

Corporate Policy Development and Scrutiny Panel

Date: Monday, 3rd February, 2020

Time: 4.00 pm

Venue: Council Chamber - Guildhall, Bath

Councillors: Paul Myers, Winston Duguid, Mark Elliott, Andrew Furse, Hal MacFie, Alastair Singleton, Shaun Hughes, Karen Warrington and Lucy Hodge

There will be a pre-meeting for members of the Panel only between 3.30pm – 4.00pm.



Mark Durnford

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: mark_durnford@bathnes.gov.uk, 01225 394458

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.

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

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Corporate Policy Development and Scrutiny Panel - Monday, 3rd February, 2020

at 4.00 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

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

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

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

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

(b) The nature of their interest.

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

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

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

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

At the time of publication no notifications had been received.

7. MINUTES - 13TH JANUARY 2020 (Pages 7 - 16)

8. CABINET MEMBER UPDATE

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

9. DRAFT BUDGET (Pages 17 - 50)

This report presents proposals for additional funding for both revenue and capital budgets to deliver the new Corporate Strategy. It also presents plans for savings and income generation as well as recommendations for Council Tax and Adult Social Care Precept for 2020/21.

10. PANEL WORKPLAN (Pages 51 - 52)

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

The Committee Administrator for this meeting is Mark Durnford who can be contacted on mark_durnford@bathnes.gov.uk, 01225 394458.

BATH AND NORTH EAST SOMERSET

MINUTES OF CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL MEETING

Monday, 13th January, 2020

Present:- **Councillors** Paul Myers, Winston Duguid, Mark Elliott, Andrew Furse, Hal MacFie, Alastair Singleton, Shaun Hughes, Karen Warrington and Lucy Hodge

Cabinet Member for Resources: Councillor Richard Samuel

Also in attendance: David Trethewey (Director for Partnership & Corporate Services) and Michael Hewitt (Legal Services Manager)

25 WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting.

26 EMERGENCY EVACUATION PROCEDURE

The Chairman drew attention to the emergency evacuation procedure.

27 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

28 DECLARATIONS OF INTEREST

There were none.

29 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

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

Mr Bob Goodman made a statement to the Panel in relation to agenda item 7 (Call-in of Decision E3181). A copy of the statement can be found on the Panel's Minute Book and a summary is set out below.

I am here in a non-political way as a resident of the City I grew up in and which I hold as the most special City there can be. I am immensely concerned that the Commercial Portfolio which this Council hold is being frittered away at the expense of what is important to the residents.

I speak, I believe, from a degree of authority on this subject being a Fellow of the Royal Institution of Chartered Surveyors (RICS) and one who trained in this City's

Commercial Department which then was the envy of local Authorities throughout the Country – Oh how things have changed.

We have here a situation whereby we are being told that it makes economic sense to give – YES GIVE nearly ½ a million pounds to a Tenant so they can get out of their responsibilities under the terms of the Lease.

It is clear that there are structural faults with the building which have not been addressed and which are the responsibility of the Tenant – I suspect there is a dilapidation liability with respect of the Tenant in excess of £500,000-£700,000 – so Guinness is getting away with say £1.2 million when you add the payment which is being made.

Where is the dilapidation report? Who carried it out? Then where is the Valuation Report from the surveyor? If GVA prepared this and continued the negotiation and their fee is linked to the surrender, one has to question the Conflict of Interest and whether the RICS Red Book has been complied with. This needs independent verification.

We need transparency – Let all the information be put out there so we can believe what is being said.

The surrender of the Lease also means the loss of some 20 Social Units, the Tenants having to be rehoused by the Council's Housing Provider – adding further to the housing waiting list.

So much for this Administration's Manifesto to create more Social Housing. This is a significant failure.

If this Scrutiny Panel does not send this back to Full Council, then they are letting the people of Bath down and they will have significant questions to answer in the future.

Please also recommend a Root and Branch review of this Commercial Estates Department so that you can have confidence in the advice that is being received.

Councillor Winston Duguid asked if he was surprised to see a reverse premium on a lease such as this.

Mr Goodman replied that he felt it was unusual on a premises such as this.

The Chairman asked if more information regarding this decision should have been publicly available.

Mr Goodman said that yes it should have been as the process was not transparent at all.

Councillor Paul May made a statement to the Panel in relation to agenda item 7 (Call-in of Decision E3181), a summary is set out below.

My query is the financial logic of the proposal. Having signed such a long lease, surely the Guinness Housing Association must have carried out due diligence in relation to the building and their use of it.

I would say that if their needs have changed the responsibility for the property remains theirs, but we have been told that we must buy them out for an enormous sum of money without them doing any remedial works.

We have not been made aware of the size of the risk we are taking on and no figures have been shared for the overall cost of the project.

There also seems to be some confusion over the deadline for vacation of the property and that should be confirmed.

Finally, a full property appraisal must be shared publicly.

Councillor Vic Pritchard made a statement to the Panel in relation to agenda item 7 (Call-in of Decision E3181), a summary is set out below.

There has been a lack of transparency with no explanation to the public of what the plan is to do with this asset despite key local impacts on housing and finance. I find this extremely disappointing which is why this Cross-Party supported Call-in was made in order to achieve some proper scrutiny.

What are the implications for homeless housing stock of losing 20 properties? We already have a shortage and this decision can only exacerbate it.

It is not justifiable to spend such a large amount on something due to come back to us in a poor state. What is the value of property, cost of refurb, completed value?

To handover £450K without a business case being in place is not justifiable.

We don't believe the tenant should be allowed to walk away without contributing – setting a dangerous precedent.

We don't believe that this Administration has demonstrated that the Council is getting the best outcome for homeless people or best value for money from these arrangements.

Councillor Robin Moss made a statement to the Panel in relation to agenda item 7 (Call-in of Decision E3181), a summary is set out below.

This meeting should be a good example of scrutiny and allow the public and Councillors to understand the decision that has been made.

Does the decision fit in with the priorities of the Council? Does it make financial sense for the Council?

Can the loss of 20 housing units and the reverse premium payment be justified?

What is the current value of the property? How much will it cost to repair any dilapidations? What will be the final value of the property and will the Council have a say in how this money is spent?

I ask the Cabinet Member to review this decision.

31 CALL-IN OF DECISION E3181: 23 GROSVENOR PLACE, LONDON ROAD, BATH BA1 6BA: SURRENDER OF EXISTING GUINNESS HOUSING ASSOCIATION (GHA) LEASE, SUBJECT TO PAYMENT OF A REVERSE PREMIUM

Councillor Colin Blackburn, Lead Call-in Member addressed the Panel, a summary of his submission is set out below.

I would like to share with you my concerns as I haven't been privy to the comprehensive report that Richard Samuel MUST have received to push ahead with his decision.

23 Grosvenor Place was built for people to sleep in. As a hotel, opened in 1790 I'm sure it saw many persons through its doors.

Whenever it came into the Authorities ownership, and I haven't been able to ascertain when that was or why, a decision was taken to turn it into Social Housing and provide 20 homes. 180 years after it opened as a hotel, Bath City Council refurbished and made it a home for 20 separate people. 23 years later (1993) a lease was agreed with The Guinness Housing Association Ltd (now known as The Guinness Partnership). A social housing provider, please note this was 6 years before the mass transfer of housing stock to what has become Curo.

The lease agreed was 65 years long with an annual rent of circa £20k (that's worth approximately £40k in today's money allowing for inflation).

25 years after the lease, they ASKED US if they could surrender it. This can't have been for the lack of tenants. Our own Home Search website states that 'most people wait months or years for Social Housing in Bath & North East Somerset. At today's Social Housing rent values, they should be receiving circa £100k per annum against their £20k annual rent. That's not a bad return and that value will only grow in the coming years as rents go up and our lease stays static. Surely that's plenty of projected margin to invest in the upkeep and modernisation of the building.

Who are The Guinness Partnership and why do they want out of our lease?

They are one of the UKs largest and longest standing housing associations, with 66,000 homes and circa 140,000 tenants, they operate with income above 30% margin (clearly 23 Grosvenor Place was well above even that figure).

So by giving up the lease, which appears just to no longer fit their plans, where are they building 20 replacement dwellings in our authority area.....oh, they aren't, they are busy elsewhere. So we will be taking back a building, seemingly not fit for purpose, but losing 20 dwellings for our most vulnerable residents. That is a

business decision by them, and it's at their request, This is not a housing provider led decision by our tenant considering their tenants.

So what's the state of the buildingwe shouldn't worry about that, it's a full repairing lease. Oh, but there appears to have been no formal dilapidations report, why not and why haven't The Guinness Partnership agreed to either do the work or pay for them. His answer may be in the comprehensive report that Cllr Samuel should have received, but I doubt it.

So, what's normal in a situation when a tenant asks to leave a lease agreement early. You agree a breach clause fee don't you? Well, first thing is maybe to get a report done as to the current value of the building I have been told varying figures but some conclude £1.5million in its current state ...but we have never been shown that valuation, why not?

Getting professional advice, seems a sensible course of action. GVA appear to have been asked but no provision has been made for a second opinion We have never seen that professional advice but the result is we are being told we must pay OUR tenant £450,000 to give us back OUR building that they have asked to leave.

If we were helping this Housing Association to provide modern, fit for purpose dwellings elsewhere in the city then maybe a contribution towards that might make this more palatable but that is not happening.....they are taking our money and leaving town. In real terms, we are giving them back 22 year's worth of the rent they have paid over the last 26 years and giving us back a building in a far worse state than when it was first given to them.

This isn't the first time I have seen dubious decisions coming from this crucial part of our Council and I feel it is high time an independent review of the effectiveness of the management and processes within this massive asset holding part of the Council is done, before any more damage is done to the financial backbone of our Councils wellbeing. I am asking this Scrutiny panel, in light of the non-transparent way this transaction has been handled, to request our new Chief Executive to commission an independent review of the department and its leadership. As Councillors we should not be being kept in the dark.

I have asked 3 members from the last administration what they knew about this 'deal' and none were aware. This has been sat on for 2 years whilst high value negotiations have taken place. This deal sets an terrible precedent as a Landlord with any long term leases, but there might be a legitimate reason why Well if this were a decision for a Scrutiny Panel (like planning) unless we had detail, it should be rejected and the officers advice overruled.

This is OUR asset, that The Guinness Partnership are responsible for maintaining. It appears we will look for a quick disposal to re-coup our £450,000 (a fire sale at £1.5m) and it will get redeveloped by a profit driven developer into 20 apartments worth £250k each.....that's £5m by the way!

