

Corporate Policy Development and Scrutiny Panel

Date: Monday, 31st January, 2022

Time: 4.00 pm

**Venue: Virtual Meeting - Zoom - Public Access via
YouTube**

<https://www.youtube.com/bathnescouncil>

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



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NOTES:

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

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

Paper copies are available for inspection at the Guildhall - Bath.

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

3. Recording at Meetings:-

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

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Further details of the scheme can be found at:

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Corporate Policy Development and Scrutiny Panel - Monday, 31st January, 2022

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A G E N D A

1. WELCOME AND INTRODUCTIONS
2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS
3. 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.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN
5. 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.

6. MINUTES (Pages 7 - 14)
7. CABINET MEMBER UPDATE

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

8. COUNCIL BUDGET (Pages 15 - 54)
9. PANEL WORKPLAN (Pages 55 - 58)

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.

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BATH AND NORTH EAST SOMERSET

CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL

Monday, 10th January, 2022

Present:- Councillors Karen Warrington (Chair), Winston Duguid (Vice-Chair), Mark Elliott, Andrew Furse, Lucy Hodge, Shaun Hughes, Hal MacFie, Alastair Singleton and Sally Davis

Also in attendance: Andy Rothery (Chief Finance Officer (S151)) and Mandy Bishop (Chief Operating Officer)

55 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

56 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

57 DECLARATIONS OF INTEREST

There were none.

58 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

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

David Redgewell made a statement to the Panel on the subject of Bus Services. A copy of the statement can be found as an online appendix to these minutes and a summary is set out below.

He said that it was vital to keep regional transport links in place and for the services to be used to attempt to improve air quality.

He called for the Secretary of State for Transport, Grant Shapps to fully fund the bus and coach network with Covid-19 bus operators recovery grant. He added that bus and rail services passenger numbers were at 50 % to 60 % of pre Covid-19 levels.

He asked for funding to be made available for Supported Bus Services.

He stated that it was vital to keep bus shelters in good condition and for the Police to pursue any acts of vandalism against them.

He said that talks with bus and coach passengers, stakeholders and transport unions must be held to protect public transport interchanges, bus lanes and priority measures.

He asked who could lead from the Council on a discussion regarding an information point within Bath Bus Station as he believed this was a key element that could improve visitor experience and tourism in the City.

The Chair thanked David Redgewell for his statement and asked for it to be circulated to the relevant Cabinet Members.

David Redgewell 10.1.22 Statement to Corporate PDS Panel

60 MINUTES: 29TH NOVEMBER 2021

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

61 CABINET MEMBER UPDATE

Councillor Richard Samuel, Cabinet Member for Economic Development and Resources addressed the Panel, a summary is set out below.

Milsom Quarter – Master Plan: Proposals to be shared towards the end of January followed by an all Councillors briefing. Public consultation will take place prior to proposed adoption in early Summer 2022.

City Region – Sustainable Transport Settlement: £200m available over five years, but would require 15-20% matched funding. Report to be discussed at a future Cabinet meeting.

Business Grant Schemes: Guidance from Government has now been received and a local scheme has been put in place.

Budget 2022/23: Public engagement underway with Seminars and Forums having been held. In response to the statement from David Redgewell he said that within the budget there were no changes to the level of funding in respect of Supported Bus Services.

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

62 DRAFT BUDGET

Councillor Richard Samuel, Cabinet Member for Economic Development and Resources introduced this item to the Panel.

He said that the Medium Term Financial Strategy 2022/23 – 2026/27 Cabinet report and supporting detailed appendices had been reviewed and discussed at the Corporate Panel on the 27th September 2021.

He stated that the high level message is that the Council faces a difficult financial scenario in 2022/23 and into 2023/24 with a lower income expected into Heritage Services.

He said that the budget funding assumptions had been reviewed and updated following the figures in relation to the Local Government Settlement. He informed the Panel that the Chancellor has ruled out a reform of Local Government funding until after the next election and reminded them that this settlement would be for one year only.

He explained that work has been done with regard to rebasing the income and expenditure 2022/23 budgets, taking account Covid and the demand on services. He added that currently there was a high volume of waste and recycling being collected across the Council.

He said that the Council were seeing additional demand from new placement and market pressures in Adult & Children Social Care.

The Chief Finance Officer (S151) addressed the Panel and sought to initially remind them that the figures for the budget are still draft. He stated that significant growth was required as Council needs £18m to provide its core services. He added that it was likely that income levels would not return to those seen pre-pandemic until 2024/25.

He said that further information regarding the budget would be available when the Panel meets again on Monday 31st January 2022.

Councillor Winston Duguid asked if the use of £3m corporate & £2.22m service reserves was temporary and would be replaced in future years.

The Chief Finance Officer (S151) replied that it was to be a temporary use and be drawn from Financial Planning Reserves into the revenue budget 2022/23.

The Chair asked if this was an action because of the pandemic.

The Chief Finance Officer (S151) replied that it was.

Councillor Hal MacFie asked if enough consideration had been given towards Climate Change within this proposed budget.

Councillor Samuel replied that there were no reductions planned within the budget in terms of the Climate Change agenda. He added that the Sustainable Communities service had been restructured to work more effectively. He said that the intention is to maintain the current Capital Programme.

He stated that two main subjects to tackle within this area were Transport and Energy Loss from Homes and said that the Council was working hard locally on new transport measures, but that additional resources from Government were required to address energy loss.

Councillor MacFie asked if the redevelopment of the Pixash Lane site would be considered as a positive factor within the Climate Change agenda.

Councillor Samuel replied that it would and that it was good to see it coming to fruition after being in the pipeline for around a decade. He added that it was set to be a modern purpose built recycling centre that would be able to handle higher volumes of recycling.

Councillor Andrew Furse asked how the Council would deliver a significant number of e-charging points by 2030 given that there is currently no real infrastructure in place and a relatively low number of properties across the area with access to a garage or driveway.

Councillor Samuel replied that the local electrical grid was overseen by Western Power Distribution and that improvements to the grid would be required to facilitate this work. He added that he believed that this particular issue was under consideration by them and that they have a five year Capital Funding Programme that was next due to be approved in 2023.

He added that this was also a difficult practical scenario as space would be required for charging points across the city. He said that the charging points that would be installed would need to be fast charging.

Councillor Furse asked if the figure of 2% in terms of inflation was being underestimated.

Councillor Samuel replied that this figure was being held across all services and that a contingency of £2m was in place in respect of contract inflation.

Councillor Alastair Singleton asked if the proposed increase to Council Tax had been considered alongside the fact that many household budgets were also likely to increase in the coming years.

The Chief Finance Officer (S151) replied that a contingency was due to be held with regard to the Council Tax Support Scheme as officers are aware that this may be used more in the future.

Councillor Lucy Hodge asked how the CIL was to be proportioned this year.

Councillor Samuel replied that the Developer CIL had been oversubscribed and that a programme had been needed to be formed. He said that the programme was likely to be available towards the end of January.

Councillor Hodge commented that it was good to see future figures in respect of the Draft Emerging Capital Schemes.

Councillor Hodge asked why the Transport Delivery Programme was not mentioned within this budget.

The Chief Finance Officer (S151) replied that large elements of transport delivery were now involved within the City Region Sustainable Transport Settlement.

Councillor Hodge asked how the savings of £300,000 within the Adult Services budget rebase would be achieved.

The Chief Operating Officer replied that activity had dropped within the budget for Physical Disability & Sensory Impairment which has led to it being able to be rebased.

Councillor Shaun Hughes referred to Appendix 1 and in particular the proposal to introduce hourly based parking charges in Midsomer Norton and Radstock. He said that he felt the timing was not appropriate as local retail had already been hit fairly hard over the past 18 months.

Councillor Samuel replied that a review in this respect had not taken place for around eight years. He added that if the Council was not able to raise as much income it would have to consider what, if any, services could be cut.

Councillor Hughes asked when did the review take place.

Councillor Samuel replied that there had been a public consultation in 2021 and said that Parking Services had been working extensively on this matter. He added that he recognised that this would not necessarily be a popular decision.

The Chair commented that this proposal would affect the wider rural community as there are either no direct bus services or the services provided are very infrequent to these areas.

Councillor Mark Elliott asked why there was a red risk assigned to the Income - Sale of Recyclates.

The Chief Finance Officer (S151) replied that this was due to potential volatility and fluctuation in the market place.

Councillor Sally Davis said that she hoped that the proposed redesign of the CCTV service would not jeopardise the issues raised at Council in the Cross-Party Motion on Safety for Women and Girls in Public Places.

The Chief Operating Officer replied that they were mindful of the motion to Council and that this proposal would see a minor adjustment to salaries within the service and was also potentially a capital investment opportunity.

The Chair commented that she hoped that as part of the redesign of the Dog Warden Service they would be given enough authority to respond / intervene with dangerous dogs and to work with the Police.

She concluded the debate by saying that the Panel looked forward to receiving further information at the end of January.

The Panel **RESOLVED** to note the updated Medium Term Financial Strategy budget assumptions.

63 COMMUNITY CONTRIBUTION FUND PROGRESS REPORT

The Chief Finance Officer (S151) introduced this report to the Panel. He explained that the Community Contribution Fund was launched in March 2021 to enable residents to donate funds to support local causes. He said that the fund had now reached a sufficient level (£25,128.00) where grants could be awarded.

He said that over 300 people have now donated to the fund and that 73% of the donations received were valued between £5 - £50.

He stated that during October, applications were opened to any charitable, voluntary or community organisations that supported residents within Bath and North East Somerset. He said that organisations were able to apply for funding between £500 and £2,000 and that the deadline for applications was the 30th November 2021.

He informed the Panel that 29 applications have been received with a total funding request of £51,715. He explained that the projects vary from: supporting people's mental health; providing emergency medical supplies; investing in refurbishments of community facilities; mentoring; support for families; training; group therapy and youth provision.

He stated that the applications are now currently being assessed against the criteria and further information is being obtained. He said that the funding decisions will be made by an assessment panel and that this has been arranged for the end of January and that the panel is made up of Elected Members.

He said that questions regarding the future of the scheme had been received and would need to be considered as part of the review. He added that the main issue raised related to individuals being able to claim gift aid / tax relief and said that this would only be available if the fund was managed by a charitable organisation.

Councillor Alastair Singleton commented that the work undertaken during the pilot had been interesting and felt it would have garnered more support if gift aid had been an available option. He suggested whether the Quartet Community Foundation could become involved in the work of the Fund.

He asked if the Fund continued could it be tweaked at all and how could it be further publicised.

The Chief Finance Officer (S151) replied that to include gift aid the Fund would need to have a charitable status and that the costs associated with that move would need to be considered. He asked for comments to be fed back to Sara Dixon, Locality Manager.

The Chair suggested the Fund could be promoted through the Local Forums.

The Chief Finance Officer (S151) asked that any further comments be given by the end of January to enable any possible associated budget discussions.

The Panel **RESOLVED** to note the update on the Community Contribution Fund.

64 PANEL WORKPLAN

The Chair introduced this item to the Panel.

The Panel confirmed in principle the items listed for the meetings on 31st January and 28th March.

Councillor Winston Duguid proposed that the Panel receives a report in due course regarding the ADL Business Plan.

Councillor Shaun Hughes suggested the Panel be part of a review into the Public Consultation process.

The Chair replied that she has asked for a review of the decision making process to take place during this year and would look to include this proposal within that review.

Councillor Lucy Hodge commented with regard to the Preparing for the Future report that she would like to see information relating to Recruitment & Retention and Routes to Work included within the report.

The Chair thanked the Panel members for their comments.

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

The meeting ended at 5.25 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

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Bath & North East Somerset Council	
MEETING:	Corporate Policy Development & Scrutiny Panel
MEETING DATE:	31st January 2022
TITLE:	Budget and Council Tax 2022/23 and Financial Outlook – DRAFT REPORT
WARD:	All
AN OPEN PUBLIC ITEM	
<p>List of attachments to this report</p> <p>Annex 1: 2022/23 Draft Savings and Income proposals</p> <p>Annex 2: 2022/23 Draft Funding Requirements</p> <p>Annex 3: 2022/23 Draft Emerging Capital Schemes</p> <p>Annex 4: Equality impacts of 2022 to 2023 Savings and Funding Proposals</p>	

1. THE ISSUE

This report presents the revenue and capital budgets together with proposals for Council Tax and Adult Social Care Precept for 2022/23.

