.73	9.99	51.38
Funding Increase	(3.37)	1.62	5.45	7.27	4.40	15.38
Annual Funding gap	**19.43**	**4.66**	**2.86**	**3.46**	**5.60**	**36.00**
Savings Proposals	**2.32**	**0.23**	**0.00**	**0.00**	**0.00**	2.55
Remaining Funding Gap	**17.11**	**4.43**	**2.86**	**3.46**	**5.60**	**33.45**

The funding gap over the medium term can be analysed further to identify additional pressures on expenditure and the impact of funding reductions in income as follows:



Indicative Budget Forecast

The detail of the budget gap is shown in the table below and outlines additional cost pressures and reduced funding:

Budget Planning	Future years assumptions £m				
	2023/24	2024/25	2025/26	2026/27	2027/28
Budget Requirement (Previous Year)	**126.74**	**131.88**	**133.51**	**138.96**	**146.24**
Budget Adjustments	0.00	0.00	0.00	0.00	0.00
Pay & Pension	5.90	1.68	2.53	2.30	2.33
Demographic Growth	1.72	1.72	1.72	2.72	2.72
Contract Inflation	3.65	2.22	2.28	2.31	2.36
New Homes Bonus Pressure	0.61	0.00	0.00	0.00	0.00
Capital Financing	0.87	2.14	1.08	1.02	1.00
Settlement grant funding	0.00	0.00	0.00	0.00	0.00
Budget pressure / rebasing	3.30	(1.48)	0.71	2.38	1.58
Funding Requirement Sub Total	**16.06**	**6.28**	**8.32**	**10.73**	**9.99**
Draft Budget Before Savings	**142.80**	**138.17**	**141.82**	**149.70**	**156.23**
Proposed Savings Plans	(2.32)	(0.23)	0.00	0.00	0.00
Estimated Savings Required	(17.11)	(4.43)	(2.86)	(3.46)	(5.60)
Savings Requirement Sub Total	**(19.43)**	**(4.66)**	**(2.86)**	**(3.46)**	**(5.60)**
Budget Requirement	**123.38**	**133.51**	**138.96**	**146.24**	**150.63**
Business Rate Relief Adjustment*	8.51	0.00	0.00	0.00	0.00
Revised Budget Requirement	**131.88**	**133.51**	**138.96**	**146.24**	**150.63**
Funding of Budget Requirement					
Council Tax	111.73	116.52	120.02	123.63	127.36
Business rates retention*	19.73	21.29	21.94	22.60	23.28
Business rates relief deficit (21/22) - s31 grant funded	0.00	0.00	0.00	0.00	0.00
Reserve transfer from Business Rates s31 grant reserve	0.00	0.00	0.00	0.00	0.00
Reserve transfers From	0.43	0.00	0.00	0.00	0.00
Reserve transfers (To)	0.00	(4.30)	(3.00)	0.00	0.00
Funding of Budget Requirement Total	**131.88**	**133.51**	**138.96**	**146.24**	**150.63**

The forecast includes the following cost pressures and assumptions:

- **Pay Inflation** – Estimated 3.00% per annum until 2025/26, 2% thereafter.
- **Council tax** – General assumed at 1.99%, Social Care precept 1% until 2024/25.
- **Pension Costs** – Have been revised in line with the recent revaluation no increase during financial planning period.
- **Demographic Growth & Increase in Service Volumes** – Additional demand from new placement and market pressures in Adult & Children Social Care;
- **Interest Rates** - Higher interest rate to follow movement in Bank of England base rate currently 2.25% for treasury management cash investments. The Council will fix budget interest rates following the provisional settlement;
- **Inflation** – CPI projections modelled on a higher rate between 5-10% this will be refreshed for the detailed budget proposal based on ONS data.
- **Budget Pressures / Rebasing** – 2023/24 budget rebasing takes into account current pressures on demand driven services including Children's Services and Waste.

- **Capital Spending** – an allowance has been made to fund previously agreed provisional schemes requiring borrowing.
- **Borrowing** – longer term borrowing costs have been factored into the MTFS however the authority will continue to optimise the use of cash balances subject to market conditions and the overriding need to meet cash outflows;
- **New Priorities** – from April 2023 will be developed with the administration as part of the Corporate Strategy and have not yet been factored into the plan.
- **Reserves** – In recognition of inflation pressures commitment against un-earmarked general reserve for unbudgeted in year risks.

10. Managing the Medium Term Financial Strategy

Current estimates are that £36m savings will now be required over the next five years including savings already approved.

The strategy has outlined that the savings will be reviewed on a two-year rolling profile which means that there is currently a gap of £24.09m, including the pre-approved savings of £2.55m. Due to the budget impact of rising demand and inflation this puts 67% of the 5 year MTFS savings in 2023/24 and 2024/25 with £19.43m to find next year.

This gives a challenging target next year which is 14.7% of the estimated net budget of £131.88m. Through early engagement and service planning options are being worked up to address this funding gap through cost reduction and income generation plans.

Budget management plan

The following approach is recommended to create a robust plan of action, manage change and balance the budget.

Focus on short to medium term savings that enable Covid-19 recovery and meet the following principles:

3 Key Principles

- Manifesto & Corporate Strategy aligned and Member engaged with Cabinet assurance and oversight of all proposals.
- Corporate Focus on areas of Strategic Priority: Structure, Income, Social Care, Property Services, Customer Contact - High financial value and organisational benefit required.
- Directors are collectively responsible for generating service plan savings – Achievable with minimal disruption to services and the public.

To ensure:

- Removal of duplicated effort & improved service delivery.
- Use of technology for smarter working.
- Change is resourced appropriately to deliver results.
- The implementation and delivery of the budget proposal is Director led and Finance facilitated.

The following strategic planning themes will enable the Council to break down the actions needed to address the short, medium and long term. An overarching theme that underpins delivery plans will be ensuring that the Climate and Nature Emergency is supported with no adverse impacts.

Stabilise – Short term

- Reduce reliance on income through reducing expenditure and broaden income base wherever this is possible.
- Ensure temporary corporate and service mitigations are in place.

Transition – Medium term

- Reset business plans looking at new delivery models
- Revise the Councils operating structure
- Maximise opportunity and reduce travel through IT and smarter working
- Minimise cost to reflect lower income base

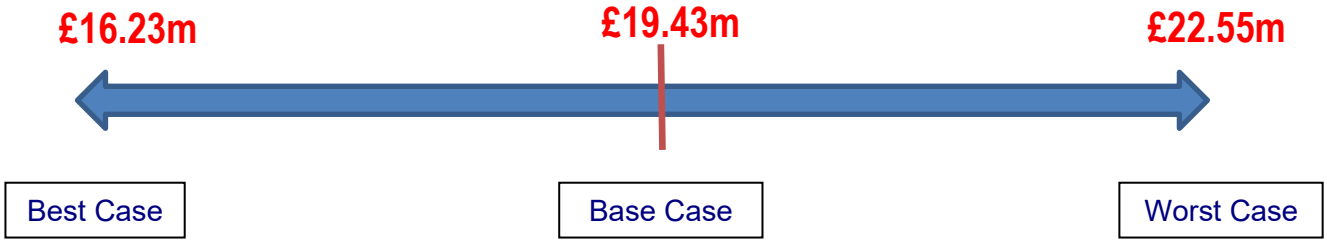
Change – Long term

Implement new strategies for:

- Commercial income management
- Social Care delivery
- Resident focussed service delivery models

To manage the strategy financially and in practice there will need to be fundamental changes to the way we approach budget planning to ensure a fully achievable set of proposals can be taken forward in the 2023/24 Budget proposal.

The savings scale below show's how the MTFS base case presented in this report may change following the provisional settlement from government that will give clarity on the Council tax threshold, government grant levels and business rates retention.



The best case incorporates the extension of the business rates retention pilot that will benefit the 2023/24 budget by £3.2m

The worst case builds in a 10% reduction in government grants directly awarded through the local government settlement and pay inflation at 5%.

For financial planning purposes the base case is the most realistic assessment that recognises that numbers may move between now and the end of December. In the event that the local government funding position moves to the worst case the Council will need to consider further mitigations from the revenue budget.

11. Corporate Strategy and Council priority areas

The Medium Term Financial Strategy sets out the financial framework for allocating resources across the Council. How this is achieved will require close alignment to the Corporate Strategy as set out below.

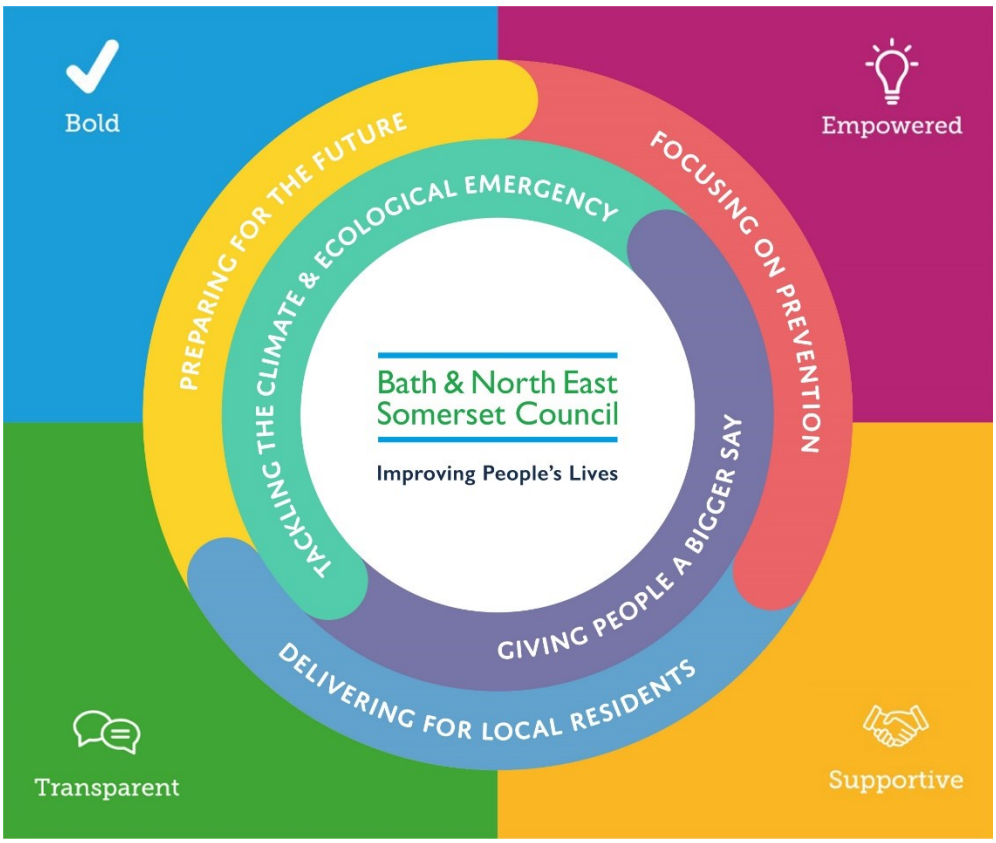
ONE: We have **one** overriding purpose – to improve people's lives.

This might sound simple but it brings together everything we do, from cleaning the streets to caring for our older people. It is the foundation for our strategy and we will ensure that it drives our commitments, spending and service delivery.

TWO: We have **two** core policies – **tackling the climate and ecological emergency** and **giving people a bigger say**. These will shape **everything** we do.

THREE: To translate our purpose into commitments, we have identified **three** principles. We want to **prepare for the future, deliver for local residents and focus on prevention**.

This is all set out clearly in the diagram below:



This is the “golden thread” which drives what we do ensuring that setting budgets and managing our people - our most valuable resource - are guided by the council’s priorities. It also means that our commitments are realistic and achievable.

Areas of strategic priority and focus over the next two years will include:

- Ongoing investment to deliver joined up and more effective transport schemes across the council area, with a particular focus on creating low traffic neighbourhoods and more opportunity to prioritise walking and cycling and the introduction of financial incentives to reduce inward commuting through the extension of RPZs.
- Continued investment to support the most vulnerable people in our communities.
- Continued commitment to secure action to address the climate and ecological emergency.
- Focus on supporting the local economy to recover from the impact of the pandemic and the cost of living crises with a particular priority to work with partners to rebalance the economy to reduce the dependence on retail, hospitality and tourism.
- Deliver the “Preparing for the Future” programme to modernise the council with a focus on improved asset management and flexible working, reduce the need for staff to travel unnecessarily across the region.
- Deliver new ways for our residents, businesses, partner organisations, visitors and internal service teams to interact and receive council information and services, using digital channels.
- Ensuring that we are able to manage labour market demands and fluctuations across our workforce but particularly in operational roles in both social care and neighbourhood services.

12. Capital Programme

The Prudential Code for Capital Finance in Local Authorities was updated in December 2021. The objectives of the Prudential Code are to ensure that the capital expenditure plans of local authorities are affordable, prudent and sustainable and that treasury management decisions are taken in accordance with good professional practice and in full understanding of the risks involved. The new code includes a clear statement that a local authority must not borrow to invest primarily for financial return.

The code requires authorities to assess capital expenditure and investment plans in the light of overall organisational strategy and resources and ensure that decisions are made with sufficient regard to the long-term financial implications and potential risks to the authority.

The Council follows this approach through:

- Continuing to review all existing schemes and simplify, reduce, pause or stop as necessary;
- Minimising new schemes except those that meet corporate priorities;
- Agreeing an affordable limit for new schemes requiring corporate borrowing;
- Ensuring adequate investment in assets supporting key service provision (including meeting health and safety requirements or replace obsolete or inefficient assets/equipment); and

- Delivering or working with partners to deliver high priority government funded programmes and WoE programmes where they meet corporate priorities.

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

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

Items for **Provisional Approval** will require either a further Officer decision or in some cases a formal Executive decision for Full Approval. The budget estimates for schemes shown for Provisional Approval are therefore included on an indicative basis, and as an aid to planning.

The Capital Programme will retain narrative only reference to pipeline projects and grant funding in early stage progression. These items will require further decision to incorporate into the programme at a later date, in line with the delegations outlined in the February Budget report.

The capital programme is aligned with the Community Infrastructure Levy allocations agreed for the coming financial year.

The following shows the capital programme approved in February 2022 as part of budget setting:

Capital Schemes for Approval

Cabinet Portfolio: Capital Schemes	**Budget 2022/2023 £'m**	**Budget 2023/2024 £'m**	**Budget 2024/2025 £'m**	**Budget 2025/2026 £'m**	**Budget 2026/2027 £'m**	**Total £'m**
Economic Development & Resources	38.824	15.886	13.480	1.593	0.000	**69.784**
Climate & Sustainable Travel	1.006	0.000	0.000	0.000	0.000	**1.006**
Adults & Council House Building	14.089	1.442	1.442	1.442	1.442	**19.857**
Children and Young People, Communities and Culture	1.886	0.000	0.000	0.000	0.000	**1.886**
Neighbourhood Services	35.418	10.374	0.800	0.000	0.000	**46.592**
Transport Services	2.014	0.000	0.000	0.000	0.000	**2.014**
Corporate Capital Contingency	2.828	0.000	0.000	0.000	0.000	**2.828**
Total	**96.064**	**27.702**	**15.722**	**3.035**	**1.442**	**143.966**

Capital Schemes for Provisional Approval (Subject to)

Cabinet Portfolio: Capital Schemes	Budget 2022/2023 £'m	Budget 2023/2024 £'m	Budget 2024/2025 £'m	Budget 2025/2026 £'m	Budget 2026/2027 £'m	Total £'m
Economic Development & Resources	49.339	12.755	12.268	4.440	4.400	**83.202**
Climate & Sustainable Travel	7.603	0.530	0.000	0.000	0.000	**8.133**
Adults & Council House Building	6.692	0.435	0.000	0.000	0.000	**7.127**
Children and Young People, Communities and Culture	21.817	0.000	0.000	0.000	0.000	**21.817**
Neighbourhood Services	9.028	12.417	24.661	9.463	9.497	**65.065**
Transport Services	5.535	1.163	1.163	1.293	1.163	**10.317**
Total	**100.013**	**27.300**	**38.092**	**15.196**	**15.060**	**195.661**

Grand Total	**196.077**	**55.003**	**53.814**	**18.231**	**16.502**	**339.627**

The current capital programme that was approved in February 2022 was funded as follows:

Financing	Budget 2022/2023 £'m	Budget 2023/2024 £'m	Budget 2024/2025 £'m	Budget 2025/2026 £'m	Budget 2026/2027 £'m	Total £'m
Grant	53.405	16.973	17.151	8.595	8.439	**104.563**
Capital Receipts/RTB	7.013	5.500	0.000	0.000	0.000	**12.513**
Revenue	0.632	0.000	0.000	0.000	0.000	**0.632**
Borrowing	126.224	31.713	36.663	9.636	8.063	**212.299**
3rd Party (inc S106 & CIL)	8.803	0.816	0.000	0.000	0.000	**9.619**
Total	**196.077**	**55.003**	**53.814**	**18.231**	**16.502**	**339.627**

Note this does not include slippage from 2021/22 which totalled £37.6m.

An allocation of £1.1m revenue budget to support new schemes has been factored into 2023/24, this is fully committed to the schemes and maintenance programmes added in the 2022/23 and previous years budgets. Any further capital investment requiring funding from corporately supported borrowing will require either the reduction of existing schemes or for the additional costs of borrowing to be incorporated in the 2023/24 and future years revenue budgets. The more detailed capital strategy will be updated for approval as part of the budget in February 2023.

Capital receipts will be used flexibly on appropriate revenue expenditure and further adjustments may be made as part of setting the budget for 2023/24 subject to any revision to government guidance being published. The current programme will continue to be reviewed to ease this financial impact.

The intention is to take a measured approach between borrowing in the current market climate and the utilisation of internal cash flow wherever possible. Borrowing has been factored into the strategy to ensure that the authority can meet its future borrowing obligations. The decision on the timing of new borrowing will still be driven by market factors, particularly movements in interest rates to provide overall value for money to the Council.

Capital Risk Contingency

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

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

- The 2022/23 capital programme included a funded corporate risk contingency of £5m, of which £4.5m remains following allocations made during this financial year;

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

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

Minimum Revenue Provision (MRP) Policy

The Council is required to make revenue provision to repay capital spend that is financed by borrowing (either supported or unsupported). This is called the Minimum Revenue Provision (MRP). The Department of Communities & Local Government has issued regulations that require full Council to approve a MRP Policy in advance each year, or if revisions are proposed during the year they should be put to the Council at that time. The policy was updated in February 2020 and there are currently no revisions proposed.

11. Earmarked and Non-Earmarked Reserves

Earmarked Reserves are set aside for specific purposes whereas Non-Earmarked Reserves are retained to meet unforeseen risks. A regular review of financial risks to assess the optimum levels of balances and reserves will be reported to members annually. This ensures that the authority has sufficient funds to meet its key financial risks. The strategy remains that balances remain at a level that covers these key risks.

To manage financial risk the Council holds £12.58m of unearmarked reserves, if unutilised in 2022/23 the MTFS proposes that the Council makes an assessment of inflationary risk that is in addition to the amount built into the revenue budget proposal and holds a commitment against unearmarked reserves in recognition of this risk.

The following table shows each of the key reserves held for financial planning, the expected opening balance for 2023/24 and anticipated closing balance after the projected use:

	Estimated Balance 31/03/2023 £'m	Projected Use in Year £'m	Current Estimated Balance 31/3/24 £'m
Revenue Budget Contingency	3.20	0.00	3.20
Financial Planning and Smoothing Reserve	2.18	0.00	2.18
Restructuring & Severance Reserve	1.90	1.00	0.90

Following on from the Council's planned use of reserves for 2021/22 & 2022/23, balances will be replenished to pre Covid levels for the Revenue Budget Contingency and Financial Planning and Smoothing reserve by 2025/26.

