

Public Document Pack

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Date: Monday, 13 February 2023

To all Members of the Council

Dear Sir or Madam

**Summons to attend the Council Meeting – Tuesday, 21 February 2023 at 6.00 pm
New Council Chamber - Town Hall**

You are requested to attend the Meeting of the Council to be held at 6.00 pm on Tuesday, 21 February 2023.

Please Note that any member of the press and public may listen in to proceedings at this meeting via the weblink below –

<https://youtu.be/w7n9WD4gHaM>

The agenda is set out below.

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

This document and associated papers may be made available in a different format on request.

Agenda

1. **Public Participation, petitions, and deputations (Standing Orders 2 (vi) and 17)**

The Council will hear any person who wishes to address it in accordance with the Standing Orders. The Chairperson will select the order of the matters to be heard.

Each person will be limited to a period of five minutes for public participation and deputations and three minutes for petitions. This section of the meeting must not exceed 30 minutes and discussion must not refer to a current planning application.

The Council will also receive questions from the public and provide answers thereto, subject to the Chairperson being satisfied that the questions are relevant to the business of the meeting.

Requests must be submitted in writing to the Assistant Director Legal & Governance and Monitoring Officer, or to the officer mentioned at the top of this agenda letter, by noon on the day before the meeting and the request must detail the subject matter of the address.

2. **Apologies for absence**

3. **Declaration of Disclosable Pecuniary Interest (Standing Order 37)**

A Member must declare any disclosable pecuniary interest where it relates to any matter being considered at the meeting. A declaration of a disclosable pecuniary interest should indicate the interest and the agenda item to which it relates. A Member is not permitted to participate in this agenda item by law and should immediately leave the meeting before the start of any debate.

If the Member leaves the meeting in respect of a declaration, he or she should ensure that the Chairperson is aware of this before he or she leaves to enable their exit from the meeting to be recorded in the minutes in accordance with Standing Order 37.

4. **Minutes (Pages 7 - 24)**

10 January 2023, to approve as a correct record (attached)

5. **Reports and matters referred from the Executive - dated 8 February 2023 (Pages 25 - 554)**

The agenda item number mentioned in the heading of the individual extract refers to the agenda of the relevant Executive meeting. All Members have received the agenda papers and are commended to review them prior to the Council meeting.

(1) EXE75 Medium Term Financial Plan 2023-2027 (MTFP) and Revenue Budget for 2023-24 (Agenda Item 14) (draft minute extract and report attached)

Note: The published Equality Impact Assessments (EIAs) that underpin the

2023/24 budget savings plans can be found at Appendix 3 to the Executive report. Councillors are asked to familiarise themselves with the EIAs in advance of the meeting.

(2) EXE76 Treasury Management Strategy 2023-24 (Agenda Item 15) (draft minute extract and report attached)

(3) EXE77 Capital Strategy 2023-28 and Capital Budget 2023-24 (Agenda Item 16) (draft minute extract and report attached)

Note for Councillors:

Council is requested to consider item 5 (1) above together with the following report (item 6) which contains the Council Tax charges for the Council and the precepting authorities for 2023/24.

If changes are approved to the recommendations from the Executive, alterations to the recommended Council Tax resolution as contained within the following report might be required. In this case Council will be requested to adjourn to enable the figures in the Council Tax resolution report to be recalculated and re-circulated.

6. Revenue Budget Update and Council Tax Setting 2023/4 (Pages 555 - 574)

Report of Councillor Cartman (attached)

Note: Councillors are reminded that Standing Order 22A requires a named vote to be taken on the budget decision.

7. Approval of the making of a Supplemental Compulsory Purchase Order for the Banwell Bypass and Highways Improvements Scheme ("the scheme"). (Pages 575 - 600)

Report of Councillor Bridger (attached)

8. Adoption of the Revised Travel Plans SPD following public consultation (Pages 601 - 644)

Report of Councillor Hogg (attached)

9. Public Space Protection Orders - Delegated Authority (Pages 645 - 648)

Report of Councillor Solomon (attached)

10. Petitions to be presented by Members (Standing Order No. 16)

These have to be received by the Assistant Director Legal & Governance and Monitoring Officer by 12.00 noon on the day of the meeting.

11. Motions by Members (Standing Order No. 14)

None.

12. Question Time (Standing Order No.18)

Questions must relate to issues relevant to the work of the Executive.

Members are requested to supply the Democratic Services Officer with a note of each question at, or just after, the meeting. A summary note of each question will be included in an appendix to the minutes.

13. Matters referred from previous meeting

None.

14. Chairperson's announcements

15. Leader's announcements

16. Chief Executive's announcements

17. Forward Plan dated 31 January 2023 (Pages 649 - 664)

(attached)

18. Policy and Scrutiny Panel Report (Pages 665 - 672)

Report of Councillors Crockford-Hawley, Cronnelly, Griggs, Richardson and Snaden (attached).

19. Corporate Parenting Report (Pages 673 - 676)

Report of Councillor Gibbons (attached)

20. Reports and matters referred from the Policy/Overview and Scrutiny Panels other than those dealt with elsewhere on this agenda

None.

21. Reports and matters referred from the other Committees other than those dealt with elsewhere on this agenda

None.

22. Reports and matters referred from other working groups and review panels

None.

23. Reports on joint arrangements and external organisations and questions relating thereto

(1) **Avon Fire Authority**
None

(2) Avon and Somerset Police and Crime Panel

Oral report of Councillor Crew

(3) West of England Combined Authority Joint Scrutiny Committee

None

24. Revised Draft Municipal Calendar 2023/24 (Pages 677 - 682)

Report of Assistant Director, Legal and Governance and Monitoring Officer

25. Urgent business permitted by the Local Government Act 1972 (if any)

For a matter to be considered as an urgent item, the following question must be addressed: "What harm to the public interest would flow from leaving it until the next meeting?" If harm can be demonstrated, then it is open to the Chairman to rule that it be considered as urgent. Otherwise the matter cannot be considered urgent within the statutory provisions.

Exempt Items

Should the Council wish to consider a matter as an Exempt Item, the following resolution should be passed -

"(1) That the press, public, and officers not required by the Members, the Chief Executive or the Director, to remain during the exempt session, be excluded from the meeting during consideration of the following item of business on the ground that its consideration will involve the disclosure of exempt information as defined in Section 100I of the Local Government Act 1972."

Mobile phones and other mobile devices

All persons attending the meeting are requested to ensure that these devices are switched to silent mode. The chairperson may approve an exception to this request in special circumstances.

Filming and recording of meetings

The proceedings of this meeting may be recorded for broadcasting purposes.

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairperson. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting, focusing only on those actively participating in the meeting and having regard to the wishes of any members of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairperson or the Assistant Director Legal & Governance and Monitoring Officer's representative before the start of the meeting so that all those present may be made aware that it is happening.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting.

Emergency Evacuation Procedure

On hearing the alarm – (a continuous two tone siren)

Leave the room by the nearest exit door. Ensure that windows are closed.

Last person out to close the door.

Do not stop to collect personal belongings.

Do not use the lifts.

Follow the green and white exit signs and make your way to the assembly point.

Do not re-enter the building until authorised to do so by the Fire Authority.

Go to Assembly Point C – Outside the offices formerly occupied by Stephen & Co

Minutes

of the Meeting of

The Council

Tuesday, 10 January 2023

New Council Chamber - Town Hall

Meeting Commenced: 6.00 pm

Meeting Concluded: 8.20 pm

Councillors:

Karin Haverson (Chairperson)

Wendy Griggs (Vice-Chairperson)

Mark Aplin
Nigel Ashton
Mike Bell
Mike Bird
Steve Bridger
Peter Bryant
Gill Bute
Mark Canniford
Ashley Cartman
John Cato
Caroline Cherry
James Clayton
Sarah Codling
Andy Cole
Peter Crew
Ciaran Cronnelly
Donald Davies
Catherine Gibbons
Hugh Gregor
Ann Harley
Sandra Hearne
David Hitchins
Steve Hogg
Nicola Holland
Ruth Jacobs
Huw James
Patrick Keating
Stuart McQuillan
Phil Neve
Robert Payne
Lisa Pilgrim
Terry Porter
Geoffrey Richardson

David Shopland
Mike Solomon
James Tonkin
Richard Tucker
Richard Westwood
Roz Willis

Apologies: Councillors: Caritas Charles, John Crockford-Hawley, Mark Crosby, John Ley-Morgan, Bridget Petty and Timothy Snaden.

Absent: Councillor Caroline Goddard.

Officers in attendance: Jo Walker (Chief Executive), Amy Webb (Director of Corporate Services), Nicholas Brain (Assistant Director Legal & Governance and Monitoring Officer) and Alex Hearn (Assistant Director (Placemaking & Growth)).

Partaking via Microsoft Teams: Councillors: Ian Parker, Marcia Pepperall

Officers: Sheila Smith (Director of Children's Services), Matt Lenny (Director of Public Health) and Hazel Brinton (Committee Services Manager)

COU Chairperson's Welcome
81

The Chairperson welcomed everyone to the face-to-face meeting and noted that those councillors attending via Teams would not be in attendance formally or able to vote.

COU Public Participation, petitions, and deputations (Standing Orders 2 (vi) and
82 17)

None.

COU Declaration of Disclosable Pecuniary Interest (Standing Order 37)
83

None declared.

COU Minutes
84

Resolved: that the minutes of the meeting of 8 November 2022 be approved as a correct record.

A minor typographical error was noted under COU56 paragraph 2 – “had been” to replace “has been”

COU Medium Term Financial Plan - Update Report
85

Councillor Cartman presented the report. He reminded members that the report before them was not the final budget for 2023/24 and that this report was an update following the recent publication of the Local Government Finance Settlement which had also updated the council's financial assumptions.

Savings, cuts and efficiencies had reduced the budget gap from £17m to £2.536m

with the details of the proposed savings in the current report and that which had been presented to the Executive in December 2022. He noted that the council's costs were rising by over 10% as was demand for services in Children's Services and Adult Social Care and funding was not keeping up.

He highlighted to members that the report was based on a Council Tax rise of 2.99% but the government was permitting local authorities to raise this by up to 4.99% this year. Taking the additional 2% rise would mean the council could set a balanced budget for next year or if not, additional savings would need to be identified. Consultation and engagement with members would continue.

Councillor Cartman brought recommendation 2 to members' attention in respect of the Safety Valve funding settlement discussions that were ongoing with the government in relation to the cumulative deficit on the Dedicated Schools Grant and the delegation to the council's s151 officer to continue those discussions.

In debating the report members voiced concerns over the changes to the Home to School Transport policy and safeguarding issues with unaccompanied children on buses. Concerns were noted over the level of increase in funding for Home to School Transport which would bring the funding up the level being spent in the current year with no increase for future cost pressures. The level of bus service was deteriorating and leaving pupils standing on the pavement as buses did not turn up.

Concern was raised over the funding of the current year overspend and that insufficient budget was being allocated the following year to those areas which historically overspent such as Children's Services as the increase in budget for 2023-24 just brought spending up to that of 2022-23. Similarly, a concern was raised over funding for Adult Social Care.

Members also asked that a strategic and aggregated consideration be given to the impact of the budget proposals on equality groups and that any consultation took account of those who were "digitally excluded".

Councillor Cartman responded that transformation work was needed in the area of Home to School transport and conversations had already started to determine best practice. He acknowledged the use of the financial risk reserve to support the funding gap in the current year budget due to the higher than expected pay award and rising energy costs. He added that he shared members' concerns over the level of funding for Children's Services in not anticipating further growth. He would pick up on the point made around aggregated impact assessments and consider the matter further to try and ensure no one group was excessively impacted and agreed that there were real concerns in the area of funding for Adult Social Care.

Councillor Hogg acknowledged the concern over safe routes to school and was meeting Banwell Parish Council shortly on the matter. He added that BSIP funding would provide transformational change to bus services within the authority area. He noted members' comments over bus driver shortages and the difficulty First was having in recruitment.

The Director of Corporate Services commented on the level of risk in the draft budget as presented and noted that the summary report showed growth and cost pressures of £33.4m for 2023-24. Demand pressures, inflation and contract variation had been scrutinised in detail. As s151 officer, she was responsible for ensuring the budget was robust and sustainable. She noted that the base budget in some of the areas mentioned by members had been increased beyond the overspend experienced in 2022-23. The council would look to re baseline budgets and ideally would not seek to use reserves but would make a risk assessment of budget against the reserve position. She added that the budget presented a sustainable and balanced view albeit with a gap due to demand and cost pressures

Motion: proposed by Councillor Cartman and seconded by Councillor Bridger and

Resolved: that

1. Council noted the updated revenue budget position and assumptions included within the Medium Term Financial Plan (MTFP) for the period 2023-2027 as detailed within the report and also the revised budget gap of **£2.536m**.
2. Council granted approval for the S151 Officer, in consultation with the Executive Member for Corporate Services, to review the council's reserves and identify sums which could be considered for reallocation and used as part of the Council's Safety Valve funding settlement discussions.

COU 86 Recommissioning of the Support to Live at Home Domiciliary Care Contracts

Councillor Bell presented the report noting that it concerned a range of domiciliary care contracts in the social care area for Adults. The recommissioning process was being started as a number were due to expire in September 2023. Engagement with key stakeholders and partners had taken place to look at areas for improvement. The pressure on social care services underlined how important domiciliary care was in enabling people to stay in their own homes and live independently. This was for their own well-being but also to protect the NHS from pressures of individuals being admitted to hospital unnecessarily and the council's own costs in terms of long term residential and nursing care. The council was working with good care providers in North Somerset, but the transfers of providers were indicative of the cost pressures being felt in the social care area.

In debating the report, members noted concerns over the support for those caring for loved ones at home. Support was needed for them over bank holidays also. The low level of pay for domiciliary social care workers was highlighted.

Councillor Bell responded that he acknowledged the comments resulted from a desire of members to drive improvements. He added that End of Life care was a critically important area and had been underdeveloped and underfunded historically but the Bristol, North Somerset and South Gloucestershire Integrated Care System has made this area a priority and Weston Hospicecare was supporting across a number of partnership organisations to determine what the support should look like. He added there were challenges across all areas of social care in all settings and that no amount of money would be enough. He had been highlighting the practical issues to the Care Minister over a number of

months and improvements in NHS pressures went hand in hand with improvement in social care.

Motion: proposed by Councillor Bell and seconded by Councillor Canniford and

Resolved: that the Council recommission the Support to Live at Home domiciliary care contracts for a seven-year term.

COU 87 Winterstoke Road Bridge - funding and Memorandum of Understanding.

Councillor Hogg presented the report to members. He advised that the report was seeking to increase the capital programme for the Winterstoke Road Bridge project by £5.1m to reflect the cost of the replacement scheme. An additional £9.46m funding would be received from the Ministry of Defence (MoD) as a result and £2.5m of revenue funding would also be received as a commuted sum to cover revenue costs in 2024.

Councillor Hogg gave the background to the construction and use of the bridge which remains the property of the MoD. In recent years the bridge had fallen into poor condition and has required expensive repairs. The land ownership and management of the bridge was complicated but the current condition of it meant that there were weight restrictions now in place and if it was not replaced, there would be a permanent closure with the decade. It was a vital route in Weston-s-Mare and acted as an emergency diversionary route for the M5 when closed. The MoD has accepted full liability for the bridge and wanted the council to adopt and maintain the bridge at public expense. As part of the adoption, 120 years of maintenance expense would be made available to the council. As costs had risen, the council has requested an additional sum of £9.46m to cover these increases. The MoD has requested additional assurance via a Memorandum of Understanding which would provide a formal framework of protections to both the MoD and the council.

Members considered the report and noted the impact on local residents of the closure of the bridge particularly those living in Haywood Village. They asked whether this project set a precedent for other bridges owned by parties other than North Somerset in the authority area as there were many and requested that the intended Memorandum of Understanding did not increase the council's exposure. They asked that the council carefully considers the traffic management around the site particularly to the south of the bridge and that bus pull ins were constructed to facilitate traffic movement in and out of the local housing estates.

Officers in the Major Projects Team were thanked for the close oversight of the project, and it was noted that the original Design and Build contractor had been challenged in the area of value for money. A request for better HGV signage was made as was consideration to the weight of future electric refuse vehicles.

Councillor Hogg responded to say that he did not believe the scheme set a precedent for other bridges within North Somerset and that officers had assured him that the intended Memorandum of Understanding (MoU) would not increase the council's exposure in any way. The MoU would mean the costs would be met in full by the MoD. He added that where there were obvious synergies with the BSIP capital funding, he was keen that solutions to current issues were explored.

Motion: proposed by Councillor Hogg and seconded by Councillor Solomon and

Resolved that

1. the Council agreed to increase the NSC Capital Programme by £5.156m to reflect the current cost of the scheme and as a result:

a. accepted £9.46m of additional funding from the Ministry of Defence (MOD) excluding VAT and

b. noted that the revenue budget would need to be grossed up to include the commuted sum due to be paid by the MOD to cover revenue costs in 2024 of £2.5m

2. the Council delegated authority to the Executive Member for Major Infrastructure Project Delivery with advice from the Director of Place, S151 Officer and Assistant Director Legal & Governance to agree the terms of a Memorandum of Understanding

COU 88 Castlewood Redevelopment (PART EXEMPT)

Councillor Cartman presented the report and explained that it was a follow on from the Council decision in May 2022 to transition out of Castlewood, remove it from the council's office requirement and release it for development. The report outlined options for redevelopment of the site that had been considered including use for residential, office, industrial, hotels and a mixed use. He added that environmental and social aspects had been considered as well as financial.

He noted that there was a typographical error in recommendation 2 in that it should refer to paragraphs 3.69 – 3.71 and not as written in the report.

Councillor Cartman advised that he was aware of the importance of the development to residents, councillors and the town of Clevedon and the desire to make the site a landmark development. In light of these concerns and to allow for better and more detailed member involvement and democratic oversight, he proposed an amendment to the recommendations to include the following:

Recommendation 7 "Establish a working group of up to 7 Members, supported by Officers, to inform the development of the Outline Planning Application and the Procurement Plan. The Executive Member for Corporate Services shall, in consultation with the group, and prior to the Outline planning application and procurement tendering, establish the key priorities for the redevelopment of the Castlewood site taking into account environmental, social, and financial considerations as well as the latest evidence and best practice."

In debating the report, members voiced concerns around officer availability to both members and members of the public with difficulties in establishing contact with them together with some need for council representation in the north of the district. Members referred to the need to not duplicate the work of the Policy and Scrutiny Panels and working groups which were already looking at the options.

Members also referred to concerns raised by the Clevedon Civic Society around

the demolition of the building and future use of the site. In addition, concerns were raised around the issues of vacant possession of the building and restrictive covenants on the use of the site. Members wished to see tight control over the project with the early engagement of the Major Projects Team.

In responding to the points made, Councillor Cartman confirmed that the redevelopment would be residential led but with commercial space which would give the council an option to retain office space in the north. He added that as ward member Councillor Shopland had an open invitation to any working group and his membership of the group of 7 members to inform the Outline Planning Application would be considered alongside requests from any other member.

Motion: a motion to amend the recommendations was proposed by Councillor Shopland and seconded by Councillor Bryant that the decision be deferred for further consultation and a decision is left to the next Council with a recommendation made.

In debating the amendment to the motion, members noted that there was one Council meeting before the elections in May and that the decision was of such import to Clevedon that it should be considered carefully by the next Council. However, it was also highlighted that the decision to transition out of Castlewood had already been taken and there was a danger this decision was being re-visited. Additionally, the procurement plan would be considered by Council in any event and deferring the decision would mean that all work would stop immediately, reducing the ability to make revenue savings.

The amendment to the motion was lost.

Motion: proposed by Councillor Cartman and seconded by Councillor McQuillan and

Resolved: that

1. Council noted the findings of the Outline Business Case as presented in the report and approved the preferred option of a residential-led redevelopment of the Castlewood site based on demolition of the existing building and replacement with newbuild homes and small-scale commercial development.
2. Council approved the Commissioning Plan and associated actions as set out in paragraphs 3.69 – 3.71 for the selection of a developer to take forward the redevelopment of the site, in particular the choice of a Development Agreement as the preferred route to market, noting that further detail will be agreed by the Executive Member for Corporate Services through the approval of a Procurement Plan.
3. Council approved the allocation of one-off revenue resources of £0.8m to fund costs associated with the preparation of a planning application, procurement of a development partner and resolution of covenants to enable the recommended route to delivery for the preferred option.
4. Council noted that further capital/revenue investment will be required to

support delivery of the Accommodation Strategy and the transition out of Castlewood by North Somerset Council and its partners/tenants. This will be subject to future approvals/reports.

5. Council agreed to capture further revenue savings of £858k per annum in the Council's Medium Term Financial Plan from 2026/27 onwards, reflecting the saving on revenue costs that will be achieved from the decommissioning of this building after the repayment of one-off costs. This is in addition to the £250k per annum already reflected in the Medium Term Financial Plan making the total saving £1.1m.
6. Council delegated authority to the Section 151 Officer to authorise the submission and acceptance of funding bids (including to the Brownfield Land Release Fund) that will assist in the delivery of the re-development of the site as agreed above.
7. Council would establish a working group of up to 7 Members, supported by Officers, to inform the development of the Outline Planning Application and the Procurement Plan. The Executive Member for Corporate Services shall, in consultation with the group, and prior to the Outline planning application and procurement tendering, establish the key priorities for the redevelopment of the Castlewood site taking into account environmental, social, and financial considerations as well as the latest evidence and best practice

COU 89 Reports and matters referred from the Executive - dated 7 December 2022

None.

COU 90 Petitions to be presented by Members (Standing Order No. 16)

None.

COU 91 Motions by Members (Standing Order No. 14)

None.

COU 92 Question Time (Standing Order No.18)

Oral questions were directed to members concerned and the summary notes and topics involved are contained in Appendix 1.

COU 93 Matters referred from previous meeting

None.

COU 94 Chairperson's announcements

The Chairperson expressed hers and the Council's condolences to Councillor Harley on her recent bereavement.

She noted the invitation extended to the authority's foster families to watch the

Weston Carnival from the Winter Gardens was warmly received and appreciated by the families.

**COU
95 Leader's announcements**

The Leader expressed his and the Executive's condolences to Councillor Harley on her recent bereavement.

**COU
96 Chief Executive's announcements**

The Chief Executive offered her condolences to Councillor Harley on her recent bereavement on behalf of herself and the council's officers.

**COU
97 Forward Plan dated 3 January 2023**

The Leader presented the Forward Plan.

Resolved: that the Forward Plan be noted.

**COU
98 Policy and Scrutiny Panel Report**

None.

**COU
99 Corporate Parenting Report**

Councillor Gibbons introduced the report informing members that it was in the form of an advent calendar highlighting the work carried out in Children's Services over the past year.

Resolved: to note the Corporate Parenting Report

**COU
100 Reports and matters referred from the Policy/Overview and Scrutiny Panels other than those dealt with elsewhere on this agenda**

None.

**COU
101 Reports and matters referred from the other Committees other than those dealt with elsewhere on this agenda**

At the invitation of the Chairperson, Councillor Cato presented the report.

Councillor Cato informed members of the nature of the Audit Committee work and areas of remit noting that they covered a wide range. He added that the committee saw itself as being an analytical friend to officers who were recognised as carrying out good work. The committee membership amongst councillors had changed over the year and now also included two independent members. The Chief Executive, Director of Corporate Services, Assistant Director of Legal and Governance, Head of Finance and the Head of Business Insight Policy and Partnerships were all thanked for their support to the committee in the areas of independent membership recruitment, risk management improvements, risk monitoring, control of longer-term treasury assets, improved governance of major projects and a review of the Council's Constitution.

Members were invited and encouraged to attend Audit Committee meetings and review the risk register which could now be found online. There was more work for the Audit Committee to do and the participation of all councillors in this journey for continuous improvement would be welcomed.

Resolved: that the Council received the Audit Committee Annual Report for 2021-22

COU 102 Reports and matters referred from other working groups and review panels

The Assistant Director, Legal and Governance introduced the report from the Code of Conduct Working Group and explained the background to the new Local Government Association Model Code of Conduct.

Resolved: that Council

(i) adopted the new Local Government Association Model Code of Conduct 2020, as set out in Appendix 1 to the report, with immediate effect.

(ii) would encourage the adoption of the new Code of Conduct by all Town and Parish Councils within the North Somerset District.

(iii) would encourage the use of the Local Government Association Guidance (Appendix 2 to the report) to the New Model Code of Conduct 2020 by all Town and Parish Councils within the North Somerset District.

COU 103 Reports on joint arrangements and external organisations and questions relating thereto

(1) **Avon Fire Authority**
Written report from Councillor Davies

Resolved: that the report be noted

COU 104 Urgent business permitted by the Local Government Act 1972 (if any)

None.

Chairperson

**North Somerset Council
Council Meeting, 10 January 2023
Question Time (Agenda Item 12)**

Question 1

From Councillor Cherry

To Councillor Hogg, Executive Member for Transport and Highways

Active Travel Scheme in Clevedon

Councillor Cherry asked the Executive Member for comments relating to the practical issues being faced by Clevedon residents by the Active Travel Scheme in relation to misunderstandings by the public of the wiggly white line outside of properties; the need for more signage to discourage cyclists from riding on the promenade and more enforcement by Parking Enforcement Teams particularly in respect of the parking of Royal Mail vans.

Councillor Hogg thanked Councillor Cherry for her question and responded that the issue with the white, wiggly lines should be addressed when the textured surface is laid down in the spring; he would ask officers to explore the option of signage to reduce ambiguity for motorists and to discourage cyclists from cycling on the footway and that there had been resourcing issues with the parking enforcement team but the need for additional enforcement was recognised.

Question 2

From Councillor Aplin

To Councillor Solomon, Executive Member for Neighbourhoods and Community Services

Castle Batch Park play equipment

Councillor Aplin asked the Executive Member that the authority work with Weston Town Council and the police on the ongoing issues with Anti-Social Behaviour and criminal damage at the park particularly given the instalment of costly new play equipment and that previous experiences of vandalism has led to the removal of play equipment

Councillor Solomon thanked Councillor Aplin for his question and agreed that ward members and other agencies would be engaged to consider ideas for tackling the rise of Anti-Social behaviour and to mitigate the effects of this on the new play equipment.

Question 3

From Councillor Shopland

To Councillor Bridger, Leader of the Council

Flood prevention in North Somerset

Councillor Shopland asked the Executive Member whether the council could receive reports from the North Somerset Drainage Board at future Council Meetings

Councillor Bridger thanked Councillor Shopland and asked the Executive Member for Neighbourhoods and Community Services to respond. Councillor Solomon responded that the authority did receive regular reports and that he would speak with officers about bringing these to Council meetings as it was an important topic for residents.

Question 4

From Councillor Keating

To Councillor Canniford, Executive Member for Placemaking and Economy

Update on Local Plan status and previously proposed garden villages.

Councillor Keating asked the Executive member for an update on the status of the authority's Local Plan given the change in direction of government policy and if it was to be amended that the garden villages previously proposed would not be in it.

Councillor Canniford thanked Councillor Keating for his question and responded that he hoped to see a reduction in the housing numbers required in North Somerset as a result of the change in direction and policies by the government. This would allow the council to address some of the unpopular and difficult decisions that it was having to make. He did not envisage the return of the garden villages as the site was unsustainable.

Question 5

From Councillor Richardson

To Councillor Hogg, Executive Member for Transport and Highways

Replacement of H bars

Councillor Richardson asked the Executive Member the following question:

"I am pleased to say that several roads in my ward have recently been resurfaced, but only some of the H bars have been replaced to the bemusement and anger of some residents.

There is a current policy that white lines older than 5 years are not replaced when resurfacing takes place. Residents were given no warning either when the H bars were first installed or when the resurfacing took place. This is neither open nor fair.

Can I ask that this policy is changed to renew existing H bars (cost should be minimal if carried out at same time) unless no longer required, and that when people initially request these lines they are told that they are good for five years, and they will pay to have them reinstated after this if required for any reason apart from road resurfacing

Councillor Hogg thanked Councillor Richardson for his question and agreed that the communication and policy around H bars needed to be reviewed although he did not believe there should be an automatic renewal of them as they may no longer be required.

Question 6

From Councillor Neve

To Councillor Hogg, Executive Member for Transport and Highways

Cuts to bus services and confidence in bus operators

Councillor Neve asked if the Executive Member the following question:

“At the last full council meeting in November Cllr Charles brought a motion regarding the recent cuts to essential bus services across the county and asking for a vote of no confidence in the operators.

From the subsequent debate, and as reflected in the minutes in today’s agenda, it was clear that the majority of members also had concerns about this matter and that the market as currently operating is failing. There were differing opinions regarding the best way to address this matter and the motion was defeated. Personally, I voted for the motion although I recognise the validity of some of the other arguments as to how best to address the problem. As a member for a rural community, and like others across the County I have seen key local bus routes completely removed, leaving residents, unable to access essential local services. In my own ward, for example, it is no longer possible for some of my Congresbury residents, who do not have access to or are unable to use private cars, to get to Yatton by public transport. This means they are unable to visit the doctors, dentists, opticians, vets and more. They are left reliant on friends, family, neighbours or local volunteer drivers to help them.

Now that the BSIP funding is in place and work is progressing on implementing that project can Cllr Hogg please update us on what is being done to address these major failings in local rural public transport and to reconnect residents to the essential services they rely on. What may these services be and when are we likely to see new provisions starting to operate.”

The Executive Member thanked Councillor Neve for his question and acknowledged that he shared members’ concerns with the current rural bus service but believed the best way to improve services was via the mechanisms being brought about by BSIP. He anticipated seeing a real difference in bus services for rural communities in April but added there remained the issue of how to connect rural communities. The ambition was to give a service every fifteen minutes on main arterial routes. For rural communities, demand responsive transport was being considered and he looked forward to communities and members being involved in improving rural bus services.

He anticipated further communication in the next 2 -3 weeks on what the new services may look like.

Question 7

From Councillor Porter

To Councillor Hogg, Executive Member for Transport and Highways

20mph scheme in Hutton

Councillor Porter asked the Executive Member the following question “For over 5 years I have been trying to get a 20 MPH scheme for Hutton Village. Residents are concerned over speeding through the village and the safety of pedestrians, children, cyclists and horse riders while moving within the village.

We finally had a scheme prepared in conjunction with North Somerset Council. and this went to public consultation in October. The residents were finally looking to see progress being made but the scheme suggested is very good, as far as it goes, but does not go far enough. There are two danger points just immediately adjacent to the proposed 20mph limit, on each end village and only a small alteration would be needed to encompass these two areas. During the day 88 attended, some couples and there were 166 responses online. In consultation a high majority, who attended, wanted the scheme extended to encompass these danger spots. This can be seen from the forms completed. Thanks to Chris Fletcher & Lotti for their attendance and they witnessed the strong feelings that those attending were adamant that these two areas needed to be included. Both myself and the parish council were very disappointed when the response to the consultation appeared to ignore all these requests from residents.

The report said that Extension of 20MPH limits does not comply with Executive criteria set in October 2020. Will the executive review their criteria to see if there is any way that the scheme may be extended, to encompass these two dangerous locations. This does seem Common Sense as to miss the opportunity of encompassing these two areas when establishing the new 20 MPH scheme in the village would be the wrong decision. I hope that’s not too much to expect, as we need to resolve the impasse. Hutton Parish Council has had funds allocated in its budget since 2019 towards improving the safety of residents, with the hope of reducing the speeding that regularly occurs in the village. If there is no change, I will find it difficult to support the position of North Somerset council. Engineers suggest there may be possible future additions for safety, but this misses the opportunity of doing the right scheme now. We have waited for long enough This is an opportunity for elected councillors on the Executive to make a real difference”

Councillor Hogg thanked the Executive Member for his question and suggested that the way forward was to set up a meeting with Councillor Porter, himself, officers and members of the parish council. He did not wish to comment on the offered rationale for not extending the scheme without hearing it himself.

Question 8

From Councillor Davies

To Councillor Bell, Executive Member for Adult Services, Health and Housing

Care Sector in North Somerset

Councillor Davies asked the Executive Member the following question “The care sector is very fragile. Central government has allocated £500m to reduce bed blocking by fit to discharge patients in hospital. Would Councillor Bell care to reflect on the impact on residents and providers in North Somerset?”

The Executive Member thanked Councillor Davies for his question and noted that North Somerset had historically had a good record of managing hospital discharges and the authority’s social care teams were very effective in supporting this. He added that social care and health care were intertwined and the desire to discharge people more quickly from hospital would have a distorting effect on the social care market. He recognised the pressures but believed the authority and government would have to work together to solve them. Long term the only solution was sustainable funding for social care and health to build capacity, but he did not believe this was currently on the horizon.

Question 9

From Councillor Griggs

To Councillor Canniford, Executive Member for Placemaking and Economy

Changes to planning system

Councillor Griggs asked the Executive Member the following question “Does the recent government announcement give the council more control over approval of planning applications as we have more knowledge of our area”.

Councillor Canniford thanked Councillor Griggs for her question and responded that it was not clear yet whether the council would have more say over planning matters but that the flood plain was clearly not an option for more housing, and this would continue to be the council’s policy. Flood plains contribute to the restrictions in housing numbers in North Somerset.

Question 10

From Councillor Codling

**To Councillor Bridger, Leader of the Council and Councillor Gibbons,
Executive Member for Children, Young People, Lifelong learning and Skills**

Attendance at meetings of Outside Bodies

Councillor Codling asked the following question “Not sure if this is a widespread problem but having had to contact group leaders about scrutiny panel attendance, could I ask that you do likewise in regard to representatives on outside bodies?”

Whether members are enthusiastic volunteers or their group's designated 'it', they need to meet their responsibilities and afford the outside bodies the respect they deserve. I've been privileged to chair the Standing Advisory Council on Religious Education for several years which is a statutory requirement for local authorities, previously supported stoically by the late Cllr Cleland and the supportive and enthusiastic Cllr Yamanka. This council term has been the opposite and of the 3 council appointed representatives, I have been the only attendee. This not only risks the embarrassment of inquoracy but also leads to an inability to conduct business. Outside bodies often aren't "sexy" or Press worthy but that is not our (or at least my) primary reason for being on this council."

Councillor Gibbons thanked Councillor Codling for her question and added that she had discussed the issue at length with the Assistant Director and had reached out to some of the other religious groups which were not currently represented at SACRE including speaking with Race Equality North Somerset to "get the word out".

Councillor Bridger added he supported the general point that Councillor Codling was making and noted that sometimes there were legitimate reasons for non-attendance, but apologies should be given in this case or better still contact Group Leaders for a substitute to be sent.

Question 11

From Councillor Payne

To Councillor Hogg, Executive Member for Transport and Highways

Active Travel Scheme in Milton Road/Baker Street Weston s Mare

Councillor Payne asked the Executive member when the snagging issues involved with the scheme would be resolved particularly with the flooding in Baker Street and the worn lining in Milton Road.

Councillor Hogg responded that he was not aware of the issues but would follow up on them if Councillor Payne wrote to him with the details.

Councillor Solomon added that he was aware that a team was working on some of the Baker Street snagging issues that day.

Question 12

From Councillor Willis

To Councillor Canniford, Executive Member for Placemaking and Economy

Charge made to the Vdub Christmas Run charity event

Councillor Willis asked why the organisers had been charged £200 for parking on the Beach Lawns for a short period during the event as this amount had to be raised by the owner drivers themselves. They had only parked up as they were aware there

were a lot of people in the town and hoped to raise more funds for the charity whilst there.

Councillor Canniford thanked Councillor Willis for her question and noted that the many charity events at that time of year did a good job in raising funds. He would look into the matter further but believed the fee was for event licensing. He and Councillor Bell had initiated a conversation around the licensing of events as they believed that the complexity of licensing was driving away small events from North Somerset towns. He hoped this work would continue with the successive administration.

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Executive

08 February 2023

Draft Extract

**EXE
75 Medium Term Financial Plan 2023 2027 & Revenue Budget for 2023 – 2024
(Agenda Item 14)**

With the agreement of the Chairperson, Councillor Cartman presented the following four finance reports en bloc, that is; Medium Term Financial Plan (MTFP) 2023-27 and Revenue Budget 2023-24; Treasury Management Strategy 2023-24; Capital Strategy 2023-28 and Capital Budget for 2023-24 and Fees and Charges 2023-24.

Councillor Cartman proposed a change to one of the recommendations in the Capital Strategy 2023-28 and Capital Budget for 2023-24 report.

Revised recommendation for ‘e’

“Delegate authority to the S151 Officer in consultation with the appropriate Executive Member, for the period 30 March 2023 – 31 May 2023, to approve Commissioning and Procurement Plans up to £8m for the Strategic Placemaking and Development Programme Schemes outlined in Section 4.3 to ensure delivery of the programme can meet funding timescales.”

Councillor Cartman reiterated how difficult the process had been to balance the budget for the 2023-24 financial year with £35m of budget pressures. He noted that a balanced budget had been achieved through efficiencies, good planning and prudent financial management.

He advised members that services had been protected and some changes had been made after extensive consultation with community groups, individuals and members. This had resulted in a change of mind on some items as community wishes had been listened to via this rigorous process of consultation.

Members asked for clarification on difference in values within the MTFP report and what was meant by rephrasing against some items.

Thanks were extended to officers for their work in presenting a balanced budget and to all those who provided feedback during the process including those within the Voluntary, Community and Social Enterprise sector.

Resolved: that the Executive

(1) Noted the updated revenue and capital budget forecasts in respect of the 2022/23 financial year as detailed within section 3.1 of the report.

(2) Noted the updated changes included within the medium-term financial plan as detailed within sections 3.2 and 3.13 of the report.

(3) Noted the Equality Impact Assessment (EIA) report attached at Appendix 3 of the report and had familiarised themselves with the published EIA's that underpin the 2023/24 budget savings plans.

(4) Noted the statement of the Chief Finance Officer on the adequacy of reserves and the robustness of the recommended budget as detailed in section 3.8 of the report and attached at Appendix 6.

It was further

Recommended to Council

(1) that a revenue budget for 2023/24 as shown at Appendix 1 of the report be approved

(2) that a council tax increase of 2.99% for 2023/24 to support the recommended budget be approved.

(3) that an adult social care precept of 2% on the council tax for 2023/24 to support the recommended budget be approved.

(4) that uplifts to the basic care home fees rates for 2022/23 and 2023/24 as detailed in section 3.12.1 of the report be approved.

(5) that an increase of £0.770m to the gross expenditure and income budgets of the Adult Social Services directorate for the 2022/23 financial year, in respect of the council's direct share of the Adult Social Care Discharge Fund, as detailed within section 3.12.2 of the report be approved.

(6) that an increase of up to £2.411m to the gross expenditure and income budgets of the Adult Social Services directorate for the 2022/23 financial year, in respect of the council's share of the Adult Social Care Discharge Fund allocation awarded to the Bristol, North Somerset and South Gloucestershire (BNSSG) Integrated Care Board (ICB) as detailed within section 3.12.2 of the report be approved; and delegated approval to the Director of Adult Social Services to use these funds to increase the North Somerset Better Care Fund.

(7) that Council note that the MTFP had been aligned with a series of other reports that were also on the agenda for the meeting, with the main ones being; Capital Strategy, Treasury Management Strategy, Fees and Charges Report, Bus Service Improvement Plan report.

Reasons for the decision:

As set out in the report and discussed above.

Alternative options considered and rejected:

As set out in the report and discussed above.

EXE 76 Treasury Management Strategy 2023/24 (Agenda item 15)

Councillor Cartman presented the Council's Treasury Management Strategy for the 2023-24 financial year, detailing how the council's planned to manage its cash-flows and resources in the year ahead to ensure effective treasury management; the proposed Prudential and Treasury Indicators for 2023-24 and the proposed policy for making Minimum Revenue Provision in respect of the repayment of the council's external debt within the revenue budget.

All the finance reports were discussed en bloc (see minute no. EXE75 above for details of the presentation and debate relating to these reports).

Recommended to Council:

(1) that the Treasury Management Strategy for 2023/24, as described throughout the report and shown in Appendix 1 of the report be approved

(2) that the Prudential Indicators for 2023/24, as shown in Appendix 2 of the report be approved

(3) that the Minimum Revenue Provision Statement for 2023/24, as shown in Section 3.5. of the report be approved

Reasons for the decision:

As set out in the report and discussed above.

Alternative options considered and rejected:

As set out in the report and discussed above.

EXE 77 Capital Strategy 2023 2028 and Capital Budget for 2023/24 (Agenda item 16)

Councillor Cartman presented the Capital Strategy 2023-28 and Capital Budget 2023-24 outlining the council's approach to capital investment over the short, medium and longer term and providing a high-level overview of how capital expenditure activity contributed to the provision of local public services within the area. These

resources would be used to support children and young people, tackle the climate emergency and invest in communities and infrastructure, whilst aiming to strengthen the delivery of basic services

All the finance reports were discussed en bloc (see minute no. EXE75 above for details of the presentation and debate relating to these reports).

Recommended to Council:

(1) that the capital strategy 2023/24 to 2027/28 as outlined in the Executive Summary and detailed in Appendix 5 of the report be approved.

(2) that an increase to the capital programme of **£137.554m** for a range of new investments proposals as detailed in Section 4.2, and Appendix 3 of the report, subject to confirmation of grant funding allocations be approved.

(3) that the Commissioning Plan detailed in Appendix 4 of the report for the procurement of the programme delivery plans associated with the Strategic Placemaking Projects (Levelling Up and Cultural Development Fund) outlined in Section 4.2 of the report be approved.

(4) that the Council delegate authority to the S151 Officer for the approval and increase to the capital programme of up to **£9.614m** for the Strategic Placemaking & Development Programme schemes outlined in Section 4.3 of the report, subject to confirmation of grant funding,

(5) that the Council delegate authority to the S151 Officer in consultation with the appropriate Executive Member, for the period 30 March 2023 – 31 May 2023, to approve Commissioning and Procurement Plans up to **£8m** for the Strategic Placemaking and Development Programme Schemes outlined in Section 4.3 of the report to ensure delivery of the programme will meet funding timescales,

(6) that the Council delegate authority to the S151 Officer for the approval of the Commissioning and Procurement Plan for Clevedon school grant funded scheme,

Reasons for the decision:

As set out in the report and discussed above.

Alternative options considered and rejected:

As set out in the report and discussed above.

North Somerset Council

Report to the Executive

Date of Meeting: 8 February 2023

Subject of Report: Medium Term Financial Plan 2023-2027 and Revenue Budget for 2023/24

Town or Parish: All

Officer/Member Presenting: Ash Cartman, Executive Member for Corporate Services

Key Decision: Yes

Reason:

Financial implications within the report are in excess of £500,000 and impact on all wards and communities within North Somerset

Recommendations

The Executive is asked to:

- i. Note the updated revenue and capital budget forecasts in respect of the 2022/23 financial year as detailed within section 3.1 of the report;
- ii. Note the updated changes included within the medium-term financial plan as detailed within sections 3.2 and 3.13 of the report;
- iii. Note the Equality Impact Assessment (EIA) report attached at Appendix 3, and familiarise themselves with the published EIA's that underpin the 2023/24 budget savings plans;
- iv. Note the statement of the Chief Finance Officer on the adequacy of reserves and the robustness of the recommended budget as detailed in section 3.8 of the report and attached at Appendix 6;
- v. Recommend to Council a revenue budget for 2023/24 for approval as shown at Appendix 1;
- vi. Recommend that Council approve a council tax increase of **2.99%** for 2023/24 to support the recommended budget;
- vii. Recommend that Council approve an adult social care precept of **2%** on the council tax for 2023/24 to support the recommended budget;
- viii. Approve uplifts to the basic care home fees rates for 2022/23 and 2023/24 as detailed in section 3.12.1 of the report;

- ix. Approve an increase of £0.770m to the gross expenditure and income budgets of the Adult Social Services directorate for the 2022/23 financial year, in respect of the council's direct share of the Adult Social Care Discharge Fund, as detailed within section 3.12.2 of the report;
- x. Approve an increase of up to £2.411m to the gross expenditure and income budgets of the Adult Social Services directorate for the 2022/23 financial year, in respect of the council's share of the Adult Social Care Discharge Fund allocation awarded to the Bristol, North Somerset and South Gloucestershire (BNSSG) Integrated Care Board (ICB) as detailed within section 3.12.2 of the report; and to delegate approval to the Director of Adult Social Services to use these funds to increase the North Somerset Better Care Fund.
- xi. Note that the MTFP has been aligned with a series of other reports that are also on the agenda for this meeting, with the main ones being; Capital Strategy, Treasury Management Strategy, Fees and Charges Report, Bus Service Improvement Plan report.

1. Summary of Report

Reports have been presented to the Executive and Council over recent months, which have provided updates on the council's financial planning assumptions across the period of the Medium-Term Financial Plan (MTFP), giving particular focus to the budget for the 2023/24 financial year.

In December and January, the Executive published details of the draft budget proposals which were made available for review and comment by residents and other stakeholders. All elected Members have also had the opportunity to feed into the process by attending dedicated scrutiny sessions to enable them to fully understand the issues being considered, ask any questions or to share their thoughts and views.

Elsewhere on the agenda for this meeting is the council's Capital Strategy and Treasury Management reports, which detail the proposed capital and investment plans for the year ahead. It is important to understand these investment plans, particularly how they are likely to be funded, so that we can ensure that any financial impacts are fully integrated into the council's revenue budget plans.

This report therefore finalises the MTFP process by updating all financial assumptions and also integrating the impact of new investment proposals, to enable the Executive to recommend a final balanced revenue budget to Council for the 2023/24 financial year. Council will then consider the recommended budget as part of the council tax setting process for the year ahead.

In broad terms the 2023/24 budget delivers a balanced combination of **robust** budgeting in terms of being able to support our core services and further **investment** in our asset base, both of which **protect** front line services, residents and the wider community.

Further details are contained throughout the report however, the main points to highlight are;

- A **robust** budget is being proposed having considered the significant inflationary cost and demand pressures faced across many of the service areas,

- This allows the council to maintain and support the existing good quality and effective services that are valued by the many people across North Somerset who use them in their everyday lives
- The recommended budget also includes significant sums of new money into the adult social care budgets to address both the existing pressures experienced within the service as well as providing funding to deliver a range of new responsibilities for residents
- There is investment being made into areas that support children by increasing budget provision for children's placements, support to disabled children and also additional funding being prioritised to address the increasing demand for our home to school transport service
- The Executive want to make a difference for residents by improving the facilities and the environment across our communities and are keen to deliver new capital **investment** plans during 2023/24 of £138m, which will be on top of the £385m of existing plans, focused around; children and young people, climate and the green agenda, and changes to our physical environment and place-shaping priorities.
- The capital strategy report will also provide details a range of funding bids being made by the council to access additional external resources to support more investment within communities.
- Whilst savings proposals have been included within the budget for next year to help fund the financial pressures we face, they have largely been focused on **protecting** and sustaining the vital services we provide to vulnerable residents wherever possible. Additional measures will also be introduced to help over 10,000 residents with their council tax bills by introducing a council tax support scheme for 2023/24.

2. Policy

The MTFP is a core strategic document that supports the delivery of the council's Corporate Plan which outlines the key priorities for residents and businesses within our communities. The MTFP itself describes the council's current and projected financial position and compares these to the anticipated resources available. It highlights the key risks inherent within the budget planning process and incorporates a range of financial strategies to address these.

There is a legal requirement to produce a robust revenue budget for the 2023/24 financial year along with relevant council tax banding and rates, and these will be recommended for approval by Council at the meeting in February 2023.

3. Details

3.1. Update on the 2022/23 revenue budget monitoring position

When preparing budgets for future years it is important to firstly review the baseline position for the current financial year and to understand and quantify the extent to which any existing risks and pressures will impact on the council's budget in the future. Should

ongoing pressures be identified as part of this review, it is essential that they are addressed as part of the council's work to prepare a sustainable budget going forwards.

Shown below in Table 1 is an update on the council's revenue budget position for the current financial year using forecasts made at the end of November 2022.

Table 1: Budget Monitoring summary for 2022/23

| | Month 8 Forecast (end of November 2022) | | | | |
|------------------------------------|---|--------------------------------|-------------------------------------|---------------------------------------|---------------|
| | Original Net Revenue Budget £000 | Revised Revenue Budget £000 | Projected Out-turn Position £000 | Projected Out-turn Variance £000 % | |
| Service Expenditure Budgets | | | | | |
| Adult Social Services | 75,158 | 75,633 | 75,895 | 263 | 0.35% |
| Children's Services | 26,989 | 28,272 | 29,871 | 1,599 | 5.66% |
| Corporate Services | 27,553 | 27,097 | 27,308 | 211 | 0.78% |
| Place | 29,989 | 31,230 | 32,579 | 1,349 | 4.32% |
| Public Health & Reg Services | 1,374 | 1,445 | 1,409 | (36) | -2.46% |
| | 161,063 | 163,675 | 167,062 | 3,387 | 2.07% |
| Other Revenue Budgets | | | | | |
| Incremental impact of pay offer | 0 | (1,603) | (1,603) | 0 | |
| Impact of energy procurement | 0 | (830) | (830) | 0 | |
| Capital Financing & Interest | 11,207 | 11,207 | 9,251 | (1,956) | -17% |
| Other Non Service Budgets | 13,205 | 13,025 | 13,102 | 76 | 1% |
| | 24,412 | 21,799 | 19,920 | (1,879) | -8.62% |
| Total Net Revenue Budget | 185,475 | 185,475 | 186,982 | 1,507 | 0.81% |
| General Fund Financing Budgets | (185,475) | (185,475) | (185,475) | 0 | 0.00% |
| NET REVENUE BUDGET TOTAL | (0) | 0 | 1,507 | 1,507 | 0.81% |

The table is displayed in the council's standard financial monitoring template and depicts the reported position for each of the 'directorates' in turn, as well as portraying an aggregated picture of all council services.

Key messages and headlines that can be taken from the table are;

- The council's approved net revenue budget for the year totals **£185.475m** (white and blue shaded columns)
- Managers estimate that the council will spend **£186.982m** on delivering services by the end of the year (yellow shaded column)
- This is **£1.507m, or 0.81%**, more than the council has available to spend or had planned to spend when the budget was approved back in February.

The latest forecast shows that the council will draw down £2.433m from the financial risk reserve to fund the additional costs in respect of pay and energy inflation, both of which have re-based and reflected within the budget for next year.

The approved budget for the current financial year does include a contingency provision of £1.4m, which could be released towards the end of the financial year assuming no further urgent calls are placed on it and would mean that the forecast overspend would reduce to a much lower level. Efforts continue to be made by budget managers across the council to reduce costs wherever possible so that the council can deliver a balanced budget by the end of the financial year and avoid the need to access its reserves.

The latest budget monitoring activity for the Collection Fund, which is the central 'pool' that collects council tax and business rate income and then distributes the money to the various

preceptors, shows that council tax is expected to deliver a small surplus of £200k by the end of the financial year compared to the previous monitoring position. Surplus or deficit positions on the Collection Fund would not be reflected within the Table 1 summary above but, would instead be reflected within the MTFP in a subsequent year.

Integration of 2022/23 and 2023/24 financial years

The information presented above is a high-level financial summary based on the council's more detailed budget analysis and forecasts. The detail which support these values enable us to understand the pressures that relate to the delivery of the council's ongoing service provision, and therefore to assess which of these movements are likely to be one-off in nature or continue into the future.

This review shows that there are several material budget pressures being experienced in the current year which are likely to continue into future years and a list of these items is provided below. Additional sums have been added into each of these budgets for next year to provide a more sustainable and realistic baseline for these costs and services going forwards.

- Demand pressures in children's placements
- Demand and inflationary pressures in home to school transport
- Inflationary pressures in pay budgets
- Inflationary pressures in energy budgets

3.2. Updated financial summary 2023-2027

The council has been developing and updating its financial modelling for the next four years over many months and updates have been regularly shared through a series of formal reports so that members, residents and other stakeholders can understand the challenges being faced and are aware of the potential plans being considered which would be required to balance the budget for the year ahead.

The latest update was provided in January 2023, when a budget gap of £2.536m for 2023/24 was reported, and since that time work has been carried to update the MTFP modelling assumptions and close the gap.

Having reviewed and updated all assumptions in relation to income levels as well as spending commitments, investment plans and savings proposals, a series of small changes have been included within the recommended budget for next year and these are shown in the table below.

| Table 3: Changes reflected within the recommended budget for 2023/24 | | £000 |
|---|---------|----------------|
| Budget gap reflected within the January 2023 report | | 2,536 |
| | £000 | |
| Updated collection fund surplus (section 1) | - 200 | |
| Updated spending plans (net change in adults / childrens') | - 60 | |
| Updated council tax (section 3.4.1) | - 2,499 | |
| Updated business rates (section 3.4.3) | - 273 | |
| Updated savings proposals (section 3.5) | + 646 | |
| Reprofile risk pot / contingency for savings (section 3.5) | - 150 | |
| Updated for Bus Service Improvement Plan (section 3.13) | 0 | |
| Sub-total re changes | | - 2,536 |
| Budget gap February 2023, after proposed changes | | 0 |

These changes mean that the council is able to present a robust and balanced budget for the 2023/24 financial year, which is a significant achievement given the demand and inflationary challenges and uncertainties that it has faced over recent months.

The council has also updated its financial plans for the following three financial years and a summary of these are reflected within the table below.

Table 3: Updated financial summary for the period 2023-2027

| MTFP FINANCIAL SUMMARY | MTFP - FEBRUARY 2023 | | | | |
|---|----------------------|-----------------|-----------------|-----------------|-----------------|
| | 2022/23 £000 | 2023/24 £000 | 2024/25 £000 | 2025/26 £000 | 2026/27 £000 |
| - Resources - Grants, Council Tax & Business Rates | 179,090 | 202,089 | 208,431 | 212,683 | 219,249 |
| - Current Budget - base spending position | 171,317 | 179,090 | 202,089 | 208,431 | 212,683 |
| - Budget pressures, increased spending and investment plans | 16,396 | 34,972 | 18,956 | 14,151 | 14,142 |
| - Remove covid & other one-off impacts | -4,466 | -1,553 | 0 | 0 | 0 |
| - Savings proposals and increased income | -4,157 | -10,420 | -2,043 | -722 | -690 |
| - Revised Spending Base | 179,090 | 202,089 | 219,002 | 221,860 | 226,135 |
| - Budget Gap / Surplus | 0 | 0 | -10,572 | -9,177 | -6,886 |
| | | | -26,635 | | |
| Actual / Proposed Council Tax Increase: | 2.99% | 4.99% | | | |
| - North Somerset Council Services | 1.99% | 2.99% | | | |
| - Adult Social Care Precept | 1.00% | 2.00% | | | |
| Indicative Council Tax Increase per Govt Capping Limits: | | | 4.99% | 2.99% | 2.99% |
| - North Somerset Council Services | | | 2.99% | 1.99% | 1.99% |
| - Adult Social Care Precept | | | 2.00% | 1.00% | 1.00% |

The financial future of the council over the remaining MTFP period remains challenging, which is partly as a result of the continued uncertainty in knowing what amounts of funding the council can expect to receive from 2024, and from where. The table above includes a range of indicative information and will continue to be reviewed. One example of this would be the assumptions for council tax increases, which are currently based upon the latest government capping limits for future years and are not reflective of any local decision at this time.

The council will await the outcomes of any national policies or government led information so that it is possible to understand and model specific impacts for North Somerset, to enable the council to plan decisions relating to future service delivery more appropriately. Given the scale of the financial challenge presented in the table below, it is important that the council refreshes its budget planning as soon as it is able.

3.3. Building a sustainable and robust budget

When preparing the budget for next year the council has ensured that key areas have been updated and refreshed to incorporate the latest information in all of its planning forecasts and underlying assumptions.

As noted in para 3.1 above, the results of budget monitoring forecasts in respect of the current financial year have been reviewed to ensure that the budget for next year does not feature any legacy issues and is set at **robust** levels wherever possible.

Previous reports have given a detailed account of all of the factors that have been assessed and included within the council's spending plans for the year ahead, along with the core assumptions that underpin these values, and whilst it is not necessary to repeat this information, it is important to understand that the recommended budget does mean that

council will be increasing provision to enable it to spend over £32m more on its services next year, compared to spending levels now.

This is a significant increase at a scale not seen before and demonstrates the council's commitment to ensuring that it can continue to deliver vital services to the public.

3.4. Updated resource assumptions

The council recently updated its resource assumptions following the release of the provisional local government finance settlement, which was announced in December 2022. The provisional settlement focused on providing stability to local government in the immediate term by providing the sector with information to support the 2023/24 budget as well as an indication of grants that would continue into the 2024/25 financial year, although nothing beyond that point.

At a national level the government advised that core spending power for next year, i.e. how much more money councils have to spend, will have increased by 9.2% in real terms when include the new funding for social care reforms, although it should be noted that in reality the increase will differ for all councils depending on their individual circumstances and responsibilities.

Some of the increase in funding has been provided through government grant allocations, whereas other increases will potentially come from locally generated sources, notably council tax and business rates, depending upon their tax-base and also decisions taken by individual councillors.

3.4.1. Council tax

The local government finance settlement also confirmed the planning assumptions for council tax referendum thresholds for the 2023/24 and 2024/25 financial years, which is the maximum amount that the council can increase its council tax before undertaking a referendum with residents.

The levels, often known as capping limits, have been increased compared to previous years in recognition of the significant financial pressures faced by many councils over the past year, which means that North Somerset Council is able to approve the following rises before needing to seek a referendum;

- Up to 3% Increase in council tax for general services
- Up to 2% Increase in council tax for the adult social care precept

The recommended budget for 2023/24 proposes an increase in council tax of **2.99%** to support the council's general services and a **2%** increase in respect of the adult social care precept, a change that will generate additional income of **£2.499m**.

3.4.2. Council tax support scheme

The Executive are aware that the recommended budget for next includes many difficult choices, and the decision to raise council tax by these levels is one of these because it will impact on many residents across the district who are also facing pressures and struggles within their own finances.

Alongside the Settlement the government have announced a new scheme for next year which will help to protect vulnerable households from council tax rises aiming to strike a fair balance to ensure taxpayers are not over-burdened at a time of significant pressure on the public finances.

They have allocated £100 million of additional funding that will be given to councils to enable them to deliver additional support to the 3.8 million household who are already receiving council tax support and potentially many more, as they have included some local flexibility within the scheme to enable councils to determine the most appropriate approach to support the vulnerable within their area.

The council's share of this funding is £311k and will be used to deliver both the mandatory and discretionary elements of the scheme.

The mandatory element of the scheme will mean that those residents who will be in receipt of council tax support on 1 April 2023 will receive a council tax discount of up to £25 on their bill for next year. Records show that this will benefit over 8,300 residents, including both working age and pensionable age residents.

The discretionary element of the scheme will again focus on those most in need of support, and funds have notionally been allocated to the following groups of residents;

- Residents who may be awarded council tax support through the year following a change in their circumstances
- Residents who are in receipt of housing benefit
- Families who are in receipt of free school meals

It is anticipated that the discretionary element of the scheme will benefit some 4,300 households although given that there is a high correlation between families who access free school meals and working age families in receipt of council tax support, approximately 2,600 of these households who have children, will benefit from a double award. Modelling shows that these families could receive a total discount of over £47 from their council tax bill. Modelling would therefore mean that approximately 10,000 households will be impacted by this support.

3.4.3. Business rate income

The council currently receives approximately 23% of its total funding from business rates generated within the local area, although the source of this income can vary. In the current financial year the budget reflects the following funding;

- £28m of income paid by businesses
- £12m of income given through government grants

The government gives business rate grants to councils for many different reasons although the two main ones are;

- to compensate councils for the national policy related decisions that they wish to make to businesses across the country; examples of this would include awarding reliefs to small businesses or those in the retail, hospitality and leisure sectors, and
- to ensure that all councils receive a baseline level of funding following the introduction of the business rate retention scheme back in 2013.

Whilst the base budget shows that £28m of income will be collected from businesses and retained at a local level, the overarching system of business rates is based on a national framework and the council has no influence over the major decisions that impact on the amount of business rates that become payable each year. The national framework dictates

that business rate income collected within from North Somerset is shared across the following organisations;

- 50% Given to central government
- 49% Retained by the council
- 1% Given to the Fire Authority

The amount of business rates paid each year are determined by two main factors;

- the **annual price** applied to the rateable value of a property, which is set by the government each year (this is also known as the 'multiplier'),
- the **Rateable Value (RV)** of a property – this is determined by the Valuation Office (VO) and is linked to the use and profitability of the property, along with factors such as its size etc. The VO review properties on a period basis and each time they do this, they produce a Ratings List. The List was last reviewed in April 2017 and has recently been updated in readiness for April 2023. The government have advised that a Revaluation will be undertaken every three years and a new List shared.

Changes for 2023/24

Within the local government finance settlement, the government have advised that is has frozen the business rate multiplier for next year, which means that businesses will not see an inflationary increase on their bills from April. Whilst this is good news for local businesses, councils across the country will receive less, so the government have made arrangements to compensate councils for this potential loss of income, with an adjustment to the amount of government grant that they will receive next year.

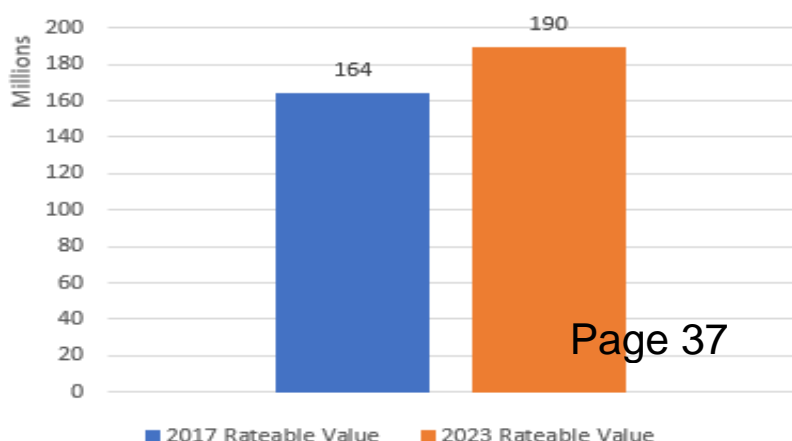
As noted above, the Valuation Office have recently released details of the new Ratings List which will come into force from April 2023. The new List shows that there has been a change in the Rateable Values (RVs) for properties who operate within different business sectors. It is not possible to list all of the changes as there are many different sectors, but the main areas of change appear to be as follows;

- Businesses who operate within the industrial, warehousing and factory related sectors could see their RVs increasing from April 2023,
- Businesses who operate within the retail sector could see their RV's decreasing

As in previous Revaluations, businesses who see a material increase in their RV will be awarded transitional relief over the period of the Rating List, so that the financial impact is smoothed and the increase introduced over a number of years.

It should be noted that at an overall level the amount of funding generated through business rate income across all sectors is expected to remain broadly similar for councils next year, although it will be necessary to make adjustments to individual council funding levels through changes to their grant allocations, for where the underlying RV's within their areas have changed.

To understand the specific financial impact of all of these changes on the council's MTFP



modelling it is necessary to understand how many businesses operate within each of the various sectors, along with the rateable values and the charts below provide details to show these changes.

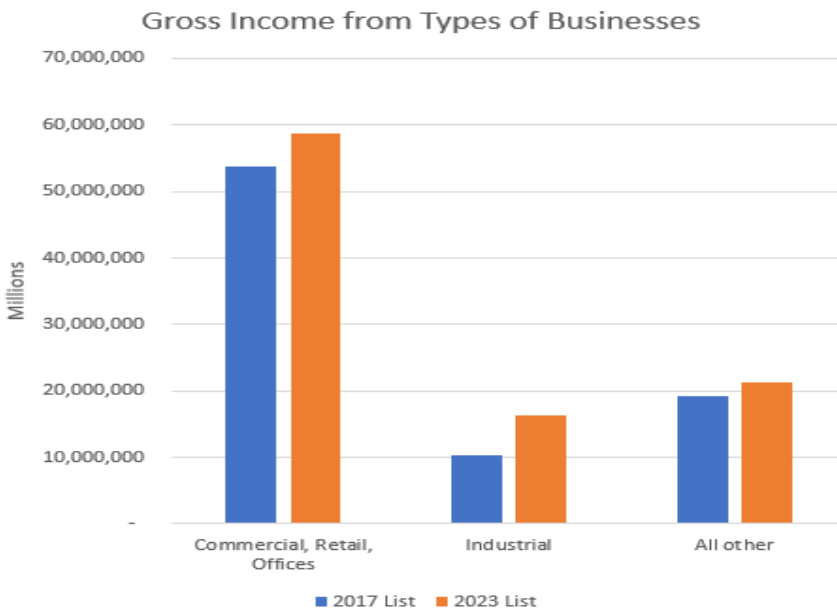


Chart 1: shows a significant increase in the rateable value of properties within the North Somerset area from April 2023.

Chart 2: shows a significant increase in the amount of business rate income likely to be received from the businesses within the North Somerset area from April 2023, before transitional relief is applied).

Whilst the amount of income received from businesses is expected to increase next year, the associated business rate related grants from the government will be reduced. The net impact of all these changes within the base budget is estimated to be an increase of **£0.273m**.

3.5. Updated savings and income generation plans

The Executive presented the majority of the draft savings proposals for inclusion within the MTFP at the meeting held in December 2022, although further proposals were also included within the report presented to Council in January 2023. All of these proposals were supported by an initial equalities impact assessment which not only provided more details about the proposals themselves, but they also outlined the potential impact on groups who have a protected characteristic.

The primary focus of the Executive continues to be to retain and protect front-line services and their customers wherever possible, and to introduce savings plans which generate viable and targeted income streams, deliver transformational change within services which can reduce costs, and to ensure best value is achieved through contracts and commissioning arrangements.

Since the previous reports were published the savings proposals have been reviewed and discussed in various forums and feedback has also been received from residents across communities, including through the Citizens Panel. As a result, the Executive have made the following changes to the recommended budget for 2023/24;

| Ref | Saving | Action | Was | Now | Change |
|-------|--|---------|------------|------------|------------|
| ASS14 | voluntary and community sector grants | Reduce | 200 | 32 | -168 |
| PH1-3 | reductions to regulatory service functions | Reduce | 130 | 80 | -50 |
| CSD4 | reductions to voluntary sector grants | Remove | 10 | 0 | -10 |
| PH8 | public health realignment | Remove | -168 | 0 | 168 |
| CH07 | review staffing in family support & safeguarding | Remove | 76 | 0 | 76 |
| PD8 | increases to public convenience charges | Remove | 30 | 0 | -30 |
| PD2 | saving to close Backwell Recycling Centre | Rephase | 300 | 0 | -300 |
| CH11 | redevelop Childrens' centres into family hubs | Rephase | 300 | 150 | -150 |
| | Total changes to savings plans | | 878 | 232 | 646 |

A full schedule of the remaining savings proposals included within the 2023/24 revenue budget, which total **£10.420m**, is shown at Appendix 2.

This level of savings is the highest that have been needed for many years and the council recognises a range of risks associated with delivering savings of this scale. As in previous years the council's S151 Officer has included some provision within the budget plans by way of a contingency which could be used to temporarily fund some aspects of the more complex savings which may be hard to deliver or which may be impacted by circumstances outside of the council's control. This measure, which equates to £375k (c3.6% of the planned savings) will form part of the council's overall risk management process and will help to provide assurance that the council is preparing a robust balanced budget.

Each of the proposals is supported by an Equality Impact Assessment (EIA) to enable the council to understand both their individual and cumulative impacts and mitigate against these. Further information on the EIA's is provided in Appendix 3.

3.6. Allocation of budgets across service areas

All of the proposed changes to the councils' budget for next year, both in terms of additional spending plans and savings proposals will be allocated to specific service areas, and these items will be added to the existing base budgets currently held by managers and Directors. A summary of the recommended budgets for 2023/24 is shown at Appendix 1.

3.7. Update on reserves

The council has a series of reserves which can be used to support spending within the revenue or capital budgets, or which it can hold to cover future financial risks. Some of these reserves are general in nature and would be available to fund any risk or pressure, whereas others have been earmarked to signify that they have been set aside to fund or be required for a specific purpose.

A review of these reserves has been undertaken to ensure that they are sufficient to meet the planned business need in both the current and future years, and provide cover towards the inherent risks held within the recommended budget for next year, or those risks highlighted within the risk register.

The council's Section 151 Officer has assessed these levels and considered them to be adequate alongside other mitigations and risk management measures and will provide a detailed listing of all of the reserve balances at the end of the current financial year.

3.8. Chief Finance Officer review of the recommended budget

The Chief Financial Officer (CFO/ Section 151 Officer) is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the 2003 Local Government Act which states the following:

- a) Where an authority to which section 32 or 43 of the Local Government Finance Act 1992 (billing or major precepting authority) applies is making calculations in accordance

with that section, the Chief Finance Officer of the authority must report to it on the following matters:

- The robustness of the estimates made for the purposes of the calculations, and
- The adequacy of the proposed financial reserves.

b) An authority to which a report under this section is made shall have regard to the report when making decisions about the calculations in connection with which it is made. This includes reporting and considering:

- The key assumptions in the proposed budget and to give a view on the robustness of those assumptions.
- The key risk areas in the budget and to assess the adequacy of the Council's reserves when reviewing the potential financial impact of these risk areas on the finances of the Council.

The CFO Statement has to be considered and approved by full Council as part of the budget approval and council tax setting process and although it concentrates on the General Fund revenue budget and associated capital programme, it must also consider key issues faced by the council over the medium-term. The Statement covering the council's MTFP and 2023/24 revenue budget is included at Appendix 6, although some of the key points are noted below.

- The council has been preparing the budget during a period of significant financial uncertainty, brought about by the rapid and unprecedented rises in inflation on many of the council's costs, which has affected the financial position in the current financial year as well as the planning for future years from April 2023.