2. RECOMMENDATIONS

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

The content of this report and 2022/23 budget proposal, including:

- Annex 1: 2022/23 Draft Savings and Income proposals
- Annex 2: 2022/23 Draft Funding Requirements
- Annex 3: 2022/23 Draft Emerging Capital Schemes
- Annex 4: Equality impacts of 2022 to 2023 Savings and Funding Proposals

3. RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

The resource implications are contained within the body of the report

4. STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSALS

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

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 4.

5. THE REPORT

5.1 The 2022/23 Budget Summary

The Medium-Term Financial Strategy (MTFS) was approved in September 2021 and outlined how the budget would be delivered over the medium to long-term. This incorporates the ongoing impact of the Covid pandemic on Council finances. The MTFS for B&NES spans two years with a further three added to show the likely longer-term picture.

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 on-going expenditure commitments. The updated plan shows a balanced budget for 2022/23 and a current projected budget gap for 2023/24 and beyond although this is expected to reduce once the impacts of returning income and further efficiencies are factored in to budget planning. The figures include all estimates for pay awards, pension costs, Council Tax, business rates, Government grant, and inflation. The revenue budget contingency has been increased by £2m in recognition of pressures on Children's and Adult's Social Care and a one off Covid risk reserve of £5m has been maintained as a contingency for 2022/23.

The budget has been developed considering how to manage the financial impact of the Covid pandemic whilst delivering the Corporate Strategy to meet our key principles and commitments. After taking account of ongoing service cost pressures and new funding requirements, the starting point for the 2022/23 budget is a funding gap of c£17.51m. The proposed budget meets this funding gap in two ways:

- 1) A savings and income generation package of £11.87m.
- 2) one-off use of reserves of £5.2m (£3m corporate revenue, £2.2m release of service reserves), full repayment of the corporate revenue reserves has been built into the five-year budget planning period.

The ongoing impact of Covid on the Council has created a material imbalance in how the Council funds its services, Council tax and Business rates alone do not fully fund the Council's services – they are also normally funded by external income. Income budgets were rebased and reduced by £13.24m in 2021/22 from a £33.17m net income budget. The 2022/23 budget has increased income expectations on Parking by £2.5m to align with the 2021/22 budget forecasts, other areas such as the Roman Baths are taking longer to bounce back. This is highlighted in more detail in section 5.2.4 of the report.

The budget includes a recommendation that general Council Tax is increased up to 1.99% in 2022/23 (an increase of £30.44 per Band D). The proposed Band D Council Tax for Bath and North East Somerset Council next year including the Adult Social Care Precept increase of up to 1.00% is £1,575.30 (£1,529.57 in 2021/22) an overall increase of 2.99% and £45.73 per Band D (88p per week).

The proposed net revenue budget for Bath and North East Somerset for 2022/23 is £126.74m.

5.1.1 Corporate Strategy and the Councils' Priorities

The budget focusses on delivery of the Corporate Strategy which is set within the following framework:

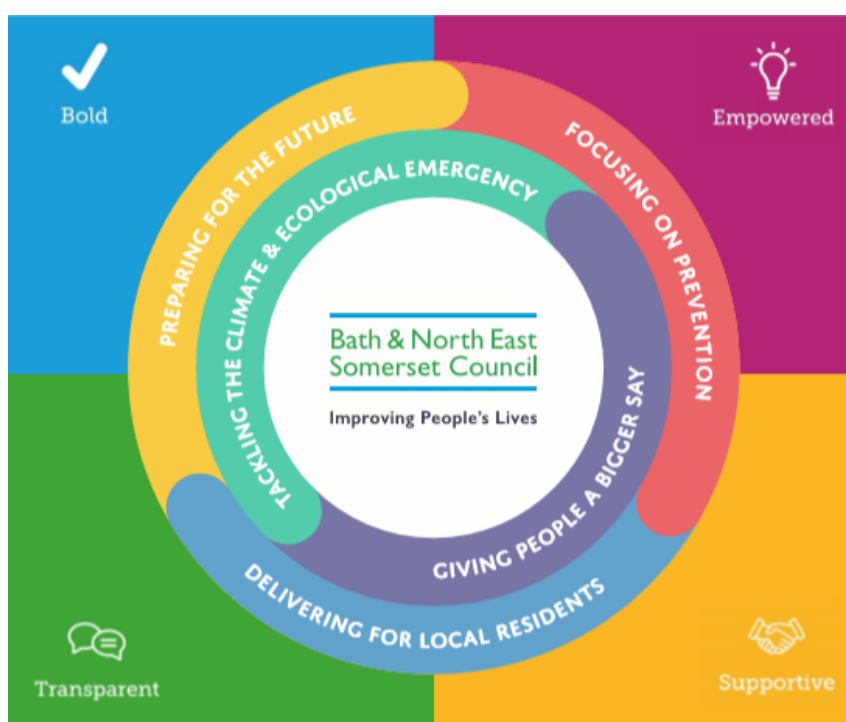
ONE: We have **one** overriding purpose – to improve people's lives.

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 ecological emergency** and **giving people a bigger say**. These will shape **everything** we do.

THREE: To translate our purpose into commitments, we have identified **three** principles. We want to **prepare for the future, deliver for local residents and focus on prevention**.

This is all set out clearly in the diagram below:



This is the “golden thread” which drives what we do ensuring that setting budgets and managing our people - our most valuable resource - are guided by the council’s priorities. It also means that our commitments are realistic and achievable.

Areas of strategic priority and focus over the next two years will include:

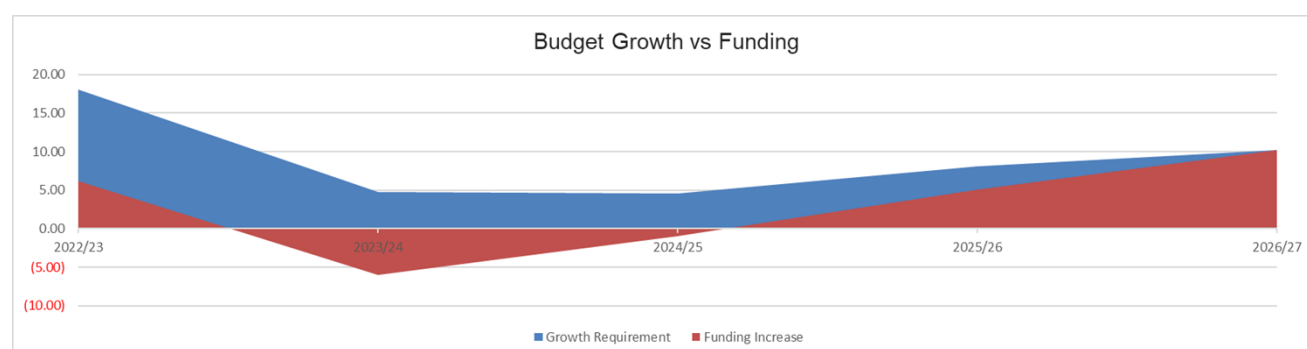
- Ongoing investment to deliver more effective transport schemes across the council area, with a particular focus on creating low traffic neighbourhoods and more opportunity to prioritise walking and cycling and the introduction of financial incentives to reduce inward commuting through the extension of resident parking zones.
- Continued investment to support the most vulnerable people in our communities.
- Continued commitment to secure action to address the climate and ecological emergency.
- Focus on supporting the local economy to recover from the impact of the pandemic with a particular priority to work with partners to rebalance the economy to reduce the dependence on retail, hospitality and tourism.
- Support the “Preparing for the Future” programme to modernise the council with a focus on improved asset management and flexible working.

5.2 The Revenue Budget 2022/23

5.2.1 The Budget and Medium-Term Financial Outlook

The budget summary is set out below showing the demand and funding changes over the next five years:

Budget Planning	Future years assumptions £m					Total
	2022/23	2023/24	2024/25	2025/26	2026/27	
Growth Requirement	18.01	4.78	4.62	8.07	10.21	45.68
Funding Increase	6.14	(5.99)	(0.93)	5.05	10.17	14.44
Annual Funding gap	11.87	10.77	5.55	3.02	0.04	31.25
Savings Proposals	11.87	2.32	0.23	0.00	0.00	14.42
Remaining Funding Gap	(0.00)	8.45	5.32	3.02	0.04	16.83



This illustrates that the budget gap remains significant over the next two years due to the ongoing impacts of the pandemic. This is set out in more detail in section 5.2.4 of the report

The table below shows how the budget has changed from 2021/22 taking account of the current financial challenge, this sets out the available revenue funding and 2022/23 funding requirement and savings at a portfolio level.

Portfolio	2022/23 Opening budget £'m	Funding requirements £'m	Proposed savings £'m	Budget requirement £'m
Economic Development & Resources	11.14	14.74	(3.82)	22.06
Adults & Council House Building	63.60	2.18	(3.68)	62.11
Children & Young People, Communities & Culture	31.32	1.38	(1.86)	30.84
Climate & Sustainable Travel	1.06	0.10	(0.12)	1.04
Neighbourhood Services	24.06	1.22	(1.22)	24.06
Transport	(3.08)	(2.05)	(1.02)	(6.15)
Planning	1.95	0.44	(0.14)	2.25
Total	130.07	18.01	(11.87)	136.21
Business Rate Relief Adjustment				(9.47)
Revised Budget Requirement				126.74

The budget detail, assumptions, and the future forecast is shown in the table below:

Budget Planning	Future years assumptions £m				
	2022/23	2023/24	2024/25	2025/26	2026/27
Budget Requirement (Previous Year)	130.07	126.74	129.27	128.34	133.39
Budget Adjustments	2.00	0.00	0.00	0.00	0.00
Pay & Pension	3.07	2.30	2.28	2.28	2.30
Demographic Growth	1.45	1.72	1.72	1.72	2.72
Contract Inflation	3.99	0.48	2.22	2.28	2.31
New Homes Bonus Pressure	1.03	0.61	0.00	0.00	0.00
Capital Financing	1.60	1.62	1.64	1.08	1.02
Settlement grant funding	1.35	0.00	0.00	0.00	0.00
Budget pressure / rebasing	3.52	(1.95)	(3.24)	0.71	1.86
Funding Requirement Sub Total	18.01	4.78	4.62	8.07	10.21
Draft Budget Before Savings	148.08	131.53	133.88	136.41	143.59
Proposed Savings Plans	(11.87)	(2.32)	(0.23)	0.00	0.00
Estimated Savings Required	0.00	(8.45)	(5.32)	(3.02)	(0.04)
Savings Requirement Sub Total	(11.87)	(10.77)	(5.55)	(3.02)	(0.04)
Budget Requirement	136.21	120.76	128.34	133.39	143.55
Business Rate Relief Adjustment*	(9.47)	8.51	0.00	0.00	0.00
Revised Budget Requirement	126.74	129.27	128.34	133.39	143.55
Funding of Budget Requirement					
Council Tax	108.76	110.64	115.66	119.14	122.72
Business rates retention*	14.97	18.20	19.68	20.25	20.83
Business rates relief deficit (21/22) - s31 grant funded	(22.54)	0.00	0.00	0.00	0.00
Reserve transfer from Business Rates s31 grant reserve	22.54	0.00	0.00	0.00	0.00
Reserve transfers From	5.22	0.43	0.00	0.00	0.00
Reserve transfers (To)	(2.20)	0.00	(7.00)	(6.00)	0.00
Funding of Budget Requirement Total	126.74	129.27	128.34	133.39	143.55

*Note: Budget reflects that the impacts of the Retail, Hospitality & Leisure business rate relief and frozen business rates multiplier reduces the amount of Business Rate Retention with a corresponding increase in s31 grant income included in the net revenue budget for 2022/23.