Flexible use of Capital receipts

The strategy requires flexibility around capitalising costs and the flexible use of capital receipts to fund redundancy, transformation, and ICT costs where appropriate to free up reserves.

12. Reviewing the Strategy

This strategy will naturally span the life of the Council Plan but will be reviewed annually to take into account changes within and external to the organisation. In more uncertain times the strategy will be reviewed more frequently.

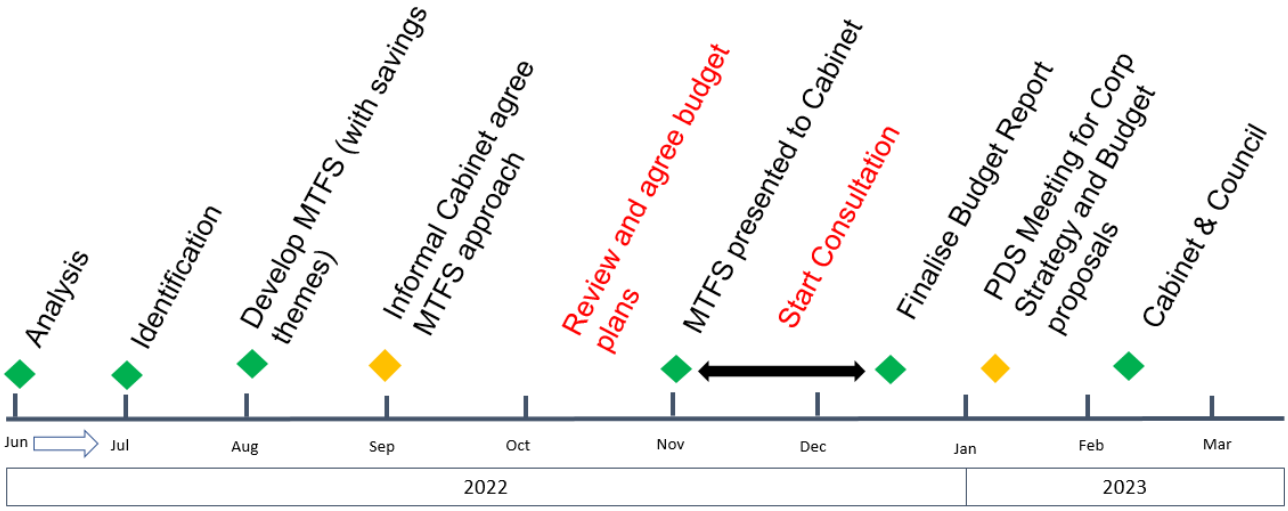
13. Public/Stakeholder Engagement

We will be making more information available on our MTFS for stakeholder engagement in November 2022, this will also be subject to scrutiny by the Corporate Policy Development and Scrutiny Panel.

Subject to the timing of central Government funding announcements we hope to engage on more detailed budget proposals in December / January including reporting to Policy Development and Scrutiny.

14. Budget Setting Timetable

The diagram below sets out the budget planning timetable.



15. Risks to the Medium Term Financial Strategy

The Strategy and Plan make regular risk predictions. The key risks to the plan are currently seen as:

Risk	Likelihood	Impact	Risk Management Update
Reinstated government restrictions in the event of new variants impacting vaccine success	Possible	High	This is certainly a material risk, whilst not one the Council has direct control over, every step is being put in place to follow government guidance following the recommendations of our Director of Public Health.
Operational budget pressures due to latent demand and backlog	Likely	High	There is the risk of built-up demand on Council services and backlog because of operational activity being diverted to managing the Covid pandemic. This may result in one-off cost pressures to clear the backlog.
Long term impacts on the Councils Commercial Estate over and above anticipated levels.	Possible	High	Current modelling has been prudent following the Covid pandemic and impact on retail economy. There are risks in the retail & hospitality sector from a challenging labour market that is impacting recruitment to these sectors, so this may have an impact on business viability and income from Council tenants.
Contract inflationary pressure	Likely	High	With increase in wage, energy and fuel costs, Council contracted services are at risk of above budget price increases. This is an economic risk that has been recognised in the budget with a corporate inflation contingency for known areas that cannot be mitigated

			through activity management. Capital Schemes may need to be paused due to unfunded viability gaps due to increased supply chain costs.
The income from Heritage Services may not recover in the short term.	Possible	High	Continue to monitor income levels and impact on business plan in light of changing customer expectations and international travel. We anticipated income will not fully recover in the medium term and growth was built into the medium terms financial plan between 21/22 and 24/25.
Impact on Reserves	Possible	High	Without additional government grant in recognition of unfunded inflationary pressures there is the risk that Council reserve levels are not enough to manage in-year and future years risk.
Interest rates increase	Likely	Medium	A reserve is available for borrowing to manage market risk and long-term borrowing costs have been factored into the longer-term MTFS. Borrowing rates have increased by around 2% since the start of the financial year with increased volatility in recent weeks following market concern over the UK economy and public finances. The latest forecast from our treasury management advisors is that borrowing rates will remain under upward pressure in the short term on inflation and central bank policy expectations, and investor uncertainty. Yields are forecast to fall slightly over the medium term as weak growth places pressure on central banks to ease policy. The Council will continue to consider shorter term borrowing options alongside the PWLB.
Volatility and uncertainty around business rates	Likely	High	The impacts of the current economic challenges will increase the volatility and uncertainty around business rate income. In 2022/23 this risk has been partly offset by the extension of the business rate relief scheme for Retail, Leisure and Hospitality businesses. We continue to monitor arrears, CVAs, and liquidations with a specific reserve held to manage in-year volatility.
Capital projects not delivered resulting in revenue reversion costs or liabilities from underwriting agreements	Possible	High	The Council has a number of projects within this category. These risks will continue to be monitored and reported. An assessment is made as part of the budget process to ensure that revenue reserves are sufficient to meet these risks. The capital programme

			methodology looks to de-risk projects wherever possible.
Changes to Government Policy that affects future funding	Likely	High	Need to monitor and continue to highlight impact
Brexit risks	Likely	Medium	The short to medium term impacts of Brexit on the Councils supply chain and labour market may result in contractual cost pressures from customs tariffs that previously did not apply.
Funding pressures through WECA, ICB and other partners	Possible	Medium	Ensure good communication links with partner organisations.
Capital receipts in the areas identified are insufficient to meet target	Possible	Medium	There is a risk that a depressed market will impact on current values, in the short to medium term the Council should not rely on capital receipts as a key funding source.

The key risks will continue to be monitored throughout the budget setting process and subsequently outlined in each budget setting report to Council and will be reviewed regularly, and reported through budget monitoring to Cabinet.

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Bath & North East Somerset Council

MEETING:	**Cabinet**	
MEETING DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3373
TITLE:	**Revenue and Capital Budget Monitoring, Cash Limits and Virements – April 2022 to September 2022**	
WARD:	**All**	

AN OPEN PUBLIC ITEM

List of attachments to this report:

Appendix 1 – Revenue Monitoring Commentary

Appendix 2 – Key Scheme Capital Monitoring Commentary

Appendix 3 (i) & 3 (ii) – Proposed Revenue Virements & Revised Revenue Cash Limits 2022/23

Appendix 4 (i) & 4 (ii) – Capital Virements & Capital Programme by Portfolio 2022/23

EXECUTIVE SUMMARY

a) Revenue budget

The Revenue budget outturn is currently forecast to be £4.5m over budget.

The 2022/23 pay award is expected to be significantly higher than budgeted. The reversal of the Employers' National Insurance increase in-year will offset this in part, but will result in a £2.2m unbudgeted cost to the organisation.

Demand-led placement and package costs continue to cause a significant pressure in Children's Services. Combined with staffing pressures as a result of covering absences within teams and responding to increasing complexity of need, the service is currently forecasting a £5.4m overspend.

Further pressures are being experienced in the Bereavement, Waste, Corporate Estate and Planning Services. High levels of vacancies across the organisation, strong performance in Heritage Services and the Commercial Estate, and increased interest on cash balances and delayed need to borrow are providing favourable mitigations.

The renewal of corporate energy contracts in the midst of the cost of living and inflation crisis is resulting in a large increase in costs across the organisation. These costs are being funded in-year from the inflation contingency included in the 2022/23 budget and an Inflation Reserve set aside as part of the 2021/22 outturn, while the medium-term increase will need to be considered in the 2023/24 budget planning process.

In addition, there is an in-year SEND placement pressure of £5.7m on the Dedicated Schools Grant (DSG). Mitigation plans are being worked up as part of the DFE's Safety Valve programme to recover the ongoing deficit on the DSG over the next 5 years.

Savings of £11.9m were included in the 2022/23 budget. At present £10.3m savings are expected to be delivered, with the majority of the shortfall relating to delays in the Children's transformation project aimed at delivering cost reductions.

b) Capital budget

The current position of the 2022/23 Capital Programme is a forecast of £124.8m against a budget of £154.2m. The variance of £29.4m reflects anticipated rephasing across a number of schemes.

c) Council Tax and Business Rates

There has been a continued reduction in the cost of the Local Council Tax Support Scheme over the first half of the year, in line with a fall in working age claimants, with the cost at the end of September £9.8m which is £0.8m below the budget estimate. The Council Tax Collection Fund surplus is also benefitting from a higher level of chargeable dwellings than forecast when setting the taxbase for 2022/23. Taking both into account, the current forecast is for an in year £2.7m surplus, of which the Council's share is £2.2m. This represents a positive variance of 2% against the 2022/23 budgeted income.

The current in year forecast for the Business Rate element of the collection fund is for a surplus of £0.4m, after allowing for the impacts of s31 grant funding in respect of the retail reliefs and the Covid Additional Relief Fund. The surplus is mainly the result of a favourable position in respect of empty property relief which is currently below budget.

d) Council Reserves

The Council approved 2022/23 revenue budget utilises £5.2m of corporate and service earmarked reserves to mitigate ongoing Covid pressures on the Council's revenue budget.

1 THE ISSUE

1.1 This report presents the financial monitoring information for the Authority as a whole for the financial year 2022/23, using information available as at the end of September 2022.

2 RECOMMENDATION

The Cabinet is asked:

2.1 To note the 2022/23 revenue budget position as at the end of September 2022.

2.2 To note the revenue virements listed for information only in Appendix 3(i).

2.3 To note the capital year-end forecast detailed in paragraph 3.26 of this report;

2.4 To approve the allocation of £3m CRSTS Highways Maintenance Challenge Fund grant to fund the increased cost of the Cleveland Bridge repairs as highlighted in paragraph 3.27 of this report.

2.5 To note the changes in the capital programme including capital schemes that have been agreed for full approval under delegation listed in Appendix 4(i).

3 THE REPORT

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

REVENUE BUDGET

3.2 Service Directors have been asked to outline the actual expected outturn for the year and the reasons to date for over / under budget forecasts. For revenue budgets which are forecast to be over budget, the Directors are expected to seek compensating savings to try and bring budgets back to balance.

3.3 A summary by Portfolio of the revenue position as at the end of the second quarter is shown in the table below:

Portfolio	Revised Budget £'m	Year End Forecast £'m	Variance Over / (Under) £'m
Leader of Council	(5.16)	(5.82)	(0.66)
Resources	15.54	16.27	0.73
Economic Development, Regeneration and Growth	0.58	0.54	(0.04)
Climate and Sustainable Travel	1.32	1.23	(0.09)
Adult Services and Council House Building	62.27	62.23	(0.04)
Children and Young People, and Communities	31.43	36.87	5.44
Neighbourhood Services	23.94	24.53	0.59
Transport	(6.08)	(6.40)	(0.32)
Planning and Licensing	2.28	2.44	0.16
Total	**126.12**	**131.89**	**5.77**
Use of Corporate Social Care Contingency	*0.00*	*(1.30)*	*(1.30)*
Quarter 2 Forecast Outturn Variance	**126.12**	**131.59**	**4.47**

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

3.4 The current **year-end** forecast is a £4.47m over budget position. This position reflects the full utilisation of the remaining Corporate Social Care Contingency budget to mitigate Children Social Care pressures.

3.5 To mitigate the £4.5m pressure the Council is exploring what in year mitigations are available to prevent further use of reserves, this will be governed through a Financial Recovery Board that will maintain strategic oversight with mitigations reported through the quarter 3 monitoring to Cabinet. In the event the above budget position cannot be fully mitigated the Council's Revenue Budget Contingency Reserve and Covid Contingency Reserve will need to be utilised, subject to approval.

Portfolio Commentary

3.6 Key variances and associated actions by Portfolio are as follows, a more detailed breakdown can be found in Appendix 1:

Leader of the Council *(£0.66m under budget, £0.66m favourable movement)*

The Leader of the Council portfolio holds Events, World Heritage and External Affairs and Partnerships budgets. All three cash limits continue to forecast a broadly on budget position. Heritage Services are now held within this portfolio

and are forecasting a £0.66m favourable position resulting from strong summer visitor numbers.

Resources *(£0.73m over budget, £0.64 unfavourable movement)*

The expected 2022/23 pay award based on the Local Government Employer's final offer to unions is currently forecast in this portfolio against Corporate Budgets. The estimated unbudgeted pressure resulting from this is £2.5m, partially offset by the in-year reversal of the National Insurance increase of £0.3m. Costs associated with void properties, including the vacant former school site at Culverhay, result in a forecast £0.44m over budget position in the Corporate Estate. These pressures are partially offset by savings on licensing costs in ICT, lower borrowing costs associated with delays in borrowing for capital projects, and interest earned on cash balances. Rental income on the Commercial Estate is also greater than budgeted (£0.47m).

Economic Development, Regeneration and Growth (£0.04m under budget, £0.02m unfavourable movement)

Vacancies within the Regeneration service are resulting in a minor forecast underspend for the portfolio.

Climate and Sustainable Travel *(£0.09m under budget, £0.11m favourable movement)*

Vacancies across all services are resulting in a minor forecast underspend for the portfolio.

Adult Services and Council House Building *(£0.04m under budget, £0.02m favourable movement)*

The current forecast position for Adult Social Care is balanced as the underlying variances will be covered by a transfer from the Adult Social Care Reserve funds. Adverse variances are being forecast in the specialist services, Learning Disabilities and Autism Pooled service (£1.5m), Physical Disability & Sensory Impairment (£0.40m) and Mental Health (£65k). This reflects the increasing number of package placements (activity and cost) now being seen in line with continued demand pressures being experienced across the health and social care system. All services are awaiting decisions on a number of Continuing Health Care Cases which, if agreed, would improve the forecast position. Referrals to the services are increasing in complexity which adds to the budgetary pressure. There is also an underlying adverse variance in the budgets for our Community Resource Centres and Extra Care Units (£1.1m). This is due to the increased use and cost of agency staff. Recruitment issues and high sickness levels within the service have contributed to this high agency usage. Intensive recruitment work is planned for the remaining 6 months of the year to attract permanent staff and reduce agency spend. Funding for a Hospital Discharge pathway was agreed by the Integrated Care Alliance (ICA) board for 2022-23, transformation work is taking place to determine a longer-term system approach to this through prevention and early intervention.

An increased level of demand is now being seen and is expected to cause continued pressure on existing budgets together with the inflationary pressures being seen in the provider market. Work on the Cost of Care review is now well

progressed, and this will help to determine future requirements under the present social care reforms

Housing are forecasting a £0.04m favourable budget position and is a result of staffing underspends.

Children and Young People, and Communities *(£5.44m over budget, £3.03m unfavourable movement)*

The main driver of this over budget position is the continuing and increasing pressures from 2021/22 across the demand-led placement and package budgets totalling £3.20m.

Pressures are due to the increased demand (38% rise in the numbers in Residential placements from 2021/22 to date) and increased packages of care and support costs needed, due to the increased needs our Children and Young People are presenting with. There are also continued increased costs as a result of the complex packages of care needed for those with the highest need in the Disabled Children's Team. Pressures from supporting unaccompanied asylum seeker children are also included totalling £0.17m.

Staffing pressures across the frontline areas of Children's Social Care total £0.96m. This is the result of covering absences within teams, whilst also responding to increasing demand levels and complexity of need. Across Children's Services and Education there is pressure on staffing budgets for 2022/23 of £1.20m.

Home to school transport has been subject to ongoing and worsening market failure leading to upward cost pressures of £0.78m, underlying forecast is £1.1m adverse, reduced by one of use of corporate social care contingency of (£364k).

This forecast includes the pressure of £0.92m as a result of delayed delivery of cashable savings in relation to the planned transformation savings budgeted. These are in relation to increasing the usage and availability where appropriate of Foster Care provision. The Transformation Programme has delivered £0.92m cost avoidance savings in 2022/23, but these will not convert to cashable savings until 2025/26 due to the cohort age to which they relate.

There has been in-year mitigation of additional health funding, and use of Covid Reserves totalling £0.97m.

Customer Services are forecasting a pressure of £0.08m linked to staffing levels.

Schools DSG *(£5.69m over budget, plus an overspend of £13.44m carried forward from 2021/22)*

The DSG has a forecast overspend of £5.693m in 22/23 made up of significant pressures on SEND. The SEND pressures are estimated based on current pupils identified with Education, Health, and Care (EHC) Plans of £6.8m however mitigating actions have identified £1.1m of savings.

The local Authority has submitted its first draft of a recovery plan to the DFE as part of the Safety Valve Programme, and we are working with the DFE currently in order to gain sign off for this. The Safety Valve Programme will provide

additional support and funding to the Local Authority to eradicate the deficit over a number of years.

Further work on opening the provision of local SEND places at schools in the area will help reduce the pressure and extensive analysis of the specific cost pressures is being conducted to look to reduce the overspend. Bids for new free schools as part of a DFE programme have also been made with a bid for both an Alternative provision schools and new Special School submitted.

Any overspend on the DSG is currently ringfenced to the grant allocation and the Department for Education (DFE) have issued guidance to restrict the supporting of the pressures from council revenue funding. Further guidance is expected to be released regarding this by the DFE and DCLG shortly.

Neighbourhood Services ***(£0.59m over budget, £0.16m unfavourable movement)***

The main crematorium chapel at Haycombe was closed between April and October for major capital improvement works and has since reopened. As a result, there was a significant reduction in cremations and memorial sales in Bereavement Services. Both Waste and Parks services are undergoing a regrading exercise for some of their staff which will create an in-year pressure on staffing budgets. These pressures are partially offset by surplus recycling income and reduced tonnages on waste disposal costs.

Transport ***(£0.32m under budget, £0.30m favourable movement)***

Staff vacancies across Parking Services, Public and Passenger Transport and Network and Traffic Management, combined with additional income from the Traffic Management Service are more than offsetting £0.44m of parking income shortfall.

Planning and Licensing ***(£0.16m over budget, £0.38m unfavourable movement)***

The Planning and Licensing services both have staff vacancies at present, which are partly offsetting a significant £0.36m forecast income shortfall from planning application fees.

REVENUE BALANCES, CONTINGENCY AND RESERVES

3.7 The current forecast revenue position includes planned and approved use of earmarked reserves as set out in the table below.