The inflationary increases have continued to grow during this time which has introduced volatility into the financial planning process and meant that the underlying assumptions have needed to be continually reviewed and updated to ensure that future forecasts are robust and reliable.

- A review of the council's financial performance over the last three years indicate that the council retains some residual risk within core services, particularly with regards for demand led services. The most notable changes have arisen in areas such as care for older and vulnerable people, children looked after and with disabilities, and home to school transport services. Account has been taken of both current and future demand levels and provision has been built into the recommended budget for 2023/24.
- Provision has been made for pay awards, pension and national insurance changes, contractual inflationary pressures and the forecast impact of the National Living Wage which will arise through increased provider costs. However, it should be noted that given the wider economic outlook, inflationary pressures remain a key risk for the council to consider and it may be that additional costs beyond those budgeted could arise.
- The ongoing process to build a sustainable budget with numerous changes to underlying assumptions has meant that funding solutions have needed to be adapted and changed to accommodate the increased costs and resultant budget shortfalls. The rising cost base has resulted in the council developing savings proposals of over £10m and including these within the budget for next year. Savings plans of this scale do represent a risk if they are not supported by clear delivery plans and so efforts have been made to ensure that these are in place before the start of the year. The proposals will form part of the council's budget monitoring

framework as well as being integrated into the performance management framework. That being said, in recognising the underlying risks associated with delivery the council has included some provision within the budget as a mitigation measure.

- Significant consideration and attention has been given to the funding pressures within the High Needs Block of the Dedicated Schools Grant (DSG) and recognising the challenges that have arisen in previous years, and also those which could continue into the future, the council has been in discussions with the Department for Education through the Safety Valve Programme.
- The council's budget setting process reflects the new funding streams allocated to the council along with the additional responsibilities that will be attached to them.
- The council has prepared its resource forecasts for future years based upon the information available at this time and although the government have provided clarity on the 2023/24 position, only indicative policy statements have been released in respect of the 2024/25 position and nothing for the period thereafter. The long-term funding position for the local government sector therefore remains uncertain, which is clearly a challenge for the council's own financial modelling.
- Other risks faced by the council have been reviewed and assessed to identify and quantify potential financial impacts on the budget, and where appropriate have either been provided for, or aligned to resources held by the council within its reserves. One example of this would be the specific service risks associated with Ash Die-back which have been reflected within the revenue budget and within reserves.
- The level of reserves has been examined and will continue to be closely monitored during the period of this MTFP, in the context of protecting the council from existing and future liabilities.
- On the basis of the above, the Section 151 Officer's advice is that the financial standing of the council is sound in the context of the key risks, that the recommended budget for 2023/24 has been prepared robustly and is achievable, and that the level of reserves are adequate.

3.9. Alternative budgets

The detailed budget proposals and decisions contained within this report have been supported by the Executive as they fulfil their duties as an administration however, all political parties have the right to submit an alternative budget for consideration by other members as part of the budget setting process. At the time of writing no alternative budgets have been received.

3.10. Looking ahead

The council's financial planning forecasts for future years will continue to be reviewed and updated to reflect material changes to any of the core assumptions included within the modelling, whether these are driven by national or local factors.

The council is fully committed to addressing and closing the budget gaps that remain within its financial plans in later years, although it recognises that there remains a great deal of uncertainty about both national funding allocations as well as local income generating abilities beyond 2024/25.

Notwithstanding that, the council will continue to plan and formulate strategic financial proposals to close the budget gap, which will require new savings ideas to be generated and delivered. It is anticipated that a large proportion of these will focus upon the council's technological ambitions and transformational approach as evidence of pilots in these areas have been successful in the past and shown potential for further progress.

All such initiatives will be set within the Corporate Plan vision and will seek to promote independence and well-being.

3.11. Schools' budget and safety valve programme

The council, in consultation with the Strategic Schools' Forum (SSF) is responsible for managing the Dedicated Schools Grant (DSG) and distributing resources to providers. From April 2018, the DSG has consisted of 4 blocks of funding, and the values for the current and next year are shown below.

| | 2022/23 | 2023/24 | Change £s | Change % |
|-----------------------|---------------------|---------------------|--------------------|-------------|
| Schools Block | £145,657,318 | £154,548,440 | £8,891,122 | 6.1% |
| High Needs Block | £32,235,778 | £35,557,941 | £3,322,163 | 10.3% |
| Early Years Block | £11,640,321 | £12,304,261 | £663,940 | 5.7% |
| Central Service Block | £1,670,194 | £1,704,238 | £34,044 | 2.0% |
| TOTAL | £191,203,611 | £204,114,880 | £12,911,269 | 6.8% |

The schools block is ring-fenced and must be allocated to schools, although local authorities may transfer up to 0.5% of their schools block funding to another block, with the approval of the SSF. Transfers in excess of 0.5% require approval of the Secretary of State for Education.

The proposed budget for 2023/24 for the DSG is shown in the table below and includes a 1% transfer from the schools block to the high needs block (£1.545m) to support the DSG Management Plan and the Safety Valve proposal (see below).

| | Income (DSG) | Gross Expenditure | Net Expenditure |
|--|--------------------|--------------------|--------------------|
| Schools Block | £154,548,440 | £153,002,956 | -£1,545,484 |
| Less: Deductions for NNDR | -£851,937 | -£851,937 | £0 |
| Less: Recoupment for Academies | -£146,064,845 | -£146,064,845 | £0 |
| Schools Block after deductions | £7,631,658 | £6,086,174 | -£1,545,484 |
| High Needs Block | £35,557,941 | £37,103,425 | £1,545,484 |
| Less: Deductions | -£3,686,000 | -£3,686,000 | £0 |
| High Needs Block after deductions | £31,871,941 | £33,417,425 | £1,545,484 |
| Early Years Block | £12,304,261 | £12,304,261 | £0 |
| Central Services Block | £1,704,238 | £1,704,238 | £0 |
| TOTAL DSG BUDGET | £53,512,098 | £53,512,098 | £0 |

As described in the report to Council on 10 January, the council is in dialogue with the Department for Education (DfE) in relation to the growing deficit on the High Needs Block of the Dedicated Schools Grant (DSG), as part of our participation in the Safety Value Programme. Members will be aware that the deficit, which is estimated to grow to c. £18m

by the end of this financial year, has arisen as a result of an increasing number of children and young people with Special Education Needs and Disabilities (SEND).

The Safety Valve Programme requires local authorities to develop substantial plans for reform to their high needs systems and associating spending, with support and challenge from the Department, to rapidly place them on a sustainable footing (i.e. in a position to deliver an in-year balanced budget within a “reasonable” period of time).

The council will be held to account for the reforms they implement and the associated deficit reduction targets via regular reporting to the DfE. In turn the DfE will support the council with additional funding over a period of time, which will contribute towards “paying off” the historic DSG deficit balance, although this will be contingent on delivery of the reforms.

The timescales for the Safety Valve Programme indicate that the council is required to submit a final submission to the DfE by 6 February, with an agreement due to be reached by 31 March 2023.

As described above, the Strategic Schools Forum has agreed a 1% (c. £1.5m per annum) movement of funding from the Schools Block to the High Needs block for 2023/24, which is a positive measure to support investment into the DSG Management Plan. In addition, our final submission is likely to extend the period of the plan to 4-5 years, in order to allow projected future surpluses to reduce the cumulative deficit further. These two factors have the potential to reduce the cumulative deficit to a manageable amount, i.e. one that the Department for Education may “pay off” with a limited contribution from the council’s general resources.

3.12. Update on adult social care funding and spending plans

3.12.1. Uplifts to care home fees in 2022/23 and 2023/24

In September 2021 the Prime Minister confirmed that the government would be providing funding to councils to support them moving towards paying adult social care providers a ‘fair rate of care’ and in December 2021 the Department for Health and Social Care (DHSC) announced funding to support these changes.

As part of the local government finance settlement last year, the council was allocated £624k of new funding which means that this sum forms part of the approved base budget for the current financial year.

However, as the Settlement last year only covered one year it was not possible to tell whether the funding would be for a single year in isolation or whether it would form part of a multi-year plan. Without this information it has been difficult to develop spending plans that supported the market but did not commit the council to future levels of unbudgeted spending.

The government has recently confirmed that this funding will be sustained into the medium term which means that the council can begin to allocate the funding to providers, both in terms of the current financial year as well as next year.

In line with the guidance, it is proposed that the funding will be used to increase the basic care home fee rates payable by the council as shown in the table below.

| Care Setting | Increase from April 2022 | | Additional increase from April 2023 | | Total increase | |
|------------------|--------------------------|------------|-------------------------------------|------------|----------------|--------------|
| | % uplift | Cost £000 | % uplift | Cost £000 | % uplift | Cost £000 |
| Nursing Care | 1.45% | 249 | 0.30% | 302 | 1.75% | 551 |
| Residential Care | 1.20% | 293 | 0.10% | 322 | 1.30% | 615 |
| Totals | | 541 | | 624 | | 1,165 |

The purpose of the grant is to help address issues identified within the Cost of Care exercise as well as the sustainability of care homes, particularly given the reduction in self-fund demand. Given the availability of the Adult Discharge Grant which will support the domiciliary care sector, the care home gap has been prioritised.

Decisions to increase care home fees would usually be taken by the Executive Member and reflected within directorate spending forecasts however, given the timing pressures associated with funding allocations and the alignment with two financial years, it is appropriate to integrate this decision into the joint budget monitoring and MTFP framework.

3.12.2. Adult Social Care Discharge Grant 2022/23

On 18 November 2022 the Minister for Care released details of the £500m Adult Social Care Discharge Fund, which is a national fund to support councils and Integrated Care Boards (ICB's) to improve performance in relation to hospital discharges.

North Somerset Council has been allocated a grant of £770k in respect of the 2022/23 financial year and the Bristol, North Somerset and South Gloucester (BNSSG) ICB has been allocated a grant of £8.315m for 2022/23; it is estimated that the council's share of the ICB allocation will be approximately £2.411m.

The funding for both grants is to be pooled into the Better Care Fund (BCF) with planned spending signed off by the Chair of the Health and Well-Being Board as well as the ICB. The conditions associated with the grant funding required spending plans to be developed and submitted to the Department of Health and Social Care by 16 December 2022.

The council achieved this stage of the process within the required timescales and the spending plans were submitted, they consisted of a variety of measures designed to create capacity and support domiciliary care and bed-based intermediate care services, as well as providing additional assistive technologies and equipment.

However, before further steps can be taken it is necessary to follow the council's internal governance process and approve an increase to the revenue budget for both the increased level of income funding and the associated spending plans. Given the value of the proposed budget adjustments, specific recommendations for the Executive have been included at the beginning of the report to meet the council's financial regulations. Details of spending will be included within the council's budget monitoring framework and updates provided in later reports, in addition to the reporting arrangements already in place for the Better Care Fund and the ICB.

3.13. Bus Service Improvement Plan (BSIP)

On 24 November 2022 the Department for Transport (DfT) confirmed the grant funding allocation for the joint West of England Combined Authority and North Somerset Council

Bus Service Improvement Plan. The funding package offers a transformational level of funding providing an opportunity to deliver on 2030 net zero carbon reduction targets by improving the effectiveness of public transport to a level that creates a genuine alternative to the use of private vehicles.

The total amount of revenue funding allocated is £57.505m, this is to be spent over a three-year period starting 1 April 2022. The indicative share of this revenue funding for the council is £12.939m over the three years, with £1.250m being spent in the current financial year.

The revenue funding for future years has been included within the MTFP modelling to reflect additional spending of £6.694m in 2023/24 and £4.995m in 2024/25, all of which will be funded by additional grant funding of equivalent amounts. Because both the gross spending and the grant income have been increased within the MTFP, it means that there will be a net impact of £0 on the council's revenue budget over this period.

The grant funding from the DfT also includes £47.983m of capital funding for North Somerset Council, this will be reflected within the Capital Strategy.

Full details of the Bus Service Improvement Plan are included within the Bus Service Improvement Plan Update that is also on the agenda for this meeting.

4. Consultation and Engagement

The government, through its legislative framework, clearly expects that local authorities will be able to demonstrate that they have in place mechanisms to ensure that 'representatives of local people' are being appropriately informed, consulted or involved in services, policies or decisions that affect or interest them.

There are many aspects of service delivery which impact on our residents, customers and other stakeholders and members of the public, and so we recognise that it is our responsibility to ensure that any changes we make to them through the budget, need to be considered and consulted upon. Failure to do so adequately could result in aspects of the budget being subject to legal challenge.

Publication of the council's draft budget along with details of the core assumptions, planned budget changes for both additional costs and the proposed savings plans supports the objective of the Executive to be as transparent as possible.

Within the North Somerset Corporate Plan there is a commitment to engage with and empower our residents and as part of this commitment a North Somerset Citizens' Panel has been formed. The panel has recruited from people who live, work or study in North Somerset and has a current sample of over 550 people who want to actively be part of the council's vision and journey going forwards and are willing to participate in surveys, polls and focus groups.

The panel offers an opportunity for early engagement with residents on the emerging themes within the MTFP and so officers within the Business Insight team have recently shared a survey to gather information, thoughts and comments on specific areas within MTFP planning and /or future service delivery.

The survey was open for a 2-week period from 3 January to 12 January 2023 and 244 panel members submitted a response, which equates to approximately 40%. An analysis of the responses received is shown in Appendix 4.

5. Financial Implications

Financial implications are contained throughout this report.

6. Legal Powers and Implications

The Local Government Act 1972 lays down the fundamental principle by providing that every local authority shall make arrangements for the proper administration of their financial affairs, although further details and requirements are contained within related legislation. The setting of the council's budget and the resultant council tax levels for the forthcoming year is an integral part of the financial administration process.

7. Climate Change and Environmental Implications

When setting budgets for the year ahead the council is aware that it must reflect the financial impacts that environment and climate change issues could have on its plans. The most notable impact at this time is the increasing costs of energy, which does provide an opportunity to highlight climate and environmental issues.

The council's financial modelling shows that it will need to spend more on its energy costs than ever before which is a challenge given the scale of other financial pressures.

The council is therefore considering ways in which it can reduce these costs through the development of longer-term investment proposals and these will be at the forefront of our thinking when considering underlying service policies, priorities and strategies associated with the revenue budget, as well as through formulating investment plans and determining options to make reductions in our energy usage and associated costs to ensure a more sustainable future and the continued commitment to Net Zero by 2030.

8. Risk Management

In setting the revenue and capital budgets for the year ahead, the council must consider the known key financial risks that may affect its plans and these will either be explicitly provided for within the base budget or be offset and held against the unallocated contingency budget or the council's general fund working balance.

An MTFP risk register is held which follows the principles of the council's overarching Risk Management Strategy and has therefore been designed to;

- Identify the core risks within the MTFP
- Analyse and assess the control framework for each of these risks
- Implement and integrate these risks into our monitoring and reporting programme

As such these risks and the wider risk register will continue to be updated even after the budget is set as many will be inherent rather than the more specific areas of risks associated with the council's financial planning. An extract showing the material items within the MTFP risk register is included at Appendix 5.

Within this framework officers continue to test the impact of varying key assumptions in the medium term financial strategy throughout the process to assess the sensitivity of the ranges of indicative budget figures as this informs decisions about the level of working balances needed to provide assurance as to the robustness of the budget estimates. A table showing some of these considerations has also been included at Appendix 5.

9. Equality Implications

There are many aspects of service delivery which impact on our residents, customers and other stakeholders and members of the public, and so we recognise that it is our responsibility to ensure that any changes we make to them through the revenue budget, need to be considered and consulted upon. Failure to do so adequately could result in aspects of the budget being subject to challenge.

The Equalities Act 2020 (Section 149) sets out public sector duties, the general duties are to have due regard to the need for:

- Eliminate discrimination, harassment, victimisation and other conduct prohibited by the Act,
- Advance equality of opportunity between people who share a protected characteristic and those who do not; and
- Foster good relations between people who share a protected characteristic and those who do not.

These duties should be considered in the development and approval of the council's budget. To aid understanding and the consideration of these important equality duties, managers complete Equality Impact Assessments (EIAs) for each budget proposal.

Appendix 3 provides an overall summary and all of the EIAs that underpin the **£10.646m** of budget savings and increased income proposals as recommended for inclusion within the 2023/24 revenue budget.

Some of the savings' proposals included within the budget were initially identified as having a potential 'medium' impact on equality groups so those EIAs have been discussed in detail at the Equality Stakeholder Group meetings, and feedback from the consultation has been taken fully into account within the final Assessments.

10. Corporate Implications

The Corporate Plan and MTFP, along with the supporting financial monitoring processes and performance management framework are vital tools to help align effort across the organisation and ensure that core services are all are focused on delivery to agreed community and organisational priorities.

With continuing financial pressures and rising demands for services, it is essential that the councils' limited resources continue to be prioritised and allocated in line with the identified priorities as some of the proposed changes included within the MTFP will impact on capacity levels within services and it may be necessary to review and reassess core priorities.

11. Options Considered

The council is legally required to set a balanced budget for the year ahead and to implement a robust financial framework to ensure that spending is aligned to available resources and work to date has focused on achieving that objective.

Various options in respect of potential budget changes have been considered throughout the financial planning process, many of which will have been recorded within the risk register and discussed in previous reports. The recommended budget for 2023/24 reflects the most up to date assumptions in respect of spending plans, aligning underlying data for service demand and costs, to council priorities.

All savings proposals contained within the draft budget have been considered by individual Executive Members and approved by the Executive collectively.

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Appendices:

- Appendix 1 Recommended budget for 2023/24, allocated across directorates
- Appendix 2 Savings proposals incorporated into the recommended budget
- Appendix 3 Equality Impact Assessment report on the 2023/24 savings proposals
- Appendix 4 Response from the Citizens Panel Survey on the budget
- Appendix 5 Risk register summary and sensitivity analysis
- Appendix 6 Section 151 Officers statement on the adequacy of reserves and the robustness of the budget

Background Papers:

Exec Report – February 2022, MTFP & Revenue Budget 2022-2025

Council Report – February 2022, Council Tax Setting 2022/23

Exec Reports – September to December, Revenue Budget Monitoring for 2022/23

Exec Reports – September to December, MTFP and Revenue Budget 2023-2027

Council Report – January 2023, MTFP & Revenue Budget Update 2023-2027

APPENDIX 1 – Recommended budget for 2023/24, allocated across directorates

| | Adult Social Care £000 | Childrens Services £000 | Corporate Services £000 | Place Directorate £000 | Public Health Reg Services £000 | Capital & Interest £000 | Non Service £000 | Total £000 |
|--|------------------------------|-------------------------------|-------------------------------|------------------------------|---------------------------------------|-------------------------------|---------------------|----------------|
| 2022/23 Base Budget - approved by Council Feb 2022 | 75,158 | 26,989 | 27,553 | 29,989 | 1,374 | 11,207 | 6,821 | 179,090 |
| Growth included within the MTFP | | | | | | | | |
| Pay related inflation | 1,007 | 1,062 | 749 | 1,275 | 140 | 0 | -15 | 4,218 |
| Energy inflation | 0 | 229 | 2,052 | 1,917 | 0 | 0 | 0 | 4,198 |
| Contract inflation | 0 | 0 | 1,468 | 1,625 | 0 | 0 | 0 | 3,093 |
| Business rates inflation | 1 | 12 | 47 | 43 | 0 | 0 | 47 | 150 |
| Childrens - placements, disabled children, foster care allowances | 0 | 2,429 | 0 | 0 | 0 | 0 | 0 | 2,429 |
| Adults - inflation, demographics, transitions, re-basing for 22/23 | 8,852 | 0 | 0 | 0 | 0 | 0 | 0 | 8,852 |
| Adults - new funding and responsibilities | 3,863 | 0 | 0 | 0 | 0 | 0 | 0 | 3,863 |
| Place - waste service | 0 | 0 | 0 | 3,052 | 0 | 0 | 0 | 3,052 |
| Place - home to school transport | 0 | 0 | 0 | 2,366 | 0 | 0 | 0 | 2,366 |
| Place - other (incl Ash Die Back, property costs) | 0 | 0 | 0 | 608 | 0 | 0 | 0 | 608 |
| Other - audit fees, insurance, rolled-in grants, coroners, contingency borrowing, remove prior year one-offs (feasibility, priorities) | 0 | 0 | 810 | 0 | 0 | 217 | -437 | 590 |
| | 13,723 | 3,732 | 5,126 | 10,886 | 140 | 217 | -405 | 33,419 |
| Savings proposals | -4,227 | -764 | -1,453 | -2,808 | -258 | -910 | 0 | -10,420 |
| Budget transfers 2022/23 and 2023/24 | -320 | 55 | -25 | 366 | 118 | -194 | 0 | 0 |
| 2023/24 Draft Budget - as per Executive report February 2023 | 84,334 | 30,011 | 31,201 | 38,433 | 1,374 | 10,320 | 6,416 | 202,090 |
| Analysis | | | | | | | | |
| Net change in Budget year-on-year - £000 | 9,176 | 3,023 | 3,648 | 8,444 | 0 | -887 | -405 | 22,999 |
| Net change in Budget year-on-year - % | 12.2% | 11.2% | 13.2% | 28.2% | 0.0% | -7.9% | -5.9% | 12.8% |
| Savings as a % of 2022/23 Base Budget | -5.6% | -2.8% | -5.3% | -9.4% | -18.8% | -8.1% | 0.0% | -5.8% |
| Growth (total) as a % of 2022/23 Base Budget | 18.3% | 13.8% | 18.6% | 36.3% | 10.2% | 1.9% | -5.9% | 18.7% |
| Growth (excl Energy and Bus Rates) as a % of 2022/23 Base Budget | 18.3% | 12.9% | 11.0% | 29.8% | 10.2% | 1.9% | -6.6% | 16.2% |

Budget transfers are where services or areas of responsibility transfer between directorates, for example, the budgets for the net property compliance contracts have (£275k) been transferred into the Place directorate from Corporate Services. Other transfers relate to funding for public health outcomes.

APPENDIX 2 – Savings proposals incorporated into the recommended budget for 2023/24

| Ref | Description | 2023/24 | 2024/25 | 2025/26 | Total Proposals |
|-------|--|---------|---------|---------|-----------------|
| ASS01 | Better Care Fund - Inflation on adult protection element - contribution to increased costs | 300 | 0 | 0 | 300 |
| ASS02 | Extra Care Housing - reduced unit costs of care element following re-tender | 25 | 0 | 0 | 25 |
| ASS03 | Reducing the number / size of new care packages through reablement, Technology Enabled Care (TEC) and other early intervention services | 400 | 0 | 0 | 400 |
| ASS04 | Meeting the needs of people through strengths-based assessment and governance approach that ensures equity and consistency | 200 | 0 | 0 | 200 |
| ASS05 | Reviews of existing care packages to ensure that all appropriate Continuing Health Care (CHC) or joint funding is received | 500 | 0 | 0 | 500 |
| ASS06 | Reviews of existing care packages to ensure still appropriate, strengths-based assessment and use of TEC | 500 | 0 | 0 | 500 |
| ASS07 | Review the services received within Mental Health / Learning Disabilities considering TEC, Shared lives and Housing with support to maximise independence. | 325 | 0 | 0 | 325 |
| ASS08 | Identify new Supported Living schemes as a more cost effective and independence maximising alternative to residential placements | 100 | 0 | 0 | 100 |
| ASS09 | Equipment demonstration delivery moved to alternative venues, end use of MOTEX demonstration centre | 60 | 0 | 0 | 60 |
| ASS10 | Review of arrangements for shared office accommodation with Avon and Wiltshire Mental Health Partnership | 75 | 0 | 0 | 75 |
| ASS11 | Review staffing arrangements in the Learning Disabilities and mental Health Teams | 120 | 0 | 0 | 120 |
| ASS12 | Increase vacancy management target in adult social care by 1% | 125 | 0 | 0 | 125 |
| ASS13 | Increased client contributions to reflect increases in benefits and pensions | 940 | 0 | 0 | 940 |
| ASS14 | Review Voluntary and Community Sector Grants and Commissioned Services | 32 | 0 | 0 | 32 |
| ASS15 | Review of staffing and deletion of non-statutory Bristol Autism Services seconded Social Worker role | 59 | 0 | 0 | 59 |
| ASS16 | Freeze TEC Coordinator post until external funding becomes available | 49 | 0 | 0 | 49 |
| ASS17 | Review of funding arrangements for staff in the Housing Team | 162 | 0 | 0 | 162 |
| ASS18 | Annual uplift to fees and charges to cover inflationary cost of services - Adults | 255 | 256 | 256 | 767 |

APPENDIX 2 – Savings proposals incorporated into the recommended budget for 2023/24

| Ref | Description | 2023/24 | 2024/25 | 2025/26 | Total Proposals |
|-------|---|---------|---------|---------|-----------------|
| CH01 | Efficiency savings or reductions in budgets in line with projected or historic spend or demand | 85 | 0 | 0 | 85 |
| CH02 | Relocate Family Support and Safeguarding team to alternative office accommodation | 20 | 0 | 0 | 20 |
| CH03 | Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams | 121 | 0 | 0 | 121 |
| CH04 | Review of Family Time Service to ensure service supports children with the highest needs | 60 | 0 | 0 | 60 |
| CH05 | Increase in Vacancy Management target | 100 | 0 | 0 | 100 |
| CH06 | Review of costs for children with complex care needs | 50 | 0 | 0 | 50 |
| CH08 | Review of arrangements for Family Group Conferencing | 56 | 0 | 0 | 56 |
| CH09 | Remove final tranche of discretionary funding for under two's child care | 80 | 0 | 0 | 80 |
| CH10 | Review funding arrangements for staffing costs in Youth Justice Service | 29 | 0 | 0 | 29 |
| CH11 | Redevelopment of Children's Centres into Family Hubs | 150 | 150 | 0 | 300 |
| CH12 | Annual uplift to fees and charges to cover inflationary cost of services - Children | 13 | 14 | 14 | 41 |
| CSD1 | Reduce senior management within the directorate, along with external resources previously used to support transformation | 159 | 0 | 0 | 159 |
| CSD2 | Review the scope and scale of support provided to the council through external contractual arrangements in respect of Internal Audit and Archiving, i.e. the storing of historic artefacts. | 10 | 10 | 8 | 28 |
| CSD3 | Review the scope and scale of the Business Intelligence team, the Policy & Partnerships team and the delivery of consultation and research activity | 80 | 20 | 0 | 100 |
| CSD5 | Review and reduce resources required to deliver Procurement services, reflecting reduced demand as a result of lower overall external spend. | 54 | 0 | 0 | 54 |
| CSD6 | Review of the Comms team and release capacity from vacant post | 35 | 0 | 0 | 35 |
| CSD7 | Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities | 39 | 0 | 0 | 39 |
| CSD8 | Realign occupational health budget and annual leave buy back budgets to current levels | 13 | 0 | 0 | 13 |
| CSD9 | Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income. | 21 | 95 | 60 | 176 |
| CSD10 | Review and reduce the resources required to deliver a range of internal support services such as ICT support and project management and external contract costs for bought in services. Seek further income from trading opportunities and project management activity. | 120 | 0 | 0 | 120 |

APPENDIX 2 – Savings proposals incorporated into the recommended budget for 2023/24

| Ref | Description | 2023/24 | 2024/25 | 2025/26 | Total Proposals |
|-------|---|---------|---------|---------|-----------------|
| CSD11 | Reduce printing costs and equipment leases, reduce physical document storage costs | 10 | 10 | 0 | 20 |
| CSD13 | Increase income from Carelink users - aligned to inflation | 10 | 0 | 0 | 10 |
| CSD14 | Implement a range of changes and cuts to the Support Services Contract through reductions to the scope and scale of services and capacity available to the council. Areas of change include; Facilities, Digital Support, Cash Collection, Revenues and Benefits, Accounts Payable, Carelink and ICT. | 133 | 235 | 0 | 368 |
| CSD15 | Increase council tax income by introducing a new policy to levy a second homes premium | 0 | 0 | 150 | 150 |
| CSD17 | Undertake a review of the Finance Service to evaluate core areas of responsibility, reduce the scope and scale of services currently provided and efficiencies. | 103 | 20 | 14 | 137 |
| CSD19 | Align income budget from tenants to current levels at Castlewood and reduce premises related costs within office accommodation sites by 10% e.g. paper supplies, maintenance etc | 235 | 0 | 0 | 235 |
| CSD20 | Reduce budgets associated with the Sovereign Centre including the removal of resources set-aside to fund the capital financing costs of potential future investment and contract management costs. | 290 | 0 | 0 | 290 |
| CSD21 | Increase income from external investment activity largely as a result of higher interest rates | 850 | 0 | 0 | 850 |
| CSD22 | Reduction in debt costs and charges (Avon Loan Debt & Revolving Infrastructure Fund) | 60 | 15 | 0 | 75 |
| CSD23 | Reduction in former employee pension costs | 30 | 10 | 0 | 40 |
| CSD24 | Annual uplift to fees and charges to cover inflationary cost of services - Corporate | 36 | 37 | 37 | 110 |
| CSD25 | Increase the vacancy management target within Corporate Services staffing budgets | 75 | 0 | 0 | 75 |
| PH1-3 | Budget savings within Regulatory Services, covering Housing, Consumer Protection and Environment Protection related services. Will include opportunity to increase income, and reduce expenditure. | 80 | 0 | 0 | 80 |
| PH4 | Annual uplift to fees and charges to cover inflationary cost of services - PH&RS | 10 | 11 | 11 | 32 |
| PH5 | Remodel team structure and limit recruitment against restructure plans agreed earlier in 2022. New reporting lines and allocation of functions to share increased workload. Will deliver savings to also support further realignment in 22/23. | 118 | 0 | 0 | 118 |
| PH6 | Reduce allocation of budget to GP delivery of health checks and target provision in areas of higher deprivation or high risk workplace settings. | 30 | 0 | 0 | 30 |
| PH7 | Seek economies of scale in delivery of settings programmes and reduce funding to support some interventions e.g. mental health training. | 20 | 0 | 0 | 20 |

APPENDIX 2 – Savings proposals incorporated into the recommended budget for 2023/24

| Ref | Description | 2023/24 | 2024/25 | 2025/26 | Total Proposals |
|------|--|---------|---------|---------|-----------------|
| PD1 | Increase recycling materials income target | 900 | 0 | 0 | 900 |
| PD2 | Review recycling provision and initiatives across the district | 0 | 200 | 0 | 200 |
| PD3 | Garden Waste inflationary increase | 150 | 0 | 0 | 150 |
| PD4 | Garden waste optimisation of rounds (Garden Waste collected on a different day to other collections) | 50 | 100 | 0 | 150 |
| PD5 | Find efficiency savings within the Waste Contract - This could include campaigns to improve the sorting of recycling by residents | 150 | 150 | 0 | 300 |
| PD6 | Refresh and embed a policy to minimise replacement/additional bins/containers | 50 | 50 | 0 | 100 |
| PD7 | Campaigns to increase recycling and reduce disposal costs | 50 | 0 | 0 | 50 |
| PD9 | Income from public surveillance cameras & private CCTV monitoring | 10 | 0 | 0 | 10 |
| PD10 | Fixed Penalty Notice (FPN) revenue for Anti-Social-Behaviour & CCTV used to issue FPNs for Highways and Public Protection Order and review funding models for Community Response | 50 | 85 | 0 | 135 |
| PD11 | Realign income budgets for leisure centres to current usage levels | 15 | 0 | 0 | 15 |
| PD12 | Make permanent the existing closure of Churchill Sports Centre | 117 | 0 | 0 | 117 |
| PD13 | Seafront staff review | 40 | 0 | 0 | 40 |
| PD14 | Review the commercial model for the following buildings: Somerset Hall Playhouse Theatre Tropicana The Bay Cafe | 248 | 0 | 0 | 248 |
| PD15 | Realign the budget for Curatorial Service | 5 | 0 | 0 | 5 |
| PD17 | Establishment of a single, council-wide transport function and improved commissioning | 50 | 0 | 0 | 50 |
| PD18 | Revisit safe walking routes to school | 100 | 0 | 0 | 100 |
| PD20 | Moving traffic violations - Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions | 100 | 100 | 0 | 200 |
| PD21 | Bus lane enforcement | 100 | 0 | 0 | 100 |
| PD22 | Realign budget for structure repairs to reflect actual spending | 25 | 0 | 0 | 25 |
| PD23 | Reduce external spend and increase internal spend on the Capital Programme | 200 | 0 | 0 | 200 |

APPENDIX 2 – Savings proposals incorporated into the recommended budget for 2023/24

| Ref | Description | 2023/24 | 2024/25 | 2025/26 | Total Proposals |
|------|--|---------------|--------------|------------|-----------------|
| PD24 | Realign budget for affordable housing income | 28 | 0 | 0 | 28 |
| PD25 | Deletion of vacant officer post within Development Team | 36 | 0 | 0 | 36 |
| PD26 | Estimated increase in national planning application fees | 16 | 0 | 0 | 16 |
| PD27 | Delete vacant Access Officer post | 19 | 0 | 0 | 19 |
| PD28 | Economy team additional income | 16 | 0 | 0 | 16 |
| PD30 | Expand commercial waste service | 0 | 50 | 0 | 50 |
| PD32 | Review residents parking zones | 0 | 50 | 50 | 100 |
| PD33 | Biodiversity Net Gain | 0 | 25 | 0 | 25 |
| PD34 | Progress the libraries strategy by investigating alternative funding opportunities, models and partnerships | 0 | 135 | 0 | 135 |
| PD35 | Review Placemaking & Growth services | 0 | 93 | 0 | 93 |
| PD36 | Annual uplift to fees and charges to cover inflationary cost of services - Place | 124 | 122 | 122 | 368 |
| PD37 | Increase scope of LED rollout programme to include Port Marine lanterns and Non-LED zebra floodlights to reduce energy consumption | 70 | 0 | 0 | 70 |
| PD38 | Realign income budget for Land Charges & Street Numbering to reflect an increase in fees to offset the cost of providing the service | 19 | 0 | 0 | 19 |
| PD39 | Increase the vacancy management target within Place staffing budgets | 70 | 0 | 0 | 70 |
| | | 10,420 | 2,043 | 722 | 13,185 |

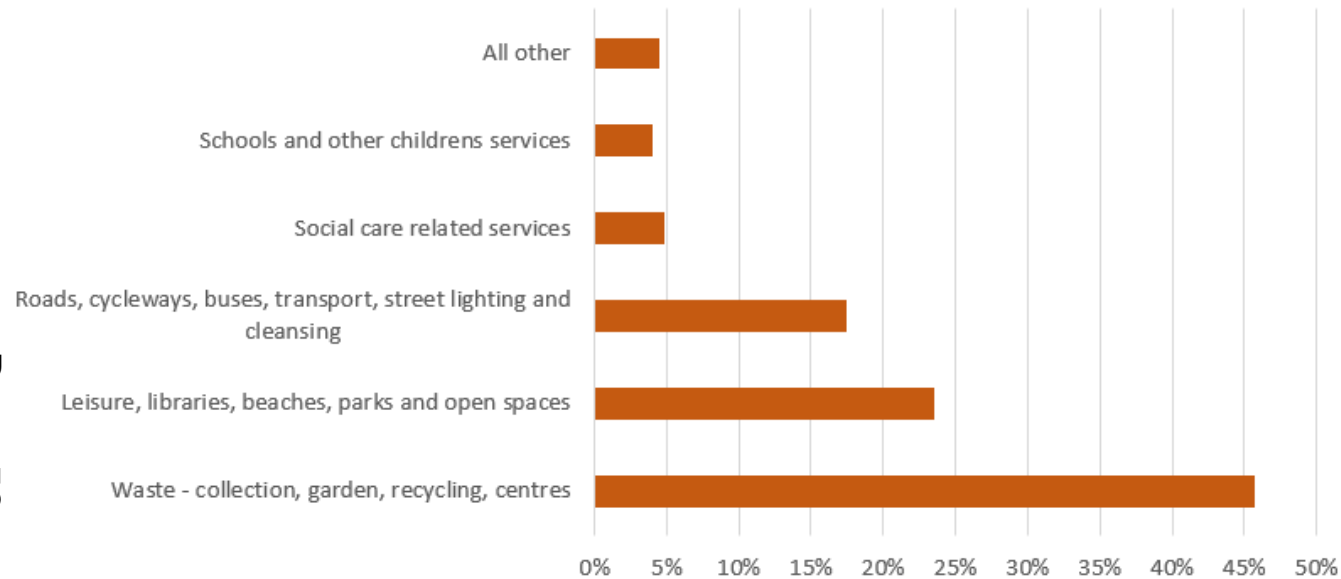
APPENDIX 3 – Equality Impact Assessment report on the 2023/24 savings proposals

This report is listed as a separate document within the Agenda and can be accessed from there

APPENDIX 4 – Response from the Citizens Panel on the budget

Services regularly used and valued

Services that you use regularly and value



The council asked the panel to list the services that they regularly use and value and the responses are shown in chart.

As can be seen the top response was '**waste**' as almost half of residents specifically referenced one or more of their waste related services, which includes the kerbside collection of the black bins and green recycling boxes, as well as garden waste and recycling provision.

In addition to the services selected, panel members also had the opportunity to provide free text to support their choices.

Panel members provided a lot of commentary on the council's waste services and there was recognition that this area had

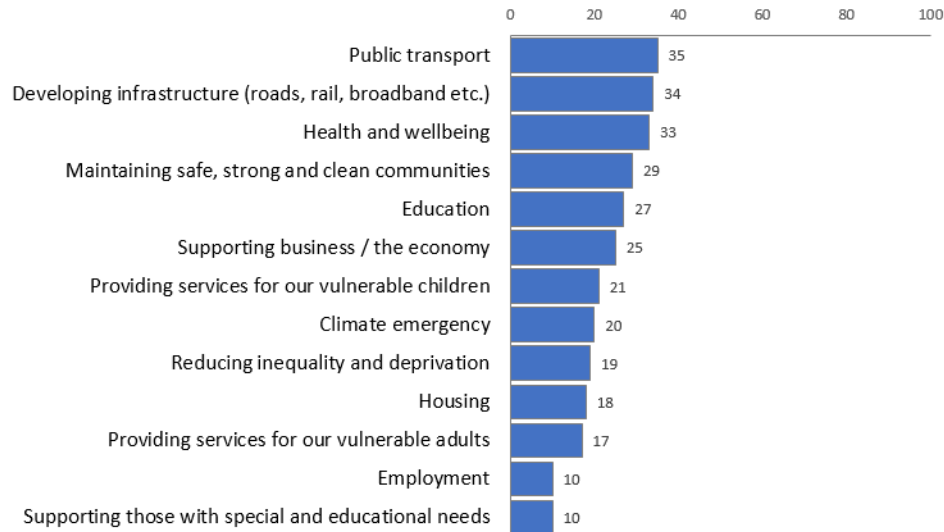
improved a lot compared to the service received in previous years. Staff were mentioned for the difficult job that they do, and residents valued and appreciated that the recycling centres are well laid, clean and provided an essential community-based facility. Several responses asked for service levels in this area to be retained and not reduced.

A lot of commentary was also provided about other 'core' services that panel members regularly use, notably community-based leisure facilities, parks, open spaces, public rights of way and beaches; the panel stated that they used these facilities to go for walks, be with their families and to get fresh air and exercise.

Roads, cycle ways, buses and transport related facilities were highlighted by the panel as being very valuable resources within communities, although there was the perception that these areas were lacking in some areas and also in need of some additional investment.

APPENDIX 4 – Response from the Citizens Panel on the budget
Highest priority areas for investment in the future

Which of the following areas would you choose as the three highest priorities for investment in the coming years?



The panel were asked which of the following areas would they choose as the three highest priorities for investment in the coming years and the chart shows the percentage of respondents choosing each item among their top three priorities.

The responses in this chart provide some correlation to the free text given in the first question, in that public transport and developing infrastructure, including roads and rail facilities would be amongst the top two priority areas for investment in the future.

Other priority investment responses given were more linked to the provision of services that people value and did not just focus on investment that could be spent on physical assets.

This would include investment to;

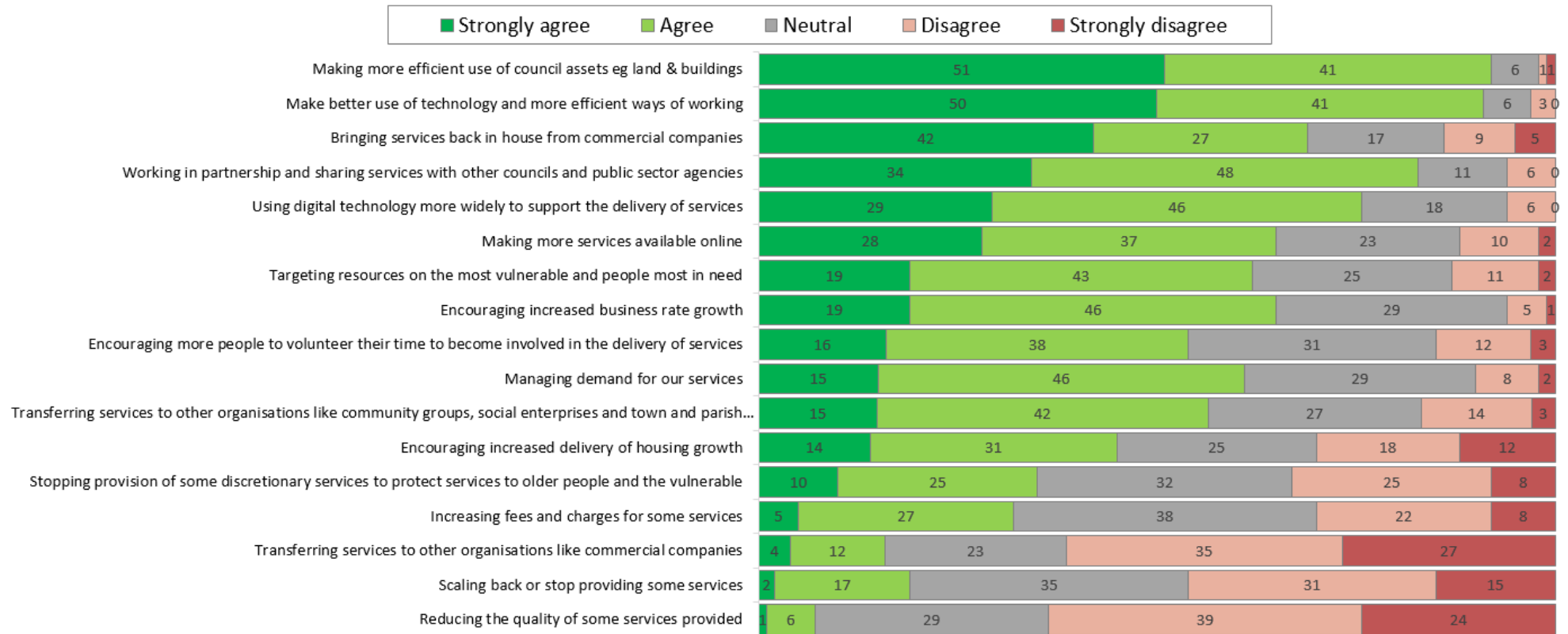
- Improve health and well-being
- Support businesses and the economy
- Provide support to vulnerable adults and children

APPENDIX 4 – Response from the Citizens Panel on the budget

Ways to make services more affordable

Members of the citizens panel were asked to share their thoughts by prioritising the approaches which the council has identified as ways that it could make services more affordable to run. The chart below shows the responses given, with those at the top more acceptable than those at the bottom.

Support for 'innovative and transformative ways to make services more affordable to run over the coming years'
(% of respondents giving each option)

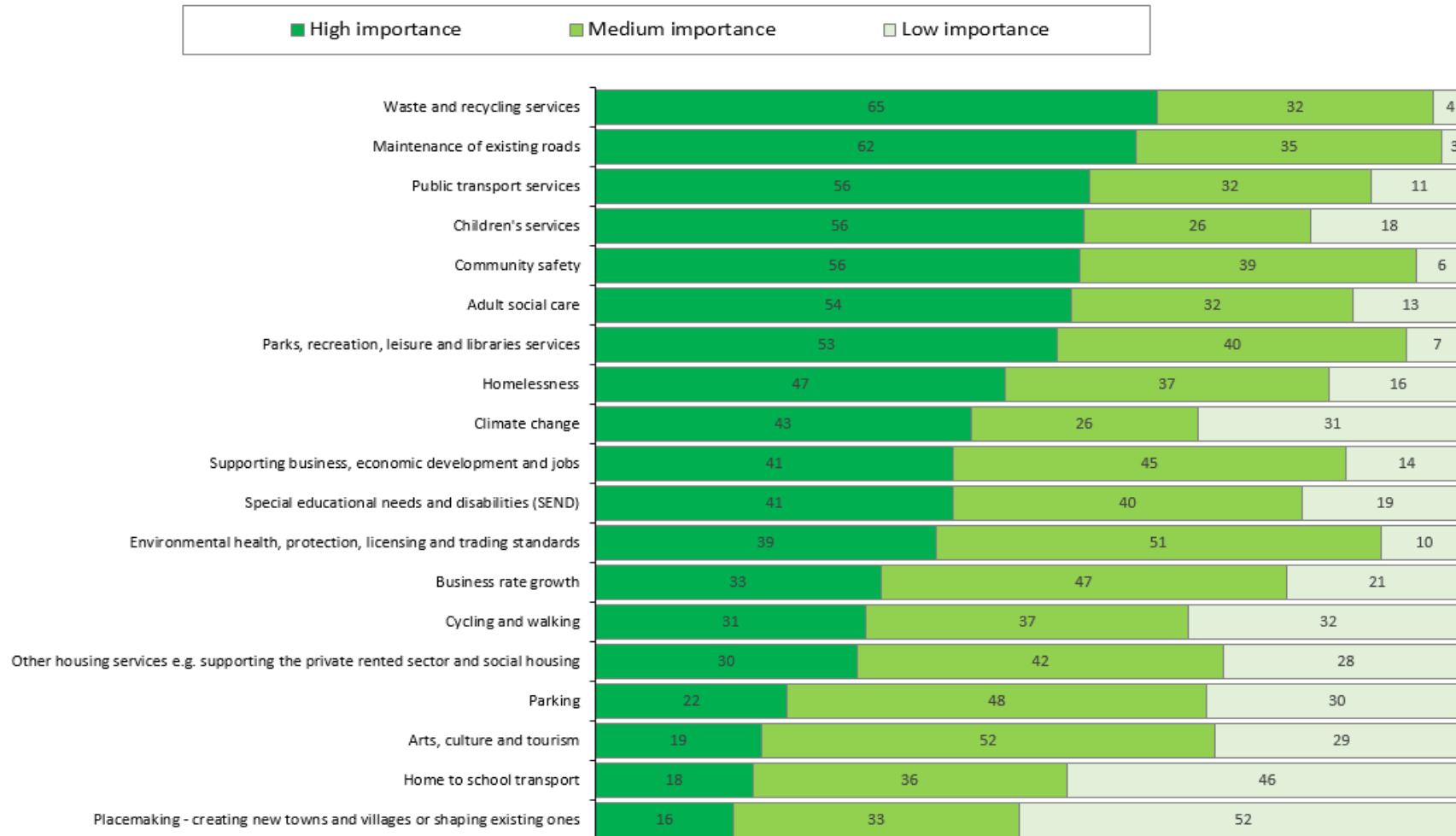


The free text responses supporting this question are interesting because although the option to 'make more services available online' scored a relatively positive response in the chart above, the free text provided many comments to indicate that the panel felt that some parts of the community would find this a barrier as they could not access or use technology as easily as others, and so could become disadvantaged.

APPENDIX 4 – Response from the Citizens Panel on the budget

Areas where innovative and transformative approaches could make services more affordable

Agreement with approaches to 'find innovative and transformative ways to make services more affordable'
 (% of respondents giving each option)

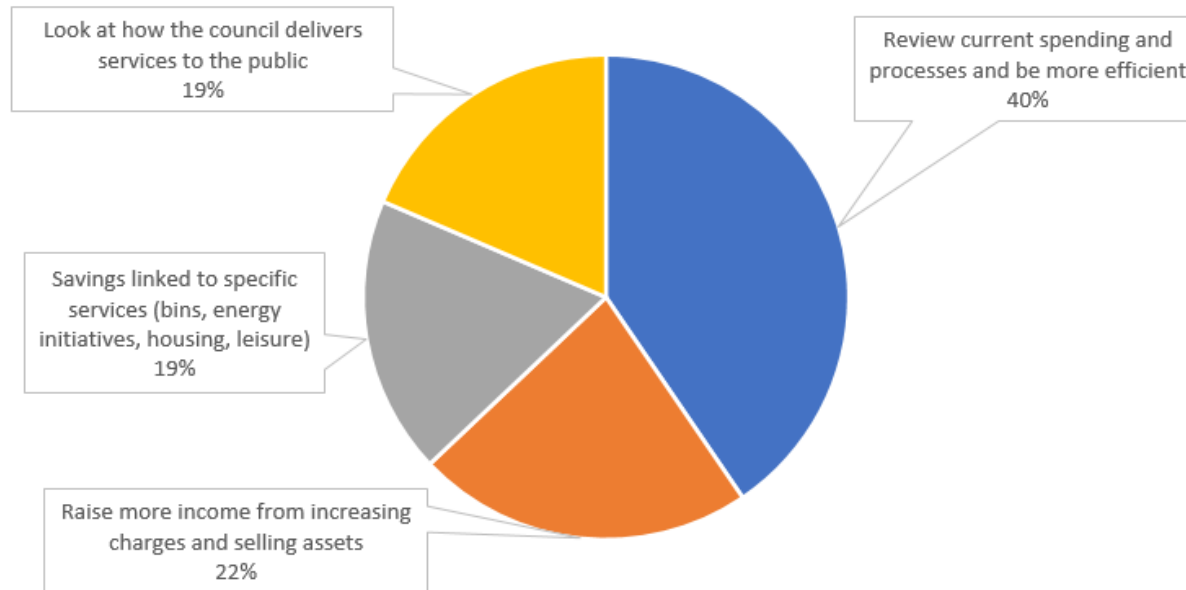


APPENDIX 4 – Response from the Citizens Panel on the budget

Ideas and ways the council can save money and improve services

An open question was shared with the panel members asking for ideas and ways which they felt the council could use to save money and / or improve services. Some of the comments and suggestions have been taken from the responses and grouped into themes below.

Ideas to save or generate money



Page 60

- **Review current spending and internal processes and be more efficient**

Reduce costs by better use of technology, be less bureaucratic and reduce some processes, work together with other councils and partners, do jobs once 'correctly' at the outset and ensure that they are of a high standard, review and evaluate high-cost projects, use quality contractors, award smaller contracts to local people who can contribute and grow the local economy, review decisions about 'what' to spend money and make sure that it is wanted and needed by the community – be wise before spending tax-payers money and scale back on what might be a vanity project, ensure that the online website for council tax is fit for purpose

APPENDIX 4 – Response from the Citizens Panel on the budget

- **Raise more income from increasing charges and / or selling assets**

Be more commercial and fine offending lorries or companies who break weight limits and damage roads, improve enforcement of speed limits and charge more drivers who are caught on speed cameras, congestion charges, fine visitors when they park on council land, introduce charges for discretionary services that are not used by all residents, increase charges for those most able to pay, introduce charges for major users of recycling centres (i.e. over an excessive level), make sure that discretionary charges for specific things cover all of the service costs, sell recycled goods at centres, build council houses to provide rental income, raise a levy on all new house building and use that money to improve local roads, collect all outstanding debts being held, introduce a higher council tax for second homes, bring in residents parking on some streets, look at car parking charges in all the North Somerset towns, invest in council owned industrial units and rent them out to generate business rates, let out empty flats and properties, hold parties in the park or more events on council land, lobby government for a tourist tax

- **Look at how the council delivers services**

- Sharing services - establish services which can be provided on a regional basis or working with other councils e.g. working with Bristol or Somerset, undertake more joined up working with the NHS, share premises with civil service or other government bodies, sharing top management jobs
- Engaging with local councils – devolve some service delivery and asset management to local councils (parks, car parks, environmental health, asset management), encourage communities to set up local renewable energy projects, create community champions the tools to sort out minor issues, allow local councils to contribute to services that could be closed or reduced in their areas, avoid duplication with local councils
- Making use of the community and voluntary sector and volunteers – encourage and help more volunteer organisations, use more volunteers to improve health and well-being, get communities involved in litter picking hedge trimming and park maintenance, use PCSO's to monitor anti-social behaviour groups, use community service punishments to clearing the town, make use of the residents who have retired and they represent a skilled resource, partnership working with third sector organisations who have skills and knowledge

- **Savings ideas linked to specific services**

- Transport - Run a small bus into town on weekend evenings, introduce a park and ride scheme from Worle station to the town centre particularly for events, look at investment in an area and then do the works at the same time to avoid several trips, change some traffic signals to peak time only, change the buses for transporting children to smaller ones in village locations,

APPENDIX 4 – Response from the Citizens Panel on the budget

- Health and social care - Invest in the health of the people in the area which in turn will reduce the need for social care, increase social care capacity to improve healthcare, employment and housing,
- Leisure - Build or convert new sports centres, less management of open spaces and more re-wilding / eliminate re-wilding, invest in leisure if fewer holidays abroad, extension to Strawberry Line and invest in cafes and businesses along the route
- Climate - Invest in renewable energy generation on council property, invest in solar panels and electric vehicles for the council, reduce street lighting, turn off all council buildings at night
- Waste - Incentivise people to recycle more, try to generate better markets from recycling, e.g. biomass, energy, aggregates from plastics, provide water butts at reduced cost to protect water resources, change the arrangements for bulky waste as too expensive, only collect black bins every 4 weeks instead of 2 to encourage more recycling / bin collection could be extended by another week

APPENDIX 5 – Risk register summary and sensitivity analysis examples

| | Risk area | Initial Risk Score | | | Potential mitigation | Risk Score After Mitigation | | |
|---|---|--------------------|--------|-------|--|-----------------------------|--------|-------|
| | | Likelihood | Impact | Score | | Likelihood | Impact | Score |
| 1 | Legacy overspending through not delivering a balanced budget in 2022/23 | 3 | 4 | 12 | Month 8 budget monitor shows a projected net over spend of £1.5m, although still has a contingency budget of £1.4m to call upon. The 2023/24 recommended budget has allocated growth to these key areas of ongoing pressure to re-base the budgets meaning that there is a lower probability that adverse variances will continue into future years. | 3 | 3 | 9 |
| 2 | Sustained increase in inflationary factors which have the potential to drive the council's future costs above the assumptions reflected within the MTFP for Pay, Energy and Contracts | 5 | 4 | 20 | Efforts have been made to review and assess assumptions for cost increases across the period of the MTFP and align these to benchmarking or national rates. Uncertainties around pay will largely be driven by the governments National Living Wage policy, although it is likely that there will be an associated impact on the council's contract costs. All indices will continue to be closely monitored and compared to MTFP assumptions. The annual revenue budget does include an unallocated contingency budget of £1.4m and holds sums in its reserves. | 4 | 4 | 16 |
| 3 | The ongoing impacts associated with higher interest rates, which could increase borrowing costs or provide an opportunity to increase returns on external investments | 3 | 5 | 15 | The council's capital strategy will aim to manage capital spending within an overall affordability envelope which means that it could scale back on spending in other areas if borrowing rates increase beyond budget levels. An increase in investment interest rates will provide an opportunity to generate more returns for the council. | 3 | 3 | 9 |
| 4 | Unable to mitigate budgeted demand pressures within children's social care and home to schools transport as well as other services such as adult social care, waste collection, coroners service. | 4 | 4 | 16 | Cost & volume data has been incorporated into the monitoring processes along with indicative growth for core demand in future years, which reflects the latest levels of demographic and an estimate of further demand growth. | 3 | 4 | 12 |
| 5 | Unable to achieve financial savings in all areas of the council's budget, given that savings of over £10m have been included for delivery in 2023/24 | 4 | 4 | 16 | Detailed delivery plans have been drawn up to support achievement of savings plans, and attention given to capacity and existing service pressures. Savings plans will be embedded within the council's monitoring framework to ensure continuous review and scrutiny. Provision has also been included as a contingency within the revenue budget to offset some minor delays. | 3 | 4 | 12 |
| 6 | Unable to deliver and sustain the locally generated housing and business rate growth required to align to budgeted income streams | 4 | 5 | 20 | Increased focus on delivery of outcomes through regular reviews with planning and place-making teams who are monitoring effective delivery of housing growth. Implement a robust monitoring system to assess and report on collection rates for business income following the rollout of the national Revaluation process. | 3 | 4 | 12 |
| 7 | Uncertainties in future funding levels following potential changes to local government finance arrangements | 3 | 5 | 15 | The council has been provided with details to support a one-year funding settlement for 2023/24 as well as a policy paper to indicate a commitment to providing stability in 2024/25. There remains a great deal of uncertainty beyond this period which may be driven by national political and economic change. The council will continue to lobby for further certainty to enable it to prepare robust medium term financial plans, through individual work as well as through liaison with other councils and stakeholders. | 5 | 4 | 20 |

APPENDIX 5 – Risk register summary and sensitivity analysis examples

| | Risk area | Initial Risk Score | | | Potential mitigation | Risk Score After Mitigation | | |
|----|---|--------------------|--------|-------|---|-----------------------------|--------|-------|
| | | Likelihood | Impact | Score | | Likelihood | Impact | Score |
| 8 | Uncertainties relating to new funding streams for Adult Social Care and also the potential future implications arising from delaying some elements of the Health & Social Care Reforms | 3 | 4 | 12 | Prudent assumptions have been reflected within the MTFP about the extent to which increases in adult social care funding will be reflected within the MTFP to support core areas of spending and also a range of new initiatives and outcomes, although these will only be assess and potentially mitigated when grant conditions and responsibilities are shared. There remains ongoing uncertainty in relation to Social Care Reforms, i.e. the funding as well as the impact on the council, residents and the wider sector which will only be mitigated when further information is released. | 3 | 3 | 9 |
| 9 | Financial stability of providers, including those providing adult social care services and also leisure services | 3 | 5 | 15 | The council will continue to apply annual uplift fees to social care providers taking into account inflationary increases in costs, whilst maintaining affordability for the council. Additional funding in respect of the Fair Cost of Care will also be passported onto providers within the market to ease pressures in accordance with govt guidance and a Market Sustainability Plan will be published. Sharp rises in energy costs over the past year have impacted on leisure providers who were still trying to recover from Covid. Support has been provided and further measures are planned to ensure that council owned assets are maintained to ensure a full range of facilities can be provided to residents and mitigate losses. | 2 | 5 | 10 |
| 10 | Inability to reduce the annual Dedicated Schools Grant deficit in the short term | 5 | 5 | 25 | The council has been working closely with the government on its Safety Valve Programme which is an initiative that helps councils to deliver a sustainable financial operating position within the DSG budget, particularly in the High Needs Block. As a result a range of options are currently being considered, which if implemented, will impact on future levels of annual spending in this areas. It is anticipated that the Safety Valve discussions will also have a positive impact on the council's Deficit balance through a release in additional funding, although the Deficit is currently not chargeable to the General Fund following a temporary change in the accounting regulations. | 5 | 4 | 20 |
| 11 | Prioritising, funding and implementing major infrastructure projects within the Capital Strategy to ensure that the council strategically plans for the future in terms of ensuring that the aspirational vision of the council is focused on delivering the needs for the residents and business within our communities. | 5 | 5 | 25 | The council's Capital Strategy has been developed alongside the MTFP and officers and Members are focused on ensuring that all of the needs of the organisation (for both today and the future) are captured and considered before any decisions are made. Any spending plans for new projects, as well as risks associated with existing projects, will need to be prioritised within an overall affordability envelope because all such plans must be sustainable within the context of the MTFP. | 4 | 5 | 20 |
| 12 | Availability of one-off revenue resources to mitigate risk, and fund investment in key priorities such as transformation. This also includes ensuring that the council has sufficient capacity to support and deliver new projects, particularly those which have external funding. | 3 | 5 | 15 | Retain a contingency budget of £1.4m as well as General Fund working balance of between 4-6%. Mitigate current and future overspends through rigorous financial monitoring to protect use of existing risk reserves. Review opportunities to increase reserves and identify investment resources. | 3 | 3 | 9 |
| 13 | Impact of more frequent and impactful weather conditions | 4 | 3 | 12 | Repairs and maintenance programme focused on asset management approach. Renewed emphasis on climate change in all policies and decisions. Greater emphasis on risk assessment measures and early intervention where possible. | 3 | 3 | 9 |
| 14 | Impacts arising from the Cost of Living Crisis which could present across many areas of the council's budget, e.g. increased demand for services, lower levels of income collected (including council tax) | 4 | 3 | 12 | Forecast levels of demand have been considered on a service by service basis to assess if adjustments are needed. Work has been undertaken to understand the impacts of support packages implemented through the CoL working group. The draft budget will also reflect the £100m of govt support to increase council tax support. | 3 | 3 | 9 |

APPENDIX 5 – Risk register summary and sensitivity analysis examples

Scoring matrix

Council-wide Risk Management Matrix - applied to the MTFP Strategic Risks

| | | | | Likelihood | | | | |
|--------|------------|--|----------|--|---|--|--|---------------------------------------|
| | | | | Rare - less than a 5% chance 1 | Unlikely - 6% to 20% chance 2 | Possible - 21% to 50% chance 3 | Likely - 51% to 80% chance 4 | Almost certain - 80% plus 5 |
| Impact | Critical | affecting 25% of a budget or impact of up to £1m | 5 | LOW / MED | MEDIUM | HIGH | HIGH | HIGH |
| | High | affecting 16% to 25% of a budget, litigation/claims/fines of up to £500k | 4 | LOW | MEDIUM | MEDIUM / HIGH | HIGH | HIGH |
| | Medium | affecting 6% to 15% of a budget, litigation/claims/fines of up to £250k | 3 | LOW | LOW / MED | MEDIUM | MEDIUM / HIGH | HIGH |
| | Low | affecting 1% to 5% of a budget, litigation/claims/fines of up to £100k | 2 | LOW | LOW | LOW / MED | MEDIUM | MEDIUM |
| | Negligable | affecting up to 1% of a budget, litigation/claims/fines of up to £50k | 1 | LOW | LOW | LOW | LOW | LOW / MED |

| | | | | |
|---|----|----|----|----|
| 5 | 10 | 15 | 20 | 25 |
| 4 | 8 | 12 | 16 | 20 |
| 3 | 6 | 9 | 12 | 15 |
| 2 | 4 | 6 | 8 | 10 |
| 1 | 2 | 3 | 4 | 5 |

APPENDIX 5 – Risk register summary and sensitivity analysis examples

| Examples of sensitivity analysis / scenarios relating to items included within the council's financial modelling | | | |
|--|--------------------------|-----------------------|--|
| Area | Example Change in Demand | Potential Impact £000 | Notes and supporting information |
| Costs associated with the demand for places for Looked After Children | 5% | 500 | The average unit cost of a placement for a looked after child is c. £30,000 per annum. However this varies substantially depending on the type of placement, with an in-house foster placement costing c. £16,000 per annum and an average residential placement costing c. £250,000 per annum. There are currently c. 310 placements included within our cost and activity monitoring. |
| Costs associated with the demand for adult social care | 5% | 4,250 | The average gross cost of a long term adult social care package is c. £545 per week or £28,500 per annum. However, this varies depending on the type of placement, with the average home care package costing £255 per week and the average residential care package costing £855 per week, although the highest cost packages can be in excess of £5,000 per week. There are currently c. 3,075 live placement packages including within our cost and activity monitoring. |
| Costs associated with the demand for SEND home to school transport | 5% | 153 | The average cost per head of a Special Educational Need and Disability (SEND) pupil transport is c£5,000 per annum. This value does however vary depending on the type of transport required and the location of the placement, for example the average out of county placement cost per head is £9,800 per annum and the average parental mileage allowance is £2,300 per annum. There are currently 613 SEND pupils receiving home to school transport. |
| Cost associated with the disposal of residual waste (from black bins) | 5% | 37 | It costs the council £122.51 to dispose of a tonne of residual waste. The forecast tonnage for 2022/23 is 6,085 tonnes |
| Costs associated with employing staff | 5% | 4,000 | The council budgets for 1,354 full time equivalent staff within the revenue budget with costs starting from £28,000 per person per annum, which means that the total pay-bill will be over £65 million in 2023/24 (including overheads). |
| Cost of borrowing to support the capital programme | 1% | 1,610 | The council has a borrowing need of £161 million over a 5-year period to support investments within its capital programme - if interest rates were to increase by 1% then this would cost the council £1.6m more in borrowing costs than current forecasts. |
| Income generated from selling recycling materials | 5% | 120 | The budgeted level of waste recycling material income for 23/24 is £2.4m |
| Income generated from council tax | 1% | 1,256 | There are 81,014 Band D equivalent properties showing within the taxbase forecast for 2023/24, which means that a 1% increase on the level of council tax would generate additional income of £1.256m per annum |
| Income generated from sales, fees and charges | 1% | 352 | The council, like many others across the country, charge for a range of services within permitted guidance and currently expects to receive over £35 million of income through its sales, fees and charges policy. Examples are varied and include; residents paying a contribution towards their social care costs, charging fees for planning applications and providing building control services or food inspection certificates, providing licences to taxi drivers and landlords, as well recovering the cost of providing car parking and garden waste services. Modelling shows that if a 1% increase was applied to these income budgets then £352,000 more income would be generated. However, it is important to note that some charges are set nationally and increases may not be allowable which means that more detailed modelling would be required to understand the impact for individual areas. |

This table provides a range of examples to show how the council's costs or income assumptions 'could' change in the future depending on different scenarios. It is not anticipated that these will become likely scenarios, but do provide context as part of understanding the budget forecasting.

ASSURANCE STATEMENT FROM THE SECTION 151 OFFICER

The following are the summary assurances and recommendations of the council's Section 151 Officer who is Amy Webb, the Director of Corporate Services.

A Review of the Revenue Budget

In relation to the 2023/24 revenue budget I have examined the underlying base spending position, assessed future demand forecasts, considered potential risks and future impacts, and also reviewed the draft savings proposals which are to be included within the budget for next year.

I believe that, whilst some elements of the council's spending and service delivery proposals are challenging, they are nevertheless achievable given the political and management will to implement the required changes, good management, and the sound monitoring of performance and budgets, which has been evidenced this year, whilst continuing to deal with the on-going financial volatility which has arisen from the sharp rises in inflation in areas such as pay, energy and contracts.

I am satisfied that sufficient management processes currently exist within the council to deliver this budget and to identify and deal with any new problems which may arise during the year, this of course includes the continuation of demand led pressures for some of our core services.

The council must however recognise that the financial information that it has received from the Government in respect of a funding package to support spending **over the medium-term**, is insufficient as it has only provided a detailed settlement package in respect of the 2023/24 financial year, and only a series of policy headlines to inform funding levels for 2024/25. Nothing has been provided to indicate how much money the council might expect to receive, or be allowed to generate locally, beyond that point.

My recommendations are also conditional upon:

- The council approving the updated projections within the Medium Term Financial Plan for 2023/24 to 2026/27,
- Directors and managers not exceeding their ongoing operational allocated base budgets,
- Taking every opportunity to ensure that underspends or favourable windfall variances are fed into the council's bottom line as a first call rather than be used for alternative purposes within the service, thereby ensuring a one-council approach to financial management and a more strategic use of resources to meet the council's Corporate Plan aims,
- Not considering further calls on reserves other than for those risks that have been identified, those that could not have been reasonably foreseen and that cannot be dealt with through management or policy actions. Any excess reserves should be targeted towards business transformation, asset management and invest to save initiatives, economic recovery following the pandemic or to smoothing reserves to

mitigate further risks associated with current issues such as demand-led pressures and broader economic impacts,

- A recognition that the level of reserves and corporate risk assessment need to be regularly reviewed in the light of changing circumstances and that the council needs to show a commitment to maintain reserves at a level which provides adequate cover for most identified risks during the planning period, and
- That the council has arrangements and resources in place to **consider value for money in preparation for future years' budgets.**

B Adequacy of Reserves

In relation to the adequacy of reserves, I recommend the following Reserves Strategy based on an approach to evidence the requisite level of reserves by internal financial risk assessment. The Reserves Strategy will need to be reviewed annually and adjusted in the light of the prevailing circumstances.

B1 Introduction and background

Section 31a of the Local Government Finance Act 1992 requires billing and precepting authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. The Local Government Act 2003, Section 25 requires the council's Section 151 officer to report to the council on the robustness of the estimates made and the adequacy of the proposed financial reserves assumed in the budget calculations.

Best practice on the use and management of reserves and balances is provided by CIPFA and the Local Authority Accounting Panel (LAAP) guidance, specifically LAAP Bulletin 99 - 'Local Authority Reserves and Balances'. This was issued in July 2014, but since then many references have been made to the scale of public sector reserves by various parties.

In setting the revenue and capital budgets, the council must consider the known key financial risks that may affect its plans and these will either be explicitly provided for within the base budget or be offset and held against the unallocated contingency budget or the council's general fund working balance and other earmarked reserves. Throughout 2022/23 the council has experienced additional pressures on its revenue budgets due to ongoing demand for services alongside economic conditions, significant inflationary and costs.

The council recognises that there is an increasingly high degree of risk in terms of making specific decisions around its Medium-Term Financial Plan (MTFP) and that reserves will play a part in the overall strategy and the level of working balances needed to provide assurance as to the robustness of the budget estimates.

An MTFP risk register is regularly updated which reflects the most significant areas of the council's financial planning, these are reported to members through reports to the Executive and Council.

In addition, there are specific concerns across the sector relating to the possible end of the statutory override period in relation to the Dedicated Schools Grant deficit, which has been extended for a further two years until the end of March 2025. Alongside this, the council has

started its “Safety Valve” negotiation with the Government as to how, in the medium term, the high needs block of the DSG (Dedicated Schools Grant) can be brought into in-year balance and how, consequently, the Government may contribute to reducing the historic deficit which will then inform the level of resources that the council may need to identify from its own reserves to close the gap.