I respectfully ask that this panel recommend OPTION B, that this decision is sent back for reconsideration and request that the comprehensive Single Member

decision report that Cllr Samuel must have received, be published for us all to be able to understand the reasons and justifications for this use of TAXPAYERS money.

Prior to Councillor Samuel addressing the Panel the Chairman stated that he would only be speaking with regard to information that was in the public domain and that if the Panel decide that it needs to move into an exempt session they would move to another room.

Councillor Paul May asked if that would exclude all other Councillors.

The Legal Services Manager replied that as stated in the constitution only members of the Panel would be present to discuss any exempt information.

Councillor Richard Samuel, Cabinet Member for Resources addressed the Panel, a summary of his submission is set out below.

He said that he welcomed this opportunity to address the concerns raised.

He stated that the property concerned is within his ward of Walcot and that despite previous years as a Ward Councillor he had not received any communications about the property prior to this decision making process.

He said that in 1993 Bath City Council agreed a 65 year lease with Guinness Housing Association as they had decided the property was no longer manageable by the Council.

He explained that in September 2014 an options appraisal of the property was carried out and that discussions with the Council began in May 2015, therefore the previous administration would have had an oversight.

He said that the original sum sought as a reverse premium by Guinness was much in advance of the sum agreed and that the Council has achieved good value through this process.

He stated that the decision to lose housing stock had not been taken lightly.

He said that the property was a warren of rooms and corridors and not truly appropriate for its purpose.

He explained that he understood the claims for transparency, but although there is a public interest, commercial sensitivity exists.

He stated that he would be open to receiving any possible recommendations by the Panel.

Councillor Shaun Hughes asked how the Panel can be assured that this decision really is good value for the Council.

Councillor Samuel replied that details of the decision would be shared with them if they decide to move to an exempt session. He added that the future of the property had not been decided and that a number of options were being considered. He

acknowledged the housing concerns that have been raised and said that it would be a Cabinet decision in relation to the future of the property.

The Chairman said that he felt there was a lack of transparency to the decision and that there was almost a culture of Property Services know best and that the public don't need to know why it is being done.

Councillor Samuel replied that this was the nature of Council work and that it generally operates on the open market and then there are occasions where we have to work in a commercial environment.

He said that he had no criticism of the department as the Council is often approached to buy or sell properties or land and that the experience of officers is essential with regard to decision making.

Councillor Andrew Furse questioned whether other people on the housing waiting list had been overlooked in order to accommodate some of the former residents of 23 Grosvenor Place. He added whether the reverse premium figure could be earmarked by Guinness for future local use.

Councillor Karen Warrington asked if a decision on future use has not been made why does the written response to the Call-in say it will dispose of the vacant property on the open market.

Councillor Samuel replied that it has been earmarked within the Capital Programme as an expected receipt for the past six years and so should this not be achieved it will have to be found from somewhere else. He added that this matter should have been discussed under the previous administration five years ago.

Councillor Shaun Hughes said that it was difficult to have confidence with no context to the £450k figure.

On a motion from Councillor Winston Duguid, seconded by Councillor Alastair Singleton the Panel, in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972, **RESOLVED** that the public should be excluded from the next part of the meeting, because of the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

Before continuing with the debate, the Chairman announced that agenda items 9 and 11 would be deferred until the Panel's March meeting.

Councillor Samuel said that he did not have a closing statement to make.

Councillor Colin Blackburn made a closing statement to the Panel. He said that he accepted that the property might be no longer suitable for social housing, but that documents relating to the decision should be publicly available even if in a redacted format.

The Chairman said that it was quite clear that there some themes to the comments made so far – decision transparency, social housing loss and the financial case behind the decision.

He said that he felt the decision process should be reviewed as it was not good enough to solely publish a decision with no additional public information.

Councillor Winston Duguid commented in regard to whether the process was compliant with the Royal Institution of Chartered Surveyors (RICS) Red Book and he said that he had been assured that it was. He also said that it had been explained to the Panel why the reverse premium exists.

The Chairman said that the Council must look after the needs of the most vulnerable and suggested that money from the process be ringfenced for future social housing.

Councillor Andrew Furse commented that as negotiations were still ongoing with Guinness could they be asked to spend the reverse premium (£450k) in B&NES and a percentage of the sum received by the Council to be earmarked for future housing.

Councillor Shaun Hughes said that further thought must be given to the transparency of this process as the public need to have confidence in the Council.

Councillor Hal MacFie said it was clear that despite the property now being deemed not fit for its current purpose it was clear of the need for housing units of this type within B&NES. He added that he believed that all Councillors should have access to the information that the Cabinet Member has seen.

Councillors Lucy Hodge and Mark Elliott both stated that a review of the process must be undertaken to assure future transparency.

Councillor Karen Warrington stated that she wanted the Call-in to be upheld and referred back to the Cabinet Member for Resources for further consideration and proposed the following recommendations to the Panel.

- i) Whilst understanding the needs of commercial sensitivity a process should be sought to increase transparency, including allowing a member from each political group access to exempt information so that the decision making process is more transparent.
- ii) Ring fence a percentage of the incoming capital receipt from this decision for future social housing in Bath & North East Somerset. A percentage of 50% or thereabouts is recommended.
- iii) Encourage the Guinness Housing Association through negotiations to spend the reverse premium on social housing in Bath & North East Somerset.

Councillor Winston Duguid seconded the recommendations and proposed a further recommendation to the Panel.

- iv) In view of comments made to the Panel about the Property Services department in relation to other parts of the Council, a review of the Property Services department be undertaken to allow for a refinement to its decision making processes to ensure better democratic accountability and transparency in the future.

The Panel agreed unanimously with the recommendations proposed and therefore the Call-in was upheld.

32 MINUTES - 24TH SEPTEMBER 2019

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

33 CONTACTING THE COUNCIL (BACKGROUND BRIEFING:- REPORTING AN ISSUE TO THE COUNCIL)

This item was deferred until the Panel meeting scheduled for 30th March 2020.

34 CABINET MEMBER UPDATE

Councillor Richard Samuel, Cabinet Member for Resources addressed the Panel. He stated that he had been working with other Cabinet Members and officers in relation to the budget that would be debated by the Panel at their meeting on 3rd February 2020.

He explained that he has been taking part in discussions regarding the future of the Council's Waste & Recycling Centres and the upcoming Cabinet decision on the Transfer Agreement with Aequus Companies.

He stated that the Full Business Case for the Clean Air Zone was also to be debated later in the week by Cabinet and that its implementation was dependant on sufficient funding being received from DEFRA (Department for Environment, Food & Rural Affairs).

The Chairman thanked him for his update on behalf of the Panel.

35 RETAIL CENTRES: INITIATIVES / RENT PRESSURE / EMPTY PREMISES / COMMERCIAL ESTATE CHALLENGES

This item was deferred until the Panel meeting scheduled for 30th March 2020.

36 DRAFT CORPORATE STRATEGY

The Director for Partnership & Corporate Services introduced this item to the Panel. He explained that it is the intention that the Corporate Strategy aligns with the budget proposals that the Panel will discuss further in February.

The Chairman said that if members of the Panel wish to discuss the matter informally, he would be agreeable for such a meeting to take place.

Councillor Alastair Singleton commented on the use of the term 'Climate and nature emergency' as opposed to Climate Change.

The Director for Partnership & Corporate Services replied that the use of language is important within the document and that this indicates the importance of the situation in which the Council is working.

Councillor Andrew Furse highlighted three key areas for him from the Draft Strategy.

- Deliver more carbon neutral, social and affordable housing and ensure that our Houses of Multiple Occupancy (HMO) policies put communities first
- Ensure the Council is an exemplar for low carbon, including the delivery of carbon neutral and energy efficient homes through our housing company
- Have an effective approach to fly-tipping and litter enforcement as well as to city centre cleansing and trade waste

The Chairman thanked the Director for Partnership & Corporate Services on behalf of the Panel.

37 PANEL WORKPLAN

The Panel approved its workplan as printed whilst acknowledging that they had deferred the items on Contacting the Council and Retail Centres until March.

The meeting ended at 6.35 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

Bath & North East Somerset Council		
MEETING:	Resources Policy Development and Scrutiny Committee	
MEETING DATE:	3rd February 2020	EXECUTIVE FORWARD PLAN REFERENCE:
		N/A
TITLE:	Budget and Council Tax 2020/21 and Financial Outlook	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report</p> <p>Annex 1: Budget Priorities</p> <p>Annex 2: 2020/21 to 2021/22 Budget Savings & Income Generation Proposals</p> <p>Annex 3: One-Off Allocations</p> <p>Annex 4: Budget Pressures</p> <p>Annex 5: Equalities Impact Assessment Report</p> <p>Annex 6: New Capital Projects</p>		

1. THE ISSUE

This report presents proposals for additional funding for both revenue and capital budgets to deliver the new Corporate Strategy. It also presents plans for savings and income generation as well as recommendations for Council Tax and Adult Social Care Precept for 2020/21.

2. RECOMMENDATIONS

2.1 The Panel is asked to report comments to Cabinet on -

- a) The 2020/21 budget including the savings and income generation plans outlined in Annex 2, priorities Annex 1, one-off allocations Annex 3, pressures Annex 4 and new capital projects Annex 6, in conjunction with the Equalities Impact Assessment Report in Annex 5.

3. RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

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

4. STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSALS

4.1 A local authority has a statutory duty to set an annual budget and Council Tax.

4.2 Members must have regard to the impact on specific groups in their decision making. The Equalities Team has reviewed savings plans to ensure that any impact the saving will have on diversity and equality has been assessed and to ensure that any issues are highlighted to members before a decision is made. The analysis is attached at Annex 5.

5. THE REPORT

Overview of the Medium-Term Financial Strategy and budget

5.1 The Medium-Term Financial Strategy (MTFS) was approved in September 2019 and outlined how the budget would be delivered over the medium to long-term. The MTFS for B&NES spans two years with a further three added to show the likely longer-term picture.