Key Reserves

3.8 The following table shows the balances of key reserves at the beginning of the year, planned use, and expected balance at the year-end based on current forecast:

	Balance as at 01/04/2022 £'m	Projected Use / Commitments £'m	Estimated Balance 31/03/2023 £'m
Revenue Budget Contingency	3.74	(0.54)	3.20
Financial Planning and Smoothing Reserve	3.56	(1.38)	2.18
Transformation Investment Reserve	2.40	(2.40)	0.00
Covid Contingency Reserve (Govt grant)	5.57	(3.15)	2.42
Restructuring & Severance Reserve	1.90	0.00	1.90

Reserves and Flexible Capital Receipts

3.9 Flexible Capital Receipts are being utilised for revenue spend that results in ongoing revenue savings. A five-year estimated use of £11.5m was agreed as part of budget setting in February 2022, this has now been updated to reflect the re-profiled requirement and re-phasing into 2022/23 as follows:

	Actual Usage 2017/18 to 2020/21 £'m	Actual Usage 2021/22 £'m	Available Balance £'m	Est Total Usage £'m
Flexible Capital Receipts	7.93	0.16	3.41	11.50

3.10 Unapplied capital receipts of £3.129m was carried forward from 2021/22 and £0.205m has been received in 2022/23 so far with a further £4.541m budgeted for receipt in 2022/23.

General Fund Un-Earmarked Reserve

3.11 The General Fund Un-Earmarked Reserve is retained to meet the Council's key financial risks. The risk assessment has set a range of between £11.9m and £13.2m to meet those risks in the 2022/23 financial year. The reserve has a current uncommitted balance of £12.6m in line with the level reported in the 2022/23 Budget Report.

SAVINGS PERFORMANCE

3.12 The 2022/23 revenue budget approved savings of £11.87m. Delivery of these savings are monitored throughout the year, with £10.34m forecast as achieved at the end of September, representing 87% delivery. Of the £1.53m not current achieved, £0.09m are being mitigated through savings elsewhere in the respective service, £0.97m of savings are delayed and £0.47m are resulting in unavoidable pressures. The most significant undelivered savings are £0.92m of Children's Transformation Project savings (delayed) and £0.3m of Adults Transformation Project savings (unavoidable pressure).

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

Revenue Budget Virements

3.14 Any revenue budget virements which require Cabinet approval are listed in Appendix 3(i). Technical budget adjustments are also shown in Appendix 3(i) for information purposes, as required by the Budget Management Scheme. Appendix 3(ii) details the reallocation of cashlimits to reflect the Cabinet Portfolio changes announced at the September Cabinet meeting.

COUNCIL TAX, COUNCIL TAX SUPPORT AND BUSINESS RATES

3.15 The number of people claiming Local Council Tax Support (LCTS) has continued to fall since the peak experienced in 2020/21 as a result of the economic impact of the pandemic. The 2022/23 tax base allowed for the same number of recipients as at the end of November 2021 to continue into 2022/23 with budgeted costs of LCTS set at £10.56m. The cost at the beginning of April was £10.20m and there has been a gradual reduction over the first six months, in line with a fall in working age claimants, with the cost at the end of September £9.78m. This is currently £0.78m below the budget estimate which would lead to a Council Tax Collection Fund surplus if the position remained at this level at year end. The number of working age claimants at the end of September was 5,881 compared to the budget assumption of 6,385. The reduction is due to claimants ceasing to be entitled to LCTS, for example where they have returned to employment or their income has increased.

3.16 The actual outturn position on LCTSS and the impact on the Council Tax collection fund will depend on a number of variables, including the change in number of claimants and the period claimants remain eligible for support whilst seeking employment and this will continue to be monitored closely during the year.

3.17 The Collection Fund is also benefitting from a higher level of chargeable dwellings than forecast when setting the taxbase for 2022/23. Taking both the reduction in LCTSS claimants and the level of chargeable dwellings into account, the current forecast is for an in year £2.7m surplus on the Collection Fund in respect of Council Tax, of which the Council's share is £2.2m. This represents a positive variance of 2% against the 2022/23 forecast income.

3.18 The resource demand required to administer the government's energy rebate scheme during the first half of this financial year has led to a backlog in the processing of some Council Tax exemptions and discounts. The forecast surplus could reduce as the backlog is addressed and an updated position will be reflected in the third quarter budget monitoring report.

3.19 The Council's share of the improved 2021/22 Council Tax Collection Fund final outturn position of £0.26m, as reported to Cabinet in July, and the adjustment for the three-year spreading of the 2020/21 deficit of £0.54m, has been reflected in the Medium Term Financial Strategy update which is also being reported to this meeting.

Business Rates

3.20 The government announced, as part of the Chancellor's Budget Statement in October 2021, that it would introduce a new retail, hospitality and leisure business rate relief scheme for 2022/23. This follows previous relief schemes for these businesses that operated during 2020/21 and 2021/22. The 2022/23 scheme provides for 50% business rates relief, capped at £110,000 per business for eligible properties.

3.21 The Council will be recompensed for the reduction in business rate income arising from this relief via a s31 compensation grant. As at the end of September retail relief of £4.1m had been granted. This is lower than the £9.0m budget estimate due to changes in eligibility criteria received after the original estimate was made. This will lead to a surplus in the Collection Fund in 2022/23 with a corresponding reduction in s31 compensation grant income which will be smoothed through the business rate reserve.

3.22 The government announced a new £1.5bn Covid-19 Additional Relief Fund (CARF) in March 2021. The fund is available to support those businesses affected by the pandemic, but that are ineligible for existing support linked to business rates. Guidance on the fund was issued on 19 December 2021 and the relief will be processed during 2022/23. The CARF allocation for Bath & North East Somerset area is £4.3m of which the Council's share is £4.0m. The actual allocations made as at the end of September are £4.02m. The negative impact on the Collection Fund of granting the relief will be fully mitigated by s31 compensation grant received from the government.

3.23 Empty property relief was £4.7m at the end of September which is a reduction of £0.5m on the 2021/22 year end position and is below the £5.8m allowance included when setting the business rate income forecast for 2022/23. The forecast overall impact on the business rates collection fund position will be reviewed during the remainder of the year and the position in relation to reliefs will be closely monitored.

3.24 Taking these factors in account, the current in year forecast for the Business Rate element of the collection fund is for a surplus of £0.4m, after allowing for the net impact on s31 grant funding in respect of the retail and CARF reliefs.

3.25 The table below shows the overall forecast position on the Collection Fund for Business Rates. Including the surplus carried forward from the 2021/22 outturn position and the adjustment for 3-year deficit spreading, it shows an overall projected surplus of £4.3m of which the Council's share is £4.1m.

Business Rates Collection Fund	Total (£m)	B&NES Share (94%) (£m)
Collection Fund - Projected 2022/23 In Year Surplus	-1.3	-1.2
Less impacts of reliefs funded through s31 grant:		
Reduced Retail Relief	4.9	4.6
Covid Addition Relief Fund	-4.0	-3.8
In Year Surplus after Extended Retail Relief & CARF s31 grant funding	**-0.4**	**-0.4**
2021/22 Surplus carried Forward	-4.9	-4.6
3 Year Deficit Spreading Adjustment	1.0	0.9
Total Projected Surplus	**-4.3**	**-4.1**

3.26 As set out in the Budget Report, any surplus or deficit on the Business Rate Collection Fund and associated income will be transferred to or from the Business Rates Reserve for consideration as part of the Business Rates calculations for future years and this position will be reflected in the 2023/24 budget. The balance on the Business Rate Reserve as at 1st April 2022 was £5.942m, this includes the £2.2m transfer from the reserve approved in the 2022/23 budget report. The reserve is currently forecast to reduce to £0.5m by year end, due to the required smoothing of the s31 grant timing impacts, with the reserve returning to £5.9m in 2023/24 after the forecast Collection Fund surplus is transferred in.

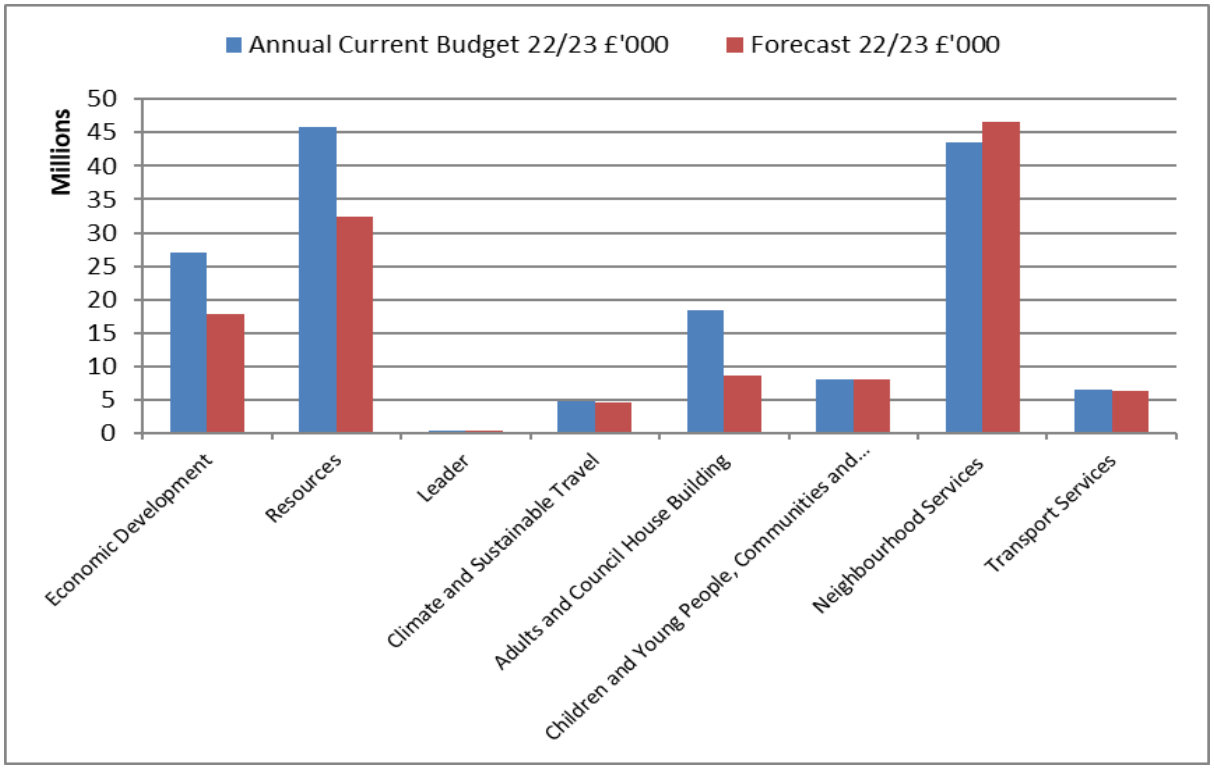
CAPITAL BUDGET

3.27 The current position of the 2022/23 Capital Programme is a forecast of £124.8m against a budget of £154.2m. The variance of £29.4m is largely made up of project slippage which is detailed below. There have been more extensive additional works than originally forecast on Cleveland Bridge to enable the bridge to reopen, this has caused a £3m in year adverse variance against the project. The additional costs of the project will be covered from the CRSTS Maintenance Challenge Fund with WECA and DfT agreement. The following table shows a summary of the current position by Cabinet Portfolio. The full breakdown of the Capital Programme by Portfolio can be found in Appendix 4(ii) with key scheme commentary in Appendix 2. Appendix 4(i) sets out budget changes actioned since the February Budget setting.

Portfolio Summary Monitor	Annual Current Budget 2022/23 £'000	Forecast 2022/23 £'000	In-Year Variance 2022/23 £'000	*Forecast Re-phasing to 2023/24 £'000*	*Other Variance 2022/23 £'000*
Economic Development, Regeneration & Growth	26,973	17,880	9,093	9,093	0
Resources	45,731	32,382	13,348	13,348	0
Leader	364	364	0	0	0
Climate and Sustainable Travel	4,775	4,630	145	145	0
Adults and Council House Building	18,332	8,577	9,755	9,755	0
Children and Young People, Communities and Culture	7,993	7,993	0	0	0
Neighbourhood Services	43,520	46,520	(3,000)	0	(3,000)
Transport Services	6,489	6,438	51	51	0
Grand Total	**154,175**	**124,783**	**29,392**	**32,392**	**(3,000)**

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

The graph below illustrates the value and forecast against budget for all in year capital budgets by Cabinet Portfolio:



Capital Commentary

3.28 A number of schemes are expecting re-phasing into next financial year, the key in-year variances on the programme being:

- **Resources** - £11.1m variance for Property Company Investment, as the Aequus construction activity forecast expects larger schemes now to progress from

2023/24 onwards, resulting in later draw-down of loans. Proposals for Commercial Estate Refurbishment have been developed and prioritised, with up to £2m of works now expected to be delivered in 2023/24.

- **Economic Development, Regeneration & Growth** - £4.6m variance for Bath Quays North reflects programmed slower scheme delivery while viability continues to be assessed and the £4.5m rephasing on Bath Western Riverside results from a revised delivery programme.
- **Adults & Council House Building** – The Social Rent Programme budget approval gave flexibility to allow full delivery in 2022/23. As plans have advanced during the year, rephasing of £9.7m to future years has been identified to align to the current forecast delivery profile.
- **Neighbourhoods** - £3m adverse variance on Cleveland Bridge as highlighted above. The additional costs of the project will be covered from the CRSTS Maintenance Challenge Fund with WECA and DfT agreement, and budget will be allocated following the approval set out in recommendation 2.4 of this report.

RISKS

The key risks to the budget were outlined in the Councils 2022/23 Budget Report, in compliance with the Council's decision-making risk management guidance. These have been reviewed and are listed below, along with any additional emerging risks:

Risk	Likelihood	Impact	Risk Management Update
Reinstated government restrictions in the event of new variants impacting vaccine success	Possible	High	This is certainly a material risk, whilst not one the Council has direct control over, every step is being put in place to follow government guidance following the recommendations of our Director of Public Health.
Operational budget pressures due to latent demand and backlog	Likely	High	There is the risk of built-up demand on Council services and backlog because of operational activity being diverted to managing the Covid pandemic. This may result in one-off cost pressures to clear the backlog.
Long term impacts on the Councils Commercial Estate over and above anticipated levels.	Possible	High	Current modelling has been prudent anticipating a material impact in 2021/22. There are risks in the retail & hospitality sector from a challenging labour market that is impacting recruitment to these sectors, so this may have an impact on business viability and income from Council tenants.
Contract inflationary pressure	Likely	High	With increase in wage, energy and fuel costs, Council contracted services are at risk of above budget price increases. This is an economic risk that has been recognised in the budget with a corporate inflation contingency for known areas that cannot be mitigated through activity management. Capital Schemes may need to be paused due to unfunded viability gaps due to increased supply chain costs.
The income from Heritage Services may not recover in the short term.	Possible	High	Continue to monitor income levels and impact on business plan in light of changing customer expectations and international travel. We anticipated income will not fully recover in the medium term and growth was built into the medium terms financial plan between 21/22 and 24/25.

Impact on Reserves	Possible	High	Without additional government grant in recognition of unfunded inflationary pressures there is the risk that Council reserve levels are not enough to manage in-year and future years risk.
Interest rates increase	Likely	Medium	A reserve is available for borrowing to manage market risk and long-term borrowing costs have been factored into the longer-term MTFS. Borrowing rates have increased by around 2% since the start of the financial year with increased volatility in recent weeks following market concern over the UK economy and public finances. The latest forecast from our treasury management advisors is that borrowing rates will remain under upward pressure in the short term on inflation and central bank policy expectations, and investor uncertainty. Yields are forecast to fall slightly over the medium term as weak growth places pressure on central banks to ease policy. The Council will continue to consider shorter term borrowing options alongside the PWLB.
Volatility and uncertainty around business rates	Likely	High	The impacts of the current economic challenges will increase the volatility and uncertainty around business rate income. In 2022/23 this risk will be partly offset by the extension of the business rate relief scheme for Retail, Leisure and Hospitality businesses. We continue to monitor arrears, CVAs, and liquidations with a specific reserve held to manage in-year volatility.
Capital projects not delivered resulting in revenue reversion costs or liabilities from underwriting agreements	Possible	High	The Council has a number of projects within this category. These risks will continue to be monitored and reported. An assessment is made as part of the budget process to ensure that revenue reserves are sufficient to meet these risks. The capital programme methodology looks to de-risk projects wherever possible.
Changes to Government Policy that affects future funding	Likely	High	Need to monitor and continue to highlight impact
Brexit risks	Likely	Medium	The short to medium term impacts of Brexit on the Councils supply chain and labour market may result in contractual cost pressures from customs tariffs that previously did not apply.
Funding pressures through WECA, ICB and other partners	Possible	Medium	Ensure good communication links with partner organisations.
Capital receipts in the areas identified are insufficient to meet target	Possible	Medium	There is a risk that a depressed market will impact on current values, in the short to medium term the Council should not rely on capital receipts as a key funding source.

4 STATUTORY CONSIDERATIONS

4.1 The annual medium-term financial planning process allocates resources across services with alignment of these resources towards the Council's corporate priorities. This report monitors how the Council is performing against the financial targets set in February 2022 through the Budget setting process.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

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

6 RISK MANAGEMENT

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

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

7 CLIMATE CHANGE

7.1 The Medium Term Financial Strategy and budget process aligns resources towards the corporate priorities and objectives set out in the Corporate Strategy, which includes tackling the climates emergency. This report monitors the Council's financial performance against those budgets and therefore does not include any decisions that have a direct impact on Climate Change.

8 OTHER OPTIONS CONSIDERED

8.1 None

9 CONSULTATION

9.1 Consultation has been carried out with the Cabinet Member for Economic Development & Resources, Directors, Section 151 Finance Officer, Chief Executive and Monitoring Officer.