Strategic Context

There are a number of reasons why a Local Government Authority might hold reserves, these include to:-

- Mitigate potential future risks such as increased demand and costs;
- Help absorb the costs of future liabilities;
- Temporarily plug a funding gap should resources be reduced suddenly;
- Enable the council to resource one-off policy developments and initiatives without causing an unduly disruptive impact on Council Tax;
- Spread the cost of large-scale projects which span a number of years.

Reserves only provide one-off funding so the council aims to avoid using reserves to meet regular and ongoing financial commitments, other than as part of a sustainable medium-term budget plan, as part of its obligations under Section 114 of the Local Government Act 1972.

Long-Term Sustainability - Reserves are an essential tool to ensure long term budget stability particularly at a time when the council is facing significant year on year reductions in real terms funding and spiralling costs. Following the COVID pandemic, where a large amount of government funding was made available to support local authorities and activity levels on schemes were hampered, most councils have experienced an increase in their overall level of reserves although a lot of these have reduced to support approved programmes of work and initiatives.

Reserve balances have been identified as a key indicator of financial health and the council continues to have an appropriate level of reserves to deal with identified risks. As a minimum, there are sufficient balances to support the budget requirements and provide an adequate contingency for budget risks.

There are two different types of reserve, and these are;

- ***Earmarked Reserves*** – these reserves are held to fund a specific purpose and can only be used to fund spending associated with that specific purpose. Should it transpire that not all of the agreed funds are required then the agreement of the council would be sought to decide how any remaining balance is to be utilised.
- ***General Fund Balance*** – usage from this Reserve is non-specific and is held to fund any unforeseen spending that had not been included in the base budget e.g. unplanned operational demand resulting in significant costs.

B2: Risk Assessment to Determine the Adequacy of the General Fund Balance

A well-managed multi-purpose council will strive to maintain as low a level of General Fund Balance as possible to free up resources to deliver services, whilst still covering its financial risks.

The council has a robust approach to managing risk and there are effective arrangements for financial control in place. That said, given the high level of influence that third parties, such as suppliers, the Local Government Employers and Government departments have on its income and expenditure, there is always a risk that the Council will unexpectedly become liable for expenditure that it has not budgeted for.

The Council has set its Prudential Indicator for the General Fund Balance as between 4-6% of annual budget which is a commonly used benchmark across the Sector. At the end of 2022/23 it is projected that the General Fund Balance is forecast to be £9.744m, or 5.25% of the council's net revenue budget which is within the acceptable range.

Due to varying revenue budgets, maintaining a consistent level of General Fund Balance will result in the percentage varying over time. Transfers in or out of the General Fund Balance to conform to the range indicated would only normally be considered if there was significant variance or if resources were earmarked to another project.

The prudential indicator is a useful control measure but is a rudimentary way of assessing the adequacy of the General Fund Balance and a more meaningful approach is to develop a risk assessment. The council will consider both measures as part of its annual reserve strategy.

A risk assessment of the adequacy of the Council's General Fund Balance will be carried out regularly to determine the extent to which the Council is exposed to uninsured and unbudgeted losses. The risk assessment for the current financial year, 2022/23 has been prepared and then rolled over as part of the budget setting process with the most significant risks are summarised and shown in Appendix 5. The assessment in respect of the current financial year shows that the impact and scale of potential losses has been estimated to calculate a potential net financial impact of approximately £9.8m, therefore it will not be necessary to amend the amount based on the current risk assessment as the difference of £56k is immaterial.

B3 – Review of earmarked reserves

The council has a number of earmarked reserves which have been established for specific purposes where there have been timing differences at budget setting or year end, or emerging risks or cost pressures. The relevance of, and balance in, each of these is reviewed annually and the council is informed of the latest plans for the balances held in such reserves over the medium term via the Reserves Strategy.

A series of tables have been included below to provide an overview of the council's reserves position following the latest review, which took place in November 2022.

The table below provides a summary of the overall reserves position – high level observations show;

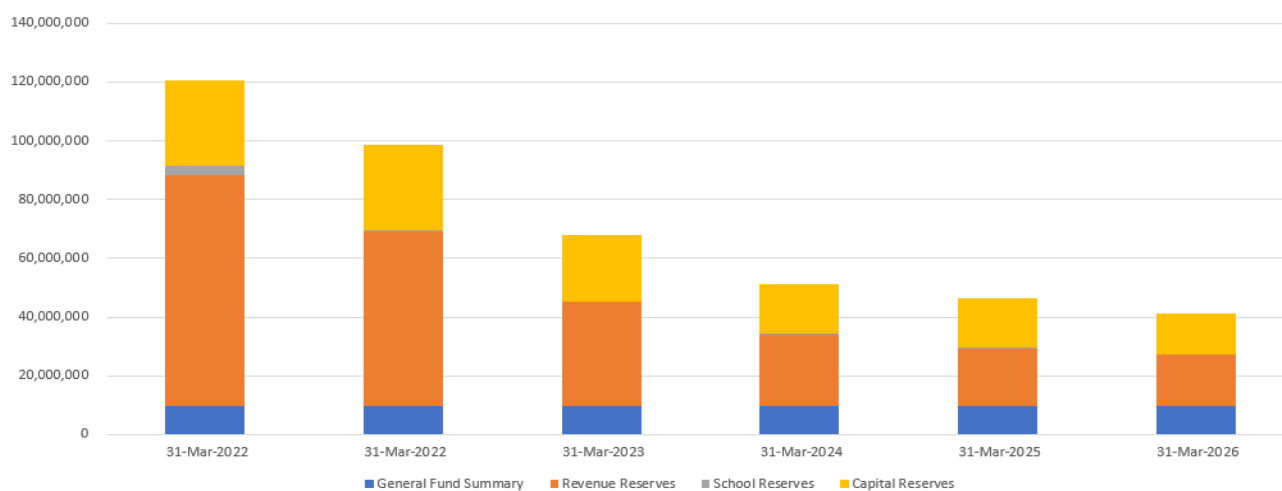
- £9.744m relates to the general fund balance - which has been risk assessed as adequate in paragraph B2 above,
- £59.401m relates to the council's earmarked reserves – further details is provided in the following tables below,
- £28.971m is held for capital and is committed to current projects included within the overall capital programme

- £0.340m relates to schools and is ringfenced accordingly
- There is a forecast reduction of £22.2m, or 18.5% by the end of 2022/23

| Usable Reserves Summary | | Actual Balance Held 31-Mar-2022 £ | Indicative Balance 31-Mar-2023 £ | Notes / Comments |
|----------------------------------|-------------------------------|--|---|---|
| Revenue related reserves; | | | | |
| R1 | General Fund Reserve | -9,743,946 | -9,743,946 | Also called the Working Balance - equates to c5.25% of the annual revenue budget |
| R2 | Earmarked Reserves - Revenue | -78,438,745 | -59,401,250 | Further breakdown provided below - see Table R2 |
| R3 | School Balances & Reserves | -3,388,160 | -339,684 | Ring-fenced balanced linked to individual schools and projects |
| | sub total - revenue reserves | -91,570,851 | -69,484,880 | |
| Capital related reserves; | | | | |
| C1 | Earmarked Reserves - Capital | -7,316,147 | -7,316,147 | Ring-fenced council resources to fund projects within the approved capital programme |
| C2 | Capital Receipts | -13,470,528 | -13,470,528 | Monies from sale of council assets, funding is linked to projects within the approved capital programme |
| C3 | Capital Grants Unapplied | -8,184,013 | -8,184,013 | Govt grants awarded to specific schemes within the approved programme |
| | sub total - capital resources | -28,970,689 | -28,970,689 | |
| Total usable reserves | | -120,541,540 | -98,455,569 | |

The graph below shows that over the medium term, usable reserves are forecast to reduce by 68% by the end of 2025/26.

Forecast of Usable Reserves - from 2022



The Council has greatest flexibility over the use of its Earmarked Revenue Reserves and so these are explored in more detail in the following two tables.

| R2 - Summary of Earmarked Revenue Reserves | | Actual Balance Held 31-Mar-2022 £ | Indicative Balance 31-Mar-2023 £ | Notes / Comments |
|--|--------------------------------------|--|---|---|
| R2.1 | Adults | -8,709,973 | -5,819,313 | |
| R2.2 | Childrens | -2,884,773 | -2,266,988 | |
| R2.3 | Public Health & Regulatory Services | -5,913,667 | -4,126,537 | |
| R2.4 | Place | -13,178,616 | -7,410,532 | |
| R2.5 | Corporate Services | -5,331,466 | -4,021,832 | |
| R2.6 | Non-Service - Corporate Reserves | -33,677,086 | -27,012,885 | Further breakdown provided below - see Table R2.6 |
| R2.7 | Non-Service - Property sinking funds | -1,059,016 | -1,059,016 | |
| R2.8 | Non-Service - Capital, incl S106 | -7,684,147 | -7,684,147 | |
| | | -78,438,745 | -59,401,250 | |

The table above provides a breakdown of the council's earmarked revenue reserves and it can be seen that;

- Each of the **directorates** manages its own earmarked reserves;

- these are actively used to support specific programmes and initiatives delivered by managers in these areas, e.g public health programmes, social care projects, supporting place-making objectives etc,
 - whilst these reserves are subject to annual review and re-prioritisation, the funds are not available to release in support of the council's overall financial position,
 - further detail on each of the individual directorate held earmarked reserves will be provided at the end of the current financial year when the accounts are finalised
- In addition, the council is currently holding £7.684m of reserves relating to S106 agreements, following delivery of new developments across the district – these monies will be used to fund investment in schools, open spaces, libraries, housing and infrastructure
 - The largest section of earmarked reserves relates to the 'corporate' area of the council – a further breakdown is given in the table below.

| R2.6 - Extract of Revenue Reserves - Corporate / Council-wide | | Actual Balance Held 31-Mar-2022 £ | Indicative Balance 31-Mar-2023 £ | Notes / Comments |
|---|--|--|---|--|
| CP1 | Collection Fund Smoothing & City-Deal Reserves | -15,921,012 | -13,125,392 | Technical reserves to smooth financial impacts across years, e.g. Covid Business Rate Relief awarded through several Govt policies |
| CP2 | Insurance Reserve | -2,163,657 | -2,163,657 | To fund uninsured risks, changes in the value of current claims, claims occurred but not yet reported claims, stop-loss levels |
| CP3 | Severance Reserve | -1,289,989 | -1,289,989 | To fund severance costs which release MTFP savings |
| CP4 | Financial Risk Reserve | -2,796,178 | -1,927,178 | To fund unplanned financial risks and also Energy costs in 2023/24 |
| CP6 | Covid Grant Reserve | -4,503,548 | -4,503,548 | Govt grants to be used to fund ongoing impacts associated with Covid (costs and income short-falls) |
| CP5 | Healthier Together Matched Funding Grant Reserve | -2,472,000 | -1,372,000 | Created at the end of March 2022, linked to Agreement with the CCG March 22 |
| CP7 | Driving Growth Reserve | -1,699,704 | -110,154 | To fund costs associated with Development Programme, linked to Place-making Strategy |
| CP8 | Corporate Transformation Reserve | -1,445,000 | -1,298,500 | To fund one-off costs associated with transformation activity, which will deliver ongoing MTFP savings |
| CP9 | Corporate ICT & Software Replacement Reserve | -893,380 | -853,375 | To fund ongoing programme of approved projects, linked to Capital Strategy |
| CP10 | Balance - all other Corporate Reserves | -492,617 | -369,091 | |
| | | -33,677,086 | -27,012,885 | |

Several of these reserves are technical in nature and support specific accounting treatment, for example the Collection Fund Smoothing Reserve and the City-Deal Smoothing Reserve.

The council has other reserves which are held for the following purposes and are its primary way of flexible resourcing;

- CP4 Financial risk reserve, to fund unplanned risks. This reserve has been used during 2022/23 because of higher than budgeted pay awards and energy prices. It is expected that at least £1.522m of this reserve will need to be utilised in 2023/24 to smooth energy price impacts in the MTFP, alongside Ash die back remediation,
- CP6 Covid Grant Reserve – this is residual non-ringfenced funding which was made available to councils via Section 31 grant. Whilst there are no specific plans to spend against this budget in the current financial year, there are knock on impacts to the councils' supply chain which are still being experienced as a result of the pandemic will remain allocated until the end of the financial year which is when adjustments to reserves will be implemented. This reserve does have the ability to be re-purposed and following approval from Council in January 2023, is currently being considered

as a flexible funding source to support other council priorities, the largest of which would be the Safety Valve discussions with the Department for Education,

- CP8 Corporate Transformation Reserve – this funding is held with strict criteria for invest to save projects within the council, and is expected to support digital transformation alongside other programmes of change to support future MTFP savings delivery

Given the challenging MTFP gap being forecast over the remaining period of the MTFP, alongside the forecast overspend in the current financial year, ***it is not recommended that any of these reserves are transferred or re-prioritised for other uses than those described.***

C Capital Planning

In relation to the Capital Programme covering the period 2022/23 to 2027/28 (including commitments from previous years and new approvals):

- The capital budgets are based on the best information available in terms of project costs and are supported by effective procurement processes which demonstrate value for money,
- The council previously established a Major Projects Capital Delivery Team within the Place Directorate who have the required skills and experience to deliver significant infrastructure projects on time and on budget, and who are supported by a programme management office who ensure a consistent approach is applied to all capital projects,
- The council has embedded the Capital Programme Planning and Delivery board to oversee and manage all aspects of capital spending, approvals and performance,
- Whilst there is currently less certainty around the actual phasing of planned expenditure as this can fluctuate, this will be monitored and developed throughout the year to understand associated cash-flows and assess whether any re-phasing across financial years may need to be carried out,
- The council operates a rolling capital programme which means that changes and additions can be reflected on an ongoing basis, subject to the relevant approvals,
- That the funding identified for the approved capital programme has been assessed as being prudent, affordable and sustainable.

In relation to the medium to long term Capital Programme:

- The delivery of the agreed Capital Strategy and Asset Management Plan remains a critical priority to enable the matching of resources to needs and priorities. Work is ongoing to develop and finalise medium-term service based and asset requirements,
- Funding to support these plans is less developed at this stage although it is accepted that spending plans will have to remain affordable within the context of the Medium Term Financial Plan, which means that some form of prioritisation may be required.

D Assurance

Given all these factors, I, as the council's Section 151 Officer, consider the estimates for 2023/24 to be sufficiently robust for approval by the council. I am also able to advise the

council that the level of general fund revenue reserve is adequate and to recommend a Reserves Strategy which is achievable during 2023/24.

2023/24 Budget Reduction Proposals – 8th February 2023

1. Introduction

This paper provides Members with information to help them fulfil their equality duties; it should be read in conjunction with the Equality Impact Assessments that have been prepared and provided for each budget reduction proposal in advance of the 8th February Executive meeting.

2. Public Sector Equality Duties

The Equality Act 2010 (Section 149) sets out public sector equality duties, which elected Members must consider. Members will recall that the general duties are to have due regard to the need to:

1. Eliminate discrimination, harassment, victimisation and other conduct prohibited by the Act.
2. Advance equality of opportunity between people who share a protected characteristic and those who do not.
3. Foster good relations between people who share a protected characteristic and those who do not.

Advancing equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

3. Due Regard

'Due regard' is the regard that is appropriate, in all the particular circumstances. Members must also pay regard to any countervailing factors. The weight to be given to the countervailing factors is a matter for Members. There is no requirement to take certain steps or to achieve certain results. The duty is only to have due regard to the need to take the relevant steps.

4. Protected characteristics

These general equality duties cover the following protected characteristics:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation
- and marriage and civil partnership. (This protected characteristic applies only to general duty 1.)

In addition to these areas (protected by the general duties) council EIAs also consider the impact on people on a low income.

5. Considering the equality duties

When considering the equality duties listed above in 2, thought must be given to the following areas:

- Meeting different needs includes, for example, taking steps to take account of disabled people's needs.
- Fostering good relations includes having due regard to the need to tackle prejudice and promote understanding between people who share a protected characteristic and those who do not share it.
- Compliance with the general equality duty may involve treating some people more favourably than others.
- The general equality duty also applies to other organisations that carry out services on behalf of the Council.

6. 2023/24 Equality Impact Assessments (EIAs)

To aid understanding and the consideration of these important equality duties, officers have completed initial EIAs for each proposed budget reduction.

The potential impact on equalities groups has been assessed as:

- High
- Medium
- Low
- None – If there are no identified impacts on any protected group

Consideration is then given if the impact is likely to be 'negative' or 'positive'. Taking account mitigating action that is planned or in place, most of the savings are considered to have no, low, or in some cases a positive impact on service users. If the impact has been assessed as potentially having a negative 'medium' or 'high' impact on service users, then a detailed EIA has been undertaken and is included within this report.

Where the proposals are not yet developed to a stage to allow a more detailed EIA to be completed, such as:

- Redevelopment of Children's Centres into Family Hubs (CH11)
- Revisit safe walking routes to schools (PD18)
- Equipment demonstration delivery moved to alternative venues, closure of equipment demonstration centre at 'MOTEX' building. (ASS09)

More in-depth consultation and data analysis will take place as the proposals are taken forward. These EIAs will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision-making processes.

As appropriate the detailed EIAs include information about the impact on users of services and council staff, the detailed EIAs include the following important information:

- An assessment of the relevance of the budget proposal to the general equality duties and the protected characteristics.
- Where appropriate, collection and analysis of equality information to ensure equality issues can be fully explored and considered.
- Plans for and results of consultation and engagement with the people affected by proposed changes, to further understand the equality implications of the proposals. (Any consultation and engagement activity will be proportionate to the significance of equality issues to the budget decision)

7. Diversity in North Somerset

It may also be helpful for Members to reflect on the diversity profile of North Somerset.

The Office of National Statistics 2021 Census results indicate that North Somerset has a population of 216,728 people, 111,422 Female and 105,306 Male

Age - breakdown (2020 mid-year population estimates, ONS):

0 to 15 – 38,162

16 to 64 – 126,695

65+ - 51,870 (including 85+ - 7,352)

Sex – There are slightly more females (51.4%) than males (48.6%) in North Somerset. This is in line with the national figures – 51.0% female and 49.0% male)

Race – People from Black, Asian and Minority Ethnic backgrounds make up 4.29% of North Somerset's population compared to 6.87% of the South West area and 18.95% nationally.

An additional 5.31% of people in North Somerset are from 'Other White Groups', which include Irish, European and other White groups. This compares to 5.29% in the South West and 7.51% nationally.

The 2021 Census asked people to identify their first language:

| Main language | North Somerset | England |
|-------------------------------------|----------------|---------|
| Does not apply | 2.87% | 3.19% |
| English (English or Welsh in Wales) | 93.32% | 87.90% |
| Welsh or Cymraeg (in England only) | 0.02% | 0.01% |
| Other UK language | 0.00% | 0.01% |
| Other European language | 2.93% | 4.36% |
| Asian | 0.59% | 3.41% |
| African | 0.05% | 0.36% |
| Sign language | 0.03% | 0.05% |
| Other language | 0.20% | 0.72% |

Religion and Belief – 46.6% of the population indicate that they are a Christian, with 45.26% indicating they have no religion, those with a religion other than Christianity make up 1.83% of the population.

Nationally the profile is: 46.32% Christianity, 36.67% no religion and 10.99% other religions.

Sexual Orientation – 90.60% of the population of North Somerset indicate they are Straight or Heterosexual, a further 6.76% of people opted to not answer the question. 2.64% of the population of North Somerset identify as Gay or Lesbian, Bisexual or all other sexual orientations.

Nationally the profile of 89.37% Straight or Heterosexual, 7.46% did not answer, 3.17% identify as Gay or Lesbian, Bisexual or all other sexual orientations.

Gender Identity – this was a voluntary question in the 2021 Census. In North Somerset 94.46% of people identify as the same gender that was registered at birth. 5.20% opted not to answer the question with 0.34% of people identifying as having a different sex registered at birth but no specific identity, Trans woman, Trans man, Non-binary or all other genders.

Nationally this compares 93.47% of people identify as the same gender that was registered at birth. 5.98% opted not to answer the question with 0.55% of people identifying as having a different sex registered at birth but no specific identity, Trans woman, Trans man, non-binary or all other genders.

Unpaid Carers – in North Somerset 4.80% of the population provide up to 19 hours of unpaid care per week, 1.60% between 20 and 49 unpaid care house a week and 2.40% of people in North Somerset provide more than 50 unpaid care hours per week.

Armed Forces Community – 4.3% of the population of North Somerset have previously served in the UK Armed Forces or the UK reserve Armed Forces

The 2011 Census identified:

Disability - Disabled people make up 17.7% of the North Somerset population, 38,361 people. This compares to 17.7% of the population nationally.

Deprivation - Within the Indices of Multiple Deprivation 2019 the local authority district with a rank of 1 is the most deprived, and the area ranked 317 is the least deprived. North Somerset is ranked at 221.

North Somerset's rank of 221 for overall deprivation compares to a range of 48 to 274 in the South West. Torbay is the most deprived local authority area (48) in the South West, and Bath and North East Somerset is the least deprived (274). North Somerset has 5 LSOAs within the most deprived 5% in England, all within South and Central wards of Weston-super-Mare. There are 12 LSOAs within the least deprived 5% in England, these are spread across the district.

8. Consultation on the 2023/24 EIAs

Draft EIAs were published through the council's website on 21st December 2022, and Members have been encouraged to review and comment on them.

A stakeholder discussion group was held on 12th January 2023 to share information about the 'medium' or 'high' impact EIAs and to seek feedback on the issues raised.

The discussion group included representatives from:

- Citizens Advice North Somerset
- Voluntary Action North Somerset
- Disability Access Group
- SEND And You
- Stand Against Racism and Inequality
- Equality North Somerset
- UNISON

Any further comments received on the EIAs prior to Members considering the Council's budget at their meeting of 21st February 2023 will also be shared with Members.

8.1 Summary of consultation with the Equality Stakeholder Group

Prior to the consultation meeting information about the council's overall budget position was shared including information about our available resources, areas for budget growth and savings proposals.

The Equality Stakeholder Group welcome the opportunity to support the development of the EIAs by providing their views on the proposals made. It is important to note that their role within the process is not endorse, or otherwise, the budget proposal but to share their expert opinion on how they believe the changes will impact on the communities they represent and support.

They provided specific comments on each of the presented budget proposals, and these have been summarised below and incorporated into the EIAs.

In addition to specific comments, they concluded that it is important to recognise the cumulative impact of a number of budget proposals that have been assessed as 'low impact', including in service areas that are seeing an increase in charges against broader national issues such as rising energy and food costs and how this impact is particularly relevant to those on a low income experiencing the cost-of-living crisis.

They also noted that 3* of the EIAs that have been assessed as 'high' or 'medium' are from Children's Services and the cumulative impact on children and families needing this support.

*** Please note** following feedback from the Equality Stakeholder Group, and discussions with Corporate Leadership Team and with Executive Members; CH07 - Review of staffing in Family Support and Safeguarding Teams has been removed from the proposed budget savings. During the discussions the council's equality duties including the duty to mitigate any identified impact were considered and it was agreed to remove the saving. There are now 2 potential 'high' or 'medium' impact savings in Children's Services.

In response to the concerns raised by the Equality Stakeholder Group about the impact on Children's Services it is useful to express the context for the savings proposals. When developing the Medium-Term Financial Plan, the Council was very conscious of a few key factors as follows in Children's Services:

1. Children's Services is on an improvement journey in relation to both social care and SEND
2. Benchmarking indicates that in most areas the Council spends in the lowest quartile in Children's Services, but the one material exception relates to Children's Centres and Early Help, where spend is in the highest quartile and Children's Centres are a discretionary service
3. The costs of placements for looked after children are growing and there is a real need to create more in-house foster care opportunities as the most cost effective and appropriate pathway

As a result, the Council has sought to protect statutory children's services and the draft budget includes investment of c. £600k to support foster care allowances and benefits, on top of the additional growth of £1.3m to support rising costs for children looked after and children with disabilities. Savings plans in general relate to efficiency savings or to discretionary services.

8.2 Equality Stakeholder Group comments on 'medium' or 'high' impact EIAs

Helpful, constructive feedback was received on the detailed EIAs that were presented as having a potential 'medium' or 'high' impact on equality groups, these included:

CSD7 – Reduce the number of editions of North Somerset Life from 3 to 2 per year

- When consulting on matters of communication we should not rely on online sources for example the Citizens Panel.
- The council should consider the cumulative impact of this reduction in frequency of communication alongside other service changes such as a reduction in the ability to 'drop in' to council gateways.
- A number of suggestions were made about how we can improve communication with equality groups.

PD27 – Delete the vacant Access Officer Post

- Training to embed the principles of good access across the Planning and Major Projects Teams should be designed and delivered in conjunction with the Disability Access Group.
- Formalise consultation on Council led projects with Major Projects Team/School Capital Programmes etc with the Disability Access Group to enable any concerns to be raised early in project development.
- The EIA should acknowledge that the ability to co-ordinate and oversee this important corporate issue will be reduced because of the loss of a dedicated postholder focusing on access issues.

CH09 – Remove final tranche of discretionary funding for under two's childcare

- Ensure the EIA makes it clear the criteria for other potential funding for families who have previously accessed this funding.
- The importance of good communication to agencies who would refer families for this support so they are clear where alternative funding could be obtained in the future.

CH11 – Redevelopment of Children's Centres into Family Hubs

- The analysis of which Children's Centres are likely to close should consider the targeted activity that happens in some Children's Centres. For example, support for the Gypsy and Traveller community in Yeo Valley.
- The ethos of the introduction of Children's Centres (many years ago) was that the centres were available for all, without prejudice. It feels like a step back that there will be a reduction in the availability of Children's Centres without easy access to these services.
- A request that the accessibility of reprioritised sites is considered, for example transport links, car parking
- Concern that there are a number of proposals that impact on services for those accessing early years services and the cumulative impact of these changes.

The consultation responses have been included in and have influenced the development of mitigating actions identified in the EIA.

8.3 Consultation on council budget and spending

In December 2022 members of the Citizen’s Panel were asked for their views on the council’s draft budget. The survey gave panel members the opportunity to comment on council priorities and their views on how the council can balance the budget. Within the survey the following question was also asked:

Are there any fairness considerations that we need to bear in mind when setting the council budget to ensure that people are not treated unfairly due to characteristics like age, sex, ethnicity, disability or any aspect of identity, particularly protected characteristics in the Equality Act 2010?

A range of helpful comments were received. There was a particular focus within the comments on ensuring that council information and services are accessible to those who cannot access technology/online information.

Within our Customer Services Strategy we recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally excluded customers through other channels such as telephony and face-to-face.

We understand that we have a duty to provide reasonable adjustments for those who can’t. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don’t have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.

9 Initial EIAs that identified a potential ‘medium’ or ‘high’ impact

The tables below provide a summary of the area initially assessed as ‘medium’ or ‘high’ impact and the mitigating actions being taken to reduce the level of potential impact wherever possible.

PD27 – Delete vacant Access officer Post 2023/24 saving - £19,000

| | | | |
|---|--------|--|-----|
| Reason for Full EIA – Medium impact as a result of the loss of dedicated resources focusing on the access needs of disabled people | | | |
| Summary of impacts listed in EIA | | | |
| Disabled people | Medium | People in particular age groups | Low |
| People from different ethnic groups | Low | People in particular faith groups | No |
| Men or women (including pregnant women or those on maternity leave) | Low | People who are married or in a civil partnership | No |

| | | | |
|--|-----|--------------------|----|
| Lesbian, gay or bisexual people | Low | Transgender people | No |
| People on a low income | Low | Other groups | No |
| Impact level before mitigation: Medium | | | |
| Mitigation listed in EIA includes: | | | |
| <ul style="list-style-type: none"> Planned training in conjunction with the North Somerset Disability Access Group for key staff including Planning and Major Project Teams. Ongoing assessment of Design and Access Statements on planning applications. Where appropriate work with external consultants as a part of Capital Projects to ensure access needs are being considered through the project. | | | |
| Impact level after mitigation: Low | | | |

**CSD7 - Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities
2023/24 saving - £39,000**

| | | | |
|--|--------|--|--------|
| Reason for Full EIA – Customers will have less access to council information and news. This is likely to have a particular impact on older people and disabled people who may have less access to e-life magazine. Also, those who may not be able to afford data/internet access to a low income or the impact of the current financial crisis. | | | |
| Summary of impacts listed in EIA | | | |
| Disabled people | Medium | People in particular age groups | Medium |
| People from different ethnic groups | Low | People in particular faith groups | No |
| Men or women (including pregnant women or those on maternity leave) | No | People who are married or in a civil partnership | No |
| Lesbian, gay or bisexual people | No | Transgender people | No |
| People on a low income | Medium | Other groups | No |
| Impact level before mitigation: Medium | | | |
| <ul style="list-style-type: none"> Monthly e-Life will be produced, which is currently sent to approximately 70,000 unique email addresses Consultation with equality groups to inform the approach the council is taking to targeting communications to the groups less likely to access e-Life. Tailor the articles in the remaining 2 annual editions of North Somerset Life to ensure they focus on relevant information and services to those who are less likely to access e-Life. Make e-Life information more prominent in libraries so people using the free access computers are signposted to the information provided. | | | |
| Impact level after mitigation: Low | | | |

CH09 – Remove final tranche of discretionary funding for under two’s childcare

2023/24 saving £80,000

| | | | |
|---|--------|--|--------|
| Reason for Full EIA – This saving relates to a significant reduction in the funding available for children aged 0-2, who have been assessed as being at risk of not reaching their full potential. The funding is provided to enable those children to access a funded childcare place for 10 hours per week. | | | |
| Summary of impacts listed in EIA | | | |
| Disabled people | Medium | People in particular age groups | Medium |
| People from different ethnic groups | Low | People in particular faith groups | Low |
| Men or women (including pregnant women or those on maternity leave) | Medium | People who are married or in a civil partnership | Low |
| Lesbian, gay or bisexual people | Low | Transgender people | Low |
| People on a low income | Medium | Other groups | Medium |
| Impact level before mitigation: Medium | | | |
| Mitigation listed in EIA includes: | | | |
| <ul style="list-style-type: none"> • Children whose families are working with our Family Support and Safeguarding Teams (i.e., allocated social worker) Section 17 budget may be used to support access to childcare. Other children that could have been eligible for 0-2 funded childcare, the referrer can seek funding from the Supportive Families Grant • Funding will continue for those children already in receipt of funding. This will enable a smooth transition to the 2-year-old funding to ensure continuity of the education and care to those children we have already made a commitment to. • Communication with providers to ensure those who would be eligible for 0-2 funding are aware of alternative sources of potential funding | | | |
| Impact level after mitigation: Low | | | |

**CH11 – Redevelopment of Children’s Centres into Family hubs
2023/24 saving - £150,000**

| | | | |
|---|--------|--|------|
| Reason for Full EIA – This proposal impacts upon a service designed and provided for children and families across North Somerset. Important services are provided to a range of equality groups including children aged 0 to 18, young people up to 25 with SEND, parents and carers. Any changes need detailed consideration of the equality impacts. | | | |
| Summary of impacts listed in EIA | | | |
| Disabled people | Medium | People in particular age groups | High |
| People from different ethnic groups | Medium | People in particular faith groups | Low |
| Men or women (including pregnant women or those on maternity leave) | High | People who are married or in a civil partnership | Low |
| Lesbian, gay or bisexual people | Low | Transgender people | Low |

| | | | |
|--|------|--------------|------|
| People on a low income | High | Other groups | High |
| Impact level before mitigation: High | | | |
| Mitigation listed in EIA includes: | | | |
| <ul style="list-style-type: none"> • The proposal is for the re-development of a number of Children's Centres into Family Hubs, whilst the number of Children's Centres will reduce the review is designed to develop a wider offer to children and families across North Somerset. • The development of the service includes direct work with families being delivered from outside of the Children's Centre buildings. • A full consultation and analysis of equality data will be completed and used to inform the redevelopment of the service. As this work progresses equality impact assessment(s) will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision making processes. | | | |
| Impact level after mitigation: Medium | | | |

10. Impact on North Somerset Council staff

The approach to managing workforce reductions has been developed in the context of a significant reduction in funding of public services.

Given the scale of budget reductions, unfortunately some job losses are inevitable. However, the council's stated policy is to avoid compulsory redundancy whenever possible. The approaches proposed within the current savings include:

- Deletion of vacant posts and reorganisation of existing workloads in conjunction with teams. Where workloads and job roles change as a result of a budget proposal existing staff will continue to be supported and their workloads monitored through individual one to ones and team meetings. (Including ASS11, CH03, CSD1, CSD9, PD25 and PD27)
- Funding posts in alternative ways, for example some existing homeless prevention posts will be paid by a specific grant (ASS17) and within Procurement services (CSD5)
- Other positive initiatives are also in place such as the Annual Leave Purchase Scheme allowing employees to purchase an additional 1 or 2 weeks leave (CSD8)
- Increasing vacancy management targets where vacancies across the directorates and the savings that will be incurred as a result of having vacancies are managed by Directorate Leadership Teams (CH05, CSD25 and PD39)
- The potential transfer of employees to new service operators in the Sea Front Staff Review (PD13) and through a review of the commercial models for Somerset Hall, Playhouse Theatre and The Tropicana (PD14)
- Some staff will also see their work base change, for example relocation of staff from shared office accommodation with Avon and Wiltshire Mental Health Partnership (ASS10) and the relocation of the Family Support and Safeguarding Team to alternative accommodation (CH02).

If workforce changes are required, we will commence consultation at the earliest possible opportunity, irrespective of the number of employees involved.

10.1 Diversity across Council Workforce

It may be helpful for Members to be aware of the overall profile of the Council's workforce, which is shown below, dated December 2022:

The Council currently employs around 1,460 people outside of schools.

Age - the age profile of the non-school workforce is shown in the table:

| Age Range | Percentage |
|-----------|------------|
| 16 - 20 | 0.9% |
| 21 - 30 | 11.6% |
| 31 - 40 | 18.6% |
| 41 - 50 | 27.8% |
| 51 - 65 | 38.2% |
| Over 65 | 3.0% |

Sex – 75% of the non-school workforce are female.

Ethnicity – 85% of the non-school workforce are from English/ Welsh/ Scottish/ Northern Irish/ British Groups. The remaining 15% are from Black and Minority Ethnic (BME) and 'Other White' groups. (Figures based on the number of staff who have declared their ethnicity on iTrent)

Disability – 14.2% of council staff have declared that they have a disability. (Figures based on the number of staff who have declared if they have a disability on iTrent)

Gender re-assignment, sexual orientation & religion or belief - there is insufficient data currently held to accurately report on the workforce profile in relation to these areas

11. Cumulative impact of Budget Reduction Proposals

11.1 Introduction

Creating a picture of how people are being affected by the Council's budget proposals and proposed future changes to services is difficult and complex. People are different in terms of their needs and expectations; people's interaction with public services and level of support they need will vary considerably.

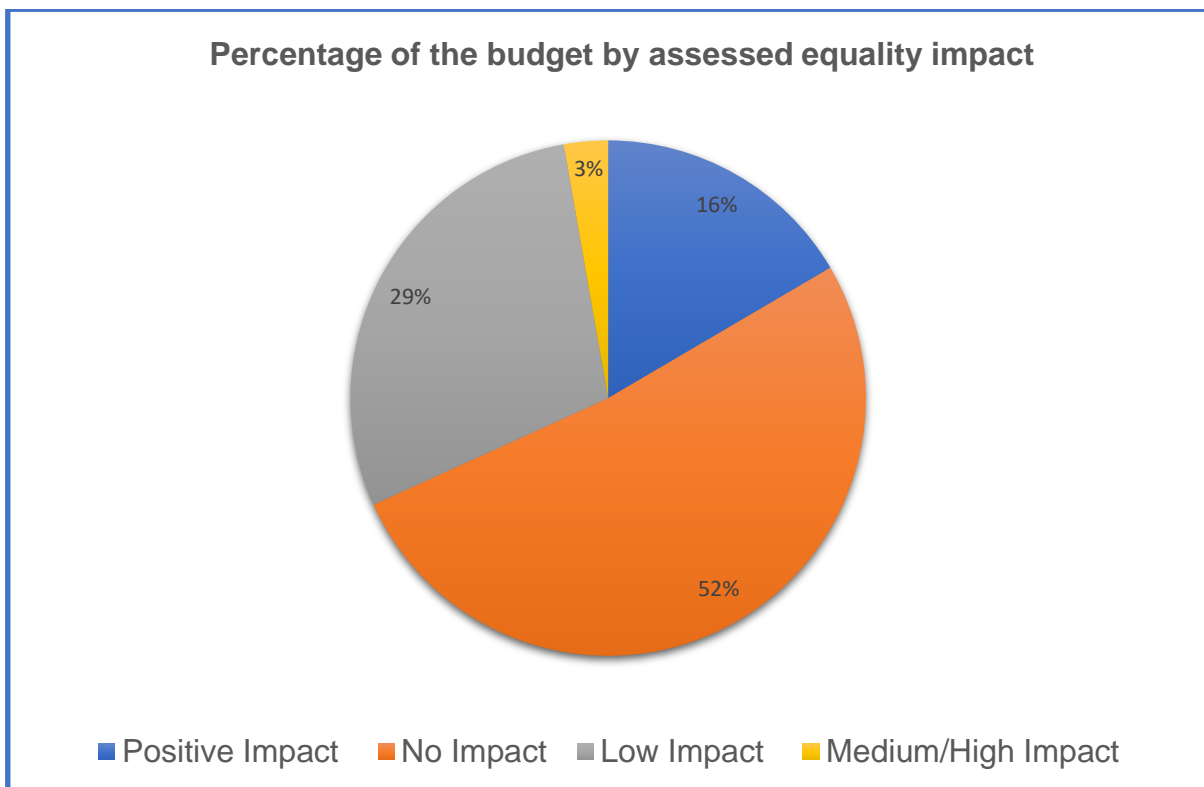
The publication of all EIAs at the same time and altogether in one place (in this report and on the council's website), in advance of Council considering the 2023/24 budget, should help Members gain an overall picture of the impact of the proposed changes.

In addition, this report identifies areas where protected groups may potentially be more effected by the budget reductions and how they have been considered in more detail and mitigating actions proposed.

11.2 Summary of Equality Impact Assessments

Analysis of the EIAs, show that 82 budget reduction proposals have been assessed as having the following potential impact on equality groups:

- 6 assessments indicate that service users should see a positive impact as a result of the budget proposals. The value of these proposals is £1,725,000, or 16.6% of the value of the proposed budget savings.
- 45 assessments indicate that there should be 'no' impact on equality groups through the implementation of the budget reduction proposals. The value of these proposals is £5,384,000 or 51.7% of the value of the proposed budget savings
- 27 assessments indicate that there could be a 'low' impact on some equality groups through the implementation of the budget reduction proposals. The value of these proposals is £3,024,000 or 29% of the value of the proposed budget savings
- 4 assessments indicate that there could be a 'high' or 'medium' impact on some equality groups through the implementation of the budget proposals. The value of these proposals is £288,000 or 2.8% of the value if the proposed budget savings. Although it should be noted that after mitigation actions it is assessed that the impact in all 'medium' impact savings will be reduced.



11.3 Positive Impacts

6 of the 2023/24 budget proposals have identified a positive impact on equality groups. Improvements and innovations in delivering services has resulted in improved outcomes for

service users, the method of delivery may have changed but positive outcomes are being achieved, examples of these include:

- An extension to the extra care provision; improving the availability of housing with support as an alternative to residential care for older people (ASS02)
- The ongoing use of Technology Enabled Care (TEC) to improve long term outcomes for disabled and older people. (ASS03, ASS04, ASS06)
- The identification of new supported living schemes to enable an accommodation shift away from residential care for older people and those with a learning disability (ASS08)

11.4 'No' Impact Assessments

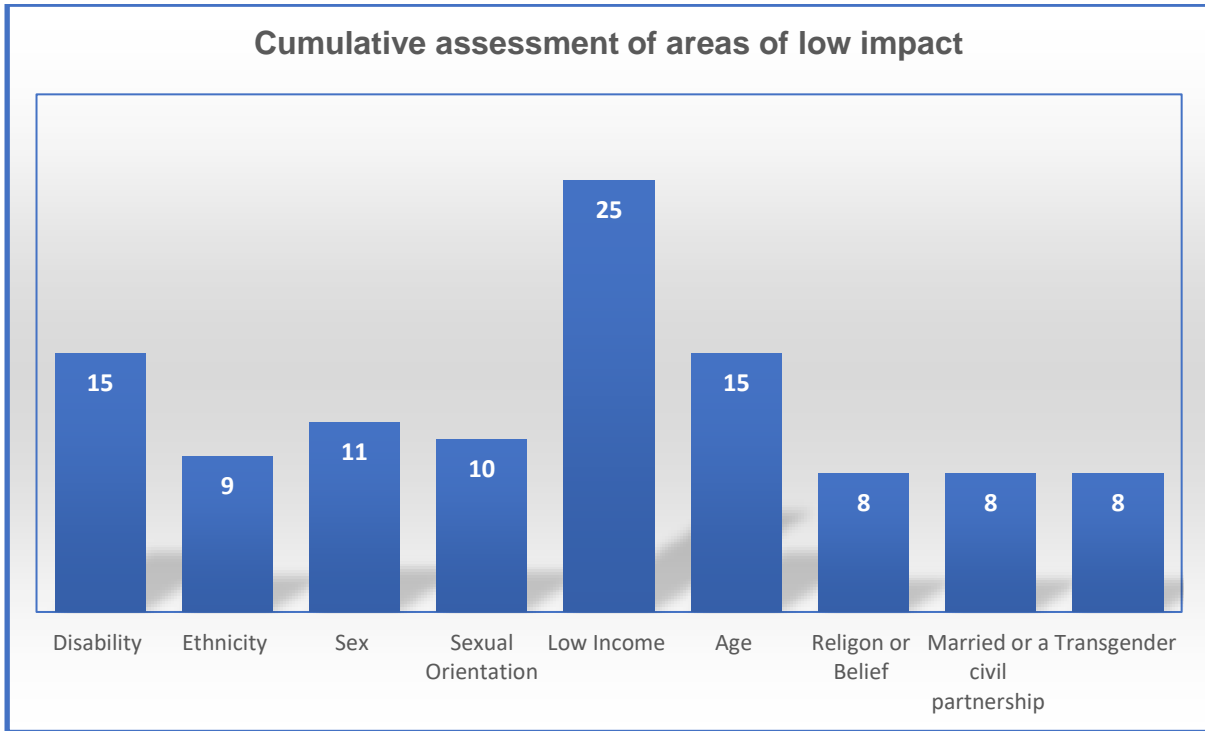
Through their assessments officers have identified 45 areas where they do not anticipate any impact on equality groups because of a change planned in the budget reduction proposals. Examples of the type of savings proposals which would have 'no' impact on equality groups include:

- Technical financial adjustments
- Use of alternative provision of services, for example through providing direct payments
- A review of services and contracts provided by external organisations to ensure maximum efficiencies
- Maximising income in areas such as the onward sale of recyclable materials received at the transfer station

11.5 'Low' Impact Assessments'

27 proposals have been identified as having a potential 'low' impact on one or more equality groups.

The table below indicates the cumulative total of officer's assessment of areas with a low impact:



Of note in this assessment is the impact on those on a low income, those in specific age groups whether older people or children, disabled people and where men or women access the service differently, or in larger proportions than the opposite sex.

Low income – We acknowledge the risk that a cumulative impact of multiple proposals which aim to increase charging may have a negative impact on households who have a low income and people living in poverty unless this is adequately mitigated. We have addressed this risk as far as possible by protecting frontline services and prioritising services for those most in need. Changes in important areas such as social care will continue to adopt a means tested approach to ensure affordability of any proposed changes.

Age – A significant amount of our services are ‘age -based’, either for children or older people so by default any changes to those services will have an impact on those in a particular age group. Any changes to those services need to ensure they consider the way that people of different ages access services, for example this includes the consideration of the way that older people access information and services when planning digital and online services, young people rely on public transport to access facilities etc.

Disability – Any proposed changes to services must ensure that they continue to consider the need to provide accessible and alternative solutions to enable disabled people to access information and services. Any changes in charges for services that aim to benefit or support disabled people should also be reviewed to ensure we are not impacting upon our duty to advance equality of opportunity.

Sex – often there is a difference in the way that men and women access services so there is likely to be a disproportionate impact where for example more women than men use a service. Differences such as the prevalence of women as carers for children and older relatives will also have an effect on the impact of a change on the basis of service user's sex. Existing economic or health inequalities may also mean that women can be more dependent on council services.

The impact on service users and council staff continues to be monitored as budget proposals are implemented and measures put in place to further reduce impact wherever possible. Further work on a detailed cumulative impact assessment will be completed in preparation for the 2024/25 budget.

12. Conclusion

Whilst the MTFP for 2023/24 is proposing higher levels of savings than have been required in previous years, the council's budget proposals do also include increased spending plans of over 33 million and over half of this increase will be put into supporting adults and children's social care budgets.

From an equalities perspective it is very positive to note that the much of the focus associated with the delivery of the £11 million of savings proposals continues to be on transforming services, reviewing income, and driving efficiencies in services with the aim of protecting front line services wherever possible. In particular the approach to:

- Maximising independence and well-being in Adult Social Care,
- Delivering efficiencies within our contracts and looking at the way in which we commission services,
- Reviewing services, income generation and matching the budget to the demand across Place Directorate and Corporate Services.

This is reflected in there being just 4 budget proposals that have been identified as having a potential 'high' or 'medium' impact EIAs.

Through a more detailed review of these savings, officers have identified a range of options to mitigate the impact of the savings and the potential level of impact has been reduced in all 4 budget proposals.

13. Monitoring the Impacts of the budget reduction proposals

Within each EIA there is detailed information about the mitigating actions that are being taken to ensure that any impact is reduced where possible. The budget proposals are regularly monitored by the Corporate Leadership Team, the Executive, and Policy & Scrutiny Panels.

14. Completed Equality Impact Assessments

Please see the following for completed Equality Impact Assessments:

Page 18 – Equality Impact Assessments Adult Care

Page 94 – Equality Impact Assessments Children’s Services

Including the full Equality Impact Assessment for:

- C09 - Remove final tranche of discretionary funding for under two’s childcare (Page 123)
- CH11 - Redevelopment of Children’s Centres into Family Hubs (Page 139)

Page 158 - Equality Impact Assessments Corporate Services

Including the full Equality Impact Assessment for:

- CS7 - Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities (Page 181)

Page 246 – Equality Impact Assessments Place

Including the full Equality Impact Assessment for:

- PD27 – Delete vacant Access Officer Post (Page 345)

Page 377 - Equality Impact Assessments Public Health and Regulatory Services

Equality Impact Assessments

2023/24 Medium Term Financial Plan

Adults – January 2023

Contents

| Budget Reference | Description | Page |
|-------------------------|---|-------------|
| ASS01 | Better Care Fund - Inflation on adult protection element - contribution to increased costs | 21 |
| ASS02 | Extra Care Housing - reduced unit costs of care element following re-tender | 24 |
| ASS03 | Reducing the number / size of new care packages through reablement, Technology Enabled Care (TEC) and other early intervention services | 28 |
| ASS04 | Meeting the needs of people through strengths-based assessment and governance approach that ensures equity and consistency | 32 |
| ASS05 | Reviews of existing care packages to ensure that all appropriate Continuing Health Care (CHC) or joint funding is received | 36 |
| ASS06 | Reviews of existing care packages to ensure still appropriate, strengths-based assessment and use of TEC | 40 |
| ASS07 | Review the services received within Mental Health / Learning Disabilities considering TEC, Shared lives and Housing with support to maximise independence | 44 |
| ASS08 | Identify new Supported Living schemes as a more cost effective and independence maximising alternative to residential placements | 48 |
| ASS09 | Equipment demonstration delivery moved to alternative venues, end use of MOTEX demonstration centre | 52 |
| ASS10 | Review of arrangements for shared office accommodation with Avon and Wiltshire Mental Health Partnership | 58 |
| ASS11 | Review staffing arrangements in the Learning Disabilities and mental Health Teams | 62 |
| ASS12 | Increase vacancy management target in adult social care by 1% | 66 |
| ASS13 | Increased client contributions to reflect increases in benefits and pensions | 70 |
| ASS14 | Review Voluntary and Community Sector Grants and Commissioned Services | 74 |

| | | |
|-------|--|----|
| ASS15 | Review of staffing and deletion of non-statutory Bristol Autism Services seconded Social Worker role | 78 |
| ASS16 | Freeze TEC Coordinator post until external funding becomes available | 82 |
| ASS17 | Review of funding arrangements for staff in the Housing Team | 86 |
| ASS18 | Annual uplift to fees and charges to cover inflationary cost of services - Adults | 90 |

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services |
| Service area: | Income |
| Budget reference: | ASS01 |
| Budget reduction proposal: | Better Care Fund – Inflation on adult protection element - contribution to increased costs |
| Budget saving for this financial year: | £300,000 |

Description of the proposal:

This is not a saving as such, but a technical adjustment to reflect the inflation passed on through the Better Care Fund that contributes to increased inflationary costs across adult social care

Summary of changes:

Technical financial adjustment

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

PCA1 2020/21

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

None

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A No impacts identified

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?
N/A

Service Manager: Katherine Sokol
Date: 14th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Social Care |
| Service area: | Contracts and Commissioning |
| Budget reference: | ASS02 |
| Budget reduction proposal: | Extra Care Housing - reduced unit costs of care element following re-tender |
| Budget saving for this financial year: | £25,000 |

Description of the proposal:

Re-tendering of care and support provision to existing Extra Care Housing Schemes

Summary of changes:

Extra Care developments provide older people with support as an alternative to care homes. They also provide the opportunity to reassess people already living in residential care to support moves back into the community into supported living options in the North Somerset Local Area. These developments offer older people more choices and self-determination and independence, whilst supporting individual choices to meet people's needs more readily than residential care.

There are two Extra Care Developments where contracts will need to be retendered by January 2024, Waverley Court, and Tamar Court. For these retenders consideration will be given in respect of incentivising providers to improve the outcomes for the residents they support, developing a trusted assessor / reablement approach, which could potentially deliver savings by appropriately and safely reducing the level of support individuals receive, ensuring people's needs continue to be met. This approach will encourage increased independence and improve individual's well-being. Further savings could potentially be achieved if the incumbent providers unit rate is less than the current provider.

There have been two Extra Care Developments where the contracts have been retendered with the new providers commencing at the beginning of November 2022; these have been at Diamond Court and Lakeside Court.

The new hourly rate for Diamond Court will produce actual savings of £21,000 for 2023/24.

The new hourly rate for Lakeside Court will produce actual savings of £5,000 for 2023/24

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | X | | | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | X | | | | X | | |
| People in particular age groups | x | | | | x | | |
| People in particular faith groups | | | | x | | | |
| People who are married or in a civil partnership | | | x | | x | | |
| Transgender people | | | | x | | | |

Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. x

Please specify:

Carers

| | | |
|---|--|--|
| x | | |
|---|--|--|

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The outcomes so far show that extra care housing has a positive impact for users and their families and helps support people's local connections and closeness to their local networks, friends, and families. It also provides an assured secure tenancy with options for users to choose who supports their care needs.

The groups identified are reflected as predominantly needing this type of accommodation with care and support being provided based on their needs. The impact of a re-tender process to reduce unit costs should have a positive impact on the client due to them only being charged the actual cost of the care – this will have a positive impact on those individuals who are either full cost or self-funders.

Please describe how you will communicate these changes to your customers

The retender of the Extra Care Housing care provision will be communicated on the North Somerset Council Website via the Forward Plan, as will the award of the contract.

Impact on those individuals paying full cost / self-funders will be informed of the change to their individual charges.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| <hr/> | |
| <hr/> | |
| <hr/> | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | N/A | |

Service Manager:

Teresa Stanley

Date:

25th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Social Services |
| Service area: | Service Development |
| Budget reference: | ASS03 |
| Budget reduction proposal: | Reducing the number / size of new care packages through reablement, Technology Enabled Care (TEC) and other early intervention services |
| Budget saving for this financial year: | £400,000 |

Description of the proposal:

The ongoing development of the Technology Enabled Care (TEC) and Reablement service with revised pathways which focus on therapy and TEC to improve long term outcomes for citizens.

Collaborative working between North Somerset Council, the CCG and Sirona led to creation of the Discharge for Access (D2A) business case. The document focuses on redevelopment of the reablement offer and funding through the CCG was agreed. The new service is a collaboration between the multi-disciplinary TEC and Reablement Intervention (TRI) team, Access Your Care, and the wellness services to deliver a proactive and preventative service which supports the D2A process and improve outcomes for individuals. There is an improved offer for plus sized people and scope for increased staffing resource within these services. If necessary, a Care Act assessment will be completed once the reablement pathway is completed.

Summary of changes:

There is ongoing improvement to align with hospital discharge pathways, involving closer working with Sirona and an improved access to TEC and dedicated occupational therapist support for strategic domiciliary care providers. This will enable improved outcomes from provider reviews over the reablement pathway. There is a reduction in packages of care and higher proportion of clients no longer requiring care following successful reablement outcomes.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

ASS S3 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

Early analysis of Key Performance Indicators and data indicates that savings expectations have been exceeded are on target to continue to do so throughout the year.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

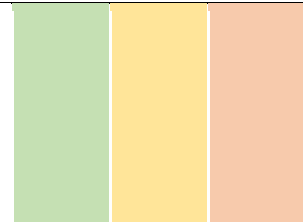
Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

| | Impact Level | | | | Impact type | | |
|---|--------------|---|---|---|-------------|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | X | | |
| People from different ethnic groups | | | X | | X | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | X | | |
| People in particular age groups | | | X | | X | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed | | | | X | | | |

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The impacts offer positive alternatives and greater independence through an enhanced therapy offer. Whilst Technology Enable Care (TEC) has the potential to benefit all, its scope to maximise the independence of disabled and older people receiving reablement following hospital discharge is particularly positive.

Please describe how you will communicate these changes to your customers

Customers are issued with an information leaflet about the service and also given verbal information at the first stage of interaction with the service

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

There are no specific staffing implications but will result in closer alignment between Sirona, NSC and domiciliary care provider staff.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This is a positive offer with expected improved outcomes

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Fiona Shergold

Date:

1st December 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Social Services |
| Service area: | Adult Social Care Operations |
| Budget reference: | ASS04 |
| Budget reduction proposal: | Meeting the needs of people through strength-based assessment and governance approach that ensures equity and consistency |
| Budget saving for this financial year: | £200,000 |

Description of the proposal:

Reducing the number and size of new packages of care and support through reablement Technology Enabled Care (TEC) and other early intervention services. The teams will complete assessments using strength-based practice, assessing the skills the person has and their networks in supporting them to meet their identified care and support needs. This will support people to maintain and increase their independence which reduces dependence on and cost to Adult Social Care.

Summary of changes:

The team's complete assessments in line with the persons desired outcomes, identifying the persons strengths and networks to support them in achieving these. Considering options available to support the person to maximise their independence through Reablement and Technology. Linking people with preventative services within the community to establish relationships and support people to remain in their own homes. Promoting direct payments to enhance choice and control over the care and support received.

The Eligibility Resource Forum considers the assessments, identified outcomes and support to ensure consistency and equity within the service.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | X | | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |



3. Explanation of customer impact

This is positive impact by ensuring that the person's independence is maximised, enabling them to identify strengths that they have themselves and in their networks to complete as many tasks as possible independently.

That they are connected to the community through signposting to support services. The person and carer will be supported to identify how their care and support needs will be met, optimising their choices over their care and support.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager:

Jo Purser

Date:

21st November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services |
| Service area: | Adult Social Care Operations |
| Budget reference: | ASS05 |
| Budget reduction proposal: | Reviews of existing care packages to ensure that all appropriate Continuing Health Care (CHC) or joint funding is received |
| Budget saving for this financial year: | £500,000 |

Description of the proposal:

When assessing and reviewing the needs of people consideration is given whether the assessed needs relate to their health conditions, an assessment for Continuing Healthcare (CHC), to determine their eligibility. It is beneficial for people to access this funding because it is not subject to a financial contribution, and it ensures that their care is co-ordinated by the relevant health organisation. When a person has been in receipt of Local Authority funding and the responsibility transfer to the Integrated Care Board (ICB) there is a saving.

Summary of changes:

The dedicated resource that is in place has been very successful in supporting people to achieve CHC funding, the team have expert knowledge of the Continuing Healthcare Framework and its application.

The CHC Team will continue to support the operational teams make CHC applications for people who it is considered may have a primary health need.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

PCA2 Year 2021/22

ASS S2 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | X | | | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Whether a person receives CHC funding, or joint funded between the Local Authority and the ICB it should not affect the delivery of their care. There will be continuity of care should it be transferred from the Local Authority to the ICB.

People who are deemed eligible for CHC do not financially contribute to their care. It is beneficial for people who have a high level of care needs to have these coordinated by a health care professional.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager: Jo Purser

Date:

25th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services |
| Service area: | Adult Social Care Operations |
| Budget reference: | ASS06 |
| Budget reduction proposal: | Reviews of existing care packages to ensure still appropriate, strengths-based assessment and use of Technology Enabled Care (TEC) |
| Budget saving for this financial year: | £500,000 |

Description of the proposal:

The established review team will continue to review the existing packages of care within the adult social care teams. The teams will complete assessments using strength-based practice, considering Technology Enabled Care (TEC) assessing the skills the person has and their networks in supporting them to meet their identified care and support needs. Supporting people to maintain and increase their independence which reduces dependence on and cost to Adult Social Care.

Summary of changes:

The team will continue to review packages of care within adult social care. Considering options available to support the person to maximise their independence, considering TEC the team will continue to consider where their focus makes the most impact for the person receiving care.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

PCA1 Year 2021/22

ASS S1 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Reviews of packages of care will be carried out in a planned way, avoiding a time of crisis for the person; this is a positive approach and can help to ensure that the person's independence is maximised for longer and any additional signposting for support/services can be provided, for example referral to occupational therapy.

Its aim is to enable people to remain independent for longer within their own homes.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager: Jo Purser

Date:

25th November 2022

1. The Proposal

| | |
|-----------------------------------|---|
| Directorate: | Adult Social care |
| Service area: | Mental Health and Learning disability |
| Budget reference: | ASS07 |
| Budget reduction proposal: | Review the services received within Mental Health / Learning Disabilities considering TEC, Shared lives, and Housing with support to maximise independence. |

Budget saving for this financial year: £325,000

Description of the proposal:

When reviewing care packages, which must be reviewed as a minimum every 12 months (for example care home placements, domiciliary support) the use of appropriate alternative provision should be considered (this may be summarised as, but not limited to accommodation shifts, changes to direct payments, use of technology). Any changes made to care provisions must continue to meet statutory obligations under the care act, and will be made in full consultation with the service users. This review activity is part of the local authorities ongoing statutory duty to review care and support.

Summary of changes:

- Strength based assessments in all cases
- Use of alternative provision (such as direct payments)
- Consideration of technology solutions
- Consideration of alternate accommodation options (such as supported living and shared lives)
- Close work with commissioning to deliver appropriate care options.
- Continuing reviews of supported livings to consider economies of scale
- Targeted reviewing of case

Is this a continuation of a previous medium-term financial plan saving?

Yes

No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

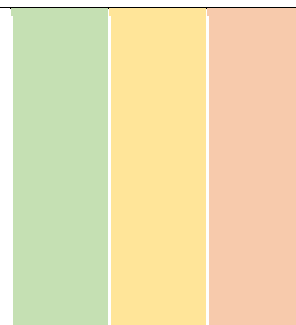
+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | | |
|---|-------------|---|---|---|---|---|---|--|
| | H | M | L | N | + | = | - | |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | | |
| People from different ethnic groups | | | | X | | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | | |
| Lesbian, gay or bisexual people | | | | X | | | | |
| People on a low income | | | | X | | | | |
| People in particular age groups | | | | X | | | | |
| People in particular faith groups | | | | X | | | | |
| People who are married or in a civil partnership | | | | X | | | | |
| Transgender people | | | | X | | | | |

Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing.

Please specify:

X



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The local authority continues to hold a statutory duty to deliver services to meet eligible care needs and will continue to do so – the use of any alternative care options is a function of individual assessment in line with full involvement of the service user and their representative and will only be undertaken if the statutory duty is clearly still met. For this reason, any application of new models of care and support are in this context and are expected to have a neutral impact and no disproportionate impact on any particular group.

Please describe how you will communicate these changes to your customers

This will be a function of individual communication to users at the time of assessment / review. Any changes to care and support provision will be dependent on the individual circumstances, and there is no set time scale. All changes must be made in writing to the service user and representatives.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|------------|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | N/a | |

Service Manager: Martin Hawketts
Date: 21st November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Care |
| Service area: | Contracts and Commissioning |
| Budget reference: | ASS08 |
| Budget reduction proposal: | Identify new Supported Living schemes as a more cost effective and independence maximising alternative to residential placements |
| Budget saving for this financial year: | £100,000 |

Description of the proposal:

Continuation of the Housing with Support Strategy approach to developing further supported living schemes.

Summary of changes:

This proposal includes the plan to build on the foundations of the existing housing with support plans to an accommodation shift away from residential care options and alternatives for older people and those with Learning Disabilities.

This includes:

- The development of Housing for people with a Learning Disability with support in place to meet individual's needs. This is supporting a change that allows people with a learning disability and their families to have choices that support self-determination and values including choice and independence. Housing with support offers the opportunity to remain in your local area close to friends and families and established networks, this isn't always available when considering residential care options. This option is based on tenancies that support people being able to keep their home and change care which is not available with residential care.
- There are plans being proposed for 12 self-contained flats being developed in Weston with the aim that these would be available early 2024; This will be able to provide long term secure accommodation to people with Learning Disabilities and/or people with physical disabilities. The scheme is in partnership with Freeways.
- There are plans to create a framework for developers who can be approached to develop smaller self-contained units in key locations across North Somerset to

further secure long term accommodation for people with Learning Disabilities and / or physical disabilities.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

PCA4 – 2021/22 ASS S7 – 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

The equality impact has been reviewed from last year with no significant change in the outcomes identified.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | X | | | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | X | | | | X | | |
| People in particular age groups | X | | | | X | | |
| People in particular faith groups | | | | X | | | |

| | | | | |
|---|---|---|--|--|
| People who are married or in a civil partnership | X | X | | |
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | X | X | | |
| Please specify: Carers and Impact on health and wellbeing | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The outcomes so far show that this way of working has a positive impact for users and their families and helps support people's local connections and closeness to their local networks, friends, and families. It also provides an assured secure tenancy with options for users to choose who supports their care needs.

The groups identified are reflected as predominantly needing this type of accommodation being developed and whom have been mostly impacted by a lack of choices around care, with residential care, often placed outside of the local area, generally being the only option.

Having suitable accommodation situated within the local area also has a positive impact on parent carers, including their health and wellbeing.

Please describe how you will communicate these changes to your customers

Contracts and commissioning are currently developing their Commissioning Strategy which will include narrative around supported living; this will further support the existing Accommodation with Support Strategy.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Whilst there is no direct impact on staffing within North Somerset Council, the development of further supported living accommodation will provide increased job opportunities for the local communities within North Somerset

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This is a continuation of an existing Housing Strategy and plans.

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?
N/A

Service Manager: Teresa Stanley

Date: 25th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Social Services |
| Service area: | Adult Social Care |
| Budget reference: | ASS09 |
| Budget reduction proposal: | Equipment demonstration delivery moved to alternative venues, end use of MOTEX demonstration centre |
| Budget saving for this financial year: | £60,000 |

Description of the proposal:

To cease the lease and close the facility of the equipment demonstration centre (EDC) and associated office at the Motex Building in Winterstoke Road, Weston-super-Mare. To establish a community outreach clinic offer (Social Work (SW) and Occupational Therapy (OT)) to replace the clinic offer currently delivered at the EDC. To use existing community facilities across the whole of the NS area to provide adult social care clinic services (SW and OT), where possible.

Summary of changes:

The Equipment and Demonstration Centre retail and booked clinic facility provided at the Motex building would close. The lease – a sublet through Somerset Wood Recycling – would cease for the clinic and the office space upstairs.

The booked clinic offer would continue to be developed by the Single Point of Access (SPA) service to offer face to face appointments for people, but at a variety of accessible venues throughout North Somerset. This would help provide a more equitable offer to people living to the north of North Somerset for whom transport across North Somerset could be a challenge and for whom we have historically evidenced a lower uptake of the service. Current clinic usage (Jan-Sep 2022), by person's home address location, is shown below.

| Clinic Attendees 2022 Jan - Sep | | |
|---------------------------------|--------|-----|
| Postcode totals by area: | Number | % |
| South locality | 84 | 72% |
| North locality | 32 | 28% |
| Total | 116 | |

The community outreach clinic approach would support the use of more local facilities and help develop a preventative approach, promoting community and GP awareness and access to advice and support from adult social care.

A more local approach would help improve uptake, assist with signposting to alternative services for support. reduce demand and waiting times for adult social care advice and services and reduce excessive travelling across the area by residents or by staff conducting home visits to individuals.

The reduction in demand for facilities management of the EDC would provide additional capacity for staff to attend to their professional roles, assisting more people, more quickly and reducing cost to social care services.

The wider retail offer would remain available both locally and online with independent mobility suppliers, including the current contractor for our integrated community equipment service – Medequip.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | X | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | X | | |
| People in particular age groups | | | X | | | X | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: Carers | | | X | | | X | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Disabled people: Low/Neutral - due to impact of changes for those that use the facility – albeit a low number of the local population (116 people Jan – Oct 2022 against referrals for OT input for same period of 3450 = 3%). Neutral overall as there are a balance of positive and negatives with plans to deliver services to more people across the wider North Somerset area – albeit with a more limited physical demonstration facility. Negative: There will be a loss of a physical demonstration facility for home adaptations (showers, stairlift, adapted kitchen, ceiling track hoist). Positive: the service will reach more people and they will be able to access advice, support, equipment prescription more locally (once community outreach is developed). There are examples online of possible adaptations which they will be able to access at the outreach clinics with tailored advice from experienced staff. There will be a need to relocate wheelchair weighing scales for continued community use.

People on a low income: Low/Positive – currently the site is fairly near the two most deprived areas in North Somerset (South and Central wards), potentially affording local access to the facility for individuals of low income. Usage from the postcodes BS22/BS23/BS24 is on average 8 per month. This data incorporates the postcodes for the area of deprivation. However, a significant part of the facility is designed to advise people who are wanting to undertake their own major home adaptations and therefore likely to be in a higher income bracket. The provision of a more local offer would support improved access and cheaper transport access for people on a lower income across North Somerset. The advice provided throughout North Somerset would help assist in making best choices for equipment loan or equipment/adaptation purchase.

People in particular age groups: Low/Neutral – anecdotally, there would be a disproportionate impact on older people as the main users of the facility. This would be due to the impact of changes for those that use the facility – albeit a low number of the local population accessing social care for OT support overall (3%). Neutral overall as there are a balance of positive and negatives opening up a more limited physical facility, to more people across the wider North Somerset area. Negative: There will be a loss of a physical demonstration facility for home adaptations (showers, stairlift, adapted kitchen, ceiling track hoist). Positive: the service will reach more people and they will be able to access advice, support, equipment prescription more locally (once community outreach is developed). There are examples online of possible adaptations which they will be able to access at the outreach clinics with tailored advice from experienced staff.

Carers - Low/Neutral – people caring for individuals with disabilities or reduced function and independence will access the facility – often with the cared for person.

The balance of positive and negative aspects to the proposed changes (listed above) are equally applicable to carers as they are to people with disabilities and older people.

Formal care agencies - the EDC facility is currently used by some domiciliary care providers to train their staff on the use of manual handling equipment i.e. ceiling track hoists, mobile hoists, bath transfers.

Please describe how you will communicate these changes to your customers

- We will communicate changes directly with previous/existing customer base for the retail facility. We will advise of alternative options and the developing community offer and the continued offer through Care Connect for North Somerset Council for advice and support in the first instance.
- Individuals who access the facility by appointment for professionally supported clinics will be advised of alternative location when the appointment is made.
- We will communicate changes directly with previous/existing customer base for the training facility and through our commissioners advise of alternative options for staff training.
- Development of local advice and support clinics – drop in or by appointment -will be promoted through the existing contact via NS Together, NS life, Social Media, local community facilities, GP Surgeries as relevant.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There is one member of staff (permanent/female) whose sole role is the support and administration of the centre including the retail facility. They work approximately .7 FTE (25.5hrs per week). This role would no longer be required once the centre closes. The staff member would be eligible for redeployment. They currently remain on the terms and conditions from their former employee, prior to their transfer to NSC in 2018. Their grade is circa NSC JG3.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Whilst it is acknowledged this proposal would mean the loss of a purpose-built facility (open since 2013), the uptake and usage - given its location in the south of North Somerset, limited disabled parking, limited transport links – has been low in relation to the overall demand for social care advice and support. The development of a community outreach offer would enable a more equitable service to residents across North Somerset and more timely access to advice and support. It would also promote engagement and awareness with wider communities, organisations and health colleagues for support of individuals in need.

Is a further detailed equality impact assessment needed? **Yes** No

If 'yes', when will the further assessment be completed?

This will take place during the implementation of the proposal to ensure the development of outreach services has progressed and is reaching all equality groups.
August 2023

Service Manager: Sarah Shaw

Date: 25th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social care |
| Service area: | Mental Health and Learning disability |
| Budget reference: | ASS10 |
| Budget reduction proposal: | Review of arrangements for shared office accommodation with Avon and Wiltshire Mental Health Partnership |
| Budget saving for this financial year: | £75,000 |

Description of the proposal:

Reviewing current usage of sub-let accommodation within the Avon and Wiltshire Partnership NHS mental health trust (AWP) considering changes to integrated ways of working.