5.2 The Council needs to deliver a balanced budget over the term of the plan. A balanced budget means that balances or reserves are not used to meet ongoing expenditure commitments. The following updated MTFP shows a projected budget gap for 2021/22 and beyond. The figures include all estimates for pay awards, pension costs, Council Tax, business rates, Government grant, and inflation:

	2020/21	2021/22	2022/23	2023/24	2024/25
	£m	£m	£m	£m	£m
Budget Requirement (Previous Year)	113.10	118.25	118.11	120.37	122.83
One-Off items from previous year	-0.71				
Pay inflation @2.75% 2020/21 and then 2%	2.22	1.59	1.53	1.49	1.52
Pension Contributions	-1.34	0.16	0.01	0.61	0.61
Demographic Growth & Increase in Service Volumes	2.29	2.34	1.98	1.98	1.98
Contractual Inflation	1.88	1.93	1.97	1.92	1.98
Budget Pressures / Rebasing	4.55				
Priorities	2.25	-0.29	0.31		
Contingency Budget	1.00	0.50			
Increase(-)/ Reduction in	-0.55	3.38	0.91	1.39	

New Homes Bonus Grant					
New Homes Bonus - Replacement Grant Estimate		-0.81	-0.35	-0.38	
Capital Financing	1.75	1.61	1.00	1.00	1.00
Increased Business Rates income (incl s31 grants)	-0.21				
SEND Govt funding (replacement of General Fund Council funding)	-1.44	-0.86			
Social Care settlement grant	-2.68				
One-off costs	0.64	-0.54	-0.10		
Draft Budget Before Savings	122.74	127.25	125.35	128.39	129.92
Savings Proposals					
Once-off Business Rates Grant	-0.36				
Savings Plans	4.85	2.41	0.40		
Estimated Savings Required		6.73	4.57	5.56	3.86
Budget Requirement	118.25	118.11	120.37	122.83	126.06
Funding of Budget Requirement					
Council Tax	88.83	91.67	94.61	97.63	100.75
Adult Social Care Precept 2% in 2020/21	8.61	8.70	8.78	8.87	8.96
Collection Fund Surplus (Council Tax)	0.71				
Business Rate Retention incl Revenue Support Grant and Estimates of Fairer Funding Equalisation	23.21	17.65	16.98	16.32	16.35
Collection Fund Surplus (NDR)	1.52				
Business Rates Reserve	-2.31				
Transfer to Un-earmarked Balances Reserve	-1.20				
Transfer to Transformation Reserve	-1.11	0.09			
Funding of Budget Requirement	118.25	118.11	120.37	122.83	126.06

(Note the table outlines an increase in Council Tax of 1.99% over the plan whereas the Adult Social Care Precept of 1.99% has only been applied for 2020/21)

5.3 The forecast includes the following cost pressures and assumptions-

Pay – Pay inflation has been allocated at 2.75% for 2020/21 and will be subject to the national agreement. 2% has been allocated for the remainder of the plan. The Council’s Pay Policy Statement will be attached to the budget report;

Pension Costs – Have been revised in line with the recent revaluation for the next three years followed by a 1% increase per annum from 2023/24;

Service Demand Pressures – the strategy assumes that demand especially within Adults and Children’s Social Care remains in line with estimates as at December 2019;

Interest Rates – Estimated average interest of 1.1% per annum for treasury management cash investments. The Council will maintain a minimum cash policy;

Inflation – CPI projections for the coming years are expected to be 2.0% in 2020/21, 2.1% in 2021/22 and 2.1% 2022/23. However, it is expected that services will continue to absorb all but a limited amount based on specific service circumstances and contractual commitments;

Capital Spending – an allowance has been made to fund borrowing costs for new schemes each year of the plan;

Borrowing – the strategy continues to factor in longer term borrowing costs into the MTFs while continuing to optimise the use of cash balances subject to market conditions and the overriding need to meet cash outflows;

Purpose of the Corporate Strategy

5.4 The budget focusses on delivery of the new Corporate Strategy and is set within the following framework:

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 nature 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**.

5.5 The Medium-Term Financial Strategy has been developed along with the Corporate Strategy to ensure that the budget aligns to our key principles and commitments.

Supporting Our Principles and Commitments

5.6 Our two Core Policies are as follows:

- Giving people a bigger say
- Addressing the climate and nature emergency

5.7 Three principles drive the commitments in our strategy. These are shown as follows with links to the budgets and capital programme for 2020/21.

A. Preparing for the Future

Our key commitments
Enable a step change in local renewable energy schemes including solar and wind power
Promote a high-skill economy
Maximise opportunities from new technologies to improve and deliver efficient, modern services
Support the transition to a green, local economy
Enable a major shift to walking, micro mobility (cycling), car-sharing, buses, and rail
Encourage a large and rapid improvement in the energy efficiency of our area's buildings through carbon neutral development and energy efficiency retrofitting of the majority of existing building stock
Increase natural environment carbon stores - for example, through planting more trees - and improve our bio-diversity, habitat and land management

Portfolio Budgets Supporting this Principle-

Portfolio	Director/CEO	Portfolio Holder	2020/21 £'m
Resources	Donna Parham Maria Lucas David Trethewey John Wilkinson Amanda George	Cllr Richard Samuel	11.39
Leader	Will Godfrey	Cllr Dine Romero	(0.68)
Total			10.71

Proposed Investment for 2020/21 - £24.0m Capital, £2.5m Revenue, £0.5m Revenue One-Off as outlined in the attached appendices. Proposed savings as attached in Annex 2.

B. Delivering for Local Residents

Our key commitments
Deliver more carbon neutral, social and affordable housing and ensure that our Houses of Multiple Occupancy (HMO) policies put communities first
Ensure the council is an exemplar for low carbon, including the delivery of carbon neutral and energy efficient homes through our housing company
Facilitate significant improvement to the transport infrastructure and encourage behaviour change to forms of transport other than the private vehicle
Introduce ' low traffic neighbourhoods ' working with schools and local communities
Have an effective approach to fly-tipping and litter enforcement as well as to city centre cleansing and trade waste
Use new initiatives such as Citizen's Juries to involve residents in decision making
Tailor our approach to community engagement in Bath to reflect the needs of the City's residents
Build on our Parish Charter with a new Community Engagement Charter which outlines our commitments and framework for engaging with local residents across the whole of the Bath and North East Somerset area

Portfolio Budgets Supporting this Principle-

Portfolio	Director	Portfolio Holder	2020/21 £'m
Transport	Mandy Bishop	Cllr Joanna Wright/ Cllr Neil Butters	0.72
Climate Emergency and Neighbourhood	Mandy Bishop David Trethewey Lisa Bartlett	Cllr Sarah Ward/Cllr David Wood	16.54
Housing, Planning, and Economic Development	Lisa Bartlett John Wilkinson	Cllr Tim Ball	3.47
Community	John Wilkinson Mandy Bishop Lisa Bartlett	Cllr Paul Crossley	(4.41)
Total			16.31

Proposed Investment for 2020/21 - £11.8m Capital, £1.0m Revenue, £0.2m Revenue One-Off as outlined in the attached appendices. Proposed savings as attached in Annex 2.

C. Focussing on Prevention

Our key commitments
Deliver statutory health and care services for children and adults as effectively as possible
Prioritise preventative approaches so that we can tackle issues at the earliest stage and ensure a better quality of life for our local residents
Promote good health and reduce health inequalities
Enhance local provision for children and young people with Special Educational Needs and Disabilities (SEND) to reduce the need for more distant and costly specialist placements
Help our residents to reduce waste, increase recycling and support local litter picking schemes
Ensure we have mental health services that deliver the best outcomes for our residents
Support our residents to live well and independently, so we reduce over-reliance on residential and nursing care
Support communities who want to address issues of concern by listening to residents and build on local strengths and resources

Portfolio Budgets Supporting this Principle-

Portfolio	Director	Portfolio Holder	2020/21 £'m
Adult Services	Lesley Hutchinson James Childs-Evans Bruce Lawrence	Cllr Rob Appleyard	63.53
Childrens Services	Mary Kearney-Knowles Chris Wilford	Cllr Kevin Guy	27.65
Total			91.18

Proposed Investment for 2020/21 - £2.8m Capital, and £3.2m Revenue as outlined in the attached appendices. Proposed savings as attached in Annex 2.

In addition to this a £3.6m will be invested in 2020/21 in corporate capital projects mainly to maintain and ensure the safety of Council owned buildings.

Notes

- (1. Note revenue investment includes pressures and priorities only – the figures do not include demographics or inflation)
- (2. Note only the capital budget for 2020/21 has been outlined in this report – the details for future years and financing is outlined in Annex 6).
- (3. Cash limits are currently provisional – final figures will be reported as part of the Cabinet report).

Equalities Impact Assessment of the Budget Savings and Income Generation

5.8 The Equalities Impact Assessment of savings and income generation is attached at Annex 5. The report outlines how the impacts of the Council's budget proposals are being considered from an equality perspective. The law also requires that equality issues are considered by public bodies as part of decision making, especially where services are reduced or redesigned.

5.9 The report outlines further considerations to be made before or as the savings are delivered as well as monitoring impacts post implementation.

Links Between the 2019/20 Budget Monitoring and In-Year Pressures

5.10 Budget Monitoring for April to December 2019 shows the following predicted outturn for the end of the 2019/20 financial year:

Portfolio	Revised Budget £'m	Year End Forecast £'m	Variance Over / (Under) £'m
Leader	(0.36)	(0.04)	(0.32)
Resources	7.18	6.63	(0.55)
Adult Services	62.45	62.45	0.00
Children's Services	28.99	30.88	1.90
Climate Emergency & Neighbourhood Services	15.92	15.92	0.00
Transport Services	(0.15)	(0.28)	(0.12)
Housing, Planning & Economic Development	3.23	3.02	(0.21)
Community Services	(3.69)	(4.42)	(0.73)
Smoothing reserve to be allocated		(0.61)	(0.61)
Total	113.56	113.56	0.00