9.2 Consultation was carried out at meetings and via e-mail.

Contact person	Gary Adams – Head of Financial Management 01225 477107 Gary_Adams@bathnes.gov.uk Paul Webb – Senior Finance Manager 01225 477298 Paul_Webb@bathnes.gov.uk
Background papers	N/A
Please contact the report author if you need to access this report in an alternative format	

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Portfolio Number and Description		Cashlimit Number and Description		Current Budget £000	Actuals to date £000	Quarter 2 Published Forecast £000	Change from Previous Quarter Forecast Over / (Under) £000	2022/23 Outturn Variance Over / (Under) £000	Outturn Variance Analysis	Outturn Recovery Plan
Detailed Analysis of Budgets for Leader of Council										
P04	Leader of Council	1018	Heritage Services	(5,725)	(5,855)	(6,380)	(656)	(656)	The strong September performance has been reflected in the forecast outturn at year-end. Retail, catering and room hire are all ahead of budget. The wage inflation pressure is mitigated through the recruitment challenges, which mean staff costs are forecast to be underspent at year-end.	Not applicable
P04	Leader of Council	1109	World Heritage	159	69	164	4	4	No material variance reported.	Not applicable
P04	Leader of Council	1121	Events and Active Lifestyles	295	(203)	289	(7)	(6)	No material variance reported	Not applicable
P04	Leader of Council	1126	Visit Bath	76	114	75	(1)	(1)	No material variance reported	Not applicable
P04	Leader of Council	1136	External Affairs & Partnerships	30	78	30	0	0	No variance reported.	Not applicable
P04	**Leader of Council**			**(5,164)**	**(5,797)**	**(5,822)**	**(659)**	**(658)**		
Detailed Analysis of Budgets for Resources										
P26	Resources	1032	Information Technology	6,004	3,779	5,482	(378)	(522)	Under budget position due to recruitment challenges causing a higher level of vacancies. In addition there has been in year savings through contract negotiation on licenses.	Not applicable
P26	Resources	1037	Property Services	557	497	545	(18)	(12)	No material variance reported	Not applicable
P26	Resources	1038	Corporate Estate Including R&M	4,490	3,055	4,925	340	435	The former school site at Culverhay remains vacant and as such the organisation is incurring the energy, security and business rates costs that would otherwise be passed onto the tenant. Similar costs are being incurred in a number of void properties across the estate, as well as lost income and repairs and maintenance costs. This is partially offset by the Construction & Maintenance team recovering more salary costs from capital and grant funded projects than originally budgeted.	Plans are currently being developed to utilise the site for SEN which in the long term should reduce the Councils liabilities.
P26	Resources	1039	Traded Services	0	0	0	0	0	No variance reported.	Not applicable
P26	Resources	1040	Finance	2,314	999	2,241	(73)	(73)	Vacant posts in Capital Team & Corporate Finance	Not applicable
P26	Resources	1041	Revenues & Benefits	1,739	2,337	1,738	(2)	(2)	No material variance reported	Not applicable
P26	Resources	1042	Risk & Assurance Services	1,203	700	1,203	(0)	(0)	No variance reported.	Not applicable
P26	Resources	1047	Human Resources & Organisational Development	2,084	2,072	2,081	(53)	(2)	No material variance reported	Not applicable
P26	Resources	1053	Council Solicitor & Democratic Services	2,563	1,502	2,694	69	131	Risk around legal external spend which is being monitored and mitigations are being taken as far as possible. Staff turnover target of £50k unable to be met.	Ongoing review of external spend and savings being identified where feasible
P26	Resources	1054	Hsg / Council Tax Benefits Subsidy	(195)	2,817	(45)	0	150	Budget pressures from increased demand for temporary accommodation - high cost B&B placements are above subsidy levels.	Options to reduce high cost placements are being reviewed and taken where feasible
P26	Resources	1055	Capital Financing / Interest	5,212	4,027	4,262	(700)	(950)	There is additional £450k of investment interest income forecast due to the increase in interest rates since the budget was set, along with the temporary high levels of cash balances currently held following the advance payment of grants and the profiling of capital expenditure. There is also a £500k underspend forecast on borrowing costs due to the associated delay in borrowing requirements.	Not applicable
P26	Resources	1056	Unfunded Pensions	1,488	588	1,423	(15)	(65)	Small underspend forecast based on current spend to date.	Not applicable
P26	Resources	1057	Corporate Budgets including Capital, Audit and Bank Charges	(7,399)	(28,975)	(5,199)	2,190	2,200	This is mainly made up of the £2.5m pressure on the 2022/23 Pay Award, netted off against the £300k saving in the reduction in National Insurance rates from Nov'22. In addition, there are overspends in E-Payment (£70k) due to the additional fees currently being charged until the Midcall system goes live, and £20k on Apprenticeship Levy, offset by several unexpected income receipts.	The costs associated with the expected pay award are unavoidable
P26	Resources	1058	Magistrates	12	4	7	(5)	(5)	No material variance reported.	Not applicable
P26	Resources	1059	Coroners	370	264	440	15	70	There is an unavoidable on-going pressures of £25k due to increased overhead recharges from Bristol City Council and £15k for pay award & inflationary pressures. In addition, there are one-off pressures of £5k relating to the Coroner IT database systems and £25k relating to the clearing of the backlog of jury inquests that were delayed due to Covid-19.	These costs are unavoidable.
P26	Resources	1060	Environment Agency	254	191	254	0	0	No variance reported.	Not applicable
P26	Resources	1061	West of England Combined Authority Levy	5,194	3,636	5,194	0	0	No variance reported.	Not applicable

Portfolio Number and Description		Cashlimit Number and Description		Current Budget £000	Actuals to date £000	Quarter 2 Published Forecast £000	Change from Previous Quarter Forecast Over / (Under) £000	2022/23 Outturn Variance Over / (Under) £000	Outturn Variance Analysis	Outturn Recovery Plan
P26	Resources	1081	Commercial Estate	(11,173)	(9,330)	(11,645)	(545)	(472)	The forecast for the Commercial Estate income is to overachieve the budgeted income of £14.8m as the market recovers and we negotiate new lettings with varying terms. This position takes this into account along with the uncertainty of the market. There are unfavourable cost pressures on the service which includes an increase in service supported borrowing and an under recovery of staff recharges.	Focus is on new opportunities for lettings as the market recovers which will enhance the financial position over a period of time.
P26	Resources	1112	Housing Delivery Vehicle	(2,169)	(90)	(2,169)	0	0	No variance reported.	Not applicable
P26	Resources	1118	Procurement & Commissioning	286	598	232	(54)	(54)	Vacant post due to retirement and reduction predicted for stationery spend	Not applicable
P26	Resources	1130	Corporate Governance	1,705	892	1,681	(54)	(24)	Under budget position from Council retained Local Enterprise Partnership budget not being fully committed.	Not applicable
P26	Resources	1131	Corporate Strategy and Communications	878	(942)	800	(78)	(78)	Under budget due to Officer time spend on Grant Funded Homes for Ukraine scheme	Not applicable
P26	Resources	1132	Business Change	127	219	130	0	3	No material variance reported	Not applicable
P26	**Resources Total**			**15,545**	**(11,161)**	**16,273**	**638**	**729**		
Detailed Analysis of Budgets for Economic Development, Regeneration and Growth										
P31	Economic Development, Regneration and Growth	1052	Regeneration	163	608	121	(33)	(42)	The net favourable variance has been achieved primarily through efficient use of resources available to recharge staff time along with vacancy management.	Not applicable
P31	Economic Development, Regneration and Growth	1128	Business & Skills	415	184	418	52	3	No material variance reported	Not applicable
P31	**Economic Development, Regeneration and Growth Total**			**578**	**792**	**539**	**19**	**(39)**		
Detailed Analysis of Budgets for Climate and Sustainable Travel										
P27	Climate and Sustainable Travel	1127	Environmental Monitoring (Air Pollution)	179	70	156	(25)	(23)	Favourable variance across service due to vacancies.	Not applicable
P27	Climate and Sustainable Travel	1129	Clean Air Zone	0	(2,549)	0	0	0	Clean Air Zone income levels are currently exceeding budgeted levels with entry charge income slightly down on original budgets but remaining fairly consistent. This is offset by increased levels of penalty charge notice income and recoveries through debt enforcement. Both income streams are forecast to reduce in current modelling, and whilst vehicle compliance rates continue to improve, the total income received remains above budgeted levels. Expenditure budgets are currently being covered by income received. In the short-term, future budgets assume continuing trends, which at this point seem to be aligning close to forecast levels. Any overall shortfall would be covered by the New Burdens Principle.	Not applicable
P27	Climate and Sustainable Travel	1135	Transport Planning, Policy and Sustainable Transport	334	728	283	(52)	(50)	Additional grant income which offsets staff costs received and staff vacancies within the service.	Not applicable
P27	Climate and Sustainable Travel	1137	Green Transformation	809	498	796	(34)	(13)	Favourable variance across service due to vacancies.	Not applicable
P27	**Climate and Sustainable Travel Total**			**1,322**	**(1,252)**	**1,236**	**(111)**	**(87)**		

Portfolio Number and Description		Cashlimit Number and Description		Current Budget £000	Actuals to date £000	Quarter 2 Published Forecast £000	Change from Previous Quarter Forecast Over / (Under) £000	2022/23 Outturn Variance Over / (Under) £000	Outturn Variance Analysis	Outturn Recovery Plan
Detailed Analysis of Budgets for Adult Services and Council House Building										
P28	Adult Services and Council House Building	1029	Housing	1,414	290	1,370	(15)	(44)	Staffing budget underspends are generating a favourable variance for the service.	Not applicable
P28	Adult Services and Council House Building	1073	Adults & Older People-Mental Health Commissioning	8,347	4,403	8,412	642	65	Increased number of residential and nursing placements that have been approved. Continuation of demand for complex packages that are generally at a high weekly cost. The underlying adverse outturn variance of £65k will be funded from underspend areas within the overall service.	Intermediate Care Funding for service users being regularly reviewed. High cost placements being closely scrutinised through panel and commissioning processes. There has been an increase in joint Health & Social Care funding reviewed in the panel process. Staff vacancies are being recruited to and waiting lists reviewed regularly.
P28	Adult Services and Council House Building	1086	Adult Care Commissioning	1,183	602	1,157	(27)	(27)	The underspend variance is reflective off staff vacancies and will offset adverse variances in other areas of the service.	Not applicable
P28	Adult Services and Council House Building	1088	Older People & Physically Disabled Purchasing	12,477	4,442	12,432	368	(45)	Commissioned services remain in budget, strong fee income has helped cover budget pressures, the underspend is offsetting adverse variances in other areas of the service.	Not applicable
P28	Adult Services and Council House Building	1091	Learning Disabilities Commissioning	19,201	7,926	19,201	(259)	0	Additional high cost service users transitioning into the service are being reflected. Complex and high cost cases are being closely monitored, reviewed and assessed for NHS Continuing Health Care funding by commissioning managers. Close working with partners organisations continues despite staff vacancies in commissioning. The underlying adverse pressure of £1.5m will be funded from ASC reserves in 2022-23.	Pressure continues in high cost placements/transitions (children reaching 18). Reviews continue via panel process, contract monitoring, close working with Children's Services in Transitions, savings plans, filling voids, utilising blocks, Health & Social care Funding splits, and reducing spend Out of Area. Recruitment of Transitions Social Worker plus review of transitions pathway is key priority alongside ensuring commissioning staff vacancies are filled.
P28	Adult Services and Council House Building	1093	Physical Disability, Hearing & Vision	3,367	1,033	3,374	(321)	7	Increase in forecast reflects the increased value of packages being presented and agreed at panel . Existing underspends in other areas of the service and ASC rserves will be used to fund the underlying adverse pressure of £0.4m in 2022-23.	Commissioners continue to review this budget area through the panel process, contract re-negotiation, contract monitoring, and continued work on savings plans.
P28	Adult Services and Council House Building	1110	Better Care Fund	7,094	9,672	7,094	0	0	No variance reported.	Not applicable
P28	Adult Services and Council House Building	1113	CCG B&NES CHC and FNC Payments	0	1,389	0	0	0	No variance reported.	Not applicable
P28	Adult Services and Council House Building	1114	Community Equipment	203	181	203	0	(0)	Community Equipment Store will transfer back to Council on 1st Oct 2022. The one off costs linked to the transfer and resultant uplift in running costs will be funded partly by health 70% and partly from ASC reserves 30% in 22-23.	Councils share of increased running costs has been included within MTFP
P28	Adult Services and Council House Building	1123	Safeguarding Adults	2,346	860	2,214	(132)	(132)	The underspend variance is reflective of staff vacancies and will offset adverse variances in other areas of the service.	Not applicable
P28	Adult Services and Council House Building	1124	Community Resource Centres & Extra Care Income	6,640	3,950	6,772	(271)	132	Recruitment and retention of staff is currently a major problem. A strong regime of covid testing and isolation remains in place in the CRCs. The resultant high agency usage to backfill vacancies and absence is creating a significant underlying budget pressure of £1.1m. A small increase in staffing has also been needed to monitor and maintain safe care. The additional costs will be met from ASC reserves.	Recruitment drive in place to fill vacancies. This will run for the next 6 months. Staff and residents have and are being given covid vaccinations in line with government recommendations.
P28	**Adult Services and Council House Building Total**			**62,272**	**34,749**	**62,228**	**(15)**	**(44)**		

Portfolio Number and Description		Cashlimit Number and Description		Current Budget £000	Actuals to date £000	Quarter 2 Published Forecast £000	Change from Previous Quarter Forecast Over / (Under) £000	2022/23 Outturn Variance Over / (Under) £000	Outturn Variance Analysis	Outturn Recovery Plan
Detailed Analysis of Budgets for Children and Young People, and Communities										
P29	Children and Young People, and Communities	1019	Leisure	485	291	485	0	0	The restructuring of the Leisure model needed to manage Leisure services through covid will result in a budget pressure of £173k in 2022/23. A drawdown from reserves has been approved of £173k in 2022/23 and £38k in 2023/24 to balance the revenue budget. The management fee is anticipated to exceed budget provision in 2024/25 and onwards and the surplus can be used to refresh the reserves.	Not applicable
P29	Children and Young People, and Communities	1036	Adults Substance Misuse (DAT)	158	2,337	158	0	0	No variance reported.	Not applicable
P29	Children and Young People, and Communities	1076	Children, Young People & Families	16,599	25,593	20,761	2,277	4,162	£3.2m of the forecast pressure is due to demand led budgets. These include Joint Agency Panel (JAP), Residential, Disabled Children (DCT), Children in Care (CIC), Staying Put placements, Care Leavers, Foster Carers and all other client expenditure across Children's Services. Pressure in this area continues from 2021/22 due to the increased demand and increased packages of care and support costs needed as a direct result of accommodating additional needs due to Covid during 2021/22. New pressures from supporting unaccompanied asylum seeker children are also included totalling £165k. The transformation projects are forecast to produce cashable savings in 22/23 of £282k within the demand led budgets, which leaves a pressure of £1m from cost avoidance savings achieved that will become cashable in future years. Across all salary areas there is a pressure of £955k as a result of the cost of covering vacancies in teams whilst also responding to increasing demand and complexity of need. There is £967k of one-off in year mitigation from additional health funding and use of Covid Reserves.	The Transformation Program is progressing at pace to realise any savings as quickly as possible. Financial recovery plans are premised on the future availability of lower cost suitable placements being enabled through the Transformation Program.
P29	Children and Young People, and Communities	1077	Inclusion & Prevention	2,203	724	2,247	(22)	44	Over budget position due to multiple smaller pressures across the cash limit.	Continuing financial scrutiny and review.
P29	Children and Young People, and Communities	1078	Education Transformation	8,641	1,035	9,815	798	1,173	£780k pressure from the ongoing market forces cost pressure when procuring Home To School Transport. £270k pressure from agency staffing use across the services to cover vacancies. £95k pressure from supporting asylum seeker children into education.	Continuing financial scrutiny and review.
P29	Children and Young People, and Communities	1079	Schools Budgets	(1,767)	(2,395)	(1,767)	0	0	Although shown on budget, the Dedicated Schools Grant (DSG) carried forward a deficit balance of £13.44m into 2022/23. This deficit is held on the balance sheet in line with Government guidance. A further increase to this deficit of £5.69m is forecast to occur during 2022/23, increasing the deficit to £19.13m. This pressure is in relation to SEND costs.	A recovery plan to bring spending in line with budget over the next 5 years has been completed and is being reviewed by the DFE. The DFE will look to enter a Safety Valve Agreement (a process set up to support Local Authorities with DSG deficits) with the Local Authority (LA), whereby the LA will show its ability to ensure that spending is controlled within the DSG and the DFE will look to support the accumulated overspend. Initial discussions have been held and further work on the agreement will be made in 2022/23 with a planned agreement in place for 2023/24.
P29	Children and Young People, and Communities	1089	Community Safety	192	130	197	0	5	No material variance reported	Not applicable
P29	Children and Young People, and Communities	1094	Public Health	0	3,458	0	0	0	Public Health is funded entirely from a Department of Health and Social Care ring fenced grant.	Not applicable
P29	Children and Young People, and Communities	1116	Integrated Commissioning - CYP	2,587	2,126	2,565	(35)	(22)	Small staffing variance.	Not applicable
P29	Children and Young People, and Communities	1117	Safeguarding - CYP	79	21	79	20	0	No variance reported.	Not applicable
P29	Children and Young People, and Communities	1122	Customer Services (Including Libraries)	2,252	968	2,327	(4)	75	Service pressures has resulted in the vacancy saving not being achieved	Staffing levels will be monitored closely and any turnover during the year will be forecast accordingly
P29	**Children and Young People, and Communities**			**31,431**	**34,287**	**36,868**	**3,034**	**5,437**		

Appendix 1 - Revenue Monitoring Commentary Quarter 2 2022/23

Portfolio Number and Description		Cashlimit Number and Description		Current Budget £000	Actuals to date £000	Quarter 2 Published Forecast £000	Change from Previous Quarter Forecast Over / (Under) £000	2022/23 Outturn Variance Over / (Under) £000	Outturn Variance Analysis	Outturn Recovery Plan
Detailed Analysis of Budgets for Neighbourhood Services										
P05	Neighbourhood Services	1101	Neighbourhoods & Environment - Waste & Fleet Services	17,027	10,344	17,215	20	188	Unbudgeted pressure on staffing budgets (£491k) and inflationary pressures due to rising fuel costs (£303k) are partly offset by a increase in recycling and garden waste income (£577k) and savings across treatment and disposal contracts due to reduced tonnages (£102k)	Staffing levels will be monitored closely and any turnover during the year will be forecast accordingly
P05	Neighbourhood Services	1102	Neighbourhoods & Environment - Parks & Bereavement Services	1,015	1,135	1,449	188	434	Bereavement Services - the main crematorium chapel was closed between April and October for major capital improvement works. As a result there is a significant reduction in cremations and memorial sales. Parks - inflationary pressures across parks on fuel and unbudgeted pressure on staffing budgets	Plans are being developed to promote memorial sales once the Crematorium Chapel reopens
P05	Neighbourhood Services	1115	Registrars Service	(48)	(283)	(53)	(23)	(5)	Small staffing variance	Not applicable
P05	Neighbourhood Services	1134	Highway Maintenance	5,945	1,945	5,921	(24)	(24)	Favourable variance across service due to vacancies.	Not applicable
P05	**Neighbourhood Services Total**			**23,940**	**13,140**	**24,532**	**161**	**592**		
Detailed Analysis of Budgets for Transport										
P25	Transport	1103	Transport & Parking Services - Parking	(7,698)	(4,339)	(7,754)	(34)	(56)	Income £436k adverse, which includes the four month partial shutdown of Avon Street Car Park, and a reduction in PCN income. This is offset by staff vacancies largely within the Civil Enforcement Team.	Not applicable
P25	Transport	1104	Public & Passenger Transport	74	1,687	2	(72)	(72)	Favourable variance across service due to vacancies.	Not applicable
P25	Transport	1119	Emergency Planning	528	376	534	(1)	6	No material variance reported	Not applicable
P25	Transport	1133	Network & Traffic Management	1,019	786	823	(196)	(196)	Favourable movement due to Increased income across the traffic management service, and vacancies across the service.	Not applicable
P25	**Transport Total**			**(6,078)**	**(1,490)**	**(6,395)**	**(302)**	**(318)**		
Detailed Analysis of Budgets for Planning and Licensing										
P30	Planning and Licensing	1005	Building Control & Public Protection	1,084	407	1,020	(26)	(64)	Favourable variance across service due to a high number of vacancies.	Not applicable
P30	Planning and Licensing	1106	Development Management	1,195	485	1,417	407	222	After robust analysis, the Service is forecasting an underachievement of planning income of £358k from both pre-application fees and direct planning application fees. Planning income across the country is down 12% nationally and 8% in B&NES compared with the same quarter last year. The adverse variance is being substantially offset with a net favourable variance from staff vacancies.	The Service will limit any non-essential spending for the remainder of the year and will not fill vacant and new posts for the time being. This will have an impact on service provision.
P30	**Planning and Licensing Total**			**2,279**	**891**	**2,437**	**381**	**158**		
	Council Total			**126,124**	**64,160**	**131,896**	**3,146**	**5,771**		

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FINANCE BUDGET MONITORING MONTHLY DASHBOARD - April to September 2022