The forecast includes the following cost pressures and modelling assumptions:

- **Pay Inflation** – Estimated 2.00% per annum.
- **Council tax** – Assumed at not above 2%.
- **Social Care precept** – Assumed at up to 1% for the next three years.
- **Pension Costs** – Have been revised in line with the last revaluation for the next year followed by a 1% increase per annum from 2023/24;
- **Demographic Growth & Increase in Service Volumes** – Additional demand from new placement and market pressures in Adult & Children Social Care;
- **Interest Rates** - Continued low rates of interest of around 0.25% per annum for treasury management cash investments and 3.5% for Longer Term Strategic investments. The Council will maintain a minimum cash policy;
- **Inflation** – CPI projections held at existing planning levels of 2%, this will be refreshed for the detailed budget proposal based on ONS data. Financial risk is being recognised with contingencies made in high risk areas.
- **Budget Pressures / Rebasing** – 2022/23 budget rebasing of income budgets taking account of Covid recovery, with improvement in future years.
- **Capital Spending** – an allowance has been made to fund a minimal number of new schemes given current financial constraints;
- **Borrowing** – longer term borrowing costs have been factored into the MTFS however the authority will continue to optimise the use of cash balances subject to market conditions and the overriding need to meet cash outflows;
- **Reserves** – Planned use of £3m corporate & £2.22m service reserves to manage the transitional pressures from reduced income.

5.2.2 The Government Settlement

The Provisional Settlement was received on the 16th December 2021 but some elements have not yet been finalised by the government. The figures outlined in this report reflect the provisional figures. The final settlement details will be reflected within the report to Council if they are published before the report deadline.

- **Revenue Support Grant (RSG)**

As a result of the further delay in the Fairer Funding Review and Business Rate Retention the Council will continue to receive the RSG in 2022/23 of £0.517m (2021/22 £0.498m) for one further year before being removed in 2023/24 (The remaining RSG allocated to B&NES has been rolled into the 100% Business Rate Pilot).

- **New Homes Bonus**

The Provisional Settlement has outlined continuation of the changes made to the funding arrangements for New Homes Bonus in 2020/21 and 2021/22, pending consultation on a replacement scheme. This results in a payment of £0.645m for new housing growth over the past year, taking the total New Homes Bonus Grant to £2.037m for 2022/23, a reduction of £1.027m from 2021/22. The settlement announced that the grant element for 2022/23 would only be paid for one year

without the further 3 years of legacy payments which are made for growth rewarded in 2019/20 and prior years. The table below shows the likely annual remaining funding. The settlement announced that the national housing growth baseline adjustment would remain at 0.4% for 2022/23.

	Total New Homes Bonus Grant		
<i>Payment relating to:</i>	2021/22 £'m	2022/23 £'m	2023/24 £'m
2022/23		0.645	
2021/22	0.759		
2020/21			
2019/20	1.392	1.392	
2018/19	0.913		
Total	3.064	2.037	0.000

The MTFP also reflects an estimate of the Council's share of the nationally top-sliced funding for NHB being redistributed based on the old relative needs grant formula from 2023/24 onwards.

- **Social Care Grant**

The December 2021 provisional settlement has confirmed a further £1.73m Social Care grant funding which will be combined with the continuation of the existing Social Care Support grant (Total £5.99m). This funding is assumed as recurrent in the base budget.

- **Market Sustainability & Fair Cost of Care Grant**

The December 2021 provisional settlement included new grant funding for 2022/23 of £0.493m through the Market Sustainability & Fair Cost of Care Grant. This funding is assumed as recurrent in the base budget.

- **Better Care Fund**

The Better Care Fund is intended to incentivise the integration of health and social care, requiring Clinical Commissioning Groups (CCG) and Local Authorities to pool budgets and agree an integrated spending plan. Greater integration is seen as a potential way to use resources more efficiently and achieve better outcomes for people, in particular by reducing avoidable hospital admissions and facilitating early discharge from hospital.

The Council & B&NES CCG Better Care fund for 2022/23 is anticipated to be £70m with the Council contribution of £29m and CCG contribution of £41m. In addition to the mandated financial amounts for pooling this includes Council and CCG budgets for the Joint Community Services contract with HCRG Care Services and associated sub-contracts. The CCG contribution is expected to rise in line with planned NHS uplifts once confirmed. For 2021-22 this increase was 5.3%.

The Council budget assumes that the funding transfer of £13.3m NHS mandated minimum contribution will remain consistent with prior years; with £9.6m of this funding transferred in 2021/22 for Council commissioned schemes under the S75 pooled budget arrangements.

The December 2021 settlement has confirmed that the existing improved Better Care Fund social grant will include a 3% inflationary uplift and for B&NES this will mean an increase of £0.14m to £4.9m. This will protect the Better Care Fund schemes that have committed this funding on an annual basis and form part of the additional resources for adult social care within the settlement.

- **Business Rates**

It has been confirmed that the 100% Business Rate Retention Pilot will continue into 2022/23. The Medium-Term Financial plan currently assumes that the estimated benefit of approximately £3.2m will be removed in 2023/24 as part of the review of Local Government Financing and Fairer Funding Review..

As part of the proposed budget, reasonable assumptions have been made for likely levels of future Business Rate income, together with specific provisions for appeals, increase in reliefs and growth and deletions. Any surplus or deficit on the Business Rate Collection Fund and associated income will be transferred to or from the Business Rates Reserve for consideration as part of the Business Rates calculations for future years. This approach will include any changes that arise from the final settlement announcement relating to Business Rates, the announcement was still awaited at the time this report was finalised.

As part of the Autumn Budget Statement, the Chancellor announced that the Government would provide the following package of business rate measures to support businesses:

- A new relief for eligible retail, hospitality and leisure properties with 50% relief on rates bills up to £110,000 per business
- A freezing of the multipliers at 49.9p (small business multiplier) and 51.2p (standard multiplier)
- The extension of the current Transitional Relief and Supporting Small Business schemes

The government confirmed that the Council would be compensated for the loss of Business Rates for granting these reliefs through section 31 grants paid to the revenue account.

2021/22 Business Rate Collection Fund Deficit

The current forecast for the Business Rate element of the collection fund is for a surplus of £1.8m, after allowing for additional s31 grant funding in respect of the extended retail relief and the Covid Additional Relief Fund which were announced by government after the 2021/22 budgets were set. The table below shows the Council's share of the current estimated surplus is £1.7m. The surplus is due to the favourable outturn position carried forward from the 2020/21 outturn, including the adjustment for 3 year spreading, partly offset by the small in year forecast deficit.

Business Rates Collection Fund	Total (£m)	B&NES Share (£m)
Collection Fund - Projected 2021/22 In Year Deficit	24.11	22.66
<i>Less impacts of reliefs funded through s31 grant:</i>		
Additional Extended Retail Relief	-19.69	-18.51
Covid Additional Relief Fund	-4.29	-4.04
In Year Deficit after Retail Relief & CARF s31 grant funding	0.13	0.12
2020/21 Surplus Carried Forward	-2.90	-2.73
3 Year Deficit Spreading Adjustment	0.99	0.93
Total Projected Surplus	-1.79	-1.68

The Council's share of the in-year deficit that relates to the extended retail relief and the Covid Additional Relief Fund, both of which were introduced by government after the 2021/22 budget was set, is currently forecast to be £22.5m. The s31 compensation grant in respect of these changes is to be received in 2021/22 and will be transferred to the Business Rates s31 Grant Reserve so it is available in 2022/23 to offset recovery of this element of the deficit.

- **Schools Funding**

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

As schools convert to academies the DfE take back the element of DSG payable to the local authority in order to make payments direct to the academies. It is estimated that 92% of B&NES schools will have converted to academies by April 2022 and a number of other schools will develop plans to convert in the coming years.

With the introduction of the National Funding Formula for schools the DSG for schools (The Schools Block) was ring-fenced for schools from 2018/19 leaving it unclear as to which body was responsible for the demographic pressures being observed in the other Blocks, in particular the SEND / High Needs element of the DSG. The Government has confirmed in legislation that local authorities cannot support High Needs costs through their General Funds unless they obtain Secretary of State approval. In addition, it states that the local authority must carry forward the whole of the overspend to the schools budget in future years. This legislation is time

limited and it is anticipated that further legislation will be included within the SEN review due to be published in the spring of 2022. The underlying overspend on the DSG including the High Needs Block was £5.4m in 2020-21 and that balance was carried forward to 2021-22. The estimated forecast in 2021-22 (including the carry forward from 2020-21) is £12.6m.

The Government have been allocating additional ongoing funding for High Needs through the DSG in 2022-23 and B&NES has been allocated a further £2.5m. Additionally, to recognise pressures in schools the DFE have issued a supplementary grant with B&NES receiving a further £1.15m towards pressures in high needs. However, this is unlikely to be sufficient to meet current demand. A further national SEND review has now been tasked with looking at how to arrive at a fair and sustainable system of high needs support for the future. The outcome of the review is expected in spring 2022.

Schools through the Schools Forum agreed to support the High Needs pressures to the full extent of their delegated powers with a contribution of 0.5% of the schools budget amounting to £0.6m.

5.2.3 Savings and Income Generation

Savings plans total £14.19m over the next two years with plans to deliver £11.87m in 2022/23 and a balanced budget, with a further £2.32m planned for 2023/24 leaving a gap of £8.45m. This will be reviewed early in the 2022/23 financial year to enable early budget planning to develop robust and deliverable proposals for the 2023/24 budget.

The proposals for savings are outlined in Annex 1 and were reviewed by the Corporate Scrutiny Panel on the 10th and 31st January and feedback will be given to Cabinet as part of considering this report.

5.2.4 Budget Funding Requirements

Budget growth and additional pressures across portfolios of £18m have been added to ensure that the budget remains robust and to add additional budget funding to areas that require rebasing. This does not mean that savings cannot be found from these areas in future once savings opportunities are identified, but this ensures that spend and budget are aligned especially in high demand areas. Growth and pressures are outlined in Annex 2.

The material items requiring additional funding on top of annual budget adjustments are listed below, this illustrates some of the economic and financial challenges the Council is facing from the ongoing impact of the Covid pandemic.

- Corporate contingency for Social Care £2m
- Contract inflation risks £1.67m
- Pay contingency £1m
- Home to School Transport £0.8m

The other items include rebasing budgets where service running costs and budgets have become misaligned, this includes additional investment into IT, Property Services, Recycling and Children's Services. The budget has also recognised that investment is needed into frontline services to ensure the staffing budgets are appropriate to deliver core services such as Waste, City Centre Security and Educational Psychology.