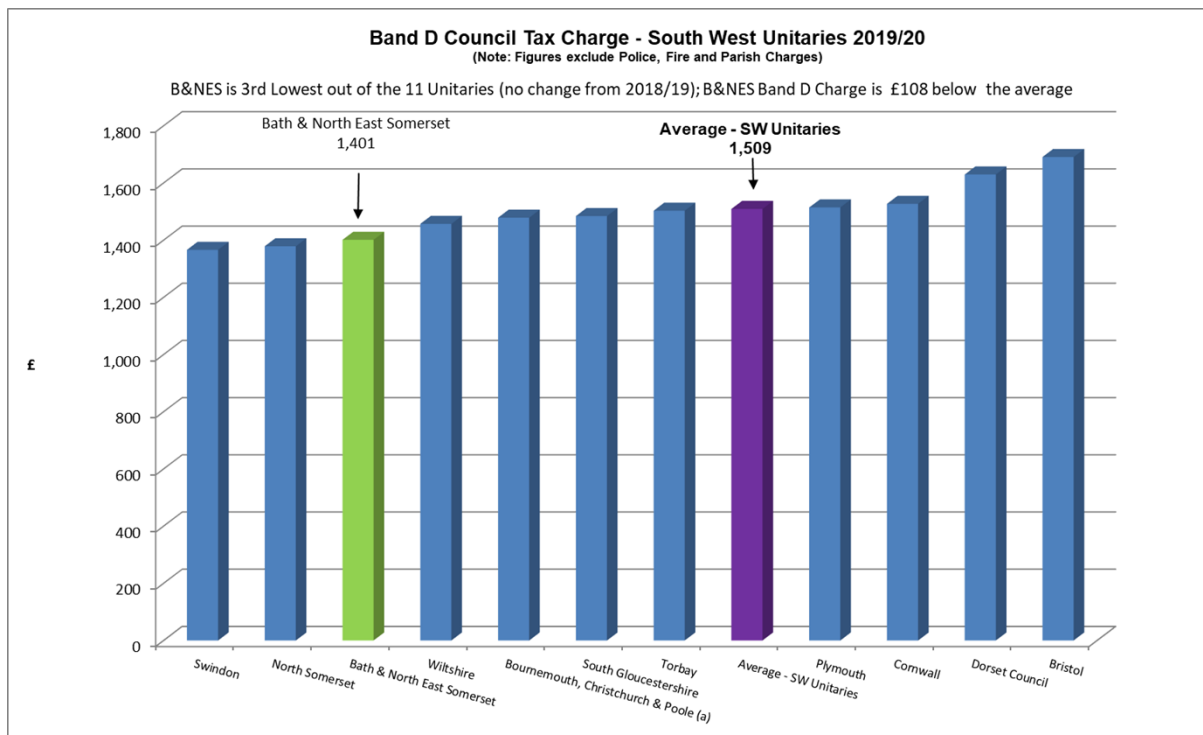
5.11 The overall predicted outturn for the year is that the Council will remain within the budget set with less use of the Financial Planning and Smoothing Reserve than planned. However, there are pressures within the budgets that require addressing for

2020/21 as they are reoccurring. The main issues that have been addressed as part of budget setting is rebasing Childrens Services by £2.0m because of increasing demand and rebasing Commercial Estate by £1.0m to better reflect current rentals and to take out the target for new acquisitions (these will be added to the budget only when an acquisition is approved). Pressures are outlined in Annex 4.

Council Tax Increases

5.12 A Council Tax increase of 1.99% is being recommended as part of the budget as well as an increase to the Adult Social Care precept of 1.99% for 2019/20 to continue to protect front-line services. The Adult Social Care precept will be specifically targeted to increases in expenditure within the ASC service. This equates to an increase of £55.76 per annum (£1.07 per week) overall on a Band D property.

5.13 The diagram below shows that B&NES had the third lowest Council Tax of the South West Unitary Authorities in 2019/20-



5.14 The Government Settlement outlined that “Core Spending Power” for Bath and North East Somerset was to increase by 7% but this is in the expectation that the Council will raise 4% (up to the level that would trigger a referendum) of this through Council Tax increases.

Addressing Future Deficits

5.15 The budget gap for 2021/22 is estimated to be £9.1m and there are currently savings plans totalling £2.4m to address this gap. Plans will be formulated early in the new financial year to address the remaining gap of £6.73m.

6. RISK MANAGEMENT

A risk and robustness assessment has been made relating to the issue. Risks will be reported as part of the budget setting report. Reserves have been set at levels to manage financial risks in 2020/21. The Director of Finance has concluded that levels of reserves are adequate and reasonable to meet the Council's risks.

7. RATIONALE

The rationale for the recommendations is contained throughout this report and the accompanying appendices.

The Council's Section 151 Officer is the Director of Finance. As Section 151 Officer and CFO her duties include ensuring a prudent and balanced budget is set on time which properly considers the financial constraints and risks facing the Council.

8. OTHER OPTIONS CONSIDERED

The report and annexes also contain the options that can be considered in making any recommendations.

9. CONSULTATION

Planned public consultation took place in November and December 2019.

Contact person	Donna Parham, Director of Finance (01225) 477468
Background papers	<i>Budget and Council Tax 2020/21 and Financial Outlook</i>
Please contact the report author if you need to access this report in an alternative format	

New Priorities							
20/21 £'000	21/22 £'000	22/23 £'000	Item	Budget	Portfolio Holder/ Director	Link to Corporate Strategy Principle	Description of Requirement (including driver)
152			Domestic Violence and Abuse service investment	Strategy & Performance	Cllr Rob Appleyard/ David Trethewey	Focussing on Prevention	This growth bid is made in the context of the ending of current funding arrangements for domestic violence and abuse (DVA) services in Bath & North East Somerset from 2020/21. The funding is required to continue to support existing service levels with tendering required to continue with commissioned services from 1st April 2020.
30			Business Reporting improvements	Strategy & Performance	Cllr Richard Samuel/ David Trethewey	Preparing for the Future	This growth bid applies for an enterprise license for the Power BI software to replace the current individual user basis. This license cost is £40k p.a. of which £10k is already met through legacy IT budgets. At present forecast user growth, the cost of providing this solution will be more expensive to the organisation on an individual license basis than through a single enterprise license by year end 19/20.
119			Corporate Services team investment	Strategy & Performance	Cllr Dine Romero/ Cllr Richard Samuel/ David Trethewey	Delivering for Local Residents	Following discussion with the council leader a significant package of improvements to how we engage and communicate with local communities has been drawn up. This may be further developed and refined but is likely to focus on: <ul style="list-style-type: none"> • developing our new Corporate Strategy and priorities, and engaging with the community on this, working closely also with the climate emergency programme • increasing transparency in monitoring and reporting the council's progress in delivering the corporate strategy • extending webcasting to key Planning meetings and investigate webcasting in other areas of the council's work
105			Client Finance resilience	Finance	Cllr Richard Samuel/ Donna Parham	Focussing on Prevention	This funding will enable a more responsive service to be given to social care clients, dealing with complex and sensitive financial issues in a more timely manner. Client Finance will also be more able to respond to care providers, ensuring the accuracy of costs and charges and more effectively policing commissioned packages – strengthening governance in this area overall in a bid to ensure value for money.
60			Digital Payment system costs	Finance	Cllr Richard Samuel/ Donna Parham	Preparing for the Future	The spend will enable the council to continue its digital payments service offer to customers and enable the ongoing transition to cashless transactions and greater efficiency in operational administration.
70			Income and Debt management	Finance	Cllr Richard Samuel/ Donna Parham	Preparing for the Future	This bid will enable Income services to more effectively manage client personal accounts ensuring all income is correctly allocated and debts are followed up in a more timely fashion, improving services for customers. This will result in a reduced bad debt burden for the Council releasing unnecessary provisions in future years
536	0	0		SUB-TOTAL - RESOURCES			
25			Housing planning officer	Planning	Cllr Paul Crossley/ Lisa Bartlett	Preparing for the Future	Review of Supplementary Planning Document in relation to retro-fitting of existing housing stock to improve energy efficiency
25			Food Inspections	Building Control & Public Protection	Cllr Paul Crossley/ Lisa Bartlett	Delivering for Local Residents	Additional staff resources will be made available to inspect food businesses to ensure that all businesses are compliant. This is an ongoing commitment in order to deliver the Council's statutory requirement to comply with the Food Law Code of Practice and meet the authorities' commitment under the Framework agreement with the Food Safety Agency (FSA)
25			Parks resources	Neighbourhoods & Environment - Parks & Bereavement Services	Cllr Paul Crossley/ Mandy Bishop	Delivering for Local Residents	Additional resources for the service to manage in-year pressures such as grass cutting or arboricultural works.
75	0	0		SUB-TOTAL - COMMUNITY			

New Priorities

20/21 £'000	21/22 £'000	22/23 £'000	Item	Budget	Portfolio Holder/ Director	Link to Corporate Strategy Principle	Description of Requirement (including driver)
100			Sustainable Transport Officers	Sustainable Transport	Clr Joanna Wright/ Clr Neil Butters/ Mandy Bishop	Delivering for Local Residents	Additional Sustainable Transport Staffing Resource to support priority work streams.
100	0	0		SUB-TOTAL - TRANSPORT			
42			Empty Home review	Housing	Clr Tim Ball/ John Wilkinson	Delivering for Local Residents	To see stronger and more widespread action on Empty Homes. The additional resources would allow us to develop the processes needed for having empty properties form part of the Councils affordable housing delivery and increase the number of cases dealt with.
25			HMO policy review	Planning	Clr Tim Ball/ Lisa Bartlett	Delivering for Local Residents	Review of Supplementary Planning Document in relation to Houses in Multiple Occupation (HMO) to ensure communities are sustainable
67	0	0		SUB-TOTAL - HOUSING PLANNING & ECONOMIC DEVELOPMENT			
323	0	6	Climate Emergency team investment	Sustainability	Clr Sarah Ward/ Clr David Wood/ David Trethewey	Preparing for the Future	This spend is to provide essential corporate resource to run the Council's new top priority strategic work programme to enable the Council to provide the leadership to the whole of Bath and North East Somerset to achieve zero carbon by 2030, which was the commitment made in the March 2019 Climate Emergency Declaration. The programme of work is being developed in 2019-20 for delivery between 2020 and 2023. The Council's role is to provide the strategic framework for action, set the scale of ambition, convene key players from across the district, provide the action planning processes and set up and run a new B&NES Climate Emergency, Environment and Place Partnership.
100		-100	Additional street cleansing	Neighbourhoods & Environment - Parks & Bereavement Services	Clr Sarah Warren/ Clr David Wood/ Mandy Bishop	Delivering for Local Residents	Additional street cleansing resources to ensure our streets are clean and litter free.
140			Litter Enforcement	Neighbourhoods & Environment - Parks & Bereavement Services	Clr Sarah Warren/ Clr David Wood/ Mandy Bishop	Delivering for Local Residents	Additional resources within the service area to address fly tipping and other environmental crimes.
10			Air Quality Management	Neighbourhoods & Environment - Parks & Bereavement Services	Clr Sarah Warren/ Clr David Wood/ Lisa Bartlett	Preparing for the Future	Revenue costs to support on-going maintenance of solutions implemented to improve air quality levels where the authority has declared Air Quality Management Areas
60			Tree and Woodland Strategy	Neighbourhoods & Environment - Parks & Bereavement Services	Clr Sarah Warren/ Clr David Wood/ Lisa Bartlett	Preparing for the Future	To provide resources to deliver the administrations commitment to tree planting to help address the Climate and Nature Emergency.
35	-10		Mead Lane Mooring	Neighbourhoods & Environment - Parks & Bereavement Services	Clr Sarah Warren/ Clr David Wood/ Mandy Bishop	Delivering for Local Residents	Undertake survey work to the river bank related to the moorings as per the Cabinet Decision on 16th January 2020.
668	-10	-94		SUB-TOTAL - CLIMATE EMERGENCY & NEIGHBOURHOOD			