CAPITAL APPENDIX 2 - KEY SCHEME VARIANCE ANALYSIS

		2022/23 Budget £'000	2022/23 Forecast £000	RePhasing to Future Years. £'000	Under / Over Spend £'000
Climate and Sustainable Travel					
Clean Air Zone	The Clean Air Zone objective is to achieve, as a minimum, compliance with NO2 limit values to discharge the ministerial direction. The charging zone with the sign and camera infrastructure is operational. Other "non-core items" of circa £1m are now being progressed which includes public realm improvements to Queen Square. The roll out of financial assistance in the form of grants and interest subsidy on loans also continues with further applications being processed by our specialist finance partner organisations. CAZ funding and delivery can continue into 23/24, but it is too early to determine quantities at this stage.	2,705	2,705	-	-
Liveable Neighbourhoods	There are two themes within this programme, under which a number of interventions will be delivered. The first theme is made up of 15 Liveable Neighbourhoods (LN's) proposals and the second is a series of Residential Parking Zones (RPZ's.) Progress towards developing the programme continues as officers carry out scheme design along with extensive community consultation. Over the autumn, a prioritisation exercise will follow along with a more definititive timeline of implementation. Clarity around budget and confirmation of funding will also be confirmed during Q3.	1,148	1,148		-
Renewable Energy Development Fund	The installation of low energy lighting and solar panels is currently in progress at Combe Lea and Cleeve Court Care Homes and will be complete in 2022/23. These measures are part of a decarbonisation package for the two care homes following the Charlton House example. We are submitting a bid for an additional £535k Public Sector Decarbonisation Scheme funding in October 2022 for air source heat pumps at both care homes that will utilise the energy generated by the solar PV arrays and replace the existing gas heating. If successful, installation is programmed for completion by February 2024.	457	457		-
Adults and Council House Building					
Affordable Housing	The Council's contribution towards Pemberley Place extra care scheme with 72 units of affordable elderly persons accommodation is expected to be paid during the year.	682	682		-
Next Steps Accommodation Programme	The final stages of work for the refurbishment of 23 Grosvenor Place is nearing completion. Occupants already live in the newly refurbished accommodation.	306	306		-
Supported Housing Scheme	Plans to create temporary accommodation at Theobald House progressing with planning permission secured. Works were delayed due to use of building for temporary housing of rough sleepers. However, pre-building works now initiated, including securing site, strip-out works etc. A decision to refurbish Crescent Gardens Lodge for £255k was also recently approved.	1,305	1,305		-
Social Rent Programme	Scheme development work is taking place on several sites. Newbridge Road refurbishment is due to complete in Q3 2022/23 and a planning application has been submitted for a scheme for the former Argyle Works. Approval in progress to add 6-8 Cottrell Court in the programme and at the same time the budget will be profiled to reflect the planned programme of works on schemes.	11,987	2,232	9,755	9,755
Neighbourhood Services					
Highways Maintenance Block	The programme for £6.6m for Resurfacing is now substantially completed, with good progress being made on the remainder of the programme being £1.4m for Stabilisation and Structures, £0.55m for Street Lighting, £0.55m for Footways and £0.3m Drainage.	9,300	9,300	-	-
Parks S106 Projects	This relates to a number of projects that are s106 funded, including Weston Rec / Archery fields and wall repairs at Hedgemead Park. A consultation has been undertaken at Sullis Meadows to include works to the footpaths and a play area refurbishment; permissions for some of these works are being sought from Historic England and the works are likely to continue into 23/24. Other works include a consultation for Brickfields Linear park project and signage at Freefields. A masterplan is in progress for Foxhill and a landscape architect has been commissioned; this will then go out for public consultation. The delivery of the project itself will largely fall into 2023/24.	670	670	-	-

CAPITAL APPENDIX 2 - KEY SCHEME VARIANCE ANALYSIS

		2022/23 Budget £'000	2022/23 Forecast £000	RePhasing to Future Years. £'000	Under / Over Spend £'000
Sydney Gardens (Round 2)	Since April 2022 the park restoration project has seen the opening of a new play and sport area, a completed pentaque court, a community pavillion, new public toilet and the new Changing Places facility. Landscaping and planting are complete in the wider gardens and the new northern entrance off the Warminster Road is open, providing additional step free access to the park. The team are working on interpretation and orientation panels to go into the Temple of Minerva and Network rail are currently on site installing new fencing. Final date for the completion of the programme of works will be end of October.	78	78		-
Pixash Site Redevelopment	Above-ground construction continues on the main structures including the public recycling centre as the first area to be completed in Phase 1. Utilities and highways works have progressed, with new highway open to the public on Worlds End Lane. Market labour and materials supply challenges remain a significant risk to project milestones . The current programme plan is for the public Reuse and Recycling Centre (RRC) to open in February 2023 with full completion of the Operational Depot and handover in August 2023.	26,811	26,811		0
Cleveland Bridge Refurbishment	Cleveland Bridge re-opened to two-way traffic under an 18-tonne weight limit on 2nd October 2022. Masonry works, which couldn't be completed while scaffolding was in place, will continue underneath the bridge for a number of weeks. Engineers have installed a monitoring system as a precautionary measure to allow it to reopen to traffic and to provide ongoing confidence that bridge remains safe once brought back into service. The £3m additional costs of the project will be covered from the CRSTS Maintenance Challenge Fund with WECA and DfT agreement, and budget will be allocated following the approval set out in recommendation 2.4 of this report.	567	3,567		(3,000)
Children and Young People, Communities and Culture					
Basic Needs - School Improvement / Expansion	Programme Highlights are :- - St Nicholas Primary. Works to provide a pedestrian footbridge are now progressing with S106 Variation to change location of the bridge complete. Early stage of delivery; footbridge to be manufactured and ground works to be carried out. Expected to complete end of 22/23. - St Keyna Primary - Expansion to a 420 place school. A new 6 classroom block, kitchen extension and slight remodelling of existing buildings to complete by September 2024. The new classroom block will be built to Passivhaus standard. Full project funding approved and the Project Team appointed. Planning Application to be submitted following public engagement event to be held 12th October 2022. Completion to be achieved by September 2024. (Budget has already been reprofiled.)	5,108	5,108	-	-
Schools Capital Maintenance Schemes	Grant is received for maintained schools and has been significantly reduced as schools have converted to academy and are funded direct by Government. Various schools capital maintenance schemes are completing in 2022 with defects period to September 2023 and some payments to contractors still to follow. - Twerton Infants School – Replacement windows and part replacement of roof. Completed September 2022. - Newbridge Primary – Air source heat pump boiler replacement for the former Junior Block. Completed August 2022. - Newbridge Primary – Re-pipe and boiler replacement in the former Infant Block. Completed 2nd September 2022. We are holding £1m of budget to carry out small condition projects which are urgent and will use Emergency Works or Minor Works funding provisionally approved for individual scheme delegated authority by Director for Education.	2,123	2,123	-	-

FINANCE BUDGET MONITORING MONTHLY DASHBOARD - April to September 2022

CAPITAL APPENDIX 2 - KEY SCHEME VARIANCE ANALYSIS

		2022/23 Budget £'000	2022/23 Forecast £000	RePhasing to Future Years. £'000	Under / Over Spend £'000
SEND (Special Education Needs & Disability) Capital Programme	Various SEND Capital budgets including: -Aspire Academy - £350k budget held for final retention -Feasibility budget - £200k -Oldfield Secondary School SEN resource base - £36k -Fencing at Bath College £25.8k -St Mark's MLD £17k -S&LT Resource Base at Wellsway School site – £4.5k feasibility study funding; S&LT base to be opened in modular building currently occupied by Two Rivers Primary School. -Moorlands Junior School – £2k approved feasibility study funding. Feasibility Study to remodel classrooms and relocate the HERS provision from Broadlands School.	640	640	-	-
Special Education Needs & Disability (SEND) - Residential Provision at Bath College	Budget to undertake feasibility project at Bath College for SEN residential provision; architects to undertake this work have been appointed and a business case with PID will follow in the autumn.	25	25	-	-
Transport Services					
City Centre Security - Highways Scheme	The project will deliver enhanced security for priority high footfall areas within the city centre in accordance with the recommendations of the NaCTSO report from the Police. Anti-Terrorism Traffic Regulation Orders (ATTRO's) have been implemented for the scheme, the exception being York St that has been subject to a Public Inquiry. Following the Inquiry the transport inspector has made the decision to recommend the plans to close York Street for anti-terrorism purposes and the Council will implement. Due to inflationary pressures further work is being undertaken to understand the full costs, programme and delivery mechanisms, including timelines. This will be subject to further democratic decisions as necessary.	1,419	1,419	-	-
Office for Low Emission Vehicles (OLEV) Bid -GULW	26 new charging bays are being installed at seven locations across the district, all to be completed by end of 22/23. These include Kingsmead Square car park, Charlotte St car park, Larkhall car park, Claverton Rd car park, Railway Place (adjacent to Bath railway station), South Road car park MSN, Church Street car park Radstock and Keynsham Civic Centre.	530	530	-	-
Transport Improvement Programme	The 2022/23 programme is currently progressing to plan with no issues anticipated. Budgets are held for schemes including Pedestrian Crossings (£480k), Managing Conjestion (£154k), Safe Routes to School (£218k), Traffic Management (£242k), Local Safety (£1,067k), Public Rights of Way (£189k), Cycling (£229k), Public Transport (£64k), and Other (£115k).	2,758	2,758	-	-
Resources					
Commercial Estate Refurbishment Programme	This programme of works is under regular review and prioritisation with focus on ensuring empty properties are refurbished ready for tenant occupation and thereby reduce the number of empty units. Ready for Q3 reporting, the budget will be re-profiled to reflect costs to be slipped to 2023/24 and the current forecast reflects an early estimate of this slippage. Commercial Property assets are historic and aging with a need for maintenance and refurbishment work that can be complex.	8,202	6,157	2,045	2,045
Corporate Estate Planned Maintenance	Planned repairs, compliance testing and preventative maintenance already underway including upgrades to fire alarm, emergency lighting and boiler replacements. Work is in progress at Victoria Park for footpath repairs and drainage with more works planned for the nurseries and offices. Various improvement works are underway or completed at Haycombe Crematorium which includes works to the cremators. General resurfacing repairs to car parks, repairs and improvements to public areas at the Guildhall and structural repairs to Parade Gardens are in progress. Repairs and decoration to Bath Central Library are due to complete in early October. Several other works are currently out to tender with works starting this financial year.	5,053	5,053		-

FINANCE BUDGET MONITORING MONTHLY DASHBOARD - April to September 2022

CAPITAL APPENDIX 2 - KEY SCHEME VARIANCE ANALYSIS

		2022/23 Budget £'000	2022/23 Forecast £000	RePhasing to Future Years. £'000	Under / Over Spend £'000
Property Company Investment - Council (Loan): Developments	An update of Aequus planning for 22/23 anticipates the need for up to £1m of loans for re-purposing of Commercial Estate Properties for private rental. Their Construction Activity forecast now expects larger schemes, including further Commercial Estate re-purposing, to progress from 23/24 onwards. Existing loans for Sladebrook Road and Newbridge Hill developments of over £3m will be also be fully repaid during 22/23.	12,152	1,000	11,152	11,152
Public Sector Decarbonisation Scheme	Works are very much complete at Charlton House in Keynsham with PV panels and LED lighting both now in use, with final checks to be made during winter usage. Cleveland Pools Trust plan to complete final work for the installation of a Water Source Heat Pump to provide heat for the pools later in 2022/23.	188	188		-
Corporate Property Acquisition	The Old Post Office building was purchased in September 2022, to secure a site to relocate the Fashion Museum into Milson Quarter as part the regeneration Plan for this area of the City. As part of a further WECA grant award for the Milsom Quarter Masterplan, funding has been secured to fit out retail units and to start to design the refurbishment.	8,068	8,068		-
Economic Development					
Bath Quays North	Advanced enabling works to continue to prepare the site for development, with demolition of Avon Street Car Park underway. The impacts on scheme delivery caused by Covid-19 and lockdowns continue to be evaluated for impact on viability, noting that Homes England have confirmed the Affordable Housing grant of £3.519m did not carry forward into 2022/23 so it has been removed as a technical adjustment in section 4i of this report. Market risks from occupier interest and construction inflation have also increased delivery risk.	6,060	1,500	4,560	4,560
B&R Phase 2	Masterplan developed by Aequus and pre-application submitted. Expected completion of major gas network rationalisation works in Autumn 2022. Following Homes England (funder) approval, an agreed merger of their grant funding to 31 March 2023 will support costs of over £3m in 2022/23.	7,954	3,500	4,453	4,453
Radstock Healthy Living Centre	The Radstock Healthy Living Centre was completed on July 18th and the B&NES Children Centre have moved in and are occupying the space. We are currently carrying out a few additional fit out works for the Children Centre.	556	556		-
Somer Valley Enterprise Zone - Infrastructure	Public Engagement undertaken throughout June 2022 and now complete. Transport network modelling is ongoing & ground investigation surveys have completed to development site and highways corridor, where access has been agreed, to inform the LDO and the FBC. Initial design of Highways mitigations has also been completed. A pre-app is being submitted in Autumn 2022.	1,084	1,084		-
Keynsham High Street Renewal Programme	Phase 1 works for the Public Realm scheme for Keynsham High Street are now substantially completed with some additional works in progress following the Stage 3 Road Safety Audit. Phase 2 is underway to deliver further public realm, a masterplan, shop front improvements, wayfinding and community engagement and funded by funding for a Heritage Action Zone (HAZ).	483	483		-
Midsomer Norton High Street Renewal Programme	Work on the grant funded Heritage Action Zone works continues to budget. In 2022/23 work will focus on the new Market Hall and developing a market place with a further grant offer received and approved. On track for 22/23.	802	802		-
Bath City Centre Renewal Programme	Change Request approved by WECA to reprofile spend. The Bath High Street Renewal programme is progressing well with good progress against project milestones. Replacement furniture for both Milsom Street and Kingsmead Square installed for summer 2022, improved the accessibility and appearance of both these areas, along with a bespoke parklet for Milsom Street. This scheme aims to encourage shoppers, visitors and businesses back to the city centre.	887	887		-
Bath Quays Bridge, Linking Infrastructure & South	Remaining works in 2022/23 are for lighting and public realm access to No.1 Bath Quays (new offices) and Newark Works.	2,331	2,331		-

2022/23 Revenue Virements for INFORMATION

Appendix 3 (i)

REF NO	REASON / EXPLANATION	CABINET PORTFOLIO	TRANSFER FROM CASHLIM	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASHLIM	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.											
INFO 22#15	2021/22 Revenue Carry Forwards	Economic Development & Resources	Housing Delivery Vehicle	1,169,000		Economic Development & Resources	Council Balances		1,169,000	Carry forwards from 2021/22 underspends, as approved by July'22 Cabinet in Outturn report.	Budget virement is one-off.
			Council Balances		429,086		Revenues & Benefits		219,000		
						Leader	External Affairs & Partnerships		30,000		
						Children & Young People, Communities & Culture	Customer Services (including Libraries)		17,655		
						Climate & Sustainable Travel	Green Transformation		68,515		
						Planning & Licensing	Development Management		93,916		
INFO 22#16	Executive Support Assistant - Sustainable Communities	Economic Development & Resources	Corporate Budgets incl. Capital, Audit & Bank Charges		36,774	Economic Development & Resources	Corporate Governance		36,774	Allocation from corporately held Revenue Contingency budget to fund Executive Support Assistant post to support Sustainable Communities.	Budget virement is on-going
INFO 22#17	Student Community Partnership	Economic Development & Resources	Corporate Budgets incl. Capital, Audit & Bank Charges		5,000	Economic Development & Resources	Corporate Strategy & Communications		5,000	Allocation from additional Lower Tier Services grant received Corporately to fund additional administration support and community warden for Student Community Partnership (SCP).	Budget virement is on-going
INFO 22#18	Christmas Lights	Economic Development & Resources	Corporate Strategy & Communications		85,484	Leader	Events & Active Lifestyles		85,484	Transfer of existing Christmas Lights budget to Events team, to align to the team responsible for the area. Approved by Director of Place Management 15/08/22.	Budget virement is on-going
INFO 22#19	Cabinet Portfolio Changes	Economic Development & Resources	Heritage	5,724,653		Leader	Heritage	5,724,653		Movement of Cash Limits to align with the latest Cabinet Portfolio restructure in September 2022.	Budget virement is on-going
			Visit Bath		75,977		Visit Bath		75,977		
			Regeneration		162,749	Economic Development, Regeneration & Growth	Regeneration		162,749		
			Business & Skills		414,755		Business & Skills		414,755		
		Neighbourhood Services	Leisure		485,433	Children and Young People & Communities	Leisure		485,433		
OVERALL TOTALS				**6,893,653**	**1,695,258**			**5,724,653**	**2,864,258**		
					8,588,911				**8,588,911**		

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Portfolio Cash Limits 2022/23 - Revenue Budget

Appendix 3(ii)

CABINET PORTFOLIO	Service	Jul'22 Revised Cash Limits	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements for Approval	Nov'22 Revised Cash Limits
		£'000	£'000	£'000	£'000
Leader	World Heritage	159			159
	Heritage Services		(5,725)		(5,725)
	Visit Bath		76		76
	Events & Active Lifestyles	209	85		295
	External Affairs & Partnerships		30		30
	PORTFOLIO SUB TOTAL	369	(5,533)		(5,164)
Resources	Heritage Services	(5,725)	5,725		
	World Heritage				
	Regeneration	163	(163)		
	Business & Skills	415	(415)		
	Property Services	557			557
	Corporate Estate Including R&M	4,490			4,490
	Business Change	127			127
	Human Resources & Organisational Development	2,084			2,084
	Council Solicitor & Democratic Services	2,563			2,563
	Corporate Strategy & Communications	958	(80)		878
	Finance	2,314			2,314
	Revenues & Benefits	1,520	219		1,739
	Risk & Assurance Services	1,203			1,203
	Procurement & Commissioning	286			286
	Corporate Governance	1,669	37		1,705
	Information Technology	6,004			6,004
	Commercial Estate	(11,173)			(11,173)
	Housing Delivery Vehicle	(1,000)	(1,169)		(2,169)
	Visit Bath	76	(76)		
	Hsg / Council Tax Benefits Subsidy	(195)			(195)
	Capital Financing / Interest	5,212			5,212
	Unfunded Pensions	1,488			1,488
	Corporate Budgets incl. Capital, Audit & Bank Charges	(5,319)	(42)		(5,361)
	New Homes Bonus Grant	(2,038)			(2,038)
	Magistrates	12			12
	Coroners	370			370
	Environment Agency	254			254
	West of England Combined Authority Levy	5,194			5,194
	PORTFOLIO SUB TOTAL	11,509	4,036		15,545
Economic Development, Regeneration & Growth	Regeneration		163		163
	Business & Skills		415		415
	PORTFOLIO SUB TOTAL		578		578
Adult Services & Council House Building	Adult Services	60,858			60,858
	Housing	1,414			1,414
	PORTFOLIO SUB TOTAL	62,272			62,272
Children and Young People & Communities	Children, Young People & Families	16,599			16,599
	Integrated Commissioning - CYP	2,587			2,587
	Safeguarding - CYP	79			79
	Inclusion & Prevention	3,377			3,377
	Education Transformation	7,513			7,513
	Schools Budget	(1,812)			(1,812)
	Adult Substance Misuse (Drug Action Team)	158			158
	Public Health				
	Customer Services (including Libraries)	2,234	18		2,252
	Leisure		485		485
	Community Safety	192			192
	PORTFOLIO SUB TOTAL	30,928	503		31,431
Climate & Sustainable Travel	Sustainability				
	Environmental Monitoring (Air Pollution)	179			179
	Clean Air Zone				
	Transport Strategy	334			334
	Green Transformation	741	69		809
	PORTFOLIO SUB TOTAL	1,254	69		1,322