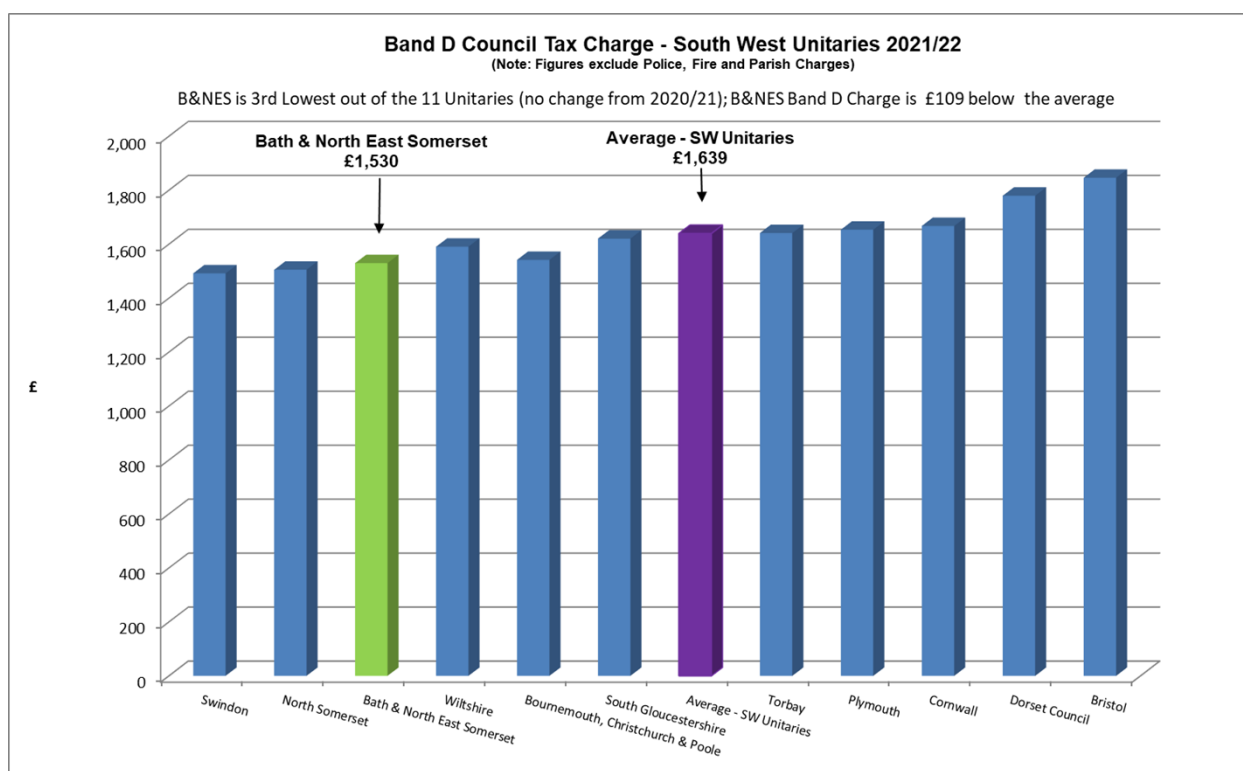
This represents a further year of budget rebasing and highlights that pre-Covid there has been a reliance on external commercial income to fund the Councils base budget. To manage this over the short and medium term there will need to be a re-balance found between appropriate Council tax increases alongside ensuring sustainable commercial income.

5.3 Council Tax

5.3.1 Band D Equivalent Council Tax

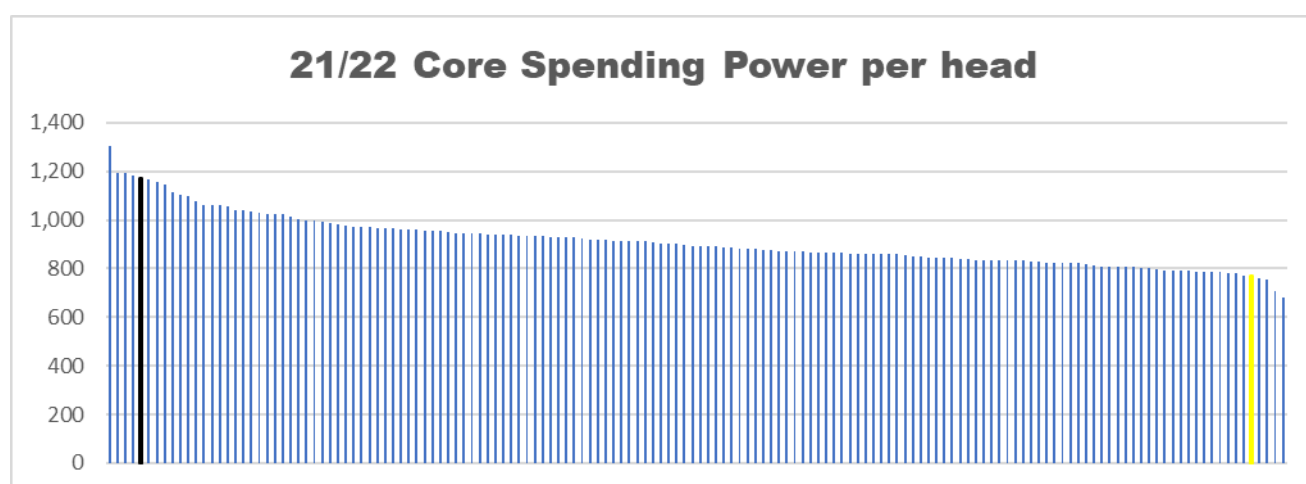
The MTFS included an assumption that general Council Tax (excluding the Adult Social Care Precept) would increase up to 1.99% per annum over the period of the plan. The Provisional Settlement has stated a referendum cap of 2%. The proposal within this report is to increase general Council Tax by up to 1.99% in 2022/23. This will increase a Band D by £30.44 for 2022/23 to £1,387.59. The overall proposed Band D Council Tax for Bath and North East Somerset Council next year including the Adult Social Care Precept increase of up to 1.00% is £1,575.30 (£1,529.57 in 2021/22) an increase of 2.99% and £45.73 per Band D (88p per week). The tax base for 2022/23 is 67,853.74, an increase of 1,141.89 (+1.71%) from 2021/22.

The diagram below shows that B&NES had the third lowest Council Tax of the South West Unitary Authorities in 2021/22-



As billing authority, B&NES calculates a basic level of tax based on its own spending plans, to which is added the precepts from, Adult Social Care, Avon Fire Authority, Avon and Somerset Police Authority, and any town/parish Council. The actual total of Council Tax for Bath and North East Somerset residents will be calculated once all precepting authorities have notified B&NES of their proposals to be approved at Full Council on 15th February 2022.

In addition to benchmarking as the 3rd lowest in the South West for Council Tax B&NES has one of the lowest Core Spending Powers of all upper tier Council's. Core Spending Power (CSP) is the available funding when you combine Council Tax, Business Rates and government grants retained by the Council to fund its revenue operations. This is illustrated in the graph below:



The yellow line shows B&NES as the fifth lowest with a CSP of £772 per resident population, for illustration the fifth highest is the London Borough of Camden with a CSP of £1,174 per it's resident population; this is a difference of £402 per head.

5.3.2 Adult Social Care Precept

The Government, in recognising the continued pressures facing Adult Social Care (ASC) authorities, has allowed for a further 1% increase per annum through the three year spending review period from 2022/23 to 2024/25. The Council's plans include this for 2022/23 (this would increase the Adult Social Care Precept to £12.74m an increase of £1.23m from 2021/22). The Medium-Term Financial Plan assumes that this applies annually to 2024/25.

5.4 West of England Combined Authority (WECA)

The West of England Combined Authority was formed in 2017 by Bath and North East Somerset, Bristol and South Gloucestershire councils. Initial financial benefits were part of a devolution deal initially bringing £900m of new investment funding and significant powers into the region.

Since its formation, over £1.6bn of new funding has been secured for our region, because we have a Combined Authority. This money would not have come to the region without the Combined Authority.

With local councils facing continued financial challenges, this additional funding secured by the Combined Authority is providing added value for our region's councils; bringing forward investments and programmes which would not have been possible otherwise. The success of the Combined Authority in securing significant new funding – which would not be available to councils – is helping us support people and businesses across the West of England.

The Combined Authority is working to improve public transport thanks to £540 million secured from Government through a successful City Region Sustainable Transport Settlement. This was the highest amount per head awarded anywhere in England.

The Combined Authority also secured £4m from Government for the Future Bright programme – which offers free, one-to-one career coaching and support to help local residents improve their work prospects and income. From 1 March 2021 to 31 December 2021, nearly 500 people have benefitted from advice and support.

The West of England Combined Authority has secured the following additional investment for our region:

- £613m for major transport schemes
- £3.8m emergency active travel funding (cycling and walking)
- £32m for MetroWest (secured by the Combined Authority and North Somerset Council)
- £24m for a Future Transport Zone
- £13.7m to accelerate infrastructure development work (including North Somerset)
- £5m to trial superfast 5G networks
- £4m for the Future Bright skills programme
- £75m from our business rates retention*
- £3.7m to progress housing development
- Around £15m per annum to invest in adult education
- £4m to help SMEs plan and support their current and future workforce
- £2.2m to help people with learning disabilities gain job opportunities
- £2.8m for a new Energy Hub and Low Carbon Fund
- £1.35m to support the region's creative sector
- £2.5m to improve skills, employability and the environment
- £3m to run the Combined Authority

** 100% of business rates growth are kept in the region – 5% to the West of England Combined Authority*

Operating the Combined Authority incurs no additional costs to our constituent councils, because it is entirely funded through government grants and a small element of regional business rates retention growth (which would not have been available without forming the Combined Authority).

The West of England is an economic leader and will be key to the UK's recovery from the impact of Covid-19. The Combined Authority is supporting our region's residents and businesses through Covid-19, and is taking action to help people and businesses affected. The West England Combined Authority is working with its constituent councils, other regional partners and government, to ensure people and businesses across the region are getting the support they need.

The Combined Authority Committee has committed over £10m additional funding for regional recovery – this is in addition to the £125m investment already committed to businesses and skills over the next four years. This includes business support, skills and employment initiatives

Overall, our five year programme will invest at least:

- £180m in transport improvements;
- £75m in housing development and supporting infrastructure;
- £135m in business and skills

The Budget for the Combined Authority will be set on 28 January 2022 by the West England Combined Authority Committee – at the time of writing the budget assumptions set out below are based upon the Combined Authority Budget proposals and are subject to the outcome of the above meeting. The following elements of the West England Combined Authority Budget and medium-term financial plan have therefore been incorporated within the Council Budget proposal:

- *An annual revenue transport levy to reflect the cost of the core regional Integrated Transport services of:*
 - *Concessionary Travel*
 - *Real Time Information for bus services*
 - *Community Transport*
 - *Bus Service Information*
 - *Supported Bus Services (whilst remaining a joint function with the constituent councils)*
 - *TravelWest and*
 - *Metrobus operations*

The levy charge for 2022/23 is £5.19m. Unitary Authority levies are pooled by the Combined Authority's Transport Integration Team and managed on a regional basis. Projected surpluses or deficits are managed on a regional basis and a transport smoothing reserve has been created to help manage financial risk.

Due to the current Covid situation, in line with government guidance, the West of England Combined Authority has maintained payments to bus operators in line with

budgeted profile level which has helped to stabilise the provider base through extended periods of significantly reduced patronage. This arrangement will roll forward into 2022/23.

- Within the City Region Sustainable Transport Programme, the Combined Authority will passport £25m per annum of capital funding to the West of England Unitary Authorities to provide Highways Maintenance and Transport Improvement Grants. This represents a significant increase in comparison with the previous £17.5m baseline as funded through the 100% Business Rates Retention Pilot. The Council's share is £7m per annum.
- The published West of England Combined Authority investment programme will continue to support a number of projects and initiatives for our Unitary Authority throughout 2022/23.
- These are funded from the additional investment funds received by the West of England Combined Authority as part of the devolution arrangements and reflected accordingly with the councils' revenue and capital budget proposals. Further bids for infrastructure funding may be made in line with the Combined Authority's Strategy and Local Growth Assurance Framework and may come forward for inclusion in the capital programme in line with future delivery arrangements.
- Alongside specific projects, West of England Combined Authority will continue to develop, and progress, key longer term strategic initiatives including mass transit options, strategic rail investment and spatial planning to enable clean and green sustainable growth.

The Combined Authority is not permitted to raise a Council Tax to fund any of its activity and therefore no precept will be requested.

Full details of the West of England Combined Authority Budget proposals are available at www.westofengland-ca.gov.uk

5.5 Community Contribution fund

The Community Contribution Fund was launched in March 2021 as a pilot scheme offering residents the chance to pay into a good causes fund to help local charity, community and voluntary groups to reduce inequalities in the area.

To date, over 300 people have donated to the fund with several individuals donating more than once. 73% of the donations received were valued between £5 and £50 with the largest donations being £1,000 and £2,000 respectively.

In October 2021, the fund had reached over £20,000 enabling it to be opened for grant applications from charitable, voluntary and community organisations. As of 20/12/21, the fund total was £25,128.00 (as at 20/12/21).

29 applications for funding have been received totalling £51,715. The projects include supporting people's mental health; providing emergency medical supplies; investing in refurbishment of community facilities; mentoring; support for families; training; group therapy and youth provision.

An assessment panel of Councillors, comprising 3 Liberal Democrat, 1 Conservative, 1 Labour and 1 Independent will meet on 26th January to determine which of the applications will be awarded funding.