New Priorities

20/21 £'000	21/22 £'000	22/23 £'000	Item	Budget	Portfolio Holder/ Director	Link to Corporate Strategy Principle	Description of Requirement (including driver)
		400	Connecting Families	Children, Young People & Families	Cllr Kevin Guy/ Mary Kearney-Knowles	Focussing on Prevention	Connecting Families. Grant funding confirmed for 20/21 but uncertain for 21/22 and beyond. Enough grant to fund 20/21 and 21/22. From 22/23, if no national grant, will need to fund this service if it is to continue.
0	0	400		SUB-TOTAL - CHILDREN			
100			Increase in Mental Health team capacity	Mental Health	Cllr Rob Appleyard/ Lesley Hutchinson	Focussing on Prevention	Local Authorities must have enough statutory Approved Mental Health Professionals (AMHPs) available to provide a 24/7 service, enabling the appropriate assessment of people who may need to be detained under the mental health act. This funding will increase local AMHP capacity by 2 FTEs to help the service to manage demand, run safely and enable some resilience. It still leaves us some way short of nationally recommended staffing levels.
445	-282		Mental Capacity Act implementation	MCA / DOLS (Budget to be retained corporately - prior to any allocation to service as actual costs are firmed up)	Cllr Rob Appleyard/ Lesley Hutchinson	Focussing on Prevention	To locally embed the Mental Capacity Act into practice, ensuring that people are properly assessed to determine whether it is lawful to deprive them of their liberty. The law has been substantially changed and extended although a detailed code of practice is awaited and will inform both the ongoing capacity needed and the amount of initial work to implement the change.
53			Programme Management Officer	Commissioning	Cllr Rob Appleyard/ Lesley Hutchinson	Focussing on Prevention	To fund a Programme Management Officer to support and coordinate the extensive savings and service change programmes identified within our commissioning teams.
129			Integrated Commissioning Project Officers	Commissioning	Cllr Rob Appleyard/ Lesley Hutchinson	Focussing on Prevention	To fund two Project Officer posts providing essential capacity to support the delivery of a range of key commissioning projects for older people and for all age learning disability and mental health services
72			Strategic Development Commissioner	Commissioning	Cllr Rob Appleyard/ Lesley Hutchinson	Focussing on Prevention	To provide Strategic Development capacity to develop an all age commissioning strategy which focusses on preventing people reaching crisis, building on strengths based and asset based approach; and where people do require longer term support the strategy will ensure the focus on helping people maintain their independence and reduce the number of adults in care. There will be a significant focus on mental health support for adults and children within the strategy. The post holder will also be responsible for reviewing current market arrangements and supporting the appraisal of future service delivery options.
799	-282	0		SUB-TOTAL - ADULT			
2245	-292	306		COUNCIL - TOTAL			

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2020/21 - 2021/22 Budget Savings & Income Generation Proposals

Annex 2

Savings Title	How to be achieved	Portfolio Holder/ Director	20/21 Saving £000	21/22 Saving £000	2 year Savings Total	22/23 Saving £000	Risk to delivery of saving (H/M/L)	Link to Corporate Strategy Principle	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Note: The items shaded grey are existing savings and income generation proposals from the 2019/20 budget, these have been reviewed for the 2020/21 budget report.

Portfolio: Resources

Efficiency Savings											
Rebasing of Corporate budgets	Review of corporate budgets to bring in line with current expenditure and future years forecast	Cllr Richard Samuel/ Donna Parham	50	5	55		L	N/A	None	None	No direct service change just realigning budget to actual and forecast spend levels
IT contracts and Licenses	Efficiencies in annual contract negotiations	Cllr Richard Samuel/ David Trethewey	200		200		L	Preparing for the Future	None	None	No direct service change just realigning budget to actual spend levels
Procurement Savings	Review of all contracts almost completed savings should occur once new contracts are in place	Cllr Richard Samuel/ Donna Parham	0	362	362		M/H	Preparing for the Future	None	None	New contracts should enhance service delivery
Finance – Income and Debt Transactional Services	To consolidate the approach to income collection and debt recovery services across the Council. Note already agreed at Council February 2018 and reprofiled	Cllr Richard Samuel/ Donna Parham	10		10		M	Preparing for the Future	None	None	Additional support will be provided to assist with delivery
Sub Total - Efficiency Savings			260	367	627	0					

Income Generating Opportunities											
City Deal Tier 3 Income	Recognition of projected Tier 3 income stream achieved from Business Rate growth in the Enterprise Area as part of the City Deal agreement.	Cllr Richard Samuel/ Donna Parham	70		70		L	N/A	None	None	No direct service change just realigning budget to forecast income levels
Property development company	Through the generation of income for the Council through market housing for private short-term lettings, sales, and other development activity.	Cllr Dine Romero/ Cllr Richard Samuel/ Donna Parham	270		270		M	Preparing for the Future	None	Release of Council land and assets for development opportunities	This Council owned company ADL is now redeveloping the former Riverside offices in Keynsham and creating a pipeline of other development sites.
Office Accommodation	As staffing levels reduce due to current financial pressures, rent out vacated office accommodation. Note already agreed at Council February 2018 but reprofiled.	Cllr Richard Samuel/ John Wilkinson	300		300		H	Preparing for the Future	Staff will possibly need to relocate. No staffing reductions as a direct impact of this project	Bringing current corporate office accommodation into commercial use	Enables corporate estate to continue to be used as now with 3:2 desk ratios and (flexible) smarter working but also new income from space that becomes surplus.
Sub Total - Income Generating Opportunities			640	0	640	0					

Service Redesign											
Shared legal service	Savings from sharing Legal resource and reducing external costs	Cllr Richard Samuel/ Maria Lucas	100	300	400	100	M	Preparing for the Future	It is anticipated that there will be no impact on the number of staff	None	Change to service delivery model to create and share efficiencies.
Sub Total - Service Redesign			100	300	400	100					

Resources Total

1,000	667	1,667	100
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Savings Title	How to be achieved	Portfolio Holder/ Director	20/21 Saving £000	21/22 Saving £000	2 year Savings Total	22/23 Saving £000	Risk to delivery of saving (H/M/L)	Link to Corporate Strategy Principle	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Portfolio: Adult Services

Efficiency Savings											
Public Health cost saving	A expenditure review has identified budget that can be released / redirected to other services	Cllr Rob Appleyard/ Bruce Laurence	25		25		L	Focussing on Prevention	None	None	Does not impact on existing services
Public Health cost saving	Grant used to fund activity in other services	Cllr Rob Appleyard/ Bruce Laurence	50		50		L	Focussing on Prevention	None	None	Does not impact on existing services
Community - Review of Care Package Delivery	Review of existing packages to identify any efficiencies	Cllr Rob Appleyard/ James Childs-Evans	43		43		L	Focussing on Prevention	None	None	Change to packages ensuring services users eligible needs are met.
Specialist & Complex - Purchasing efficiencies in package review	Review of existing packages to identify any efficiencies	Cllr Rob Appleyard/ Lesley Hutchinson	323	372	695		M	Focussing on Prevention	None	None	Change to packages ensuring services users eligible needs are met.
Specialist & Complex - Contract procurement	Review of existing packages to identify any efficiencies	Cllr Rob Appleyard/ Lesley Hutchinson	158	158	316		M	Focussing on Prevention	None	None	Change to packages ensuring services users eligible needs are met.
Specialist & Complex - Longer term procurement	Strategically commission and procure a range of care and support services sufficient to meet identified needs and address gaps in B&NES and provide better value for money	Cllr Rob Appleyard/ Lesley Hutchinson	120	379	499		M	Focussing on Prevention	None	None	Change to packages ensuring services users eligible needs are met.
Community - Contract Management Framework	Review of contract management for services	Cllr Rob Appleyard/ James Childs-Evans			0	338	M	Focussing on Prevention	None	None	Improved contract management.
Sub Total - Efficiency Savings			719	909	1,628	338					

Service Redesign											
All Service users	Consistent charging framework for the policy areas that the Care Act leaves for Local Authority determination.	Cllr Rob Appleyard/ Lesley Hutchinson	500		500		H	Focussing on Prevention	None	None	Will result in ensuring that more service users claim pension credits where applicable (offsetting Council costs) and appropriate levels of charging when self-funders ask us to provide additional discretionary support.
Homecare Review & Service redesign	Review of existing contracting arrangements and introduction of new framework arrangement for use with providers.	Cllr Rob Appleyard/ James Childs-Evans	163		163		M	Focussing on Prevention	None	None	Change to procurement of packages ensuring value for money and choice.
Reablement Review	Review and redesign service model. This will ensure delivery of flexible and proactive reablement, improving independence and quality of life alongside reductions in individual care and support needs.	Cllr Rob Appleyard/ James Childs-Evans	603	603	1,206		M	Focussing on Prevention	None	None	Change to service delivery model and contractual arrangements, ensuring all services users needs are met.
Sub Total - Service Redesign			1,266	603	1,869	0					

Adult Services Total

1,985	1,512	3,497	338
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Savings Title	How to be achieved	Portfolio Holder/ Director	20/21 Saving £000	21/22 Saving £000	2 year Savings Total	22/23 Saving £000	Risk to delivery of saving (H/M/L)	Link to Corporate Strategy Principle	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Portfolio: Childrens Services

Service Redesign

Music Service	Explore options to combine back office support for the services across other local authorities (conversations already underway) and/or ensure charges to schools and parents enable full cost recovery to remove Council subsidy. Agreed at Council February 2018	Cllr Kevin Guy/ Chris Wilford	20	20	40		H	Focussing on Prevention	None anticipated	Nil	Anticipate need to review delivery model to meet future Arts Council grant conditions. Await further advice from Arts Council.
Family Support at home for children with complex needs	Establish in-house team to reduce external/agency support costs	Cllr Kevin Guy/ Mary Kearney-Knowles	250		250		M	Focussing on Prevention	None anticipated	Nil	More flexible, consistent and local service delivery, offering better links to local services and reducing reliance on specialist agency staffing
Childrens Equipment	Use of Disabled Facility Grants for Equipment	Cllr Kevin Guy/ Chris Wilford	-28		-28		H	Focussing on Prevention	An all age Community Equipment review is currently underway to support the re- procurement of the service in 2019.		Technical change to budget, as agreed in Feb 2019. The opportunity was taken to cover this budget through capital grant for 2019/20. For 2020/21, this saving is reversed, meaning that the previous revenue budget is reinstated.
Sub Total - Service Redesign			242	20	262	0					

Childrens Services Total

242	20	262	0
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Portfolio: Climate Emergency & Neighbourhood Services