CABINET PORTFOLIO	Service	Jul'22 Revised Cash Limits	Technical Adjustments, below BMS limits or already agreed - shown for information	Total Virements for Approval	Nov'22 Revised Cash Limits
		£'000	£'000	£'000	£'000
Neighbourhood Services	Leisure	485	(485)		
	Neighbourhoods & Environment - Waste & Fleet Services	17,027			17,027
	Neighbourhoods & Environment - Parks & Bereavement Services	1,015			1,015
	Highway Maintenance	5,945			5,945
	Registrars Service	(48)			(48)
	PORTFOLIO SUB TOTAL	24,425	(485)		23,940
Transport	Network & Traffic Management	1,019			1,019
	Transport & Parking Services - Parking	(7,698)			(7,698)
	Transport & Parking Services - Public & Passenger Transport	74			74
	Emergency Planning	528			528
	PORTFOLIO SUB TOTAL	(6,078)			(6,078)
Planning & Licensing	Building Control & Public Protection	1,084			1,084
	Development Management	1,101	94		1,195
	PORTFOLIO SUB TOTAL	2,185	94		2,279
	NET BUDGET	126,864	(740)		126,124

Sources of Funding

Council Tax	106,890			106,890
Retained Business Rates	13,293			13,293
Collection Fund Deficit (-) or Surplus (+)	3,550			3,550
Business Rates Collection Fund Deficit (21/22) - s31 Funded Relief Element	(22,542)			(22,542)
Transfer from Business Rates Relief s31 Grant Reserve	22,542			22,542
Transfers (to) / from Reserves	3,131	(740)		2,391
TOTAL FUNDING	126,864	(740)		126,124

Capital Virements Jul-Sep - Additions & Reductions 2022/23 **Appendix 4 (i)**

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP2223#015	**Special Education Needs & Disability (SEND) Education Provision"**	Govt grant	25,000		Children and Young People, Communities and Culture		25,000	Officer Delegated Decision on 8/6/2022 by the Director of Children & Education for Feasibility for SEND Residential Provision Radstock/Bath College.
CAP2223#016	**Midsomer Norton High Street Renewal Programme**	WECA Grant, CIL	150,000		Economic Development		150,000	Officer Delegated Decision on 6/7/2022 by Director Regeneration & Housing - grant award and match for Market Square in Midsomer Norton
CAP2223#017	**Carrswood View Travellers Site**	Revenue	19,812		Adults and Council House Building		19,812	Officer Delegated Decision on 18/5/2022 by Corporate Director (Place) - for Carrswood View Travellers site - creation of permanent pitches
CAP2223#018	**Clutton Depot Solar Panels**	SSB	144,000		Climate and Sustainable Travel		144,000	Officer Delegated Decision by Director of Place Management on 23/6/2022 for PV panels at Clutton depot for on-site renewable energy generation
CAP2223#019	**Special Education Needs & Disability (SEND) Education Provision"**	Govt grant	25,800		Children and Young People, Communities and Culture		25,800	Officer Delegated Decision on 12/7/2022 by the Director of Children & Education for Fencing at Bath College, Wellow Campus
CAP2223#020	**Supported Housing Scheme**	Capital receipts, Revenue	302,000		Adults and Council House Building		302,000	Officer Delegated Decision on 15/6/2022 by the Director of Housing and Regeneration to uplift budget for Theobald House due to higher cost
CAP2223#021	**Supported Housing Scheme**	Capital receipts, Revenue	177,758		Adults and Council House Building		177,758	Officer Delegated Decision on 15/6/2022 by the Director of Housing and Regeneration to uplift budget for Crescent Garden Lodge due to higher cost
CAP2223#022	**Supported Housing Scheme**	Grant	63,165		Adults and Council House Building		63,165	Technical Adjustment by Director of Finance to reflect additional grant allocation.
CAP2223#023	**Neighbourhood Services Asset & Vehicle Replacement**	SSB,CSB, Capital receipts	1,895,000		Neighbourhood Services		1,895,000	Officer Delegated Decision on 14/7/2022 by the Director of Place Management for Vehicle Procurement
CAP2223#024	**Schools Capital Maintenance Schemes**	S106, Govt grant	27,273		Children and Young People, Communities and Culture		27,273	Officer Delegated Decision on 14/7/2022 by the Director of Children & Young People for schools grounds and sports facilities using S106 Contributions to Bathwick St Mary Primary & Twerton Infants
CAP2223#026	**Keynsham High Street Renewal Programme**	Govt grant	-65,095		Economic Development		-65,095	Technical Adjustment by Director of Finance to reflect reduction to grant awarded.

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP2223#027	**Midsomer Norton High Street Renewal Programme**	Govt grant	-58,880		Economic Development		-58,880	Technical Adjustment by Director of Finance to reflect reduction to HE grant awarded.
CAP2223#028	**Special Education Needs & Disability (SEND) Education Provision"**	Govt grant	2,000		Children and Young People, Communities and Culture		2,000	Delegated Authority by Director of Children & Young People - contribution to a feasibility study for HERS service
CAP2223#029	**Highways Maintenance Block**	WECA Grant	727,000		Neighbourhood Services		727,000	Officer Delegated Decision by Director of Place Management on 25/7/2022 for additional Highways Maintenance
CAP2223#030	**Transport Improvement Programme**	WECA Grant	50,000		Transport Services		50,000	Officer Delegated Decision by Director of Place on 25/7/2022 Management for PROW improvement
CAP2223#031	**Commercial Estate Refurbishment Programme**	SSB, Revenue	4,792,000		Resources		4,792,000	Officer Delegated Decision by Director of Finance 29/7/2022 for property improvements
CAP2223#032	**Schools Capital Maintenance Schemes**	Govt grant	-2,144		Children and Young People, Communities and Culture		-2,144	Technical Adjustment by Direct of Finance to return project underspend to provisional allocation
CAP2223#033	**Office for Low Emission Vehicles (OLEV) Bid**	Govt grant	-437		Transport Services		-437	Technical Adjustment by Director of Finance to reflect realignment of grant award
CAP2223#034	**Cleveland Pools**	CSB	340,000		Resources		340,000	Single Member Decision E3377 on 5/8/2022 - Grant for Cleveland Pools Trust
CAP2223#035	**Heritage Infrastructure Development**	SSB	25,000		Leader		25,000	Officer Delegated Decision by Director of Finance on 19/8/2022 for replacement of the 36 poster boxes that are currently located in the city centre and environs with new fit-for-purpose units.
CAP2223#036	**Schools Devolved Capital Grant**	Govt grant	45,912		Children and Young People, Communities and Culture		45,912	Technical Adjustment by Director of Finance to reflect realignment of grant award
CAP2223#037	**Project Inception Fund**	CSB	-28,816		Resources		-28,816	Technical Adjustment by Director of Finance to reflect feasibility works at Entry Hill

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP2223#038	**Entry Hill Facilities**	CSB	28,816		Neighbourhood Services		28,816	Technical Adjustment by Director of Finance to reflect feasibility works at Entry Hill
CAP2223#039	**Housing Delivery Vehicle/ Schemes**	SSB	-153,000		Adults and Council House Building		-153,000	Technical Adjustment by Director of Finance to reflect realignment of funding
CAP2223#040	**Special Education Needs & Disability (SEND) Education Provision"**	Govt grant	200,000		Children and Young People, Communities and Culture		200,000	Officer Delegated Decision on 7/9/2022 by Director of Children and Education for Option Appraisals
CAP2223#041	**Bath Quays North**	Govt grant	-3,519,000		Economic Development		-3,519,000	Technical Adjustment by Director of Finance to reflect a Homes England Grant was not carried forward in 2022/23
CAP2223#042	**York Street Vaults Phase 2**	CSB	175,000		Economic Development		175,000	Office Delegated Decision on 21/09/22 by Director of Sustainable Communities to reflect further funding from Corporate Capital Contingency
Total			**5,388,165**				**5,388,165**	
Check(Hide)			**5,388,165**				**5,388,165**	

Capital Virements - Additions & Reductions Future Years

FY CAP2223#002	**Midsomer Norton High Street Renewal Programme**	WECA grant, 3rd party contrib.	845,000		Economic Development		845,000	Officer Delegated Decision on 6/7/2022 by Director Regeneration & Housing - grant award for Market Square in Midsomer Norton for 23/24 and 24/25.
FY CAP2223#003	**Supported Housing Scheme**	Govt grant	46,165		Adults and Council House Building		46,165	Technical Adjustment by Director of Finance to reflect additional grant allocation.
FY CAP2223#004	**Commercial Estate Refurbishment Programme**	SSB, CSB, Revenue	1,261,000		Resources		1,261,000	Officer Delegated Decision by Director of Finance 29/7/2022 for property improvements
Total			**2,152,165**				**2,152,165**	
			2,152,165				**2,152,165**	

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Capital Programme by Portfolio - 2022/2023

Appendix 4ii

Capital Scheme	Cap Prog Number	Budget after July 2022 Cabinet	July - Sep virements	Budget at November 2022 Cabinet
Full Approval				
Resources				
Agresso System Development & Upgrade	Cap1415125	**70**	0	70
Capital Contingency	Cap1415131	**5,000**	-515	4,485
CCTV Camera Replacement	Cap2223006	**70**	0	70
Cleveland Pools Grant	Cap1718065	**327**	340	667
Commercial Estate Refurbishment Programme	Cap1920022	**3,410**	4,792	8,202
Corporate Estate Planned Maintenance	Cap1415097	**5,053**	0	5,053
Corporate Property Acquisition	CAP2223019	**8,068**	0	8,068
Customer Payments Security and Channel Shift	Cap1920021	**18**	0	18
Equality Act Works	Cap1415104	**95**	0	95
Flax Bourton Mortuary Extension	CAP2223016	**206**	0	206
Flexible Use of Capital Receipts	Cap1819080	**3,411**	0	3,411
Freshford Village Memorial Hall Grant	CAP2223020	**50**	0	50
Grand Parade & Undercroft	Cap1415103	**117**	0	117
IT Asset Refresh	Cap1819061	**117**	0	117
Keynsham Regeneration & New Build	Cap1415094	**68**	0	68
Office Reconfiguration Costs	CAP2122005	**848**	0	848
Preparing for the Future - New Technology	cap2122020	**518**	0	518
Project Inception Fund	Cap1819062	**29**	-29	0
Property Company Investment	Cap1617027	**12,152**	0	12,152
Property Disposals	Cap1415098	**378**	0	378
Property Improvement – Bath Library	Cap2021002	**76**	0	76
Property Improvement - Haycombe Crematorium Dignified Entrance	CAP1920047	**0**	0	0
Property Improvement - Orange Grove Structural Works	CAP1920036	**757**	0	757
Public Sector Decarbonisation Scheme	Cap2122018	**188**	0	188
Saw Close RIF Repayment	Cap2122008	**19**	0	19
Visitor & Till Management System	Cap1415050	**100**	0	100
Subtotal Full Approval - Resources		**41,143**	**4,588**	**45,731**

Capital Programme by Portfolio - 2022/2023

Appendix 4ii

Capital Scheme	Cap Prog Number	Budget after July 2022 Cabinet	July - Sep virements	Budget at November 2022 Cabinet
Full Approval				
Economic Development				
Bath City Centre Renewal	Cap1920026	**887**	0	887
Bath Quays Bridge & Linking Infrastructure	Cap1617037	**2,331**	0	2,331
Bath Quays North	Cap1415114	**9,579**	-3,519	6,060
Bath Quays South	Cap1415138	**3,997**	0	3,997
BWR - Council Project Team	Cap1415057	**-60**	0	-60
BWR - Infrastructure	Cap1415059	**-91**	0	-91
BWR - Relocation of Gas Holders	Cap1415065	**1,536**	0	1,536
BWR Phase 2	Cap1920012	**7,954**	0	7,954
Digital B&NES	Cap1415069	**207**	0	207
Entry Hill Facilities	CAP2122015	**0**	29	29
Innovation Quay - Strategic Flooding Solution	Cap1415064	**143**	0	143
Keynsham High Street Renewal Programme	Cap1718011	**549**	-65	483
Midsomer Norton High Street Renewal Programme	Cap1819050	**711**	91	802
North Keynsham SDL	Cap1819091	**540**	0	540
NRR Infrastructure	Cap1415062	**51**	0	51
Odd Down Sports Ground and Other Leisure Feasibility	CAP2122007	**59**	0	59
Radstock & Westfield Implementation Plan	Cap1516014	**3**	0	3
Radstock Healthy Living Centre	Cap1718061	**556**	0	556
Somer Valley Enterprise Zone - Infrastructure	Cap1718067	**1,084**	0	1,084
Waterspace	Cap1920029	**79**	0	79
York Street Vaults Phase 2	Cap1819059	**147**	175	322
Subtotal Full Approval - Economic Development		**30,262**	**-3,289**	**26,973**
Full Approval				
Leader				
Bath Area Forum - CIL Funded Schemes - Approved	Cap1718068	**182**	0	182
Bath Christmas Market	cap2122023	**19**	0	19
Heritage Collections Centre	CAP1920035	**0**	0	0
Heritage Infrastructure Development	Cap1415052	**105**	25	130
Heritage Services Energy Capture Scheme	Cap1819030	**89**	0	89
Roman Baths Archway Centre	Cap1617021	**-57**	0	-57
Subtotal Full Approval - Leader		**339**	**25**	**364**

Capital Programme by Portfolio - 2022/2023

Appendix 4ii

Capital Scheme	Cap Prog Number	Budget after July 2022 Cabinet	July - Sep virements	Budget at November 2022 Cabinet
Full Approval				
Climate and Sustainable Travel				
Air Quality Management Area and AQ Monitors	Cap1819028	**16**	0	16
Bathscape	Cap1819011	**245**	0	245
Chew Valley Recreational Trail	CAP1819090	**-2**	0	-2
Clutton Depot Solar Panels	Cap2223022	**0**	144	144
Clean Air Zone	Cap1920031	**2,705**	0	2,705
Cycling and Walking Design and Business Case	CAP2122012	**-4**	0	-4
Liveable Neighbourhoods	Cap1920003	**1,148**	0	1,148
Renewable Energy Development Fund	CAP2122009	**457**	0	457
Renewable energy in B&NES	CAP2122006	**67**	0	67
Subtotal Full Approval - Climate and Sustainable Travel		**4,631**	**144**	**4,775**
Full Approval				
Adults and Council House Building				
Adult Social Care Database Replacement	Cap1516005	**93**	0	93
Affordable Housing	Cap1415091	**682**	0	682
Affordable Warmth Grant Scheme	Cap2021004	**273**	0	273
Carrswood View Travellers Site	Cap2223021	**0**	20	20
Community Resource Centre Capital Investment	Cap1718076	**48**	0	48
Disabled Facilities Grant	Cap1415089	**2,490**	0	2,490
Englishcombe Lane Development	Cap1920034	**467**	0	467
Housing Delivery Vehicle	Cap1516042	**812**	-153	659
Next Steps Accommodation Programme	Cap2021006	**306**	0	306
Shared Ownership Housing Programme	Cap2122024	**3**	0	3
Social Rent Programme	cap2122025	**11,987**	0	11,987
Supported Housing Scheme	cap2122021	**762**	543	1,305
Subtotal Full Approval - Adults and Council House Building		**17,922**	**410**	**18,332**
Full Approval				
Children and Young People, Communities and Culture				
Basic Needs - School Improvement / Expansion	Cap1415135	**5,085**	0	5,085
Bath Leisure Centre Refurbishment	Cap1516006	**0**	0	0
Leisure Facility Modernisation - Keynsham Sports Centre	Cap1516051	**12**	0	12
Schools' Capital Maintenance Schemes	Cap1415073	**2,121**	25	2,146
Schools Devolved Capital	Cap1920028	**40**	46	86
Special Education Needs & Disability (SEND) Education Provision	Cap1718071	**412**	253	665

Capital Programme by Portfolio - 2022/2023

Appendix 4ii

Capital Scheme	Cap Prog Number	Budget after July 2022 Cabinet	July - Sep virements	Budget at November 2022 Cabinet
Subtotal Full Approval - Children and Young People, Communities and Culture		**7,669**	**324**	**7,993**
Full Approval				
Neighbourhood Services				
Alice Park - Skate Park	Cap1415035	**9**	0	9
Beechen Cliff Woodland & Other Open Spaces Improvements	Cap1415017	**2**	0	2
CIL - Social (Inc Recreation & Leisure	CAP2223018	**50**	0	50
Cleveland Bridge Refurb	Cap1920040	**567**	0	567
Clutton Depot Refurbishment	Cap1920032	**0**	0	0
Haycombe Crematorium	Cap1819029	**18**	0	18
Highways Maintenance Programme	Cap1415184	**8,573**	727	9,300
Improvements at Victoria Park, Bath	CAP2122017	**56**	0	56
Keynsham Memorial Park	CAP2122013	**223**	0	223
Leisure - Council Client / Contingency	Cap1516049	**411**	0	411
Neighbourhood Services - Asset & Vehicle Replacement Programme	Cap1718036	**1,623**	1,895	3,518
Neighbourhoods Bin & Bench Replacement	Cap1415029	**4**	0	4
Parks and Bereavement Infrastructure	Cap1819051	**1**	0	1
Parks Equipment Replacement Programme	Cap1718029	**0**	0	0
Parks S106 Projects	Cap1718037	**670**	0	670
Pixash Site Redevelopment	CAP2122022	**26,811**	0	26,811
Play Area Refurbishment / Equipment	Cap1415039	**200**	0	200
Public Tennis Improvements	Cap1920010	**4**	0	4
Street Lighting LED Replacement Programme	Cap1617011	**-1**	0	-1
Sydney Gardens	Cap1415030	**78**	0	78
Tree Planting	CAP2021005	**116**	0	116
Waste Collection Vehicles In Cab Technology	Cap1920025	**24**	0	24
Waste Depot Relocation	Cap1516011	**328**	0	328
Waste Service Redesign	Cap1617032	**235**	0	235
Waste Infrastructure Modernisation	CAP2223017	**840**	0	840
Waste Welfare Facilities	Cap2021003	**55**	0	55
Subtotal Full Approval - Neighbourhood Services		**40,898**	**2,622**	**43,520**
Full Approval				
Transport Services				
ANPR Enforcement Camera Replacement	Cap1415027	**110**	0	110
Bath Transport Package Main Scheme	Cap1415001	**1,613**	0	1,613
City Centre Security - Highways Scheme	Cap1920027	**1,419**	0	1,419
London Road Modification	Cap1718022	**51**	0	51
Office for Low Emission Vehicles (OLEV) Bid	Cap1617008	**530**	0	530

Capital Programme by Portfolio - 2022/2023

Appendix 4ii

Capital Scheme	Cap Prog Number	Budget after July 2022 Cabinet	July - Sep virements	Budget at November 2022 Cabinet
Somerdale Bridge, Keynsham – Initial Options Study	Cap1718016	**8**	0	8
Transport Improvement Programme	Cap1415009	**2,708**	50	2,758
Subtotal Full Approval - Transport Services		**6,439**	**50**	**6,489**
TOTAL CAPITAL SCHEME BUDGET		**149,302**	**4,873**	**154,175**

Sources of Funding				
Grants		53,536	-2,535	51,002
Council Support including Borrowing & Capital Receipts		88,090	6,916	95,006
S106		1,011	26	1,037
CIL		2,821	116	2,937
3rd Party		2,861	0	2,861
Revenue		983	350	1,333
Total Sources of Funding		**149,302**	**4,873**	**154,175**

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Bath & North East Somerset Council		
MEETING	**Cabinet**	
MEETING DATE:	**10th November 2022**	EXECUTIVE FORWARD PLAN REFERENCE: E 3366
TITLE:	**Treasury Management Performance Report to 30th September 2022**	
WARD:	All	
AN OPEN PUBLIC ITEM		

List of attachments to this report:

Appendix 1 – Performance Against Prudential Indicators
Appendix 2 – The Council's Investment Position at 30th September 2022
Appendix 3 – Average monthly rate of return for 1st 6 months of 2022/23
Appendix 4 – The Council's External Borrowing Position at 30th September 2022
Appendix 5 – Arlingclose's Economic & Market Review Q2 of 2022/23
Appendix 6 – Interest & Capital Financing Budget Monitoring 2022/23
Appendix 7 – Summary Guide to Credit Ratings
Appendix 8 – Extract from Treasury Management Risk Register

1 THE ISSUE

1.1 Treasury risk management at the Authority is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2017 Edition (the CIPFA Code), which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year.