Summary of changes:

- Currently the accommodation and associated IT resources are approximately £82,000 per annum paid by the local authority to AWP to allow for the co - location of integrated services with the AWP estate
- This will be reviewed and renegotiated with AWP based on changes to working practices (Hybrid working) and potential changes to the integrated model and a move to data entry within the local authorities recording systems.
- At this point the full detail have not been agreed with AWP, and the final model and finalised savings in this area are dependent on this ongoing work

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Social care statutory duties will continue to be met for all groups, given the move to more technology-based hybrid working the changes to accommodation should not negatively impact on service delivery.

Please describe how you will communicate these changes to your customers

There are no plans to communicate the specifics or details of staffing changes to the wider public currently; when a final model is agreed with AWP, there will be consideration given to how this can be communicated to stakeholders.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The proposal may affect the whole staff group in Mental health teams in terms of their base of work and use of IT (which covers approx. 30 individuals). This is not expected to impact on post numbers etc.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | N/a | |

| | |
|-------------------------|--------------------------------|
| Service Manager: | Martin Hawketts |
| Date: | 21 st November 2022 |

1. The Proposal

| | |
|-----------------------------------|---|
| Directorate: | Adult Social care |
| Service area: | Mental Health and Learning disability |
| Budget reference: | ASS11 |
| Budget reduction proposal: | Review staffing arrangements in the Learning Disabilities and Mental Health teams |

Budget saving for this financial year: £120,000

Description of the proposal:

Reduction in staffing costs across the Mental Health and Learning Disabilities Teams by restructuring of teams, review of vacancies and deletion of vacant hours

Summary of changes:

- Deletion of 1 FTE Adult Social Care Worker post in Learning Disabilities Team following retirement
- Conversion of 1 FTE social worker post to adult social care Worker Post in Recovery Mental Health Team
- Deletion of 1 FTE social worker / approved mental health practitioners post through restructuring of the Approval MH Professional Hub (AMHP), and deletion of a further 17.25 hours within the AMHP hub following retirement
- Deletion of 14.5 vacant hours in the Complex Intervention Team, Mental Health
- Review of Mental Health staffing and managerial support in line with ongoing negotiations with Avon and Wiltshire NHS Mental Health Partnership Trust (AWP) around integration and accommodation issues

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is anticipated that as a result of a reduction in staffing there may be a negative impact on response time and possibly waiting time for contact with adult social care it is not envisioned any person will go without a service. It should also be noted that the service has held vacancies for over 6 months due to recruitment issues.

Please describe how you will communicate these changes to your customers

There are no plans to communicate the specifics or details of staffing changes to the wider public currently.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This proposal will delete the equivalent of just over 3 FTE roles, and convert a further 1 FTE role to a different grade – all these directly affected roles are vacant and so have no specific impact on individual workers. Further work on any changes to arrangements within the mental health services may have impact on staff depending on the agreed future model with AWP.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

N/a

Service Manager:

Martin Hawketts

Date:

21st November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Social Services |
| Service area: | All Areas |
| Budget reference: | ASS12 |
| Budget reduction proposal: | Increase vacancy management target in adult social care by 1% |
| Budget saving for this financial year: | £125,000 |

Description of the proposal:

The Directorate will increase its vacancy management target by £125,000; this represents an increase from c. 4% to c. 5%

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met. Historically, this level of savings has been met and, as a result, in the most part, this proposal brings slightly more financial risk to the budget in terms of managing potential overspends.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads, we will manage the impact on staff through discussions at team meetings and within individual one to one meetings with line managers.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Katherine Sokol

Date:

25th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services |
| Service area: | Client Income |
| Budget reference: | ASS13 |
| Budget reduction proposal: | Increased client contributions to reflect increases in benefits and pensions |
| Budget saving for this financial year: | £940,000 |

Description of the proposal:

This represents the additional income that is likely to arise because of government increases to benefits, pensions and minimum income guarantees and how they impact on financial assessment for adult social care clients.

Summary of changes:

Following government announcements to changes in pensions, benefits and minimum income guarantees, the Council will review all financial assessments and client contributions and adjust the amounts that clients will need to contribute towards their care, based on their income and the amount that the government identifies that clients can retain before making any contribution. The financial assessment process involved a means test that ensures that contributions are affordable.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

Each year an amount is included for inflationary uplifts, the amount is anticipated to be more significant in 2023/24 due to the potential for a larger increase to pensions and benefits because of higher rates of inflation.

If yes, please describe what steps you have taken to review the equality impacts from previous years?

Client contributions continue to be subject to a mean-test based financial assessment.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Clients in receipt of care, who are most likely to be older people, or disabled people will be asked to contribute more towards their care (as a result of increased costs to the Council and increase to pensions and benefits). However, this contribution will continue to be based on a means-tested financial assessment. It is also expected that the government will announce increases to the Minimum Income Guarantee and the Personal Expenses Allowance (i.e. the amounts that clients can keep before they start paying for their care) in line with inflation, which should mitigate the impact.

Most clients whose care is arranged by the Council have a maximum weekly charge, which results from their financial assessment. For non-residential care packages, this averages at around £70 per week and for residential care, the average is around £210 per week for older people and £100 per week for younger adults.

Only those clients who are “self-funders” will feel the full impact of increases in costs, i.e. they will be expected to pay in full for any cost increases that arise from increases in provider costs.

Please describe how you will communicate these changes to your customers

As part of the annual review process

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | N/A | |

Service Manager: Katherine Sokol
Date: 14th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Care |
| Service area: | Contracts and Commissioning |
| Budget reference: | ASS14 |
| Budget reduction proposal: | Review Voluntary and Community Sector Grants and Commissioned Services |
| Budget saving for this financial year: | £32,000 |

Description of the proposal:

North Somerset Council has historically provided grant funding to several voluntary and community sector organisations. The provision of a grant has been given where there is a clear link between the Council's supporting people agenda and where activities support the strategic aims and objectives of the Council.

The voluntary and community sector organisations often provide services which, if they weren't available, would result in an increase in services needing to be supplied and funded through Adult Social Care.

Summary of changes:

A review of all our grants, and a meeting with Alliance, identified that a reduction in contribution to Alliance, which they were agreeable to, could be achieved through consolidation of their services, and potential vacancy freezes.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: Carers and impact on health and wellbeing of vulnerable adults and / or their carers | | | X | | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

A meeting was held in December with Alliance to discuss the potential need for savings.

Alliance agreed that savings could be achieved through vacancy freezes, integration of services and a potential reduction in the Housing Related Support Grant received.

In addition, it was recognised that if North Somerset could continue to sustain funding, Alliance could utilise a national lottery bid to support a volunteer co-ordinator for 3 years and would also be able to apply for further funding for 3 years from Children in Need. This would lessen the impact of the grant reduction being received from North Somerset Council.

It is anticipated that the impact on equality groups of this proposal will be low.

Please describe how you will communicate these changes to your customers

Ongoing support will be provided to Alliance, as needed, to help them achieve efficiencies required.

Alliance will lead any appropriate communication with customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Whilst there will be no impact on staffing within North Somerset Council, in discussion with Alliance they will be reviewing their current staffing vacancies to identify if savings could be achieved.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects? N/A

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| N/A | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

<<Text here>>

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed? N/A

Service Manager: Teresa Stanley

Date: 18th January 2023

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social care |
| Service area: | Mental Health and Learning disability |
| Budget reference: | ASS15 |
| Budget reduction proposal: | Review of staffing and deletion of non-statutory Bristol Autism Services seconded Social Worker role |
| Budget saving for this financial year: | £59,000 |

Description of the proposal:

Deletion of a specific role currently seconded to The Bristol Autism Service (BASS) – currently 1 FTE JM1 graded social worker post.

Summary of changes:

The BASS role is a seconded post, it provides advice and support to people with Autism and assists with preventative work / training and benefit claims. The post is currently occupied on a 50% basis, the remaining 50% currently vacant. The post does not directly undertake statutory duties under the Care Act 2014.

The proposal is the deletion of this role, given its not statutory function and to seek redeployment of substantive staff member in line with NSC policy.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The withdrawal of the role, whilst not affecting the core statutory duties of the local authority will impact negatively on those with Autism (neurodiversity) by removing a supportive resource from the BASS service, which currently provides some advice information and support, some support groups and training, and helps with benefit claims. The impact of this is anticipated to be low. We will mitigate this by providing BASS with contact points and referral routes into social care services and providing signposting for support with benefit claims (i.e., to Citizens Advice Bureau).

Please describe how you will communicate these changes to your customers

There will be a consultation with the affected staff member in line with HR procedures.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This proposal will directly affect 1 member of staff, who will be offered redeployment in line with existing policy

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | N/A | |

Service Manager: Martin Hawketts

Date: 21st November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services |
| Service area: | TEC and Reablement Intervention Team |
| Budget reference: | ASS16 |
| Budget reduction proposal: | Freeze TEC Coordinator post until external funding becomes available |
| Budget saving for this financial year: | £49,000 |

Description of the proposal:

To freeze recruitment of a replacement Technology Enabled Care Coordinator in the TEC and Reablement (TRI) team until external funding becomes available.

Summary of changes:

The TEC Coordinator Role was responsible for promoting the use of TEC across the adults and children's directorates by providing awareness training, prescriber training and support for workers in all areas wishing to find TEC interventions to meet eligible needs. The TRI team considers reablement and TEC to reduce the need for care packages and TEC has become integrated within the work of the team.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The creation of the TRI team has given the opportunity for all team members to increase their skill levels and knowledge of TEC interventions which will lessen the

impact of losing the TEC coordinator post. It is not anticipated there will be any customer impact because of this proposal.

Please describe how you will communicate these changes to your customers

Customers won't be aware of any impact from the change because the number of workers with appropriate skills and knowledge to implement TEC has increased as the responsibilities are now shared across the whole team. There is no need to communicate this to our customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily. This impacts on one role which has been vacant since the 1st of August 2022.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Fiona Shergold

Date:

1st December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Adult Social Services & Housing Solutions |
| Service Area: | Housing Solutions |
| Budget reference: | ASS17 |
| Budget reduction proposal: | Review of funding arrangements for staff in the Housing Team |
| Budget saving for this financial year: | £163,000 |

Description of the proposal:

Some existing homeless prevention posts will be paid by specific grant and one vacant post will be deleted

Summary of changes:

No change to homeless prevention posts because of grant being used to pay salary costs.

The vacant post is at team manger level and the team members will transfer to another manager within the service

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment? N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years? N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that customers will see any change as a result of this proposal.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Vacant post so no impact and the team being managed within the service so the only impact is different manager but no other change

No impact on staff if salaries paid by grant very low risk that grant does not continue going into the future, but we have reserves to cover.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| N/A | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager: Kay Eccles
Date: 29th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|---|
| Directorate: | Adult Services |
| Service area: | Cross cutting |
| Budget reference: | CSD24 / ASS18 / CH12 / PH4 / PD36 |
| Budget reduction proposal: | Annual uplift to fees and charges to cover inflationary cost of services – Adults |
| Budget saving for this financial year: | £435,000 (total all areas) The saving is £255,000 in Adult Services |

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for fees and charges it levies on its services, based upon published external inflationary rates.

Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees

- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |

| | | | | |
|--|---|---|--|---|
| People on a low income | X | | | X |
| People in particular age groups | | X | | |
| People in particular faith groups | | X | | |
| People who are married or in a civil partnership | | X | | |
| Transgender people | | X | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | X | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Exec Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Children’s – January 2023

Contents

| Budget Reference | Description | Page |
|------------------|---|------|
| CH01 | Efficiency savings or reductions in budgets in line with projected or historic spend or demand | 96 |
| CH02 | Relocate Family Support and Safeguarding team to alternative office accommodation | 99 |
| CH03 | Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams | 103 |
| CH04 | Review of Family Time Service to ensure service supports children with the highest needs | 107 |
| CH05 | Increase in Vacancy Management target | 111 |
| CH06 | Review of costs for children with complex care needs | 115 |
| CH08 | Review of arrangements for Family Group Conferencing | 119 |
| CH09 | Remove final tranche of discretionary funding for under two's childcare | 123 |
| CH10 | Review funding arrangements for staffing costs in Youth Justice Service | 136 |
| CH11 | Redevelopment of Children's Centres into Family Hubs | 139 |
| CH12 | Annual uplift to fees and charges to cover inflationary cost of services - Children | 154 |

1. The Proposal

| | |
|---|--|
| Directorate: | Children's Services |
| Service area: | Multiple Areas |
| Budget reference: | CH01 |
| Budget reduction proposal: | Efficiency savings or reductions in budgets in line with projected or historic spend or demand |
| Budget saving for this financial year: | £85,000 |

Description of the proposal:

Budgets will be reduced in several areas where they are not required when matching them against historic or projected spend or demand. These include former teachers pension costs, growth for staffing in SEND, adoption support and venue hire

Summary of changes:

No service changes are proposed as the budgets will continue to support the projected levels of need, and for the most part, this proposal brings slightly more financial risk to the budget in terms of managing potential overspends.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No direct changes proposed

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager: Katherine Sokol

Date: 28th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services |
| Service area: | Family Support & Safeguarding |
| Budget reference: | CH02 |
| Budget reduction proposal: | Relocate Family Support and Safeguarding team to alternative office accommodation |
| Budget saving for this financial year: | £20,000 |

Description of the proposal:

Relocation of a team of social workers into alternative office accommodation.

Summary of changes:

Relocation of a team of social workers into alternative office accommodation to save on building lease and maintenance costs.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |
| | | | | | | | |

3. Explanation of customer impact

The relocation may have a negative impact on the team's accessibility for vulnerable families within their community.

The suitable space for meeting with children and their families will be reduced.

Social Worker's and Family Support Workers will incur additional travel time and may incur additional mileage costs.

Some social work teams may be more closely located supporting good communication.

Please describe how you will communicate these changes to your customers

Children, young people and families will be advised of the changes by their Family Support Worker or Social Worker.

This will need to be replicated for partner agencies.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The teams value being within the communities they support and build relationships with as this enables them to effectively support the children and families in their area.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| <hr/> | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Shelley Caldwell

Date:

29th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services |
| Service area: | Multiple Areas |
| Budget reference: | CH03 |
| Budget reduction proposal: | Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams |
| Budget saving for this financial year: | £121,000 |

Description of the proposal:

Deletion of vacant posts in Education Funding, Fostering Training, Strategy and Policy and Training Teams, totally 2.58 FTEs

Summary of changes:

As above

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The posts are currently vacant, and some have been vacant for some time. It is anticipated that most of the work undertaken previously by postholders will be reprioritised and / or subsumed into other roles and statutory services for vulnerable people will continue to be prioritised. The impact has been identified as low as although work of the posts will be re-prioritised it should be recognised that there are less resources to complete the tasks completed by the previous postholders.

Please describe how you will communicate these changes to your customers

N/A – no immediate or direct impacts identified

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Total of 2.58 vacant posts

Workloads of remaining postholders will be monitored and reviewed through team meetings and one to one meetings with line managers.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Becky Hopkins and Pip Hesketh

Date:

8th December 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services |
| Service area: | Commissioning Service |
| Budget reference: | CH04 |
| Budget reduction proposal: | Review of Family Time Service to ensure service supports children with the highest need |
| Budget saving for this financial year: | £60,000 |

Description of the proposal:

Review of Family Time Service to ensure service supports the most appropriate children resulting in a reduction of the need for contacts.

Summary of changes:

To review all existing contacts from the Family Time Team considering different ways of providing these specifically in the areas of long-standing placements for children in care and older children over the age of 14 years.

The plan is to work with operational colleagues to look at alternative methods of supervised contact making more use of the Foster Carer's and Residential Placements to do this along with family members of the children concerned. This will be in areas of long-standing contacts who are not subject to court order supervised contact. This will reduce the pressure in the team allowing them to focus specifically on court order contacts as a priority and it should also reduce the need for the number of staff currently employed in the team because of those alternative contact arrangements. As is the case now where contacts can't be made on occasions these fall back onto the operational staff to deliver, based on this no child should lose their agreed contact arrangements.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | | |
|--|-------------|---|---|---|---|---|---|--|
| | H | M | L | N | + | = | - | |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | | |
| People from different ethnic groups | | | | X | | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | | |
| Lesbian, gay or bisexual people | | | | X | | | | |
| People on a low income | | | | X | | | | |
| People in particular age groups | | | | X | | | | |
| People in particular faith groups | | | | X | | | | |
| People who are married or in a civil partnership | | | | X | | | | |
| Transgender people | | | | X | | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The plan will be to look at alternative ways from the Family Time Team delivering the supervised contact. This will then look to be moved to foster carers and residential homes and next of kin where appropriate. Currently, when the family Time Team is at capacity the social work teams pick this up. Therefore, it is an expansion of the existing position, with no planned impact on the children and young people.

Please describe how you will communicate these changes to your customers

Discussions with operational colleagues leading on talking to children and families about any changes to current plans.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

This may mean redundancies for existing staff; in the first instance we will look at vacant hours and casual contracts. However, given the size of the saving there may be a need to make 1 x FTE post redundant from the service. Full consultation will be required with the team in conjunction with advice from HR.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? No

If 'yes', when will the further assessment be completed?

Service Manager: Alison Stone

Date: 6th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services, Place, Corporate Services |
| Service area: | All Areas |
| Budget references: | CH05 , CSD25, PD39 |
| Budget reduction proposal: | Increase in vacancy management target |
| Budget saving for this financial year: | £245,000 PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000 |

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred as a result of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

If 'yes', when will the further assessment be completed?

Service Manager: Katherine Sokol

Date: 6 January 2023

1. The Proposal

| | |
|---|--|
| Directorate: | Children's Services |
| Service area: | Family Support & Safeguarding |
| Budget reference: | CH06 |
| Budget reduction proposal: | Review of costs for children with complex care needs |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

To review all the Direct Payments (DP) with all children in the Children's Disabilities Team based on non-usage of current funds and reducing spend allocated to families that hasn't been spent over the last 12 months.

Summary of changes:

The plan is to review all DPs awarded and assess the usage of the funds and any award of Direct Payment to ensure they remain appropriate i.e. was the budget fully spent this financial year. This will not mean someone's Direct Payment will be taken away as part of this process. But the needs of the young person will be considered and reviewed and alternatives to meet a young person needs, in conjunction with the family can be assessed.

The Direct payment Policy will be reviewed to reflect these changes on an on-going basis and a move to allocation resources to families monthly not biannually or annually. Along with a process that enables better allocation of monies in relation to DP's and removing the practice of families accruing large amounts of Direct Payment monies, that aren't being spent according to care plans. Ensuring a better timely review of the use of the Direct Payment in line with children's needs, rather than one off allocation that aren't always being spent as directed.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any negative impact as a result of this proposal.

Please describe how you will communicate these changes to your customers

These changes will be discussed with families of the children assessed with monies that haven't been used and reviewing their needs and the current allocation of budget. This will not lead to taking away their DP just allocating the spend more appropriately and ensuring more reviews of the Direct Payment allocation. This will be carried out alongside timely reviews of the Direct payment to ensure it is meeting the child and family's needs and if not what other alternatives could be considered.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Alison Stone

Date:

28th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Children's Services |
| Service area: | Family Wellbeing |
| Budget reference: | CH08 |
| Budget reduction proposal: | Review of arrangements for Family Group Conferencing |
| Budget saving for this financial year: | £56,000 |

Description of the proposal:

End early the current Family Group conference contract by 20 months and re allocate this work in house within Family Support and Safeguarding and Family Wellbeing Team to increase the number of conferences needed within the service without incurring additional costs.

We have outsourced an individual agency to provide us with 26 individual family group conferences per financial year. This works to implement a Families and Friends meeting that can share concerns and see if family can develop a plan that would reduce concerns for the child/children.

We are currently in a two-year extension to the contract and want to break this contract and end this arrangement within the next four months.

Summary of changes:

North Somerset Council no longer require the Family Group conference model and will be looking to end the contract as soon as possible.

We will achieve this by developing an inhouse model of identifying all family members and friends within the Families network and use this to support and safety plan around the families in our community.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is not expected to impact negatively on any of the above equality groups as the future will be to identify families who need a wraparound family network meeting and use our existing teams within Family Support and Safeguarding and Family Wellbeing to co-ordinate and deliver a service in house.

Please describe how you will communicate these changes to your customers

We are forming a new and different model within Family Support and Safeguarding and Family Wellbeing which will be rolled out to our partners full when the contract ends this will not have an impact on our children, young people, and families.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

We had identified that Family Group Conference was not meeting the needs of our families in the manner it was sourced. The model in which the conferencing is currently delivered, is not the model we want moving forward. Our alternative model will be an in-house service without incurring the need to spot purchase at costs which are not included in the budget, but which will be able to be sourced internally.

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Dawn Newton

Date:

21st November 2022

**Medium Term Financial Plan
Equality Impact Assessment 2023/24**

Service area: CYPS – Children's directorate 0-2 funding
Budget reference: CH09
Budget reduction proposal: Remove final tranche of discretionary funding for under two's childcare
Equality impact assessment owner: Dawn Newton
Assistant Director/Director sign off: Sheila Smith
Review date: January 2023

Page 197

| Budget Ref. | Budget Reduction Proposal | Budget Reduction £ | | | | Staffing Reduction (FTE) 2023/24 |
|-------------|---|--------------------|---------|---------|---------|-------------------------------------|
| | | 2023/24 | 2024/25 | 2025/26 | 2026/27 | |
| CH09 | Remove final tranche of discretionary funding for under two's childcare | £80,000 | | | | |

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

| | | | |
|---------------------------|------|---------------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

Staff Impact

| | | | |
|---------------------------|------|--------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

1. The Proposal

1.1 Background to proposal

The 0-2 funded childcare is a non-statutory, targeted service that provides 10 hours per week (term time only and for more than one day per week) of childcare to children who may not meet their full potential. Funding is only provided until the term after the child turns 2. This is to provide a seamless transition onto 2-year-old funding, which is funded via central government. Some years ago, there was considerable government commitment and investment in the Early Years sector, linked to the launch of a 10-year Children's Plan in 2007. In 2010 this funding ceased mid-year following a change of government and while we had no option but to cease many activities and posts, we decided to retain a much reduced budget to fund part-time childcare for a small number of children. This amount has reduced over the years as government funding has been provided for children above the age of two. The local authority decided not to restrict referrals from Children's Services staff only because we recognised that we didn't have a wide range of Early Help services in previous years – inevitably the number of referrals has always outstripped the budget.

The funding was suspended in April 2022 for all new requests because it was over-subscribed and only children that have been approved as eligible are currently in receipt of this funding.

The scheme has been overseen by the Community Family Team, now the Family Wellbeing Team and the process has been regularly updated to reflect new initiatives, (such as Supporting Families), processes to measure impact and the referral and panel processes.

The childcare placement is always with a childcare setting with an Ofsted judgement of Good or Outstanding to ensure the best educational environment for the child. 0-2 Funded Childcare objectives are to:

- Support children at risk of not meeting their full developmental milestones.
- Support parents and carers to access early help services whilst their child is accessing a childcare provision which in turn will support the child's outcomes.

All children who are awarded 0-2 funded childcare are subject to a 6-month review to ensure that the budget is being allocated to the most vulnerable children.

If the panel agree that the circumstances of the family have changed and that the criteria is no longer being met, funding will cease, and a notice period is given to the

refer / childcare setting. It is the responsibility of the person referring to advise the family.

In recent years the Early Help offer has been broadened within the Family Wellbeing Service and there are more opportunities available to parents in regard to strengthening their relationships with their children, of all ages.

The proposal for this funding is for it to be phased out over a 2-year period, with a saving of £80,000 in 2023/24. This will leave the scheme with a £5,000 budget in 2023/24. A further £10,000 is already in place from Supporting Families funding. In 2024/25 the remaining budget will be £1,000. Following 2024/25 there will be no more funding required as 0-2 Funding will have ended.

From April 2023 the scheme will only continue to support Children already agreed funding prior to April 2022.

The funding will be reviewed every 6 months against the criteria to establish if funding through Supporting Families is still required.

This will enable a transition to the 2-year-old funding to ensure continuity of the education and care for those children to whom we have already made a commitment.

1.2 Please detail below how this proposal may impact on any other organisation and their customers

The impact on multi-disciplinary teams will need to be assessed, as they may not be able to carry out direct work with families if they do not have any other support in providing childcare. This includes Health visitors, social workers, Family support workers and childcare providers as these colleagues are the main refers for 0-2 funded childcare.

Section 2 – What Do We Know?

2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?

0-2 funding is available to children who need to access a childcare provision to allow parents to access some form of training, groups, or support – the cohort the 0-2 funding will cover is as follows:

- Child or Parent with additional needs
- Child emotional needs are not being met
- Child physical needs and are not being met
- Poor Housing
- Domestic abuse and the impact on child and parent
- Children in need or subject to a Child Protection Plan

- Parents who have three children under school age who have significant debt or financial issues
- Families who are repeatedly assessed by Children’s Social Care but not meeting the Child in Need threshold
- If parents have a caring role that impacts on caring for the children’s needs
- Children living in the family home who are not involved in school
- Parents involved in anti-social behaviour and crime

There are circa 6,000 children under 2 living in North Somerset as of September 2022.

Number of children in receipt of 0-2 funding - 01/01/2020-31/12/2022

| Locality area | Number of children |
|---------------------|--------------------|
| Weston East | 33 |
| North (outside WSM) | 41 |
| Weston South | 59 |
| Total | 133 |

Overall breakdown of ethnicity

| Locality area | Mixed White & Black Caribbean | White - Any other white background | White British | Information not provided | Total |
|---------------------|-------------------------------|------------------------------------|---------------|--------------------------|-------|
| Weston East | 2 | 1 | 24 | 6 | 33 |
| North (outside WSM) | 1 | | 30 | 10 | 41 |
| Weston South | 3 | | 44 | 12 | 59 |

Number of disabled children

| Locality area | |
|---------------------|---|
| Weston East | 8 |
| North (outside WSM) | 8 |
| Weston South | 6 |

Gender of children

| Locality area | Female | Male | Total |
|---------------------|-----------|-----------|------------|
| Weston East | 17 | 16 | 33 |
| North (outside WSM) | 14 | 27 | 41 |
| Weston South | 31 | 28 | 59 |
| Total | 62 | 71 | 133 |

Number of children living in a workless household

| Locality area | Number of children |
|---------------------|--------------------|
| Weston East | 5 |
| North (outside WSM) | 4 |
| Weston South | 9 |
| Total | 18 |

2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?

Below are those children that were receiving funding during the stated time. Children could be counted more than once from where their funding period overlapped multiple years:

- April 2019 – March 2020 – 69
- April 2020 – March 2021 – 58
- April 2021 – Present – 32

Out of the 112 children listed on the closed list, referrals have come from the following areas:

- Children's Social Care – 23
- Family Wellbeing – 56
- Health – 30
- Other – 3

Open 0-2 Funding

As of 8th December 2021, there are 36 children receiving funding.

Should they be eligible they would continue from 0-2 Funding to the Government's 2-year-old funding. Entitlement at the following intakes:

- January 2022 – 9
- April 2022 – 5

- September 2022 – 11
- January 2023 – 8
- April 2023 – 2
- September 2023 – 1

2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?

Children who were eligible for the 0-2 funding would have met the above criteria which would have put them in the bracket of the following protected characteristics:

- Men or women (including pregnant women or those on maternity leave)
- People on low income

There has been no data reporting on the 0-2 children since no new places were offered to children from May 2022, so the above information is the most up to date.

2.4 How have we involved or considered the views of the people that could be affected?

In November 22 staff were advised of the savings required and no specific equality concerns were raised at that time.

This Equality Impact Assessment was shared with the Equality Stakeholder Group on 12th January 2023, they made the following comments:

| Comment | Response |
|---|--|
| Ensure that the EIA makes it clear that alternative sources of funding are available, and in fact the move could be positive as the alternative sources of funding are more sustainable | Alternative funding will not be available for all eligible children – there will need to be an assessment and this needs to be viewed alongside the wider range of Early Help services that are available as an alternative for some families. |
| Information for partner and support agencies who refer families in for funding needs to be provided so they understand that this is not stopping providing support for Under Two's but that there is an alternative, more appropriate source of funding available. This should be written into the mitigation plan. | Referrers have been made aware that because this is a non-statutory service, we are looking to phase it out, but we will ensure that information is given about other possibilities. Not all children who are currently eligible receive the funding and going forward only a smaller group would be eligible for time limited financial support, set alongside other services that offer opportunities for children with their parents. |
| Although there are alternative sources of funding so every child who is eligible will be | There will not be alternative funding for all children who are eligible – this has never |

| | |
|---|---|
| <p>able to access funding there is a reduction of £80,000 from within services for those under Two. Does the cumulative impact of this reduction need to be mapped in conjunction with changes to Family Support and Safeguarding and Children's Centres?</p> | <p>been the case; it is a finite budget that has been targeted to those in greatest need. Some of those families could access the finite budget that Children's Support and Safeguarding hold under s17 of the 1989 Children Act, others could access limited charity funding or join community-based groups.</p> |
|---|---|

2.5 What has this told us?

See 2.4

2.6 Are there any gaps in our consultation, what are our plans for the future?

Ongoing communication with agencies that refer in for support.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Page 205

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

| | H | M | L | N | + | = | - | |
|---|---|---|---|---|---|---|---|---|
| Disabled people (including consideration of neurodiversity) | | X | | | | | x | The criteria state a child or adult who has an additional need, around 18% of the children accessing the fund are disabled. |
| People from different ethnic groups | | | x | | | x | | Just over 5% of the children accessing this funding are recorded to come from a Mixed or Other White background. |
| Men or women (including pregnant women or those on maternity leave) | | X | | | | | x | The 0-2 supports families under the age of 2 years which will include parents who are pregnant or those on maternity leave. There are slightly more boys than girls accessing this funding. |
| Lesbian, gay or bisexual people | | | x | | | x | | We do not hold this information. |
| People on a low income | | X | | | | | x | This is a criteria of the 0-2 funded childcare, there is a high percentage of children from Weston South, which is an area of high deprivation. |
| People in particular age groups | | x | | | | | x | As a specific fund for the under 2s this will have an impact on this age group. |
| People in particular faith groups | | | x | | | x | | We do not hold this information |

| | | | | | |
|--|---|--|---|---|--|
| People who are married or in a civil partnership | x | | x | | We do not hold this information. |
| Transgender people | x | | x | | We do not hold this information |
| Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing. | X | | | | |
| <p>Please specify:</p> <ul style="list-style-type: none"> ➤ 0-2 Funded childcare provides intervention support for parents and carers with children under the age of 2 years old to get the best start in life to develop to their full potential. This includes Health and Wellbeing, parental capacity, education and Reducing child poverty. | | | | x | The purpose of the 0-2 funded childcare scheme is to provide direct support to children and their families where there are identified vulnerabilities of the child at risk of not reaching their full potential. The criteria listed above identifies those vulnerabilities and should this proposal proceed there is a high risk of an impact for these children. |

Does this proposal have any potential [Human Rights](#) implications?

Yes No

Could this proposal have a Cumulative Impact with any other service areas?

Yes No

This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else

If 'yes', please describe?

The ceasing of the 0-2 funded childcare may have an impact on key partners and their core offer as direct 1-1 work / access to service may prove challenging if childcare arrangements are not available. Where other agencies seek funding for childcare so that they can undertake direct work with parents then they will need to explore other alternatives.

Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

| Action taken/to be taken | How will it be monitored? |
|---|---|
| Children whose families are working with our Family Support and Safeguarding Teams (i.e., allocated social worker) Section 17 budget may be used to support access to childcare. Other children that could have been eligible for 0-2 funded childcare, the referrer can seek funding from the Supportive Families Grant. | A panel has been set up to support such requests and work is in progress to cascade this information to key partners. |
| Ongoing review of the impact of the changes in the nature of the 2-year-old funding | Monitoring the impact of this budget proposal on equalities will be undertaken through the Family Wellbeing Head of Service and Senior Managers who meet bi-weekly. It is proposed to have equalities as a standing item on the agenda, so progress is tracked, |

reviewed and suitable adjustments made.

If negative impacts remain after the above actions have been taken, please provide an explanation below.

The funding has only been able to be allocated to a small number of children for no more than 10 hours a week but there is a commitment to continuing to fund the current children until they become eligible for the three-year-old funding from the government. Moving forward we will be clear with previous referrers that there may be options either for limited funding from elsewhere or for signposting to other community-based groups. There will also be the need for referrers to consider reshaping the work they do with parents which could include their children.

Please set out how you plan to communicate these changes with your service users.

Changes will be communicated to key partners so it is clear which funding to access to provide support for families and children who would have accessed 0-2 Funding

1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services |
| Service area: | Youth Justice Service |
| Budget reference: | CH10 |
| Budget reduction proposal: | Review funding arrangements for staffing costs in Youth Justice Service |
| Budget saving for this financial year: | £29,000 |

Description of the proposal:

The service will use opportunities afforded to them by grant bidding processes to generate funding to contribute to overheads within the Youth Justice Service.

Summary of changes:

No specific service changes are proposed; the intention is to use new or revised grant funding opportunities to make a legitimate contribution to overheads

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No direct changes proposed

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

This saving is dependent on bidding opportunities becoming available and then being successful with bids.

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager: Mike Rees, Head of Youth Justice

Date: 6th December 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

Service area: Children Services
Budget reference: CH11
Budget reduction proposal: Redevelopment of Children's Centres into Family Hubs
Equality impact assessment owner: Dawn Newton
Assistant Director/Director sign off: Sheila Smith
Review date: January 2023

Page 213

| Budget Ref. | Budget Reduction Proposal | Budget Reduction £ | | | | Staffing Reduction (FTE) |
|-------------|--|--------------------|----------|---------|---------|--|
| | | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2023/24 |
| CH11 | Redevelopment of Children's Centres into Family Hubs | £150,000 | £150,000 | | | 1.5 FTE Team Leader 1.23 FTE Business Support Officer |

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

| | | | |
|---------------------------|-------------|---------------|-----|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

Staff Impact

| | | | |
|---------------------------|------|---------------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

1. The Proposal

1.1 Background to proposal

Since the first wave of Sure Start children centres were introduced in 1999 successive governments have reduced the original commitment to provide children centres in every community. In 2010 the Coalition government removed the ring-fenced funding and reduced the funding of Early Intervention services to the extent that a significant number of local authorities closed some or all of their children's centre buildings between 2010 and 2015. Here in North Somerset, we retained all of our buildings but reduced the levels of staffing in that period and in 2016/17 we implemented a Community Access Review which saw the local authority transfer some buildings to partner agencies and move to share other buildings with the Library Service to reduce costs but preserve a local link in some but not all communities.

Continuing financial challenges meant that half of the sites had reduced opening days/hours but in recent years the local authority has invested in the staff within what is now the Family Wellbeing Service (which includes the children centres) such that it has reshaped the 'early help offer' to go beyond the original focus on families with children under 5 – the service now offers support to families with children aged 0-25 (where young people have SEND) and much of this support is delivered via outreach work (not centre-based).

The development of the Family Wellbeing Service coincided with the publication of 'The Best Start for Life: A Vision for the 1,001 Critical Days', by the Department for Health and Social Care in March 2021 which introduced the concept of Family hubs which are very similar to the local authority's planned direction of travel. The local authority was unsuccessful in its application for transformation funding but has pursued the development of Family hubs, the design of which will ultimately lead to a shift from children centres to Family hubs and a decrease in the number of buildings needed.

The redesign will be informed through a needs analysis approach. It will impact on communities as the redesign will consider closures of children centres and a reduction in the localised service offer, therefore impacting on local access to services by children and their families. The proposal will impact on staff in terms of a redundancy / redeployment and may require a re-defining of roles and responsibilities.

1.2 Please detail below how this proposal may impact on any other organisation and their customers

There may be an impact on professionals will also need to be considered. This includes Sirona, University Hospital Bristol and Weston Trust, libraries, schools, and Springboard Opportunity Group.

Section 2 – What Do We Know?

2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?

For each of the children centre reach areas (14 in total) or for each locality, (3 in total) we know numbers from 1st November 2021 to 31st October 2022 for the following:

- The number of children aged 0-18 within the locality area
- The number of carers of children under the age of 5 seen by volume
- Individual carers of children under the age of 5 by volume.
- The number of pregnant parents / carers seen by volume
- The number of parents and carers with children under the age of 5 who are workless by volume
- The number of parents and carers with a disability with children under the age of 5 by volume
- The gender of service users (note with only with children under the age of 5), by volume
- The age of service users from 15 years upwards who have children under the age of 5, by volume
- The ethnicity of parents and carers with children under the age of 5, by volume.

We also have details regarding targeted groups (children / carers) who have been seen as a percentage of those within the locality. This information relates to support for children who have been allocated a Family Support Worker, children whose parents have accessed an advanced parenting group and children that have been awarded 0-2 funded childcare. It is important to note that data reporting will demonstrate lower numbers than previous years due to COVID 19 restrictions on providing face to face services.

More detailed data in relation to the usage of each Children Centre will be available for the consultation sessions which will consider how best to develop our Family Hubs to ensure the widest access within the available budget.

2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?

Children centres identify families with young children in their community, the early childhood services those families need and how those that are in most need of services are helped and encouraged to participate in them. Children centres pay a particular emphasis to those that are in most need of intervention and support who may be unlikely to access the help they may need.

Data tells us that unless we are clear about the services available to all families then there could be an impact with respect to some diverse groups such as disabled parents / parents to be, children and their families that are BAME, parents / parents to be that are under the age of 20 years and parents / parents to be that have health issues which may impact on them accessing community services. Barriers can include lack of access (lack of transport), language where English is a second or other language, lack of confidence and health issues.

2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?

Yes, due to COVID 19 restrictions, the service was not able to provide face to face universal or targeted groups. This means data over the past 2 years, will not reflect the same participation as previous years. Before final decisions are made about the service detailed analysis of service users will be refreshed.

The Family Wellbeing Service extended its age range from 0-5 years to 0-19 (25 for children with SEND) in January 2021. The service currently does not have a reporting system which records access for children over the age of 5. The Council is in the process of commissioning a system to support accurate recording and plans for this to go live in the summer of 2023.

The service recognises that further information in terms of user breakdown by ethnicity, gender, income, sexual orientation, or faith is required as it is recognised that the review could potentially impact on users within these protected characteristics. This is an area that children centre senior managers seek to develop and understand. This may include looking at indices of multiple deprivation and further interrogation of management systems.

As referenced above, additional data will be available to help inform the consultation and decision-making process.

2.4 How have we involved or considered the views of the people that could be affected?

This proposal was shared at a staff briefing in November to which all Children's Services staff were invited. No concerns were raised at that meeting.

The Equality Impact Assessment was shared with the Equality Stakeholder Group on 12th January 2023. They made the following comments:

| Comment | Response |
|--|---|
| The broader context of the service development including the development of Family hubs should be referenced throughout the EIA. Also the plans for the use of satellite services. | We will make clear the rationale for the development of Family Hubs and make clear that this proposal is more focussed on savings from buildings rather than a reduction in staff working directly with families. We will also describe the amount of outreach work that goes on which will not be impacted by a closure of some buildings. |
| The EIA is not specific about the reduction in the number of the Children's Centres and where these are likely to be. | This is because we need to compile the detailed data sets before embarking on consultations which will then inform the final decision as to which buildings are no longer needed. |
| Need to consider specific activities that focus on equality groups that might not be universally available across all Children's Centres. For example the work facilitated with the Gypsy and Traveller Community at Yeo Valley and the impact on that specific group if services were to cease. | We will ensure that we are clear about the current service offer and the extent to which a reduction in buildings will impact negatively or positively on specific groups. We will also be clear about our plans for future service provision following a reduction in permanent sites e.g the use of other premises in localities on a one off/weekly/monthly basis either free or for payment by Children's Services. |
| The ethos of the introduction of Children's Centres (many years ago) was that the centres were available for all, without prejudice. It feels like a step back that there will be a reduction in | While that was certainly the aspiration when children centres were first introduced and funded there have been significant cuts to funding which has meant that although we have kept the buildings a substantial number are |

| | |
|--|--|
| the number of communities that will have easy access to these services. | only open part-time. The development of Family Hubs links to the fact that we have widened the age range from 0-5 to 0-19 (25 if young people have special educational needs and/or disabilities) and so the reach will be broader. There is already a significant amount of direct work that is delivered locally, outside the buildings. |
| Can data about how the centres are accessed by families with older children be included? | This may be sparse given that this development coincided with Covid but we will do our best to capture such detail. |
| Will the re-prioritised centres be accessible to those up to age 25 with SEND? | Yes. |
| How are you considering the accessibility of the re-prioritised sites in respect of transport, parking, easy walking routes etc? | Accessibility issues will be considered, and we will consider the current offer against the future state. |
| Need to work to ensure the divide between rural and urban access is not exacerbated. | We agree. |
| Concern that there are a number of proposals that target services for those accessing early years services and the cumulative impact of these changes. | This proposal links to the removal of the discretionary u2s funding from a small number of children (32 from a population of approx. 6,000) We acknowledge that we have never been able to meet all requests and while we can mitigate in some instances the development of Family Hubs could improve access to other services in the Early Help sphere. |

2.5 What has this told us?

As above .

2.6 Are there any gaps in our consultation, what are our plans for the future?

Further work will be undertaken to identify the exact model that the redevelopment will follow and how this will be delivered. As this work progresses further consultation with staff, stakeholders and those who access our services will take place. Further equality impact assessments will be prepared considering the detailed proposals.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in ‘Summary of Impact’ column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

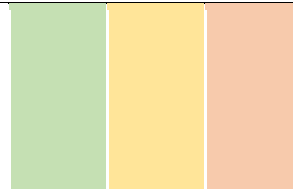
Summary of Impact

| | H | M | L | N | + | = | - | |
|---|---|---|---|---|---|---|---|---|
| Disabled people (including consideration of neurodiversity) | | X | | | | | X | There will be an impact on disabled children, parents and carers due to having to find alternative provision to access children centre and their key partner services. This could incur additional costs, withdrawal from services due to lack of accessibility. |
| People from different ethnic groups | | X | | | | | X | Closure of local provision for people from different ethnic groups could impact them by having to travel to another children centre to access services, which may incur additional costs to them or if transport is an issue, may mean withdrawal from services needed. It will also limit the options on providing an inclusive community provision. |
| Men or women (including pregnant women or those on maternity leave) | X | | | | | | X | Closure of local provision for men or women, including pregnant women or those on maternity leave will limit the options of community access to post and antenatal provision and could |

| | | | | | |
|---------------------------------|---|---|--|---|--|
| | | | | | impact on the maternity service meeting its Continuity of Care agenda. |
| Lesbian, gay or bisexual people | | X | | X | We do not collect data for this protected characteristic and therefore are unable to measure impact. |
| People on a low income | X | | | X | Closure of local provision for people on low incomes will impact on access to community services who will support them in this area and could mean additional costs to them to travel to another children centre for support. Impact could mean there is a risk of withdrawal from services and a feeling of isolation. |
| People in particular age groups | X | | | X | Closure of local provision people in particular age groups will limit the options of community access to services providing support to improve children's outcomes. To access this support, parents, carers, children and young people would need to travel to other children centres or community groups to access support. This could incur costs to |

| | | | | | |
|--|---|--|--|---|---|
| | | | | | families and may result in the withdrawal from services, |
| People in particular faith groups | X | | | X | We do not collect data for this protected characteristic and therefore are unable to measure impact. |
| People who are married or in a civil partnership | X | | | X | We do not collect data for this protected characteristic and therefore are unable to measure impact. |
| Transgender people | X | | | X | We do not collect data for this protected characteristic and therefore are unable to measure impact. |
| Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing. | | | | | |
| Please specify: Children centre interventions provide support for parents and carers in helping children aged 0-19 (25 for children with SEND) to get the best start in life to | X | | | X | The impact could result in not being able to reach children at risk of not meeting their full potential by offering local provision. By not recognising these children at the earliest opportunity, may mean the impact is that we become |

develop to their full potential.
This includes health and wellbeing, education and reducing child poverty.



aware of them at an older age and more intensive support is then needed.

Does this proposal have any potential [Human Rights](#) implications?

Yes **No**

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes **No**

Yes, the reduction in the number of children centres, could have an impact on key partners and their core offer. The impact will be on having less buildings to provide outreach services to children and young people. This will be explored as the redevelopment programme progresses.

Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

| Action taken/to be taken | How will it be monitored? |
|--|---|
| The EIA has identified areas that require more focused consideration in terms of protective characteristics and impact on service users and staff. | Once the impact on equalities has been fully assessed, suitable adjustments will be put in place. Successful adjustments in the past include the review of public and community transport, amending service delivery times, providing outreach to communities through hiring community venues, review of opening hours, outreach and improved staff training. |
| | Review remaining buildings in terms of staffing and increase (where possible), reception cover to provide an increase in front of house support. |
| | Monitoring the impact of this budget proposal on equalities will be undertaken through the Family Wellbeing Head of Service and |

Senior Managers who meet bi-weekly. It is proposed to have equalities as a standing item on the agenda, so progress is tracked, reviewed and suitable adjustments made.

If negative impacts remain after the above actions have been taken, please provide an explanation below.

Understanding the impact of the above has only just begun and time is needed to fully understand. This includes the outcome of public consultation for the proposals. Further work will be undertaken to identify the exact model that the redevelopment will follow and how this will be delivered. As this work progresses equality impact assessment(s) will be prepared taking into account the detailed proposals for further consideration and decision in line with the council's normal decision-making processes.

Where appropriate further mitigation will be identified at this time.

Please set out how you plan to communicate these changes with your service users.

A public consultation will take place to seek the views of service users and professionals on the proposals. The outcome of the consultation, will be uploaded to North Somerset Council's website, shared with the Family Wellbeing Team and key partners. This information will also be included in revised Equality Impact Assessments that will be prepared taking into account the detailed proposals in line with the council's normal decision-making process.

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services Directorate |
| Service area: | Cross cutting |
| Budget reference: | CSD24 / ASS18 / CH12 / PH4 / PD36 |
| Budget reduction proposal: | Annual uplift to fees and charges to cover inflationary cost of services – Children's |
| Budget saving for this financial year: | £435,000 (total all areas) £13,000 for CH12 |

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for fees and charges it levies on its services, based upon published external inflationary rates.

Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal considers both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees

- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |

| | | | | |
|--|---|--|--|---|
| Lesbian, gay or bisexual people | X | | | |
| People on a low income | X | | | X |
| People in particular age groups | X | | | |
| People in particular faith groups | X | | | |
| People who are married or in a civil partnership | X | | | |
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| | |
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022

Equality Impact Assessments

2023/24 Medium Term Financial Plan

Corporate Services – January 2023

Contents

| Budget Reference | Description | Page |
|-------------------------|---|-------------|
| CSD1 | Reduce senior management within the directorate, along with external resources previously used to support transformation | 161 |
| CSD2 | Review the scope and scale of support provided to the council through external contractual arrangements in respect of Internal Audit and Archiving, i.e. the storing of historic artefacts | 165 |
| CSD3 | Review the scope and scale of the Business Intelligence team, the Policy & Partnerships team and the delivery of consultation and research activity | 169 |
| CSD5 | Review and reduce resources required to deliver Procurement services, reflecting reduced demand as a result of lower overall external spend. | 173 |
| CSD6 | Review of the Comms team and release capacity from vacant post | 177 |
| CSD7 | Reduce number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities | 181 |
| CSD8 | Realign occupational health budget and annual leave buy back budgets to current levels | 194 |
| CSD9 | Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income. | 198 |
| CSD10 | Review and reduce the resources required to deliver a range of internal support services such as ICT support and project management and external contract costs for bought in services. Seek further income from trading opportunities and project management activity. | 202 |
| CSD11 | Reduce printing costs and equipment leases, reduce physical document storage costs | 206 |
| CSD13 | Increase income from Carelink users – aligned to inflation | 210 |

| | | |
|-----------------|---|------|
| CSD14 | Implement a range of changes and cuts to the Support Services Contract through reductions to the scope and scale of services and capacity available to the council. Areas of change include; Facilities, Digital Support, Cash Collection, Revenues and Benefits, Accounts Payable, Carelink and ICT. | 214 |
| CSD17 | Undertake a review of the Finance Service to evaluate core areas of responsibility, reduce the scope and scale of services currently provided and efficiencies. | 218 |
| CSD19 | Align income budget from tenants to current levels at Castlewood and reduce premises related costs within office accommodation sites by 10% e.g. paper supplies, maintenance etc | 222 |
| CSD20 | Reduce budgets associated with the Sovereign Centre including the removal of resources set-aside to fund the capital financing costs of potential future investment and contract management costs. | 226 |
| CSD21 and CSD22 | Increase income from external investment activity largely as a result of higher interest rates Reduction in debt costs and charges (Avon Loan Debt & Revolving Infrastructure Fund) | 230 |
| CSD23 | Reduction in former employee pension costs | 234 |
| CSD24 | Annual uplift to fees and charges to cover inflationary cost of services - Corporate | 2328 |
| CSD25 | Increase vacancy management target within Corporate Services staffing budgets | 242 |

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services |
| Service area: | Senior Management |
| Budget reference: | CSD1 |
| Budget reduction proposal: | Reduce senior management within the directorate, along with external resources previously used to support transformation |
| Budget saving for this financial year: | £159,000 |

Description of the proposal:

This saving will remove a vacant post (Assistant Director, Transformation) from the directorate leadership structure and remove base budget to support transformation activities.

Summary of changes:

Following the retirement of the post holder, the Assistant Director role and accompanying budgets to support transformation have been held vacant for the remainder of 2022/23 and utilised for the Accommodation Strategy, which is one of the council's key change programmes. Removing these budgets from the base budget will have an ongoing impact on the strategic capacity of the directorate and the ability to effect change. In the future, transformation activity will be taken forward on an "invest to save" basis, using one off resource when available. These changes have no direct impact on residents or service users.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any customer impact because of this budget proposal.

Please describe how you will communicate these changes to your customers

N/A – internal customers engaged through budget setting process

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

The vacant Assistant Director (Transformation) post will be deleted via this proposal

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

N/A

Service Manager:

Amy Webb

Date:

25th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | Corporate Contracts |
| Budget reference: | CSD2 |
| Budget reduction proposal: | Review the scope and scale of support provided to the council through external contractual arrangements in respect of Internal Audit and Archiving, i.e., the storing of historic artefacts |
| Budget saving for this financial year: | £10,000 |

Description of the proposal:

This saving will review the scope of internal audit and archiving services provided to the council; it will consider the opportunities for efficiencies in terms of approach taken to deliver the service.

Summary of changes:

Seeking efficiencies in the way that contracts operate, including review of levels of activity and scope of contracts. These changes are yet to be defined but a review of scope has been initiated. The changes are unlikely to have a direct impact on communities.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any negative impact on customers because of this proposal.

Please describe how you will communicate these changes to your customers

N/A – internal customers engaged through budget setting process

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
|---|-----|-----------|

| | | |
|---|--|--|
| If 'yes', when will the further assessment be completed? | | |
|---|--|--|

N/A

Service Manager:

Amy Webb

Date:

29th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services |
| Service area: | Business Insight, Policy and Partnerships |
| Budget reference: | CSD3 |
| Budget reduction proposal: | Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and the delivery of consultation and research activity |
| Budget saving for this financial year: | £80,000 |

Description of the proposal:

Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and provide a saving of £100,000 to be delivered across 2023/24 (£80,000) and 2024/25 (£20,000).

The Business Insight, Policy and Partnerships Service includes the council's centralised Business Intelligence Service and the corporate Policy and Partnerships team. The Business Intelligence Service is a one-council service which undertakes data collection, data analysis, data visualisation, performance reporting and Geographical Information Systems support across the council. The majority of the work undertaken is either a statutory requirement e.g., government returns, or is in support of statutory duties e.g., data and performance reports for front line teams. The Policy and Partnerships team is responsible for the delivery of the Empowering Communities transformation programme, strategic partnerships such as the North Somerset Partnership, and Town and Parish council support and engagement.

Savings will be made across the teams by a reduction in staffing full time equivalents (FTE). This reduction will be achieved by reviewing all work to further embed self-serve models for data and performance reports, cease all non-statutory returns, and reduce all non-statutory development work. Transformation activity will be rationalised following a review of all strategy action plans.

Summary of changes:

Review the scope and scale of the Business Intelligence and Policy & Partnerships teams and provide a saving of £100,000 to be delivered in 2023/24 (£80,000) and 2024/25 (£20,000).

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |

| | | | | |
|---|---|--|--|---|
| People in particular faith groups | X | | | X |
| People who are married or in a civil partnership | X | | | X |
| Transgender people | X | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | X | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The impact on customers because of this proposal will be low but there will be some impacts internally for services and for partners.

Please describe how you will communicate these changes to your customers

There will be a low impact for customers (residents) but some impacts internally for services and for partners. Impacts for services and partners will be communicated via refreshed Service Level Agreements where appropriate or refreshed strategy action plans.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5.6 FTE roles in the BIPP service are temporary roles which will cease from April 2023 onwards. These are not part of the £100,000 budget saving identified within this proposal. In addition to the removal of those temporary roles, an additional 2 FTE roles will need be removed from the staffing structure. This reduction in capacity will impact on delivery of all non-legal, non-statutory or non-statutory support services.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| | Total |

6. Review and Sign Off

Service Manager Review

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Emma Diakou

Date:

28th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | Strategic Procurement Service |
| Budget reference: | CSD5 |
| Budget reduction proposal: | Review and reduce resources required to deliver Procurement services, reflecting reduced demand as a result of lower overall external spend |
| Budget saving for this financial year: | £54,000 |

Description of the proposal:

£24,000 to be saved by reviewing the current Head of Procurement post and sharing with BANES. A further £30,000 saving to be secured through restructuring the Procurement Team and/or identifying alternative funding sources.

Summary of changes:

There is one vacant post within the team, this post is currently the substantive post for an individual who is seconded to a fixed term post that expires in April 23.

Discussions are currently ongoing about continuing funding for the fixed term post which would enable the vacant post to be released to fund the saving. Should this not be possible then we would need to reduce one of the other posts within the team by 22 hours to fund the saving. This will result in the team being able to provide a reduced service.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Although changes to the way that we support projects will change, this is not anticipated to have any external impact on the councils' customers.

Please describe how you will communicate these changes to your customers.

Not needed as no external impact.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

There is one vacant post within the team, this post is currently the substantive post for an individual who is seconded to a fixed term post that expires in April 23.

Discussions are currently ongoing about continuing funding for the fixed term post which would enable the vacant post to be released to fund the saving. Should this not be possible then we would need to reduce one of the other posts within the team by 22 hours in order to fund the saving. This will require a consultation with support from HR to identify the posts and individuals that are potentially affected.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| N/A | |
| Total | |

6. Review and Sign Off

Service Manager Review

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Mark Roddan

Date:

1st December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services |
| Service area: | Communications |
| Budget reference: | CSD6 |
| Budget reduction proposal: | Review of the Comms Team and release capacity from vacant post |
| Budget saving for this financial year: | £35,000 |

Description of the proposal:

The saving will be achieved by not filling a vacant post.

Summary of changes:

While the review will aim to achieve better alignment to corporate goals through team structure, there will no change to the amount of resource within the team.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Given that we have never filled the post that is now being deleted there will be no immediate customer impact. However, the team's ability to deliver all its objectives will be limited, potentially leading to less effective communications with the residents of North Somerset. We will continue to deliver on our commitments to support equality groups.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

Impact is pressure on team through not filling post, this will be monitored regularly through team meetings and one to one discussions.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Vanessa Andrews

Date:

29th November 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

| | |
|--|---|
| Service area: | Marketing and Communications |
| Budget reference: | CSD7 |
| Budget reduction proposal: | Reduce the number of editions of North Somerset Life from 3 to 2 per year. Also look to increase income opportunities |
| Equality impact assessment owner: | Vanessa Andrews |
| Assistant Director/Director sign off: | Amy Webb |
| Review date: | June 2023 |

Page 255

| Budget Ref. | Budget Reduction Proposal | Budget Reduction £ | | | Staffing Reduction (FTE) 2023/24 |
|-------------|---|--------------------|---------|---------|-------------------------------------|
| | | 2023/24 | 2024/25 | 2025/26 | |
| CSD7 | Reduce printed edition of Life magazine from three to two per year, and increase income opportunities | £39,000 | | | 0 |

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

| | | | |
|---------------------------|------|---------------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

Staff Impact

| | | | |
|---------------------------|------|--------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

1. The Proposal

1.1 Background to proposal

Life magazine is delivered to about 104,000 households across North Somerset so continues to be one of our important channels of communication. However, paper and distribution costs are rising rapidly so each edition is costing more and more to produce. Reducing to two issues a year would help mitigate this and save the council money.

This could mean that our customers have less access to council news. However, we will continue to grow and develop our digital e-newsletter version and other communications channels. The digital newsletter currently goes out to about 75,000 email addresses monthly and regularly has an open rate of about 45 per cent. We will continue to gather email addresses where possible to increase this digital growth, as well as developing the North Somerset Life web microsite.

1.2 Please detail below how this proposal may impact on any other organisations and their customers

Within the magazine we often run articles/adverts promoting different organisations and charities throughout North Somerset, and the services they provide. There would be less opportunity for these to appear if we only have two issues. However, these articles could go within the digital Life newsletter instead.

Section 2 – What Do We Know?

2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?

Throughout the years we have asked questions about readership via the Citizen's Panel, and previously through Place Surveys and the BVPI General Survey.

Data from the most recent survey (autumn 2021 Citizens Panel) tells us that printed Life has a regular readership of 56 per cent of adults (reading every issue) and 87 per cent reading it at least once a year. Only 14 per cent are lapsed readers or never read it. There is a 'Life effect', whereby readers have

clearly felt better informed about council activity than non-readers.

In the same survey we asked residents for their view on the frequency of publication at three times a year. 64 per cent said this was just right, 24 per cent said it wasn't often enough and 12 per cent said this was too often.

When asked about the usefulness of a series of named sources, NS Life magazine ranked third highest with 80 per cent of respondents saying they found it very or fairly useful.

However, when asked how they'd like to get updates about public life in North Somerset 34 per cent stated a regular email newsletter while 18 per cent said a regular free magazine to the door.

We currently produce large print and audio editions of the magazine for visually impaired people. The audio editions are also available through a talking news service via Alexa devices. By reducing to two issues, visually impaired residents will have less regular news/information about council services in these formats.

We also expect there to be a medium negative impact for people on lower incomes, who might have restricted digital access and therefore prefer a printed copy through the door and will potentially have less access to our alternative sources of information.

2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?

The autumn 2021 Citizens' Panel data referenced at 2.1 above also tells us the following about the magazine:

People aged 65 and over were most likely to say the frequency was just right (68 per cent of respondents).

Disabled people (34 per cent) were more likely to say the frequency wasn't often enough.

People aged 65 and over also told us that their preferred method for council news was a regular email newsletter (45 per cent).

Disabled people told us that they preferred an 'as-it-happens email-update to your phone, tablet/iPad, computer or similar' (50 per cent).

So, while we know the magazine is popular and read by older and disabled people, we also know they have an appetite for digital news.

.

2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?

The data from the panel does not give us information about council information preferences for people whose ethnicity is described as non-white. However, we have had a conversation with a representative from the North Somerset Race Equality Network and offered to meet with them during the year ahead (before frequency reduces) to explore routes to better meet the council news requirements for people from different ethnic groups.

2.4 How have we involved or considered the views of the people that could be affected?

We have conducted research through the Citizens' Panel – as shown above. This proposal was shared with the Equality Stakeholder Group on 12 January 2023, they made the following, helpful comments:

| Comment | Response |
|--|--|
| <p>When consulting on communication matters the Citizen's Panel is not the most effective as by its nature it is made up of people who are happy to engage with the council online.</p> | <p>The council comms team has offered to meet representatives from equalities groups in the coming year to explore together opportunities to improve communications methods.</p> <p>Work continues to ensure our Citizens Panel and other sources of consultation are as inclusive as possible.</p> |
| <p>The Council should consider the cumulative impact of this alongside changes such as a reduced number of face-to-face appointments and the ability to 'drop in' to Council gateways. This will have a particular impact on disabled people, those from BAME groups and older people.</p> | <p>In discussion with the consultative group, we agreed that the council services featured in council news should be able to provide more support and print information out and post it to those who are unable to access information digitally.</p> <p>We recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally</p> |

| | |
|--|---|
| | <p>excluded customers through other channels such as telephony and face-to-face.</p> <p>We understand that we have a duty to provide reasonable adjustments for those who can't. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don't have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.</p> |
| <p>The EIA should consider the impact on those who are on a low income and who may not have access to data to seek council information online.</p> | <p>In consultation with the equalities group we agreed that we would make information available in libraries to signpost to 'eLife' – e.g. website on the home screen of the public access computers so people can keep up to date when they go online at libraries (free access to internet)</p> |
| <p>The EIA includes a lack of information/knowledge about how North Somerset's ethnically diverse population are accessing council information.</p> <p>Consider how you will grow the readership of eLife amongst equality groups.</p> | <p>Marketing and Communications Team to link with equality groups to try and understand the impact/actions in more detail.</p> |
| <p>Make it explicit within the EIA that alternative formats of Life will continue to be provided.</p> | <p>Noted.</p> |

| | |
|--|---|
| Make sure that eLife always has an alternative way to contact the council for more information, for example by signposting people to the council's switchboard so they can contact key services. | We agreed that in both printed Life and eLife we will signpost to how people can contact the council (switchboard) if they would like help to access additional info about any of the subjects covered. |
| Consider how we can use council spaces including libraries to raise awareness of the information shared in eLife | We will include this as a mitigation within the EIA and review the best way to do this. |
| Consider venues where North Somerset Life could be distributed, for example in community living rooms, The Other Place, The Advice Shop etc. | We have already begun to compile a list of potential venues and will contact them to see if they would like to receive paper copies. |
| The size of the font in digital comms needs to be reviewed to ensure it is accessible to a wider audience | We will review this as there may be a simple way of adding an option to enable the site user to adjust the font size to suit their needs, or to increase the size for all. |

2.5 What has this told us?

Please see above, actions have been included within our mitigation plans below.

2.6 Are there any gaps in our consultation, what are our plans for the future?

Through implementation, we will develop the magazine to tailor more of the content towards groups who may be adversely affected by the reduction in frequency. We will use readership data obtained through the North Somerset Citizens' Panel to inform our thinking.

We still plan to issue three editions in 2023 so any negative impact will be deferred until 2024. We can achieve this as follows:

March 2023 edition - funded from 2022/23 budget

July 2023 edition - funded from 2023/24 budget
December 2023 edition - funded from 2023/24 budget.

This gives us a calendar year to develop our digital channels further and ensure relevant content remains in the paper versions of NS Life.

We will keep developing the e-newsletter, so people can get updates straight to their email inbox, outlining the latest news and information about our services,

We also aim to develop the Life microsite with more features and news, giving us more opportunity to put up-to-date content on there.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

| | H | M | L | N | + | = | - | |
|---|---|---|---|---|---|---|---|--|
| Disabled people (including consideration of neurodiversity) | | x | | | | | x | Less frequent access to council news in printed format through the door, large print and podcast |
| People from different ethnic groups | | | x | | | | x | |
| Men or women (including pregnant women or those on maternity leave) | | | | x | | | | |
| Lesbian, gay or bisexual people | | | | x | | | | |
| People on a low income | | x | | | | | x | Less frequent access to council news in printed format through the door |
| People in particular age groups | | x | | | | | x | Less frequent access to council news in printed format through the door |
| People in particular faith groups | | | | x | | | | |
| People who are married or in a civil partnership | | | | x | | | | |
| Transgender people | | | | x | | | | |

| Impact Level | | | | Impact Type | | | Summary of Impact |
|---|---|---|---|-------------|---|---|-------------------|
| | H | M | L | N | + | = | |
| Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing. | | | | x | | | |

Does this proposal have any potential Human Rights implications?

Yes **No**

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes **No**

This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else

If 'yes', please describe?

Services across the organisation rely on the magazine to enable them to reach residents for many reasons, e.g.

- to promote behaviour change (e.g. recycle more, healthy behaviours)
- to help provide services (e.g. become a foster carer, become a shared lives carer, volunteering)
- to promote carbon reduction (e.g. home adaptations, travel habits)
- to promote service changes (e.g. festive recycling dates).

With fewer editions a year we will have less opportunity across the council to reach every resident with these important messages.

The Equality Stakeholder Group also commented on the potential cumulative impact of changes to the way customers can access a range of information and services.

We recognise that digital cannot meet every need. However, promoting digital services allows us to use our limited resources to support our most vulnerable or digitally excluded customers through other channels such as telephony and face-to-face.

We understand that we have a duty to provide reasonable adjustments for those who can't. We also acknowledge that we need to make sure that our digital services are good enough and provide enough information so that customers don't have to contact us another way to follow up. We continue to offer contact centres for customers to contact us by phone, face to face appointments at the Town Hall and a range of drop-in services are being piloted across North Somerset.

Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

| Action taken/to be taken | How will it be monitored? |
|---|---|
| We will develop the magazine to tailor more of the content towards groups who we expect to be adversely affected by the reduction in frequency. We will use readership data obtained through the North Somerset Citizens' Panel to inform our thinking. | Content in the magazine |
| We will arrange to meet with representatives from equalities groups during 2023 to develop more opportunities to communicate effectively. | Feedback to the council from equalities groups |
| We will lessen the impact of barriers to digital news by making paper copies available in other venues and by signposting to eLife in our libraries. | Comms team to confirm annually through visual / phone / email checks. |

If negative impacts remain after the above actions have been taken, please provide an explanation below.

We expect the impact to be low after mitigating actions.

Please set out how you plan to communicate these changes with your service users.

Through the magazine.

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | People Services |
| Budget reference: | CSD 8 |
| Budget reduction proposal: | Realign occupational health and annual leave buy back budgets to current levels |
| Budget saving for this financial year: | £13,000 |

Description of the proposal:

This proposal is made up of savings in two areas:

- The re-alignment of the Occupational Health budget to reflect current usage levels. (£3,000 saving)
- An increase in savings generated by the staff purchase of additional annual leave (£10,000)

Summary of changes:

Occupational Health - The occupational health (OH) budget pays for pre-employment fitness checks, occupational health assessments (by nurse and OH Dr), ill health advice (for pension requirements), flu clinics and our Employee Assistance Programme.

No plans are made to reduce any of these services. The budget reduction is manageable within these arrangements. Additionally, we had monies in reserves to help with any medical advice/interventions we may have needed during and post Covid. These monies have been fully released as they were not needed. It is therefore anticipated that the same levels of service can continue within a reduced budget.

Purchase of additional annual leave - The annual leave purchase scheme will remain unchanged. All staff have the option to purchase one- or two-weeks additional leave per year, in two windows. This arrangement will continue unchanged.

Managers have the option to decline the request, however they will be encouraged to approve unless there is significant impact on service delivery. HR will continue to monitor and encourage take-up of the scheme1

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |

| | | | | |
|---|---|--|--|--|
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact on our customers as a result of this proposal. In respect of annual leave buy back scheme: requests that will have a detrimental effect on service delivery will not be approved.

Please describe how you will communicate these changes to your customers

Not needed.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Purchase of additional annual leave - All staff have the option to request to purchase annual leave. Take up is monitored however the scheme has not been in operation long enough to determine any impact on particular staff groups, however initial analysis has not suggested any negative impact. Take up of the scheme has been highest in the Adult Services Directorate. A full report of the Annual Leave Purchase Scheme has been undertaken recently.

Take up from the 2022 scheme shows similar numbers between full time and part time staff.

| Directorate | Headcount | Purchase | % | P/T 1wk | F/T 1wk | P/T 2wk | F/T 2wk |
|-------------|-----------|----------|---|------------|------------|------------|------------|
| | | | | | | | |

| | | | | | | | |
|----------------------|-------------|-----------|----------|-----------|-----------|----------|----------|
| Adult's Services | 374 | 10 | 3 | 4 | 2 | 2 | 2 |
| Children's Services | 504 | 6 | 1 | 2 | 4 | 0 | 0 |
| Place | 598 | 6 | 1 | 3 | 2 | 0 | 1 |
| Public Health & Regs | 101 | 3 | 3 | 1 | 1 | 0 | 1 |
| Corporate Services | 213 | 6 | 3 | 2 | 4 | 0 | 0 |
| Totals | 1790 | 31 | 2 | 12 | 13 | 2 | 4 |

Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

N/A

Service Manager:

Su Turner

Date:

25th October 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | Legal & Democratic Services |
| Budget reference: | CSD9 |
| Budget reduction proposal: | Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income. |
| Budget saving for this financial year: | £21,000 |

Description of the proposal:

Review the resources required to deliver a range of internal support services including the senior leadership support team, legal, democratic and scrutiny services as well as electoral and registration services and look to reduce costs and / or increase income.

Summary of changes:

Following retirement of one of the post holders (job-share split) of the Chief Executive Secretary & Team Leader post the team structure has been reviewed and a revised structure implemented, allowing release of part of a post (vacant).

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Change will not impact customers – service to be delivered to maintain services levels as previously

Please describe how you will communicate these changes to your customers

Main customers are internal staff in the Senior Leadership Team, and they have been consulted and advised.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Post of retired post holder deleted from establishment. Impact on team to be monitored through team meetings and in one-to-one discussions.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Change already implemented and in-year savings contributing to 2022/23 budget position

Is a further detailed equality impact assessment needed?

Yes **No**

If 'yes', when will the further assessment be completed?

N/A

Service Manager:

Nicholas Brain

Date:

21st November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | Support Services |
| Budget reference: | CSD10 |
| Budget reduction proposal: | Review and reduce the resources required to deliver a range of internal support services such as ICT support and project management and external contract costs for bought in services. Seek further income from trading opportunities and project management activity. |
| Budget saving for this financial year: | £120,000 |

Description of the proposal:

The proposal adjusts the team structure and provides budget reductions for digital development and other small budget reductions.

