

BATH AND NORTH EAST SOMERSET

CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL

Monday, 27th July, 2020

Present:- Councillors Paul Myers (Chair), Winston Duguid (Vice-Chair), Mark Elliott, Dr Kumar (in place of Andrew Furse), Hal MacFie, Alastair Singleton, Shaun Hughes, Karen Warrington and Matt McCabe (in place of Lucy Hodge)

Also in attendance: Maria Lucas (Director of Legal and Democratic Services), David Trethewey (Director of Partnerships and Corporate Services), Andy Rothery (Director of Finance & S151 Officer), Simon Addison (Business Analysis Manager (Economy & Growth)), Andrew Dunn (Team Manager - Parking Services), Richard Long (Head of Property Services) and Simon Martin (Programme Director for Bath Enterprise Area/Zone)

11 WELCOME AND INTRODUCTIONS

The Chairman welcomed Panel members and officers who were attending the meeting via Zoom and members of the public viewing on YouTube.

12 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillors Lucy Hodge and Andrew Furse had sent their apologies to the Panel. Councillors Matt McCabe and Yuktेशwar Kumar were present as their respective substitutes for the duration of the meeting.

13 DECLARATIONS OF INTEREST

There were none.

14 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

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

David Redgewell, South West Transport Network made a statement to the Panel. A copy of it can be found on the Panel's Minute Book and as an online appendix to these minutes, a summary is set out below.

The WECA mayoral transport authority has a duty to provide services under Government guidance on Covid-19 by accessing the bus operators grant but is failing to carry this out with a passenger consultation like Somerset County Council, Wiltshire or Gloucestershire County Council have done. The Government is not expecting the transport authority to reinstate evening and weekend services it seems.

Bus grants are helping to restore services in Gloucester, Cheltenham, Stroud, Swindon, Bournemouth, Poole, Christchurch, Cornwall and Plymouth in the South West region. It is very disappointing that we still have no public enquiry line at the WECA mayoral transport authority.

We still have 11 bus routes not operational. including route 18 Bath bus and coach station via Keynsham, route 178 Bristol to Radstock via Brislington and Keynsham, route 96 Brislington to Hengrove via Knowle, X2 Bristol bus station to Yatton, Worle and Weston Super Mare. Bath to Weston route 9.

We are also extremely concerned about the consultation of the Western Gateway Transport Board plan and the lack of public consultation on this vital regional plan during the Covid-19 emergency.

The fact that the region has 2 transport boards is not supported by any environmental or transport group holds us back in the view of the regional Travel Watch South West organisation.

It appears that not all BANES bus shelters are being cleaned and that the passenger information points at Bath Spa bus and coach station and Wells bus station are still closed even though others at Stroud, Gloucester and Cheltenham have reopened. Regular deep cleaning of buses and trains, bus shelters, bus and railway stations and enforcement on face coverings is required.

The issue that concerns us the most is the lack of a clear regional bus and coach network policy. There is no clear investment strategy for transport interchanges such as Bristol Temple Meads station as a major station in the South West of England.

David Redgewell 27.7.20

16 MINUTES - 30TH JUNE 2020

The Panel confirmed the minutes of the previous meeting as a true record.

17 CABINET MEMBER UPDATE

The Head of Property addressed the Panel in the absence of the Cabinet Member for Resources. He updated them on the two Call-ins that had taken place earlier in the year.

The documents supplied will be appended to the minutes when published.

Update on the actions requested following the Call-in of decision E3181: 23 Grosvenor Place, Bath: Surrender of existing Guinness Housing Association lease, subject to the payment of a reverse premium.

Item 1.

This recommendation has been absorbed as a priority programme within a wider workstream of the recently created Recovery Board. The Corporate Management

Team Project Sponsor for this piece of work is Mandy Bishop, who is currently finalising the strategic objectives for this review. However, the issues raised concerning improving the transparency of property related decisions, within the limits of commercial confidentiality will be reviewed as part of this exercise.