1.2 This report gives details of performance against the Council's Treasury Management Strategy for 2022/23 for the first six months of 2022/23.

2 RECOMMENDATION

The Cabinet agrees that;

2.1 The Treasury Management Report to 30th September 2022, prepared in accordance with the CIPFA Treasury Code of Practice, is noted.

2.2 The Treasury Management Indicators to 30th September 2022 are noted.

3 THE REPORT

Summary

3.1 The estimated average rate of investment return for the first six months of 2022/23 is 1.32%, which is 0.05% above the benchmark rate which has averaged 1.27% over the period.

3.2 The Council's Prudential Indicators for 2022/23 were agreed by Council in February 2022 and performance against the key indicators is shown in **Appendix 1**. All indicators are within target levels.

3.3 The Council's revenue budget for interest & capital financing costs for 2022/23 is currently forecast £950k under budget, due to higher than budgeted investment income and a delay to borrowing requirements and associated interest costs. This is due to both the increase in interest rates since the budget was set, along with the continuing high levels of cash balances currently held following the advance payment of grants and the profiling of capital expenditure. The breakdown of the 2022/23 revenue budget for interest and capital financing, and the forecast year end position is included in **Appendix 6**.

Summary of Returns

3.4 The Council's investment position as at 30th September 2022 is given in **Appendix 2**, along with the previous quarter's position for comparison. The balance of deposits as at 30th September 2022, compared to those of the previous four quarters, are also set out in the charts in this appendix.

3.5 Gross estimated interest earned on investments totalled £580k. **Appendix 3** details the investment performance, showing the average rate of interest earned over this period was 1.32%, which was 0.05% above the benchmark rate of average 7 day SONIA (1.27%). This excess is mainly due to the £5m investment held in the CCLA Local Authority Property Fund and £5m invested in ESG focussed funds, which are long term strategic investment earning a higher estimated rate of interest of 4.20%, based on the first six months of 2022/23. The prior year comparators are also included in this appendix.

3.6 Following the discontinuation of published 7 Day LIBID rates, from 2022/23 onwards the Council is benchmarking its investments rates to the average 7 Day SONIA (Sterling Overnight Index Average) rate as an alternative. This is being used as the comparative benchmark as SONIA can be seen as the average interest rate at which a selection of financial institutions lend to one another with a maturity of 1 day (overnight), therefore reflecting the callable nature of the majority of the Council's short-term investments.

Summary of Borrowings

3.7 The Council's external borrowing as at 30th September 2022 totalled £217.3 million and is detailed in **Appendix 4**. Due to the levels of cash balances currently held by the Council, there has not been any new borrowing taken out during the quarter. A summary of the current movement in borrowing during 2022/23 is shown in the following table:

2022/23 Borrowing Portfolio Movements	£m
2022/23 Opening Balance	**218.287**
New Loans Taken	0.000
Loans Repaid	0.000
PWLB Annuity Loan principal repayments	(0.947)
2022/23 Revised Balance	**217.340**

3.8 The Council's Capital Financing Requirement (CFR) as at 31st March 2022 was £328.2 million. This represents the Council's underlying need to borrow to finance capital expenditure, and demonstrates that the borrowing taken to date relates to funding historical capital spend.

3.9 The difference between the CFR and the current borrowing of £217.3 million represents re-investment of the internal balances including reserves, reducing the in-year borrowing costs in excess of the potential investment returns.

3.10 Following Local Government Reorganisation in 1996, Avon County Council's residual debt is administered by Bristol City Council. All successor Unitary Authorities make an annual contribution to principal and interest repayment, for which there is a provision in the Council's revenue budget. The amount of residual debt outstanding as at 31st March 2022 apportioned to Bath & North East Somerset Council is £10.5m. Since this borrowing is managed by an external body and treated in the Council's Statement of Accounts as a deferred liability, it is not included in the borrowing figures referred to in paragraph 3.7.

Strategic & Tactical Decisions

As shown in the charts in **Appendix 2**, the investment portfolio of £64.4 million as at 30th September 2022 is diversified across Money Market Funds, Local Authorities, Strategic funds and in highly rated UK & Foreign Banks. The Council uses AAA rated Money Market funds to maintain short term liquidity.

3.11 The Council does not hold any direct investments with banks in countries within the Eurozone reflecting both on the underlying debt issues in some Eurozone countries and the low levels of interest rates.

3.12 The Council's investment portfolio as at 30th September 2022 includes a total of £10m invested longer term, including £5m in ESG focussed funds and £5m in a property fund, as listed below:

- £5m CCLA Local Authorities Property Fund.
- £3m FP Foresight UK Infrastructure Income Fund.
- £2m VT Gravis Clean Energy Income Fund.

3.13 The Council's average investment return for the first six months for short-term investments is currently 0.95%, which is 0.70% above the budgeted level of 0.25%. The estimated average return for the first six months on the £10m long-term strategic investments is estimated to be 4.2%, slightly above the budgeted rate of 3.5%. The combined average return on all investments is 1.32%. The current forecast is for an overachievement of interest income from investments of £450k due to the Council's

cash balances being higher than was forecast when the budget was set, as well as recent increases in interest rates.

Investment Type	Average YTD Investment Return
Short Term Investments Total	**0.95%**
Long Term Strategic Investments (Estimated)*:	
CCLA Local Authorities Property Fund	3.5%
FP Foresight UK Infrastructure Income Fund	5.2%
VT Gravis Clean Energy Income Fund	4.4%
Long Term Strategic Investments Total (Est.)	**4.2%**
Overall Total (Estimated)	**1.32%**

* The investment returns on the Long Term Strategic Investments are currently estimates based on the previous quarter. The actual return for the second quarter is not available until it's been declared a month after the quarter has finished.

Future Strategic & Tactical Issues

3.14 The Council's Treasury Management Advisor's economic and market review for the second quarter of 2022/23 is included in **Appendix 5**.

3.15 Over the April-September period PWLB rates rose dramatically, particular in late September after the Chancellor's 'mini-budget', included unfunded tax cuts and additional borrowing to fund consumer energy price subsidies. Exceptional volatility threatened financial stability, requiring Bank of England intervention in the gilt market. Over a twenty-four-hour period some PWLB rates increased to 6%, before the intervention had the desired effect, bringing rates back down by over 1% for certain maturities. A truly unprecedented period in fixed income markets, with a direct impact on PWLB rates.

3.16 Interest rates rose by over 2% during the period in both the long and short term. As an indication the 5-year maturity certainty rate rose from 2.30% on 1st April to 5.09% on 30th September; over the same period the 30-year maturity certainty rate rose from 2.63% to 4.68%

3.17 The benefits of the Council's current policy of internal borrowing will continue to be monitored against forecast movements in borrowing rates and the Council's cash position. Any future borrowing decisions, should they be required during the remainder of the year, will be discussed with our treasury advisors in terms of duration and timing given the current volatility in the gilt market and PWLB interest rates.

3.18 A review of the capital programme is being undertaken by the Council's Capital Strategy Group to assess potential for pausing, re-phasing or holding projects that are reliant on borrowing, to mitigate potential future revenue pressure if borrowing interest rates remain at their current elevated levels.

Budget Implications

3.19 The breakdown of the 2022/23 revenue budget for interest and capital financing, and the forecast year end position based on the period April to September 2022, is included in **Appendix 6**. An overall underspend of £0.950m is currently forecast due to higher than budgeted investment income and a delay in borrowing. This is due to

both the increase in interest rates since the budget was set, along with the temporary high levels of cash balances currently held following the advance payment of grants and the profiling of capital expenditure.

4 STATUTORY CONSIDERATIONS

4.1 This report is for information only.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

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

6 RISK MANAGEMENT

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

6.2 The Council's lending & borrowing list is regularly reviewed during the financial year and credit ratings are monitored throughout the year. All lending/borrowing transactions are within approved limits and with approved institutions. Investment and borrowing advice is provided by our Treasury Management consultants, Arlingclose.

6.3 The CIPFA Treasury Management in the Public Services: Code of Practice requires the Council nominate a committee to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies. The Corporate Audit Committee carries out this scrutiny.

6.4 In addition, the Council maintain a risk register for Treasury Management activities, which is regularly reviewed and updated where applicable during the year. An extract from the risk register, detailing how the top 5 risks are managed, is included as **Appendix 8**.

7 EQUALITIES

7.1 As this report contains performance information for noting only, an Equality Impact Assessment is not considered necessary.

8 CLIMATE CHANGE

8.1 The Council will continue to avoid any direct treasury management investments in fossil fuel related companies and will engage with its advisors to explore and assess the potential for any future investment opportunities in funds with a Renewable Energy & Sustainability focus as these products continue to be developed by the market in response to the Climate & Nature Emergency agenda.

8.2 An ESG section is included the Treasury Management Strategy document for 2022/23, with the treasury team monitoring investment options permitted under the new guidelines.

8.3 The Council holds £5m in longer term investments, split across two ESG focussed Strategic Funds, as detailed under 3.13.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 Consultation has been carried out with the Cabinet Member for Resources, Chief Finance Officer and Monitoring Officer.

Contact person	*Gary Adams - 01225 47 7107; Jamie Whittard - 01225 47 7213 Gary_Adams@BATHNES.GOV.UK: Jamie_Whittard@BATHNES.GOV.UK*
Background papers	*2022/23 Treasury Management & Investment Strategy*
Please contact the report author if you need to access this report in an alternative format	

APPENDIX 1
Performance against Treasury Management Indicators agreed in Treasury Management Strategy Statement

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

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

The Operational boundary for external debt is based on the same estimates as the authorised limit but without the additional headroom for unusual cash movements. This level also factors in the proposed approach to use internal cash-flow and future capital receipts as the preferred financing method for the capital programme.

	2022/23 Prudential Indicator	**Actual as at 30th Sept. 2022**
Operational boundary – borrowing	£435m	£217.3m
Operational boundary – other long-term liabilities	£4m	£0m
Operational boundary – TOTAL	**£439m**	**£217.3m**
Authorised limit – borrowing	£464m	£217.3m
Authorised limit – other long-term liabilities	£4m	£0m
Authorised limit – TOTAL	**£468m**	**£217.3m**

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

	2022/23 Prudential Indicator	**Actual as at 30th Sept. 2022**
	Rating	Rating
Minimum Portfolio Average Credit Rating	A-	AA+

***** *The calculation excludes the strategic investment in the CCLA Local Authority Property Fund and ESG focussed Investment Funds, which are unrated.*

3. Liquidity
The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.

Liquidity risk indicator	**2022/23 Prudential Indicator**	**Minimum During Quarter**	**Date of minimum**
Minimum total Cash Available within 3 months	£15m	£52.2m	28-Sep-22

4. Interest rate exposures
This indicator is set to control the Council's exposure to interest rate risk. The upper limit represents the maximum one-year revenue impact of a 1% rise or fall in interest rates.

	2022/23 Prudential Indicator	Actual as at 30th Sept. 2022
Upper limit on one-year revenue impact of a 1% rise in interest rates	+/- £1m	£0.469m
Upper limit on one-year revenue impact of a 1% fall in interest rates	+/- £1m	£0.469m

The impact of this limit is that the Council should never be holding a maturity adjusted net debt / investment position on variable rates of more than £100m.

The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at new market rates, which includes amounts which are maturing each year in PWLB annuity loans.

5. Maturity Structure of borrowing
This indicator is set to control the Council's exposure to refinancing risk.

	Upper Limit	Lower Limit	Actual as at 30th Sept. 2022
	%	%	%
Under 12 months	50	Nil	2.3
12 months and within 24 months	50	Nil	0
24 months and within 5 years	75	Nil	0
5 years and within 10 years	75	Nil	6.9
10 years and within 25 years	100	25	49.7
Over 25 years	100		41.1

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date that the lender can demand repayment. For LOBO's, this is shown at the date of maturity.

6. Upper limit for total principal sums invested for over 364 days
The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end will be:

Price risk indicator	2022/23 Prudential Indicator	Actual as at 30th Sept. 2022
Limit on principal invested beyond 31st March 2023	£50m	£10m*
Limit on principal invested beyond 31st March 2024	£20m	£10m*
Limit on principal invested beyond 31st March 2025	£10m	£10m*

*The Council includes the CCLA LA Property Fund & two long term ESG focussed Investment Funds against this indicator as they are both held as Long Term Strategic Investments.

APPENDIX 2

The Council's Investment position at 30th September 2022

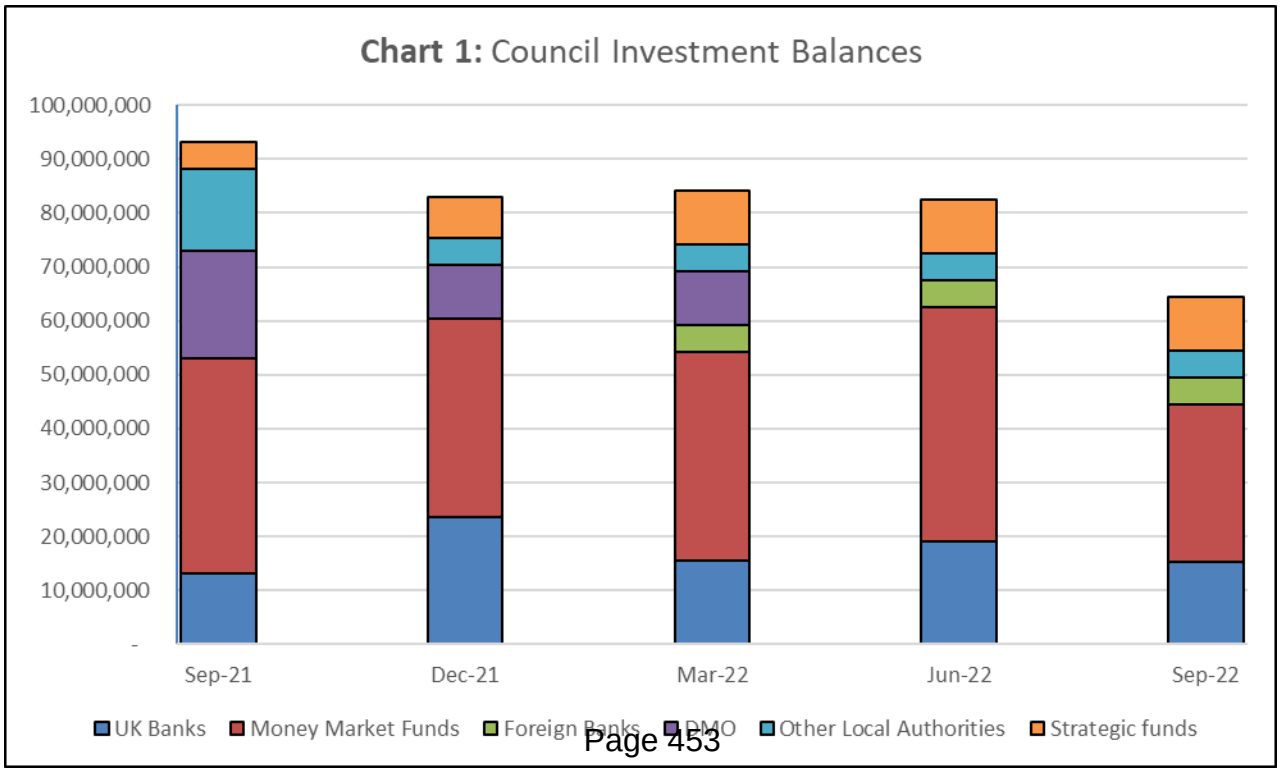
The term of investments is as follows:

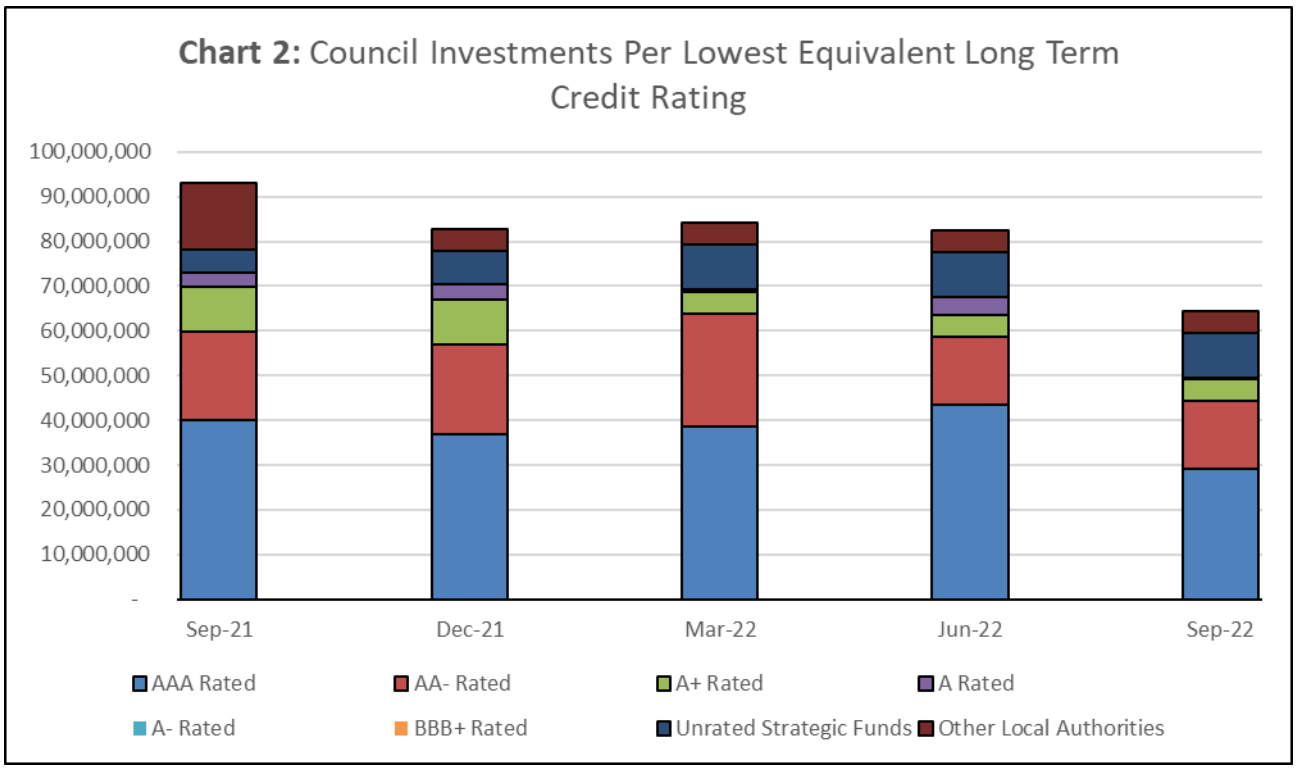
Term Remaining	Balance at 30th Sept. 2022	Comparator Balance at 30th June 2022
	£m	£m
Notice (instant access funds)	39.4	57.6
Up to 1 month	5.0	5.0
1 month to 3 months	10.0	5.0
3 months to 6 months	0	5.0
6 months to 12 months	0	0
Strategic Funds	10.0	10.0
Total	**64.4**	**82.6**

The investment figure is made up as follows:

	Balance at 30th Sept. 2022	Comparator Balance at 30th June 2022
	£m	£m
B&NES Council	61.5	79.9
Schools	2.9	2.7
Total	**64.4**	**82.6**

The Council had a total average net positive balance of £87.4m during the period April 2022 to September 2022.