Summary of changes:

The proposal removes the vacant ICT Asset Officer post from the structure with elements of the key functions being allocated to other members of the Service. Shift the basis for one Project Management post to being 100% reliant on income generation (please note: income generation will be delivered across the three project posts). Reduces the existing digital development budget (one development cycle from eight delivered each year) and other small budget reductions.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | + | = | - |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | | | |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact on customers because of this proposal.

Please describe how you will communicate these changes to your customers

Internal customers of the ICT Projects service will be made aware via Directorate Engagement Boards that council resources will be used alongside Agilisys resources and will reduce the project costs.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Three project posts within the Service will be required to trade their services to support the recording of time and recharging of costs linked to the projects supported by the team. It is intended that resources will be allocated and recharged to major transformation projects as delivered during the year.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

While the scope of digital development activity will be reduced by 12.5%, prioritisation and activity will continue to focus on the development of the council's website with consideration given to how changes will impact customers based on each development.

Is a further detailed equality impact assessment needed?

Yes **No**

If 'yes', when will the further assessment be completed?

n/a

Service Manager:

Stuart Anstead

Date:

29th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services |
| Service area: | Support Services |
| Budget reference: | CSD11 |
| Budget reduction proposal: | Reduce printing costs and equipment leases, reduce physical document storage costs |
| Budget saving for this financial year: | £10,000 |

Description of the proposal:

Reduction in printing costs because of staff printing less.

Summary of changes:

Reduction in physical printing costs associated with the corporate Multi-Functional Device (MFDs) estate by reducing overall demand and the removal of physical devices (MFDs).

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The 'new ways of working' project which is derived from the Accommodation Strategy will reduce the occupied office space and establish new hybrid working arrangements. Therefore, staff are now printing lower volumes of hard copy documents as they become accustomed to working digitally. This proposal will not have an impact on our duty to print accessible formats for staff and customers.

Please describe how you will communicate these changes to your customers

The Accommodation Project will include change management resources to communicate the new office environment and expected operating model.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.
n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

This change is formalising the reduction in printing demand since the workforce has been working remotely due to Covid.

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?
n/a

Service Manager: Stuart Anstead

Date: 29th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services |
| Service area: | Support Services |
| Budget reference: | CSD13 |
| Budget reduction proposal: | Increase income from Carelink users – aligned to inflation |
| Budget saving for this financial year: | £10,000 |

Description of the proposal:

Increase Carelink costs by 1.75% above the normal level of indexation to cover increased costs.

Summary of changes:

Increase the service cost by 1.75% above the normal annual increase which is linked to the NJC pay award and Retail Price Index to create additional growth in income. The current full weekly charge is £5.48 or £285.74 annually, customers in receipt of pension credits pay a subscription which is 50% of the full-service cost, therefore the annual costs are £143.87.

The likely total indexation including the additional 1.75% (the subject of this EIA) is forecast to be 10.1%. for 2023/24. Hence, the total annual increase in costs are estimated at £28.86 for the full service or £14.43 for the half price service. Included in these values are the increases which are directly linked to this increase in CareLink cost by 1.75% which equate to £5.00 or £2.50 for the half price service.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Customers will be required to pay an elevated cost for the CareLink service which will have an impact on customers, specifically those with a low income. Currently the estimate is an increase of 10.1% on the existing service cost. The scheme already has a discounted tariff/subsidised rate for customers in receipt of benefits, this will continue but there will be a modest increase in the cost of the service.

The service currently generates income of over £500,000 per annum.

By 2024 the service will be required to migrate completely to digital devices which whilst providing enhanced services to customers, will have higher delivery costs.

Please describe how you will communicate these changes to your customers

The increased fees will be published in the council's annual fees and charges booklet and notifications will be sent to all existing customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
|---|-----|-----------|

| | | |
|---|-----|--|
| If 'yes', when will the further assessment be completed? | n/a | |
|---|-----|--|

Service Manager: Stuart Anstead

Date: 29th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services |
| Service area: | Support Services |
| Budget reference: | CSD14 |
| Budget reduction proposal: | Implement a range of changes and cuts to the Support Services Contract through reductions to the scope and scale of services and capacity available to the council. Areas of change include Facilities, Digital Support, Cash Collection, Revenues and Benefits, Accounts Payable, Carelink and ICT |
| Budget saving for this financial year: | £133,000 |

Description of the proposal:

Reduction in Agilisys contract costs linked to service efficiencies.

Summary of changes:

Reduction in Agilisys contract costs to align the contract with changes in demand and non-essential services:

- **Facilities Management** will provide a saving linked to the reduced occupation of Castlewood and the associated cleaning costs.
- Lower **cash collection** costs are linked with the implementation of the Cashless council initiative, which will see a reduction in the volumes of scheduled collections from parking machines.
- The **Benefits service** will experience a continued reduction in caseload volumes linked to the migration of working-age benefits cases to the DWP and Universal Credit.
- Efficiencies in **Accounts Payable** service will enable a reduction in contract costs.
- The new case management system for **CareLink** will provide efficiency savings via a reduction in the contract price.
- A small reduction in the revenue budget for the provision of the **Welfare Support** scheme will be offset by an increased level of external welfare funds, such as the Household Support Fund which will provide an estimated £2.6m for local residents in 2023/24.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |

| | | | | |
|--|---|--|--|--|
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Savings will be achieved via service efficiencies, reduced demand or the provision of a new external service or funding. For example, Universal Credit will be administered by the DWP & the Welfare Provision Scheme will see an increase in available funds from external sources to support vulnerable residents.

Please describe how you will communicate these changes to your customers

Benefits customers who transition across to Universal Credit will be notified and engaged as part of the benefits process. Other service changes will not impact customers directly.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.
n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Most of the changes will not impact customers directly because demand has changed.

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | n/a | |

Service Manager: Stuart Anstead
Date: 29th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services Directorate |
| Service area: | Finance Service |
| Budget reference: | CSD17 |
| Budget reduction proposal: | Undertake a review of the Finance Service to evaluate core areas of responsibility, reduce the scope and scale of services currently provided and efficiencies. |
| Budget saving for this financial year: | £103,000 |

Description of the proposal:

Implement a series of proposals that ensures that the Finance Service can reduce its net cost by up to 10%.

Summary of changes:

It will be necessary to undertake a complete review of the Finance Service to evaluate core areas of responsibility and its current cost base to make a series of recommendations which reduce the net budget by approximately 10%.

This process will therefore assess the resources used to deliver the service, i.e. review of internal staffing, external contract support and also system type costs, linking them to deliverable outputs and functions used by services across the organisation as well as by other stakeholders.

Recommendations will aim to ensure that back-office processes such as system generated downloads, reports and working papers are as efficient as possible and that the introduction of new systems will unlock future savings, although it should be recognised that cost reductions of up to 10% cannot be delivered purely through efficiencies and so there will need to be reductions in both the scope and scale of Finance related services available to the council.

Given that this proposal will result in lower levels of capacity it does mean that services and functions will need to be prioritised and focus will be given to statutory functions and priority areas of the council. The review will also ensure the remaining services are deliverable within reduced capacity levels and that any revisions are

clearly shared and communicated to both staff and service users.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a







2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |

| | | | | |
|--|---|---|---|---|
| Transgender people | X |  |  |  |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X |  |  |  |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that this proposal will have a notable impact on our customers.

- Internal customers – may not receive the same levels of services as now
- External customers – similarly may not receive the same levels of service as now or within similar timescales

Please describe how you will communicate these changes to your customers

There is no need to communicate externally, internally customers will be notified of any change in service levels so they can plan accordingly.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Until the review has been completed it is not possible to confirm the outcome or describe the impact in detail however an initial assessment has been made which shows there are currently 45.01 budgeted fte within the Finance Service.

Staff consultation is underway in accordance with the council's HR processes and customers will be advised of the revised service offer.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | n/a | |

Service Manager: Melanie Watts
Date: 24th January 2024

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services Directorate |
| Service area: | Office Accommodation |
| Budget reference: | CSD19 |
| Budget reduction proposal: | Align income budget from tenants to current levels at Castlewood and reduce premises related costs within office accommodation sites by 10% e.g., paper supplies, maintenance etc |
| Budget saving for this financial year: | £235,000 |

Description of the proposal:

To reduce the expenditure budgets associated with the council's operational office buildings and to realign the income budgets current levels

Summary of changes:

Review of existing costs and reduction in current provision to align to core service offer. Ensure that income is received from current tenancy arrangements.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CSD S7 – reduction in building costs

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None
 + = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally.

Please describe how you will communicate these changes to your customers

Users of the building should not experience any significant changes; all health and safety and accessibility measures will be retained.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Although there are no posts effected by this proposal, the council's New Ways of Working will impact upon the way that our employees work, any equality impacts of this are being given careful consideration through the development of the Council's Accommodation Strategy.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? n/a

Service Manager:

Melanie Watts

Date:

13th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Corporate Services Directorate |
| Service area: | Commercial Investments |
| Budget reference: | CSD20 |
| Budget reduction proposal: | Reduce budgets associated with the Sovereign Centre including the removal of resources set-aside to fund the capital financing costs of potential future investment and contract management costs |
| Budget saving for this financial year: | £290,000 |

Description of the proposal:

Reduce budgets associated with the council's commercial investment portfolio including the external management and support contract costs for both sites as well as specific provision currently included within the base in respect of the Sovereign Centre. This sum was initially set aside to fund the capital financing costs of potential future investment in the site, whereas new investment will be required to satisfy a business case demonstrating a cash-able pay-back which would be sufficient to cover such costs.

Summary of changes:

The council will be required to scope the revised requirements which are to be delivered by asset managers who currently provide strategic oversight and direction of these assets on behalf of the council.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally.

Please describe how you will communicate these changes to your customers

There should be no impact on customers either internally or externally.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There should be no impact on staffing.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services Directorate |
| Service area: | Corporate Finance |
| Budget reference: | CSD21 and CSD22 |
| Budget reduction proposal: | CSD21 – Increase income from external investment activity largely as a result of higher interest rates CSD22 – Reduction in debt costs and charges (Avon Loan Debt and Revolving Infrastructure Fund) |
| Budget saving for this financial year: | £910,000 |

Description of the proposal:

The council will seek to achieve a net reduction in the amount it pays for its capital financing costs and increase the investment yields it achieves on its external investments.

Summary of changes:

The council currently generates interest on its surplus cash balances by investing these sums in accordance with the approved treasury management strategy – it is anticipated that more income could be generated through a combination of rising bank interest rates and changes within levels of cash-flow and the portfolio mix.

The council has a series of long-term loans which have been taken out in previous years to finance expenditure charged to the capital programme, which are largely fixed in terms of both interest rate and repayment period. The revenue budget is charged with the associated capital financing costs, which include the annual interest payable to the lender, as well as a sum set aside in respect of the repayment of the principal sums. The council is also responsible for a share of the long-term debt balance for the former Avon County Council, which is managed by Bristol City Council. Both debt balances show that some loans will mature in future years which will reduce the charge to the annual revenue budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

CSD S8 and CSD S9

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

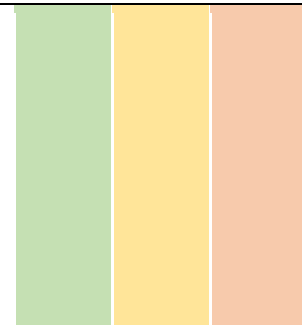
H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |

Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing.

X



Please specify:

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There should be no impact on customers either internally or externally

Please describe how you will communicate these changes to your customers

n/a

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 24th January 2024

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services Directorate |
| Service area: | Corporate Finance |
| Budget reference: | CSD23 |
| Budget reduction proposal: | Reduction in former employee pension costs |
| Budget saving for this financial year: | £30,000 |

Description of the proposal:

To reduce the expenditure budgets associated with Former Employees.

Summary of changes:

The council's revenue budget currently has provision of approximately £1.5m to cover the costs associated with employees leaving, or those that have historically left the organisation.

The majority of the budget relates to ongoing pension related costs of former employees, and it is this cost which reduces naturally over time as the council's obligations cease. The savings proposal does not relate to a change in policy or approach, it reflects the realignment of the budget mapped to actual levels of cost.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CSD S6 2022/23 Reduction in pension costs

If yes, please describe what steps you have taken to review the equality impacts from previous years?

There are no specific equality impacts assessed for specific users or groups.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There are no specific equality impacts assessed for specific users or groups.

Please describe how you will communicate these changes to your customers

There are no specific equality impacts assessed for specific users or groups.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services Directorate |
| Service area: | Cross cutting |
| Budget reference: | CSD24 |
| Budget reduction proposal: | Annual uplift to fees and charges to cover inflationary cost of services - Corporate |
| Budget saving for this financial year: | £36,000 |

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for fees and charges it levies on its services, based upon published external inflationary rates.

Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at local levels using the council's discretion.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2023 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services. This specific savings proposal relates to those fees and charges that are levied within the Corporate Services Directorate.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, it reflects the average increase in income budgets that is realistically feasible to achieve, and well as the average level of increased costs that the council will incur. This budget saving sum will be shared across all relevant service area budgets within the directorate.

Please note, that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled within the papers, so that it

is possible to review the individual impacts of such proposal as these could be different for each service.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a







2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |

| | | | | |
|--|---|---|---|---|
| Transgender people | X |  |  |  |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X |  |  |  |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example.

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed? n/a

Service Manager:

Melanie Watts

Date:

13th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Children's Services, Place, Corporate Services |
| Service area: | All Areas |
| Budget references: | CH05, CSD25 , PD39 |
| Budget reduction proposal: | Increase vacancy management target within Corporate Services staffing budgets |
| Budget saving for this financial year: | £245,000 PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000 |

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred as a result of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Katherine Sokol

Date:

6 January 2023

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Place – January 2023

Contents

| Budget Reference | Description | Page |
|----------------------------------|--|-------------------------------|
| PD1 | Increase recycling materials income target | 249 |
| PD3 | Garden Waste inflationary increase | 253 |
| PD4 | Garden waste optimisation of rounds (Garden Waste collected on a different day to other collections) | 257 |
| PD5 | Find efficiency savings within the Waste Contract - This could include campaigns to improve the sorting of recycling by residents | 261 |
| PD6 | Refresh and embed a policy to minimise replacement/additional bins/containers | 265 |
| PD7 | Campaigns to increase recycling and reduce disposal costs | 269 |
| PD9 | Income from public surveillance cameras & private CCTV monitoring | 273 |
| PD10 | Fixed Penalty Notice (FPN) revenue for Anti-Social-Behaviour & CCTV used to issue FPNs for Highways and Public Protection Order and review funding models for Community Response | 277 |
| PD11 | Realign income budgets for leisure centres to current usage levels | 281 |
| PD12 | Make permanent the existing closure of Churchill Sports Centre | 285 |
| PD13 | Seafront staff review | 290 |
| PD14 (a) PD14 (b) PD14 (c) | Review the commercial model for the following buildings: Somerset Hall Playhouse Theatre Tropicana The Bay Cafe | (a) 294 (b) 298 (c) 302 |
| PD15 | Realign the budget for Curatorial Service | 306 |
| PD17 | Establishment of a single, council-wide transport function and improved commissioning | 309 |
| PD18 | Revisit safe walking routes to school | 313 |
| PD20 | Moving traffic violations - Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions | 317 |

| | | |
|------|--|-----|
| PD21 | Bus lane enforcement | 321 |
| PD22 | Realign budget for structure repairs to reflect actual spending | 325 |
| PD23 | Reduce external spend and increase internal spend on the Capital Programme | 329 |
| PD24 | Realign budget for affordable housing income | 333 |
| PD25 | Deletion of vacant officer post within Development Team | 337 |
| PD26 | Estimated increase in national planning application fees | 341 |
| PD27 | Delete vacant Access Officer Post | 345 |
| PD28 | Economy team additional income | 357 |
| PD36 | Annual uplift to fees and charges to cover inflationary cost of services - Place | 361 |
| PD37 | Increase scope of LED rollout programme to include Port Marine lanterns and Non-LED zebra floodlights to reduce energy consumption | 365 |
| PD38 | Realign income budget for Land Charges & Street Numbering to reflect an increase in fees to offset the cost of providing the service | 369 |
| PD39 | Increase vacancy management target within Place staffing budgets | 373 |

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD1 |
| Budget reduction proposal: | Increase recycling materials income budget |
| Budget saving for this financial year: | £900,000 |

Description of the proposal:

Increase recycling materials income budget to reflect the upward trend of the market which has seen higher prices paid for the various recycling streams collected at kerbside and at the recycling centres.

Summary of changes:

This is a market driven increase plus it has been facilitated by the work NSEC have done in their processing and treatment of material at the transfer station and in maximising prices paid by off-takers or brokers through their negotiation.

Is this a continuation of a previous medium-term financial plan saving?

No Yes

If yes, please insert reference number and year of assessment?

PD S1

If yes, please describe what steps you have taken to review the equality impacts from previous years?

No impact anticipated as a result of this proposal

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no impact anticipated as a result of this proposal.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes No

If 'yes', when will the further assessment be completed?

Service Manager: Colin Russell

Date:

26th November 2022

1. The Proposal

| | |
|---|------------------------------------|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD3 |
| Budget reduction proposal: | Garden waste inflationary increase |
| Budget saving for this financial year: | £150,000 |

Description of the proposal:

Increase garden waste subscription charge from £50 to £55 per year.

Summary of changes:

Increase garden waste subscription charge from £50 to £55 per year. This is a 10% inflationary increase

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Impact on residents on low incomes. Residents on council tax support will continue to receive the same percentage of discount.

Discounted compost bins will continue to be offered.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager: Colin Russell
Date: 26th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD4 |
| Budget reduction proposal: | Garden waste optimisation of rounds (Garden waste collected on a different day to other collections) |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

Optimisation of garden waste rounds to acknowledge reduction in numbers of residents signed up and to determine collection day based on maximising round efficiencies. This may result in collections being scheduled on a different day to a residents recycling and residual waste collection

Summary of changes:

Potential change in collection day for residents, which may be different from their recycling and waste collection day.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Possible change in collection day and this may be different for recycling and residual waste collection day. Assisted collections will remain in place.

Please describe how you will communicate these changes to your customers

Email or letter to residents impacted by a day change.

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There is a potential for staff impact if crew numbers reduce, overall staff numbers on garden waste rounds may reduce and they will likely be re-deployed to other vacancies. Waste collection staff are employed by NSEC.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | | |

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD5 |
| Budget reduction proposal: | Find efficiency savings within the Waste contract – this could include campaigns to improve the sorting of recycling by residents |
| Budget saving for this financial year: | £150,000 |

Description of the proposal:

Recycling should be presented within recycling boxes in line with the requirements and information provided within the service leaflet and as outlined in various social media and other communications. Separating out the different materials within the recycling box, allows collection crew to empty the recycling box within 20 seconds, whereas a mixed-up recycling box can take the crew up to 2 minutes to sort out materials and load into the vehicle. This reduction in time, makes the crew more efficient and the different materials will be a higher quality as there is no contamination.

Summary of changes:

There are no changes to how to present the recycling in the container. This proposal is about reinforcing this message to ensure more residents present their recycling as outlines in service materials.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposal is to carry out engagement work with residents on how to sort material within recycling container correctly to maximise productivity of crew. Ongoing assisted collections will continue.

Please describe how you will communicate these changes to your customers

We will reinforce the service messages through the provision of leaflets, door knocking, social media and crew cards. This information will be available in a range of formats.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
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| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD6 |
| Budget reduction proposal: | Refresh and embed a policy to minimise replacement/additional bins/containers |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

The number of new and replacement containers supplied continues to increase and the unit cost of containers has doubled over the last year.

The amount of new developments has put a strain on the container budget and the cost of the resource required to deliver them. This proposal is to seek to charge developers for the supply of a suite of containers for each property being built. Also, to have a more robust policy around the use of unauthorised, additional rubbish bins at some properties (which deters recycling) and ensuring larger bins, that have been previously agreed, are still required by the householder and they're not able to use the standard size bin.

Summary of changes:

Charge developers/residents for the provision of containers

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Overall low impact but could impact on residents on low income who may find it more difficult to pay for a replacement.

Developers would be charged for new containers. This is likely to be a low impact when considering the value of properties being sold – container costs would be minimal.

Please describe how you will communicate these changes to your customers

We will notify residents through North Somerset Life articles, Press releases, e life, social media etc.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
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| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD7 |
| Budget reduction proposal: | Campaigns to increase recycling and reduce disposal costs |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

Run a campaign to reduce waste and increase recycling. This will be in a limited area, rather than authority wide. This will allow possible use of an additional container which will allow more materials to be separated.

Summary of changes:

There are no changes to how to present the separated-out materials for recycling but it's likely the campaign will trial an additional container (sack) for cardboard which will assist in keeping cardboard and glass separate. At the present time both materials are in the same container and can become mixed, which causes contamination and can damage the baler unit at the recycling transfer station (glass is an abrasive). The campaign will also reinforce the other recycling messages that are within the service leaflet and promoted on social media and North Somerset Life.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposal is to carry out engagement work with residents on how to sort material within recycling container correctly to maximise productivity of crew and improve quality of materials recycled. This helps with onward sale of the commodity both on acceptance and price.

Please describe how you will communicate these changes to your customers

We will advise of any changes through leaflets, door knocking, social media and crew cards

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
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| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | | |

Service Manager:

Colin Russell

Date:

26th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Recycling & Waste |
| Budget reference: | PD9 |
| Budget reduction proposal: | Income from public surveillance cameras and private CCTV monitoring |
| Budget saving for this financial year: | £10,000 |

Description of the proposal:

Our CCTV system is now fully digitised, as a result it is more flexible and allows easier deployment. This means we can start to look at marketing our CCTV service to other stakeholders throughout North Somerset.

Summary of changes:

Expansion of the use of the CCTV service to allow provision of services to other stakeholders.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is in respect of generating income. It will not have an impact on the current level of service provision for residents and visitors in North Somerset.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

2nd December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Safer Communities |
| Budget reference: | PD10 |
| Budget reduction proposal: | Fixed Penalty Notice (FPN) Revenue for Anti-Social-Behaviour & CCTV used to issue FPNs for Highways and Public Protection Order and review funding models for Community Response |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

CCTV will be involved in issuing of FPN for highways and public space protection order breaches. FPN's will be issued by community response officers and environmental enforcement company for anti-social behaviour offences.

The review of funding models for Community Response proposal will be considered in 2024/25.

Summary of changes:

Community response officers and the environmental enforcement company already issue FPN's for anti-social behaviour. The use of CCTV to do the same is a new addition and will allow for greater coverage of the area.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

FPN's are already issued by Community Response Officers and the environmental enforcement company. The introduction of CCTV to also issue FPN's is an extension of an existing process. It is not expected that there will be any equalities impact because of this proposal.

Please describe how you will communicate these changes to your customers

The changes are an extension to who issues FPN's and will be included within our enforcement policy

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Colin Russell

Date:

25th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Open Spaces, Natural Environment and Leisure |
| Budget reference: | PD11 |
| Budget reduction proposal: | Realign income budgets for leisure centres to current usage levels |
| Budget saving for this financial year: | £15,000 |

Description of the proposal:

Reduce budget for free access to leisure centres for Armed Forces personnel and their families (where eligible) to match usage levels.

Summary of changes:

Analysis of the numbers of people that use this scheme has been carried out and the budget has been reduced to reflect actual usage.

Memberships issued to forces personnel who reside in North Somerset has been reducing over the past three years, by about one third, from 162 passes issued in 2020 to 106 in 2022.

Reduced take up of the scheme is reflected in a lower take up of activities. For example, there were only 260 sessions undertaken in 2020/21, 232 sessions in 2021/22 and, to date, in 2022/23 555 sessions have been delivered. These numbers are considerably lower than the proposed new budget which has been set to cover a 50% increase in current use.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

DE15 – 2021/22

If yes, please describe what steps you have taken to review the equality impacts from previous years?

In 2021/22 a full consultation with members was conducted and a revised scheme

offered to eligible members of the Armed Forces Community. This offer remains but as above take up is lower than budgeted for.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Users who are currently benefiting from the scheme will continue to be able to access the relevant leisure centre activities for free

Please describe how you will communicate these changes to your customers

This will not be communicated because the current users of the scheme will not experience any change.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Open Spaces, Natural Environment and Leisure |
| Budget reference: | PD12 |
| Budget reduction proposal: | Make permanent the existing closure of Churchill Sports Centre |
| Budget saving for this financial year: | £117,000 |

Description of the proposal:

Make permanent the closure of Churchill Sports Centre

Summary of changes:

- Churchill Sports Centre's future has been subject to extensive engagement with our Executive, local ward members, parish councils in the area and local stakeholders with all options having been explored.
- Regrettably, we have reached the conclusion that the only affordable option is the permanent closure of the pool and studio.
- No affordable options have been identified by the council nor the local community to reinstate services that have been closed for the past two and a half years.
- However, the sports pitches and sports hall remain available for community use as they have done throughout the closure period, operated by Churchill Academy.
- Discussions are under way about the future of the asset and we will share more information on this when we're able to.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

DE5 2021/22

If yes, please describe what steps you have taken to review the equality impacts from previous years?

This proposal was in relation to the temporary closure of Churchill Sports Centre following the pandemic with the aim that a sustainable solution for the sports centre would be found enabling it to re-open. The consideration of equality issues such as access to sports facilities for disabled people was included in the discussions.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

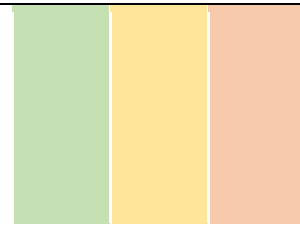
H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | Impact type | | |
|---|-------------|---|---|---|-------------|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed | | | X | | | | |

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Churchill Sports Centre has been closed for the past 2.5 years meaning that the facility has not been available for use by anyone since then. The confirmation of the permanent closure of the centre will not change this situation. It is expected that previous users have found alternative venues and opportunities for leisure activities.

An EIA was completed in 2020 which identified the following user group profiles although it is not possible to know if these are still relevant as there are no centre users to evaluate.

| Age Group | NSC Percentage | Churchill SC User Percentage |
|--------------|----------------|------------------------------|
| 60+ | 30.0% | 13.3% |
| 50-59 | 14.3% | 12.7% |
| 40-49 | 12.9% | 14.6% |
| 30-39 | 11.4% | 7.7% |
| 18-29 | 11.0% | 12.3% |
| 17 and under | 20.3% | 39.4% |

As this shows there was a higher impact on those aged 17 and under in terms of these user profiles. This can be associated with the number of swimming lessons that are held on the site compared to other membership types. The total number of members that the above figures are related to is 742 of which 172 were swimming school members. There are other pools that provide swimming lessons, and it is assumed that people are travelling to these alternative locations such as Hutton Moor in Weston super Mare and Kings of Wessex in Cheddar to get their swimming lessons.

In relation to the distance travelled to the site the following table illustrates that most users of the facilities at Churchill SC are within a radius of 3 miles of the centre, this encompasses the villages of Puxton, Banwell, Wroughton, Burrington and Congressbury. (Please note that the 3 miles is in a straight line rather than actual travel distance).

| Distance travelled | Percentage |
|---------------------------|-------------------|
| Under 1 mile | 22.9% |
| Between 1 and 2 miles | 20.0% |
| Between 2 and 3 miles | 31.9% |
| Between 3 and 4 miles | 14.5% |
| Greater than 4 miles | 10.7% |

This suggests that most users have to travel to the site and its closure means that they will still have to find travel arrangements to reach alternative locations.

In relation to the swimming lessons, 41.9% of these members live greater than 4 miles from Churchill SC to attend these lessons.

Young people are most affected by the closure of the swimming pool. 40% are transported to the site from more than 4 miles away

Please describe how you will communicate these changes to your customers

Discussions with Executive, local ward members, parish councils in the area and local stakeholders have taken place and they are aware of the final decision regarding Churchill Sports Centre. Any other communication will take place through the Council's normal communication channels.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Open Spaces, Natural Environment and Leisure, Seafronts and Parks |
| Budget reference: | PD13 |
| Budget reduction proposal: | Seafront staff review |
| Budget saving for this financial year: | £40,000 |

Description of the proposal:

This review includes consideration of Seafronts and Parks Staff and alterations to staff structure related to the Tropicana and Bay Café's interim operation.

This will link to the Tropicana/Bay Café MTFP Proposals. (PD14)

Summary of changes:

It is proposed to restructure the Seafronts team.

The changes are required following a management review of operational arrangements and will ensure sufficient and suitable levels of management are maintained across 7 days of service delivery.

The current structure does not enable a planned and effective approach to ensuring managers and team leaders are consistently available at key times. Current practice relies on the goodwill of managers and team leaders to be regularly available out of hours; and managers are regularly required to work additional hours during evenings and weekends. Whilst this is an accepted part of their roles during large scale events and extreme periods of high visitor numbers it has become the norm. Reliance on managers and team leaders to undertake out of hours working detracts from the core function of their roles and places an unfair burden on the work life balance.

The restructure will create a robust core of managers and leaders that are supported by flexible and responsive teams.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

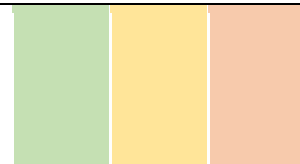
Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed | | | | X | | | |

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal is about creating a new staff structure and will have no impact on users' experience of the seafront or Tropicana.

Please describe how you will communicate these changes to your customers

This is a staffing change and will not therefore be actively communicated.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Overall 6.8 posts will be deleted

- 3.8 x permanent, filled posts will be deleted
- 3 x FTE (vacant posts) will be deleted from the Bay Café

Overall 3 x new permanent FTE posts will be created

3 x FTE will have minor amendments to duties

1 x 0.8 FTE will be funded by the Bay Café Operator until October 2023 following which the post will be TUPE transferred to the Café/Tropicana operator.

Overall 1 x FTE post (filled) will be deleted.

This staff review will be conducted with the support of HR ensuring that all staff consultation requirements are met.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Libraries and Community |
| Budget reference: | PD14 (a) |
| Budget reduction proposal: | Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café |
| Budget saving for this financial year: | This EIA relates to the savings proposed for Somerset Hall is £39,000 |

Description of the proposal:

Review the commercial model for Somerset Hall, Portishead including investigating the transfer of the lease to community management.

Summary of changes:

Review the commercial model and make recommendations. Consider whether to transfer the lease of Somerset Hall to community management, taking into account Schedule 5 of the lease that outlines the permitted use of the Hall i.e. a “public hall for education and recreational purposes”. Also, that whoever takes on the assignment of the lease understands that they take on responsibility for the maintenance of the plaza area of The Precinct and that they can satisfy the landlord that they have the capabilities of fulfilling this obligation.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

n/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Community use of the Hall is a condition of the lease. Transferring the lease to another party located in the community should safeguard community use of the space. Transferring the lease to another party with increased capital to invest in the site may improve the space for use by the whole community.

Please describe how you will communicate these changes to your customers

A consultation will take place with those groups currently using the Hall and the wider community to ensure that any impacts are understood and mitigations identified. A communications strategy will be developed as part of the transformation.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

This is not yet fully understood and will be dependent on the way forward for Somerset Hall.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
| If 'yes', when will the further assessment be completed? | | |

Service Manager:

Emma Wellard

Date:

13th December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Open Spaces, Natural Environment and Leisure |
| Budget reference: | PD14 (b) |
| Budget reduction proposal: | Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café |
| Budget saving for this financial year: | This EIA relates to the savings proposed for the Playhouse Theatre £25,000 |

Description of the proposal:

Divest/Transfer the Playhouse to third party management:

Summary of changes:

The Council has a contract with Parkwood Theatres to manage the Playhouse theatre. Parkwood are responsible for the day-to-day management of the building as well as organising, funding and delivering the programme of shows held at the theatre. This proposal is to update the contract so that Parkwood take on a full repairs lease of the building. This will mean the Council can save its repair and maintenance budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal relates to an administrative change to the way in which the building is managed not to the programme of events or the structure of the building.

Please describe how you will communicate these changes to your customers

No communication needed as no impact on customer experience.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

No

If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

| | |
|-----------------------------------|---|
| Directorate: | Place |
| Service area: | Open Spaces, Natural Environment and Leisure |
| Budget reference: | PD14 (c) |
| Budget reduction proposal: | Review the commercial model for the following buildings: <ul style="list-style-type: none">• Somerset Hall• Playhouse Theatre• Tropicana• The Bay Café |

Budget saving for this financial year: This EIA relates to the savings proposed for the Tropicana and The Bay Café: £184,000

Description of the proposal:

Divest/Transfer the Tropicana and Bay Café to third party management:

Summary of changes:

The Council is seeking Expressions of Interest from third party organisations to manage the Tropicana and Bay Café. The Council is looking for interest from private or charity sector organisations and is flexible in what such services might be, subject to delivering the objectives of the Placemaking strategy.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | x | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | x | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

This proposal will create a new supplier for services provided at the Tropicana and Bay Café. However, the new provider would have to deliver services that meet the Placemaking objectives, and as these are already being delivered by the Council, no change is anticipated.

Please describe how you will communicate these changes to your customers

Any changes to the services provided at the Tropicana will be communicated through North Somerset Life, social media etc.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Any new providers will be required to TUPE transfer the staff to their employment

- 0.8 x FTE The Bay Café
- 1.8 x FTE Tropicana Events

A review of the associated Seafronts and Parks Structure is as a separate MTFP proposal 'Seafront staff review' (PD13). The posts above are the remaining posts required to operate The Tropicana and Bay Café until the future deliver method is determined.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**
If 'yes', when will the further assessment be completed?

Service Manager:

John Flannigan

Date:

28th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Libraries and Community |
| Budget reference: | PD15 |
| Budget reduction proposal: | Reduce the budget for curatorial service |
| Budget saving for this financial year: | £5,000 |

Description of the proposal:

Reduce the budget for the curatorial service by £5,000, specifically removing the budget for conference attendance, subscriptions, advertising, and fees, which were last spent in 2017. The curatorial service is now outsourced to the Southwest Heritage Trust and therefore this element of the budget is no longer required.

Summary of changes:

£5,000 to be removed from the curatorial service budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The budget has been unspent for the last 4 years so no impact on customers is anticipated.

Please describe how you will communicate these changes to your customers

No communications will be needed as no customer groups will be affected.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

None

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

n/a

Service Manager: Emma Wellard
Date: 15th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place & Adult Social Services |
| Service area: | Home to School Transport / Community Meals |
| Budget reference: | PD17 |
| Budget reduction proposal: | Establishment of a single, council-wide transport function and improved commissioning |
| Budget saving for this financial year: | £50,000 |

Description of the proposal:

The Integrated Transport Unit (ITU) proposes to extend its current delivery model by further integrating the transport related functions, structure and rationalised resources that are currently independently commissioned within North Somerset Council's Community Meals service.

The ITU has successfully piloted the integration of Community Meals and Home to School Transport Services which work seamlessly together, providing financial, sustainability and environmental benefits, whilst also de-risking the services and supporting business continuity.

The next stage is to bring forward a staff consultation with both Home to School Transport (HTST) and Community Meals operational staff. Informal staff briefings have already taken place.

Summary of changes:

- The ITU will be acting as a Transport Commissioning model for drivers / vehicles / route planning. Adult Social Services are to be responsible for all other service requirements for Community Meals i.e., policy, meal planning, budgets etc
- Initial cost mitigation of £81k identified. However, community meals budget was overspent by £80k in 2021/22 so this is a cost mitigation rather than a bankable MTFP saving at this point – there are no known mitigations for the overspend in adult services.
- Possible redundancy payments, however, we aim to retain all staff and have considered current contractual hours.

Is this a continuation of a previous medium-term financial plan saving? No

If yes, please insert reference number and year of assessment? N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years? N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

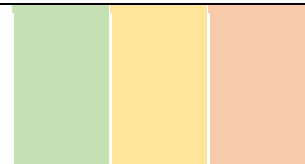
H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed | | | | X | | | |

forces community, impact on health and wellbeing.

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is anticipated that the council's customers will not see any impact as a result of this proposal. The proposed new approach to delivering the service means that we can mitigate service losses and improve service delivery across the board through continuity of service and consistency in staff training and resource deployment.

Please describe how you will communicate these changes to your customers

Any changes will be following a formal consultation process, which included staff briefings and individual one to ones. We anticipate that there will be no impact to customers as this project is to bolster resilience and consistency within both services. If the project is successful, lines of communication with remain the same for customers.

4. Staff equality impact summary

Are there any staffing implications for this proposal?

Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

There are 17 drivers across Home to School Transport and Community Meals with contracted posts, ranging from 3 – 40 hours per week. This proposal is subject to a staff consultation process, the project endeavours to onboard current staff within a revised shift pattern, however the start and finish times of the shift patterns will be the significant change to the current operational deployment. The shift patterns have been trialled as part of the pilot and was successful in delivery.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

A corporate Transport Commissioning Board has been overseeing the development of this approach since the establishment of the Integrated Transport Unit. This project is a further development of the overall direction and approach to transport commissioning across the Council to ensure a full range of benefits are realised including seamless integration, financial sustainability, environmental benefits and support for business continuity in a high-risk market.

Is a further detailed equality impact assessment needed? **No** Yes

If 'yes', when will the further assessment be completed?

Service Manager: Huw Thomas Jones
Date: 13th December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Home to School Transport |
| Budget reference: | PD18 |
| Budget reduction proposal: | Re-visit safe walking routes to school |
| Budget saving for this financial year: | £100,000 |

Description of the proposal:

Implement additional safe routes to school where viable to reduce the need for transport to be provided and encourage walking to school for health benefits as well as cost reductions to the council.

Summary of changes:

In some locations, where a safe route to school is implemented, children will be able to walk to school rather than have transport provided to them at the expense of the council. This is for children at mainstream schools without special educational needs – a different type of transport assessment applies to children with special educational needs.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

PD S7 – 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

As identified an EIA is completed for each viable safe walking route.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | X | | X |
| People in particular age groups | | | X | | X | | X |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | X | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There would be positive and negative impacts of the change, the level of impact is considered to be low. The positive impacts are that the children and parents will have safe walking routes to and from school which will have a positive impact on physical and mental health. The negative impacts could be that parents and carers may have inflexible working hours and have become accustomed to having the children transported to school may take longer to do the school run if walking. The positive and negative impacts apply to children, their parents with potentially more impact on people on low incomes.

Please describe how you will communicate these changes to your customers

We will communicate with the school community and parents and carers to advise of the installation of the safe walking route and changes to the provision of transport.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

| | | |
|---|------------|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
|---|------------|-----------|

If 'yes', when will the further assessment be completed?

Each separate project will have an EIA completed as it progresses throughout 2023/24.

Service Manager:

Gemma Dando

Date:

5th December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Highways and Parking Services |
| Budget reference: | PD20 |
| Budget reduction proposal: | Moving traffic violations - Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions |
| Budget saving for this financial year: | £100,000 |

Description of the proposal:

Adopt new powers available to Highways Authorities to improve safety and reduce congestion by enforcing traffic contraventions.

Summary of changes:

Adopting these powers will allow NSC to enforce traffic contraventions that are enforceable by the police.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No negative impact on road users as the proposals only change who enforces the traffic contraventions.

Positive impact on traffic movement and access as adopting the powers will allow greater enforcement in key areas. Schools zigzags for example.

Please describe how you will communicate these changes to your customers

None planned currently as no impact on road users.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No **Yes**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Additional staff will be required to adopt the proposal; however these will be self-funding.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed

Service Manager:

Darren Coffin-Smith

Date:

2nd December 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Highway and Parking Services / Transport |
| Budget reference: | PD21 |
| Budget reduction proposal: | Bus Lane enforcement |
| Budget saving for this financial year: | £100,000 |

Description of the proposal:

Bus lane enforcement at existing bus lane and gate locations. Allocation of bus gate and bus lane enforcement income at the current sites: Odeon (Weston-super-Mare), Red Admiral (Weston super Mare), Commercial Way (Worle) and Queensway (Worle). Income generation is not certain and is reliant on the actions of the general public. 10% of any PCN cost goes to court and DVLA fees.

Summary of changes:

Drivers who use bus lanes in Weston-super-Mare without authorisation may be issued with a Penalty Charge Notice (PCN). Enforcement of bus lanes has the following benefits:

- more free-flowing public transport due to fewer illegally parked or queuing vehicles
- reduced journey times for public transport, encouraging more people to use services
- safer roads with fewer accidents
- improved highway management
- consistency with neighbouring authorities

Area of enforcement cover four bus lanes in Weston-super-Mare located at:

- Queensway bus terminus, Worle - entrance from Commercial way (near McDonalds) and Queensway
- Locking Road - entrance opposite Red Admiral, west bound
- Locking Road - entrance by the Odeon cinema, east bound

The lanes are monitored using Automatic Number Plate Recognition (ANPR) camera systems. The cameras will record breaches and automatically generate Parking Charge Notices (PCNs).

While other bus lanes may not have cameras at the moment those remain under review and should only be used by the appropriate vehicles.

Penalty charge notices are charged at £70, or £35 if paid within 21 days.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|---|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | X | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | X | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | X | | |
| People in particular age groups | | | X | | X | | |
| People in particular faith groups | | | | X | | | |

| | | | | |
|--|---|--|--|--|
| People who are married or in a civil partnership | X | | | |
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The introduction of a more robust enforcement approach to the dedicated road space for public buses, has a wider benefit to those who most rely on the bus as a primary mode of transport, and those who could transition to more sustainable forms of transport in future years. Delays to buses often cause anxiety and impact on the reputation and efficiency of the bus services, this in turn effects those who use it as a primary mode of travel statistically this tends to be the young, older and disabled people, habitually resulting in a higher dependency on single occupancy trips or car ownership, the use of the bus often leads to a greater use of sustainable travel modes such as walking and cycling too.

Please describe how you will communicate these changes to your customers

This scheme has already been consulted through normal scheme engagement processes and is delivered and implemented. This MTFP proposal seeks to assign some of the income from the enforcement to the Council's budget baseline.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

The processing of fines associated with any contraventions will require additional resource to manage, this is anticipated in the scheme to be cost neutral and achievable within overall resource levels.

Staff resources will be required to implement enforcement action and will be required to be secured in tandem with delivery of the infrastructure schemes.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager:

Bella Fortune

Date:

6th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Highway Technical services |
| Budget reference: | PD22 |
| Budget reduction proposal: | Realign budget for structure repairs to reflect actual spending |
| Budget saving for this financial year: | £25,000 |

Description of the proposal:

Reduce revenue budget for structure repairs to reflect actual revenue spending.

Summary of changes:

Currently due to resource difficulties the revenue budget is not spent in its entirety. This proposal formalises what is already happening. Revenue spending is available for in year emergency repair work as well as non-capitalised expenditure e.g. devegetation of structures and graffiti removal. Reduction of the budget will minimise the ability to carry out proactive repairs if resources ever become available but is currently sufficient to carry out in year emergency repairs.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

It is not anticipated that there will be any impact as a result of this budget proposal as historically it has not spent.

Please describe how you will communicate these changes to your customers

No communication planned as no impact as a result of the proposal.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Historic budget not spent; this has been the case for many years.

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Darren Gilbert

Date:

7th December 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Major Projects |
| Budget reference: | PD23 |
| Budget reduction proposal: | Reduce external spend and increase internal spend on the Capital Programme |
| Budget saving for this financial year: | £200,000 |

Description of the proposal:

As part of the Council's extensive major projects programme, we appoint consultants to support the teams in the development, management, and delivery of these major projects. The proposal is to divert a small percentage of the fees attributable for professional services to supporting existing council staff in delivering the equivalent service on behalf of major projects so reducing our reliance on external resource and recycling internally fees.

Summary of changes:

There are no changes proposed to existing processes or procedures. The proposal looks at staff delivering the same service from external to internal resource.

Is this a continuation of a previous medium-term financial plan saving?

Yes **No**

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no impact or changes within any identified group. The proposal is solely dealing with resource to deliver the same service using the same processes and procedures.

Please describe how you will communicate these changes to your customers

Not needed as no impact anticipated

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Existing staff will accommodate workflows resulting from this proposal. Likely numbers to be determined but will potentially involve several services including economy, legal, procurement for example. Ongoing workloads will be monitored through team meetings and one to ones.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager:

Alex Fear

Date:

23rd November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Development & Placemaking |
| Budget reference: | PD24 |
| Budget reduction proposal: | Realign budget for affordable housing income |
| ... | |
| Budget saving for this financial year: | £28,000 |

Description of the proposal:

To increase income target from affordable housing

Summary of changes:

The council collects an “enabling fee” for each affordable housing unit delivered (currently £550 per unit).

The council has increased its target for delivery of affordable homes from 150 up to 200 per year. In line with the increase in housing delivery, the income from enabling fees will increase. For an additional 50 units/year this equates to £27,500 per annum.

The fees are well-established and are allowed for in the budgets of Registered Providers (RPs), landowners and developers.

The fees help to pay the costs of the council associated with the delivery of housing – for example in setting planning policies, brokering relationships between RPs, developers & landowners, and negotiating S106 agreements.

Is this a continuation of a previous medium-term financial plan saving?

Yes

No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | X | | X | | |
| People from different ethnic groups | | | X | | X | | |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | X | | |
| Lesbian, gay or bisexual people | | | X | | X | | |
| People on a low income | | | X | | X | | |
| People in particular age groups | | | X | | X | | |
| People in particular faith groups | | | X | | X | | |
| People who are married or in a civil partnership | | | X | | X | | |
| Transgender people | | | X | | X | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | X | | X | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The increase in fee income to the council is not expected to have direct impacts on any of the groups above.

Where there are any indirect impacts, these will be positive, in providing additional income to increase and accelerate the delivery of affordable housing.

Please describe how you will communicate these changes to your customers

As the fees are charged per unit, there is no impact to be communicated to customers. The sums are allowed for in the budgets of RPs, developers & landowners.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

N/a

Service Manager: Jenny Ford

Date: 28th November 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Place |
| Service area: | Development & Placemaking |
| Budget reference: | PD25 |
| Budget reduction proposal: | Deletion of vacant officer post within Development Team |
| Budget saving for this financial year: | £36,000 |

Description of the proposal:

To delete a vacant JM1 grade post from the Development Team

Summary of changes:

To delete this post, which has been vacant for more than 12 months.

Proposals link to wider re-structuring of Development / Property & Projects Teams, including additional transformation funding. This will ensure that work continues to be resourced.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/a

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Proposals link to wider re-structuring of Development / Property & Projects Teams, including additional transformation funding. This will ensure that work continues to be resourced, therefore no/neutral impact on our customers

Please describe how you will communicate these changes to your customers

Not required – post has been vacant for an extended period and work will continue to be resourced.

4. Staff equality impact summary

Are there any staffing implications for this proposal? No Yes

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

Deletion of JM1 post – however this post has already been vacant for an extended period.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

N/a

Service Manager: Jenny Ford

Date: 28th November 2022

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Planning |
| Budget reference: | PD26 |
| Budget reduction proposal: | Estimated increase in national planning application fees |
| Budget saving for this financial year: | £16,000 |

Description of the proposal:

Planning application fees are set nationally. The Levelling Up & Regeneration Bill currently going through Parliament suggests an increase in planning application fees to be introduced nationally. The bill however has been delayed and it is not known if and when the fee increase will be introduced.

Summary of changes:

Forecasting planning application fee receipts is not an exact science as it depends on the number and type of planning applications submitted. This in turn depends on a variety of factors including the national economic situation. In recent years the Council, has struggled to achieve its current fee income target so a conservative forecast of increased income by £16,000 per year is considered appropriate at this stage.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Planning application fees are set nationally and are not discretionary. There are a sliding scale of fees according to the scale and nature of the proposal. This may have a low impact on those who are on a low income due to the increase in charges.

Please describe how you will communicate these changes to your customers

They will be advised through the Council website and republished fee schedules.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| Total | |

6. Review and Sign Off

Service Manager Review

The post has been vacant for 18 months and services have been advised to seek alternative advice if and when required.

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed?

Service Manager:

Richard Kent

Date:

22nd November 2022

Medium Term Financial Plan Equality Impact Assessment 2023/24

Service area: Planning
Budget reference: PD27
Budget reduction proposal: Delete vacant Access Officer post
Equality impact assessment owner: Richard Kent
Assistant Director/Director sign off: Alex Hearn
Review date: January 2023

Page 419

| Budget Ref. | Budget Reduction Proposal | Budget Reduction £ | | | | Staffing Reduction (FTE) |
|-------------|----------------------------|--------------------|---------|---------|---------|--------------------------|
| | | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2023/24 |
| PD27 | Delete vacant officer post | £19,000 | | | | 0.4 |

Equality Impacts

Please make High, Medium or Low 'bold' as appropriate

Service User Impact

| | | | |
|---------------------------|------|---------------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

Staff Impact

| | | | |
|---------------------------|------|--------|------------|
| Before mitigating actions | High | Medium | Low |
| After mitigating actions | High | Medium | Low |

1. The Proposal

1.1 Background to proposal

(Please provide a brief explanation of the project/proposals. You should consider the impact on both customers and staff)

The budget for a part time Access Officer (equivalent to 2 days/week) was transferred to place following the retirement of the previous postholder in March 2021. This budget has been retained but the post not filled since the full-time post holder left. The proposal is to remove this budget and delete the post.

1.2 Please detail below how this proposal may impact on any other organisation and their customers

The role of the Access Officer included advising on the access needs of disabled people in the development of council projects and in planning applications where there was an element of public access. The removal of this dedicated post will require a broader range of council officers to incorporate access for disabled people into their projects, this may mean projects engaging with external access consultants to provide expert advice to make sure their statutory requirements are met.

Section 2 – What Do We Know?

2.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?

Lists of planning applications for new developments where access requirements would need to be considered by the designers of the projects. One focus of the access officer role was to advise on detailed design issues, however there was a broader element to the role considering how diverse communities engaged in public spaces, providing an inclusive space for all. Broader issues such as transport and community safety would have also been considered.

Records aren't held of the number of projects which involve public spaces. In the year to date the Council has decided approximately 900 planning applications, of which approximately 700 were for house extensions.

2.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?

The post has been vacant since the previous post holder retired over 12 months ago. Designers of projects are now required to seek their own design guidance to make sure statutory requirements are met.

Planning application for significant new development must be accompanied by a Design and Access Statement. The purpose of *Design and Access Statements* is to show how a designer has considered the need to create high-quality places that are inclusive and easy for everyone to use.

In line with the National Planning Guidance, the Council has adopted planning policy DM42 to secure accessible and affordable housing and has developed more detailed supplementary planning guidance in its Accessible Housing Needs Assessment Supplementary Planning Document (SPD).

Part M of the Building Regulations set out the requirements for access to and use of buildings. These are enforced through applications for approval under the Building Regulations either to the Council or to approved independent inspectors.

Applicants for residential development are required to submit an Accessible Housing Statement.

2.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?

Not that we are aware.

2.4 How have we involved or considered the views of the people that could be affected?

Consultation and engagement with the Council's Disability Access Group is facilitated by the Council's Inclusion and Corporate Development Team ensuring wherever possible the voices of disabled people are reflected in council led projects.

There has not been direct consultation with designers of projects. As the post has been vacant (and thereby the previous source of design advice not been available) for over 12 months the issue had been picked up on a case-by-case basis.

All planning applications are published on the Council's website for public comment. All comments received are considered before the application is decided.

This proposal was shared with the Equality Stakeholder Group on 12th January 2023 and they made the following comments:

| Comment | Response |
|--|---|
| One of the mitigating actions is the proposal that external consultants are engaged to provide access advice. Is the council able to identify how much has been spent on external consultants so far? | Consultancy input for private sector developers would be part of a developers' normal design costs and is not a cost to the Council. For Council projects, the design input would be part of the overall project cost. These costs will be monitored. |
| How are we ensuring that all relevant officers are aware of disability access issues. | Ongoing training to be planned in conjunction with the Disability Access Group to build shared understanding, transparency etc. |
| The consideration of access issues needs to consider the needs of those with a hidden disability, including people with a learning disability and dementia. | Noted and this will be considered in the development of the training for officers. |
| In the absence of a dedicated Access Officer the Disability Access Group has a range of expertise and could be engaged at a strategic level and review some individual case studies. Consider ways in which the Disability Access Group can be engaged with at the early stage of council led projects. | It is proposed to formalise liaison between relevant teams and the Disability Access Group so the Group has the opportunity to flag potential access issues during the project development stage. |
| The EIA should acknowledge the loss of co-ordination and oversight of this important corporate issue as a result of the loss of a dedicated post holder, this will not be replicated through the appointment of consultants. | Noted. Some of the strategic elements of the previous Access Officer role have been absorbed into other roles in the Council. |
| How are Design and Access statements monitored? Do officers review if proposed changes are implemented? | Statements are assessed as part of the normal consideration of planning applications. |

| | |
|--|---|
| Consider how Disability Access Group can also be involved in schemes after they have been implemented to see how environment is working. | A list of projects could be provided for that the Disability Access Group to review and provide feedback. |
|--|---|

2.5 What has this told us?

The Disability Access Group has a range of expertise which could be engaged in considering the strategic approach to access issues as well as providing feedback on individual case studies.

The Council has policies and guidance in place to enable designers to develop inclusive designs. The Building Regulations provides controls for access to and use of buildings.

The removal of the budget for remainder of this dedicated post may require a broader range of council officers to develop or procure expertise on access design issue for their projects. This may mean engaging with external access consultants to provide expert advice.

2.6 Are there any gaps in our consultation, what are our plans for the future?

The Equality Stakeholder Group made some helpful comments re the ongoing engagement with the Disability Access Group and other stakeholders to ensure that Council led projects continue to consider access issues. We will develop an improved process to ensure that the Disability Access Group is consulted on major schemes.

Section 3 – Assessment of Impact

Will the proposal have a disproportionate impact on any of these groups? Please describe the nature of the impact in 'Summary of Impact' column. You should describe both negative and positive impacts.

Assessment of impact should include the consideration of Public Sector Equality Duties as listed in [section 149 of The Equality Act 2010](#), specifically:

A public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None | + = Positive, = = Neutral, - = Negative

Impact Level

Impact Type

Summary of Impact

| | H | M | L | N | + | = | - | |
|---|---|---|---|---|---|---|---|--|
| Disabled people (including consideration of neurodiversity) | | X | | | | | X | Disabled access issues will not be considered in the same manner as previously. Relevant issues will now be considered by means other than a single 0.4FTE as set out in the Action Plan below |
| People from different ethnic groups | | | X | | | | X | Relevant issues will be considered by means other than a single 0.4FTE as set out in the Action Plan below. |
| Men or women (including pregnant women or those on maternity leave) | | | X | | | | X | As above |
| Lesbian, gay or bisexual people | | | X | | | | X | As above |
| People on a low income | | | X | | | | X | As above |
| People in particular age groups | | | X | | | | X | As above |
| People in particular faith groups | | | | X | | | | |
| People who are married or in a civil partnership | | | | X | | | | |

Transgender people

X



| Impact Level | | | | Impact Type | | | Summary of Impact |
|--|---|---|---|-------------|---|---|-------------------|
| | H | M | L | N | + | = | |
| Other specific impacts, for example: carers, parents, Armed Forces Community, impact on health and wellbeing. Please specify: | | | | X | | | |

Does this proposal have any potential [Human Rights](#) implications?

Yes

No

If 'yes', please describe

Could this proposal have a Cumulative Impact with any other service areas?

Yes

No

This is an impact that appears when you consider services or activities together; a change or activity in one area may create an additional impact somewhere else

If 'yes', please describe?

The removal of this dedicated post will require a broader range of council officers to incorporate access for disabled people into their projects, this may mean engaging with external access consultants to provide expert advice.

Section 4 – Action Plan

Where you have listed that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

| Action taken/to be taken | How will it be monitored? |
|--|----------------------------------|
| The Council will continue to work with the Disability Access Group on strategic matters albeit not through a single officer | Feedback from the Group |
| Designers of project will be expected to consult with the Disability Access Group at the early design stage of projects. | As above |
| Training will be provided for relevant officers on disabled access design considerations in conjunction with the Disabled Access Group | Annual staff training plan |

Relevant policies including design and access statements will be reviewed on a regular basis

As part of normal review processes

If negative impacts remain after the above actions have been taken, please provide an explanation below.

N/A

Please set out how you plan to communicate these changes with your service users.

They will be advised of the guidance already available and on a case-by-case basis to seek alternatives methods of design advice if required.

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

| | |
|---|--------------------------------|
| Directorate: | Place |
| Service area: | Economy |
| Budget reference: | PD28 |
| Budget reduction proposal: | Economy Team additional income |
| Budget saving for this financial year: | £16,000 |

Description of the proposal:

Increased income target for North Somerset Film Office

Summary of changes:

Increase Film Office activity

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The Film Office is used by filming companies to attain permits – it is not a removal or change to a service for our residents.

Please describe how you will communicate these changes to your customers

N/A

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes
No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

Service Manager:

Jane Harrison

Date:

18th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24



1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services Directorate |
| Service area: | Cross cutting |
| Budget reference: | PD36 |
| Budget reduction proposal: | Annual uplift to fees and charges to cover inflationary cost of services - Place |
| Budget saving for this financial year: | £124,000 |

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for fees and charges it levies on its services, based upon published external inflationary rates.

Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees
- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |

| | | | | |
|--|---|--|--|---|
| Men or women (including those who are pregnant or on maternity leave) | X | | | |
| Lesbian, gay or bisexual people | X | | | |
| People on a low income | X | | | X |
| People in particular age groups | X | | | |
| People in particular faith groups | X | | | |
| People who are married or in a civil partnership | X | | | |
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Exec Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Highways Electrical |
| Budget reference: | PD 37 |
| Budget reduction proposal: | Increase scope of LED rollout programme to include Port Marine lanterns and non-LED zebra floodlights to reduce energy consumption |
| Budget saving for this financial year: | £70,000 |

Description of the proposal:

To reduce the street lighting energy budget by £70,000

Summary of changes:

There is an existing LED rollout programme which has been replacing existing streetlights with lower energy LED lighting units consequently resulting in a cost saving in energy costs.

It is proposed that this programme is extended to include Port Marine lanterns and non-LED zebra floodlights which is expected to result in a £70,000 reduction in energy costs.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

DE20 2019/20 and PD S16 in 2022/23

If yes, please describe what steps you have taken to review the equality impacts from previous years?

No equality impacts have been identified from the previous savings

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There is no expected impact on customers because of this budget proposal.

Please describe how you will communicate these changes to your customers

No communication required

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

None

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| Total | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

No equality impacts identified as part of this budget proposal

Is a further detailed equality impact assessment needed?

Yes

No

If 'yes', when will the further assessment be completed?

N/A

Service Manager:

Darren Coffin-Smith

Date:

13th January 2023

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Place |
| Service area: | Land Charges & Street Numbering |
| Budget reference: | PD38 |
| Budget reduction proposal: | Realign income budget for Land Charges & Street Numbering to reflect an increase in fees to offset the cost of providing the service |
| Budget saving for this financial year: | £19,000 |

Description of the proposal:

The charging structure for street naming and local land charge services has been reviewed, this proposal seeks to reflect the changes by increasing the income budget.

The level of charging will not exceed the cost for providing the service. The proposed increase in fees would cover the costs of the street naming and numbering service and contribute to covering the costs of the local land charges service.

Summary of changes:

To increase the income budget by £19,000

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

N/A

If yes, please describe what steps you have taken to review the equality impacts from previous years?

N/A

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|--|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No equality impacts have been identified since the scope of the existing online service provision and face to face support will not be affected by this proposal.

Please describe how you will communicate these changes to your customers

The changes will be included within the fees and charges published on the Council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

N/A

| | | |
|---|-----|-----------|
| Is a further detailed equality impact assessment needed? | Yes | No |
|---|-----|-----------|

| | | |
|---|--|--|
| If 'yes', when will the further assessment be completed? | | |
|---|--|--|

N/A

Service Manager:

Richard Kent

Date:

13th January 2023

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

| | |
|---|--|
| Directorate: | Children's Services, Place, Corporate Services |
| Service area: | All Areas |
| Budget references: | CH05, CSD25, PD39 |
| Budget reduction proposal: | Increase vacancy management target within Place Staffing Budgets |
| Budget saving for this financial year: | PD39 - £70,000 CSD25 – £75,000 CH05 - £100,000 |

Description of the proposal:

Each of the Directorates will increase its budgeted vacancy management targets to reflect the saving that will be incurred because of having vacancies within the staffing structures during the year.

Summary of changes:

The changes will require the management team to continue to take a proactive approach to managing vacancies to ensure that the financial target is met, although given that this represents an increase in current levels, procedures are already in place to support this. Analysis shows that historically this level of savings has been met and are therefore considered achievable, although given that in previous years additional savings have been used as a way of managing potential overspends, this proposal could bring slightly more financial risk to the overall budget.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | X | | | | X |
| People from different ethnic groups | | | X | | | | X |
| Men or women (including those who are pregnant or on maternity leave) | | | X | | | | X |
| Lesbian, gay or bisexual people | | | X | | | | X |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | X | | | | X |
| People in particular faith groups | | | X | | | | X |
| People who are married or in a civil partnership | | | X | | | | X |
| Transgender people | | | X | | | | X |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | | | X | | | | X |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

The proposals are unlikely to have a significant impact on customers as vacancy management targets are always managed to ensure that staffing structures where there is a direct impact on vulnerable group are protected.

Please describe how you will communicate these changes to your customers

None, as no planned direct impacts

4. Staff equality impact summary

Are there any staffing implications for this proposal? **Yes** **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

It is not possible to identify what posts or teams will be affected as it will depend on where vacancies arise and how quickly they are filled. There is a risk that, when staff leave, the remaining staff will be asked to reprioritise workloads.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? **Yes** **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Katherine Sokol

Date:

6 January 2023

Equality Impact Assessments –

2023/24 Medium Term Financial Plan

Public Health & Regulatory Services – January 2023

Contents

| Budget Reference | Description | Page |
|-------------------------|--|-------------|
| PH1 – 3 | Budget savings within Regulatory Services, covering Housing, Consumer Protection and Environment Protection related services. Will include opportunity to increase income, and reduce expenditure. | 379 |
| PH4 | Annual uplift to fees and charges to cover inflationary cost of services - PH&RS | 383 |
| PH5 | Remodel team structure and limit recruitment against restructure plans agreed earlier in 2022. New reporting lines and allocation of functions to share increased workload. Will deliver savings to also support further realignment in 22/23. | 387 |
| PH6 | Reduce allocation of budget to GP delivery of health checks and target provision in areas of higher deprivation or high risk workplace settings. | 391 |
| PH7 | Seek economies of scale in delivery of settings programmes and reduce funding to support some interventions e.g. mental health training. | 395 |

Medium Term Financial Plan Initial Equality Impact Assessment 2023/24

1. The Proposal

Directorate: Public Health and Regulatory Services

Service area: Regulatory Services

Budget references: PH1-3

Budget reduction proposals: Budget savings within Regulatory Services, covering Housing, Consumer Protection and Environment Protection related services. Will include opportunity to increase income and reduce expenditure.

Budget saving for this financial year: £80,000

Description of the proposal:

Savings proposals across the regulatory services functions totalling £80,000 are based on opportunities to increase income, review service demand, and explore new models of delivery. Review will be completed in conjunction with investment plan for public health grant to ensure key public health outcomes delivered by these services are maintained.

Summary of changes:

Savings are based on a mix of additional income, new models of service delivery and realignment of public health grant investment around delivery of key public health outcomes in protecting health and wellbeing.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | X | | | | X |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Any changes to income may create some additional pressure on those paying for services but increases are within standard annual uplifts applied across all Council services or are voluntary paid for services e.g. quicker reinspection after food safety visit.

Please describe how you will communicate these changes to your customers

Any changes in models of delivery would be communicated to local businesses or residents through existing established communication channels.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

None.

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager:

Matt Lenny, Director of Public Health and
Regulatory Services

Date:

16th January 2023

1. The Proposal

| | |
|---|--|
| Directorate: | Corporate Services Directorate |
| Service area: | Cross cutting |
| Budget reference: | PH4 |
| Budget reduction proposal: | Annual uplift to fees and charges to cover inflationary cost of services – PH&RS |
| Budget saving for this financial year: | £10,000 |

Description of the proposal:

The council will continue its policy to apply an annual uplift to the budgets for fees and charges it levies on its services, based upon published external inflationary rates.

Summary of changes:

Customers currently pay specific fees and charges for a wide range of activities and services such as building control services, planning application or land charges fees, car parking, leisure activities or care related charges.

Some of these fees and charges are set nationally and the council is legally required to adopt these levels, whilst other fees and charges are set at local levels using the council's discretion. This specific savings proposal relates to fees and charges that are levied across all council services and so a breakdown has been provided below to show the impact for each directorate. These values will then be shared across all relevant service area budgets within each of the directorates.

It is proposed that the budgets associated with the fees and charges levied by the council will be inflated by 1.25% with effect from April 2022 to reflect the council's financial policy of annually inflating charges to cover the increased costs for goods and services.

It should be noted that whilst this proposed increase may be lower than some current national inflationary measures such as the Retail Prices Index or the Consumer Prices Index, the baseline proposal takes into account both the average increase in income budgets that is realistically feasible to achieve and also the average level of increased costs that the council will incur. For example;

- Not all services can increase their fees – exclusions would include planning fees
- Not all services can generate an increase in the level of income even if fees are inflated by more than the 1.25% - examples include adult social care fees which are limited to the individual circumstance of a customer and their ability to pay

It is important to note that this is a baseline increase and that where it is possible to increase income levels above this baseline sum, then a specific MTFP savings proposal will be tabled elsewhere within the papers. This provides more transparency into the decision-making process and enables stakeholders to review and assess the individual impacts of each change as these are very likely to be different for each individual service area.

Is this a continuation of a previous medium-term financial plan saving?

Yes No

If yes, please insert reference number and year of assessment?

CORP S1 – 2022/23 MTFP budget proposal to increase income budgets

If yes, please describe what steps you have taken to review the equality impacts from previous years?

n/a

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |

| | | | | |
|--|---|--|--|---|
| Men or women (including those who are pregnant or on maternity leave) | X | | | |
| Lesbian, gay or bisexual people | X | | | |
| People on a low income | X | | | X |
| People in particular age groups | X | | | |
| People in particular faith groups | X | | | |
| People who are married or in a civil partnership | X | | | |
| Transgender people | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

There will be a minimal impact on customers although it is accepted that this may impact on customers with lower income levels should they access a service which has a charge associated with it.

Please describe how you will communicate these changes to your customers

Annual fees and charges are approved prior to the start of each financial year with the decision maker being dependent upon the level of the increase. For example;

- increases below 5% are approved by the relevant Director
- increases between 5% and 10% are approved by the relevant Executive Member
- increases over 10% are approved by the Executive

When fee increases have been agreed they will be published on the council's website.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes **No**

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

n/a

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| <u>Service area</u> | <u>Value of saving</u> |
|---------------------|------------------------|
| | |
| | |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

n/a

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed? n/a

Service Manager: Melanie Watts

Date: 13th November 2022387

1. The Proposal

| | |
|---|---|
| Directorate: | Public Health |
| Service area: | Across directorate |
| Budget reference: | PH5 |
| Budget reduction proposal: | Remodel team structure and limit recruitment against restructure plans agreed earlier in 2022. New reporting lines and allocation of functions to share increased workload. Will deliver savings to also support further alignment in 22/23 |
| Budget saving for this financial year: | £118,000 |

Description of the proposal:

Original plans to expand the team structure (developed in 2021) have been scaled back by three posts in order to mitigate cost pressures across a range of services. This does not impact on existing posts, other than needing to allocate functions differently to ensure key priorities are addressed.

Summary of changes:

Changes in these areas are achievable through not proceeding with further investment in staffing structures and through use of any increase in the public health grant to mitigate cost pressures.

Is this a continuation of a previous medium-term financial plan saving?

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No changes to current service delivery.

Please describe how you will communicate these changes to your customers

No changes to communicate.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|--------------|-----------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? No

If 'yes', when will the further assessment be completed?

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 16th January 2023

1. The Proposal

| | |
|---|---|
| Directorate: | Public Health |
| Service area: | Health and care public health |
| Budget reference: | PH6 |
| Budget reduction proposal: | Reduce allocation of budget to GP delivery of health checks and target provision in areas of higher deprivation or high-risk workplace settings |
| Budget saving for this financial year: | £30,000 |

Description of the proposal:

There has been a consistent underspend of approximately £30,000 in this programme budget because uptake of health checks dropped considerably during the pandemic and recovery has been slow due to challenges around primary care capacity to deliver this intervention.

The proposal is to provide for any future growth in demand through efficiencies gained across all areas of primary care contracting including developing integrated commissioning across Bristol, North Somerset and South Glos (BNSSG). This approach will not affect access to these services at local GP practices which will continue to be provided in the same way as they are currently

Summary of changes:

A review of commissioned services across primary care is being carried out alongside colleagues in BNSSG to identify ways to improve and target inequalities in access and outcomes. This will create more consistent and efficient ways to deliver services, including increased targeting of health checks and interventions that reduce risk of cardiovascular disease at cohorts that would achieve the most benefit.

Is this a continuation of a previous medium-term financial plan saving?

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

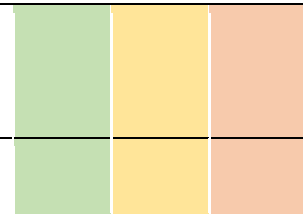
+ = Positive, = = Neutral, - = Negative

Impact Level

Impact type

| | H | M | L | N | + | = | - |
|---|---|---|---|---|---|---|---|
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. | | | | X | | | |

Please specify:



3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

Health checks will continue to be available to local residents via GP surgeries in the same way they are now. A review of commissioning of public health services across BNSSG will help to improve access for people in more vulnerable groups, such as those listed above. The nature of benefits will become more defined as the review progresses.