Item 2.

An options paper was drafted prior to the Covid19 outbreak, incorporating the ring-fencing options; however, its presentation to Cabinet has been delayed as a result of the role played by the subject property to provide accommodation for the homeless to self-isolate during the pandemic.

Grosvenor Place played a central role in providing safe accommodation enabling the homeless to self-isolate during the Corona Virus outbreak, under the supervision of Julian House. The report has been delayed whilst a case is built around a further option relating to the rough sleeper exit strategy and the potential longer-term role that this property might play in this as a permanent move-on facility. The business case will be dependent upon a potential MCHLG new funding stream which has been announced but further details are awaited as they have yet to be released. As soon as this further detail is known and the business case can be developed, the options paper will be finalised.

Item 3.

Guinness were approached with a request to use the receipt from the reverse premium to invest in social housing within the B&NES area.

They advised however that after allowing for rehousing costs, major works of repairs, which included undertaking structural remediation to the rear wall of the premises, together with other expenditure associated with exiting the premises there would be no funds available from the specific receipt to recycle within the area.

Guinness did however stress their commitment to Bath & North East Somerset and confirmed that with 470 homes in the Council area, this is one of their highest priority investment localities where they will continue to invest in both their existing homes, as well as seeking opportunities to build new houses and are currently actively exploring a number of opportunities with developers.

Item 4.

The Recovery Board workstream outlined above in paragraph 4.1 will include a review of the structures, processes and core delivery model across all aspects of the Council's property services, including the Estates, Construction, Maintenance and Facilities Management functions.

This review will form part of the overall workstream and is being led personally by Mandy Bishop.

[Update on the actions requested following the Call-in of decision E3191: Proposed Asset Transfer of Land at North Parade Road to the Bath Cricket Club at Less than Best Consideration.](#)

Item 1.

A new process has been introduced which involves reviewing the weekly list of planning applications and overlaying the Council's ownership records to identify any sites that involve or adjoin any parcel of land subject to an application. Officers in Estates and various other service areas, as well as the Cabinet Member for Resources are then notified of any sites that are either Council owned or adjacent to a council ownership that are the subject of an application.

Item 2.

Evidence that the proposed community benefits relating to the decision have been valued appropriately using the National Themes Outcomes and Measures 2019 Real Estate Plug-In Calculator is set out in Appendix A: Community Value attached to this report.

The Cabinet Member for Resources has yet to formally approve this Appendix, but the proposed lease will not be entered into until the Cabinet Member has confirmed he is satisfied with this evidence.

Item 3.

The Cabinet Member for Resources has yet to formally approve the evidence, but the proposed lease will not be entered into until the Cabinet Member has confirmed he is satisfied with evidence that the community benefits provided by Bath Cricket Club will be experienced in communities across North East Somerset.

Item 4.

The Cabinet Member for Resources agrees to publish details of the community benefits as soon as he has approved item 4 and prior to the lease being completed.

Item 5.

The Heads of Terms which formed part A of the non-exempt appendices to the original report made provision that the community uses are to be recorded as an obligation to the council and set out in a Deed, including annual inspection by the Council to ensure the covenants are being delivered relating to the community benefit.

The draft Deed containing these provisions and obligations has since been produced and has been agreed, subject to contract, with Bath Cricket Club.

Councillor Mark Elliott asked for further explanation of the figure stated in Appendix A that additional leisure community benefits as a result of the development would create a value of around £2 million per annum.

The Head of Property replied that this figure was the total capital value.

Councillor Elliott asked if this was over a 30 year period and for this information to be made clearer in the report submitted to the Panel.

The Head of Property replied that he would review the report and make amendments as suggested and supply the Democratic Services Officer with an updated version.

The Chairman asked if he could be reassured that the process regarding planning applications on Council land was now in a better place following these recommendations.