Chart 2: Council Investments Per Lowest Equivalent Long Term Credit Rating
100,000,000
90,000,000
80,000,000
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
-
Sep-21
Dec-21
Mar-22
Jun-22
Sep-22
AAA Rated
AA- Rated
A+ Rated
A Rated
A- Rated
BBB+ Rated
Unrated Strategic Funds
Other Local Authorities

APPENDIX 3

Average rate of return on investments for 2022/23

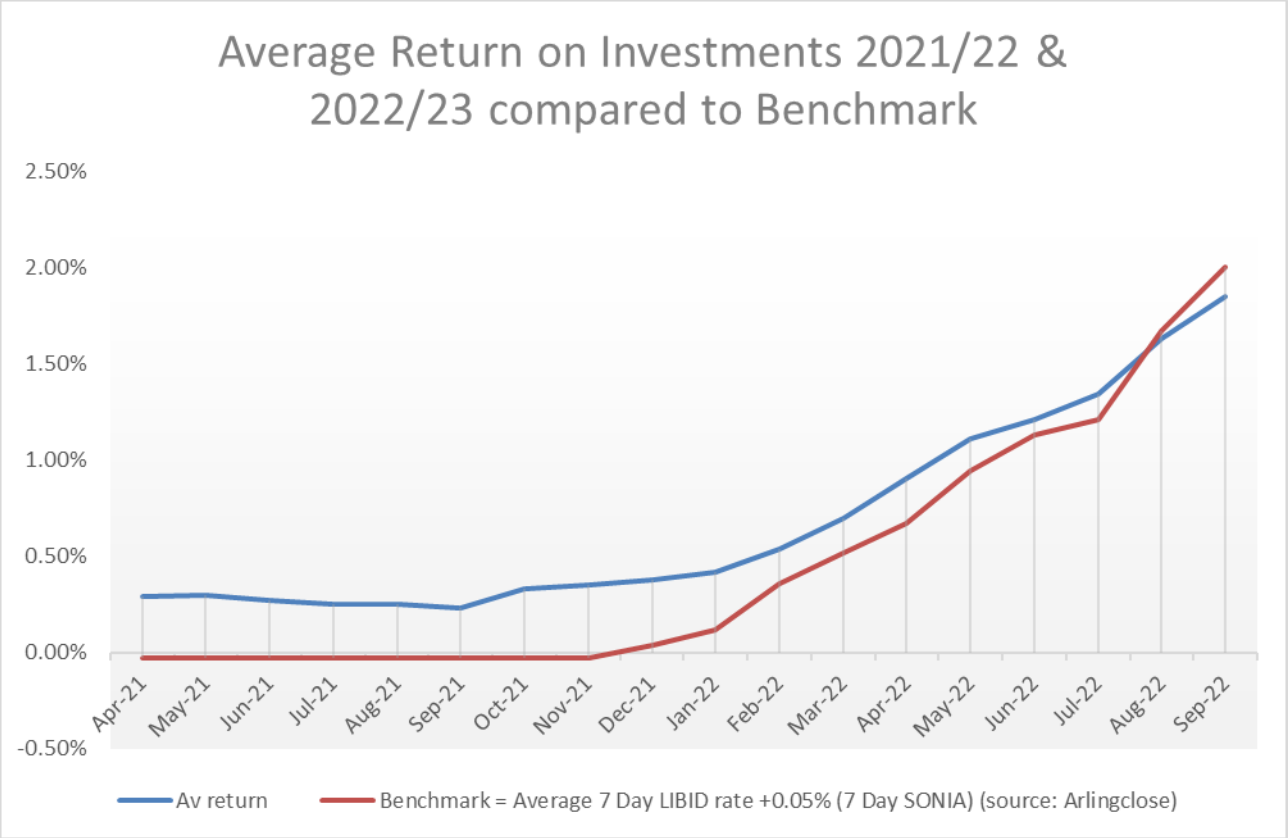
	Average rate of interest earned	Benchmark = Average 7 Day SONIA rate	Performance against Benchmark
April 2022*	0.90%	0.67%	+0.23%
May 2022*	1.11%	0.94%	+0.18%
June 2022*	1.21%	1.13%	+0.08%
July 2022#	1.34%	1.21%	+0.13%
August 2022#	1.63%	1.67%	-0.04%
September 2022#	1.85%	2.00%	-0.15%
Average#	**1.32%**	**1.27%**	**+0.05%**

* Updated from Q1 Report to reflect ACTUAL Strategic Investment returns (these were included as estimates in Q1 report, due to timing of report dispatch)

Includes **estimates** for Q2 Strategic Investments returns – actuals will not be known until after dispatch so will be updated in Q3 report.

For Comparison, the average rate of return on investments for 2021/22 was as follows:

	Average rate of interest earned	Benchmark = Average 7 Day LIBID rate +0.05% (7 Day SONIA – 0.08%)	Performance against Benchmark %
April 2021	0.29%	-0.03%	+0.32%
May 2021	0.30%	-0.03%	+0.33%
June 2021	0.27%	-0.03%	+0.30%
July 2021	0.25%	-0.03%	+0.28%
August 2021	0.25%	-0.03%	+0.28%
September 2021	0.23%	-0.03%	+0.27%
October 2021	0.33%	-0.03%	+0.36%
November 2021	0.35%	-0.03%	+0.38%
December 2021	0.38%	0.04%	+0.34%
January 2022	0.42%	0.12%	+0.30%
February 2022	0.54%	0.36%	+0.18%
March 2022	0.70%	0.52%	+0.18%
Average	**0.36%**	**0.06%**	**+0.30%**


Average Return on Investments 2021/22 & 2022/23 compared to Benchmark
2.50%
2.00%
1.50%
1.00%
0.50%
0.00%
-0.50%
Apr-21
May-21
Jun-21
Jul-21
Aug-21
Sep-21
Oct-21
Nov-21
Dec-21
Jan-22
Feb-22
Mar-22
Apr-22
May-22
Jun-22
Jul-22
Aug-22
Sep-22
Av return
Benchmark = Average 7 Day LIBID rate +0.05% (7 Day SONIA) (source: Arlingclose)

APPENDIX 4

Council's External Borrowing at 30th September 2022

Lender	Amount outstanding @ 30th June 2022	Change in Quarter	Amount outstanding @ 30th Sept. 2022	Start date	End date	Interest rate
	£	£	£			
Long term						
PWLB489142	10,000,000	-	**10,000,000**	15/10/2004	15/10/2034	4.75%
PWLB497233	5,000,000	-	**5,000,000**	12/05/2010	15/08/2035	4.55%
PWLB497234	5,000,000	-	**5,000,000**	12/05/2010	15/02/2060	4.53%
PWLB498834	5,000,000	-	**5,000,000**	05/08/2011	15/02/2031	4.86%
PWLB498835	10,000,000	-	**10,000,000**	05/08/2011	15/08/2029	4.80%
PWLB498836	15,000,000	-	**15,000,000**	05/08/2011	15/02/2061	4.96%
PWLB503684	5,300,000	-	**5,300,000**	29/01/2015	08/04/2034	2.62%
PWLB503685	5,000,000	-	**5,000,000**	29/01/2015	08/10/2064	2.92%
PWLB505122	16,210,402	-	**16,210,402**	20/06/2016	20/06/2041	2.36%
PWLB508126	8,769,505	-	**8,769,505**	06/12/2018	20/06/2043	2.38%
PWLB508202	9,586,307	-	**9,586,307**	12/12/2018	20/06/2068	2.59%
PWLB508224	4,375,462	-	**4,375,462**	13/12/2018	20/06/2043	2.25%
PWLB505744	8,196,276	(191,874)	**8,004,402**	24/02/2017	15/08/2039	2.28%
PWLB505966	8,422,529	(167,716)	**8,254,813**	04/04/2017	15/02/2042	2.26%
PWLB506052	7,157,675	(142,677)	**7,014,998**	08/05/2017	15/02/2042	2.25%
PWLB506255	6,638,222	-	**6,638,222**	10/08/2017	10/04/2067	2.64%
PWLB506729	8,602,616	-	**8,602,616**	13/12/2017	10/10/2042	2.35%
PWLB506995	8,629,260	-	**8,629,260**	06/03/2018	10/10/2042	2.52%
PWLB506996	8,949,910	-	**8,949,910**	06/03/2018	10/10/2047	2.62%
PWLB507749	8,934,808	(159,624)	**8,775,184**	10/09/2018	20/07/2043	2.42%
PWLB508485	19,364,192	(110,690)	**19,253,502**	11/02/2019	20/07/2068	2.52%
PWLB509840	9,149,528	(173,683)	**8,975,845**	04/09/2019	20/07/2044	1.40%
KBC Bank N.V *	5,000,000	-	**5,000,000**	08/10/2004	08/10/2054	4.50%
KBC Bank N.V *	5,000,000	-	**5,000,000**	08/10/2004	08/10/2054	4.50%
Commerzbank AG Frankfurt*	10,000,000	-	**10,000,000**	27/04/2005	27/04/2055	4.50%
Medium term						
Portsmouth C.C.	5,000,000	-	**5,000,000**	19/12/2019	19/12/2022	1.65%
Total Borrowing	**218,286,693**	**(946,265)**	**217,340,428**			

*All LOBO's (Lender Option / Borrower Option) have reached the end of their fixed interest period and have reverted to the variable rate of 4.50%. The lender has the option to change the interest rate at 6 monthly intervals. Should the lender use the option to change the rate, then at this point the borrower has the option to repay the loan without penalty.

The "Change in Quarter" movement on some of the PWLB loans reflects that these loans have an annuity repayment profile, so repayments of principal are made on a 6 monthly basis throughout the life of the loans.

APPENDIX 5: Arlingclose Economic & Market Review

Economic background: The ongoing conflict in Ukraine has continued to put pressure on global inflation and the economic outlook for UK and world growth remains weak. The UK political situation towards the end of the period following the 'fiscal event' increased uncertainty further.

The economic backdrop during the April to September period continued to be characterised by high oil, gas and commodity prices, ongoing high inflation and its impact on consumers' cost of living, no imminent end in sight to the Russia-Ukraine hostilities and its associated impact on the supply chain, and China's zero-Covid policy.

Central Bank rhetoric and action remained robust. The Bank of England, Federal Reserve and the European Central Bank all pushed up interest rates over the period and committed to fighting inflation, even when the consequences were in all likelihood recessions in those regions.

UK inflation remained extremely high. Annual headline CPI hit 10.1% in July, the highest rate for 40 years, before falling modestly to 9.9% in August. RPI registered 12.3% in both July and August. The energy regulator, Ofgem, increased the energy price cap by 54% in April, while a further increase in the cap from October, which would have seen households with average energy consumption pay over £3,500 per annum, was dampened by the UK government stepping in to provide around £150 billion of support to limit bills to £2,500 annually until 2024.

The labour market remained tight through the period but there was some evidence of easing demand and falling supply. The unemployment rate 3m/year for April fell to 3.8% and declined further to 3.6% in July. Although now back below pre-pandemic levels, the recent decline was driven by an increase in inactivity rather than demand for labour. Pay growth in July was 5.5% for total pay (including bonuses) and 5.2% for regular pay. Once adjusted for inflation, however, growth in total pay was -2.6% and –2.8% for regular pay.

With disposable income squeezed and higher energy bills still to come, consumer confidence fell to a record low of –44 in August, down –41 in the previous month. Quarterly GDP fell -0.1% in the April-June quarter driven by a decline in services output, but slightly better than the 0.3% fall expected by the Bank of England.

The Bank of England increased the official Bank Rate to 2.25% over the period. From 0.75% in March, the Monetary Policy Committee (MPC) pushed through rises of 0.25% in each of the following two MPC meetings, before hiking by 0.50% in August and again in September. August's rise was voted by a majority of 8-1, with one MPC member preferring a more modest rise of 0.25%. the September vote was 5-4, with five votes for an 0.5% increase, three for an 0.75% increase and one for an 0.25% increase. The Committee noted that domestic inflationary pressures are expected to remain strong and so given ongoing strong rhetoric around tackling inflation further Bank Rate rises should be expected.

On 23rd September the UK government, following a change of leadership, announced a raft of measures in a 'mini budget', loosening fiscal policy with a view to boosting the UK's trend growth rate to 2.5%. With little detail on how government borrowing would be returned to a sustainable path, financial markets reacted negatively. Gilt yields rose dramatically by between 0.7% - 1% for all maturities with the rise most pronounced for shorter dated gilts. The swift rise in gilt yields left pension funds vulnerable, as it led to margin calls on their interest rate swaps and risked triggering large scale redemptions of

assets across their portfolios to meet these demands. It became necessary for the Bank of England to intervene to preserve market stability through the purchase of long-dated gilts, albeit as a temporary measure, which has had the desired effect with 50-year gilt yields falling over 100bps in a single day.

Bank of England policymakers noted that any resulting inflationary impact of increased demand would be met with monetary tightening, raising the prospect of much higher Bank Rate and consequential negative impacts on the housing market.

After hitting 9.1% in June, annual US inflation eased in July and August to 8.5% and 8.3% respectively. The Federal Reserve continued its fight against inflation over the period with a 0.5% hike in May followed by three increases of 0.75% in June, July and September, taking policy rates to a range of 3% - 3.25%.

Eurozone CPI inflation reached 9.1% y/y in August, with energy prices the main contributor but also strong upward pressure from food prices. Inflation has increased steadily since April from 7.4%. In July the European Central Bank increased interest rates for the first time since 2011, pushing its deposit rate from –0.5% to 0% and its main refinancing rate from 0.0% to 0.5%. This was followed in September by further hikes of 0.75% to both policy rates, taking the deposit rate to 0.75% and refinancing rate to 1.25%.

Financial markets: Uncertainty remained in control of financial market sentiment and bond yields remained volatile, continuing their general upward trend as concern over higher inflation and higher interest rates continued to dominate. Towards the end of September, volatility in financial markets was significantly exacerbated by the UK government's fiscal plans, leading to an acceleration in the rate of the rise in gilt yields and decline in the value of sterling.

Due to pressure on pension funds, the Bank of England announced a direct intervention in the gilt market to increase liquidity and reduce yields.

Over the period the 5-year UK benchmark gilt yield rose from 1.41% to 4.40%, the 10-year gilt yield rose from 1.61% to 4.15%, the 20-year yield from 1.82% to 4.13% and the 50-year yield from 1.56% to 3.25%. The Sterling Overnight Rate (SONIA) averaged 1.22% over the period.

Credit review: In July Fitch revised the outlook on Standard Chartered from negative to stable as it expected profitability to improve thanks to the higher interest rate environment. Fitch also revised the outlook for Bank of Nova Scotia from negative to stable due to its robust business profile.

Also in July, Moody's revised the outlook on Bayerische Landesbank to positive and then in September S&P revised the GLA outlook to stable from negative as it expects the authority to remain resilient despite pressures from a weaker macroeconomic outlook coupled with higher inflation and interest rates.

Having completed its full review of its credit advice on unsecured deposits at UK and non-UK banks, in May Arlingclose extended the maximum duration limit for five UK banks, four Canadian banks and four German banks to six months. The maximum duration for unsecured deposits with other UK and non-UK banks on Arlingclose's recommended list is 100 days. These recommendations were unchanged at the end of the period.

Arlingclose continued to monitor and assess credit default swap levels for signs of credit stress but made no changes to the counterparty list or recommended durations. Nevertheless, increased market volatility is expected to remain a feature, at least in the near term and, as ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remains under constant review.

APPENDIX 6

Interest & Capital Financing Costs – Budget Monitoring 2022/23

April 2022 to September 2022	YEAR END POSITION			ADV/FAV
	Budgeted Spend or (Income) £'000	Forecast Spend or (Income) £'000	Forecast over or (under) spend £'000	
Interest & Capital Financing				
- Debt Costs	8,031	7,531	(500)	FAV
- Internal Repayment of Loan Charges	(13,052)	(13,052)	0	
- Ex Avon Debt Costs	980	980	0	
- Minimum Revenue Provision (MRP)	9,678	9,678	0	
- Interest on Balances	(425)	(875)	(450)	FAV
Total	**5,212**	**4,262**	**(950)**	**FAV**

APPENDIX 7

Summary Guide to Credit Ratings

Rating	Details
AAA	Highest credit quality – lowest expectation of default, which is unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality - expectation of very low default risk, which is not likely to be significantly vulnerable to foreseeable events.
A	High credit quality - expectations of low default risk which may be more vulnerable to adverse business or economic conditions than is the case for higher ratings.
BBB	Good credit quality - expectations of default risk are currently low but adverse business or economic conditions are more likely to impair this capacity.
BB	Speculative - indicates an elevated vulnerability to default risk, particularly in the event of adverse changes in business or economic conditions over time.
B	Highly speculative - indicates that material default risk is present, but a limited margin of safety remains. Capacity for continued payment is vulnerable to deterioration in the business and economic environment.
CCC	Substantial credit risk - default is a real possibility.
CC	Very high levels of credit risk - default of some kind appears probable.
C	Exceptionally high levels of credit risk - default is imminent or inevitable.
RD	Restricted default - indicates an issuer that has experienced payment default on a bond, loan or other material financial obligation but which has not entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, and which has not otherwise ceased operating.
D	Default - indicates an issuer that has entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, or which has otherwise ceased business.

APPENDIX 8

Extract from Treasury Management Risk Register – Top 5 Risks

			Current Risk Score											Trend			
			Likelihood					Impact									
	Risk Nr	Description	1	2	3	4	5	1	2	3	4	5	This Period	Periods Ago			Management Action
			L		M	H		L		M	H			1	2	3	
1	R01	Liquidity Risk - The risk that cash will not be available when it is needed, that ineffective management of liquidity creates additional unbudgeted costs, and that the organisation's business/service objectives will be thereby compromised.		2						3			6	6	6	6	Obtain approval of annual Treasury Management Strategy by February Council. Carry out weekly reviews of investment portfolio and planned actions. Carry out monthly dashboard meeting with Chief Finance Officer. Consider short and medium term cash balances and cashflows to inform any short - medium term borrowing requirement.
2	R02	Interest Rate Risk - The risk that fluctuations in the levels of interest rates create an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately				4				3			12	9	9	4	Monitor interest rates on a monthly basis and compare with budget to determine impact on Council finances and report through monthly Treasury Dashboard. Report implication of interest rate changes to Cabinet as part of quarterly Treasury Management Performance Report. Explore alternative potential investment products following new freedoms - including corporate bonds, gilts, Certificate of Deposits etc. Discussion with our treasury advisors on any new borrowing in terms of duration and timing given the current volatility in the gilt market and PWLB interest rates.
3	R04	Inflation Risk - The risk that prevailing levels of inflation cause an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately.				4				3			12	12	9	4	Liaise with Chief Finance Officer to ensure Inflation both current and projected forms part of the medium term financial planning framework.
4	R05	Credit and Counterparty Risk - The risk of failure by a third party to meet its contractual obligations to the organisation under an investment, borrowing, capital, project or partnership financing, particularly as a result of the third party's diminished creditworthiness, and the resulting detrimental effect on the organisation's capital or current (revenue) resources.			3						4		12	12	12	12	Complete annual review of Counterparty List with external advisors to feed into Treasury Management Strategy. Regular review of counterparty financial standing through use of credit ratings, credit default swap rates and national press coverage and liaison with Chief Finance Officer and external advisors to consider any issues / change in circumstances of counterparties.
5	R09	Key Personnel - There is a risk that staff absence results in the inability to process Treasury Management transactions.			3					3			9	9	9	9	Produce & maintain a Business Continuity Plan to manage staff absences Provide refresher training and periodically ask secondary process operators to run the treasury process to ensure that there are a number of people able to perform the treasury activity