Please describe how you will communicate these changes to your customers

No change in public access or support through this proposal. Enhanced ways to access support will be communicated as the new model is progressed.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

Service area

Value of saving

Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**

If 'yes', when will the further assessment be completed?

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 12th December 2022

1. The Proposal

| | |
|---|---|
| Directorate: | Public Health |
| Service area: | Health improvement |
| Budget reference: | PH7 |
| Budget reduction proposal: | Seek economies of scale in delivery of settings programmes and reduce funding to support some interventions e.g. mental health training |
| Budget saving for this financial year: | £20,000 |

Description of the proposal:

Expansion of the settings-based programmes across the life course – early years, schools and workplace health – has created the opportunity to develop more efficient systems, for example, a single digital platform for the public to access support. Alongside that, some interventions will now be funded from the Health and Wellbeing Strategy action plan, for example, dedicated funding for improving adults and children’s mental health and wellbeing including training.

Summary of changes:

The changes are based on efficiencies and substitute funding from an integrated budget of public health and Integrated Care Board investment. This will not impact on the current model of service delivery around the settings-based programme or mental health training.

Is this a continuation of a previous medium-term financial plan saving?

Yes

No

If yes, please insert reference number and year of assessment?

If yes, please describe what steps you have taken to review the equality impacts from previous years?

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

| Impact Level | Impact type | | | | | | |
|--|-------------|---|---|---|---|---|---|
| | H | M | L | N | + | = | - |
| Disabled people (Including consideration of neurodiversity) | | | | X | | | |
| People from different ethnic groups | | | | X | | | |
| Men or women (including those who are pregnant or on maternity leave) | | | | X | | | |
| Lesbian, gay or bisexual people | | | | X | | | |
| People on a low income | | | | X | | | |
| People in particular age groups | | | | X | | | |
| People in particular faith groups | | | | X | | | |
| People who are married or in a civil partnership | | | | X | | | |
| Transgender people | | | | X | | | |
| Other specific impacts, for example: carers, parents, armed forces community, impact on health and wellbeing. Please specify: | | | | X | | | |
| | | | | | | | |

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above. Please describe both positive and negative impacts.

No change to current service delivery model.

Please describe how you will communicate these changes to your customers

No changes to communicate but information about services and support are consistently communicated through a range of established channels.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, please state whether they are vacant, or filled permanently or temporarily.

5. Consolidation savings

Please complete only for medium or high impact areas.

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

| Service area | Value of saving |
|---------------------|------------------------|
| | |
| | |
| | |
| | Total |

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

Is a further detailed equality impact assessment needed? Yes **No**
If 'yes', when will the further assessment be completed?

Service Manager: Matt Lenny, Director of Public Health and Regulatory Services

Date: 12th December 2022

North Somerset Council

REPORT TO THE EXECUTIVE

DATE OF MEETING: 8 FEBRUARY 2023

SUBJECT OF REPORT: TREASURY MANAGEMENT STRATEGY 2023/24

TOWN OR PARISH: ALL

OFFICER/MEMBER PRESENTING: ASHLEY CARTMAN, EXECUTIVE MEMBER FOR CORPORATE SERVICES

KEY DECISION: YES, values are greater than £500k and affect all wards

RECOMMENDATIONS

The Executive is requested to;

Recommend to Council for approval;

- i) the Treasury Management Strategy for 2023/24, as described throughout the report and shown in **Appendix 1**,
- ii) the Prudential Indicators for 2023/24, as shown in **Appendix 2**,
- iii) the Minimum Revenue Provision Statement for 2023/24, as shown in **Section 3.5**.

1. SUMMARY OF REPORT

The purpose of the report is to present the annual *treasury management strategy* (TMS) for the 2023/24 financial year, for recommendation onto Council for consideration and approval, as this is a requirement of the legislation.

The report contains details of;

- how the council plans to manage its cash-flows and resources in the year ahead to ensure effective treasury management,
- the proposed Prudential & Treasury Indicators for 2023/24, and
- the proposed policy for making Minimum Revenue Provision in respect of the repayment of the council's external debt, within the revenue budget.

Whilst much of the work within this area is detailed and can be complex, the council has developed a framework which contains a series of well-established policies and strategies to ensure that it meets the needs of the legislative and operational requirements within the context of the council's vision, values and approach to risk.

Much of the Strategy therefore continues on from the baseline principles used in previous years although has been updated to reflect recent changes in the legislative framework, which allow councils to modify their investment strategies so that they can reflect Environmental, Social and Governance (ESG) related issues. The basis for this is to introduce some of the

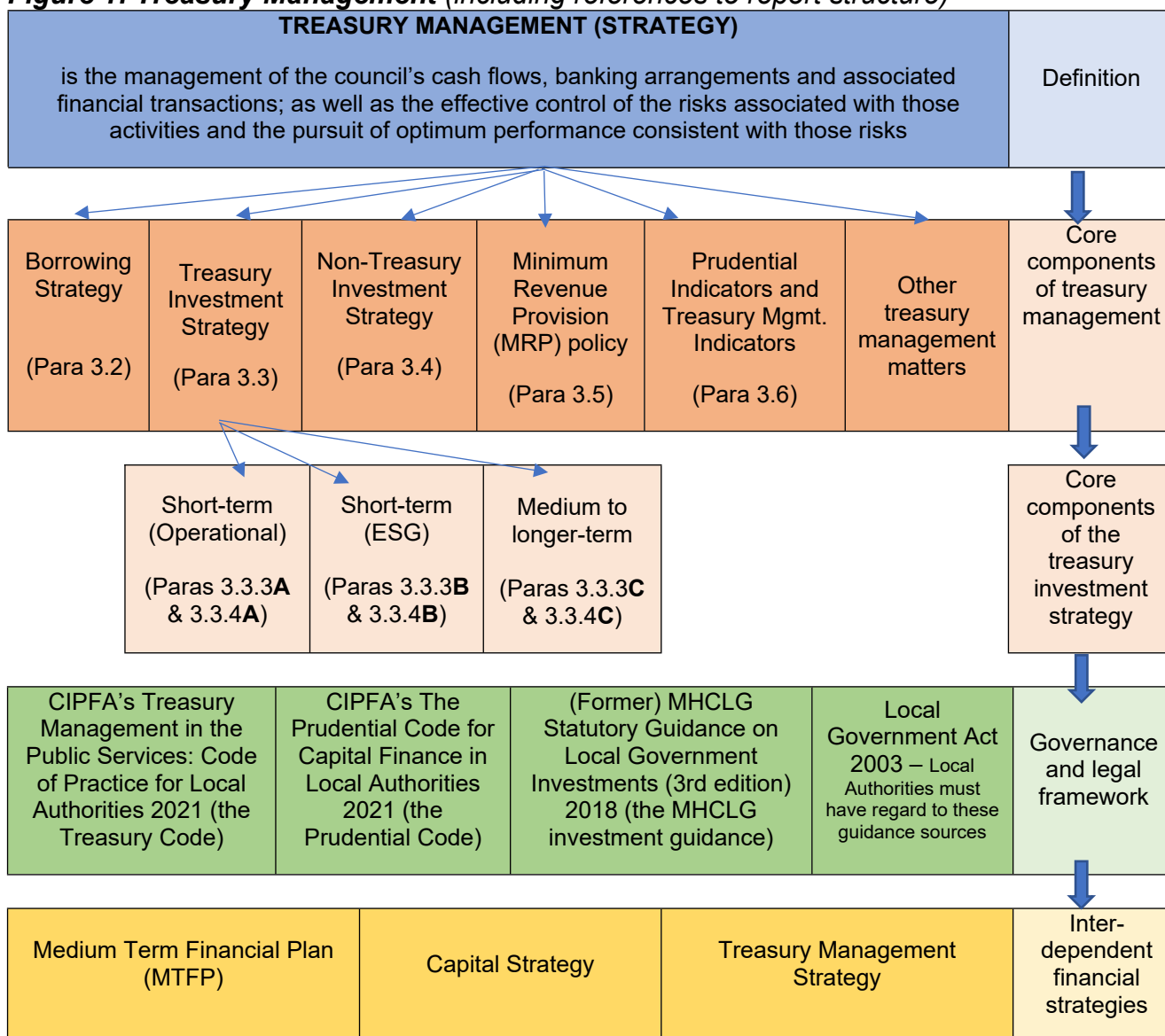
characteristics associated with becoming a ‘responsible investor’ which can be difficult given the stringent rules and the need to fulfil daily operational needs. The paper therefore proposes that a new framework be developed as part of the Strategy so that the council can place up to £6m of cash-flows using ESG principles.

2. POLICY

The council’s budget process should ensure that all resources are planned, aligned, and managed effectively to achieve the corporate aims and objectives of the council. The council’s treasury related strategies link directly into the revenue and capital budget planning processes and all aim to support effective service delivery across the council, in this year, as well as across the medium term.

Treasury management, its definition, constituent parts and its relationships with other policies and regulation is depicted in Figure 1 below.

Figure 1: Treasury Management (including references to report structure)



Each of the core components of treasury management, as noted above, are summarised in **Section 3** with further technical detail provided within the Treasury Management Strategy in **Appendix 1**.

3. DETAILS

3.1 Introduction and background

The council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is therefore to ensure that this cash flow is adequately planned, with cash being available when it is needed. Much of the day-to-day **treasury** activity is linked to investing surplus monies in low-risk counterparties or instruments commensurate with the councils' low risk appetite, providing adequate liquidity initially before considering investment return.

The second main function of the treasury management service is the funding of the council's capital plans. These capital plans provide a guide to the borrowing need of the council, essentially the longer-term cash flow planning, to ensure that the council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet council risk or cost objectives, subject to it being appropriate and affordable having considered premature redemption costs.

The contribution the **treasury management** function makes to the council is therefore critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.

As expected, given the nature of the transactions undertaken in this area, together with the significant amount and types of risk involved, treasury management is heavily regulated both in terms of legal statute, technical investment guidance provided by government departments as well as Codes of Practice issued by the Chartered Institute of Public Finance and Accountancy (CIPFA). The council is required to adhere to and give due regard, to all these relevant frameworks.

CIPFA defines treasury management as "the management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks." This definition not only describes the various elements of treasury management activity, it also demonstrates how interlinked they are with other, which can make it difficult to explain the council's technical and strategic plans for the year ahead, in a way that can be easily understood.

The report has therefore been drafted to summarise the council's proposed approach for the 2023/24 financial within each of the following sections, with further detail contained within the appendices at the end of the paper.

- **Borrowing strategy** – paragraph 3.2
To support the council's capital spending plans

- **Treasury investment** strategy – paragraph 3.3
 - A) To support the daily operations of council services
 - B) To ensure that the council is a responsible investor * **new for 2023/24**
 - C) To manage longer-term cash-flows and generate financial returns to support the annual revenue budget
- **Non-treasury investment** strategy – paragraph 3.4
To support place-making ambitions across the district and to support the annual revenue budget
- Minimum revenue provision policy – paragraph 3.5
- Prudential indicators and treasury management indicators 3.6

3.2 Borrowing Strategy

3.2.1. Background and local context:

In some instances, the council may find itself in a position whereby it may need to borrow short-term loans to cover unplanned cash flow shortages arising from operations. However, most of the council's borrowing activity is linked to its capital spending plans.

CIPFA's Prudential Code for Capital Finance in Local Government, requires the council to determine that all its capital expenditure and investment decisions are affordable, prudent, and sustainable, and it must ensure that it sets limits on the amount that it can afford to borrow in the context of wider capital planning.

To understand whether new borrowing plans can be deemed affordable, the council must first understand its current borrowing position and then overlay planned changes.

On 31st December 2022, the council held £177m of borrowing which it has drawn down over several years to fund previous capital expenditure.

- £140m of this debt is held with the Public Works Loan Board (PWLB) at an average rate of 3.87%
- £3m of this debt is held with Salix at an average rate of 0%
- £12m of this debt relates to debt managed by Bristol City Council, in respect of the former Avon County Council organisation
- £22m of this debt relates to long-term leasing arrangements, the largest of which relates to the Sovereign Centre

The prudential indicators associated with the council's long-term borrowing position (as noted in the report to Audit Committee in November 2022) show that existing loans are sustainable and affordable which is a reliable platform to move forward from.

The summary below details the estimated level of borrowing that are likely to be required over the next few years to fund the schemes that are included within the current capital programme, as well as those being requested for approval in the Capital Strategy report for 2023/24.

Table 2: Estimated level of borrowing

| EXPENDITURE BUDGET | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|
| Approved Programme | 105,174 | 112,753 | 81,468 | 50,394 | 35,376 | 0 | 385,164 |
| - Planned additions to the programme | 0 | 50,889 | 41,132 | 12,671 | 8,282 | 3,600 | 116,574 |
| DRAFT CAPITAL PROGRAMME | 105,174 | 163,642 | 122,600 | 63,065 | 43,658 | 3,600 | 501,738 |

| FUNDING RESOURCES | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|
| Earmarked Grants and contributions | 83,005 | 135,669 | 87,809 | 16,882 | 0 | 0 | 323,365 |
| Unsupported Borrowing | 17,869 | 25,645 | 32,894 | 40,326 | 42,158 | 2,100 | 160,992 |
| Capital Receipts | 1,651 | 1,500 | 1,562 | 1,500 | 1,500 | 1,500 | 9,214 |
| Revenue Contributions | 2,648 | 827 | 336 | 4,357 | 0 | 0 | 8,168 |
| | 105,174 | 163,642 | 122,600 | 63,065 | 43,658 | 3,600 | 501,738 |

As can be seen from the table above, the overall level of new borrowing required over the period to 2028 is currently estimated to be £160.992m, with approximately £43.514m of this new borrowing being required to finance capital expenditure before the end of March 2024.

The summary above and all the borrowing calculations in this report only reflect proposals which are to be included within the council's approved capital programme. Should any further increases in borrowing or forward funding decisions subsequently be made beyond these levels, then further council approval would be required to re-state prudential indicators, and additional revenue resources identified to fund debt repayment costs.

The council may also borrow additional sums to pre-fund future years' requirements, providing that this does not exceed the authorised limit for borrowing, which is currently set at £265m.

3.2.2. Summary of current position:

The council currently holds £177m of long-term debt. Given the level of surplus cash-balances currently being held then the financial plan shows that the council does not anticipate a need to externalise any new borrowing that is planned for 2023/24.

3.2.3. Objectives:

The council's main objectives when borrowing will be to achieve a low but certain cost of finance, while retaining flexibility should plans change in future.

3.2.4. Proposed Strategy for 2023/24:

The Strategy for 2023/24 remains largely unchanged in that 'external' borrowing decisions will be deferred in respect of the 2023/24 financial year and the focus would instead be to draw-down and access the council's internal borrowing through reducing cash balances.

3.2.5. Borrowing strategy beyond 2023/24:

Given the levels of planned investment the council recognises that it may be required to borrow externally over the period 2024-2026 however, before any future borrowing is considered, officers would seek advice from the council's treasury management advisors in relation to the potential costs of different options and to ensure an option proposal aligned to the objectives.

Whilst the council has previously raised most of its long-term borrowing from the PWLB it will consider long-term loans from other sources in the future, including banks, pension funds, and other local authorities, and will investigate the possibility of issuing bonds and similar instruments, to lower interest costs and reduce over-reliance on one source of funding in line with the CIPFA Code. An important change for local authorities to note is that they are no longer able to draw down loans from the PWLB if any of their capital spending plans relate to buying investment assets primarily for yield. Given that the council does not intend to borrow for yield, then it is likely that we will retain access to PWLB loans if needed.

3.3 Treasury investment strategy

3.3.1. Background and local context

Given that the primary purpose of treasury management is linked to the management of day-to-day cash-flows, then it must be accepted that the council will make investment decisions on an almost daily basis to smooth cash-flows and ensure that cash is planned and available when needed. These decisions and transactions are known as **treasury investments** and sums are often placed in short-term, low risk, highly liquid products which is commensurate with the council's low-risk appetite.

In addition to the daily cash-flows that are related to the annual budget, at any one time the council's balance sheet will show that it is also holding surplus cash-flows in respect of prior year activities, examples include the receipt of capital grants in advance of spending plans and the retention of monies within reserves, which may be held to fund future spending or be held to manage risk. It is necessary for these funds to also be placed in treasury investments during the year however, it is possible that some of these investments could be placed in a more strategic way that is more aligned to the nature and timescale of the relevant cash-flow, i.e. investments could be made across a longer-period of time if it is understood that the monies may not be required for a specific period of time.

Irrespective of whether the treasury related investment is placed for a short or a longer period, it is essential that **all** such investments are placed in accordance with the both the legal framework as well as the council's approach to risk and defined objectives.

Before considering its Strategy for treasury investments for the year ahead it is therefore important to firstly understand the following, some of which are described in more detail throughout the report and the appendices;

- the current level of investment balances held and performance,
- current regulatory framework and future changes,
- annual cash-flow forecasts for the year ahead,
- planned profile of spending linked to capital receipts, grants, and reserves,
- new investment plans,
- market conditions, interest rates and future expectations,
- Environmental, Social and Governance (ESG) related considerations, and
- any other strategic decisions that may have been taken elsewhere within the council's treasury management strategy (i.e., borrowing strategy, approach to risk, required asset allocations, choice of assets)

3.3.2. Summary of current position:

In the past 12 months, the council's treasury investment balance has ranged between £154m and £191m which is comparable to the level in the previous 12 months. A review has been undertaken which show that this is, to a large extent, linked to legacy issues relating to Covid-19 and more recently the cost-of-living pressures, notably surrounding the cash flows related to the many support packages and intervention measures that the government continues to put place. The ability of the council to lever in external funding for large capital projects also reduces the need to draw down on the council's core cash-flows. Forecasts do indicate that these levels are expected to reduce by 31 March 2023 as sums are paid to businesses, providers and potentially returned to the government.

The majority of the council investments are held as short-term, with the duration being less than 1 year; £10m is held as long-term investments as the investments were placed several years ago for strategic purposes.

Arlingclose facilitate regular benchmarking programs to assess how the council's treasury management investment decisions and outcomes compare with other local authorities. Recent results show that the council's investment portfolio is not considered high risk, and, whilst investment returns have increased due to the current economic environment, the portfolio is providing returns in line with the risks being taken. This supports the council's approach in recent years whereby it has chosen to place funds prudently to protect monies and reduce exposure to risk.

Market conditions currently show that interest rates are continuing to increase, driven by the recent bank of England base rate rises, which means that it will be important to consider the ongoing impact of interest rates on future treasury investment related decisions. The council's Medium Term Financial Plan assumes that £850,000 of additional income will be generated from higher returns during 2023/24.

The '*borrowing strategy*' described in para 3.2.4 above recommends that external borrowing is not taken, but spending will instead be offset against current surplus cash balances, i.e., it will be funded internally. This will mean that lower levels of surplus cash balances may be available during 2023/24.

3.3.3. Objectives: i.e., what we would like to happen

The council's previous investment strategy had two core objectives, one focused upon the management of short-term funds and the other on longer-term investments however, following a change in CIPFA code of practice which requires councils to include specific reporting ESG related investments outcomes, the council is expanding its objectives in relation to setting **treasury investment** objectives for the year ahead.

The objectives for 2023/24 will be categorised and cover the following areas;

A) Continued support of daily operational activity of the council as a whole to support business as usual activity ensuring compliance with current external regulation and internal guidance.

The council must ensure that its' treasury investments support the management of core cash-flows on a daily basis so that services can continue to be delivered to residents and this is achieved through the management of short-term cash deposit type investments.

There is currently a robust governance framework in place to cover these activities with approval levels and institutions clearly defined within the approved strategy and this is supported by routine reporting to the Audit Committee.

In terms of treasury related objectives, both the CIPFA Code and the MHCLG Guidance require councils to have underlying objectives supporting investment, with two of these being;

- Security – protecting the capital sum invested from loss; and
- Liquidity – ensuring the funds invested are available for expenditure when needed

The generation of yield is distinct from these two prudential objectives although guidance says that this does not mean that local authorities are recommended to ignore potential revenues but, recognises that it would be reasonable to consider what yield could be

obtained, consistent with these priorities once proper levels of security and liquidity are determined, as well as the council's own appetite to risk.

B) For the council to pay regard to recent changes in investment guidance and to become a 'responsible investor' through the development of a **proposed new strand** of its treasury investment strategy which actively considers environmental, social and governance (ESG) principles when investing in the short-term. ESG policies involve central factors in measuring the sustainability and ethical impact of an investment within an organisation or sector.

ESG considerations are increasingly becoming an important factor in global investors' decision making, but the framework for evaluating investment opportunities is still developing and therefore the council's own approach to ESG investments is also currently limited and does not reflect ESG scoring or other real-time ESG criteria at an individual investment level.

It is proposed that the council supports progress in this area by approving a commitment to become a responsible investor and more specifically, that part of its short-term treasury investment activity (up to £6m) should be centred on delivering ESG outcomes.

C) Management of medium to longer-term investments – the council previously made a series of decisions following the identification of funds that were unlikely to be called upon in the short-term, to place these in a longer-term type investment.

The types of investments made, as well as the underlying objectives for these investments, often differ from the day-to-day short-term deposits. Whilst they still follow the CIPFA Code and the MHCLG Guidance in terms of security, the balance between liquidity and return become more blended. Previous decisions relating to these investments show that one of the core objectives was to bring a steady income stream into the councils' annual revenue budget. Whilst short-term interest rates can vary quite a lot over a relatively short period of time, some longer-term investments often provide a more stable annual return.

3.3.4. Treasury Investment Strategy for 2023/24: i.e., what we are planning to do to achieve the objectives for the year

Given the breadth of different objectives and requirements within the overall treasury function it is not possible to summarise the council's investment strategy within a single paragraph and so efforts have been made to summarise the different strands of the investment strategy across the following;

A) Short-term investments covering daily operations - the council will continue to place the majority of its short-term treasury investments in fixed and variable-term cash deposits with a range of counter-parties, which are often described as traditional investments.

This Strategy would ensure liquidity is maintained to support the council's daily operational activities, it limits the council's exposure to interest rate risk losses, reduces the risk of capital losses as well as minimising exposure to credit risk through diversification of counter-parties and countries. These will be achieved through the application of limits on the amount and period of its investments with individual counterparties, and in individual countries.

B) Short-term investments focused on ESG outcomes – new for 2023/24 - the council will consider options for investments of up to £6 million of short-term funds with institutions who ring-fence the use of such funds for ESG-related matters.

The framework, scope, governance, and investment criteria will be developed through consultation with the Audit Committee and treasury advisers before the start of the financial year.

It is anticipated that the new investments will give due regard to the current credit ratings for security as they would need to remain in line with the wider council policy however, where appropriate and at the council's discretion, some flexibility will be provided to allow for slightly longer durations of investment and potentially lower returns to support the ESG focus. Any investment will be subject to new governance approvals, which will be developed alongside the new ESG policy and framework.

It is likely that when investing in banks and funds, the council would seek to prioritise banks that are signatories to the UN Principles for Responsible Banking and funds operated by managers that are signatories to the UN Principles for Responsible Investment, the Net Zero Asset Managers Alliance and/or the UK Stewardship Code.

C) Longer term investments - the council will continue to monitor and assess the performance of its existing medium to longer-term investments to ensure that they continue to meet the required core objectives, which are largely in alternative investment products although has **no plans** to place any more funds in long-term investments during 2023/24.

This is largely because of the work that has been done to review the medium-term capital financing requirements of the council, linked to borrowing plans, which shows that a large proportion of medium-term funds will be required and would therefore not be available to be locked away.

This Strategy continues to recognise that the current level of longer-term cash balances are appropriately balanced over the period, and that these investments provide some diversification of the portfolio in terms of product, counter-party / credit risk and inflationary risk. Over recent years it has been seen that in a low interest rate environment these types of investment will often provide higher rates of return compared to traditional investments however, it must be accepted that they may also potentially provide a capital loss should prices fall beyond the initial investment levels. Any capital loss generated would need to be reflected within the council's annual revenue budget from April 2025, which is when the extended statutory override period expires.

3.3.5. Approved counterparties and limits:

The council may undertake treasury related investments of surplus funds with any of the counterparty types below, subject to the limits shown.

Table 3: Approved counterparties and limits

| Sector | Overall Limit ¹ | In-house Limit | Tradition Limit | Time Limit | Sector Limit |
|--|----------------------------|---------------------|-----------------|------------|--------------|
| UK Central Government | no limit | unlimited | unlimited | 50 years | no limit |
| UK Local Authorities ³ | £15m | £10m | £5m | 25 years | no limit |
| Banks* and other organisations* (unsecured) whose lowest published long-term credit rating from Fitch, Moody's and Standard and Poor's is: | | | | | |
| AAA | £30m | £30m | £0m | 5 years | no limit |
| AA+ | £25m | £25m | £0m | 5 years | no limit |
| AA | £22m | £22m | £0m | 4 years | no limit |
| AA- | £20m | £16m | £4m | 3 years | no limit |
| A+ | £18m | £14m | £4m | 2 years | no limit |
| A | £16m | £12m | £4m | 13 months | no limit |
| A- | £13m | £9m | £4m | 13 months | no limit |
| UK Building societies (unsecured) that have an asset size of more than £0.4bn* | £10m | £6m | £4m | 13 months | £50m |
| Money market funds ² and similar pooled vehicles whose lowest published credit rating is AAA* | £15m | £15m | £0m | N/A | no limit |
| Pooled Investment funds | £5m per fund | <i>£5m per fund</i> | £0m | N/A | £10m |
| ESG-focussed short term deposits | £6m | £6m | £0m | 13 months | no limit |
| The Council's Bank accounts | net £9m | net £9m | £0m | no limit | no limit |

¹ limits shown are per organisation

² as defined in the Local Authorities (Capital Finance and Accounting) Regulations 2003

³ as defined in the Local Government Act 2003

*There is no intention to restrict investments to banks and building society deposits, and investments may be made with any public or private sector organisation that meets the credit rating criteria above.

This table must be read in conjunction with the notes and details in **Appendix 1**

3.3.6. Investment limits:

The maximum that could be lent to any one organisation (other than the UK Government) will therefore **be £30m**. This will limit the potential loss in the case of a single financial institution. It should be noted that a group of banks under the same ownership will be treated as a single organisation for limit purposes.

3.3.7. Minimum credit rating:

Treasury investments in the sectors marked with an asterisk will only be made with entities whose lowest published long-term credit rating is no lower than [A-]. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be considered.

3.4 Non-treasury investment strategy

Non-treasury investments often include purchases which are deemed to be capital expenditure in nature, whether that be the purchase of financial assets, such as share capital in any body corporate or non-financial assets, such as the purchase of land or buildings.

To date, the council has not purchased share capital as this would provide potential exposure and further risk in terms of capital losses, which goes against the legal and regulatory framework in place for treasury related investments.

The council does however have non-treasury investments in the form of property through the commercial investment portfolio. The commercial strategy was approved by Council in January 2019, following professional advice provided by Montagu Evans. The strategy established a framework under which the council could acquire a portfolio of investments in commercial property which generate an income stream which can be used to contribute to the revenue budget pressures, whilst potentially providing capital appreciation over the longer-term.

Under this arrangement two assets have been acquired and the arrangements for the governance and management of associated risks of the council's service investments and commercial property investments is detailed in Section 5 of the Treasury Management Strategy shown at **Appendix 1**.

One asset was acquired as an outright purchase funded from borrowing, and the other via a long-term lease which means that the council does incur annual charges within the revenue budget to repay these long-term obligations. Income is collected from these sites through renting them out to tenants and also collecting car park income. At this time the total income levels exceed the overall debt charges by approximately £300k meaning that they are jointly generating a small return on the councils' investment however, rather than this sum be reflected within the revenue budget, the S151 Officer has established a commercial investment smoothing reserve which is designed to manage the income cash-flows across the medium term and smooth the annual revenue budget. The tables within the Appendix reflect the financial position after the smoothing reserve contribution.

No further commercial investments are being sought as this would be prohibited under the new borrowing permissions, which do not allow councils to borrow to generate a yield. There are no proposed changes to this area of the strategy for 2023/24.

3.5 Minimum Revenue Provision Statement

When the council funds capital expenditure by long-term borrowing, the costs are charged to the council tax-payer in future years, reflecting the long-term use of the assets procured. There are two elements to this cost – the interest on borrowing is charged in the year it is payable, and the principal (or capital) element is charged as a “minimum revenue provision” (MRP).

The Local Government Act 2003 requires the council to have regard to the former Ministry for Housing, Communities and Local Government's guidance on Minimum Revenue Provision (the MHCLG Guidance), most recently issued in 2018.

The broad aim of the MHCLG Guidance is to ensure that capital expenditure is financed over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

The MHCLG Guidance requires the council to approve an Annual MRP Statement each year and recommends several options for calculating a prudent amount of MRP. The council's policy adopts options recommended in the Guidance, as well as locally determined prudent judgements in applying the recommended methodologies.

It is recommended that the council continues to apply the following policy to determine its MRP for 2023/24:

- a. For capital expenditure incurred before 1st April 2008, the MRP for 'Supported borrowing' will be determined by writing down the Council's Capital Financing Requirement using a 'straight line' basis over the estimated average life of the relevant assets of 33 years. This approach results in the council charging the same value each year for this element of the MRP.
- b. For capital expenditure incurred after 31st March 2008, the MRP for 'Prudential borrowing' will be determined by charging the expenditure over the expected useful life of the relevant asset, starting in the year after the asset becomes operational.
- c. For assets acquired by finance leases, and for the transferred debt from Avon County Council, MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.
- d. Where former operating leases have been brought onto the balance sheet on 1st April 2023 due to the adoption of the IFRS 16 Leases accounting standard, and the asset values have been adjusted for accruals, prepayments, premiums and/or discounts, then the annual MRP charges will be adjusted so that the total charge to revenue remains unaffected by the new standard.
- e. Capital expenditure incurred during 2023/24 will not be subject to an MRP charge until 2024/25.

The MRP associated with the capital spending approvals has been included within the budget for 2023/24 and the planned spending for 2023/24 has been factored into the council's medium term financial plan for 2024/25.

3.6 Prudential Indicators

Under the Local Government Act 2003, and the associated CIPFA Prudential Code for Capital Finance in Local Authorities, 'Prudential Indicators' relating to the revenue implications of capital programme decisions need to be approved by members and considered when setting the revenue and capital budgets.

The CIPFA Treasury Management Code of Practice also requires locally decided indicators relating to treasury activities to be approved. These indicators provide information to Members on the affordability of the council's borrowing plans, and whether the impact of treasury management actions on the council's revenue budget are sustainable. The indicators are detailed in **Appendix 2** for approval.

4. CONSULTATION

The Audit Committee has a key role to play in reviewing the council's treasury management arrangements and practices, and they routinely receive performance monitoring reports on the subject covering both prior and current years, as well as reports which provide an opportunity for discussion to take place to consider the proposed strategy for the year ahead. The latest reports were considered by the Committee in November 2022 and a further report will be considered at the meeting in January 2023.

Over recent years Member training and workshops have been provided to support understanding of technical matters, with the latest session held being in January 2022. The timing of the session enabled further opportunities to consider the proposed Strategy for 2022/23. It is proposed that a further workshop session will be held during March 2023 to enable work to start of the development of the council's ESG investment policy.

Previous meetings were facilitated by Arlingclose, the council's external advisors and featured information relating to the legal framework, the definitions and differences between capital and treasury investments and impacts, the types of investments available to the council and how these might fit in with the council's borrowing plans, as well as further information to understand the more strategic factors which are likely to influence treasury strategy decisions of a council. It is proposed that they also attend future sessions.

5. FINANCIAL IMPLICATIONS

Financial implications are contained throughout the report. Treasury management decisions impact on both the revenue budget and the balance sheet in current and future years.

6. LEGAL POWERS AND IMPLICATIONS

Under the Local Government Act 2003 s1, and s12, local authorities may:

- invest money or borrow money:
- for any purpose relevant to their functions
- for prudent financial management

Under Local Government Act 2003 s2, and s13, local authorities must not:

- exceed their affordable borrowing limit
- borrow in foreign currency
- mortgage their property as security for loans borrowed

Under Local Government Act 2003 s3, s14, and s15, local authorities must:

- set and review affordable borrowing limits / authorised limits
- have regard to guidance published by CLG and CIPFA
 - CLG Investment Guidance
 - CIPFA Code of Practice on Treasury Management
 - CIPFA Prudential Code

The council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code) which requires it to approve a treasury management strategy before the start of each financial year.

Under this guidance, the role of the (Full) Council is to:

- Set the budget and capital programme, including debt and investment interest, and the Minimum Revenue Provision
- Approve the Capital Strategy
- Approve the Treasury Management Strategy (which includes the (Non-Treasury) Investment Strategy)
- Approve the Prudential Indicators
- Approve Treasury Management Indicators
- Approve the MRP policy statement

Under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, local authorities must not delegate the approval of an annual strategy to any committee or person.

The role of the Executive is to consider these strategies, and, if appropriate, recommend them for approval by Council.

Treasury risk management at the council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year. This report fulfils the council's legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code.

7. CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

Over recent years the council has made concerted efforts to better understand the extent to which its overarching treasury management strategy has or may have on climate change and other environmental implications. This has been a challenge because many of the decisions relating to either borrowing or investments will have few direct impacts although there could be many indirect impacts through the ongoing actions or decisions of other organisations.

For example, when the council places a short-term fixed cash deposit type investment with either a bank, building society or another local authority, then its contractual arrangement is linked to the terms of that trade deal (e.g., value, maturity date, interest rate etc). The details relate to the temporary exchange of the cash sum and there are no other restrictions about what will happen with money. The counter-party 'could' then choose to invest it into something that is not supported by the council.

Until recently the council recognises that it has had limited choice or options in this area however, some degree of change is expected to happen following the emergence of Environmental, Social and Governance (ESG) policies. This is where organisations are choosing to bring other considerations into their treasury strategies and decision-making processes and also introduce new investment products or services to the market.

The council welcomes the introduction of ESG policies and hopes that they will provide a broader range of opportunities that can be considered within future investment decisions, particularly those that will deliver positive outcomes for climate change and the environment more generally.

Note that the treasury management strategy for 2023/24, provides for the S151 Officer to develop a framework for up to £6m of ESG related investments through consultation with the

members of the Audit Committee and also the council's treasury management advisors Arlingclose.

The development of the ESG investment policy will not detract from the core functions that need to take place within the existing treasury management strategy, i.e., the management of cash-flows and also meeting the requirements within the approved revenue budget, but it will provide an opportunity to ensure that climate and other environmental implications are considered and reported on.

When developed, the council's new ESG investment policy must still be compliant with the external and internal regulatory framework and would therefore continue to give focus to security and liquidity, then yield.

To support this aim, the council requested that Arlingclose provide an ESG report focused on the ESG-related developments and information available, particularly those that relate to the council's cash, money market funds, and strategic pooled fund investments. Appendix 1 has been updated to include a section considering potential ESG treasury investment options for the council which will provide an initial area of focus for the Audit Committee to work on.

Until the new policy is fully developed and implemented the council will continue to;

- avoid any direct treasury management investments in fossil fuel related companies;
- engage with advisors to explore and assess the potential for any future investment opportunities in funds with a Renewable Energy & Sustainability focus;
- maintain funds placed in a "Green Deposit Account", which is an investment facility that ensures deposits are linked to a wide range of projects in the pursuit of transition to a lower carbon economy. These projects cover a variety of themes including energy efficiency renewable energy, green transport, sustainable food, agriculture and forestry and greenhouse gas emission reductions.

8. RISK MANAGEMENT

Members will be aware that there is a direct link between the levels of risk and the levels of return achieved on investment, although there are many other factors which also affect the capital financing budgets.

The council's treasury management activities expose it to a variety of financial risks, notably:

- a. credit risk – the risk that other parties might fail to pay amounts due to the council. Includes bail-in risk – the risk that shareholders and depositors in banks and building societies bear losses in the event of counter-party's failure or reduction in net asset value,
- b. liquidity and re-financing risk – the risk that the council might not have funds available to meet its commitments to make payments as they fall due,
- c. market risk (interest rate and price risks) – the risk that financial loss might arise for the council because of changes in such measures as interest rates, investment valuations, and stock market movements.

The council's Treasury Management Strategy sets out the council's approach to managing these risks.

A summary of the risks relating to treasury management that the council is exposed to, and the mitigation arrangements in place through the Treasury Management Strategy, is detailed at **Appendix 3**.

The priority of the Treasury Management Strategy will continue to be the reduction of risk to safeguard public resources.

The risk appetite of the council is low to give priority to the security of its investments. The council will also aim to achieve the optimum return on its investments commensurate with desired levels of security and liquidity.

It should be noted that the council's Treasury Management Strategy sets out how the council manages and mitigates these risks but cannot eliminate risks completely.

9. EQUALITY IMPLICATIONS

Have you undertaken an Equality Impact Assessment? N/A

10. CORPORATE IMPLICATIONS

The safeguarding of public money is critical to the council's reputation, and the measures contained within the report are intended to address member and public concerns and ensure an appropriate balance of return on investment whilst ensuring managing associated risks.

11. OPTIONS CONSIDERED

This report has been developed alongside the Medium Term Financial Plan and revenue budget and also the Capital Strategy, which supports the capital programme, which means that decisions are fully integrated. It also sets out the council's expectation for interest rates and highlights the uncertainties and risks in the forecast due to market conditions.

The report considers those aspects of treasury policy that change annually or more frequently, highlighting the council's views or interpretation of factors that may influence treasury management decisions and proposes how these matters will be dealt with during 2023/24.

The CIPFA Code and MHCLG statutory guidance require the authority to set out its approach to non-treasury investments. A summary of the impact and the council's approach is included in **paragraph 3.4** of this report.

The council's Treasury Management Strategy is broadly consistent with the previous strategy and is developed from and complies with the council's Treasury Management Policy and takes account of the CIPFA code and MHCLG guidance referred to above. That being said, a specific commitment to become a responsible investor in the future has been included.

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APPENDICES:

1. Treasury Management Strategy for 2023/24
2. Prudential Indicators for 2023/24
3. Treasury Risk Register
4. Considerations to support proposed framework for ESG related investments
5. Glossary of Terms

BACKGROUND PAPERS:

Treasury Management Strategy 2022/23

Other relevant guidance includes:

- CIPFA – The Prudential Code for Capital Finance in Local Authorities 2021
- MHCLG – Statutory Guidance on Local Government Investments (3rd edition) 2018
- CIPFA - Treasury Management in Public Services – Guidance notes for local authorities 2021

1 EXECUTIVE SUMMARY

Treasury management is the management of the council's cash flows, borrowing and investments, and the associated risks. The council has and will continue, to borrow and invest substantial sums of money and is therefore exposed to wide range of risks which could have material consequences, such as the loss of invested funds. The successful identification, monitoring and control measures in respect of financial risk are therefore central to the council's prudent financial management and operation within this area.

The council maintains an overarching treasury management 'strategy' which is supported by a range of individual policies which aim to describe some of the principles and practices to which the different areas of treasury related activity will comply.

It is important to note that this document contains a lot of detailed and sometimes technical information that will outline the risks and issues pertaining to the management of the council's cash-flows and ultimately inform any decisions that may be taken as a result.

Decisions that relate to this area are clearly significant however they are not undertaken in isolation but instead are driven by many factors and considerations, whether those be external influences (such as guidance, regulation, or market forces) as well as internal influences (such as other financial and operational strategies, council priorities or the approach to risk).

Given that an overarching strategy cannot document or describe all of those issues in detail, this document is not intended to be a prescriptive listing of all of the council's considerations or processes, the document will instead provide sufficient information to outline the council's approach and framework in core areas.

Alongside this policy, the council must have regard to the (former) Ministry for Communities and Local Government (MHCLG) guidance (the MHCLG guidance), under section 15(1)(a) of the Local Government Act 2003. This guidance provides for each authority to determine its own controls within a given framework.

Any external investment managers employed by the council are required, contractually, to comply with this Strategy.

Given that the underlying regulatory framework supporting treasury management activities remains broadly unchanged from 2022/23, as have the council's Corporate Plan aims and objectives, it is not proposed to make significant changes to the Strategy for 2023/24 financial year.

One area of change will however be the council's decision to become known as a responsible investor which will involve developing an ESG focused investment policy for the future. Further details and supporting information are contained throughout the report and the strategy document.

2 STRATEGY OVERVIEW

Under the Local Government Act 2003, the council may invest money or borrow money:

- for any purpose relevant to its functions, and
- for prudent financial management.

The council could potentially invest its money for three broad purposes:

- Treasury management investments – i.e., management of operational cashflows. Investment of surplus cash balances generated as a result of its day-to-day activities, for example when income is received in advance of expenditure,
- Service investments - to support local public services by lending to, or buying shares in other organisations, and
- Non treasury related investments - to earn investment income, usually rental income, and to provide capital appreciation, from a portfolio of property investments.

The Strategy for 2023/24 in respect of the following aspects of the treasury management function is based upon the S151 Officers views on risks and interest rates, supplemented with advice provided by the council's treasury advisors, currently Arlingclose Ltd.

The strategy covers:

- Section 3 - current treasury portfolio
- Section 4 - the treasury investment strategy
- Section 5 - the non-treasury investment strategy
- Section 6 - the borrowing strategy
- Section 7 - interest rates and economic outlook
- Section 8 - other treasury management matters

3 CURRENT TREASURY PORTFOLIO

The Council's current treasury portfolio, as at 31st December 2022 is as follows:

Table 4: Current portfolio of borrowing and investment balances

| LONG-TERM DEBT | Principal £m | | Average rate | Average term |
|--|---------------------------------|--------|----------------------------------|--|
| Fixed rate – PWLB & Salix | £143.2 | £143.2 | 3.87% | 1-36 years |
| Other long-term liabilities; - Ex-Avon loan debt - Other (incl leasing) * | £11.3 £22.2 | £33.5 | 4.75% 4.60% | 1-30 years 1-40 years |
| TOTAL DEBT | £176.7m | | | |
| SHORT-TERM TREASURY INVESTMENTS | Principal £m | | Average rate | Average term |
| Managed in-house; - UK banks - UK building societies - Local authority/ DMO - Non-UK banks | £6.0 £40.0 £73.0 £32.0 | £151.0 | 2.27% 1.59% 2.11% 2.44% | 12 months 10 months 7 months 6 months |
| Cash managed by Tradition; - Building Society | £10.0 | £10.0 | 1.51% | 10 months |
| LONG-TERM TREASURY INVESTMENTS | Principal £m | | Average rate | Average term |
| Managed in-house; - CCLA - UBS Multi Asset Income Fund - Ninety-One Diversified Income Fund | £5.0 £1.0 £4.0 | £10.0 | 4.52% 4.41% 3.39% | 3-5 years 3-5 years 3-5 years |
| TOTAL TREASURY INVESTMENTS | £171.0m | | | |
| TOTAL NET DEBT | £5.7m | | | |

*The lease principal, rate, and term as at the previous year end (31st March 2022) - updated figures will be calculated at the end of the financial year.

The maturity profile of the Council's PWLB borrowing and investments is as follows (excluding Avon loan debt and lease liabilities):

Table 5: maturity profile of the Council's PWLB borrowing and investments

| MATURITY PROFILE | PWLB LONG TERM DEBT | INVESTMENTS | NET DEBT / (INVESTMENT) |
|-----------------------------|--------------------------------|--------------------|------------------------------------|
| | £m | £m | £m |
| Maturing Jan to March 2023 | £6.4 | £88.0 | (£81.6) |
| Maturing 2023/24 & 2024/25 | £8.3 | £73.0 | (£64.7) |
| Maturing 2025/26 to 2027/28 | £22.4 | £10.0 | £12.4 |
| Maturing 2028/29 to 2032/33 | £31.1 | £0 | £31.1 |
| Maturing 2033/34 to 2037/38 | £33.0 | £0 | £33.0 |
| Maturing 2038/39 to 2042/43 | £22.0 | £0 | £22.0 |
| Maturing after 2042/43 | £20.0 | £0 | £20.0 |
| TOTALS | £143.2 | £171.0 | (£27.8) |

4 TREASURY INVESTMENT STRATEGY

- 3.7 The council typically receives its income in cash (e.g., from taxes and grants) before it pays for its expenditure in cash (e.g., through payroll and invoices). It also holds reserves for future expenditure and collects local taxes on behalf of other local bodies and central government. These activities, plus the timing of borrowing decisions, lead to a cash surplus which is invested in accordance with guidance from CIPFA.
- 3.8 **Contribution:** The contribution that these investments make to the objectives of the council is to support effective treasury management activities.
- 3.9 **Objectives:** Both the CIPFA Code and the MHCLG Guidance require councils to invest their treasury funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield.
- 3.10 **Strategy:** The council minimises its exposure to credit risk through diversification, through the application of limits on the amount and period of its investments with individual counterparties, and in individual countries.
- 3.11 The council's current investment strategy allows surplus cash balances to be managed by two treasury teams, each having distinct and separate controls and flexibilities. This allows the council to spread risk by investing in different financial products, and utilising experienced external cash managers, who do not have responsibilities for managing the council's daily cash-flows. The treasury teams are;
- Tradition UK Ltd
 - In-house Treasury Team
- 3.12 **Approved counterparties:** The approved counterparties and notes are included in **Table 3** in the main body of the report. Further details on each of the permitted counterparties are included below.
- 3.13 The maximum duration of the investment will depend upon its lowest published long-term credit rating, time limits are included within the table.
- 3.14 Long-term investments will be limited to 50% of the counter-party limit (except the UK Government). The combined value of short-term and long-term investments with any organisation will not exceed the limits for investments in the table above.
- 3.15 **Government:** Loans to, and bonds and bills issued or guaranteed by, national governments, regional and local authorities, and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Government are deemed to be zero credit risk due to its ability to create additional currency and therefore may be made in unlimited amounts for up to 50 years.
- 3.16 **Banks and building societies (unsecured):** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.

- 3.17 **Money market funds:** Pooled funds that offer same-day or short notice liquidity and very low or no price volatility by investing in short-term money markets. They have the advantage over bank accounts of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a small fee. Although no sector limit applies to money market funds, the council will take care to diversify its liquid investments over a variety of providers to ensure access to cash at all times.
- 3.18 **Strategic pooled funds:** Bond, equity and property funds that offer enhanced returns over the longer term but are more volatile in the short term. These allow the council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the council's investment objectives will be monitored regularly.
- 3.19 **ESG-focussed short term deposits:** Some banks and credit institutions now offer deposit accounts where the funds raised by the banks in these accounts are ring fenced to only be lent on for activities with an ESG focus. Such deposit accounts afford the same protections as other deposits with the bank hence allowing the council to support the ESG agenda whilst acting within the strict requirements for security and liquidity. As detailed in paragraph 4.35 below, the criteria governing the selection of ESG-focussed short-term deposits will be developed through consultation with the Audit Committee and treasury advisers.
- 3.20 Note: Any funds placed with an institution under this category will also count towards the overall limit for that individual counterparty under whichever sector limit it falls. For example, if £6m is placed with a bank on an ESG deposit, that £6m will also count towards the overall limit for that bank.
- 3.21 **Operational bank accounts:** The council may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments but are still subject to the risk of a bank bail-in, and balances will therefore be kept below £9m per bank. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the council maintaining operational continuity.
- 3.22 **Risk assessment and credit ratings:** One of the ways that the council manages credit risk is by using credit ratings.
- 3.23 The council uses long-term credit ratings from the three main rating agencies, Fitch Ratings Ltd, Moody's Investors Service Inc and Standard & Poor's Financial Services LLC, to assess the risk of investment default. The lowest available credit rating will be used to determine credit quality.
- 3.24 Long-term ratings are expressed on a scale from AAA (the highest quality) through to D (indicating default). Ratings of BBB- and above are described as 'investment grade', while ratings of BB+ and below are described as 'speculative grade'. The council's credit rating criteria are set to ensure that it is unlikely that the council will hold speculative grade investments, despite the possibility of repeated downgrades.

- 3.25 Credit ratings are obtained and monitored by the council's treasury advisers on at least a monthly basis, who will notify changes in ratings as they occur.
- 3.26 **Other Information on the security of investments:** Full regard will be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support, reports in the quality financial press and analysis and advice from the council's treasury management adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above criteria.
- 3.27 When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2020, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the council's cash balances, then the surplus will be deposited with the UK Government, or with other local authorities. This will cause investment returns to fall but will protect the principal sum invested.

3.28 Investment Limits

- 3.29 The council's revenue reserves that may be deemed as 'available' and could potentially be called up to cover investment losses should the need arise are forecast to be £52 million on 31st March 2023 and £40 million on 31st March 2024, although it should be noted that these are currently being held for other purposes and would not expect to be needed. In order that no more than 75% of available reserves will be put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £30 million. A group of entities under the same ownership will be treated as a single organisation for limit purposes.
- 3.30 Credit risk exposures arising from non-treasury investments, financial derivatives and balances in operational bank accounts count against the relevant investment limits.
- 3.31 Limits are also placed on fund managers and foreign countries as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country since the risk is diversified over many countries.

Table 6: Additional investment limits

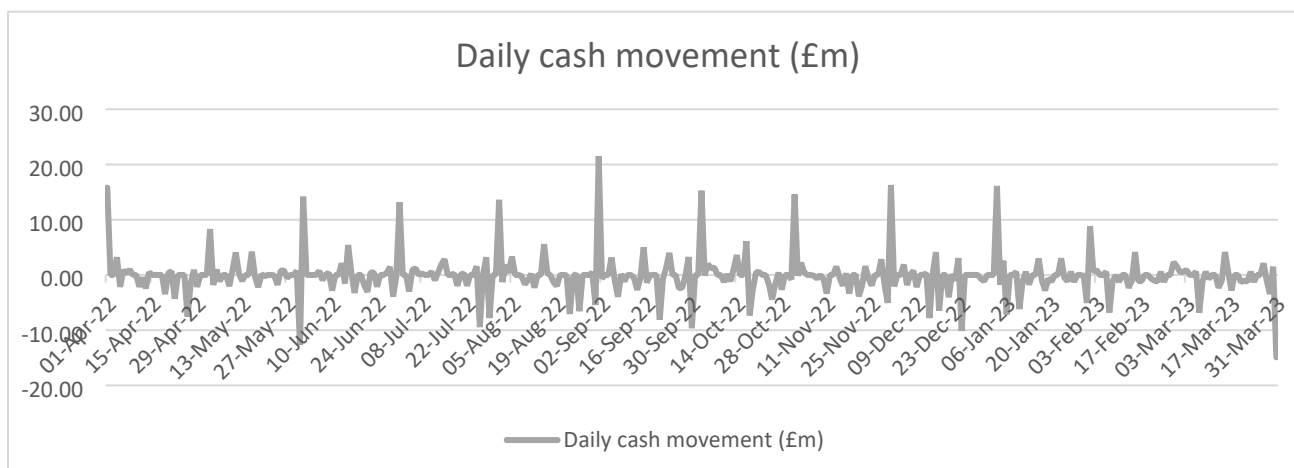
| | Cash limit |
|---|---|
| Any group of pooled funds under the same management | £15m per manager |
| Foreign countries | £12m per country (£8m in-house & £4m cash-manager) |

3.32 Liquidity management

- 3.33 The council uses a series of control spreadsheets to monitor and forecast the council’s cash flows, to determine the maximum period for which funds may prudently be committed, and to manage the council’s exposure to liquidity and re-financing risks. The forecast is compiled on a prudent basis, with receipts under-estimated and payments over-estimated to minimise the risk of the council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the council’s medium term financial plan and cash flow forecast.
- 3.34 The council will spread its liquid cash amongst four providers (e.g., bank accounts and money market funds) to ensure that access to cash is maintained in the event of operational difficulties at any one provider.
- 3.35 The council has an agreed overdraft facility, and access to sources of cash such as borrowing from the PWLB, and other counterparties, such as banks and other local authorities. In addition, the council’s investment holdings can be readily realised, if required.

3.36 Management of cash-flows

Table 7: Daily cash-flow movements can be seen in the table below.



- 3.37 Although the cash-flow movements could be described as fluctuating or potentially even volatile, trends do begin to emerge when the nature of the movements are understood, for example;
 - Significant inflows include council tax and business rates income, government grants and subsidy used to support and fund parts of the annual revenue budget including schools, contributions from stakeholders in respect of funding agreements (e.g., health partners), grants and contributions used to fund capital projects. Some of these inflows follow a regular pattern, which may be weekly, bi-weekly, monthly, or quarterly and others do not, they simply arrive into the council’s bank accounts.
 - Significant outflows include monthly payments to staff, pension providers and government agencies, payments to suppliers 3 times each week covering both revenue and capital spending, payment of housing benefits, payments to major preceptors such as Fire, Police, Environment Agency, Town and Parish councils.

- 3.38 Over the past two years the council's cash-flows have been significantly impacted by government support packages for both Covid and more recently, the cost of living/energy pressures, as it has received significant amounts of additional funding and support packages, both in relation to the council's own budget, as well as when it has been acting as an agent for the government by passporting monies onto individuals, suppliers, and businesses.
- 3.39 Whilst the new capital investment spending totals are anticipated for next year, the spending profiles associated with them have yet to be developed in any detail although it is estimated that less spending will be incurred during the first quarter of the year.
- 3.40 The intended borrowing strategy for 2023/24 recommends that external borrowing is not taken, but spending will instead be offset against current surplus cash balances, i.e., it will be funded internally, which means that cash-flow forecasts for next year will decrease from current levels.
- 3.41 Environmental Social and Governance investment approach**
- 3.42 **The Climate Emergency:** In 2019 North Somerset Council declared a Climate emergency reflecting the concern that the council has over climate change, and the commitment of the council to address the issue with regards to evaluating the climate change impact of all our decisions. Actions available to be taken by the treasury management function are limited in scope due to the principles of Security, Liquidity and Yield, as set out in the CIPFA Treasury Management Code and MHCLG Investment Guidance, which remain at the heart of local authority treasury decisions and risk management.
- 3.43 **Background:** CIPFA Treasury Management Code 2021 includes the requirement that a council's credit and counterparty policies should set out its policy and practices relating to environmental, social and governance (ESG) investment considerations, although it is not implied that this policy will currently include ESG scoring or other real-time ESG criteria at individual investment level.
- 3.44 Until recently the council recognises that it has had limited choice or options in this area however, some degree of change is expected to happen following the emergence of ESG policies and the increased emphasis on ESG matters in the new Treasury Management Code referred to above. This is where organisations are choosing to bring other considerations into their treasury strategies and decision-making processes and also introduce new investment products or services to the market.
- 3.45 The council will develop a framework for ESG related investments through consultation with the Section 151 Officer, members of the Audit Committee and also the council's treasury management advisors Arlingclose. It is anticipated that the credit rating of security of such deposits would need to remain in line with the wider council policy however, where appropriate and at the council's discretion, some flexibility will be provided to allow for slightly longer durations of investment and potentially lower returns to support the ESG focus. Any investment will be subject to new governance approvals, which will be developed alongside the new ESG policy and framework.

3.46 **The proposed framework:** could consider the following;

- the council's definitions of 'ESG' in relation to investments (remembering that there are no universally accepted definitions or metrics)
- the council's priorities and expected outcomes
- a realistic timeframe
- income expectations (many green funds rely on capital appreciation rather than income noting that regulations in England and Wales do not currently permit local authorities to take capital growth to revenue until the investment is sold)
- ESG approach (screening, the use of exclusions, a comprehensive ban or something more granular)
- the underlying assets of any externally managed pooled funds in the portfolio
- external fund managers' approach to ESG integration
- external fund managers approach to stewardship (i.e., active engagement with the investee companies to improve corporate responsibility and long term sustainability)
- governance and reporting framework including policy approval, monitoring, reporting and risk management.

3.47 Other considerations

3.48 One key theme of ESG investment is that there is now a focus on engagement with companies which are not necessarily environmentally focussed, hence it is less the types of company such a fund will invest in, as opposed to how the fund will use its influence to encourage more ESG focused behaviour. This is known as the engagement approach, which contrasts with the divestment approach that focusses on precluding investment in any company deemed to be weak in ESG matters.

3.49 As noted above, the CIPFA Code sets out a suggested framework for managing treasury management risk. Regarding investment activity, the Code primarily states that public sector organisations should focus on security and portfolio liquidity and seek value for money (minimise net debt costs) within their risk parameters. Most the council's treasury balances must be invested with highly secure institutions, where it is possible to withdraw funds at short notice and the risk of losses to the taxpayer are minimised as much as possible. To fulfil these criteria, the council is currently limited, as detailed in this strategy, to short term deposits with highly rated banks, building societies, money market funds and government institutions such as other local authorities.

3.50 The new Prudential Code also makes it difficult to enter into any new long term investments if the council has a borrowing requirement over the same period. The work that has been done to review the medium-term capital financing requirements of the council, linked to borrowing plans, shows that a large proportion of medium-term funds will be required and would therefore not be available to be locked away.

3.51 Arlingclose was requested to provide an ESG report focused on the ESG-related developments and information available as they relate to the council's cash, money market funds, and strategic pooled fund investments.

3.52 None of the council's current pooled funds are specifically designed as "ESG funds". Most funds, including those the council are already invested in, do engage on ESG

concerns. “ESG funds” will have their own specific approach, which may include exclusion, or specific ESG criteria above and beyond engagement, amongst other things.

- 3.53 Arlingclose also provided an ESG “funds suite” which provides analysis on funds which have ESG, sustainability or responsible practices as an integral part of their objectives, in theory going beyond the integration of ESG risk analysis, which is a standard part of most funds. This may include funds which screen out certain sectors or look to provide environmental solutions or support social best practice or are ‘impact’ funds.
- 3.54 Please note that not all pooled funds, ESG or otherwise, are suitable for local authorities. Funds may be defined as capital expenditure by regulations, requiring an annual charge for minimum revenue provision that may exceed investment returns. Some ESG funds pay little or no income and principally aim for capital growth, but regulations in England and Wales do not currently permit local authorities to take capital growth to revenue until the investment is sold. The asset classes being invested in may not meet authorities’ risk appetite or investment horizon.
- 3.55 **Approach to ESG Treasury investment**
- 3.56 Until the new policy is fully developed and implemented the council will continue to;
- avoid any direct treasury management investments in fossil fuel related companies;
 - engage with advisors to explore and assess the potential for any future investment opportunities in funds with a Renewable Energy & Sustainability focus;
 - maintain funds placed in a “Green Deposit Account”, which is an investment facility that ensures deposits are linked to a wide range of projects in the pursuit of transition to a lower carbon economy. These projects cover a variety of themes including energy efficiency renewable energy, green transport, sustainable food, agriculture and forestry and greenhouse gas emission reductions.
- 3.57 When investing in banks and funds, it is likely the council will seek to prioritise banks that are signatories to the UN Principles for Responsible Banking and funds operated by managers that are signatories to the UN Principles for Responsible Investment, the Net Zero Asset Managers Alliance and/or the UK Stewardship Code.
- 3.58 Direct involvement and financing of green energy projects is treated as capital expenditure, and as such is not covered within the remit of treasury management.
- 5 NON-TREASURY INVESTMENT STRATEGY**
- 3.59 This non-treasury management investment strategy focuses on the council’s service investments and commercial property investments.
- 3.60 Service investments: Loans**

- 3.61 Loans to social enterprises and local businesses may potentially be considered where they contribute to the council's overall objectives, through inclusion in the MTFP, treasury management and capital strategies. Where investment in regeneration and infrastructure in North Somerset clearly support local public services, and stimulate local economic growth, financing may also potentially be considered on projects that offer adequate security and returns, subject to the council having sufficient resources available to it at that time.
- 3.62 The only loan approved to date is an amount of £0.9m lent to a care home provider in 2008. The care provider has subsequently made repayments (including interest) in line with its agreed schedule. The outstanding balance at the time of writing is £0.8m.
- 3.63 Commercial investments: Property**
- 3.64 The council's Commercial Investment Strategy was approved by Council in January 2019. In line with this strategy, the council has made two investments in commercial property to earn investment income, through a combination of rental and car parking income, whilst potentially providing capital appreciation over the long-term.
- 3.65 The investments made under the strategy to date consist of one outright purchase funded from long term borrowing, the North Worle District Centre, and one property acquired under a finance lease, the Sovereign Centre in Weston-super-Mare. Other sums have been set aside for improvements to the Sovereign Centre. There were no purchases or sale of assets during the year.
- 3.66 In February 2021 the Executive approved a revised Sovereign Centre Business Plan, setting out the challenges, opportunities, and a new vision for the property. As part of this Business Plan, some of the vacant retail space within the centre has been converted into office space to diversify away from pure retail use. Funding for this investment came from the Getting Building Fund, which is a government grant with the regional allocation administered by the West of England Combined Authority (Weca).
- 3.67 After servicing costs, fees and borrowing costs, **and after a contribution into the smoothing reserve of £300k**, together these assets are budgeted to breakeven (which is the same position as last year).
- 3.68 Commercial property investments are likely to be less liquid than financial investments, as property may take time to sell in certain market conditions. The council's commercial property investments are considered sufficiently proportionate to its overall investment and borrowing balances to not be likely to significantly impact on the council's overall liquidity position.
- 3.69 The council has no plans to dispose of its commercial investment properties currently.

6 BORROWING STRATEGY

3.70 Local context

3.71 Forecast changes to the capital financing requirement and borrowing forecasts are shown in the balance sheet analysis in the table below.

Table 8: Capital Financing Requirement vs forecast borrowing

| | Forecast 31/3/23 | Estimate 31/3/24 | Estimate 31/3/25 | Estimate 31/3/26 | Estimate 31/3/27 |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | £m | £m | £m | £m | £m |
| Overall CFR* | 189.8 | 207.8 | 232.6 | 263.2 | 295.1 |
| Less: External borrowing ** | 201.8 | 186.2 | 181.1 | 181.9 | 178.1 |
| Positive value Implies: | -12.0 | 21.6 | 51.5 | 81.3 | 117.0 |
| Internal borrowing | | | | | |

*includes capital expenditure included in the Capital Strategy, but not yet approved

**includes finance leases and Ex-Avon loan debt that form part of the Council's total debt

3.72 The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The council's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing.

3.73 The council's Capital Strategy forecasts indicate that it is likely to need to borrow to finance its planned capital expenditure. The decision of whether, and when, to take external borrowing will be made considering current and forecast interest rates. The council may choose to finance this borrowing requirement from its operational cash resources, known as 'internal borrowing'. This reduces interest costs and exposure to other risks.

3.74 CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next three years. The table in para 6.2 above shows that the Authority expects to comply with this recommendation during 2023/24.

3.75 **Sources of borrowing:** the approved sources of long-term and short-term borrowing are:

- a) HM Treasury's PWLB lending facility (formerly the Public Works Loan Board)
- b) Other Local Authorities and Pension Funds (except the Avon Pension Fund)
- c) UK Municipal Bond Agency plc and other special purpose companies created to enable local authority bond issues
- d) Funds administered by the West of England Combined Authority including
 - i) Revolving Infrastructure Fund
 - ii) Local Growth Fund
 - iii) Economic Development Fund
- e) any institution approved for investments (see above)
- f) any other bank or building society on the Financial Services Authority list

3.76 **Other sources of debt finance:** In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:

- a) leases
- b) private finance initiative schemes
- c) sale and leaseback
- d) revolving infrastructure grants

- 3.77 The council's debt portfolio is managed to ensure that the maturity profile will not leave any one future year with a high level of repayments that could present difficulties in refinancing. Fixed rate loans are usually taken to lock into known interest rates, thus protecting against fluctuations and providing certainty when managing and setting the budget.
- 3.78 Whilst the above deals with past or present borrowing requirements, it is also possible to borrow in advance of need where there is a clear business case for doing so and only for the approved capital programme or to finance future debt maturities, as permitted by the guidance. Borrowing in advance of need introduces additional credit and interest risk. Whilst there is no present intention to borrow in advance, all risks will be considered as part of any borrowing decision, should conditions favour such action.
- 3.79 Furthermore, the PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. The council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk.

7 INTEREST RATES AND ECONOMIC OUTLOOK

- 3.80 **Economic background:** The ongoing impact on the UK from the war in Ukraine, together with higher inflation, higher interest rates, uncertain government policy, and a deteriorating economic outlook, will be major influences on the council's treasury management strategy for 2023/24.
- 3.81 The Bank of England (BoE) increased Bank Rate by 0.5% to 3.5% in December 2022. This followed a 0.75% rise in November which was the largest single rate hike since 1989 and the ninth successive rise since December 2021. The December decision was voted for by a 6 3 majority of the Monetary Policy Committee (MPC), with two dissenters voting for a no-change at 3% and one for a larger rise of 0.75%.
- 3.82 The November quarterly Monetary Policy Report (MPR) forecast a prolonged but shallow recession in the UK with CPI inflation remaining elevated at over 10% in the near-term. While the projected peak of inflation is lower than in the August report, due in part to the government's support package for household energy costs, inflation is expected remain higher for longer over the forecast horizon and the economic outlook remains weak, with unemployment projected to start rising.
- 3.83 The UK economy contracted by 0.3% between July and September 2022 according to the Office for National Statistics, and the BoE forecasts Gross Domestic Product (GDP) will decline 0.75% in the second half of the calendar year due to the squeeze on household income from higher energy costs and goods prices. Growth is then expected to continue to fall throughout 2023 and the first half of 2024.

- 3.84 CPI inflation is expected to have peaked at around 11% in the last calendar quarter of 2022 and then fall sharply to 1.4%, below the 2% target, in two years' time and to 0% in three years' time if Bank Rate follows the path implied by financial markets at the time of the November MPR (a peak of 5.25%). However, the BoE stated it considered this path to be too high, suggesting that the peak in interest rates will be lower, reducing the risk of inflation falling too far below target. Market rates have fallen since the time of the November MPR.
- 3.85 The labour market remains tight for now, with the most recent statistics showing the unemployment rate was 3.7%. Earnings were up strongly in nominal terms by 6.1% for both total pay and for regular pay but factoring in inflation means real pay for both measures was -2.7%. Looking forward, the November MPR shows the labour market weakening in response to the deteriorating outlook for growth, leading to the unemployment rate rising to around 6.5% in 2025.
- 3.86 Interest rates have also been rising sharply in the US, with the Federal Reserve increasing the range on its key interest rate by 0.5% in December 2022 to 4.25%-4.5%. This rise follows four successive 0.75% rises in a pace of tightening that has seen rates increase from 0.25%-0.50% in March 2022. Annual inflation has been slowing in the US but remains above 7%. GDP grew at an annualised rate of 3.2% (revised up from 2.9%) between July and September 2022, but with official interest rates expected to rise even further in the coming months, a recession in the region is widely expected at some point during 2023.
- 3.87 Inflation rose consistently in the Euro Zone since the start of the year, hitting a peak annual rate of 10.6% in October 2022, before declining to 10.1% in November. Economic growth has been weakening with an upwardly revised expansion of 0.3% (from 0.2%) in the three months to September 2022. As with the UK and US, the European Central Bank has been on an interest rate tightening cycle, pushing up its three key interest rates by 0.50% in December, following two consecutive 0.75% rises, taking its main refinancing rate to 2.5% and deposit facility rate to 2.0%.
- 3.88 **Credit outlook:** Credit default swap (CDS) prices have generally followed an upward trend throughout 2022, indicating higher credit risk. They have been boosted by the war in Ukraine, increasing economic and political uncertainty and a weaker global and UK outlook, but remain well below the levels seen at the beginning of the Covid-19 pandemic.
- 3.89 CDS price volatility was higher in 2022 compared to 2021 and the divergence in prices between ringfenced (retail) and non-ringfenced (investment) banking entities has emerged once again.
- 3.90 The weakening economic picture during 2022 led the credit rating agencies to reflect this in their assessment of the outlook for the UK sovereign as well as several local authorities and financial institutions, revising them from to negative from stable.
- 3.91 There are competing tensions in the banking sector which could impact bank balance sheet strength going forward. The weakening economic outlook and likely recessions in many regions increase the possibility of a deterioration in the quality of banks' assets, while higher interest rates provide a boost to net income and profitability.

- 3.92 However, the institutions on our adviser Arlingclose's counterparty list remain well-capitalised and their counterparty advice on both recommended institutions and maximum duration remain under constant review and will continue to reflect economic conditions and the credit outlook.
- 3.93 **Interest rate forecast:** The council's treasury management adviser Arlingclose forecasts that Bank Rate will continue to rise in 2022 and 2023 as the Bank of England attempts to subdue inflation which is significantly above its 2% target.
- 3.94 While interest rate expectations reduced during October and November 2022, multiple interest rate rises are still expected over the forecast horizon despite looming recession. Arlingclose expects Bank Rate to rise to 4.25% by June 2023 under its central case, with the risks in the near- and medium-term to the upside should inflation not evolve as the Bank forecasts and remains persistently higher.
- 3.95 Yields are expected to remain broadly at current levels over the medium-term, with 5-, 10- and 20-year gilt yields expected to average around 3.5%, 3.5%, and 3.85% respectively over the 3-year period to December 2025. The risks for short, medium, and longer-term yields are judged to be broadly balanced over the forecast horizon. As ever, there will undoubtedly be short-term volatility due to economic and political uncertainty and events.
- 3.96 For the purpose of setting the budget, it has been assumed that new short-term treasury investments will be made at an average rate/yield of 4.25%. No new long-term borrowing will be undertaken, which means that interest payments will not be required, although MRP will be a factor.

8 OTHER TREASURY MANAGEMENT MATTERS

- 3.97 The CIPFA Code requires the council to include the following in its treasury management strategy:
- 3.98 **Financial Derivatives:** Councils may make use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g., interest rate collars and forward deals), and to reduce costs or increase income at the expense of greater risk (e.g., LOBO loans and callable deposits). The general power of competence in section 1 of the Localism Act 2011 removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e., those that are not embedded into a loan or investment).
- 3.99 In line with the CIPFA Code, the council will seek external advice and will consider that advice before entering into financial derivatives to ensure that it fully understands the implications. The council has no plans to make use of financial derivatives in 2023/24.
- 3.100 **Markets in Financial Instruments Directive:** The council has opted up to professional client status with its providers of financial services, including advisers, banks, brokers, and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the council's treasury management activities, the Section 151 Officer believes this to be the most appropriate status.