The Head of Property replied that it feels like we now have a failsafe system in place that will notify us when planning applications come in on Council land and land adjoining Council sites. He added that when this notice is received the proposed developers are contacted to make them aware of their obligations.

The Chairman on behalf of the Panel thanked him for the update and the Cabinet Member for addressing the recommendations that were made.

Call-in Update E3181; 23 Grosvenor Place

Call-in Update E3191; Bath Cricket Club

18 ASSESSMENT OF THE COUNCIL'S BUSINESS INCOME - WHERE WE ARE NOW

The Director of Finance & S151 Officer introduced this item to the Panel. He shared with them some presentation slides which will be appended to the minutes when published, a summary is set out below.

He was assisted during the presentation by the Business Analysis Manager (Economy & Growth), Team Manager (Parking Services) and Director for Partnership & Corporate Services.

Council Gross Expenditure Revenue Budget – 2020/21 £352m

£144m = Adults, Childrens and Public Health

£83m = Corporate Budgets inc. Housing Benefit & Tariff payments

£76m = Services to the public inc. Highways / Refuse Collection / Cleansing & Parks / Housing Services

£49m = Council Administered Dedicated Schools Grant

Less income = less money for services

- We're **£5.6m** down in lost parking and heritage income compared to April/May last year
- That's **£91,000** a day - 14% of our daily spend on services

Summary of our financial pressures 2020/21

£18.9m - Loss of heritage income
£7.2m - Loss of parking income
£6.13m - Loss of income from commercial estate
£0.71m - Other losses of income
£32.13 - **(SUBTOTAL) OF LOSS OF INCOME**

£10m - Increased Expenditure - in supporting our most vulnerable in social care and responding to Covid-19 demands such as sourcing PPE

£42.13m - **Projected deficit**

How we're tackling these in-year pressures

£20.7m - In-year savings including reviewing and reducing costs where demand has fallen, deferring projects, holding vacancies and using corporate mitigations
£10m - Government grant
£11.43m - Drawing down reserves
£0.00 - **Projected deficit following these measures**

Heritage Services – Covid-19 Impact

Timeline

- Initial decline in Mandarin speaking visitors around the Lunar New Year period discussed with other leading UK visitor attractions, particularly those who have a high number of Chinese visitors.
- In late February we saw a wave of cancellations from Italian and French school groups, who typically visit us in the Spring. This came as those governments introduced bans on overseas school groups.
- By mid-March recommended the closure of the Roman Baths, Fashion Museum and Victoria Art Gallery to the Leader of the Council, through the Chief Executive. This decision was approved and we closed on the 18th of March, ahead of the national lock-down which was introduced the following week.
- At the point of closure COVID-19 had cost Heritage Services approximately £450k in lost revenue.

IMPACT OF CLOSURE:

Quarter 1 expected performance: 430,000 visitors and £6.7m revenue

The impact of the Roman Baths' closure has come during a period when it would have been expecting to generate £50,000-£80,000 per day in admission revenue.

ONGOING IMPACT: The reopening capacity restrictions mean that the actual income generated through July and August will be significantly lower than the circa £80,000 per day generated in 2019.

Reopening Scenario Summary

Planning for reopening started as soon as the doors were closed on the 18th March - Range of scenarios developed looking at different reopening dates, differing demand levels and different combinations of sites opening.

The reopening scenario that was recommended to the Recovery Board, was to reopen the Roman Baths on the 6th July and to reopen the Fashion Museum and Victoria Art Gallery at Easter 2021. The scenario recommended the delivery of corporate hire and wedding business from the Assembly Rooms during 2020/21, as government restrictions allow. This scenario was approved by the Recovery Group.

Visitor numbers at the Roman Baths will be restricted to no higher than 30% of normal, whilst physical distancing is required and on reopening restricted to less than this to allow testing of operational procedures. The projected demand on reopening was 10% of normal visitor numbers and growth to 65% of normal by year-end.