In February 2022, donors to fund; applicants and the wider community will be given opportunity to provide feedback on the scheme. This will help inform decisions on the future of the scheme. Some feedback has already been received by donors which will also need to be considered as part of the review. These related to gift aid/tax relief, making regular payments or alternative payment methods.

5.6 Robustness of and Risks within the Proposed Budget for 2021/22 Statutory Chief Finance Officer (CFO) Report and Advice on the Robustness of the Budget and Adequacy of Reserves and Balances

5.6.1 Introduction

The Local Government Act 2003 states that when a local authority is preparing its budget, "the Chief Finance Officer of the authority must report to it on the following matters:

- (a) the robustness of the estimates made for the purposes of the calculations; and
- (b) the adequacy of the proposed financial reserves."

And goes on to state that the authority "shall have regard to the report when making decisions about the calculations in connection with which it is made."

This report has been prepared by the Chief Financial Officer (S151 Officer) to fulfil his duty and give the required advice relating to the 2022/23 financial year including a consideration of the budget proposals and the financial risks facing the Council within this budget. Also, it identifies the Council's approach to budget risk management and assesses the particular risks associated with the 2022/23 budget to inform the advice.

5.6.2 CIPFA's Financial Resilience Index

CIPFA will be publishing its 2020/21 Financial Resilience Indicators for each authority in February and will be incorporated into the report if released before the publishing deadline of this paper. These measure different aspects of financial indicators such as levels of reserves across each tier of local authority.

The majority of indicators show (in 2019/20) B&NES to be medium to low risk within the CIPFA family group of Unitary Authorities.

The areas highlighted as higher risk include reserve sustainability, changes in reserves, and the ratio of costs of Social Care compared to the net budget. In terms of a response to these risks:

Reserve sustainability and changes in reserves – This was recognised in the 2021/22 budget proposal, whilst reserves have been utilised to enable the Council to mitigate its temporary loss of income (£8.5m in 2021/22 and £5.22m in 2022/23), these balances will be repaid in 2024/25 to 2025/26. In addition, the 2020/21 outturn made a net transfer to reserves of £5.42m due to the early work put in place on the Council's Covid financial recovery plan. This has enabled the Council to hold resilient reserve levels, whilst the exposure to income loss is high due to Covid the Council is holding a higher level of un-earmarked general reserve over 10% of net budget when benchmarked against other unitary Councils who hold reserve levels at c4-6%.

The high Social Care ratio in part reflects the fact that B&NES has a relatively low net budget reflecting the net income stream from Heritage and the Commercial Estate. The Council has embarked on an ambitious savings programme of service transformation in adult services, much of this integrated with local health service provision. The programme, being delivered alongside care and health providers, will focus on:

- Managing the Councils budget to meet demand needs without overspending through robust needs assessment and care planning.
- Strengthen brokerage and contract monitoring to ensure payments to providers are made in a consistent and fair manner.
- Learn from our neighbours in improving services delivery whilst delivering savings.

Within Children's Services whilst we recognise the need to provide appropriate care and placements to meet the needs of children and young people we will continue to review the models of care, opportunities to bring in external investment and good practice, and to scrutinise individual needs and placement costs in order to mitigate these financial pressures as far as possible.

5.6.3 Executive Summary of the Chief Financial Officer (\$151) on the budget position

For 2022/23 the savings requirement after planned use of reserves is £11.87m after the inclusion of council tax increases. The assessment of the plans to close the gap do not require additional funds from the Financial Planning Reserve to smooth the delivery of savings in 2022/23 as the amounts proposed have been profiled to consider the delivery timeframe. This savings requirement is after £5.22m one off use of reserves to enable the transition from the Covid impact on the Council income budgets. This will enable a balanced budget with the one off use of reserve being fully replenished within the 2022/23 – 2026/27 budget period.

In addition to putting forward a balanced budget for 2022/23, the budget is proposing to maintain a £5m Covid contingency reserve of for unplanned Covid related budget pressures in 2022/23.

5.6.4 Consequences of Failing to Deliver a Budget

If the Council is unable to produce a budget or a plan for reducing the budget requirement for future years or finds it cannot deliver the budget in year, the CFO (under s151 of the Local Government Act) would be required to produce a Section 114 report.

Section 114 of the Local Government Finance Act 1988 requires a report to all the authority's members to be made by the CFO, in consultation with the Council's Monitoring Officer and Head of Paid Service, if "the expenditure of the authority incurred (including expenditure it proposes to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure" (i.e. there is likely to be an unbalanced budget). In this event the Council must consider the report within 21 days and decide whether it agrees or disagrees with the views in the report and what action it proposes to take to bring the budget into balance. The publication of such a report starts an immediate 'prohibition period'. This means that everyone who has delegated authority to spend the Council money immediately has those powers suspended during the prohibition period, and only the CFO can authorise new commitments.

5.6.5 Report of the Director of Finance (CFO) in Respect of Statutory Duties

The Budget Report sets out the Council's financial position and budget. This is the formal report and is part of a continuum of professional advice and is the culmination of a budget process in which substantial detailed work has already been carried out with Directors, Senior Managers and their teams and Members. This section provides a summary of the conclusions which are considered in more detail within this report and its appendices.

In respect of the robustness of estimates, estimates have been prepared by Directors and their staff supported by appropriate finance staff reviewing pressures, priorities, savings, demographics, inflation and contractual obligations, and income generation. Each Director has completed a Robustness Statement outlining savings and delivery risk that have been incorporated into a corporate wide assessment. A £1.65m Revenue Budget Contingency alongside £2m Social Care Contingency are held Corporately to mitigate unforeseen risks, and the risk of savings not being realised in 2022/23. This contingency includes a general provision as well as allowances against various specific savings and is intended to increase confidence in the deliverability of the overall budget.

In addition, and to account for Covid related budget pressures in 2022/23, a £5m Covid risk reserve has been provided.

The budget has recognised the current and future years funding requirement with £18m allocated in 2022/23 to ensure there should be sufficient funds to meet service demand and delivery costs as currently forecast. These have been reviewed on a regular basis by the Corporate Management Team and the Directors as part of the regular budget monitoring process in 2021/22.

A shortfall of £8.45m has been identified for 2023/24 and plans will need to be finalised as soon as possible to fund this gap.

In the context of the overall budget the financial position continues to be challenging, but the **CFO concludes that the estimates are robust**, in that they have been robustly constructed.

The conclusion of the CFO is that the estimates for 2022/23 are robust and the budget is lawful, levels of balances have improved and are adequate and reasonable in meeting the Council's risks.

5.8 Capital Programme 2022/23 to 2026/27

The new and emerging Capital schemes can be found in Annex 3, these include new schemes funded from Corporate Supported borrowing funded from a £1.6m addition to the revenue budget for capital financing in the 2022/23 budget.

All capital items have been considered and supported by the Capital Strategy Group in consultation with Portfolio holders.

6. RISK MANAGEMENT

A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision-making risk management guidance. The key risks to the budget are currently assessed as:

Risk	Likelihood	Impact	Risk Management Update
Continued government restrictions in the event of new variants impacting vaccine success	Possible	High	This is certainly a material risk, whilst not one the Council has direct control over, every step is being put in place to follow government guidance following the recommendations of our Director of Public Health.
Operational budget pressures due to latent demand and backlog	Possible	High	There is the risk of built up demand on Council services and backlog because of operational activity being diverted to managing the Covid pandemic. This may result in one-off cost pressures to clear the backlog.
Long term impacts on the Councils Commercial Estate over and above anticipated levels.	Possible	High	Current modelling has been prudent anticipating a material impact in 2021/22. The roll back of the furlough programme could impact business viability and therefore risk of further voids will be monitored closely over the coming weeks and months.
Contract inflationary pressure	Possible	High	With increase in wage and fuel costs, Council contracted services are at risk of

			above budget price increases. This is an economic risk that has been recognised in the budget with a corporate inflation contingency for know areas that cannot be mitigated through activity management.
The income from Heritage Services may not recover in the short term.	Possible	High	Continue to monitor income levels and impact on business plan in light of capacity restrictions. We anticipated income will not fully recover in the medium term and growth was built into the medium terms financial plan for the next three years.
Impact on Reserves	Possible	High	Without additional government grant in recognition of Covid related financial pressures there is the risk that Council reserve levels are not enough to manage in-year and future years risk.
Interest rates increase	Possible	Medium	A reserve is available for borrowing to manage market risk and long-term borrowing costs have been factored into the longer-term MTFS. The current forecast from our treasury management advisors is that borrowing rates will remain at current low levels in the medium term until economic growth prospects improve. The Council will continue to consider shorter term borrowing options alongside the PWLB.
Volatility and uncertainty around business rates	Likely	High	<p>The impacts of Covid-19 will increase the volatility and uncertainty around business rate income. In 2022/23 this risk will be partly offset by the extension of the business rate relief scheme for Retail, Leisure and Hospitality businesses.</p> <p>We continue to monitor arrears, CVAs, and liquidations with a specific reserve held to manage in-year volatility.</p>
Capital projects not delivered resulting in revenue reversion costs or liabilities from underwriting agreements	Possible	High	The Council has a number of projects within this category. These risks will continue to be monitored and reported. An assessment is made as part of the budget process to ensure that revenue reserves are sufficient to meet these risks. The capital programme methodology looks to de-risk projects wherever possible.
Changes to Government Policy that affects future funding	Likely	High	Need to monitor and continue to highlight impact
Brexit risks	Likely	Medium	The short to medium term impacts of Brexit on the Councils supply chain may result in contractual cost pressures from customs tariffs that previously did not apply.
Funding pressures through WECA, CCG	Possible	Medium	Ensure good communication links with partner organisations.

and other partners			
Capital receipts in the areas identified are insufficient to meet target	Possible	Medium	There is a risk that a depressed market will impact on current values, in the short to medium term the Council should not rely on capital receipts as a key funding source.

The key risks will continue to be monitored and reported through regular budget monitoring to Cabinet.

In addition, this report includes the Section 151 Officer's assessment of the Robustness of Estimates and Adequacy of Reserves. This assessment includes a review of the Directors' reviews of their budget, budget risks/sensitivities, and the Corporate Risk Register.

7 CLIMATE CHANGE

Addressing Climate Emergency is one of the two core policies within the new Corporate Strategy. The budget has recognised this priority through providing ongoing revenue funding for the Climate Emergency team and also introduced new capital items to explore and implement renewable energy schemes.

8 OTHER OPTIONS CONSIDERED

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

9 CONSULTATION

Planned public consultation took place through webinars in December 2020 & online consultation during January 2022.