Efficiency Savings

Temporary reduction in CSB revenue needs	The Waste Depot project capital financing is being re-profiled and there is an opportunity to use the revenue set aside for Council Supported Borrowing (CSB) for one year only	Cllr Sarah Warren/ Cllr David Wood/ Mandy Bishop	400	-400	0		L	N/A	None	Funding will need to be put back into base line budget in 21/22 to address future capital financing needs	None, other than re-profiling capital investment in waste depots to 21/22
Sub Total - Efficiency Savings			400	-400	0	0					

Service Redesign

Household Waste Recycling Centres	Review of the recycling strategy across the district which is under review in light of the closure of Midland road anticipated in 2023.	Cllr Sarah Warren/ Cllr David Wood/ Mandy Bishop	0	71	71		M	Focussing on Prevention	There may be an impact upon staffing numbers, exact numbers are unknown at this time	None	This will involve a review of recycling service delivery.
Sub Total - Service Redesign			0	71	71	0					

Total Climate Emergency & Neighbourhood Services

400	-329	71	0
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Savings Title	How to be achieved	Portfolio Holder/ Director	20/21 Saving £000	21/22 Saving £000	2 year Savings Total	22/23 Saving £000	Risk to delivery of saving (H/M/L)	Link to Corporate Strategy Principle	Impacts on staff - (incl no of posts deleted)	Impacts on property / assets etc	Impacts to service delivery
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Portfolio: Transport Services

Service Redesign

Moving revenue to capital	Capitalisation of permanent pot hole repairs	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	150		150		M	Delivering for Local Residents	None	A reduction in annual investment in the highway network	Capitalisation of permanent highway network repairs
Core Service Redesign	Highway, Traffic, Transportation, Waste, Parks, Cemeteries and Crematorium, Leisure services will be redesigned in consultation with internal/external partners and in accordance with the council's operating model.	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	100		100		M	Delivering for Local Residents	Unknown at this time	Unknown at this time	These proposals will be developed during 2020 as a result of redesigning our delivery models. Likely move to greater on-line and customer self-service

Sub Total - Service Redesign

250	0	250	0
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Transport Services Total

250	0	250	0
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Portfolio: Housing, Planning & Economic Development

Efficiency Savings

reduction in budget	Reduction in Local Development Framework (LDF) budget	Cllr Tim Ball/ Lisa Bartlett	20		20		L	N/A	None	None	Future requests for policy changes will have to be prioritised
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Sub Total - Efficiency Savings

20	0	20	0
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Income Generating Opportunities

Building Control Income	Inflationary increase to building regulation charges	Cllr Paul Crossley/ Lisa Bartlett	10		10		L	Delivering for Local Residents	None	None	None
Spa Water	Potential income from spa water supply	Cllr Paul Crossley/ Lisa Bartlett	0	20	20		M	Delivering for Local Residents	None	None	None
Planning advice	Inflationary increase to discretionary charges	Cllr Tim Ball/ Lisa Bartlett	6		6		L	Delivering for Local Residents	None	None	None
WECA funding	Funding from WECA to cover costs associated with officer time working on projects that benefit the West of England Combined Authority area.	Cllr Tim Ball/ Lisa Bartlett	35		35	-35	L	Delivering for Local Residents	None	None	None
Fee increases above inflation	Fee uplifts for 21/22. Fee increases already accounted for in 20/21	Cllr Tim Ball/ Lisa Bartlett	0	20	20		L	Delivering for Local Residents	None	None	Service may be too costly for some users who will go elsewhere

Sub Total - Income Generating Opportunities

51	40	91	-35
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Housing, Planning & Economic Development Total

71	40	111	-35
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Portfolio: Community Services

Income Generating Opportunities

Heritage Services business plan	Growth in profit from heritage services over the current 2019/20 budget	Cllr Paul Crossley/ John Wilkinson	900	500	1,400		M	Delivering for Local Residents	None	None	Service impacts are in line with the Heritage business plan
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Sub Total - Income Generating Opportunities

900	500	1,400	0
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Community Services Total

900	500	1,400	0
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OVERALL SAVINGS

4,848	2,410	7,258	403
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One - Off Funding Requests for Specific Projects/Events					
20/21 £'000	21/22 £'000	Budget	Portfolio Holder/ Director	Link to Corporate Strategy Principle	Description of Growth (including driver)
50	100	Human Resources	Cllr Richard Samuel/ Amanda George	Preparing for the Future	The People Strategy 2020 - 2024 sets out a commitment to modernise the Council's pay and grading structure by April 2022 along with underpinning performance management targets and processes. Ensuring that we are able to attract and retain highly skilled staff (whereby pay and progression is one element of the package that we offer) is essential in enabling the Council to meet all manifesto commitments.
50	100	SUB-TOTAL - RESOURCES			
0	0	SUB-TOTAL - COMMUNITY			
250		Corporate	Cllr Dine Romero/ Will Godfrey	Preparing for the Future	One-off allocation for in-year initiatives and short term capacity
250	0	SUB-TOTAL - LEADER			
30		Housing	Cllr Tim Ball/ John Wilkinson	Delivering for Local Residents	The requested increase in funding is designed to support the research into the development of a sustainable Council House Building programme. This is the tail end of the research with £70k being secured in 2019/20.
30	0	SUB-TOTAL - HOUSING PLANNING & ECONOMIC DEVELOPMENT			
150		Highways and Traffic	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	Delivering for Local Residents	This is in addition to the growth bid for 2 full time equivalent Sustainable Transport Officers to give us capacity to progress activities at greater pace
150	0	SUB-TOTAL - TRANSPORT			
64		Sustainability	Cllr Sarah Ward/ Cllr David Wood/ David Trethewey	Preparing for the Future	One-off budget relating to the Climate Emergency team growth item.
100		Neighbourhoods & Environment - Parks & Bereavement Services	Cllr Sarah Warren/ Cllr David Wood/ Mandy Bishop	Preparing for the Future	Short term 2 full time equivalent project officer support to run multiple savings deliver/service re-design projects to delivery significant revenue savings in 20/21 and 21/22. This support is required to ensure revenue savings plans are kept on track and to support Heads/Service managers to deliver savings, required service changes, maximise income generation. Opportunities will also be identified to rationalise resources across the various place making functions
164	0	SUB-TOTAL - CLIMATE EMERGENCY & NEIGHBOURHOOD			
644	100	COUNCIL - TOTAL			

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Pressures				
Budget	Portfolio Holder/ Director	Link to Corporate Strategy Principle	Financial Requirement £'000	Description of Pressure
Bus subsidies	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	Preparing for the Future	400	Base budget pressure from the continuation of supported bus routes.
Highways and Transport	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	Delivering for Local Residents	100	Reversal of winter gritting savings reduction due to risks
Emergency Planning	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	Delivering for Local Residents	150	Reversal of historic CCTV savings/income target pending wholesale review.
Highways and Transport	Cllr Joanna Wright/ Cllr Neil Butters/ Mandy Bishop	Delivering for Local Residents	185	Transport Improvement Programme - existing unfunded maintenance liabilities
Transport Total			835	
Children, Young People & Families	Cllr Kevin Guy/ Mary Kearney-Knowles	Focussing on Prevention	80	This pressure is due to the S17 legal duty to support children of parents who are involved in the immigration process. There is no government funding available for this duty, which due to recent case law is a rising cost year on year.
Children, Young People & Families	Cllr Kevin Guy/ Mary Kearney-Knowles	Focussing on Prevention	2,000	Budget rebasing from increase cost of supporting disabled children at home, and increased cost and numbers of children in care.
Learning & Inclusion	Cllr Kevin Guy/ Chris Wilford	Focussing on Prevention	65	2 x SEND Travel Officers, currently supported by a grant that will not reoccur. Business Case shows these post avoid significant growth of Home to School Transport costs.
Children Total			2,145	
Commercial Estate	Cllr Richard Samuel/ John Wilkinson	Preparing for the Future	1,000	Income budget revised in line with projected income and removal of income target from new acquisitions.
Finance	Cllr Richard Samuel/ Donna Parham	Preparing for the Future	40	Loss of WECA income for providing payroll services
Finance	Cllr Richard Samuel/ Donna Parham	Preparing for the Future	105	Budget rebasing requirement of £25k to make Finance Director 37 hours plus removal of Finance support to capital projects moved to revenue rather than financing through capital schemes.
HR	Cllr Richard Samuel/ Amanda George	Preparing for the Future	170	Undeliverable saving target after centralisation of training budgets £180k achieved from £350k target.
Legal	Cllr Richard Samuel/ Maria Lucas	Preparing for the Future	250	Base budget issues and £100k re-profiling of savings to 2020/21
Resources Total			1,565	
TOTAL			4,545	

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Draft report for Cabinet

Equality impacts of new savings proposals for 2020/21

1. Introduction and legal background

This report outlines how the impacts of the Council's budget proposals are being considered from an equality perspective. The Equality Act 2010 makes it unlawful to discriminate against an individual because of certain personal characteristics ('protected characteristics'). The law also requires that equality issues are considered by public bodies as part of decision making, especially where services are reduced or redesigned.

Failure to undertake proportionate Equality Analysis/Equality Impact Assessment could present risks of legal challenge to the Council for failing to pay due regard to its public sector equality duty.

2. Actions so far

Each budget proposal has been set out in a Medium-Term Financial Plan (MTFP) Proposal template, with the high-level intentions outlined. The proposals describe what service redesign is being proposed and identify if there will be impacts upon residents and/or service users.

As part of the Council's equality analysis process, Directors (and their officers with delegated responsibilities) have been tasked to consider their proposals from an equality perspective. This initial 'screening' process aims to highlight if any of the proposals have the potential to have significant impacts upon service users, and if so, what actions, if any, could be taken to mitigate any unexpected or unintentional impacts. The findings of this initial screening process are contained within this report.

The finer detail of how the proposals will be implemented will follow in due course, and it is recommended that comprehensive and detailed equality analysis is carried out on some of the proposals as they are taken forward (please see text boxes following some of the proposals). This will help to ensure that opportunities to enhance equality are utilised, and any possible negative impacts or barriers for particular groups are taken account of, and if possible, mitigated.

3. Policy Development and Scrutiny Panels- equalities scrutiny process

Budget proposals will be presented to Corporate Policy Development and Scrutiny Panel on 3rd February 2020.

The Corporate PDS panel is being briefed to enable them to scrutinise the proposals from an equality perspective (*see Appendix 1*).

4. Specific savings proposals

Across the Council, every attempt has been made to achieve efficiencies through service redesign, with minimum reduction in frontline services or disproportionate increases in charges.

In respect to impacts on staff, the Council's Human Resources policies and procedures ensure there is full consultation and consideration of staffing matters and that employment-related equality issues are fully considered. Therefore, the focus here is largely on impacts upon service delivery and service users. Each item is accompanied by an appropriate recommendation based on information available at time of drafting.