Service Financial Mitigations

Heritage Services has a net expenditure budget of £13.2m, with the largest section of the budget being employee costs.

In 2020/21 Heritage Services had budgeted to generate a surplus of £9.7m to the Council, from this cost base.

The cost base is already lean and savings are more challenging to find. Identified savings of £2.5m which represents 19% of the expenditure budget.

There are a number of savings which fall out as a result of lower business volumes, retail stock purchase, credit card charges and audio guide costs are all directly proportional to the visitor volume.

Staff savings: Visitor Experience staff from the Fashion Museum and Victoria Art Gallery will move to the Roman Baths, which will reduce our need for casual and seasonal staff through the rest of this financial year.

Savings through Furlough: Initially local authorities were not able to furlough staff, this rule was changed following lobbying through the LGA and ALVA.

Heritage Services re-deployed to help the Council meet the challenge of the pandemic, in Waste Services, Bereavement Services, COVID Grant Assessment and in the hub preparing the food packages which were delivered to shielding households.

Parking Services – Covid-19 Impact

Timeline

- Lockdown implemented from 23rd March 2020
- All Parking Charges for On Street, Off Street and PCN's were suspended from 25th March 2020
- No parking income received in April apart from the payment of previously issued PCNs
- Parking Charges re-introduced from 4th May 2020
- Milsom Street closure has reduced New Bond Street Bus Gate income by 80%, other bus gates down 50%
- Lockdown has affected the total flow of vehicles on the network (70% reduction at lockdown)

Reopening Scenario Summary

- The reopening of non-essential shops saw an increase in income in line with projections.
- Quarter 1 income £543,331, against a Quarter 1 budget of £2,822,440
- 20/21 Income forecast £4,550,127 against a budget of £11,947,837 represents a loss of 62% of parking income in 20/21
- Seen steady increase in Pay & Display income - continued to regularly monitor usage and income on a daily basis. Now only offset from 2019 average 7 day income by £7k (67% of total)
- Traffic flow now back to 80% of pre Covid-19, yet car parks don't mirror this change with 66% of use, but YPS at 70% showing less long duration stays
- Day spread shows clear reduction in night-time economy, with no evening second peak.
- PCN issue – 75% down

Service Financial Mitigations

Net expenditure budget £4.4m

Staffing represents almost 50% of the spend – Staff have continued to work throughout lockdown to support the emergency services and help vulnerable residents.

Recovery Plan Savings identified 20/21 totalling £122,000 made up of:
£47k Vacancy Management / £50k Blue Badge / £25k Maintenance Reduction

Plus further one off savings of £186,000 in 20/21
Potential further savings of £289,000 for 21/22 onwards

Savings represent 14% of the expenditure budget.

Overall Quarter 1 Forecast

Income Shortfall £7.4m

Expenditure Mitigations £0.3m

Total Shortfall £7.1m

Financial Planning Implications

2020/21 Budget Mitigations include

- Up to £20m of in year recovery plans approved in July.
- Access to the government income reimbursement scheme will refund 75p in every pound of lost income.

Future years budget impact

- Income budgets are being re-set based on revised business plan projections.
- Income diversification and wider recovery measures are being incorporated into the future years medium term financial strategy to reduce reliance on visitor income.

Councillor Matt McCabe asked what the normal staff to visitor ratio was, what is it now and what is sustainable.

The Business Analysis Manager (Economy & Growth) replied that he would have to come back to the Panel with exact figures, but normally a figure of around £50,000 is generated per staff member and that is not possible under the current level of restrictions. He added that the plans in place are for operation at 30% capacity and that the staffing levels required to keep visitors safe mean that staff numbers have not fallen significantly.

He stated that the same number of staff were required for a lower number of visitors to deliver a Covid secure workplace and that the roles and responsibilities of some staff have changed.

Councillor Alastair Singleton asked for further explanation in relation to Bus Gate Income and the fact that it was down by 80%.