1.1 INTRODUCTION

Having adopted both the CIPFA Treasury Management in the Public Services Code of Practice, and the Prudential Code for Capital Finance in Local Authorities, the council is required follow the elements within the Guidance and set 'indicators' which demonstrate that it follows good practice and has implemented and operates within appropriate systems of control before making capital financing and treasury management decisions.

1.2 PRUDENTIAL INDICATORS 'PRUDENTIAL CODE':

The Prudential Code aims to improve the transparency of investment decisions. The Code include the requirement to produce a Capital Strategy, and the inclusion of prudential indicators within the report to allow the reader to understand the forecast the council's overall debt levels, in conjunction with the capital programme and investment decisions, and how this external borrowing will be repaid.

1.2.1 Capital Expenditure

This indicator details the Capital Expenditure to be incurred by the council. The revised programme for 2022/23 and totals for the proposed programmes for 2023/24 to 2026/27, as set out in the Capital Strategy, are shown below.

Table 1.2.1: Capital expenditure in £ millions

| Capital Expenditure | Forecast 2022/23 | Estimate 2023/24 | Estimate 2024/25* | Estimate 2025/26 | Estimate 2026/27 |
|---------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| Total Capital Expenditure | 105.2 | 163.6 | 122.6 | 63.1 | 43.7 |

* There will be some capital expenditure in 2024/25 that arises from a change in the accounting for leases and does not represent cash expenditure. This will be quantified in the 2024/25 strategy.

1.2.1 Capital Financing Requirement

The council's cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP and capital receipts used to replace debt. The CFR is expected to increase by £18m during 2023/24. Based on the forecast figures for expenditure and financing, the council's estimated CFR is as follows:

Table 1.2.2: Estimates of Capital Financing Requirement in £ millions

| | Forecast 2022/23 | Estimate 2023/24 | Estimate 2024/25* | Estimate 2025/26 | Estimate 2026/27 |
|-----------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| CFR | 194.0 | 211.9 | 236.4 | 265.8 | 296.1 |
| Less: CFR re finance leases | 21.70 | 21.30 | 20.9 | 20.50 | 20.10 |
| Less: CFR re ex Avon debt | 11.30 | 10.80 | 10.40 | 10.00 | 9.60 |
| Loans CFR | 161.0 | 179.8 | 205.1 | 235.3 | 266.4 |

* There will be changes to the CFR in 2024/25 that arise from a change in the accounting for leases and does not represent cash expenditure. This will be quantified in the 2024/25 strategy.

Projected levels of the council’s total outstanding debt (which comprises borrowing, leases and transferred debt) are shown below, compared with the capital financing requirement (see above).

1.2.3 Actual external debt and the Capital Financing Requirement

In this indicator, projected levels of the council’s total outstanding external debt (which comprises borrowing and leases) are compared with the Capital Financing Requirement. The Capital Financing Requirement measures the council’s underlying need to borrow for a capital purpose for the current and future year. The actual Capital Financing Requirement as at the year-end is included in each year’s statutory accounts.

Table 1.2.3: Gross external debt and the Capital Financing Requirement in £ millions

| Gross external debt and the Capital Financing Requirement | Forecast 2022/23 | Estimate 2023/24 | Estimate 2024/25* | Estimate 2025/26 | Estimate 2026/27 |
|--|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|
| CFR | 194.0 | 211.9 | 236.4 | 265.8 | 296.1 |
| Total Debt (incl leases & ex-Avon) | 201.8 | 186.2 | 181.1 | 181.9 | 178.1 |

Statutory guidance is that total debt should remain below the Capital Financing Requirement, except in the short-term. As can be seen from the table above, the council expects to comply with this requirement in the medium-term.

1.2.4 Borrowing and the Liability Benchmark

Liability benchmark: To compare the Authority’s actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes that cash and investment balances are kept to a minimum level of £25m at each year-end. This benchmark is currently £8.3m and is forecast to rise to £82.6m over the next three years.

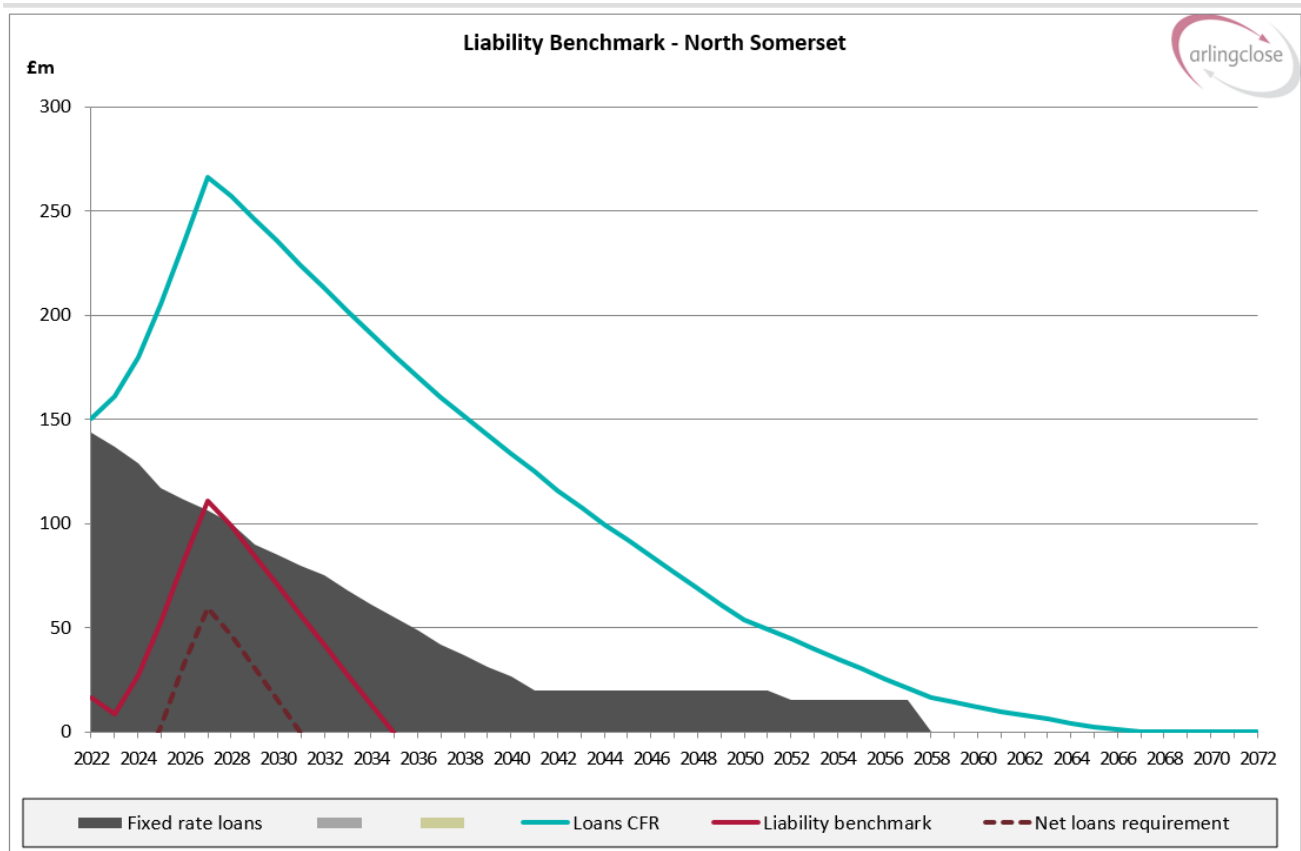
The liability benchmark is an important tool to help establish whether the council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. The liability benchmark itself represents an estimate of the cumulative amount of external borrowing the council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

Table 1.2.4: Borrowing and the Liability Benchmark in £ millions

| Position at 31 March | Forecast 2022/23 | Estimate 2023/24 | Estimate 2024/25* | Estimate 2025/26 | Estimate 2026/27 |
|-------------------------------|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|
| “Loans CFR” from 1.2.2 above | 161.0 | 179.8 | 205.1 | 235.3 | 266.4 |
| Less: Balance sheet resources | -202.7 | -202.7 | -202.7 | -202.7 | -206.9 |
| Net loans requirement | -41.7 | -22.9 | 2.4 | 32.6 | 59.5 |
| Plus: Liquidity allowance | 50.0 | 50.0 | 50.0 | 50.0 | 51.3 |
| Liability benchmark | 8.3 | 27.1 | 52.4 | 82.6 | 110.8 |

The liquidity allowance has been calculated as the strategic pooled funds balance of £10m plus an amount that we don't want cash balances to fall below. This would therefore be around £50m

Following on from the medium-term forecasts in table 1.2.4 above, the long-term liability benchmark assumes no capital expenditure funded by borrowing after 2027/28, minimum revenue provision on new capital expenditure based on a 33-year asset life and income, expenditure and reserves all increasing by inflation of 2.5% a year. This is shown in the chart below together with the maturity profile of the council's existing borrowing:



The chart is indicating that the current debt portfolio (the grey shaded area) is predominantly more than the projected borrowing requirement (the red line, liability benchmark) illustrated where the top of grey area is above the red line. The difference between the two is surplus cash. However, it also indicates that there may be a small c.£4m net borrowing requirement in 2027 (where the red line moves above the grey area).

1.2.5 Authorised borrowing limit and Operational limit

The council is required to set an 'affordable borrowing limit' (also termed the 'authorised limit for external debt') each year. In line with statutory guidance, a, lower, "operational boundary" is also set, as a warning level should debt approach the affordable borrowing limit.

The **authorised limit** is the 'affordable borrowing limit' which the council is required to set in section 3 of the Local Government Act 2003 and cannot be exceeded without acting ultra vires. The authorised limit is set at a higher level than the operational boundary to provide headroom for unexpected borrowing requirements.

The **operational boundary/ limit** should be the council’s best estimate of the most likely, prudent, maximum levels of debt to be held during the years in question. The boundary can be exceeded in the short-term should the council need to undertake temporary borrowing, or debt rescheduling, but should not be exceeded for new long-term borrowing proposals.

Table 1.2.5: Authorised limit and operational boundary for external debt in £ millions

| Authorised limit and operational boundary for external debt | 2022/23 limit | 2023/24 limit | 2024/25 limit | 2025/26 limit |
|--|----------------------|----------------------|----------------------|----------------------|
| Authorised limit – borrowing | 172 | 225 | 220 | 196 |
| Authorised limit – leases & ex-Avon debt | 40 | 40 | 40 | 40 |
| Authorised limit – total external debt | 212 | 265 | 260 | 236 |
| Operational boundary – borrowing | 172 | 208 | 200 | 181 |
| Operational boundary – leases & ex-Avon debt | 35 | 35 | 35 | 35 |
| Operational boundary – total external debt | 207 | 243 | 235 | 216 |

It is currently estimated that long-term borrowing at the end of 2022/23 will be **£169.7m** (PWLB debt £134.4m, Salix £2.3m, Ex Avon loan debt £11.3m, and finance leases £21.7m).

Treasury Management

The council’s Treasury Management Strategy aims to keep sufficient, but not excessive, cash available to meet the council’s spending needs, while managing the associated risks. Surplus cash is invested until required to produce a return, while shortages of cash will be met by borrowing, to avoid excessive credit balances or overdrafts in the bank current account.

The council is typically cash rich in the short-term as revenue income is received before it is spent, but cash poor in the long-term as capital expenditure is incurred before being financed. Due to decisions taken in the past, the council currently has £176.7m external borrowing, charging an average interest rate of 4.0%, and £171m treasury investments, earning an average rate of 2.13%.

1.2.6 Affordability - Ratio of Financing Costs to Net Revenue Stream

Although capital expenditure is not charged directly to the revenue budget, interest payable on loans, the MRP, and loans fund repayments are charged to revenue, offset by any investment income receivable. The net annual charge is known as the council’s financing costs. In this indicator, financing costs are compared to the net revenue stream i.e., the amount funded from Council Tax, business rates and general government grants, to provide a measure of the affordability of the council’s forecast borrowing.

Table 1.2.6: Proportion of financing costs to net revenue stream

| | Forecast 2022/23 | Estimate 2023/24 | Estimate 2024/25 | Estimate 2025/26 | Estimate 2026/27 |
|-------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Net Financing costs (£m) | £11.2m | £12.2m | £13.0m | £14.1m | £15.2m |
| Proportion of net revenue (%) | 6.0% | 5.8% | 5.9% | 6.1% | 6.2% |

The Treasury Management and investment indicators are included in this report below.

1.3 TREASURY MANAGEMENT INDICATORS: 'TREASURY CODE'

The council measures and manages its exposures to treasury management risks using the following indicators.

1.3.1 Security: Credit risk indicator

The council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Table 1.3.1: Credit risk indicator:

| Credit risk indicator | Target |
|--------------------------------|--------|
| Portfolio average credit score | 6.1 |

1.3.2 Interest rate exposures

This indicator is set to control the council's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interest rates will be:

Table 1.3.2: Interest rate risk indicator:

| Interest rate risk indicator | Limit (£m) |
|--|------------|
| Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates | 1.0 |
| Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates | 1.0 |

The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at new market rates.

1.3.3 Maturity structure of borrowing

Refinancing risk is the risk that a borrower cannot refinance by borrowing to repay existing debt. To address this risk, limits are set of the proportions of the council's borrowing which are due to fall due in specified periods.

Table 1.3.3: Upper & lower limits on borrowing maturities, as a % of total borrowing:

| Maturity Structure of Borrowing | Upper | Lower |
|---------------------------------|-------|-------|
| Under 12 months | 50% | 0% |
| 12 months and within 24 months | 30% | 0% |
| 24 months and within five years | 40% | 0% |
| 5 years and within 10 years | 50% | 0% |
| 10 years and above | 100% | 0% |

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

1.3.4 Long-term treasury management investments

The purpose of this indicator is to control the council’s exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management investments will be:

Table 1.3.4: Long term treasury management investments in £ millions:

| Price risk indicator | 2023/24 | 2024/25 | 2025/26 |
|--|---------|---------|---------|
| Limit on principal invested with maturities longer than 365 days beyond year end | £50m | £40m | £40m |

Long-term investments with no fixed maturity date include strategic pooled funds but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

1.4 **NON-TREASURY MANAGEMENT INDICATORS: ‘INVESTMENT GUIDANCE’**

The council has set the following quantitative indicators to allow elected members and the public to assess the council’s total risk exposure resulting from its investment decisions.

1.4.1 Total risk exposure

The first indicator below shows the council’s total exposure to potential investment losses. This includes amounts the council is contractually committed to lend but have yet to be drawn down and guarantees the council has issued over third-party loans.

Table 1.4.1: Total investment exposure in £ millions

| Total investment exposure | Actual Held as at 31/03/22 £m | Forecast Held as at 31/03/23 £m | Forecast Held as at 31/03/24 £m |
|-----------------------------------|----------------------------------|------------------------------------|------------------------------------|
| Treasury management investments | 177.0 | 150.0 | 130.0 |
| Service investments: Loans | 0.8 | 0.8 | 0.8 |
| Commercial investments: Property* | 32.6 | 32.6* | 32.6* |
| TOTAL EXPOSURE | 210.4 | 183.4 | 163.4 |

* Commercial investment properties are re-valued annually by the council’s valuers - valuations as at 31/3/23 are not yet available and cannot be forecast with reasonable certainty.

Significant uncertainty also applies to the valuation of commercial property investments during the current economic environment.

1.4.2 How investments are funded

Current government guidance is that these indicators should include how investments are funded. Since the council does not normally associate particular assets with particular liabilities, this guidance is difficult to comply with.

In accordance with best professional practice, North Somerset Council does not associate its borrowing with particular items or types of expenditure. The council manages its treasury position, borrowings, and investments in accordance with its approved Treasury Management Strategy and practices. In day-to-day cash management, no distinction is made between revenue cash and capital cash. External borrowing arises because of all the

financial transactions of the council, and not simply those arising from capital spending. The council may choose to finance capital expenditure from its existing operational cash resources, rather than undertaking external borrowing, to minimise interest costs.

1.4.3 Rate of return received on investments

This indicator shows the investment income received less the associated costs, including the cost of borrowing where appropriate, as a proportion of the sum initially invested. Note that due to the complex local government accounting framework, not all recorded gains and losses affect the revenue account in the year they are incurred.

Table 1.4.3: Investment rate of return (net of all costs)

| Investments net rate of return | Actual 2021/22 % | Forecast 2022/23 % | Forecast 2023/24 % |
|---------------------------------------|---------------------------------|-----------------------------------|-----------------------------------|
| Treasury management investments | 0.37 | 1.65 | 2.30 |
| Service investments: Loans | 2.36 | 4.29 | 5.64 |
| Commercial investments: Property | -0.70 | 0.00 | 0.00 |
| ALL INVESTMENTS | 0.35 | 1.23 | 1.70 |

Treasury management risk register

Appendix 3

| Risk | Impact | Probability | Unmitigated risk | Mitigating arrangements: | Revised probability | Residual risk |
|--|--------|-------------|------------------|---|---------------------|---------------|
| Credit risk - Loss of principal and/or interest due to counter-parties not being able to meet principal / interest payments as they fall due. Includes losses due to 'bail in' requirements. - Potential delays in being able to access funds. - Emerging markets carry a higher risk of financial loss than more developed markets, as they may have less developed legal, political, economic or other systems. | 5 | 4 | 20 | - Measurement of risk (use of credit ratings, CDS spreads, balance sheet analysis). - Monitoring of TM advisor advice, news, discussions with brokers, and reacting to events (eg both trading and regulatory). - Setting appropriate lending limits per counter-party re amounts, period and country of investment. - Diversification between lenders, lender types, countries. - Exposure to equity and tradable debt instruments only through diversified funds. | 3 | 15 |
| Liquidity risk - Running out of accessible cash, leading to inability to make payments as they are due. - Needing to borrow at higher cost than otherwise available. - Needing to sell assets / investments at short notice / at lower prices. - Not having available counter-parties to invest in. | 4 | 2 | 8 | - Daily cash flow forecasting. - Overdraft facility agreed. - Ready access to sources of cash from eg PWLB, other local authorities and banks and building societies. - Holding investments that can be readily realised. | 1 | 4 |
| Interest rate risk - Increasing interest rates lead to increase in cost of fixed rate and variable rate borrowing. - Decreasing market value of tradable fixed income investments (e.g. bonds) when interest rates rise. - Falling interest rates lead to lower return - Re-financing risk - Falling borrowing interest rates mean opportunity to re-finance borrowing at lower cost missed. - The use of derivatives may increase overall risk, by magnifying the effect of both gains and losses, leading to large changes in value and potentially large financial loss. | 4 | 5 | 20 | - Monitoring of TM advisor advice, news, discussions with brokers re economic outlook, and expected interest rate movements. - Taking into account uncertainty in future outcomes. - Monitoring of available / emerging sources of borrowing. - Maintaining suitable mix of fixed and variable interest rates for borrowing and investments. - Maintaining mix of maturity dates. - Monitoring of cost of re-financing borrowing compared to potential savings - Diversification of investment types. - Exposure to tradable debt instruments only through diversified funds. - Restriction of use of derivatives to stand-alone instruments that can be clearly demonstrated to reduce overall risk. | 4 | 16 |
| Inflation risk - The value of cash balances is eroded over time due to inflation (notably when interest rates on investments are lower than inflation) | 4 | 4 | 16 | - Monitoring of TM advisor advice, news, discussions with brokers re economic outlook, and expected inflation and related interest rate movements. - Identify balances not likely to be needed in the short term for operational cash flows, and invest these balances in longer term to generate sufficient income to at least match inflation. | 3 | 12 |
| Currency risk - The risk of loss from fluctuating foreign exchange rates when an investor has exposure to foreign currency or in foreign-currency-traded investments | 1 | 0 | 0 | - Local authorities are not allowed to borrow or invest in foreign currencies. All transactions must be in sterling. | 0 | 0 |
| Regulatory and political risk Risk that changes in regulations or legislation may have an adverse impact on the Council's finances, including: - Brexit - leads to uncertainty in the economic outlook, and hence uncertainty over future interest rates and economic growth, and hence inflation, and government expenditure. - Changes in PWLB / other borrowing rates impact on the Council's borrowing costs - Changes in PWLB regulations limit availability/criteria of borrowing. - Changes in MIFID 2 regulatory requirements may increase costs and decrease access to markets. | 3 | 4 | 12 | - Monitoring of TM advisor advice, news, discussions with brokers, and reacting to events (eg both trading and regulatory). - On-going professional training and development of treasury management officers. - On-going training and updates to members on Treasury Management. - Regular review and update of overall Treasury Management Strategy. - Regular review and update of mix of borrowing and investments held to ensure the portfolio continues to meet the objectives of the Treasury Management Strategy. | 3 | 9 |

Key: Scores: 1 (Lowest)-5 (Highest)

When developing a new investment policy and governance framework for any type of treasury investments there are a great many factors to consider. The council will ensure that the strategy for new ESG investments will ensure full compliance with complex legislation and also seek to mitigate the significant risks associated with investing taxpayers' money.

Some of the considerations that may feature in the formulation of the new ESG investment strategy are listed below, although the list is not intended to be comprehensive and may be expanded during later discussions as further suggestions are made, or may be refined if elements do not meet the councils' core objectives.

- **External governance**, e.g., legal requirements defined by statute, accounting requirements and government expectations, best practice, e.g.;
 - Refer to Section 6 of the main body of the report
 - Local Government Act 2003 (various)
 - CIPFA - Guidance, TM and Risk Management toolkits, TM frameworks and roadmaps
 - The UK Stewardship Code - Financial Reporting Council (FRC)
 - Task Force for Climate Related Disclosure - TCFD
 - UN Principles for Responsible Investment (UNPRI.org)
- **Setting clear objectives**
 - Investment limits – i.e., ESG investments will not exceed £6m
 - Net Real Total Return - i.e., > 0%
 - Security - i.e., no more than 4% total drawdown
 - Liquidity - i.e., ability to realise within 1 month
 - Yield - i.e., CIPFA / impact on revenue budge)
 - Statement of Responsible Investing (RI)
 - ESG – e.g., 5 star rating
 - Transparency - i.e., fund components specified and RI / ESG rated
 - Asset provider size, longevity, credit worthiness, fees
 - Counterparty selection criteria - i.e., credit rating triple A
 - Counterparty limit
 - Country limit
 - Regulations compliance measures - i.e., conforms with criteria
 - Risks management, understanding and risks ranges willing to take
 - Define the entry strategy and criteria
 - Define the end game, strategy, and criteria for getting out, de-risking
- **Investment strategy** – types of products / investments / assets
 - Cannot fall into definition of capital expenditure – must be a treasury investment
 - Asset strategy selection criteria and allocations
 - Protection, e.g., Bonds limited to % allocation
 - Diversifiers, e.g., could be infrastructure or property
 - Growth expectations
 - Geographic constraints
 - Markets and choice of assets, e.g., Funds, unit trusts, CCLA
 - Implementation strategy
- **Governance**
 - Risk management

- Oversight and scrutiny
- Framework
- Monitoring and reporting
- Knowledge, experience and training
- Best practice
- S151 responsibilities
- Reporting framework – frequency, risks, returns, objectives

- **Risk assessment and management**
 - Interest rates
 - Counterparty
 - Country
 - Inflation
 - Market

Authorised Limit – the maximum amount of external debt at any one time in the financial year.

Bank Rate – the Bank of England base rate.

Capital Financing Requirement – financing needs of the council – i.e., the requirement to borrow.

CIPFA - the Chartered Institute of Public Finance and Accountancy. The institute is one of the leading professional accountancy bodies in the UK and the only one which specialises in the public sector. It is responsible for the education and training of professional accountants and for their regulation through the setting and monitoring of professional standards. Uniquely among the professional accountancy bodies in the UK, CIPFA has responsibility for setting accounting standards for a significant part of the economy, namely local government. CIPFA's members work, in public service bodies, in the national audit agencies and major accountancy firms.

CLG – Communities and Local Government – see MHCLG.

Counterparty – the organisation the council is investing with.

Credit Rating – an assessment of the credit worthiness of an institution.

Creditworthiness – a measure of the ability to meet debt obligations.

ESG – Environmental, Social and Governance based investment decisions.

Finance Lease - a finance lease is a lease that is primarily a method of raising finance to pay for assets, rather than a genuine rental. The latter is an operating lease. The key difference between a finance lease and an operating lease is whether the lessor (the legal owner who rents out the assets) or lessee (who uses the asset) takes on the risks of ownership of the leased assets. The classification of a lease (as an operating or finance lease) also affects how it is reported in the accounts.

Gilts – long term fixed income debt security (bond) issued by the UK Government and traded on the London Stock Exchange.

LIBID – London Interbank BID Rate – the interest rate at which London banks are willing to borrow from one another.

MHCLG – Ministry of Housing, Communities and Local Government. The Government department that sets policy on supporting local government, communities and neighbourhoods, regeneration, housing, planning building and the environment and fire. The name for this Government department has recently changed and is now known as **DLUHC**, which is the **Department for Levelling Up, Housing and Communities**.

Minimum Revenue Provision - the minimum amount which must be charged to an authority's revenue account each year and set aside towards repaying borrowing.

Money Market - the market in which institutions borrow and lend.

Money Market Rates – interest rates on money market investments.

Ninety-One – one of the council's cash managers who invest in multi-asset funds. They were previously known as Investec.

Operational Boundary – the most likely, prudent but not worst-case scenario of external debt at any one time.

Pooled Funds – investments are made with an organisation who pool together investments from other organisations and apply the same investment strategy to the portfolio. Pooled fund investments benefit from economies of scale, which allows for lower trading costs per pound, diversification, and professional money management.

Prudential Code – a governance procedure for the setting and revising of prudential indicators. Its aim is to ensure, within a clear framework, that the capital investment plans of the council are affordable, prudent, and sustainable and that treasury management decisions are taken in accordance with good practice.

Prudential Indicators – indicators set out in the Prudential Code that calculates the financial impact and sets limits for treasury management activities and capital investment.

PWLB (Public Works Loans Board) - a central government agency which provides long and medium-term loans to local authorities at interest rates only slightly higher than those at which the Government itself can borrow. Local authorities can borrow to finance capital spending from this source.

Sovereign – the countries the council can invest in.

Tradition UK Ltd – is one of the council's cash managers who manage £10m of investments on our behalf. Tradition place funds in fixed term cash deposits with a range of financial institutions.

Treasury Management – the management of the council's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risk associated with those activities and the pursuit of optimum performance with those risks.

Treasury Management Practices – schedule of treasury management functions and how those functions will be carried out.

Variable Net Asset Value money market funds – the principal invested may fluctuate below that invested.

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North Somerset Council

Report to the Executive

Date of Meeting: 8 February 2023

Subject of Report: Capital Strategy 2023_2028 and capital budget for 2023/24

Town or Parish: All

Officer/Member Presenting: Ashley Cartman, Executive Member for Corporate Services

Key Decision: YES

Reason: The council will incur expenditure in excess of £500,000 and spending covers more than two wards.

Recommendations

The Executive are asked to: -

- 1) Recommend to Council for approval the following: -
 - a. The capital strategy 2023/24 to 2027/28 as outlined in the Executive Summary and detailed in Appendix 5,
 - b. An increase to the capital programme of **£137.554m** for a range of new investments proposals as detailed in Section 4.2, and Appendix 3, subject to confirmation of grant funding allocations,
 - c. To approve the Commissioning Plan detailed in Appendix 4 for the procurement of the programme delivery plans associated with the Strategic Placemaking Projects (Levelling Up and Cultural Development Fund) outlined in Section 4.2,
 - d. Delegate authority to the S151 Officer for the approval and increase to the capital programme of up to **£9.614m** for the Strategic Placemaking & Development Programme schemes outlined in Section 4.3, subject to confirmation of grant funding,
 - e. Delegate authority to the S151 Officer, for the period 30 March 2023 – 31 May 2023, to approve Procurement Plans up to **£5m** for the Strategic Placemaking and Development Programme Schemes outlined in Section 4.3 to ensure delivery of the programme can meet funding timescales,
 - f. Delegate of authority to the S151 Officer for the approval of the Commissioning and Procurement Plan for Clevedon school grant funded scheme,
- 2) Note the revised borrowing impact within the capital programme of **£60.120m** for the period 2023/24 to 2027/28 as detailed in Section 4.3, which will increase the council's overall borrowing requirement to **£160.992m** over the period,

- 3) Delegate the approval for the detailed highways programme to the Assistant Director for Neighbourhoods and Transport in consultation with the Executive Member for Transport and Highways,
- 4) Approve the amendments to the capital budget for 2022/23 as detailed in Appendix 2.

1. Summary of Report

The Capital Strategy outlines the council's approach to capital investment over the short, medium and longer term and gives a high-level overview of how capital expenditure activity contributes to the provision of local public services within the area. We will use these resources to support our children and young people, tackle the climate emergency and invest in our communities and infrastructure, whilst aiming to strengthen the delivery of our basic services.

The report aims to update residents about the investment that has previously been agreed and is currently being delivered within communities, and also shares information about brand new investment that will happen in the future. One example of this relates to the Governments' Levelling Up agenda which has provided a cash boost to Weston-super-Mare as part of an ambitious placemaking vision for the town.

The £20m investment will be used to focus on several high-profile sites across Weston's town centre and seafront, transforming the culture, leisure and retail experience for residents, business, and visitors. This will help reinvent iconic heritage buildings, support local businesses, create new jobs, and deliver a year-round experience-led economy for the future.

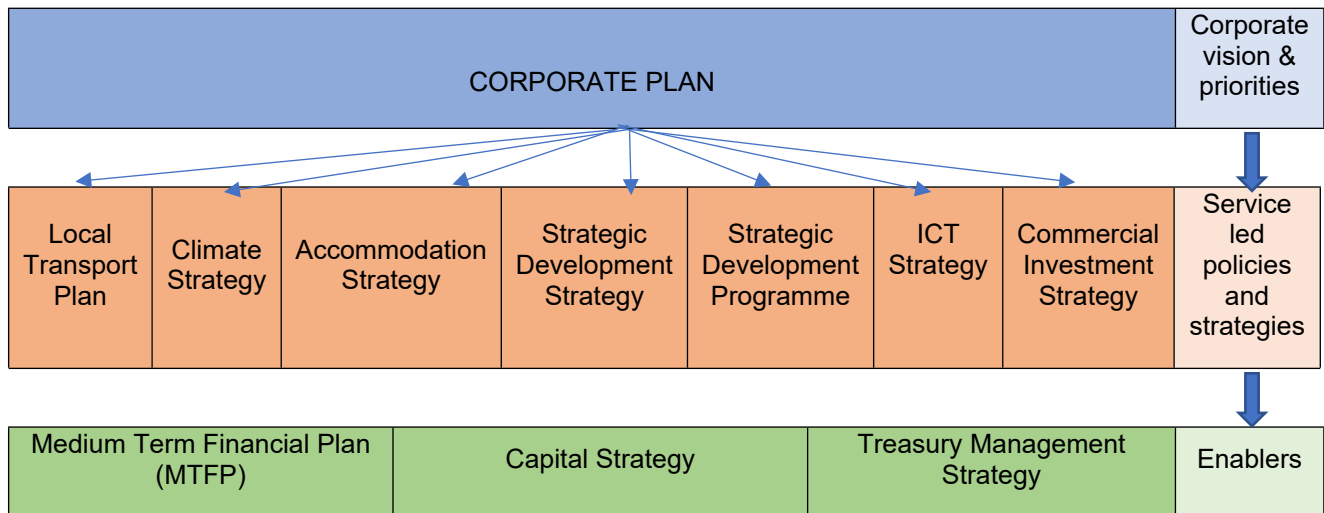
Other areas of new investment are also described throughout the report to ensure that North Somerset remains a great place to live, learn, work and play.

2. Policy

The Prudential Code for Capital Finance in Local Authorities was developed by CIPFA to support local authorities in taking decisions in capital investments. Key objectives within this Code are to ensure that local authorities capital investment plans are affordable, prudent, and sustainable, and that associated treasury management decisions are taken in accordance with good professional practice and that local strategic planning, asset management planning and proper option appraisals are fully supported.

The Code requires Council to approve an annual capital strategy as part of its budget setting process. The purpose being to demonstrate that capital expenditure and investment decisions are in line with service objectives, and that the plans are affordable and sustainable, with the resulting revenue impacts fully integrated within the annual budget setting process. The council must also review and approve a series of prudential indicators which provide an assessment of the spending and financing plans on key metrics.

The council's capital strategy matches the council's priorities and planned service requirements with funding projections and asset management considerations. It is very much an overarching strategic plan and is closely linked to other key plans and strategies as depicted in the graphic below.



The council recognises that decisions made this year on capital spend and financed through its associated treasury management activities, will have financial consequences for the council for many years into the future. They are therefore subject to both a national regulatory framework and to local policy framework, as summarised throughout this report.

3. Executive Summary of our Capital Strategy

3.1. Introduction

North Somerset Council continues to have ambitious plans for investment in the region which will deliver sustainable projects with a tangible benefit to our communities. Alongside investment plans for infrastructure, housing and economic generation we recognise that we also need to maintain the assets that support delivery of our core services and facilities, such as schools and roads, to ensure these are fit for the future.

We understand that our Capital programme must be affordable over the long term and align with our commitments to be Open, Fair and Green.

This document outlines how we will make the best use of our finite resources, how we will prioritise investment needs and opportunities and how we will approach funding these projects to deliver sustainable outcomes. The development of a capital strategy is complex and recognises that the council also has an opportunity to generate income to support its spending plans, through both the submissions of bids to external funders and also from the sale of its assets, usually land and buildings, and utilise these capital grants and receipts to support future elements of the wider programme.

Whilst the report describes some of the key projects we will be working in the short-term, the Strategy ensures that capital planning proposals will continue to be developed and updated over time as more information is known.

3.2. Sustainable budget setting

Capital investment needs to be funded from revenue budgets via feasibility, costs of borrowing and making provision for repayment. We have ambitious plans, but finite resources. Our revenue budgets are increasingly pressurised by reduced funding, increasing demand and costs for delivering essential council services. Each pound that we borrow costs the Council up to 10% per year to finance (this is increasing due to interest rate changes) and therefore it is vital that we assess these costs in the context of our medium-term financial planning. This has been made more challenging by uncertainty over government funding and ringfencing of uplifts to adult social care; inhibiting our ability to make longer term plans and introducing the risk that capital schemes agreed now become unaffordable in future years.

Lack of sustainable budget funding and the need to demonstrate value for money mean we may need to make difficult decisions about how we prioritise investment. We need to consider our asset base and how we prioritise projects, which may result in asset divestment and deprioritising projects which cannot demonstrate a long-term sustainable impact. We also know that we have a backlog of maintenance needs. We operate in a different world post-Covid and, in some cases, there is reduced demand for assets (such as office accommodation) which accelerates the case for rationalising our estate.

We also need to ensure that projects which can achieve long term benefits to our communities are considered on merit and for potential return on investment, so distinct funding will be allocated to enhancement via development and match funding plans. The council has a successful track record of securing Government Funding with over £150m secured so far across the 2020-2025 period and even more is planned. The council has recently been awarded a further £20m of funding through the Governments' Levelling Up Fund and awaits to hear the results of other funding bids to support relating to the Cultural Development Fund and Special Educational Needs.

Our target is to be a net-zero Council by 2030, to achieve this we need to ensure that carbon impacts of our investments are made clear and evaluated through options appraisal. Carbon impact will become a core element of our decision making and funding will be made available to support our climate change objectives.

Capital expenditure needs to align with the aims and priorities of the council and reflect existing policies such as our Active Travel schemes and Health and Wellbeing Strategy. The council has recently introduced a framework to better evaluate the social value of our procurements and these themes, outcomes and measures will be used to support our objectives.

As we increase our levels of investment, we recognise the need to ensure robust governance is in place to promote clarity and consistency of decision making and demonstrate value. Measures are in place to ensure that the new governance framework and underlying monitoring and evaluation processes continue to be embedded across the organisation.

Since the Capital Strategy for 2022/23 onwards was set, the forecasts linked to the capital monitoring process show that the council is facing significant inflationary impacts for some of the projects within the current programme and so further work is underway to quantify the potential scale of these risks. The need to make significant savings within the revenue budget has also had an impact on the ability to finance our capital schemes.

This means that decisions must be taken to prioritise and manage the inflationary impacts within the current programme and inform decisions to deliver new capital investment projects within the short-term. A detailed assessment of the current programme has been carried out

which has looked to either re-phase or remove areas of non-essential spending in order to generate a financial saving within the revenue budget forecasts.

This approach means that whilst some additional council resources are available to support capital spending, they are likely to be at lower levels than in the current year.

3.3. How we will prioritise and build the capital programme

Given the need to consider the level of new council funding that will be available to support spending in the future, additions to the capital programme for the coming year will need to be prioritised to ensure that plans remain affordable. It is proposed that the council will apply the following criteria through our processes:



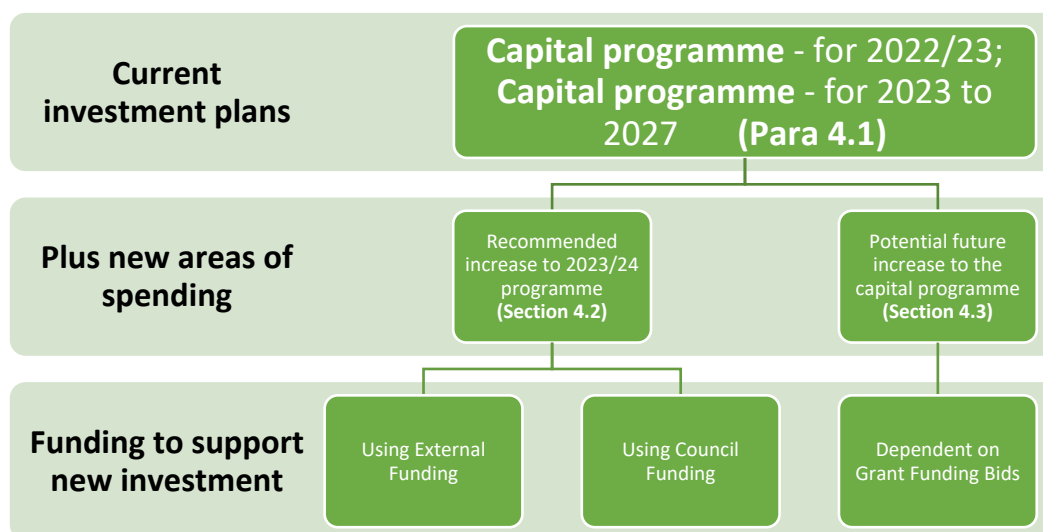
As a result, the **new capital strategy for 2023/24** proposes that additional capital spending will be focused on;

- projects which have ring-fenced external funding, such as maintenance of the highways network, bus service improvement plan,
- spending on maintaining schools and providing additional places, enabling residents to stay in their homes by providing disabled facilities grants and providing funding for more affordable housing,
- projects that actively support the council’s essential operational service delivery, such as investment in ICT provision,
- further investment in the maintenance of our roads, buildings, leisure facilities, or library assets to ensure that they are fit for purpose.
- projects that deliver a positive financial outcome from a business case

Whilst this report provides specific focus on decisions that will be implemented from April 2023, new areas of spending will be incorporated into the councils’ existing capital planning framework, thereby building and expanding the capital programme so that it includes all of our investment plans in one place.

4. Building the Capital Programme

Section 4 of the report provides details of how the council builds its capital programme across the period of the Strategy and the graphic below provides an overview of each stage.



4.1. The council's current capital programme 2022 to 2027 - £385.164m

As noted above the council has previously approved ambitious spending plans of over £385m which cover the period 2022-2027, and work is already underway to deliver many of these projects, with investment of over £105m expected in the current financial year.

The capital programme, which is regularly updated, has increased significantly over the past 18 months, reflecting a wide range of community-based investment encompassing many aspects of council services.

A complete listing of all projects included within the current capital programme can be seen in **Appendix 1**, and **Appendix 2** shows further changes to the 2022/23 programme that require approval as part of this report.

A summary of the current capital programme and its' funding is highlighted in the tables below along with examples of our more strategic investment plans.

| Table 1: Approved Capital Programme Spending - as at 31 December 2022 | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | TOTAL £'000 |
|--|------------------|------------------|------------------|------------------|------------------|------------------------|
| Place Directorate | | | | | | |
| MetroWest Rail | 2,721 | 11,736 | 26,756 | 50,394 | 30,376 | 121,983 |
| HIF - Banwell Bypass & Infrastructure | 4,386 | 30,477 | 25,349 | 0 | 0 | 60,212 |
| BSIP - Bus Service Improvement Plan | 1,805 | 24,358 | 21,820 | 0 | 0 | 47,983 |
| Local Transport Plan Projects, incl Pot Holes | 13,665 | 1,530 | 0 | 0 | 0 | 15,195 |
| All other Place directorate projects | 25,924 | 18,941 | 1,929 | 0 | 0 | 46,794 |
| Children's Services | | | | | | |
| HIF - Winterstoke Hundred Academy Expansion | 19,078 | 7,600 | 0 | 0 | 0 | 26,678 |
| Baytree Special School | 16,899 | 0 | 0 | 0 | 0 | 16,899 |
| All other Children's services projects | 6,686 | 4,650 | 600 | 0 | 0 | 11,936 |
| Adult Social Care & Housing projects | 9,297 | 3,881 | 3,881 | 0 | 0 | 17,059 |
| Corporate Services projects | 4,714 | 9,579 | 1,133 | 0 | 5,000 | 20,426 |
| TOTAL - CURRENT CAPITAL SPENDING | 105,174 | 112,753 | 81,468 | 50,394 | 35,376 | 385,164 |

| Table 2: Approved Capital Programme Funding - as at 31 December 2022 | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | TOTAL £'000 |
|---|------------------|------------------|------------------|------------------|------------------|------------------------|
| Grants and Contributions | 83,005 | 94,206 | 77,318 | 16,882 | 0 | 271,411 |
| Unsupported Borrowing | 17,869 | 16,219 | 2,253 | 29,155 | 35,376 | 100,872 |
| Capital Receipts - ring-fenced | 1,651 | 1,500 | 1,562 | 0 | 0 | 4,714 |
| Revenue Contributions and Reserves | 2,648 | 827 | 336 | 4,357 | 0 | 8,168 |
| Other Capital Resources | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL - CURRENT CAPITAL FUNDING | 105,174 | 112,753 | 81,468 | 50,394 | 35,376 | 385,164 |

Large or notable investment projects currently being delivered within communities are listed below;

- **£122m** of investment to complete the design phases of the Metro West Rail project, up to and including the Development Consent Order phase, as well as approval for delivery and implementation of the scheme.
- **£97m** of investment linked to the design and build of Banwell bypass, village and local area road improvements and local utility upgrades, as well as delivery of a new 900-place secondary school, all of which will be funded from Homes England via their Housing Infrastructure Fund (HIF) grant scheme.
- **£48m** of capital investment to deliver the Bus Service Improvement Plan (BSIP), enabling the council to rapidly transform the efficiency and effectiveness of bus services across the North Somerset area, delivering bus traffic signal priority along all key bus routes, new interchanges and upgrades to bus shelters, rapid charging facilities and integration of cycling facilities at key bus stops.
- the ongoing maintenance of existing road networks, as well as the creation and enhancement of major infrastructure, works to replace the bridge along Winterstoke Road and the early stages of improvements to the A38 network.
- continued investment of £2.3m in Weston to Clevedon Cycleway, creation of a cycle link between Weston-super-Mare and Clevedon by constructing an off-road cycleway between Wick Lane, Wick St Lawrence to Yeo Bank Lane, Kingston Seymour (linking existing quiet roads and other short sections of paths).
- schemes designed to create or improve infrastructure, facilities and other assets which benefit communities and neighbourhoods such provision of parks and play areas, improvements along the seafront in Weston, improvements to some of our libraries and parks and play areas across the district, and also providing match funding for facilities owned by local groups.
- projects to support delivery of core educational services, including £17m linked to the provision of the new Baytree Special School, as well as other funding to extend existing schools to facilitate the increasing demand for places.
- capital grant allocations to providers and other stakeholders to fund affordable housing schemes across North Somerset or directly influence affordable housing delivery. Grants are also paid to individual residents so that they can make adaptations to their homes enabling them to continue to live independently, and investment in Technology Enabled Care projects, again to support independent living.
- ongoing maintenance, compliance and improvements to schools, office buildings, leisure facilities and ICT systems and infrastructure.

4.2. New investment to be included within the capital programme - £137.554m

As noted above, the council has an iterative capital planning process which means that it is regularly updated with new proposals brought into the programme where they can demonstrate that they;

- support service delivery need,
- meet the council's strategic investment priorities and objectives,
- are supported by a proven business case, and
- also have an agreed source of funding in place

The table below provides a summary of **new investment** plans that have passed through the required feasibility and validation stages and have been assessed as ready for approval into the capital programme, with spending to start in the new year.

The individual new investment proposals have been reviewed and grouped into the council's investment themes as these help to describe the council's priorities, for example investing in our children and young people and our communities and tackling the climate emergency.

One example of the council's new capital spending plans relates to the Levelling Up agenda, which is a national initiative designed to invest in infrastructure that improves everyday life across the UK.

The prospectus for the Fund indicated that funding would be given to support town centre and high street regeneration, local transport projects, and cultural and heritage assets and so the council submitted a bid through its Strategic Placemaking and Development team. The bid was successful and on 19th January the Department for Levelling Up and Communities confirmed that the council has been awarded a total of £19,979,570.

This money will be used to fund a package of placemaking measures for Weston-super-Mare, centred on the themes of;

- Boosting the visitor economy by investing in much-loved but deteriorating heritage assets to create national visitor attractions and creative hubs,
- Reinvesting and diversifying Weston town centre, supporting the creative economy, independent retailers and food & drink innovators,
- Delivering wayfinding and quick win public realm improvements to increase footfall and spend and boost local pride in the quality of our environment

Investments would be focused on:

- Repairs & improvements to the Tropicana, particularly focusing on the outside arena area,
- Supporting the restoration of Birnbeck Pier and its buildings,
- Completing the restoration of Marine Lake,
- Refurbishing and re-purposing vacant high street units owned by the council,
- Wayfinding and public realm improvements, including improvements to Grove Park

The council will be required to provide £2.4m match funding towards the projects, this funding is already included within the current capital programme.

A summary of the total new spending is provided in the table below although further information on each of the individual projects has been included within **Appendix 3**.

| Table 3: New Approvals into the Capital Programme for 2023-2028 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|--|------------------|------------------|------------------|------------------|------------------|------------------------|
| Children & young people | 13,807 | 13,155 | 2,155 | 150 | 0 | 29,267 |
| Delivering better basic services | 31,631 | 21,586 | 3,060 | 526 | 0 | 56,803 |
| Investing in our communities | 10,970 | 12,980 | 0 | 0 | 0 | 23,950 |
| Tackling the climate emergency | 440 | 615 | 440 | 440 | 0 | 1,935 |
| Other investments, incl statutory functions | 5,041 | 2,776 | 7,016 | 7,166 | 3,600 | 25,599 |
| TOTAL - NEW CAPITAL SPENDING PLANS | 61,889 | 51,112 | 12,671 | 8,282 | 3,600 | 137,554 |

| | | | | | | |
|------------------------------------|---------------|--------|--------|-------|-------|----------------|
| Grants and Contributions | 52,463 | 20,471 | 0 | 0 | 0 | 72,934 |
| Unsupported Borrowing | 9,426 | 30,641 | 11,171 | 6,782 | 2,100 | 60,120 |
| Capital Receipts | 0 | 0 | 1,500 | 1,500 | 1,500 | 4,500 |
| TOTAL - NEW CAPITAL FUNDING | 61,889 | 51,112 | 12,671 | 8,282 | 3,600 | 137,554 |

Funding arrangements have also been included within the table above as it is important for the council to confirm that it has secured sufficient resources to pay for the spending as part of the approval process, to avoid spending at risk.

The proposed new spending will result in an additional borrowing requirement of £60.120m across the period of the programme, with £9.4m of this being required in 2023/24. The borrowing assumptions have been included within the Treasury Management Strategy report, and also within the Medium Term Financial Plan report, both of which are being considered elsewhere on the agenda for this meeting

Once these new projects are brought into the capital programme, the council will have increased its investment plans to over £522m across the Strategy period, as confirmed in the table below.

| Table 4: Approved Capital Expenditure for 2022-2028 | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------------|
| Place | 48,500 | 127,873 | 111,185 | 54,044 | 31,492 | 0 | 373,093 |
| Children's Services | 42,663 | 25,906 | 13,605 | 2,005 | 0 | 0 | 84,179 |
| Adult Social Care and Housing | 9,297 | 6,242 | 4,581 | 1,500 | 1,500 | 1,500 | 24,620 |
| Corporate Services | 4,714 | 14,620 | 3,209 | 5,516 | 10,666 | 2,100 | 40,825 |
| TOTAL - APPROVED SPENDING PLANS | 105,174 | 174,642 | 132,580 | 63,065 | 43,658 | 3,600 | 522,718 |

| | | | | | | | |
|------------------------------------|----------------|----------------|----------------|---------------|---------------|--------------|----------------|
| Grants and Contributions | 83,005 | 146,669 | 97,788 | 16,882 | 0 | 0 | 344,345 |
| Unsupported Borrowing | 17,869 | 25,645 | 32,894 | 40,326 | 42,158 | 2,100 | 160,992 |
| Capital Receipts - ring-fenced | 1,651 | 1,500 | 1,562 | 1,500 | 1,500 | 1,500 | 9,214 |
| Revenue Contributions and Reserves | 2,648 | 827 | 336 | 4,357 | 0 | 0 | 8,168 |
| TOTAL - APPROVED FUNDING | 105,174 | 174,642 | 132,580 | 63,065 | 43,658 | 3,600 | 522,718 |

4.3. Potential future additions - Strategic Placemaking and Development Programme

The development of capital investment plans are complex and can take many months to prepare. In some cases these plans are dependent upon information received from other stakeholders, such as partner organisations or government departments. This is particularly relevant in situations where the council makes a bid to secure external funding towards one of its new capital projects.

Over recent months North Somerset Council has applied for grant funding from government for a number of strategic placemaking and development schemes. The outcome of the funding bids are currently unknown therefore **Recommendation 1c** of this report delegates authority to the S151 Officer to approve the acceptance of the funds and inclusion of the planned spending

within the council's capital programme **once** the outcome has been confirmed by the relevant governing body.

The table below summarises the potential future schemes that may be included within the capital programme should external funding be approved.

| Table 5: Potential Future Capital Plans for 2023-2028, awaiting confirmation of external funding | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|------------------------|
| Strategic Placemaking & Development Programme | | | | | | |
| Cultural Development Fund - Tropicana and a small pavilion space at Birnbeck | 178 | 2,385 | 1,251 | 0 | 0 | 3,814 |
| Salix Decarbonisation grant - Boilers / Improvements | 800 | 0 | 0 | 0 | 0 | 800 |
| DFT - Special Education Needs development | 5,000 | 0 | 0 | 0 | 0 | 5,000 |
| TOTAL - Strategic Placemaking & Development Programme | 5,978 | 2,385 | 1,251 | 0 | 0 | 9,614 |
| Grants and Contributions | 5,978 | 2,385 | 1,251 | 0 | 0 | 9,614 |
| TOTAL - Strategic Placemaking & Development Programme | 5,978 | 2,385 | 1,251 | 0 | 0 | 9,614 |

The funding applications are summarised below:

4.3.1. Cultural Development Fund

A total of £3.814m capital funding with the objective of securing a financially sustainable future for key cultural and heritage assets.

Investments would be focused on:

- Repairs & improvements to the Tropicana, particularly focusing on the internal areas and increasing flexibility, efficiency and ease of use for operators and end users
- The creation of a small-scale pavilion-type space for events and activities at Birnbeck Pier, which would generate income to help with future maintenance

4.3.2. Public Sector Decarbonisation Scheme (PSDS) (funded by Salix) - The Campus

The Department for Business, Energy and Industrial Strategy (BEIS) initiated the PSDS funding to help meet the UK Government's ambitious carbon emissions targets. In 2019, the UK Government set out targets to achieve Net Zero greenhouse gas emissions across the whole UK by 2050. The PSDS provides grants for public sector bodies to fund heat decarbonisation and energy efficiency measures. Phase 3b opened in October 2022, with the emphasis on providing grant funding for projects that focus on the decarbonisation of heat.

North Somerset Council are applying for grant funding to make green infrastructure improvements at The Campus, Weston-super-Mare. The improvements consist of replacing the current fossil fuel boilers with heat pumps, as well as upgrades to the ventilation system. The project costs estimate is £1,197,000. NSC has applied for grant funding totalling £800,000 with the remaining £397,000 match funded by NSC. The scheme is programmed to start April 2023 with construction programmed for summer 2024. Scheme completion is estimated autumn 2024.

The scheme had a listing on the Forward Plan not before December 22, to accept funding and increase the capital programme, in co-ordination with when funding was originally scheduled to be announced. Engagement with Place Policy and Scrutiny Panel Chairperson was carried

out October 2022 with no further engagement required. Exec Member Cartman was briefed via email December 2022.

Announcements of successful bids is expected January 2023.

4.3.3. Special Educational Needs Development (SEND)

The Special Educational Needs and Disabilities (SEND) Partnership Board regularly meet to discuss a wide range of issues to ensure that the systems and process we operate and the services we commission fit together to provide the best support for children with SEND in North Somerset.

One area of interest is the delivery of a long-term strategy which looks to ensure that there is sufficient provision within the district through either the expansion of current sites or the development of new facilities.

Securing capital funding to support these plans is essential and over recent years the council has received several allocations from the Department for Education (DfE) to develop and deliver additional and innovative provision for those children with Education, Health and Care Plans.

The council has recently submitted a further application to the DfE to once again expand levels of provision for placements within the area as they continue to remain lower than the current demand. A business case has been drafted which shows that not only will increasing local provision benefit the children of North Somerset, it will also deliver annual savings within the revenue budget.

The capital funding bid has been aligned to the council's Safety Valve Programme, which is an initiative that looks to reduce the ongoing revenue cost of SEND provision. Further details are included within the Medium Term Financial Plan (MTFP) report considered on the agenda for the same meeting.

4.4. Summary of capital spending plans 2022/23 to 2027/28

Sections 4.1 to 4.3 of the report provide details of how the council will build its capital investment programme and the table below summaries the overall position, with spending having the potential to increase to £532 million by 2028;

- Section 4.1 current capital programme £385m 2022 to 2027
- Section 4.2 new additions to the programme £137m 2023 to 2028
- Section 4.3 potential future additions £ 10m 2023 to 2026

| Table 6: Summary showing all of the council's capital investment plans | 2022/23 £'000 | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------------|
| Existing Programme | 105,174 | 112,753 | 81,468 | 50,394 | 35,376 | | 385,164 |
| New Items | 0 | 61,889 | 51,112 | 12,671 | 8,282 | 3,600 | 137,554 |
| Grants Pending | 0 | 5,978 | 2,385 | 1,251 | 0 | 0 | 9,614 |
| TOTAL - SPENDING PLANS | 105,174 | 180,620 | 134,965 | 64,316 | 43,658 | 3,600 | 532,332 |

| | | | | | | | |
|------------------------------------|----------------|----------------|----------------|---------------|---------------|--------------|----------------|
| Grants and Contributions | 83,005 | 152,648 | 100,173 | 18,133 | 0 | 0 | 353,959 |
| Unsupported Borrowing | 17,869 | 25,645 | 32,894 | 40,326 | 42,158 | 2,100 | 160,992 |
| Capital Receipts - ring-fenced | 1,651 | 1,500 | 1,562 | 1,500 | 1,500 | 1,500 | 9,214 |
| Revenue Contributions and Reserves | 2,648 | 827 | 336 | 4,357 | 0 | 0 | 8,168 |
| TOTAL - FUNDING | 105,174 | 180,620 | 134,965 | 64,316 | 43,658 | 3,600 | 532,332 |

The revenue impacts of the 2023/24 spending plans have been reflected within the medium term financial plan and are therefore funded (subject to approval of the revenue budget) and they have also been included within the prudential indicators, which are reflected within the treasury management report.

It should be noted that some of the values presented may be indicative and subject to confirmation by the awarding body, and so the final expenditure budget may be adjusted when final notifications are received to ensure that council spending is aligned to funding resource levels

5. Consultation

The government, through its legislative framework, clearly expects that local authorities will be able to demonstrate that they have in place mechanisms to ensure that 'representatives of local people' are being appropriately informed, consulted or involved in services, policies or decisions that affect or interest them.

There are many aspects of service delivery which impact on our residents, customers and other stakeholders and members of the public, and so we recognise that it is our responsibility to ensure that any changes we make to them through the budget, need to be considered and consulted upon. Failure to do so adequately could result in aspects of the budget being subject to legal challenge.

The Capital Programme for 2023/24 provides a mechanism to bring together a series of individual investment projects within an overarching programme, although individual projects will still be subject to further governance as they progress through commissioning and procurement stages, which means that local people and key stakeholders will be provided with opportunities to understand more details on these projects before they are fully implemented.

6. Financial Implications

Financial implications are contained throughout the report.

7. Legal Powers and Implications

The Local Government Act 1972 lays down the fundamental principle by providing that every local authority shall make arrangements for the proper administration of their financial affairs, although further details and requirements are contained within related legislation.

The Council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2017 Edition (the CIPFA Code) which requires it to approve a Capital Strategy before the start of each financial year.

Under this guidance, the role of the (Full) Council is to:

- Set the budget and capital programme, including debt and investment interest, and the Minimum Revenue Provision
- Approve the Capital Strategy
- Approve the Treasury Management Strategy (presented elsewhere on this agenda)
- Approve the Prudential Indicators

Under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, local authorities must not delegate the approval of an annual strategy to any committee or person.

The role of the Executive is to consider these strategies, and, if appropriate, recommend them for approval by full Council.

8. Climate Change and Environmental Implications

Climate and environmental related implications continue to be at the forefront of the council's thinking when considering the underlying Corporate Plan and service strategies as well as detailed capital investment and options that are described throughout this report.

The council has identified climate as one of its main investment priorities for the year ahead and has developed an initial approach which puts this at the centre of plans by seeking to invest in several new projects which entirely meet the climate vision, aims and objectives as their core theme.

However, in addition to this, the council is also progressing the concept of 'additionality' by ensuring that climate related issues are recognised, considered and incorporated in planned investments in other areas of priority spending. The council believes that it is important to fully consider climate issues within the design and scope of other spending proposals which means that it can begin to embed climate considerations and outcomes through a broader range of capital investments across the council.

Examples of this dual approach are demonstrated below: -

- Climate priority - it is the council's intention to deliver improvements in the strategic management of wildlife and biodiversity by purchasing land and creating North Somerset Nature Parks.
- Children and young people priority – it is the council's intention to undertake a series of improvements and extensions to school buildings to accommodate more children and ensure their learning environment meets their needs; the scope of this proposal will be widened to ensure that climate issues are considered before final designs are approved, this could mean that solar panels are added to a roof, energy efficient boilers are purchased, decarbonisation of walls and windows ensuring that they meet higher insulation and energy efficiency standards. It is possible that some of these measures will increase the cost of the planned investment, but they will be built into plans wherever possible.

One of the next steps to consider will be how to record and assess the impact of the council's capital investment plans in respect of carbon outcomes as well as other factors such as health and well-being.

9. Risk Management

In setting the capital budgets, the council must consider the known key financial risks that may affect its plans and these will either be explicitly provided for within the base budget or be offset and held against the unallocated contingency budget or the council's general fund working balance.

The council's Section 151 Officer has led work over recent months to assess and review these items, which are held in the Capital risk register below. Whilst there are several inherent risks within the Capital Strategy, the top risks are:-

- **Inflationary uplifts** – delivering within approved budget allocations is becoming more of an issue given the wider economic position and inflation levels at a record high. The council has also seen these challenges within the revenue budget however, given the scale of some of the more strategic infrastructure projects, the inflationary risk is acute and at the forefront of monitoring processes. All capital schemes will continue to be monitored through the capital governance process to understand the risks which the council is exposed to.
- **Asset Condition**- over the past 18 months much work has taken place to understand and document the condition of the council's asset base to ensure that it is fit for purpose and still able to support service delivery. It is anticipated that when this work has concluded the council will be able to develop more strategic plans to improve asset condition, and until then the council will continue to address the more urgent condition issues as and when they present.
- **Capital Grants and funding streams** – there are a number of grant allocations that are still subject to change, some of which relate to central government allocations as they have not yet advised of the 2023/24 allocations for all grants. Other external funding relates to being successful following the submissions of bids. There may be risks associated with any of these grant funding streams, some of which are also time-limited which would mean that delays in spending could put these at risk. All these funding streams will be reviewed and monitored to understand the level of risk that the council may be exposed to.
- **Economic Development Funded (EDF) schemes** which rely on achieving and sustaining increased business rate income and Revolving Infrastructure Funded (RIF) schemes whose repayments rely on generating significant capital receipts from land sales, which given the impacts of the pandemic on various elements of the business sectors, as well as the wider economic factors currently prevailing, could prove extremely challenging for the council to achieve the pre-pandemic forecast levels. Should these levels not be met then the council would be exposed to the risk of either stop spending on the relevant capital project (if that were even a possibility) or replacing the funding for these capital schemes.

Work is currently taking place to update the capital risk register and present it so that it aligns to the recently approved risk management framework, which will enable a better understanding and assessment of risk before and after mitigation. An update will be shared within the next monitoring report.

10. Equality Implications

There are many aspects relating to the investment priorities within the council's capital strategy, as well as the delivery of the individual capital projects within the overall programme, which impact on our residents, customers and other stakeholders and members of the public, and so we recognise that it is our responsibility to ensure that any investments we make through the capital budget, may need to be considered and consulted upon. There are no specific equality implications to note at this time although capital projects will be assessed at an individual level through the approvals processes.

11. Corporate Implications

The Corporate Plan, Capital Strategy and Medium Term Financial Plan are vital tools to help align effort across the organisation and ensure that services are all are focused on delivery to agreed community and organisational priorities. With continuing financial pressures and demands for services, it is essential that the councils' limited resources continue to be prioritised and allocated in line with the identified priorities and changes reflected within the budget where required.

12. Options Considered

The Council is required to formally approve a Capital Strategy for 2023/24. This could be undertaken as a multi-year strategy or a stand-alone annual process. The council has chosen to adopt the multi year strategy as this has many proven benefits, the most significant of which is the relationship and integration with the medium term financial plan, which sets the context within which decisions relating to the annual revenue budgets are taken. Given that the Capital Strategy has a significant borrowing requirement over the period, the test will be to ensure that the council's plans are affordable over the long-term.