4.1 Resources portfolio

a). Corporate Budget rebasing. No equality issues have been identified, as this proposal involves reducing the budget to reflect the actual spending.

b). IT contracts and licenses – efficiencies in annual contract negotiations. No equality issues have been identified. Contract negotiations will not impact upon IT budgets that support IT access for service users and staff, particularly regarding disability.

c). Shared Legal Service. The proposal is for a shared legal service with a neighbouring authority providing £100k of savings in shared resources and reducing the cost of external advice. An EIA has been completed and consultation with service users will be done.

Equality considerations: how can we ensure that this change to an inhouse shared legal service will improve the service delivered to some of our most vulnerable users (e.g. children in care)?

4.2 Adult Services Portfolio

a). Public Health & Preventative Services - cost saving. There has been an underspend this year and there is now a commitment to work to the lower budget as we go forward.

Equality considerations: There will be no reduction in current services. Budgets in this area should be considered in the light of the focus on prevention within the new Corporate Strategy.

b). Public Health cost saving (grants to fund activity in other services). Inflationary increase in the public health grant has been signalled by Public Health England. (circa 50k). This could be released to fund council activities that are related to public health. No equality issues identified.

c). Adult Social Care - Community review of care package delivery

Equality considerations: equality analysis will need to be undertaken to ensure opportunities to enhance equality are taken, and to identify any particular impacts upon the quality of care for older people, disabled people and carers.

d). Adult Social Care – Homecare review and service redesign

Equality considerations: as above, equality analysis will need to be undertaken to ensure opportunities to enhance equality are taken, and to identify any particular impacts for older people, disabled people and carers and upon the quality of care.

e). Adult Social Care Specialist and Complex - purchasing efficiencies in package review

Equality considerations: as above, equality analysis will need to be undertaken to ensure opportunities to enhance equality are taken, and also to identify any particular impacts for older people disabled people and carers and upon the quality of care.

f). Adult Social Care Specialist and Complex – contract procurement

g). Adult Social Care Longer Term procurement

Equality considerations: Procurement activity carries with it important responsibilities – and opportunities – in relation to equality. It is important that officers conducting reviews of contracts are aware of the equality analysis/Equality Impact Assessment process within the Council. This will ensure that every opportunity for advancing equality is taken, and potential negative impacts are identified.

h). Adult Social Care New Charging policy. When the new policy is introduced, people will need to apply for certain benefits they are entitled to – and the council will take these into account (even if not applied for).

Full equality analysis has been undertaken on all the changes being introduced by the ASC charging policy and the consultation process. This has been used to inform the decision on any discretionary elements of the policy.

4.3 Climate Emergency and Neighbourhood Services Portfolio

a). Temporary reduction in CSB revenue needs – this will involve the waste depot project capital investment being delayed for one year. No equality issues have been identified.

4.4 Transport Services Portfolio

a). Further capitalisation of pothole repairs - Full capitalisation of permanent pot hole repairs will result in less money being spent on routine maintenance. Residual revenue funding will be prioritised on safety works.

There is no change to council policy. Disabled facilities work such as drop kerbs are funded via the Transport Improvement Grant and are therefore not impacted by these savings proposals. Also, there will be no impact upon safety of the network, as there is an asset management approach to carrying out repairs and improvements. Customer notifications and enquiries are considered as part of the asset management approach.

It is recommended that the team responsible monitor any effects that arise pre and during implementation.

4.5 Housing Planning and Economic Development Portfolio.

a). Spa water supply to Mineral water hosp. No equality issues identified

b). WECA funding: The West of England Combined Authority will contribute 35K to cover staff time. This funding will pay for existing officer time, and there are no impacts on service delivery or equalities identified.

c). Savings Reduction in budget. Reduction in Local Development Framework (LDF) budget. There will be no decisions on policy work next year, therefore there are no known potential equality impacts at this point.

d). Charges increases. There will be minor increases in charges for the following:

- Non-statutory planning advice charges for any type of development (in line with inflation)
- Discretionary charges (slightly above inflation)
- Building regulation charges (in line with inflation)

The impact of fee increases is monitored closely in order to ensure that the Local Authority maintains competitiveness with other providers (e.g. approved inspectors) and also maintains current high customer satisfaction rates.

Equality considerations: no equality impacts have been identified across the 9 protected characteristics of the Equality Act in relation to these minor increases of fees. Fee increases are mostly in line with inflation, and, planning process costs

are relatively small in relation to the whole build costs of any development. Customers accessing our council services will be able to receive advice and guidance that could promote equality (e.g. on sustainable and future-proof development).

4.6 Community services

a). Heritage services business Plan: The growth in profit from heritage services over the current additional profit target for 20/21.

Equality considerations – equality analysis will be done as part of the heritage services business plan. Heritage Services (and the Roman Baths) are involved in a number of initiatives that proactively promote equality (e.g. ongoing improvements to access for people who have physical mobility problems, those with autism or dementia; and the provision of employment opportunities for young people with learning disabilities through Project Search). An important consideration is whether there be any opportunities to undertake additional equalities promotional work as a result of this proposal, or if there could be any reduction in the good practice currently in place.

4.7 New ongoing growth items

The budget proposals include growth items that will serve to promote equality. These include: investment in Domestic Violence and Abuse (DVA) services; an increase in Mental Health team capacity; a package of improvements in respect of how we engage with local communities; an Empty Home review – to bring more properties into use for those who need them and a review of our Houses of Multiple Occupation policy to ensure communities are sustainable.

5. Cumulative impacts

Budget proposals have the potential to impact on people across the full range of protected characteristics. In addition, whilst considerations of socio-economic status are not a requirement of the Equality Act public sector duty, the “narrowing the gap” agenda is an important focus for the Council and its partners. The Council’s priorities of addressing the climate emergency, delivering for residents, focusing on prevention and giving people a bigger say will continue to influence the roll out of the budget proposals. It will be important to ensure that all the equality impacts are considered alongside each other as further details are developed (and within any consultation), in order to identify the cumulative impacts. These impacts will be assessed and

managed through the Council's relevant programme and project management and other governance processes.

6. Recommendations

For each proposal that is taken forward, the following recommendations should be considered (as appropriate), to ensure that equality issues continue to be considered during the implementation stages.

- a. **Full Equality Impact Assessments/equality analysis** should be carried out on all proposals where initial reviews have revealed likely impacts upon particular groups of people due to their protected characteristics. This enables the Council to demonstrate it has taken due regard to equality issues and has thoroughly considered how to uphold the requirements of the Public Sector Equality Duty. The Council's Equality Impact Assessment template can be found on the Council's [EIA web pages](#), and support is available from the Equality Team in carrying out the assessments. Completed EIAs should be published on this web page.
- b. **Inclusive consultation.** Where consultation is arranged as part of taking any of these proposals forward, it is vital that a diverse range of people are encouraged to take part. This will help highlight any additional equality impacts that may need to be addressed and mitigated where possible. A variety of methods should be used to access consultees. The Equality Team can advise on this and on how to access participants from groups representing different equality strands. The [Independent Equality Advisory Group](#) can also be used as a consultative body, and will provide further guidance on likely impacts, and ways of mitigating these.
- c. **Clear and transparent communication.** Wherever it is planned to introduce changes, it is important to ensure that the communication and publicity strategies are accessible to disabled people (for example, people with visual impairment or learning disability) and those for whom English is an additional language. The Council has commissioned Oncall Interpreting services to assist with [Interpreting and Translation](#) where necessary.
- d. **Incorporating equality issues within commissioning specifications.** Where proposals include commissioning or recommissioning external providers, detailed equality requirements should be built into contract specifications. This will ensure that best practice relating to equality in delivery of services is continued and improved upon when delivered by external partners.

- e. **Workforce training and development.** A number of the budget proposals are dependent upon the ability of officers to recognise opportunities to advance equality (for example, within commissioning, or by targeting services towards those who are most vulnerable). It is also important that officers are aware of, and sensitive to, the particular needs of different groups of people. Equality training is available as part of the Corporate Training programme, and bespoke training can be arranged by the Council's Equality Team.

- f. **Ongoing monitoring.** Where services are subject to redesign, equality monitoring should be carried out to help identify if the service is operating as intended, if it is reaching and meeting the needs of our most vulnerable communities; and if there are any unforeseen impacts that need to be addressed. See the Council's sample [equalities monitoring template](#) for the data categories that should be used.

Louise Murphy
Corporate Equality Officer
January 2020

Appendix 1.

Briefing note for panel members on equality in financial decision making

Background

The Equality Act 2010 makes it unlawful to discriminate against an individual because of certain personal characteristics ('protected characteristics').

The law also requires that equality issues are considered by public bodies as part of decision making, especially where services are reduced or redesigned.

The Public Sector Equality Duty (PSED) requires us to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people.

The questions below are intended to assist PDS panels to scrutinise the proposals (within their remit) from an equalities perspective.

A). For each new draft proposal to be put before Cabinet in February 2019:

- Are panel members clear that this proposal has been considered from an equality perspective?
- Do we know what the impact will be on the most vulnerable people?
- Are there any potential unintended impacts or "knock-on" effects consequences - e.g. on partners, residents or other services?
- Have we consulted people and listened to what they have told us about this?
- During the implementation of the proposal – how will we continue to check for unintended effects on particular groups of people?
- Will there be room for discretion if during the implementation we discover that the change of service disproportionately disadvantages some people?
- Considering all the proposals together, what will the cumulative impact be, and will adverse impacts fall disproportionately on specific groups?

B). For any budget items agreed by Council in February 2019

- What have we learnt about equality impacts following the implementation of last years' proposals?