The Team Manager (Parking Services) replied that due to lower levels of traffic less unauthorised motorists had driven through the Bus Gate to incur a PCN charge. He added that a budgetary target is set regarding these charges for comparative and financial management purposes only, but stated that no income target is set.

Councillor Mark Elliott asked if the figure relating to the budget for Children & Adult Services could be clarified as it is often referenced as 83% of the total budget.

The Director of Finance & S151 Officer replied that figure relates to 80p in the £1 of our net budget which is £118m.

Councillor Elliott asked if further changes were proposed to the Recovery Plan who would make that decision to implement.

The Director of Finance & S151 Officer replied that the Cabinet would have to sign off any new proposals.

Councillor Karen Warrington asked for confirmation that the Council's current financial position was due to its reliance on income from Heritage, Parking and Commercial Estates.

The Director of Finance & S151 Officer replied that the Council does have a high level of exposure due to its historic income levels.

Councillor Warrington asked if any lessons could be learned from similarly affected Local Authorities.

He replied that he had spoken regularly with neighbouring Section 151 Officers to compare strategies and consistency to approaches on how to structure future plans. He added that he was aware that some Councils had taken a much harder line, in year, in terms of staffing cuts.

Councillor Yuktेशwar Kumar asked if any other measures had been considered to allow the Fashion Museum and the Victoria Art Gallery to open earlier than is planned.

The Business Analysis Manager (Economy & Growth) replied that a range of options were considered, but the measures now in place reflect Government guidance. He added the redeployment of staff from those sites to the Roman Baths has generated £230,000 of savings.

Councillor Kumar asked if any consideration had been given on how to attract back visitors from China and other countries to our tourist sites, such as the Roman Baths.

The Business Analysis Manager (Economy & Growth) replied that international visitors to Bath from China were second only to those who travel from the USA, followed by mainland Europe. He said that they were assessing still how this part of the recovery would play out. He added there was a significant domestic visitor market that could be increased to replace international visitors.

He stated that he expected the Roman Baths to be close to its current capacity over the coming few weeks / months and that 87% of possible tickets were sold last week without the need for a discount.

The Chairman commented that changes to how attractions can operate coupled with the fact that millennials have a particular view on what they want to visit were going

to have a significant effect on the long-term market. He asked what thoughts had been given to this scenario by the Council and whether there was any evidence to help within the public domain.

The Business Analysis Manager (Economy & Growth) replied that they were starting to consider the long-term trends but that this was still difficult to forecast. He added that the current plan was to be operating at 65% capacity by the end of the financial year. He acknowledged that visitor trends and wants are changing and that whilst in recovery there was an opportunity to maximise revenue from individual pricing and to support secondary spend.

He said that there was also the possibility of exploring online retail offers and to use the Baths for smaller scale wedding ceremonies.

The Chairman commented that he had concerns in terms of Climate Emergency with encouraging larger number of visitors to travel long distances to visit the city. He asked whether a Virtual Reality Experience had been considered.

The Business Analysis Manager (Economy & Growth) replied that they were exploring options for their future digital content.

The Chairman said that he commended the staff for diversifying their roles and asked would they return to their substantive posts in the future.

The Business Analysis Manager (Economy & Growth) replied that once social distancing measures had passed he expected staff to return to their normal duties.

Councillor Winston Duguid asked how the revenue figures were tracking through July against projection to achieve 10% of normal revenue.

The Business Analysis Manager (Economy & Growth) replied that at the end of week three they 1% ahead of the remodelled revenue figures.

Councillor Duguid asked for an indication of how much the Council could expect to receive via the government income reimbursement scheme that will refund 75p in every £1 of lost income.