Contact person	Andy Rothery, Chief Financial Officer (S151 Officer), 01225 477103
Background papers	2021/22 Revenue and Capital Budget Setting reports, 2020/21 Revenue and Capital Outturn Report, 2021/22 Quarter 2 Revenue and Capital Budget Monitoring.
Please contact the report author if you need to access this report in an alternative format	

Appendix 1 - 2022/23 Draft 2022/23 Savings and Income Generation Proposals

2022/23 - 2024/25 Budget Savings and Income Generation Proposals						
Savings Title	How to be achieved	Portfolio Holder / Director	22/23 Saving £000	23/24 Saving £000	24/25 Saving £000	Risk to delivery of saving (RAG)
Portfolio: Economic Development and Resources						
Capital Financing and Treasury Management	To review the Councils capital borrowing requirement to align with the capital delivery programme, review opportunities for Council debt financing and strategic investment of core balances.	Cllr Richard Samuel / Andy Rothery	2,000		(1,000)	G
Unfunded pensions	Rebase corporate budget for historic pension liabilities in line with reduction in actual charges	Cllr Richard Samuel / Andy Rothery	100			G
Business Rates	Release unallocated provision held for business rate revaluation increases on Council properties	Cllr Richard Samuel / Andy Rothery	45			G
Rebase pool car budget	A realignment of the Council’s pool car budget will be achieved by careful contract management and a retender of the contract in May 2022.	Cllr Richard Samuel / Cherry Bennett	10			A
Strategy, Engagement and Marketing Vacancy	Delete vacant Executive Policy Officer post	Cllr Richard Samuel / Cherry Bennett	27	8		G
Reduce Corporate Communications Budget	Rebase marketing materials and production budget in line with expenditure plan.	Cllr Richard Samuel / Cherry Bennett	34			A
Legal Administration Support and Subscriptions Reduction	Over the last two years Legal services have implemented electronic trial bundling and electronic sealing of contracts and moved to using online encyclopaedia. This has resulted in an easing of capacity pressures for the legal support administration team. Utilise online resources in place of industrial subscription materials.	Cllr Richard Samuel / Cherry Bennett	36			A
Reduce budget for the annual canvass	The Canvass Reform which was introduced by the UK Government in 2020 has made the annual canvass process simpler and clearer for residents and has resulted in a reduction in printing, postage and administrative costs.	Cllr Richard Samuel / Cherry Bennett	10			G
Corporate Estate - Repairs and Maintenance	One-off efficiencies across the running costs and repairs and maintenance budgets across the corporate estate.	Cllr Richard Samuel / Chris Major	75	(75)		A
Vacancy / Turnover Factor	Implement a 2% vacancy factor savings across the organisation to account for in-year turnover	Cllr Richard Samuel / Cross Council	1,300			G
Wedding / corporate hire organisation	Increased wedding and private hire revenue across the organisation as a result of a consolidation of activity delivery into one service. Increased revenue delivered through increased volume and a review of prices.	Cllr Richard Samuel / Sophie Broadfield	20	30	25	A
Organisation Restructure	The year two savings of the senior management structure review to ensure that it is fit for purpose and is able to effectively deliver the Corporate Plan.	Cllr Richard Samuel / Cherry Bennett	58			G
Reduction in West of England Combined Authority (WECA) Levy	A one-off reduction in Local Enterprise Partnership (LEP) contribution for 2021/22, but reverses in 2022/23.	Cllr Richard Samuel / Andy Rothery	(40)			G
Income - Business and Skills Staffing Recharges	Review of all staff recharges to capital, revenue, grant and external projects	Cllr Richard Samuel / Sophie Broadfield	34			G
Income - Commercial Estate	Align budget to in-year activity and business plan for Investment and new lettings.	Cllr Richard Samuel / Andy Rothery	1,000	1,000		A
Economic Development and Resources Total			4,709	963	(975)	
Portfolio: Climate and Sustainable Travel						
Sustainability Budgets	Rebase staffing budgets to fund new structure proposal	Cllr Sarah Warren / Sophie Broadfield	34			A
Income - Staff Recharges	Review of all staff recharges to capital, revenue, grant and external projects	Cllr Sarah Warren / Sophie Broadfield	73			A
Climate and Sustainable Travel Total			107	0	0	
Portfolio: Adults and Council House Building						
Physical Disability & Sensory Impairment Purchasing Activity	Budget rebase in line with reducing current purchased care costs	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	750			G
Rebase budget on spend on resources	Budget rebase following review of services and resources	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	300			G
Transformation Projects	Efficiency outputs from transformation projects x 6 within Adult Social Care	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	1,000			A
Community - Contract Management Framework	Review of contract management for services	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	338			A
Community - Review of Care Package Delivery	Review of existing packages to identify any efficiencies	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	1,000			G
Income - Granting Funding - support of Adult Social Care	Additional Improved Better Care Fund funding to be used against the Protection of Social Care activity within the plan.	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	200			G

Appendix 1 - 2022/23 Draft 2022/23 Savings and Income Generation Proposals

2022/23 - 2024/25 Budget Savings and Income Generation Proposals						
Savings Title	How to be achieved	Portfolio Holder / Director	22/23 Saving £000	23/24 Saving £000	24/25 Saving £000	Risk to delivery of saving (RAG)
Adults and Council House Building Total			3,588	0	0	
Portfolio: Children and Young People, Communities and Culture						
Review of the delivery of the Library and Information service	A review of service delivery options for Keynsham and Midsomer Norton Libraries, a review of the mobile library service operations, and the relocation of some information services into Bath Central Library.	Clr Dine Romero / Amanda George	100	26		A
Customer Contact Strategy	Introduction of web bot, enabling customers to self-serve via the website.	Clr Dine Romero / Amanda George		30		A
Education Commissions	A contribution of £50k will be taken from the Education Commissioning budget to the staffing salary costs. This is acceptable overhead to the Dedicated Schools Grant (DSG). A 50k revenue saving will then be taken from the budget.	Clr Dine Romero / Chris Wilford	50			G
Home to School Transport (HTST) - Alternative Provision	Centralise Alternative Provision onto one site to reduce transport costs.	Clr Dine Romero / Chris Wilford		40		A
Inter-Agency Adoption Fees	Budget rebase due to lower use of this service since the creation of Adoption West	Clr Dine Romero / Mary Kearney-Knowles	50			A
Foster Care Transformation Project	Revised savings projections from this transformation project, that aims to increase the amount of Foster Carers, and reduce the use of other residential placements	Clr Dine Romero / Mary Kearney-Knowles	711	711	711	A
Reunification Transformation Project	Revised savings projections from this transformation project that aims to reunite children and young people with their families, and therefore exit from residential placements.	Clr Dine Romero / Mary Kearney-Knowles	495	495	495	A
Bath West Children's Centre Service	Provide service in a different way that will not affect front line services.	Clr Dine Romero / Mary Kearney-Knowles	36	(36)		G
Income - Early Years Trading Income	Since moving to an on-line traded offer the Early Years teams has seen a significant increase in traded training uptake.	Clr Dine Romero / Chris Wilford		20		G
Income - Events and Weddings Fees	To increase fees and charges for Weddings and Events.	Clr Dine Romero / Chris Major	31			G
Children and Young People, Communities and Culture Total			1,473	1,286	1,206	
Portfolio: Neighbourhood Services						
Review of Parks Service	Rebasing budgets and restructuring	Clr Dave Wood / Chris Major	87			G
Review of Waste Service	Rebasing budgets and restructuring	Clr Dave Wood / Chris Major	112			G
Operational Efficiencies - Waste	Review plant equipment and operations	Clr Dave Wood / Chris Major	103			G
Income - Sale of Recyclates	Increased sorting to increase tonnage available for resale	Clr Dave Wood / Chris Major	339			G
Income - Concessions and Land Hire	Increasing income with new sites for concessions	Clr Dave Wood / Chris Major	44			G
Drainage Service Redesign	Review resources required to deliver service through reduction in staffing overheads, securing service improvements through use of one-off funding	Clr Dave Wood / Chris Major	52			G
Street Lighting columns	Capitalise street lighting column replacement with no reduction in service	Clr Dave Wood / Chris Major	156			A
Area working	Efficiencies from a focus on area based working across the service	Clr Dave Wood / Chris Major	80			A
Temporary reduction in corporate supported borrowing revenue needs	The Waste Depot project capital financing is being re-profiled and there was an opportunity to use the revenue set aside for Corporate Supported Borrowing (CSB) for two years - 2020/21 and 2021/22. This adjustment reverses the previous one-off saving.	Clr Dave Wood / Chris Major	(400)			G
Odd Down Sports Ground	Investment to enhance income generating activities	Clr Dave Wood / Rebecca Reynolds	45			A
Golf	Revised community provision at Entry Hill and Approach courses resulting in a reduction in subsidy	Clr Dave Wood / Rebecca Reynolds	10			A
Income - Commercial Waste Fees and Charges	Increased commercial fees and charges	Clr Dave Wood / Chris Major	10			A
Income - Increase Wedding Ceremonies	Increase in number of wedding ceremonies - new room available for bookings and improved sales through links to Heritage and Parks	Clr Dave Wood / Cherry Bennett	54			G
Income - Memorial Sales	Increase income through sales of memorials and increase variety of offer	Clr Dave Wood / Chris Major	15			A
Income - Cremations	Review of cremation charges	Clr Dave Wood / Chris Major	29			A
Income - Garden Waste Fees	Rebase income budget and increased garden waste fees	Clr Dave Wood / Chris Major	268			G

Appendix 1 - 2022/23 Draft 2022/23 Savings and Income Generation Proposals

2022/23 - 2024/25 Budget Savings and Income Generation Proposals						
Savings Title	How to be achieved	Portfolio Holder / Director	22/23 Saving £000	23/24 Saving £000	24/25 Saving £000	Risk to delivery of saving (RAG)
Neighbourhood Services Total			1,004	0	0	
Portfolio: Transport Services						
Road Safety capital recharge	Increased capital recharge for appropriate costs	Clr Manda Rigby / Chris Major	20			G
Street works Service redesign	Review staffing requirement to deliver service	Clr Manda Rigby / Chris Major	51			A
Parking Service Redesign	Civil Enforcement Officers (CEOs)	Clr Manda Rigby / Chris Major	61			G
Parking Service Redesign	Service Performance	Clr Manda Rigby / Chris Major	44			G
CCTV	To undertake a service redesign and restructure to ensure the service can respond, react and be more flexible in responding to emergencies, incidents and planned events. Also review camera maintenance budget.	Clr Manda Rigby / Chris Major	14			A
Traffic Management	Reduce CCTV camera maintenance	Clr Manda Rigby / Chris Major	3			G
Traffic Management	Increased capital recharge for appropriate costs	Clr Manda Rigby / Chris Major	27			G
Income - Street works	Increased Section 74 income	Clr Manda Rigby / Chris Major	10			G
Income - Traffic Management	Increase Traffic Regulation Order (TRO) income	Clr Manda Rigby / Chris Major	39			G
Income - Parking Charges Review	Increased parking charges	Clr Manda Rigby / Chris Major	606			G
Income - Permit Review	Increase cost of permits for reserve space parking in residential car parks	Clr Manda Rigby / Chris Major	15	15		G
Income - Parking Charges Review	Introduce hourly based charging in Midsomer Norton and Radstock	Clr Manda Rigby / Chris Major	20	55		G
Income - Parking Charges Review	Evening Civil Enforcement Officer (CEO) patrols in Bath City Centre	Clr Manda Rigby / Chris Major	9			G
Income - Parking Charges Review	Introduce Pay and Display (cashless) parking in locations where free limited waiting exists and is abused	Clr Manda Rigby / Chris Major	10			G
Transport Services Total			929	70	0	
Portfolio: Planning						
Building Control and Public Protection	Service efficiencies for Public Protection	Clr Tim Ball / Chris Major	35			A
Building Control and Public Protection Staffing Budget	Delete vacant Business Support and Information officer post	Clr Tim Ball / Chris Major	10			G
Pest Control	Review of Pest Control fees and charges.	Clr Tim Ball / Chris Major	21			A
Springs Maintenance Budget	Reduce Springs maintenance budget	Clr Tim Ball / Chris Major	17			A
Purchase and Publications Budget	Additional low level budget line reductions across Building Control and Public Protection teams such as in equipment purchases and publications.	Clr Tim Ball / Chris Major	7			G
WECA funding	One-off funding in 2021/22 from WECA to cover costs associated with officer time working on projects that benefit the West of England Combined Authority area. Saving reversed for 2022/23.	Clr Tim Ball / Sophie Broadfield	(35)			G
Planning Restructure	Mini restructure.	Clr Tim Ball / Sophie Broadfield	9			G
Licensing	Delayed purchase of new canopies for Southgate Street traders in 2021/22 resulting in one-off saving. Saving reversed for 2022/23 budget.	Clr Tim Ball / Chris Major	(7)			G
Pest Control / Urban Gulls	Gull Count was deferred in 2021/22, resulting in a one-saving. This is reversed in the 2022/23 budget.	Clr Tim Ball / Chris Major	(4)			G
Building Control and Public Protection Staffing Budget	Post held vacant during 2021/22 resulting in a one-off saving. Saving reversed for 2022/23.	Clr Tim Ball / Chris Major	(38)			G
Income - Spa Water	Income from additional spa water supply contract.	Clr Tim Ball / Chris Major	20			A
Income - Building Regulations	Increase in Building Regulation charges by 3%	Clr Tim Ball / Chris Major	15			A
Income - Land Charges	Increase in Land Charges fees by 3%	Clr Tim Ball / Chris Major	10			A
Planning Total			60	0	0	
OVERALL SAVINGS AND INCOME GENERATION PROPOSALS			11,870	2,319	231	