Project Name	2020/21	2021/22 Onwards	Total 5 Year cost	Borrowing & Capital Receipts	Grants & External Funding	Corporate Strategy Commitment	Approval	Commentary
Children Services								
Schools CIL	1,100	-	1,100	-	1,100	Preparing for the Future	Provisional	Provision of sufficient school places from new developments to allow the Council to meet its statutory duties funded by Community Infrastructure Levy (CIL).
Schools Capital Planned Maintenance	400	-	400	-	400	Preparing for the Future	Provisional	To address the highest priority condition issues at schools maintained by the Council. Grant allocations are made by the DfE on an annual basis.
Devolved Schools Capital Grant	60	-	60	-	60	Preparing for the Future	Provisional	
SEND Capital – Bath Studio School/Aspire	2,000	-	2,000	2,000	-	Focussing on Prevention	Provisional	Project to support the redevelopment of the Bath Studio School into specialist educational provision for children with autism and complex social, emotional mental health needs. This provision is currently not available in the local area.
SEND Capital – Oldfield School Resource base	350	-	350	-	350	Focussing on Prevention	Provisional	This project reflects grant funding towards a Resource Base for children with Autism at Oldfield School in Bath.
IT Improvements at Children's Centres	30	-	30	30	-	Focussing on Prevention	Provisional	Installation of Display screens in buildings will improve information sharing and provision of key public health messages with service users and reduce the need for printing to paper.
Children Services Total	3,940	-	3,940	2,030	1,910			
Climate Emergency & Neighbourhood Services								
Neighbourhood Services vehicle replacement programme.	222	2,966	3,188	3,188	-	Delivering for Local Residents	Provisional	Replacement of end of life vehicles and additions to accommodate housing growth for the Waste, Recycling, Cleansing, Parks and Public Protection teams, subject to annual review of vehicle conditions.
Clean Air Zone Works	18,320	-	18,320	-	18,320	Preparing for the Future	Provisional	Funded by government grant, core scheme investment in Infrastructure and equipment, as well as mitigation measures to include financial support for bus upgrades and commercial vehicles.
Climate Emergency & Neighbourhood Services Total	18,542	2,966	21,508	3,188	18,320			
Community Services								
Air Quality Management Area - Inception Work	50	-	50	50	-	Preparing for the Future	Provisional	Air Quality Management Areas have been declared in Temple Cloud and Farrington Gurney under the Environment Act 1995. The Council is developing plans to mitigate the levels of nitrogen dioxide.
Heritage Collections Centre	250	500	750	750	-	Delivering for Local Residents	Provisional	A permanent location in which to house the Council's extensive, internationally significant collections. The collections will be better cared for and allow study facilities to access to the items currently not on display.
Parks Foundation Projects	38	547	585	-	585	Delivering for Local Residents	Provisional	Parks Foundation projects to be included in the Council's capital programme as and when funds become available.
Parks Play Area Refurbishment / Equipment	100	832	932	932	-	Delivering for Local Residents	Provisional	To ensure that the Council continues to provide safe and good quality public spaces for its residents and meets its responsibilities to ensure that play areas remain safe as play equipment reaches its end of life.
Parks S106 / CIL Projects	565	2,238	2,803	-	2,803	Preparing for the Future	Provisional	Adjustments to ongoing programme to ensure green spaces are safe and maintainable.
Community Services Total	1,003	4,117	5,120	1,732	3,388			
Deputy Leader & Resources								
Property Improvement - Haycombe Crematorium	60	-	60	60	-	Delivering for Local Residents	Provisional	To include a dignified entrance on the lower level for direct access into the crematorium.
Property Improvement - Bath Library	300	-	300	300	-	Delivering for Local Residents	Provisional	Refurbishment of Bath library to include improvements to decoration, lighting, fixtures and fittings.
Property Improvements - Youth Centres	325	215	540	540	-	Focussing on Prevention	Provisional	Property Improvements to Youth Centres to include Radstock, Bath City Centre, and Southside in Whiteway.
Orange Grove Structural Works	750	150	900	900	-	Corporate	Provisional	To address progressive structural decay to this centrally located Grade 2 listed building.
York Street Vaults	200	-	200	200	-	Corporate	Provisional	Further funding for works to underground vault improvement and reconstruction of the road above.
Corporate Capital Planned Maintenance	1,750	250	2,000	2,000	-	Corporate	For Approval	A programme of individual projects across the Corporate estate which relate to corporate priorities and enactments relating to the management of the estate.

Project Name	2020/21	2021/22 Onwards	Total 5 Year cost	Borrowing & Capital Receipts	Grants & External Funding	Corporate Strategy Commitment	Approval	Commentary
IT Refresh - Desktop & Homeworking	500	1,500	2,000	2,000	-	Preparing for the Future	Provisional	Current hardware used across the office estate are 6 years old and general technology has moved on with more suitable alternatives on the market. Improvements to homeworking solution will enhance ability of staff to work flexibly, collaboratively and efficiently.
IT Refresh of Network Equipment	80	-	80	80	-	Preparing for the Future	Provisional	Refresh network switch equipment in the four main sites to ensure continued support by the manufacturer for reliability and security.
IT Refresh - Voicemail	50	-	50	50	-	Preparing for the Future	Provisional	An upgrade to the council's voicemail solution and subsequent upgrade to the councils telephony network for continued support for both systems.
Council Contingency	900	-	900	500	400	Corporate	For Approval	Replenishment of & increase to the Council's corporate capital contingency.
Deputy Leader & Resources Total	4,915	2,115	7,030	6,630	400			
Housing, Planning and Economic Dev								
Affordable Housing	865	-	865	865	-	Delivering for Local Residents	Provisional	To support the Council's strategic aim of delivering Affordable Housing and, where required, the recovery of empty properties.
Keynsham High Street	245	855	1,100		1,100	Delivering for Local Residents	Provisional	A new phase will extended the existing public realm works to enhance the historic environment, subject to approval of future grant award
Somer Valley EZ - Site Development Delivery phase	2,742	8,025	10,767		10,767	Preparing for the Future	Provisional	Subject to further WECA grant awards, this project will make investment in infrastructure to improve viability at this strategic employment location, to include site preparation, service roads, utilities, drainage and landscaping.
Radstock Healthy Living Centre / Library Transfer	100	75	175	75	100	Focussing on Prevention	For Approval	A proposal to run the library by the Radstock Town Council from its current location rather than relocating to the new building requires funding change to replace the previously anticipated capital receipt of the library sale.
02	3,952	8,955	12,907	940	11,967			
Housing, Planning and Economic Dev Total								
Leader								
Bath CIL	500	-	500		500	Delivering for Local Residents	Provisional	Anticipated award of funds from Bath Area Forum to various bodies / projects.
Leader Total	500	-	500	-	500			
Transport Services								
Transportation Delivery Programme	600	1,500	2,100	2,100	-	Delivering for Local Residents	Provisional	Future years' provision for Transportation schemes to support the delivery of the Joint Local Transport Plan and Transport Strategies objectives.
Highways - Additional Gritting Vehicle	150	-	150	150	-	Delivering for Local Residents	Provisional	Following a review of priority winter service gritting routes a decision was taken retain the nine gritting routes. An additional vehicle to the new specialist gritting fleet of eight vehicles procured for the 2019/20 is needed.
Additional Highways Maintenance (HMB) Expenditure	2,000	-	2,000	2,000	-	Delivering for Local Residents	Provisional	Additional capital investment to supplement the Department for Transport (DfT) Structural Maintenance Block Section 31 Capital Grant Funding for 2020/21.
Highways Road Salt Storage	675	-	675	675	-	Delivering for Local Residents	Provisional	The capacity of the Salt Barn at the Clutton Highways Depot is 1300 tonnes. A new resilience benchmark requires further 1000 tonnes of undercover storage facility.
City Centre Protection Measures	640	1,466	2,106	2,106	-	Delivering for Local Residents	Provisional	To install security rated vehicle access restrictions in York Street, Lower Borough Walls and Hot Bath Street. Sliding and rising bollards, to be operated by CCTV, along with fixed bollards at various locations.
Cleveland Bridge Refurb	3,920	-	3,920		3,920	Delivering for Local Residents	Provisional	A grant bid has been made to the Dft in respect of this scheme. Cleveland Bridge crosses the River Avon east of the City Centre, linking the A4 London Road with A36. A structural assessment has confirmed the need for repairs to avoid risk of weight limits and closure.
Chew Valley Lake Recreational Trail	1,000	-	1,000		1,000	Delivering for Local Residents	Provisional	A grant bid has been made to the Rural Payments Agency for this scheme. The Chew Valley Trail will provide a walking and cycling route around part of the Chew Valley Lake linking existing sections to provide a continuous route around approximately two thirds of the lake.
Cycling and Walking Plans	150	-	150		150	Preparing for the Future	Provisional	Project will deliver cycling and walking infrastructure across B&NES, creating opportunity for walking and cycling and the use of public transport as an alternative to the use of private vehicles.
Resident's Parking and Low Traffic N'hoods	200	-	200		200	Delivering for Local Residents	Provisional	To reduce on street parking and improve low traffic neighbourhoods will support reduction in car trips and associated polluting emissions.

Project Name	2020/21	2021/22 Onwards	Total 5 Year cost	Borrowing & Capital Receipts	Grants & External Funding	Corporate Strategy Commitment	Approval	Commentary
Highways - On Street Electric Vehicle Charging	30	-	30	-	30	Preparing for the Future	Provisional	As need for on-street charging grows, a study is underway to develop best practice for the needs of all users including pedestrians. Grant funding will implement test sites and support further funding bids.
Parking Radio System Replacement		50	50	50	-	Delivering for Local Residents	Provisional	Radios ensure the Civil Enforcement Officer's have a reliable & secure method of communication with each other and the control room, in line with Operational Guidance.
Parking - Replacement Mopeds for Outer Area Parking Enforcement	- 35	45	10	10	-	Delivering for Local Residents	Provisional	Amend replacement programme for mopeds which allow the Council's Civil Enforcement Officers to be more mobile, patrol outer areas of Bath and the rural areas that cannot receive a regular patrol on foot
Parking Body Worn Video Cameras for Civil Enforcement Officers		50	50	50	-	Delivering for Local Residents	Provisional	Replacement of existing equipment to reliable deterrent to the risk of assault during emotive and confrontational interactions.
Securing of Sports and Leisure Centre car park	30	-	30	30	-	Delivering for Local Residents	Provisional	Project to secure the undercroft area of Sports and Leisure Centre car park.
Transport Services Total	9,360	3,111	12,471	7,171	5,300			
Grand Total	42,212	21,264	63,476	21,691	41,785			

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CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL

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

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

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

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

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

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

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
3RD FEBRUARY 2020				
3 Feb 2020	Corporate Policy Development and Scrutiny Panel	Draft Budget	Donna Parham, Andy Rothery Tel: 0122539, Tel: 01225 477103	Director Finance - Section 151 Officer
30TH MARCH 2020				
30 Mar 2020	Corporate Policy Development and Scrutiny Panel	Contacting the Council (Background Briefing:- reporting an issue to the Council)	Tracey Long	Director Partnership & Corporate Services
Page 50 30 Mar 2020	Corporate Policy Development and Scrutiny Panel	Retail Centres: Initiatives / Rent pressure / Empty premises / Commercial Estate challenges	Andrea Frow Tel: 01225 47 7242	Director of Economy & Growth
4TH MAY 2020				
27TH JULY 2020				
28TH SEPTEMBER 2020				
23RD NOVEMBER 2020				
FUTURE ITEMS				
The Forward Plan is administered by DEMOCRATIC SERVICES: Democratic_Services@bathnes.gov.uk				