The Director of Finance & S151 Officer replied that they had not yet received the full details of the scheme to assess what was ruled in / ruled out of it. He said though that any contractual / commercial income would not be within the scheme, any income through fees and charges such as licensing, weddings, heritage and parking would be in the scheme. He added that Council's potential claim could be in the region of £15m and whilst very welcome it still leaves the Council with need to have in place significant recovery plans.

Councillor Shaun Hughes asked how this would affect the Red / Amber / Green status of the Council's finances as detailed in a previous report.

The Director of Finance & S151 Officer replied that it places the Council in the Amber status.

Councillor Robin Moss asked whether there had been an increase in local visitors with access to a Discovery Card to the Roman Baths, which enables entrance for free, since they had reopened and how was this being managed in relation to paying customers.

The Director of Finance & S151 Officer replied that he believed the current strategy was to encourage those that do have a Discovery Card to visit with relatives / friends from out of the area so that they pay to enter. He said that he would follow this up with the Business Analysis Manager (Economy & Growth).

The Panel were informed subsequently that these are not just Discovery Card holders but, temporarily, anyone who can prove they live in B&NES. By doing this it increases our accessibility to local residents at this time and also means we do not have to allocate staff time to the issue and renewal of Discovery Cards.

Up to and including 4th August we had welcomed 1,307 local residents, 5% of total visitors since reopening. The number has fallen from the first week of reopening (w/c 6 July) where the figure was 12% indicating increasing confidence from visitors to travel and visit, which is encouraging from a business recovery perspective.

It was expected that local audiences would be first to return to attractions and so we created a promotion for Discovery Card holders where they received 25% off the admission of guests from outside the district and encouraged them to use the Baths as a place to reconnect with friends and family that they hadn't seen during lockdown. 304 residents brought 412 guests generating £5.7k of admissions revenue.

Councillor Matt McCabe asked whether any consideration had been given to asking for an administrative fee, say £5, for a Discovery Card.

The Chairman asked for an answer to be sought to this question. He also wished to thank everyone for taking part in the debate.

The Panel were informed subsequently that there is a fee of £2 charged for anyone who loses a Discovery Card and requires a replacement. Introducing a membership fee has been considered in the past and discounted as a potential barrier to a scheme which is designed to be a benefit to all residents of Bath and North East Somerset, irrespective of their ability to pay.

There is a risk that creating even a small charge will cause considerable loss of goodwill amongst residents, for whom the scheme is evidence that the Council recognises that it provides its museums for them and not just for tourists. Rather than restrict access to the scheme to those who can pay, we wish to explore ways of increasing Discovery Card ownership amongst hard-to-reach audiences in Bath and North East Somerset as part of the Council's wider community engagement strategy.

The Discovery Card scheme is also an important means of supporting local independent (charity-run) museums, many of whom offer incentives to Discovery Card holding B&NES residents. This community of museums has suffered real hardship due to Covid-19 and this is a way the Council can help them to recover. Before making any changes to the scheme, an early task will be to consult with

museums and attractions on whether it helps drive footfall and how we can improve it further for them.

There are currently around 40,000 valid Discovery Cards held by B&NES residents. Naturally in the current financial climate it is right that we look at all aspects of our operation to see whether the approaches of previous years' remain appropriate and we will do that as we move forward with our business plan.

The Panel **RESOLVED** to note the report and presentation provided.

Council Income Slides July 2020

19 CAPITAL PROGRAMME UPDATE

The Director of Finance & S151 Officer introduced this item to the Panel alongside the Programme Director for Bath Enterprise Area/Zone. He stated that a rephrasing of the programme took place early on in the crisis, especially during April and May when projects had to be paused due to restrictions in place.

He said that the Capital Strategy Group sets out the officer governance for managing the Capital review and providing oversight of the Capital programme.

The Programme Director for Bath Enterprise Area/Zone said that with 168 lines of project activity the approach that has been taken was to try to deliver as much as possible with reduced revenue impact on the Council. He added that a number of projects have had to be deferred or delayed.