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Appendix 2 - 2022/23 Draft Funding Requirements

2022/23 - 2024/25 Funding Proposals					
Funding Title	Description of Funding Requirement	Portfolio Holder / Director	22/23 Funding £000	23/24 Funding £000	24/25 Funding £000
Portfolio: Economic Development and Resources					
Finance Staffing Budget	Investment into staffing budget to meet additional demand and Council support requirements	Cllr Richard Samuel / Andy Rothery	130		
External Audit Fee	External Audit Fee increase related to additional audit work required in relation to Value for Money (VFM) and revised auditing standards.	Cllr Richard Samuel / Andy Rothery	45		
Apprenticeship Levy	To rebase levy in line with current pay costs.	Cllr Richard Samuel / Andy Rothery	40		
Coroners and Mortuary	Increase in costs of Avon Coroner and Mortuary service.	Cllr Richard Samuel / Andy Rothery	35		
Licences	Microsoft Licenses Renewal cost increase and new Liquid Logic licence requirements for Children's and Adults services.	Cllr Richard Samuel / Andy Rothery	285	25	30
ICT Staffing Budget	Recurrent investment into the IT staffing budget is required to keep a suitable resource in place to manage IT system development and projects that will enable service redesign and improvement.	Cllr Richard Samuel / Andy Rothery	300		
Legacy Savings	Recurrent pressure from undeliverable centralisation targets on performance and business intelligence functions.	Cllr Richard Samuel / Andy Rothery	167		
Flu Vaccination	Flu Vouchers roll out across the Council.	Cllr Richard Samuel / Cherry Bennett	15		
HR Staffing Budget	Additional resource required to create senior management capacity and deliver priority projects.	Cllr Richard Samuel / Cherry Bennett	155		
Mailroom	Digitalisation of Mailroom services, this will enable scanning and emailing of all mail.	Cllr Richard Samuel / Chris Major	123		
Corporate Accommodation Income Target	To rebase the Corporate Estate income budget in line with planned use of estate.	Cllr Richard Samuel / Chris Major	300		
Corporate Estate Staffing Budget	To ensure the Corporate Estate 'Delivery Maintenance Team' is adequately resourced to support both capital projects and revenue repairs, maintenance and compliance activities across the organisation.	Cllr Richard Samuel / Chris Major	661		
Director of Regeneration	Budget rebase to recognise full revenue cost of post.	Cllr Richard Samuel / Sophie Broadfield	35		
Heritage Income	Budget alignment to business plan.	Cllr Richard Samuel / Sophie Broadfield	(95)	(2,008)	(3,204)
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments and member allowances	Cllr Richard Samuel / Various	733	380	382
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Richard Samuel / Various	193	195	197
Corporate Pay Inflation Contingency	Corporately held contingency budget for 2022/23 pay award	Cllr Richard Samuel / Andy Rothery	1,000		
Pensions	Rebasing Pensions Deficit recovery and allowance for future Pensions Contributions from next revaluation	Cllr Richard Samuel / Andy Rothery	(528)	600	600
Corporate Contracts Inflation Contingency	Corporately held contingency for inflationary increases in contracts including energy	Cllr Richard Samuel / Andy Rothery	1,670	(1,670)	
Corporate Social Care Contingency	Corporately held contingency for Adult & Children's Social Care demand and inflation pressures	Cllr Richard Samuel / Andy Rothery	2,000		
Capital Financing	Revenue Funding to support borrowing costs of new and emerging capital schemes	Cllr Richard Samuel / Andy Rothery	1,600	1,622	1,640
Corporate Budget Adjustments	Corporate Base Budget Adjustments including New Homes Bonus & Covid support grants	Cllr Richard Samuel / Andy Rothery	2,380	614	
Economic Development and Resources Total			11,244	(242)	(355)
Portfolio: Climate and Sustainable Travel					
Investment in Climate and Ecological Emergency Staffing	To fund Head of Service and team resourcing requirements to lead the delivery of Council Climate objectives.	Cllr Sarah Warren / Sophie Broadfield	91		
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Sarah Warren / Various	25	20	20
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Sarah Warren / Chris Major	1	1	1
Climate and Sustainable Travel Total			117	21	21
Portfolio: Adults and Council House Building					
ASC Care Reforms	Market Sustainability and Fair Costs of Care Grant Funded Costs	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	493		
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Alison Born and Cllr Tom Davies / Various	467	385	385
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Alison Born and Cllr Tom Davies / Various	1,380	1,266	1,291
Demography	Growth in numbers of service users	Cllr Alison Born and Cllr Tom Davies / Suzanne Westhead	734	999	999
Adults and Council House Building Total			3,074	2,650	2,675

Appendix 2 - 2022/23 Draft Funding Requirements

2022/23 - 2024/25 Funding Proposals					
Funding Title	Description of Funding Requirement	Portfolio Holder / Director	22/23 Funding £000	23/24 Funding £000	24/25 Funding £000
Portfolio: Children and Young People, Communities and Culture					
Customer Services and Libraries	To rebase the CSLI (Customer Services and Libraries) budget, which includes the libraries income budget.	Cllr Dine Romero / Amanda George	125		
Inclusive Communities Succession Planning	Create an apprentice/entry level post to ensure succession planning in is place across the service, including across the equalities team.	Cllr Dine Romero / Cherry Bennett	25		
Childcare Voucher Scheme	Income from Childcare Voucher Scheme no longer achievable as scheme is ending.	Cllr Dine Romero / Chris Wilford	72		
EYES Data	Ongoing service supported borrowing cost from installations of the new EYES data.	Cllr Dine Romero / Chris Wilford	60		
Educational Psychology	Additional staffing resource required to meet increased sustained demand across the service.	Cllr Dine Romero / Chris Wilford	200		
Bus Regulations	The introduction of Public Service Vehicle Accessibility Regulations (PSVAR) regulations for Buses mean fare charges need to cease from September 2022.	Cllr Dine Romero / Chris Wilford	65		
Children's Staffing Budget	Funding for the establishment of Assistant Director of Children's Services.	Cllr Dine Romero / Mary Kearney-Knowles	130		
Education Transformation	Home To School Transport, increased contract costs	Cllr Dine Romero / Chris Wilford	800		
Foster Care Transformation Project	Ongoing resources to deliver the transformation savings.	Cllr Dine Romero / Mary Kearney-Knowles	214	22	26
Reunification Transformation Project	Ongoing resources to deliver the transformation savings.	Cllr Dine Romero / Mary Kearney-Knowles	101	10	11
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Dine Romero / Various	676	370	336
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Dine Romero / Various	260	304	337
Demography	Growth in numbers of service users	Cllr Dine Romero / Mary Kearney-Knowles	708	711	713
Children and Young People, Communities and Culture Total			3,436	1,417	1,423
Portfolio: Neighbourhood Services					
Increased Recycling Demand	Service investment to meet increase in recycling tonnage.	Cllr Dave Wood / Chris Major	350		
Market Supplement	Investment in staffing budgets to address driver shortages.	Cllr Dave Wood / Chris Major	105		(105)
Increased Green Waste Demand	Investment to meet uptake in garden waste subscriptions.	Cllr Dave Wood / Chris Major	161		
Registrars Staffing Budget	Additional salary budget required following increase in demand following legislation changes.	Cllr Dave Wood / Cherry Bennett	65		
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Dave Wood / Various	420	328	334
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Dave Wood / Various	353	256	261
Neighbourhood Services Total			1,454	584	490
Portfolio: Transport Services					
City Centre Security	Investment on City Centre Security annual operating costs.	Cllr Manda Rigby / Chris Major	128		
Parking Income	Alignment of parking income budgets to current performance.	Cllr Manda Rigby / Chris Major	(2,500)		
Emergency Response Equipment	One off Replacement of Equipment for Emergency Response in 2021/22. This reverses out the one-off funding.	Cllr Manda Rigby / Chris Major	(10)		
Park and Ride Contract	Rebasing the budget to current contract terms.	Cllr Manda Rigby / Chris Major	250		
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Manda Rigby / Chris Major	159	128	130
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Manda Rigby / Chris Major	136	133	135
Transport Services Total			(1,837)	261	265
Portfolio: Planning					
Urban Gulls	To fund the Urban Gulls contract.	Cllr Tim Ball / Chris Major	35		
Licensing	Rebased street trading licensing income.	Cllr Tim Ball / Chris Major	147		
Casino	Rebased casino income with no replacement operator.	Cllr Tim Ball / Chris Major	121		
Legacy Planning Savings	Additional salary budget to meet demand resulting from substantially increased case numbers.	Cllr Tim Ball / Sophie Broadfield	95		
Pay Inflation	Salary inflation estimated at 2% and allowing for annual staff pay increments	Cllr Tim Ball / Various	119	93	95
Contractual Inflation	Annual increases in contract costs within the portfolio	Cllr Tim Ball / Sophie Broadfield	2	2	2
Planning Total			519	95	97
OVERALL FUNDING PROPOSALS			18,007	4,786	4,616

Appendix 3 - Draft Emerging Capital Schemes

	22/23 Budget (£'000)	23/24 Budget (£'000)	24/25 Budget (£'000)	25/26 Budget (£'000)	26/27 Budget (£'000)	5 year Total (£'000)	Description
Corporate Support Borrowing							
Contingency	2,828					2,828	Increase overall contingency to £5m to provide for construction inflation risks.
Carrswood Day Care Centre	750					750	Replacement roof required as a defect has led to corrosion of the zinc.
CCTV	250	300				550	Replacement of cameras and IT, also develop options for future control room.
Collections Study Centre	500					500	Develop business case for alternative Fashion Collection locations to seek further grant support.
Commercial Estate Refurbishment	300	500	500	500	500	2,300	To address the repair backlog of existing tenancies.
Green Vehicle Replacement	201	175	242	136		754	Uplift for electric vehicle replacement in Council Fleet.
Haycombe Crematorium		1,500				1,500	End of life equipment replacement.
Keynsham Memorial Bridge	750					750	Substantive replacement required from condition surveys carried out.
Parks Improvement Fund	100	100				200	Basic refurbishments to assist concessions.
Play Area Refurbishment / Equipment	-	-	128	350	350	828	Programme for steady state replacements.
Property Improvement Youth Centres	(540)					(540)	Remove 20/21 scheme not pursued. Condition surveys in 22/23 will develop future plans.
Waterspace			50	50	50	150	Match funding for WECA grant applications.
Waterspace - River Moorings	250					250	To deliver River Mooring Strategy.
Pixash Lane		8,400	800			9,200	Budget alignment following tendering of works. Includes £3m Grants.
Waste Infrastructure modernisation	2,000	2,100	10,100			14,200	Waste Infrastructure investment.
Developer CIL							
Green Infrastructure	150					150	Includes Nature Recovery and Delivery Plan.
Libraries	120					120	IT Investment.
SEND	250					250	Need for new Secondary bases.
Strategic Transport Infrastructure	800					800	Cycling and Walking / Liveable Neighbourhoods / Other CRSTS Match.
Grant Adjustments							
Disabled Facilities Grants				1,442	1,442	2,884	Extension of grant allocations into future financial years.
Somer Valley Enterprise Zone	-	2,000	2,900	20	-	4,920	EZ Access & A362 Improvements, re-align programme to grant award.
Special Education Needs & Disability (SEND) Provision	727					727	Realignment to grants received.
Service Supporting Borrowing/Revenue/Other							
Social Rent Programme	11,741					11,741	November '21 Cabinet Decision, with borrowing repaid by rents, ringfenced receipts & grants TBC.
Affordable Housing	5,000					5,000	Headroom for borrowing if potential proposals can be funded by rents and savings.
Bath Christmas Market	20	20	20	20		80	Capital works to chalets / signs funded from revenue.
Entry Hill Leisure	385					385	New uses for open space. Borrowing only, additional grant and other funding to be confirmed.
Heritage Infrastructure Development	-	350	350	350	350	1,400	Extension of headroom for Museums self-funded projects.
Parking body worn cameras	10					10	Extension of existing budget.
Parking pay & display	230					230	Continue to replace equipment enhancing digital information.
SEND Residential Provision	4,000					4,000	12 Bed Unit proposal being worked up to offer more local provision.
Vehicle Replacement	201	174	242	1,122	1,292	3,031	Core programme changes within base revenue provision.
Total Additional Programme (Confirmed)	31,023	15,619	15,332	3,990	3,984	69,948	

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APPENDIX 4

Equality impacts of 2022 to 2023 Savings and Funding Proposals

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. Wider context – local and national challenges and opportunities.

