

Bath & North East Somerset Council

MEETING/ DECISION MAKER:	Resources Policy Development and Scrutiny Panel	
MEETING/ DECISION DATE:	Monday 4th February 2019	
TITLE:	Corporate and Budget Planning 2019-20	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: B&NES Organisational Plan 2019/20 <ul style="list-style-type: none">• Appendix 1 – Core Offer• Appendix 2 – Revenue Budget Savings Proposals• Appendix 3 – Emerging Capital Schemes• Appendix 4 – Feedback from the Forums• Appendix 5 – Feedback from other PDS panels (to follow)• Appendix 6 - Budget and Council Tax 2019/20 and financial outlook report (to follow)		

1 THE ISSUE

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

2 RECOMMENDATION

The panel is asked to;

2.1 Review and comment on the draft Organisational Plan.

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

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

- 2.4 Note that the main focus should be on services within its own remit as the other PDS panels have considered services that fit with their individual terms of reference
- 2.5 Review the comments received from the other PDS panels (Appendix 5) and pass any final comments to the Cabinet for consideration at its meeting on the 6th February
- 2.6 Review and comment on the Cabinets Budget and Council Tax 2019/20 and financial outlook report (Appendix 6)

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

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

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

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

5 THE REPORT

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

at their meetings in February. The Medium Term Financial Strategy agreed in October 2018 outlined that savings would be delivered as part of the authority's assessment of its **long term delivery model and Core Services Offer** through:-

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

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

- To continue to review all existing schemes and simplify, reduce, pause or stop as necessary;
- Minimise new schemes except those that meet corporate priorities;
- Agree an affordable limit for new schemes requiring corporate borrowing;
- Ensure adequate investment in assets supporting key service provision (including meeting health and safety requirements or replace obsolete or inefficient assets/equipment);and
- Deliver or work with partners to deliver high priority government funded programmes and WoE programmes where they meet corporate priorities.

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

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

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

6 RATIONALE

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

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

7 OTHER OPTIONS CONSIDERED

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

8 CONSULTATION

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

(1) Chew Valley Forum 26th November 2018

(2) Somer Valley Forum 29th November 2018

(3) Keynsham Area Forum 3rd December

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

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

9 RISK MANAGEMENT

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

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Background papers	
Please contact the report author if you need to access this report in an alternative format	