Councillor Matt McCabe asked two questions on behalf of Councillor Lucy Hodge who had given her apologies for the meeting. He said that Councillor Hodge had noted that in all portfolios there are savings proposed through vacancy management (274 K (Resources), 270K (Children's services), 16K (Climate Emergency and Neighbourhoods), £155k (Housing) and 99K (Communities)) – totalling £814K. In addition, £2.84 million of salary budget savings are to be found within Resources, specifically.

He added that Councillor Hodge was concerned that there is little further detail other than that all savings on staffing costs will be achieved "*without compromising service delivery*".

For example, within Children services, she was aware from personal experience that 40K of the savings was due to not recruiting to the director of music services post. She could confirm that this has already had a significant impact on the level of service provided.

Yet through the scrutiny process we have no idea of the detail relating to over £3.6 million of lost or deferred posts. The CEO's response at last Committee informed us that as c. £82 million of a c. £200 million budget was attributable to staffing costs, cuts were inevitable but no further detail was forthcoming.

She asked how we can be assured of this without any information on where the cuts will be made.

The Director of Finance & S151 Officer replied that all current vacancies are being held to contribute towards the recovery plans have been proposed by the relevant Director and their services managers to ensure services can continue to be delivered. New recruitment requests are being corporately co-ordinated considering service need and impact.

Councillor Matt McCabe said that Councillor Hodge had noted that within the savings offered up by Adults Services, line RP20 - Review of Care Package Delivery, states that “a review of existing packages to identify efficiencies” will deliver £1.312 million of savings.

He said that Councillor Hodge had received a narrative response that a 2018/19 review of care packages for 18 – 64 year olds with learning and mental health problems, and those for older patients, had found our costs per package to be high and this forms the basis for proposing savings.

She asked what percentage of the total expenditure on Care Package delivery this sum (£1.312 million) represents.

The Director of Finance & S151 Officer replied that the 2019/20 purchased care budgets across client groups is c£60m, this proposal represents c2%.

Councillor Hal MacFie asked with reference to appendix 3 and in particular the Keynsham High Street Public Realm work that was due to commence in August 2020. He asked what delays were now expected for this work.

The Programme Director for Bath Enterprise Area/Zone replied that they were now looking to scope the project according to local economic business needs. He added that some funding had been received from MHCLG to extend the project to December 2021 and this would mean a short delay of around 4 – 6 months for the project.

Councillor Mark Elliott asked with regard to the Bath Area Forum CIL funded schemes for an explanation of what was meant by “correct CIL focus”.

The Director for Partnership & Corporate Services replied that he signs off these schemes and that the challenge under the review was to assess whether they have same requirements following Covid-19. He added that the review was carried out with the respective recipients of the scheme.

Councillor Elliott asked for further information on the status given to projects eg. approved / provisional.

The Director of Finance & S151 Officer replied that approved schemes have gone through the decision-making process either through Single Member / Cabinet and have an approved business case. He added that provisional schemes are listed but that no work can begin on them until they have been approved.

The Chairman thanked everyone for participating in the debate.

The Panel **RESOLVED** to note the Capital Strategy Group Terms of Reference and the Capital programme adjustments in Appendix 2 & 3.

20 PANEL WORKPLAN

The Chairman introduced this item. He asked whether the People Strategy was on the list of future items for the Panel.

Councillor Karen Warrington said that the Democratic Services Officer had confirmed that it was.

Councillor Alastair Singleton commented that the motion from Councillor Robin Moss regarding a Community Contribution Fund agreed at Council on 23rd July was due to be discussed further by the Panel.

The Chairman acknowledged this and said he would discuss this further with officers at the agenda planning meeting.

Councillor Hal MacFie asked if a Budget Outturn report could be presented in November.

The Chairman suggested that this could possibly come in the form of an update from the Cabinet Member.

The Panel **RESOLVED** to note the workplan as printed and approve the proposals made.

The meeting ended at 6.00 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services