There have been a number of opportunities and challenges in respect of equality, diversity and inclusion locally and nationally over the past two years. As well as the introduction of a Corporate Equality, Diversity and Inclusion Steering Group and the continuation of the Independent Equality Advisory Group, the council is currently reviewing whether an internal Equality Team expansion is needed to meet these additional requirements.

In July 2020, Council agreed to establish a Race Panel, following the murder of George Floyd in the USA, as public outrage was felt across the world about racial discrimination and the Black Lives Matter movement was formed. The collective aim of the Panel is to build a fairer community and to champion those living, working, and residing in B&NES who experience marginalisation, inequality and under-representation due to their ethnic background. The Panel members have strong links into our communities and part of the Panel's role has been promoting work, walks and talks across the area on slavery about race by collaborating with local organisations and communities.

The safety of women and girls has been brought into focus by the recent tragic murders of women including Sarah Everard and Sabina Nessa. In July 2021 Council agreed a motion relating to the rights of people (particularly women and girls) to be safe from violence and harassment on our streets, which included a commitment to a number of measures to help address this.

The council has faced challenges in how to maintain disabled access whilst at the same time trying to ensure people and public places are protected from the threat of terrorism. In 2021, the council undertook targeted consultation with disabled people about the City Centre Security Proposals (including commissioning an Access Study by an independent consultant). The findings of the consultation were considered carefully and led to a revision of the original proposals (by allowing Blue Badge Holders to access the restricted zone).

The council will continue to carry out equality impact assessments and public engagement to shape this and other proposals in the future.

3. Budget proposals - 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 aimed 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.

All savings proposals, new or recurrent recovery plans, were presented by lead portfolio members, supported by their Directors, to a panel comprising the Leader of the Council, Deputy Leader, Chief Executive and Chief Finance Officer (S151). Impacts of the proposals, including those of equality, were discussed and considered as part of these meetings. Proposals were either approved, amended or rejected at this meeting.

4. Policy Development and Scrutiny Panels - equality scrutiny process

A briefing has been developed for PDS panel members to enable them to scrutinise the proposals from an equality perspective (*see Appendix 1*).

5. Savings proposals for 2022-23

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.

Regarding 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.

6. Detailed equality analysis relating to delivery of services

The finer detail of how the final 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. 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.

As the council's Human Resources policies and procedures ensure that there is full consideration of staffing matters, the focus here is upon service delivery and service users.

The screening process has highlighted several proposals where there is a possibility of negative impact upon certain groups of people with protected characteristics and/or opportunities to enhance equality. Each item is accompanied by an appropriate recommendation based on information available at time of drafting.

6.1 Portfolio: Economic Development and Resources

There are a total of 15 budget proposals within this portfolio. No adverse equality impacts have been identified within the proposals.

Recommendation: As proposals are implemented, monitoring for impacts should be carried out and proportionate equality analysis undertaken where potential issues are highlighted.

6.2 Portfolio: Climate and sustainable travel

There are two proposals within this portfolio that relate to how we organise and finance posts within the council. There are no adverse equality impacts identified in relation to these proposals.

6.3 Adult and Council House Building

There are six proposals within this portfolio.

- The most significant proposal in respect of equality impacts relates to '**Community – review of care package delivery**' which plans to review existing packages to identify efficiencies. Older people, in particular women who have a longer life expectancy and disabled people (not living in residential care homes) are likely to be affected by this proposal. The Equality Impact Assessment states 'some service users have been used to over prescribed or under prescribed packages of care and may not want to see changes to their package. The social worker will advise the service family/carer of the rationale for the changes and ensure that the package in place is care act compliant meeting the needs of the individual. Training will continue with staff regarding the importance of strength-based approach so the individual can achieve their full potential'.
- In respect of '**Physical disability and sensory impairment purchasing activity**' – no impacts have been identified as this saving utilises an underspend.
- In respect of the other proposals, **Rebase budget spend on resources, Transformation projects, Efficiency outputs, Community contract management framework** and **Grant funding of adult social care**, no equality impacts have been identified at this stage.

Recommendation: As these proposals are implemented, impacts will need to be monitored to check that people are treated fairly and equally to ensure that these budget reductions do not have a disproportionate impact upon particular equality groups.

The ongoing effects of the 'Community – review of care package delivery' proposal need to be monitored closely on an individual basis as well as by protected characteristic in order to be able to identify any early trends.

6.4 Portfolio: Children and Young People, Communities and Culture

There are 12 budget proposals within this portfolio. Those with equality impacts are set out below.

- The **Review of the delivery of Library and Information Services** could lead to operational changes in how the library and information service is delivered. This could increase opportunities for access for all current and potential service users although it could result in less support for those with additional needs although there will be information points and digital access to services to help mitigate this. In addition, there will be a review of the mobile library service, which may lead to changes in provision and routes. This could have an impact on older people's social interaction although there may be ways that the mobile library service can be used to enhance outreach provision and support local communities, reaching a wider range of residents. In addition, the Home Library Service, which provides vital help and support to older and disabled people, is being invested in which will enhance the mobile library offer. There are also plans to move some information services into Bath Central Library to offer residents and visitors an enhanced service provision in our most popular Council location in central Bath.

Recommendation: A full Equality Impact Assessment should be undertaken regarding any operational changes to library and information service. It is also recommended that a full Equality Impact Assessment is undertaken in respect of any changes to the mobile library service routes and provision.

- Our **Customer contact strategy** – will promote self-serving by the website for those who are able to use the technology, whilst retaining face to face mediated support for our most vulnerable residents.

Recommendation: It will be important to maintain non-digital customer access (e.g. face to face and by telephone) for those who cannot access digital options and may need additional support.

- **Foster care transformation project** – The purpose of the project is to increase the number of in-house foster carers – which would improve the lives and life chances of children and young people in care. There are currently not enough in-house foster carers in our area – the council relies on independent fostering agencies (IFAs), and

residential settings which are generally more expensive. In terms of positive equality impacts, the service is actively looking to increase the number of minority ethnic foster carers, in order to support the needs of the looked after population in B&NES, which tends to be more ethnically diverse than the general population.

- **Reunification transformation project** - This project has the potential for positive impacts upon the lives and life chances of children and young people in care. It delivers a managed approach to returning children home, for those children and their families who have been identified as being able to be reunified.
- **Odd Down Sports Ground – investment to enhance income generating activities.**

Recommendation: Proportionate equality analysis should be carried out in order to inform any consultation processes that are part of this proposal.

6.5 Portfolio: Neighbourhood Services

There are a total of 27 proposals, the majority of which do not have any equality impacts. The proposals that do have some impacts are listed below.

- **Street lighting – Capitalise street lighting column replacement with no reduction in service.** As this proposal is implemented, we will need to ensure that public safety concerns, particularly in respect of women and girls, are not compromised by changes to the maintenance of street lighting.

Recommendation: throughout the implementation, ensure that consideration is given to public safety concerns and detailed advice is sought from the Inclusive Communities and Equality Teams.

- Changes in charges to the public for various services (**cremation charges, garden waste collections and allotments**) will have a disproportionate impact upon those on lower incomes.

Recommendation As these charge increases are implemented, monitoring should take place in order to highlight other adverse impacts.

6.6 Portfolio: Transport Services

There are a total of 13 proposals under this portfolio. Those that have equality impacts are listed below.

- Increases in charges (in respect of **permits for reserved space in residential car parks, introduction of hourly based charging in Midsomer Norton and Radstock, and the introduction of parking charges in locations that are currently free**) have a disproportionate impact upon people with lower incomes. Those who rely on their car for their mobility (such as disabled people who are Blue

Badge Holders) do have the option to park for free on double yellow lines in accordance with the Blue Badge scheme. The equality impact assessment notes that further improvements have been identified and implemented throughout off street car parks to improve the sites for customers with range of impairments. These improvements include dropped kerbs and tactile paving; improved lighting and additional marked accessible / disabled bays.

Recommendation - As any consultations are carried out in relation to parking proposals, equality issues that are raised should be carefully considered as part of the decision-making process.

- **CCTV** – a review of the council's Security Surveillance Hub

Recommendation - As this proposal is implemented, we will need to ensure that public safety concerns are not compromised by any changes that are made, and that the new role of CCTV staff in assisting access for Blue Badge Holders into the City Centre Security zone is maintained. The Equalities Team will be part of the project team involved in the review.

6.7 Portfolio: Planning

There are 13 proposals within this portfolio. Those that have equality impacts are listed below.

Increases in fees (relating to **Pest Control, Building Regulations** and **Land Charges**) are not likely to have any disproportionate impacts upon people with protected characteristics, however they will have a disproportionate effect on those households with low income; monitoring of pest control uptake and therefore effectiveness should be noted during and after introduction.

Recommendation: the impacts of these fee increases should be monitored after their introduction.

7. 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 over-riding purpose of *improving people’s lives*, along with its Corporate Strategy core policies of addressing the climate and ecological emergency, and giving people a bigger say, will continue to influence the way that each proposal is carried out and implemented. 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.

8. Recommendations for Budget implementation phase

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 or proportionate Equality Impact Assessments/equality analysis** should be carried out on all proposals where initial reviews have revealed likely impacts upon groups of people due to their protected characteristics (see 4.1 above). 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 an interpreting service 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.** Many of the budget proposals will be introduced during 2022-23; the individual and cumulative effects of proposals will come to light during and following their introduction. 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 [equality monitoring template](#) for the data categories that should be used. Senior staff should continue to focus on analysing the effects of each proposal, including any knock-on effects on other internal or external services (including impacts creating further pressures on voluntary sector services). Regular reporting to Corporate Management Team and to the Corporate Equality, Diversity and Inclusion Steering Group will enable the council to identify and address any equality issues arising that have been caused by these budget proposals.

Appendix 1.

Briefing note for Policy Development and Scrutiny 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 Equality perspective.

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

- 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 2021

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

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.

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
31ST JANUARY 2022				
31 Jan 2022	Corporate Policy Development and Scrutiny Panel	Council Budget	Andy Rothery Tel: 01225 477103	Chief Finance Officer (S151)
28TH MARCH 2022				
28 Mar 2022	Corporate Policy Development and Scrutiny Panel	Preparing for the Future	Amanda George	Director of People and Policy
28 Mar 2022	Corporate Policy Development and Scrutiny Panel	People Strategy Update	Cherry Bennett, Amanda George Tel: 01225 47 7203,	Director of People and Policy
28 Mar 2022	Corporate Policy Development and Scrutiny Panel	Corporate Risk Register	Mandy Bishop Tel: 01225 39 4019	Chief Executive
9TH MAY 2022				
9 May 2022	Corporate Policy Development and Scrutiny Panel	Customer Service Standards	Amanda George	Director of People and Policy

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
11TH JULY 2022				
11 Jul 2022	Corporate Policy Development and Scrutiny Panel	Emerging Digital Data	Jeff Wring Tel: 01225 477323	Chief Operating Officer
11 Jul 2022	Corporate Policy Development and Scrutiny Panel	Procurement Policy Annual Update	Richard Howroyd Tel: 01225 477334	Chief Finance Officer (S151)
26TH SEPTEMBER 2022				
ITEMS TO BE SCHEDULED				
	Corporate Policy Development and Scrutiny Panel	Management of the Property Estate	Andy Rothery Tel: 01225 477103	Chief Executive
	Corporate Policy Development and Scrutiny Panel	Parish Charter	Dave Dixon	Director of People and Policy
The Forward Plan is administered by DEMOCRATIC SERVICES: Democratic_Services@bathnes.gov.uk				

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