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Appendices:

- Appendix 1 Monitoring of the 2022/23 Capital Programme
- Appendix 2 Changes to the 2022/23 Capital Programme
- Appendix 3 New Investment Proposals for 2023/24 to 2027/28
- Appendix 4 Potential Future Investment Proposals for Placemaking developments
- Appendix 5 Capital Strategy & Asset Requirements

Background Papers:

Reports presented to the Executive:

- Capital Strategy report 2022/23 (February 2022)
- Budget monitoring reports 2022/23 (July 2022-December 2022)
- MTFP and Revenue Budget for 2023/24 (February 2023)
- Treasury Management Strategy for 2023/24 (February 2023)

Monitoring of the Capital Programme in 2022/23

| MONITORING OF 2022/23 CAPITAL PROGRAMME | | | | | | | MONITORING TO 31 DEC 2022 | | | | | APPROVED FUNDING | | | | |
|---|------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------|-------------------|------------------------|--------------------|------------------------|--------------------|--------------------|------------------------|---|
| APPROVED GENERAL FUND CAPITAL SCHEMES | RAG rating | APPROVED BUDGET | | | | | TOTAL APPROVED BUDGET | Actual Spend | Orders | TOTAL COSTS IN 2022/23 | Borrowing | Grants & Contributions | Reserves & Revenue | Capital Receipts | TOTAL APPROVED FUNDING | |
| | | 2022/23 Estimated Spend | 2023/24 Estimated Spend | 2024/25 Estimated Spend | 2025/26 Estimated Spend | 2026/27 Estimated Spend | | | | | | | | | | £ |
| SUMMARY | | | | | | | | | | | | | | | | |
| Childrens Services | | 42,662,715 | 12,249,594 | 600,000 | 0 | 0 | 19,965,185 | 19,099,469 | 39,064,654 | 5,499,639 | 50,012,672 | 0 | 0 | 55,512,311 | | |
| Adult Social Services | | 1,437,591 | 300,000 | 300,000 | 0 | 0 | 324,601 | 389,153 | 713,754 | 0 | 2,037,591 | 0 | 0 | 2,037,591 | | |
| Housing | | 7,859,104 | 3,581,237 | 3,581,237 | 0 | 0 | 2,843,674 | 364,396 | 3,208,070 | 421,498 | 10,026,855 | 0 | 4,573,225 | 15,021,578 | | |
| Corporate Services | | 4,714,111 | 9,579,127 | 1,133,000 | 0 | 5,000,000 | 996,854 | 1,256,939 | 2,251,933 | 17,779,927 | 1,366,522 | 415,035 | 864,754 | 20,426,237 | | |
| Place | | 48,500,037 | 117,418,677 | 75,854,182 | 50,393,719 | 0 | 17,144,075 | 3,472,577 | 20,590,553 | 76,420,673 | 209,406,772 | 1,064,895 | 5,274,272 | 292,166,612 | | |
| AUTHORITY TOTAL | | 105,173,559 | 143,128,635 | 81,468,419 | 50,393,719 | 5,000,000 | 41,274,389 | 24,582,534 | 65,828,964 | 100,121,737 | 272,850,412 | 1,479,929 | 10,712,251 | 385,164,330 | | |
| CHILDRENS SERVICES | | | | | | | | | | | | | | | | |
| Breach Classes | | 625,000 | 2,625,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,250,000 | 0 | 0 | 3,250,000 | | |
| Parklands Primary School (FF&E) | G | 15,000 | 0 | 0 | 0 | 0 | 721 | 0 | 721 | 0 | 15,000 | 0 | 0 | 15,000 | | |
| New Yatton Primary School - Chestnut Park | G | 208,820 | 0 | 0 | 0 | 0 | 126,765 | 0 | 126,765 | 0 | 208,821 | 0 | 0 | 208,821 | | |
| St Josephs demountable | G | 13,060 | 0 | 0 | 0 | 0 | 11,757 | 0 | 11,757 | 0 | 13,060 | 0 | 0 | 13,060 | | |
| Banwell Primary School | A | 1,066,351 | 0 | 0 | 0 | 0 | 147,364 | 448,476 | 595,840 | 738,591 | 327,760 | 0 | 0 | 1,066,351 | | |
| Monitoring of Party Wall (REFCUS) | | 0 | 0 | 500,000 | 0 | 0 | 0 | 0 | 0 | 500,000 | 0 | 0 | 0 | 500,000 | | |
| Kewstoke - Roof and other school updates | A | 250,000 | 1,500,000 | 0 | 0 | 0 | 14,344 | 6,330 | 20,674 | 1,750,000 | 0 | 0 | 0 | 1,750,000 | | |
| Golden Valley Primary - Fire escape & H&S | G | 223,610 | 0 | 0 | 0 | 0 | 3,099 | 0 | 3,099 | 0 | 223,610 | 0 | 0 | 223,610 | | |
| Central Secondary | G | 307,927 | 250,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 557,927 | 0 | 0 | 557,927 | | |
| HIF - WHAE School | G | 19,078,050 | 7,599,594 | 0 | 0 | 0 | 13,448,444 | 10,624,031 | 24,072,475 | 0 | 26,677,645 | 0 | 0 | 26,677,645 | | |
| Gordano School - 2 * Yr7 Classes | G | 30,831 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30,831 | 0 | 0 | 30,831 | | |
| Baytree Special School - Original Site | G | 100,000 | 0 | 0 | 0 | 0 | 16,383 | 0 | 16,383 | 0 | 100,000 | 0 | 0 | 100,000 | | |
| Baytree Special School - Brookfield Walk Clev | G | 16,899,097 | 0 | 0 | 0 | 0 | 5,389,165 | 7,436,581 | 12,825,746 | 0 | 16,899,097 | 0 | 0 | 16,899,097 | | |
| SEMH - Churchill - relocation of low volatge po | G | 450,000 | 0 | 0 | 0 | 0 | 1,389 | 320,000 | 321,389 | 350,000 | 100,000 | 0 | 0 | 450,000 | | |
| SEMH - Churchill interim site at Nailsea | G | 671,552 | 0 | 0 | 0 | 0 | 141,449 | 50,738 | 192,187 | 408,160 | 263,392 | 0 | 0 | 671,552 | | |
| SEMH School Clusters | | 360,000 | 0 | 0 | 0 | 0 | 8,224 | 33,720 | 41,944 | 360,000 | 0 | 0 | 0 | 360,000 | | |
| Ravenswood Roof | G | 282,888 | 0 | 0 | 0 | 0 | 308,835 | -774 | 308,061 | 282,888 | 0 | 0 | 0 | 282,888 | | |
| VLC Milton project | G | 12,545 | 0 | 0 | 0 | 0 | 1,519 | 3,134 | 4,653 | 0 | 12,545 | 0 | 0 | 12,545 | | |
| Ravenswood replacement de-mountable | | 0 | 150,000 | 0 | 0 | 0 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | | |
| Baytree (The Campus) - works including roof | G | 510,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 510,000 | 0 | 0 | 0 | 510,000 | | |
| Carlton Centre | G | 290,000 | 0 | 0 | 0 | 0 | 92,492 | 157,457 | 249,949 | 290,000 | 0 | 0 | 0 | 290,000 | | |
| Devolved Formula Capital | G | 294,959 | 0 | 0 | 0 | 0 | 201,120 | 0 | 201,120 | 0 | 294,959 | 0 | 0 | 294,959 | | |
| Statutory Compliance | G | 813,026 | 125,000 | 100,000 | 0 | 0 | 50,916 | 600 | 51,516 | 0 | 1,038,026 | 0 | 0 | 1,038,026 | | |
| Childrens Centre - Rolling Maintenance Progr | G | 160,000 | 0 | 0 | 0 | 0 | 1,199 | 19,176 | 20,375 | 160,000 | 0 | 0 | 0 | 160,000 | | |
| | | 42,662,715 | 12,249,594 | 600,000 | 0 | 0 | 19,965,185 | 19,099,469 | 39,064,654 | 5,499,639 | 50,012,672 | 0 | 0 | 55,512,311 | | |
| ADULT SOCIAL SERVICES | | | | | | | | | | | | | | | | |
| Adult social care accommodation shift | | 187,024 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 187,024 | 0 | 0 | 187,024 | | |
| Aids & Adaptations Equipment | G | 300,000 | 300,000 | 300,000 | 0 | 0 | 275,288 | 0 | 275,288 | 0 | 900,000 | 0 | 0 | 900,000 | | |
| Housing & Technology Fund | G | 5,813 | 0 | 0 | 0 | 0 | 513 | 94 | 607 | 0 | 5,813 | 0 | 0 | 5,813 | | |
| Social Care Projects | G | 944,754 | 0 | 0 | 0 | 0 | 48,800 | 389,059 | 437,859 | 0 | 944,754 | 0 | 0 | 944,754 | | |
| | | 1,437,591 | 300,000 | 300,000 | 0 | 0 | 324,601 | 389,153 | 713,754 | 0 | 2,037,591 | 0 | 0 | 2,037,591 | | |

| MONITORING OF 2022/23 CAPITAL PROGRAMME | | | | | | | MONITORING TO 31 DEC 2022 | | | | | APPROVED FUNDING | | | | |
|--|-------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|------------------|------------------|------------------------|-------------------|------------------------|--------------------|------------------|------------------------|---|
| APPROVED GENERAL FUND CAPITAL SCHEMES | RA/G rating | APPROVED BUDGET | | | | | TOTAL APPROVED BUDGET | Actual Spend | Orders | TOTAL COSTS IN 2022/23 | Borrowing | Grants & Contributions | Reserves & Revenue | Capital Receipts | TOTAL APPROVED FUNDING | |
| | | 2022/23 Estimated Spend | 2023/24 Estimated Spend | 2024/25 Estimated Spend | 2025/26 Estimated Spend | 2026/27 Estimated Spend | | | | | | | | | | £ |
| HOUSING | | | | | | | | | | | | | | | | |
| Disabled Facilities Grants | A | 2,929,031 | 2,081,237 | 2,081,237 | 0 | 0 | 7,091,505 | 1,237,187 | 299,382 | 1,536,569 | 0 | 7,091,505 | 0 | 0 | 7,091,505 | |
| Other Private Sector Renewal | G | 38,225 | 0 | 0 | 0 | 0 | 38,225 | 86,662 | 14,389 | 101,051 | 0 | 0 | 38,225 | 38,225 | | |
| Social Housing Grants (LASHG) | G | 693,498 | 0 | 0 | 0 | 0 | 693,498 | 0 | 0 | 0 | 421,498 | 272,000 | 0 | 693,498 | | |
| Grant funding of affordable housing - West Wi | G | 1,422,750 | 0 | 0 | 0 | 0 | 1,422,750 | 0 | 0 | 0 | 0 | 1,422,750 | 0 | 1,422,750 | | |
| Insulation of park homes | G | 490,600 | 0 | 0 | 0 | 0 | 490,600 | 596,370 | 50,625 | 646,995 | 0 | 490,600 | 0 | 490,600 | | |
| Repurchase Leasehold Properties | G | 1,500,000 | 1,500,000 | 1,500,000 | 0 | 0 | 4,500,000 | 923,455 | 0 | 923,455 | 0 | 0 | 4,500,000 | 4,500,000 | | |
| First Time Buyer Loan Scheme | G | 35,000 | 0 | 0 | 0 | 0 | 35,000 | 0 | 0 | 0 | 0 | 0 | 35,000 | 35,000 | | |
| Technology Enabled Care | G | 750,000 | 0 | 0 | 0 | 0 | 750,000 | 0 | 0 | 0 | 0 | 750,000 | 0 | 750,000 | | |
| | | 7,859,104 | 3,581,237 | 3,581,237 | 0 | 0 | 15,021,578 | 2,843,674 | 364,396 | 3,208,070 | 421,498 | 10,026,855 | 0 | 4,573,225 | 15,021,578 | |
| CORPORATE SERVICES | | | | | | | | | | | | | | | | |
| ICT Replacement Programme | G | 522,067 | 0 | 0 | 0 | 0 | 522,067 | 143,796 | 102,790 | 246,586 | 522,067 | 0 | 0 | 0 | 522,067 | |
| Devices - Laptops (break fix & new starters) | A | 110,000 | 0 | 0 | 0 | 0 | 110,000 | 127,655 | 0 | 127,655 | 110,000 | 0 | 0 | 0 | 110,000 | |
| Networks & Infrastructure | G | 400,000 | 0 | 0 | 0 | 0 | 400,000 | 150,870 | 249,010 | 399,880 | 400,000 | 0 | 0 | 0 | 400,000 | |
| Security Tools | | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | |
| Windows 11 upgrade project | | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | |
| Changes to ContrOCC - Adult Social Care system | | 250,000 | 0 | 0 | 0 | 0 | 250,000 | 0 | 0 | 0 | 0 | 250,000 | 0 | 0 | 250,000 | |
| Jontec Carelink system | G | 140,000 | 0 | 0 | 0 | 0 | 140,000 | 0 | 138,555 | 138,555 | 140,000 | 0 | 0 | 0 | 140,000 | |
| ContrOCC - Provider Portal module | | 0 | 150,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | |
| LAS / Childrens system | G | 100,000 | 0 | 0 | 0 | 0 | 100,000 | 25,665 | 65,120 | 90,785 | 100,000 | 0 | 0 | 0 | 100,000 | |
| Customer Services | | 100,000 | 50,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | |
| Digital Decisions | | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | |
| GIS / Mapping system projects | | 0 | 105,000 | 0 | 0 | 0 | 105,000 | 0 | 0 | 0 | 105,000 | 0 | 0 | 0 | 105,000 | |
| Council Chamber - Sound System | G | 100,000 | 0 | 0 | 0 | 0 | 100,000 | 0 | 96,667 | 96,667 | 100,000 | 0 | 0 | 0 | 100,000 | |
| Corporate Asset Management Plan | G | 518,113 | 706,127 | 0 | 0 | 0 | 1,224,240 | 151,516 | 293,224 | 444,740 | 128,707 | 59,329 | 171,450 | 864,754 | 1,224,240 | |
| Flax Bourton Mortuary | A | 218,522 | 0 | 0 | 0 | 0 | 218,522 | -1,049 | 219,571 | 218,522 | 0 | 0 | 218,522 | 0 | 218,522 | |
| Leisure Asset Management Plan | A | 1,140,740 | 700,000 | 0 | 0 | 0 | 1,840,740 | 304,979 | 83,616 | 388,595 | 1,758,484 | 57,193 | 25,063 | 0 | 1,840,739 | |
| Accommodation Strategy | G | 149,000 | 1,718,000 | 133,000 | 0 | 0 | 2,000,000 | 91,563 | 8,386 | 99,949 | 2,000,000 | 0 | 0 | 0 | 2,000,000 | |
| Development Strategy | G | 0 | 0 | 1,000,000 | 0 | 0 | 1,000,000 | -1 | 0 | -1 | 1,000,000 | 0 | 0 | 0 | 1,000,000 | |
| Commercial Investment Fund - Sovereign Centre | | 0 | 5,000,000 | 0 | 0 | 5,000,000 | 10,000,000 | 0 | 0 | 0 | 10,000,000 | 0 | 0 | 0 | 10,000,000 | |
| Decarbonisation of heat (boilers) | | 0 | 1,000,000 | 0 | 0 | 0 | 1,000,000 | 0 | 0 | 0 | 0 | 1,000,000 | 0 | 0 | 1,000,000 | |
| Energy efficiency buildings | G | 865,669 | 0 | 0 | 0 | 0 | 865,669 | 1,860 | 0 | 0 | 865,669 | 0 | 0 | 0 | 865,669 | |
| Rooftop solar pilot | | 100,000 | 0 | 0 | 0 | 0 | 100,000 | 0 | 0 | 0 | 100,000 | 0 | 0 | 0 | 100,000 | |
| | | 4,714,111 | 9,579,127 | 1,133,000 | 0 | 5,000,000 | 20,426,238 | 996,854 | 1,256,939 | 2,251,933 | 17,779,927 | 1,366,522 | 415,035 | 864,754 | 20,426,237 | |

| MONITORING OF 2022/23 CAPITAL PROGRAMME | | | | | | | | MONITORING TO 31 DEC 2022 | | | | | | | |
|--|------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-----------------------|---------------------------|---------|------------------------|------------------|------------------------|--------------------|------------------|------------------------|
| APPROVED GENERAL FUND CAPITAL SCHEMES | RAG rating | APPROVED BUDGET | | | | | | MONITORING TO 31 DEC 2022 | | | APPROVED FUNDING | | | | |
| | | 2022/23 Estimated Spend | 2023/24 Estimated Spend | 2024/25 Estimated Spend | 2025/26 Estimated Spend | 2026/27 Estimated Spend | TOTAL APPROVED BUDGET | Actual Spend | Orders | TOTAL COSTS IN 2022/23 | Borrowing | Grants & Contributions | Reserves & Revenue | Capital Receipts | TOTAL APPROVED FUNDING |
| | | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| PLACE | | | | | | | | | | | | | | | |
| Clevedon Library | G | 286,729 | 0 | 0 | 0 | 0 | 286,729 | 267,678 | -41,041 | 226,637 | 34,331 | 252,398 | 0 | 0 | 286,729 |
| Banksy Pinwheel | G | 30,881 | 0 | 0 | 0 | 0 | 30,881 | 30,881 | 0 | 30,881 | 0 | 30,881 | 0 | 0 | 30,881 |
| Shop Front Enhancement | G | 150,000 | 54,994 | 0 | 0 | 0 | 204,994 | 114,000 | 8,757 | 122,757 | 0 | 204,994 | 0 | 0 | 204,994 |
| Heritage Action Zone | G | 550,000 | 186,883 | 0 | 0 | 0 | 736,883 | 296,922 | 83,051 | 379,973 | 0 | 736,883 | 0 | 0 | 736,883 |
| Nailsea Library Relocation | G | 775,545 | 0 | 0 | 0 | 0 | 775,545 | 53,442 | 6,477 | 59,919 | 745,000 | 30,545 | 0 | 0 | 775,545 |
| Joint place-making initiatives - Birbeck Pier | | 500,000 | 0 | 0 | 0 | 0 | 500,000 | 0 | 0 | 0 | 0 | 500,000 | 0 | 0 | 500,000 |
| Seafront Investments - (Lighting and Shelters) | G | 822,070 | 0 | 0 | 0 | 0 | 822,070 | 296,515 | 21,853 | 318,368 | 657,070 | 45,000 | 120,000 | 0 | 822,070 |
| Maintenance Schemes 2020/21 | G | 369,990 | 0 | 0 | 0 | 0 | 369,990 | 0 | 0 | 0 | 0 | 369,990 | 0 | 0 | 369,990 |
| Pot Hole and Challenge Fund | G | 143,067 | 0 | 0 | 0 | 0 | 143,067 | 0 | 0 | 0 | 0 | 143,067 | 0 | 0 | 143,067 |
| Integrated Transport Schemes | | | | | | | | | | | | | | | |
| Public Transport Schemes | A | 275,317 | 0 | 0 | 0 | 0 | 275,317 | 98,091 | -4,588 | 93,503 | 0 | 275,317 | 0 | 0 | 275,317 |
| Walking | A | 216,579 | 0 | 0 | 0 | 0 | 216,579 | 77,627 | 11,681 | 89,308 | 0 | 216,579 | 0 | 0 | 216,579 |
| Cycling Programme | A | 132,059 | 0 | 0 | 0 | 0 | 132,059 | 3,394 | 990 | 4,384 | 0 | 132,059 | 0 | 0 | 132,059 |
| Safety & Travel Plans | A | 421,777 | 0 | 0 | 0 | 0 | 421,777 | 26,937 | 1,000 | 27,937 | 0 | 421,777 | 0 | 0 | 421,777 |
| Other Schemes | A | 321,429 | 0 | 0 | 0 | 0 | 321,429 | 156,288 | 3,915 | 160,203 | 0 | 321,429 | 0 | 0 | 321,429 |
| Programme Management | A | 6,742 | 0 | 0 | 0 | 0 | 6,742 | 0 | 0 | 0 | 0 | 6,742 | 0 | 0 | 6,742 |
| Cross Cutting | A | 653,119 | 0 | 0 | 0 | 0 | 653,119 | 143,272 | 0 | 143,272 | 0 | 653,119 | 0 | 0 | 653,119 |
| Parking | A | 70,000 | 0 | 0 | 0 | 0 | 70,000 | 0 | 0 | 0 | 0 | 70,000 | 0 | 0 | 70,000 |
| COVID Grant - Walking & Cycling (EATF) | A | 1,952,676 | 0 | 0 | 0 | 0 | 1,952,676 | 1,079,760 | 18,186 | 1,097,946 | 61,299 | 1,891,377 | 0 | 0 | 1,952,676 |
| Maintenance Schemes | | | | | | | | | | | | | | | |
| Principal Roads | A | 1,349,923 | 0 | 0 | 0 | 0 | 1,349,923 | 1,107,370 | 16,327 | 1,123,697 | 645,504 | 704,419 | 0 | 0 | 1,349,923 |
| Non Principal Roads | A | 1,728,317 | 0 | 0 | 0 | 0 | 1,728,317 | 424,534 | 22,629 | 447,163 | 896,465 | 831,852 | 0 | 0 | 1,728,317 |
| Bridges & Structures | A | 1,064,571 | 895,189 | 0 | 0 | 0 | 1,959,760 | 126,114 | 73,229 | 199,343 | 810,695 | 1,139,066 | 10,000 | 0 | 1,959,761 |
| Street Lighting | A | 330,973 | 0 | 0 | 0 | 0 | 330,973 | 197,655 | 0 | 197,655 | 80,973 | 250,000 | 0 | 0 | 330,973 |
| Traffic Signals | A | 198,326 | 0 | 0 | 0 | 0 | 198,326 | 7,671 | 43,823 | 51,494 | 115,126 | 83,200 | 0 | 0 | 198,326 |
| Footways | A | 452,296 | 35,000 | 0 | 0 | 0 | 487,296 | 118,892 | 0 | 118,892 | 46,238 | 441,058 | 0 | 0 | 487,296 |
| Asset Officer | A | 120,173 | 0 | 0 | 0 | 0 | 120,173 | 35,391 | 0 | 35,391 | 35,173 | 85,000 | 0 | 0 | 120,173 |
| Drainage Schemes within LTP | A | 1,818,021 | 51,000 | 0 | 0 | 0 | 1,869,021 | 362,846 | 5,016 | 367,862 | 24,659 | 1,844,362 | 0 | 0 | 1,869,021 |
| Fencing | A | 81,376 | 0 | 0 | 0 | 0 | 81,376 | 35,885 | 17,938 | 53,823 | 81,376 | 0 | 0 | 0 | 81,376 |
| Road Restraint Programme | A | 108,721 | 0 | 0 | 0 | 0 | 108,721 | -9,579 | 0 | -9,579 | 33,721 | 75,000 | 0 | 0 | 108,721 |
| Other Highways & Street Lighting | | | | | | | | | | | | | | | |
| NSC Capital Unclassified Roads | G | 1,817,706 | 399,000 | 0 | 0 | 0 | 2,216,706 | 468,041 | 0 | 468,041 | 778,127 | 1,438,579 | 0 | 0 | 2,216,706 |
| Safe Routes to Schools | | 31,419 | 150,000 | 0 | 0 | 0 | 181,419 | 4,529 | 0 | 4,529 | 0 | 0 | 0 | 181,419 | 181,419 |
| Wrighton Flood Relief Scheme | G | 81,618 | 0 | 0 | 0 | 0 | 81,618 | 0 | 0 | 0 | 0 | 76,998 | 4,620 | 0 | 81,618 |
| Summer Lane Flood Relief Scheme | G | 126,777 | 240,000 | 0 | 0 | 0 | 366,777 | -7,822 | 23,354 | 15,532 | 0 | 337,459 | 0 | 29,317 | 366,776 |
| Street Lighting Lamp Column Replacement | G | 244,996 | 0 | 0 | 0 | 0 | 244,996 | -72,143 | 735 | -71,408 | 244,996 | 0 | 0 | 0 | 244,996 |
| Wintertoke Rd Bridge | A | 2,434,828 | 9,256,267 | 0 | 0 | 0 | 11,691,095 | 242,581 | 80,075 | 322,656 | 0 | 11,691,095 | 0 | 0 | 11,691,095 |
| A371 Safer Roads | G | 45,000 | 0 | 0 | 0 | 0 | 45,000 | 12,872 | 20,752 | 33,624 | 0 | 45,000 | 0 | 0 | 45,000 |
| Clevedon Sea Front Illuminations | G | 19,903 | 0 | 0 | 0 | 0 | 19,903 | 0 | 0 | 0 | 0 | 0 | 19,903 | 0 | 19,903 |
| South Bristol Link - Part 1 Claims | G | 606,893 | 284,892 | 335,557 | 0 | 0 | 1,227,342 | 39,781 | 16,421 | 30,104 | 0 | 891,785 | 335,557 | 0 | 1,227,342 |

| MONITORING OF 2022/23 CAPITAL PROGRAMME | | | | | | | | MONITORING TO 31 DEC 2022 | | | | | | | |
|---|------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-----------------------|---------------------------|------------------|------------------------|-------------------|------------------------|--------------------|------------------|------------------------|
| APPROVED GENERAL FUND CAPITAL SCHEMES | RAG rating | APPROVED BUDGET | | | | | | MONITORING TO 31 DEC 2022 | | | APPROVED FUNDING | | | | |
| | | 2022/23 Estimated Spend | 2023/24 Estimated Spend | 2024/25 Estimated Spend | 2025/26 Estimated Spend | 2026/27 Estimated Spend | TOTAL APPROVED BUDGET | Actual Spend | Orders | TOTAL COSTS IN 2022/23 | Borrowing | Grants & Contributions | Reserves & Revenue | Capital Receipts | TOTAL APPROVED FUNDING |
| | | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| PLACE | | | | | | | | | | | | | | | |
| Metro West subtotal | A | 2,721,000 | 42,112,000 | 26,756,000 | 50,393,719 | 0 | 121,982,719 | 553,344 | 973,323 | 1,526,666 | 59,531,000 | 58,095,000 | 0 | 4,356,719 | 121,982,719 |
| North South Link | G | 626,871 | 0 | 0 | 0 | 0 | 626,871 | 119,109 | 127,632 | 246,741 | 0 | 626,871 | 0 | 0 | 626,871 |
| Land at Parklands Village | G | 889,238 | 0 | 0 | 0 | 0 | 889,238 | 7,245 | 66,405 | 73,650 | 0 | 889,238 | 0 | 0 | 889,238 |
| Strawberry Line - Lighting Shute Shelf | G | 30,748 | 0 | 0 | 0 | 0 | 30,748 | 0 | 30,748 | 30,748 | 0 | 30,748 | 0 | 0 | 30,748 |
| Utilities at Parklands Village | A | 674,917 | 0 | 0 | 0 | 0 | 674,917 | 738,880 | 95,236 | 834,116 | 0 | 674,917 | 0 | 0 | 674,917 |
| Office for Low Emission Vehicles (OLEV) | G | 359,074 | 0 | 0 | 0 | 0 | 359,074 | 35,695 | 92,931 | 128,626 | 0 | 359,074 | 0 | 0 | 359,074 |
| HIF - Banwell Bypass & Infrastructure | R | 4,385,522 | 30,477,410 | 25,348,847 | 0 | 0 | 60,211,779 | 3,226,340 | 453,941 | 3,680,281 | 0 | 60,211,778 | 0 | 0 | 60,211,778 |
| LGF4 (Old LSTF) 2018/19 - sustainable transp | G | 156,778 | 0 | 0 | 0 | 0 | 156,778 | -356 | 9,000 | 8,644 | 84,994 | 71,784 | 0 | 0 | 156,778 |
| Weston to Clevedon Cycleway (Tutshill Sluice) | A | 2,376,661 | 0 | 0 | 0 | 0 | 2,376,661 | 1,990,164 | 284,552 | 2,274,716 | 125,479 | 2,251,181 | 0 | 0 | 2,376,660 |
| Metrobus Contingency/ AVTM | A | 700,000 | 0 | 0 | 0 | 0 | 700,000 | -510,610 | 0 | -510,610 | 700,000 | 0 | 0 | 0 | 700,000 |
| J19 Wyndham Way | | 0 | 0 | 0 | 0 | 0 | 0 | 264 | 0 | 264 | 0 | 0 | 0 | 0 | 0 |
| HTST Ravenwood School Parking | | 250,000 | 0 | 0 | 0 | 0 | 250,000 | 0 | 0 | 0 | 0 | 250,000 | 0 | 0 | 250,000 |
| Weston Transport Enhancement Scheme | G | 501,776 | 0 | 0 | 0 | 0 | 501,776 | 358,843 | 6,949 | 365,792 | 0 | 8,740 | 0 | 493,036 | 501,776 |
| Bus Service Improvement Plan | G | 1,805,000 | 24,358,000 | 21,820,000 | 0 | 0 | 47,983,000 | 228,984 | 217,821 | 446,805 | 0 | 47,983,000 | 0 | 0 | 47,983,000 |
| J21 Northbound Slip | G | 0 | 2,686,561 | 0 | 0 | 0 | 2,686,561 | 0 | 0 | 0 | 0 | 2,686,559 | 0 | 0 | 2,686,559 |
| Major Road Network (A38) | A | 442,186 | 535,703 | 1,148,000 | 0 | 0 | 2,125,889 | 140,788 | 25,377 | 166,165 | 236,324 | 1,889,564 | 0 | 0 | 2,125,888 |
| Avonmouth Bridge Wayfinding | A | 101,241 | 0 | 0 | 0 | 0 | 101,241 | 103,840 | 2,568 | 106,408 | 0 | 101,241 | 0 | 0 | 101,241 |
| Low Emission Vehicle Provision - Match (gran | G | 0 | 45,000 | 0 | 0 | 0 | 45,000 | 0 | 0 | 0 | 45,000 | 0 | 0 | 0 | 45,000 |
| Beach Recycling Weston Bay | G | 3,050 | 0 | 0 | 0 | 0 | 3,050 | 0 | 0 | 0 | 0 | 0 | 3,050 | 0 | 3,050 |
| England Coast Path | G | 228,074 | 0 | 0 | 0 | 0 | 228,074 | -5,251 | 40,635 | 35,384 | 0 | 228,074 | 0 | 0 | 228,074 |
| Parks & Street Scene - vehicles & equipment | A | 29,570 | 0 | 0 | 0 | 0 | 29,570 | 29,570 | 0 | 29,570 | 29,571 | 0 | 0 | 0 | 29,571 |
| Weston Marine Lake - Dredging | G | 355,994 | 0 | 0 | 0 | 0 | 355,994 | 278,648 | 72,639 | 351,287 | 355,994 | 0 | 0 | 0 | 355,994 |
| Portishead Lakegrounds | G | 100,000 | 150,000 | 0 | 0 | 0 | 250,000 | 0 | 0 | 0 | 250,000 | 0 | 0 | 0 | 250,000 |
| Clevedon Marine Lake | G | 136,000 | 0 | 0 | 0 | 0 | 136,000 | 30,012 | 0 | 30,012 | 136,000 | 0 | 0 | 0 | 136,000 |
| Clapton Lane Pitches | G | 12,333 | 0 | 0 | 0 | 0 | 12,333 | 16,612 | 0 | 16,612 | 0 | 12,333 | 0 | 0 | 12,333 |
| PROW - Gate | A | 59,718 | 0 | 0 | 0 | 0 | 59,718 | 64,792 | 0 | 64,792 | 0 | 0 | 59,718 | 0 | 59,718 |
| Play Areas - replacement and upgrade progra | G | 290,000 | 0 | 0 | 0 | 0 | 290,000 | 0 | 270,776 | 270,776 | 290,000 | 0 | 0 | 0 | 290,000 |
| Play Areas - Local Match Funding - Skate Park | G | 285,000 | 0 | 0 | 0 | 0 | 285,000 | 13,959 | 42,999 | 56,958 | 260,000 | 0 | 25,000 | 0 | 285,000 |
| Purchase of Land to support biodiversity net gain | | 0 | 300,000 | 0 | 0 | 0 | 300,000 | 0 | 0 | 0 | 300,000 | 0 | 0 | 0 | 300,000 |
| SuperPond | G | 150,000 | 0 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 150,000 |
| Sea Defences | G | 400,000 | 0 | 0 | 0 | 0 | 400,000 | 102,928 | 4,463 | 107,391 | 400,000 | 0 | 0 | 0 | 400,000 |
| Parking Schemes | G | 35,716 | 0 | 0 | 0 | 0 | 35,716 | 0 | 0 | 0 | 35,716 | 0 | 0 | 0 | 35,716 |
| Leigh Woods - Car Parking | G | 45,000 | 0 | 0 | 0 | 0 | 45,000 | 39,803 | 12,572 | 52,375 | 0 | 45,000 | 0 | 0 | 45,000 |
| Parking Review | G | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Purchase of Vehicles - Place | G | 148,498 | 45,778 | 45,778 | 0 | 0 | 240,054 | 7,500 | 0 | 7,500 | -36,423 | 0 | 62,695 | 213,781 | 240,053 |
| Waste Depot | | 0 | 1,705,000 | 0 | 0 | 0 | 1,705,000 | 14 | 0 | 14 | 1,705,000 | 0 | 0 | 0 | 1,705,000 |
| Waste & Recycling - vehicles and electric vehi | G | 1,953,000 | 1,250,000 | 0 | 0 | 0 | 3,203,000 | 560,500 | 0 | 560,500 | 3,203,000 | 0 | 0 | 0 | 3,203,000 |
| HWRC - Investment Programme | G | 350,000 | 0 | 0 | 0 | 0 | 350,000 | 17,723 | 35,478 | 53,201 | 350,000 | 0 | 0 | 0 | 350,000 |
| The Foodworks SW - Contract Retentions | G | 484,964 | 0 | 0 | 0 | 0 | 484,964 | 2,277 | 1,000 | 3,277 | 0 | 484,964 | 0 | 0 | 484,964 |
| Locking Parklands Health Centre | A | 3,513,654 | 0 | 0 | 0 | 0 | 3,513,654 | 2,505,329 | 107,019 | 2,612,348 | 0 | 3,513,654 | 0 | 0 | 3,513,654 |
| CDS - Connecting Devon & Somerset | | 0 | 200,000 | 0 | 0 | 0 | 200,000 | 0 | 0 | 0 | 0 | 100,000 | 100,000 | 0 | 200,000 |
| Weston General Stores | A | 702,617 | 0 | 0 | 0 | 0 | 702,617 | 599,615 | 58,306 | 657,921 | 378,265 | 0 | 324,352 | 0 | 702,617 |
| Land Release Fund - Churchill Avenue, Cleve | A | 350,000 | 0 | 0 | 0 | 0 | 350,000 | 0 | 0 | 0 | 0 | 350,000 | 0 | 0 | 350,000 |
| Land Release Fund - Uplands, Nailsea | G | 481,020 | 0 | 0 | 0 | 0 | 481,020 | 0 | 0 | 0 | 0 | 481,020 | 0 | 0 | 481,020 |
| Brownfield Release Sites - Walliscote Place | A | 1,075,000 | 0 | 0 | 0 | 0 | 1,075,000 | 47,734 | 8,707 | 56,441 | 0 | 1,075,000 | 0 | 0 | 1,075,000 |
| Tropicana, Magistrates and Wayfinding | G | 200,000 | 2,000,000 | 400,000 | 0 | 0 | 2,600,000 | 100,356 | 920 | 101,276 | 2,600,000 | 0 | 0 | 0 | 2,600,000 |
| Weston Business Quarter | | 750,000 | 0 | 0 | 0 | 0 | 750,000 | 0 | 0 | 0 | 0 | 750,000 | 0 | 0 | 750,000 |
| | | 48,500,037 | 117,418,677 | 75,854,182 | 50,393,719 | 0 | 292,166,615 | 17,144,075 | 3,472,577 | 20,590,553 | 76,420,673 | 209,406,772 | 1,064,895 | 5,274,272 | 292,166,612 |

Changes to the Capital Programme in 2022/23

Appendix 2 details changes to the approved capital programme reflecting re-phasing of capital works, increased grant funding and other decisions recommended for approval by the Capital Programme: Planning and Delivery Board or the Section 151 Officer. These changes require formal approval through this report as part of the usual governance process.

| | 2022/23 Capital Programme Budget £000 | 2023/24 Capital Prog Budget £000 | 2024/25 Capital Prog Budget £000 | 2026/27 Capital Prog Budget £000 | Total Capital Prog Budget £000 |
|---|---|--|--|--|--|
| ORIGINAL APPROVED CAPITAL EXPENDITURE BUDGETS | 94,798 | 99,181 | 17,978 | 0 | 211,957 |
| Adj P10 - P12 | 2,273 | 0 | 0 | 0 | 2,273 |
| Budget as per P12 Out-turn | 97,071 | 99,181 | 17,978 | 0 | 214,230 |
| Planned Additions to the capital Programme - Exec, Feb 2022 | 38,722 | 0 | 0 | 0 | 38,722 |
| Slippage of approved budgets from 2021/22 | 48,582 | 0 | 0 | 0 | 48,582 |
| TOTAL ORIGINAL CAPITAL BUDGETS | 184,374 | 99,181 | 17,978 | 0 | 301,533 |
| AMENDMENTS TO THE PROGRAMME IN-YEAR: | | | | | |
| Months 1-5 - Previously approved | (14,939) | 13,969 | 35,349 | 5,000 | 39,378 |
| Month 6-8 - Previously approved | | | | | |
| Additions - Kia E-Niro - (DP233) | 36 | 0 | 0 | 0 | 36 |
| Additions - Golden Valley Primary School - (CY56) | 224 | 0 | 0 | 0 | 224 |
| Additions - BSIP (DP247) | 200 | 0 | 0 | 0 | 200 |
| Rephase - Low Emission Vehicle Provision | (45) | 45 | 0 | 0 | 0 |
| Rephase - Purchase of Land to support biodiversity net gain | (300) | 300 | 0 | 0 | 0 |
| Rephase - Digital documentation of Decisions taken | (50) | 50 | 0 | 0 | 0 |
| Rephase - GIS / Mapping system projects | (105) | 105 | 0 | 0 | 0 |
| Rephase - Ravenswood replacement de-mountable building | (150) | 150 | 0 | 0 | 0 |
| Rephase - Portishead Lakegrounds | (150) | 150 | 0 | 0 | 0 |
| Rephase - Development Strategy | (1,000) | 1,000 | 0 | 0 | 0 |
| Rephase - Waste Depot | (500) | 500 | 0 | 0 | 0 |
| Rephase - Tropicana & Magistrates | (400) | 0 | 400 | 0 | 0 |
| Rephase - ICT - Security Tools | (50) | 50 | 0 | 0 | 0 |
| Rephase - ICT - Windows 11 upgrade project | (50) | 50 | 0 | 0 | 0 |
| Rephase - ICT - Customer Services | (50) | 50 | 0 | 0 | 0 |
| Rephase - ICT - ContrOCC | (150) | 150 | 0 | 0 | 0 |
| Rephase - Accommodation | (1,851) | 1,718 | 133 | 0 | 0 |
| Rephase - Banwell Monitor of party Wall | (500) | 0 | 500 | 0 | 0 |
| Rephase - J21 northbound Slip | (527) | 527 | 0 | 0 | 0 |
| Rephase - Highways Maintenance Schemes | (1,098) | 1,098 | 0 | 0 | 0 |
| Rephase - Waste & Recycling - vehicles and electric top-up | (1,250) | 1,250 | 0 | 0 | 0 |
| Rephase - A38 MRN | (567) | (581) | 1,148 | 0 | 0 |
| Rephase - SBL Part 1 Claims | (620) | 285 | 336 | 0 | (0) |
| Rephase - Leisure Asset Management (HM Air Handling & Roof) | (700) | 700 | 0 | 0 | 0 |
| Rephase - Asset Management Plans | (806) | 806 | 0 | 0 | 0 |
| Rephase - Parks & Streetscene - Vehicles & Equipment | 6 | (6) | 0 | 0 | 0 |
| Savings - Parks & Streetscene - Vehicles & Equipment | 0 | (812) | 0 | 0 | (812) |
| Savings - Parking Review | 0 | (250) | 0 | 0 | (250) |
| Savings - Placemaking District Wide | (125) | 0 | 0 | 0 | (125) |
| Additions - Safer Streets Van (DP289) | 63 | 0 | 0 | 0 | 63 |
| Additions - Lighting Shute Shelf Tunnel (DP275) | 31 | 0 | 0 | 0 | 31 |
| Rephase - Shop Front Enhancement | 100 | (100) | 0 | 0 | 0 |
| Rephase - Summer Lane Flood Relief Scheme | (240) | 240 | 0 | 0 | 0 |
| Rephase - Waste Depot | (205) | 205 | 0 | 0 | 0 |
| Rephase - Development Strategy | 0 | (1,000) | 1,000 | 0 | 0 |
| Savings - Kewstoke Primary | (60) | 0 | 0 | 0 | (60) |
| Savings - Golden Valley - H&S/Fire Break | (60) | 0 | 0 | 0 | (60) |
| Savings - Churchill - H&S / Fire Break | (60) | 0 | 0 | 0 | (60) |
| Savings - St Andrews - H&S/Fire Break | (100) | 0 | 0 | 0 | (100) |
| Savings - ASD Hubs | (300) | 0 | 0 | 0 | (300) |
| Savings - SEN Hubs | (250) | (800) | 0 | 0 | (1,050) |

| | 2022/23 Capital Programme Budget £000 | 2023/24 Capital Prog Budget £000 | 2024/25 Capital Prog Budget £000 | 2026/27 Capital Prog Budget £000 | Total Capital Prog Budget £000 |
|--|---|--|--|--|--|
| AMENDMENTS TO THE PROGRAMME IN-YEAR (CONTD): | | | | | |
| Realignment - Mendip Green demountable - Scheme complete | (1) | 0 | 0 | 0 | (1) |
| Realignment - Leigh Woods - Scheme complete | (15) | 0 | 0 | 0 | (15) |
| Realignment - A370 Yanley Viaduct - Scheme complete | (25) | 0 | 0 | 0 | (25) |
| Realignment - VMS Barriers - Scheme complete | (2) | 0 | 0 | 0 | (2) |
| Realignment - Boardwalk Portishead - Scheme complete | (1) | 0 | 0 | 0 | (1) |
| Realignment - Real Time Information - Scheme complete | (5) | 0 | 0 | 0 | (5) |
| Realignment - Festival Way - Scheme complete | (8) | 0 | 0 | 0 | (8) |
| Realignment - Ecargo Bikes - Scheme complete | (26) | 0 | 0 | 0 | (26) |
| Additions - Footbridges Lovers Walk (DP307) | 100 | 0 | 0 | 0 | 100 |
| Additions - Footbridges Lovers Walk (DP307) | 10 | 0 | 0 | 0 | 10 |
| Additions - Beach Lawns - Managing vehicular access (DP312) | 100 | 0 | 0 | 0 | 100 |
| Additions - Clevedon Library UKSPF funding (DP202) | 31 | 0 | 0 | 0 | 31 |
| Rephase - Safe Routes to School - Churchill (KDH303) | (150) | 150 | 0 | 0 | 0 |
| Rephase - Corporate Asset Management Plan | 100 | (100) | 0 | 0 | 0 |
| Rephase - Metro West DfT funding to new cost codes | (14,807) | 14,807 | 0 | 0 | 0 |
| Realignment - Campus Gym - Project no longer being delivered | 0 | (184) | 0 | 0 | (184) |
| Month 9 | | | | | |
| Addition - Bus Service Improvement Plan (BSIP) | 1,405 | 24,358 | 21,820 | 0 | 47,583 |
| Addition - Property & Asset Management Asset Management Software | 118 | 0 | 0 | 0 | 118 |
| Addition - Footbridges Loverswalk Clevedon | 20 | 0 | 0 | 0 | 20 |
| Realignment - MetroWest Rail | (38,267) | (45,308) | 2,805 | 30,376 | 0 |
| Realignment - South Bristol Link | 322 | 0 | 0 | 0 | 322 |
| Realignment - Churchill Leisure Centre - Project under review | (1,500) | 0 | 0 | 0 | (1,500) |
| REVISED 2022/23 CAPITAL PROGRAMME | 105,173 | 112,753 | 81,468 | 35,376 | 385,164 |

New Approvals from 2023/24 – 2027/28

Sections 3 and 4 of the main body of the report provide an overview of the planned new investments for 2023/24-2027/28 and this appendix provides further details of the schemes and projects being recommended for inclusion within the draft programme for next year.

The sections below align to the council's key investment themes and detailed projects within each area can either be linked to existing areas of spending, a new one-off project or part of an annual programme of investment.

2.1. Children and young people

Investment proposals included below show that the council takes planning for the children and young people within our community seriously and has identified their needs as one of our key priorities, both for today and into the future.

| | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|---|------------------|------------------|------------------|------------------|------------------|----------------|
| Children & young people | | | | | | |
| Investment to deliver additional school places - various sites and locations | 6,769 | 0 | 0 | 0 | 0 | 6,769 |
| Provision for Special Educational Mental Health and Special Educational Needs places, through Nurture Groups, expansion, enhancements & adjustments | 2,714 | 0 | 0 | 0 | 0 | 2,714 |
| Clevedon Secondary School Expansion (includes external funding) | 2,865 | 2,500 | 0 | 0 | 0 | 5,365 |
| Replacement VLC Site(s) in Weston (Ashcroft and Milton) | 1,000 | 5,000 | 2,000 | 0 | 0 | 8,000 |
| Maintenance Programme for schools sites | 309 | 5 | 5 | 0 | 0 | 319 |
| Investment and improvements for Play Areas owned by North Somerset | 150 | 150 | 150 | 150 | 0 | 600 |
| Haywood Village Primary - Green Agenda Planning (Developer provided school) | 0 | 500 | 0 | 0 | 0 | 500 |
| Yatton Secondary new site/expansion | 0 | 5,000 | 0 | 0 | 0 | 5,000 |
| TOTAL - Children & Young People | 13,807 | 13,155 | 2,155 | 150 | 0 | 29,267 |
| Grants and Contributions | 12,632 | 4,500 | 0 | 0 | 0 | 17,132 |
| Unsupported Borrowing | 1,175 | 8,655 | 2,155 | 150 | 0 | 12,135 |
| TOTAL - New investment plans | 13,807 | 13,155 | 2,155 | 150 | 0 | 29,267 |

The proposals aim to address several issues within the 'school' environment, such as repairs and enhancements to learning facilities, the expansion of sites to accommodate the growing numbers of young people and the creation of local hubs for those who require additional support because of special or mental health needs, all of which will help contribute towards their educational experiences and support better outcomes in the future. Some of these plans are immediate and spending will start next year, whereas other projects reflect the need for investment over longer periods.

Continued investment is also planned areas within the community that children and young people regularly use and enjoy, such as parks and play areas. The council will continue to improve and enhance the current facilities that it owns by moving into the second year of its rolling programme of investment. Initial investment of £300k was included within the current capital programme to upgrade the council owned sites, along with a scheme to provide

£250k of match funding to support improvements in facilities that are not owned by the council; this proved an extremely popular and successful initiative.

It is recognised that investing to provide better access for children to play and encouraging these outdoor activities also supports the council’s vision within the health and well-being strategy.

2.2. Delivering better basic services

Whilst the council has the responsibility to provide a range of core services to the residents and businesses who live and work within North Somerset, it also wants to ensure that the assets linked to these services are fit for purpose, maintained, and aligned to the needs of the community who use them.

| | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|--|------------------|------------------|------------------|------------------|------------------|----------------|
| Delivering better basic services | | | | | | |
| Maintenance programme for highways network | 8,491 | 5,991 | 0 | 0 | 0 | 14,482 |
| A38 Improvements, including active travel and public transport investments | 20,479 | 1,435 | 522 | 0 | 0 | 22,436 |
| Investment in Car Parks | 200 | 200 | 0 | 0 | 0 | 400 |
| Continuation of the Public Rights of Way Programme | 100 | 100 | 100 | 100 | 0 | 400 |
| Recycling service | 0 | 9,172 | 306 | 426 | 0 | 9,904 |
| Provision of a new Waste Depot | 0 | 4,688 | 2,132 | 0 | 0 | 6,820 |
| Disabled Facilities Grants to residents (Estimate) | 2,361 | 0 | 0 | 0 | 0 | 2,361 |
| TOTAL - Delivering better basic services | 31,631 | 21,586 | 3,060 | 526 | 0 | 56,803 |
| Grants and Contributions | 28,831 | 5,991 | 0 | 0 | 0 | 34,822 |
| Unsupported Borrowing | 2,800 | 15,595 | 3,060 | 526 | 0 | 21,981 |
| TOTAL - New investment plans | 31,631 | 21,586 | 3,060 | 526 | 0 | 56,803 |

One of the council’s largest ‘assets’ is its highways and infrastructure network which provides many ways to move around the area and connect to the surrounding regions. Whether residents, businesses or visitors use the highways network in vehicle or on a bicycle, the council recognises that it is essential that these assets are maintained at safe levels and so further investment is planned which will stop deterioration and maintain a steady state.

The A38 is a significant transport route which runs through North Somerset and a joint initiative with Somerset County Council is currently being proposed which will deliver a range of improvements covering at least ten locations between Barrow Tanks and Junction 22 of the M5 motorway at Edithmead, six of which are within North Somerset. The scheme, which will provide improvements to the existing highway, carriage-way widening, and include active travel improvements, contributes towards several of the council’s Corporate Plan priorities and so will benefit many residents and businesses. The values presented within this report continue to be updated as the project develops; they will include the total projected costs of the scheme and although the council will only be expected to provide a local contribution of 15%. It is anticipated that approximately 85% of the funding will be provided by the Department for Transport, subject to the submission of business cases and relevant approvals, which makes this an attractive investment for local people.

Significant investment has been included to provide a new waste depot so that the council can manage the household waste and recycling services in a safe and maintained space.

Waste services are an essential part of daily life, and it is hoped that the new depot will also provide facilities to sort, bail and store recyclable materials and be a storage location for the council’s fleet of waste vehicles.

2.3. Investing in our communities

The council recognises through its place-making strategy that it is important for residents to have access to local amenities, services, networks and facilities to become thriving and successful communities and so has prioritised investment in communities as a key theme within its capital strategy.

| | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|---|------------------|------------------|------------------|------------------|------------------|----------------|
| Investing in our communities | | | | | | |
| Levelling Up Round 2 - Tropicana, Birnbeck Pier, Marine Lake, High Street vacant units and Wayfinding | 10,000 | 9,980 | 0 | 0 | 0 | 19,980 |
| Community facilities - Hutton Moor Leisure Centre | 970 | 0 | 0 | 0 | 0 | 970 |
| Development programme in key sites across North Somerset | 0 | 3,000 | 0 | 0 | 0 | 3,000 |
| TOTAL - Investing in our communities | 10,970 | 12,980 | 0 | 0 | 0 | 23,950 |
| Grants and Contributions | 10,000 | 9,980 | 0 | 0 | 0 | 19,980 |
| Unsupported Borrowing | 970 | 3,000 | 0 | 0 | 0 | 3,970 |
| TOTAL - New investment plans | 10,970 | 12,980 | 0 | 0 | 0 | 23,950 |

The council already provides a range of ‘built’ facilities within communities such as schools, childrens centres, leisure centres, libraries, community halls as well as other amenities used by the public such as seafronts, public open spaces, cycle routes and public rights of way, many of which need investment to maintain, enhance or adapt the assets being used. Examples of this are included within the proposed spending plans for next year.

The council also plans to invest further sums in new projects which build on the place-making ambitions for our communities and spending proposals shown above include examples of investment which are likely to transform areas.

The largest element of of the programme will be focused on Weston following the successful outcome of the councils’ bid to the governments’ Levelling Up Fund, which provides £20m to help reinvent iconic heritage buildings, support local businesses, create new jobs, and deliver a year-round experience-led economy for the future. This will be achieved by making investments in the town centre and seafront, transforming the culture, leisure and retail experience for residents, business, and visitors. Further details are provided throughout the report.

2.4. Tackling the climate emergency

Since the council has announced a climate, it has been developing and progressing an action plan to show the changes that need to be made to achieve the required outcomes. However as noted in Section of the report, other investments are being made which have climate and environmental considerations incorporated into them.

APPENDIX 3

| | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|---|------------------|------------------|------------------|------------------|------------------|----------------|
| Tackling the climate emergency | | | | | | |
| Annual programme to rebuild and enhance sea defences in Clevedon and Weston | 400 | 400 | 400 | 400 | 0 | 1,600 |
| Natural Flood Management at various Coombe locations | 40 | 40 | 40 | 40 | 0 | 160 |
| Eco Bus (library outreach vehicle (mobile library replacement) | 0 | 175 | 0 | 0 | 0 | 175 |
| TOTAL - Tackling the climate emergency | 440 | 615 | 440 | 440 | 0 | 1,935 |
| Grants and Contributions | | | | | | 0 |
| Unsupported Borrowing | 440 | 615 | 440 | 440 | 0 | 1,935 |
| TOTAL - New investment plans | 440 | 615 | 440 | 440 | 0 | 1,935 |

2.5. Other investments, including statutory responsibilities

| | 2023/24 £'000 | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 | 2027/28 £'000 | TOTAL £'000 |
|--|------------------|------------------|------------------|------------------|------------------|----------------|
| Other Investments, statutory functions | | | | | | |
| Investment in ICT - technology upgrades to systems and networks | 1,541 | 1,776 | 516 | 666 | 100 | 4,599 |
| Corporate Asset Management - to include urgent maintenance & ICT | 3,500 | 1,000 | 5,000 | 5,000 | 2,000 | 16,500 |
| Sheltered Leasehold Property Re-purchases | 0 | 0 | 1,500 | 1,500 | 1,500 | 4,500 |
| TOTAL - Other Investments, statutory functions | 5,041 | 2,776 | 7,016 | 7,166 | 3,600 | 25,599 |
| Grants and Contributions | 1,000 | 0 | 0 | 0 | 0 | 1,000 |
| Unsupported Borrowing | 4,041 | 2,776 | 5,516 | 5,666 | 2,100 | 20,099 |
| Capital Receipts | 0 | 0 | 1,500 | 1,500 | 1,500 | 4,500 |
| TOTAL - New investment plans | 5,041 | 2,776 | 7,016 | 7,166 | 3,600 | 25,599 |

Whilst planned investments in these areas may not have a direct and tangible impact on communities it is anticipated that residents will feel and understand the benefits that they will bring, for example, by investing in technology means that services can become more efficient and deliver outcomes more effectively and sometimes at less cost than before, which means that savings can potentially be realised and seen within the annual revenue budget.

Weston Placemaking grant funding and investments

A specific appendix has been drafted to pull together the key components of the council's place-making investment programme, progress of which is predicated on the successful outcome of grant funding applications.

The paper therefor summarises the funding applications that have been submitted together with the next steps that will need to be undertaken over the next few months if successful.

1. Funding applications

NSC has applied for the following grant funding from government:

(i) Levelling Up Round 2:

A total of £19,979,570 to fund a package of placemaking measures for Weston-super-Mare, centred on the themes of:

- Boosting the visitor economy by investing in much-loved but deteriorating heritage assets to create national visitor attractions and creative hubs.
- Reinventing and diversifying Weston town centre, supporting the creative economy, independent retailers and food & drink innovators.
- Delivering wayfinding and quick win public realm improvements to increase footfall and spend and boost local pride in the quality of our environment

Investments would be focused on:

- Repairs & improvements to the Tropicana, particularly focusing on the outside arena area.
- Supporting the restoration of Birnbeck Pier and its buildings.
- Completing the restoration of Marine Lake.
- Refurbishing and re-purposing vacant high street units owned by the council.
- Wayfinding and public realm improvements, including improvements to Grove Park.

The council has been advised that the funding bid was successful, which means that it will be required to provide £2.4m match-funding towards the projects, bringing the programme total to £23m. These sums have been included within Section 4.2 of the report and will be included as part of the councils' approved spending plans from 2023/24.

The original bid requirement was that expenditure must commence in 2022/23 and be completed by 31 March 2025 although given the delays in the process by the government so far, it is hoped that spending profiles will be revisited, in the early years at least. The spend profile associated with the original bid process are noted below, although they will be confirmed when the final grant conditions are received.

| | |
|---------|---------|
| 2022/23 | £2.36m |
| 2023/24 | £10.27m |
| 2024/25 | £10.39m |

However, it is unlikely that the government will change the completion date of 31 March 2025 and so the council will need to ensure that it has plans in place to proceed within

commissioning and procurement decisions as soon as possible. As a result an outline commissioning plan is provided in Section 3 below and a recommendation (1 c) has been included within the main body of the report to delegate approval to the Section 151 Officer to avoid unnecessary delays.

(ii) Cultural Development Fund:

A bid has been made to obtain £3,813,960 of capital funding, plus £700,000 of revenue funding has been made to the government, with the objective of securing a financially sustainable future for key cultural and heritage assets.

Capital proposals are:

- Repairs & improvements to the Tropicana, particularly focusing on the internal areas and increasing flexibility, efficiency and ease of use for operators and end users.
- The creation of a small-scale pavilion-type space for events and activities at Birnbeck Pier, which would generate income to help with future maintenance.

Revenue funding would be used to fund activities during the construction period to generate interest in the facilities; skills and employment initiatives linked to creative industries and heritage construction; and to provide revenue support for operations in the early period after works are complete.

If the funding bid is successful, the council will be required to provide £800k match-funding towards the projects, bringing the programme total to £5,313,960 (including the revenue element).

A decision on the bid is expected in March 2023 and expenditure would take place from 1 April 2023 – 31 March 2026. The expected spending profile is as below:

| FUNDING | 2023/24 | 2024/25 | 2025/26 | TOTAL |
|-----------------------|----------------|------------------|------------------|------------------|
| Council match funding | 118,082 | 272,767 | 409,151 | 800,000 |
| CDF Funding (Capital) | 178,448 | 2,384,624 | 1,250,888 | 3,813,960 |
| CDF Funding (Revenue) | 140,000 | 280,000 | 280,000 | 700,000 |
| Total funding | 436,530 | 2,937,391 | 1,940,039 | 5,313,960 |

2. Project delivery and Commissioning Plan

Decisions by government in January and March require a rapid response including entering into funding agreements and commissioning of works to meet the timelines for expenditure.

The bids submitted included information on the expected routes to procurement, forming the basis of these Commissioning Plan proposals. These were informed by in-house knowledge and recent engagement with the market for similar works in Weston, however further engagement with the market will take place prior to the confirmation of Procurement Plans.

Given the mixture of generalist and specialist requirements within the projects, it is anticipated that each of the main elements will be procured separately. Opportunities for combined contracts will be explored, however such opportunities are thought likely to be relatively limited.

Whilst this entails additional officer work in procuring different contractors, it has the advantage of enabling the council to more effectively manage the programme of works, so that 'quick win' lower cost or initial phase projects can move forward in advance of the more complex schemes.

Given the specialist nature of some of the works (i.e. heritage, marine environment) it is expected that a large proportion of procurement activity will be carried out via open tendering rather than through frameworks. Pre-tender supplier engagement will be critical to ensure bidders understand the Council's expectations and the nature of the work required. Where possible, contracts will be packaged to encourage smaller & local contractors to deliver works. Advice will be sought from partners including Historic England and the Arts Council to identify the most suitable suppliers for specialist work.

Potential routes to market to procure our requirements include:

- Established NSC frameworks and Dynamic Purchasing Systems (DPS) for Minor Works.
- Established government frameworks, e.g. CCS Construction Works and Associated Services, NEPO Civil Engineering and Infrastructure Framework.
- Other available construction frameworks such as Scape and Hampshire CC Gen 4.
- Open tendering.

More detailed procurement routes for this programme will be set out in the Procurement Plan and will be dependent on the individual projects and feedback from the pre-tender market engagement. However expectations as to routes to market are as set out in the table below:

| Activity | Proposed procurement approach | Procurement considerations |
|--|--|--|
| Design services | Design and other professional services can be provided from a range of frameworks, e.g. WECA Professional Services or ESPO. | Some design services may need to be procured via open tender where the necessary specialist expertise (e.g. heritage, marine environment) is not held with frameworks. |
| Other professional services (e.g. surveys, engineering, etc) | Market engagement will be held to identify where frameworks can be used to provide robust standard services, and where specialist services need to be procured separately. | |

| | | |
|---------------------------|---|--|
| <p>Construction works</p> | <p>Works will be packaged into the following:</p> <ul style="list-style-type: none"> ➤ Standard construction works - provided by a combination of works contractors under frameworks and smaller, local contractors. ➤ Specialist works: to be procured via open tender, following engagement with partners to secure the best value and most appropriate option. | <p>Specific elements of works are likely to be provided by a specialist contractor (e.g. heritage / marine) and we may use contracting options that are available to partners with more experience in this area.</p> <p>The Dynamic Purchasing System established for Weston shopfront improvements is likely to be suitable for the work on high street units.</p> <p>Elements of wayfinding work can be provided by our Highways Term Maintenance and Grounds Maintenance contractors.</p> <p>Interior works are most likely to be low-risk, and could be the most suitable for smaller local contractors. In some cases these may be subcontracted via the main works contractor, with the requirement that they will tender this competitively and be able to demonstrate value for money.</p> |
|---------------------------|---|--|

All procurements will be evaluated on the basis of Quality vs Cost (i.e. Value for Money), with a required weighting of 10% for Social Value.

The weight allocated to Quality and Cost may vary depending on the type of service provided, with Quality weighted between 60 - 80% quality and Cost weighted between 10 – 30% (taking account of the 10% already allocated to Social Value). The higher quality ratings are likely to be required for procurements such as design services and sensitive construction elements. Lower quality ratings may apply for more routine activity such as electrical works, however a reasonably strong quality element will remain to be required in the light of factors such as responding to the marine and heritage environments and the importance of delivering a high quality, robust product and finish.

Delivery of the projects will be led by the Council’s Major Projects Team, supported by NSC’s dedicated Procurement Team and with the Weston Placemaking Team acting as lead Client alongside Seafront and Open Space teams. Governance has been established including project officer groups and a senior level officer board reporting into the Asset Strategy Steering Group and Capital Board. Executive and Local Members will be kept informed on updates and decisions.

Decisions and authorisations:

To enable projects to progress in line with likely government requirements for expenditure, the following authorities are requested:

- To delegate authority to the Council's Section 151 Officer, in consultation with Executive Members, to accept the offer(s) of funding and to enter into associated funding and legal agreements.
- To approve match-funding of grant from the Council's Capital Programme, up to a maximum of £2.4m – this has been reflected within the Strategy summarised in Section 4.2
- To approve the Commissioning Plan for the procurement of programme delivery as set out above.
- For the period from 30 March – 31 May 2023, to delegate authority to the Council's Section 151 Officer to approve Procurement Plans of a value of up to £5m per plan where required to ensure delivery of the programme to meet funding timescales.

CAPITAL STRATEGY & ASSET REQUIREMENTS

1. General principles for capital planning

Definition: capital expenditure is where the Council spends money on assets, such as property or vehicles, that will be used for more than one year. This includes spending on assets owned by other bodies, and loans and grants to other bodies enabling them to buy assets. The Council has some limited discretion on what counts as capital expenditure, for example assets costing below £10,000 are not capitalised and are charged to revenue in year.

There are some general strategic principles underlying capital planning for all services which are to:

- Integrate capital planning into the council's overall strategic planning, both in general and as part of the Corporate Plan and Budget and the Long-Term Financial Plan
- Maximise external funding and supplement this with the council's own resources where appropriate, especially where external funding supports the council's priorities
- Procure the use of capital assets where this is affordable and delivers best value for money to the council, including a robust process for the appraisal and approval of capital projects and programmes
- Work with partners, including the community, businesses, and other parts of the public and voluntary sector, whilst retaining clear lines of accountability and responsibility.
- Relate capital resources and expenditure planning to asset planning.

2. Strategic capital priorities

The council's vision and priorities continue to shape where capital investment needs to be delivered and these are defined within the Corporate Plan, which was updated in February 2020, and is focused around three themes:

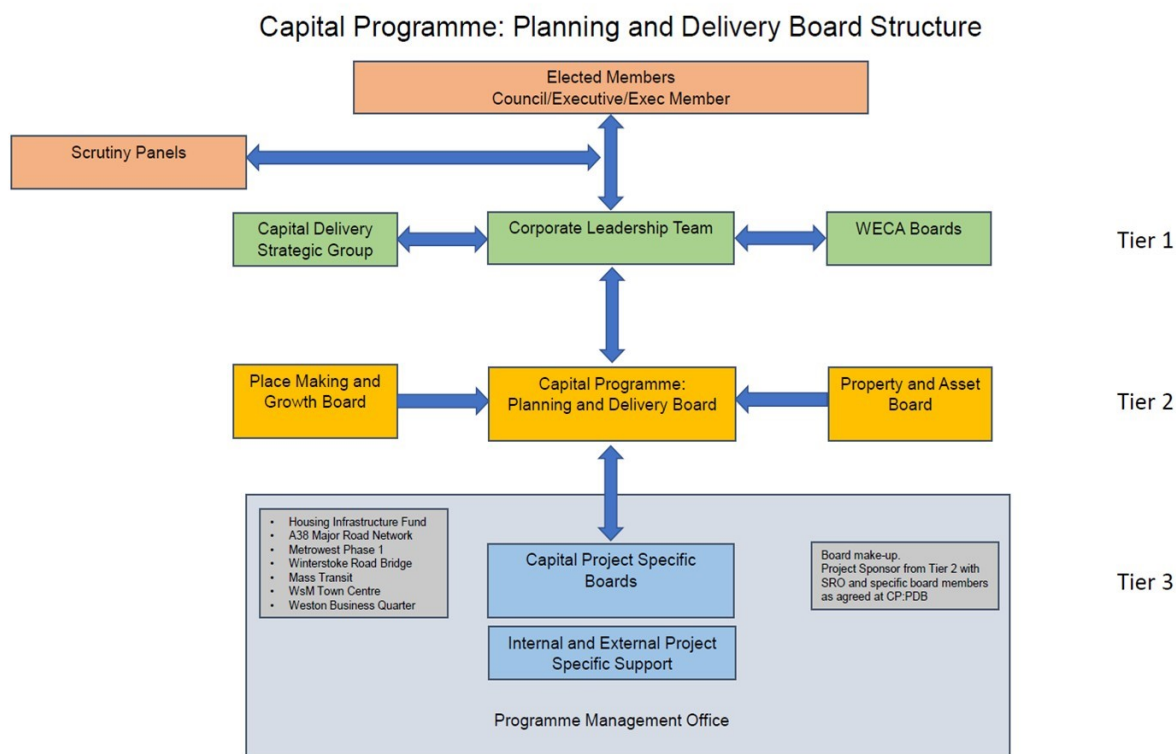
- **Open** – We will provide strong community leadership and work transparently with our residents, businesses, and partners to deliver our ambition for North Somerset.
- **Fair** – We aim to reduce inequalities and promote fairness and opportunity for everyone.
- **Green**- We will lead our communities to protect and enhance our environment, tackle the climate emergency, and drive sustainable development.

3. Governance

Capital investment decisions are made in accordance with the council's financial regulations which are contained within the Constitution. These regulations set out the governance of budget setting, budget monitoring, financial administration, and financial controls, as well as the procedure for approving capital expenditure.

Governance surrounding capital strategy and delivery continues to be developed and refined to ensure that it stays relevant to changes which may occur within the organisation.

The governance framework in respect of capital delivery and programme management was updated in 2022 and continues to be embedded across the organisation, the chart below shows the latest position which aims to strengthen and improve communication and reporting, and thereby reduce risks.



3.1 Capital Programme: Planning and Delivery Board

This officer board ensures quality, consistency of approach and co-ordination across the Capital Programme as part of the Council’s Capital Strategy. It also oversees the operational, risk and financial performance of capital projects which align to the organisation’s intended outcomes and make recommendations to decision makers. Bringing together programme planning, monitoring and delivery in to one place with a wide range of stakeholders to consider effective investment proposals.

Each directorate has nominated representatives on the board which is currently chaired by the Director of Corporate Services and Section 151 Officer. The board is responsible for making recommendations to decision makers.

3.2 Capital Programme Approvals

The approval of spend for inclusion within the capital programme is outlined within the councils’ financial regulations as follows:

- Greater than £5m – Council
- Greater than £1m and less than £5m – The Executive
- Greater than £0.5m and less than £1m – Director, S151 and Executive Member
- Less than £0.5m - Director and S151 approval

All proposals will be considered by the Capital Programme: Planning and Delivery Board prior to any decision.

3.3 Council and the Executive

Council and the Executive are the key democratic decision-making bodies nominated within the Council's constitution. The Council approves the key policy documents and the capital programme as part of the Council's Policy and Budgetary Framework. The Executive recommends priorities, policy direction and the capital programme to the Council for approval. The Executive also approves new inclusions to the capital programme in line with the scheme of delegation and the financial regulations.

4. **Service priorities**

Each service has developed their own strategy in line with the Corporate Plan which sets out service priorities over the next few years and identifies the services resource requirement, shaping the capital resources required in the capital programme to fund new assets and maintain existing ones. The individual capital strategies are therefore shaped by each service and set out in several key strategic documents.

4.1 Existing Assets

The suitability and condition of the council's existing assets to meet service requirements are reviewed through:

- **Strategic asset management planning** – the council has undertaken a strategic review of its entire asset base with a view to formulating a direction of travel for the future, determining which of the current assets should be held, maintained or listed as surplus and therefore for potential disposal. The outcomes of this review have been considered by the Asset Strategy Board who are developing a series of plans that will be integrated with the longer-term planning.

Some elements of this work have been delayed over the course of the past year as a result of the need to respond to operational issues; the two main ones being the recruitment of staff to vacant posts and responding to urgent health and safety issues within some of the councils' property base.

Workstreams include portfolio management, estate management, energy efficiency and regeneration strategy.

- **Highways asset management plan** – The Highways Asset Management Strategy sets out the process of asset management and the strategy for maintaining the Council's highways infrastructure. The document sets out the principles for investment in the major asset types including carriageways, street lighting and traffic management and highways structures.

For investment in the management of highway assets we take an asset management approach. This balances the need to repair life expired roads/ assets in poor condition with more preventive measures which extend the life of existing assets. We use surveys to provide information on the condition of assets and supplement this with data relating to road safety, traffic volumes, community facilities, customer

complaints etc to help determine the final priority of resources. We complete an annual self-assessment for the Department for Transport which checks our approach against 22 criteria. Our most recent assessment showed that we were a level 3 authority for asset management which is the highest level possible.

4.2 New Assets

- **Strategic Development** – funding to support delivery of the Council’s Development Strategy as approved by Council in February 2021 (see [Development strategy](#)) and further considered in November 2022 ([Development consultation](#)). The funding will be used to deliver high quality, sustainable development on council-owned land, specifically to support the delivery of NSC sites facing proven viability challenges, and/or to accelerate and increase the provision of affordable housing and higher sustainability standards. It is expected that this will include expenditure within the 2023/24 financial year.
- **Schools programme** – Education Provision in North Somerset ~ A Commissioning Strategy 2021 – 2025 is the latest policy base for local decisions in relation to school place planning and the school’s capital programme. The current document provides the strategic overview of how North Somerset Council, acting as the local ‘Children’s Champion’, and working in partnership with others, will secure sufficient suitable education and training to meet the reasonable needs of all children and young people in its area. The council works with its partners (schools, academies, health and care professionals) with the aim of securing sufficient places for children and young people resident in North Somerset.

Capital allocations come to the council from a range of sources including: Basic Need; Targeted Basic Need; S106 contributions, Community Infrastructure Levy (CIL) and Free School Bids. The Department for Education (DfE) may also allocate bespoke funding for priority areas as national priorities dictate. Whilst the Local Authority (LA) receives a Maintenance Allocation to cover urgent health and safety and condition needs of Community and Voluntary Controlled (VC) schools, and Voluntary Aided (VA) schools have been supported by the Locally Coordinated Voluntary Aided Programme (LCVAP), all schools have earmarked Devolved Capital paid to them to meet the improvement needs of their sites. Smaller academies/academy chains can bid for funds from the Academies Condition Improvement Fund whilst larger academy chains qualify for School Condition Allocations.

- **ICT replacement programme** – New software, ICT hardware and network infrastructure are routinely identified through the ICT replacement programme in collaboration with the council’s partnership with Agilisys. The programme is continually being refreshed to consider further investment in digital and transformation solutions which may deliver revenue budget savings, as well as any changes which may be required as a response to new ways of working
- **Better Care Fund** - An annual capital grant is received from Government to resource Disabled Facilities Grants (DFGs) and Social Care capital projects, as part of the Better Care Fund arrangements. DFGs fund adaptations to homes to support disabled people to live independently and their award is mandatory, subject to eligibility criteria being met. The resource requirements for DFGs is therefore demand led. Subject to the demand for DFGs a range of social care capital projects

could be supported through the Government grant, including investment in new supported housing, assistive technology and other aids and adaptations. The council's Housing with Support Strategy and Housing Strategy set out priorities for investing in new supported housing

- **Major projects** - Investment in major projects are drawn from the priorities identified in the Corporate Plan and Joint Local Transport Plan. These have been tested at a strategic level against plan objectives and for deliverability and an initial value for money assessment. In many cases, investment in major projects requires external funding bids and so the criteria for these also influences the order in which projects are brought forward. The largest projects, particularly those above £5m are assessed in detail for value for money, following criteria set by Government, and a cost benefit ratio (BCR) is calculated to measure the return on investment (Benefits/ costs). Government determines that a BCR above 2 provides "high" value for money and is typically used as the minimum threshold for which projects will be funded. For large projects costing less than £5m a BCR is also frequently generated but often using a cheaper and more proportionate methodology. All the major projects currently being promoted or delivered by the council have a BCR above 2.

5. Capital Strategy Action Plan

Our current action plan to support development and delivery of an affordable capital programme, which continues to be embedded across the organisation includes the following key components.

5.1 Financial planning and risk management

- Embed the decision-making pathways from the Strategic Asset Management Plan
- Establish feasibility budget, creating headroom for exploratory work including for Strategic Investment Funds
- Review out-turn performance against budgets and compare with market information to ensure that our contingencies are robust
- Specifically monitor and track inflationary provision within approved budgets to ensure that assumptions relating to cost estimates remain robust
- Develop detailed cash flows for projects so that borrowing requirements can be better profiled
- Introduce an optimism bias to mitigate against timing differences and slippage against the programme
- Use data and outputs from the Strategic Asset Management Plan to inform future maintenance requirements
- Use indices to consider delaying projects where market conditions may prevent delivery within budget and timescales

5.2 Governance/ decision making

- Simplification of our governance model at officer level to combine the Capital Projects Programme Board with the Infrastructure and Investment Board into a Capital Programme – Planning and Delivery Board
- Expand the remit of the new board beyond major projects to consider all capital
- Use our Programme Management Office to develop standard templates and reporting frameworks to support clarity and consistency

- Establish clear triggers for escalation of risk; including budget, timescale, deliverability and scope
- Update our reports for councillors to provide enhanced visibility of risks
- Establish a framework to assess the carbon impact of our schemes

6. Prudential Indicators

The Prudential Code was updated in 2021 following consultation with local authorities to improve the transparency of investment decisions. Changes to the Code include the requirement to produce a Capital Strategy which contains a reference to a series of **prudential indicators** which enable the reader to understand overall financial impact of capital investment decisions, with a focus on debt levels and how these will be repaid.

It should be noted that the Treasury Management Code of Practice also provides for the same reporting requirements meaning that there is an overlap in terms of the preparation and reporting of such prudential indicators.

To avoid confusion, and to ensure that all Treasury and Capital indicators use the same base data, we have reflected all the indicators within one of the core strategy reports, they are all contained within the Treasury Management Strategy report, considered elsewhere on the agenda for this same meeting. This is because the treasury report also requires local authorities to consider the impacts of capital planning on its treasury management strategy, as well as both borrowing and investment decisions.

Attention should therefore be drawn to the Prudential Indicators for capital expenditure, the capital financing requirement, revenue budget impacts of borrowing, as well as borrowing and investments thresholds and forecasts.

North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Revenue Budget Update and Council Tax Setting for 2023/24

Town or Parish: All

Officer/Member Presenting: Councillor Ashley Cartman, Executive Member for Corporate Services

Key Decision: N/A

Reason: Not an Executive Decision

Recommendations

That Council:

1. Approves the 2023/24 net revenue budget for North Somerset Council services of **£202.766m**; and the Council Tax Requirement of £209.699m, being the value including town and parish council precepts, as set out in Appendix 1.
2. Approves the directorate gross income and expenditure budget allocations as detailed in the body of the report and as set out in Appendix 1.
3. Approves the council tax charges for 2023/24 in accordance with the formal Resolution as set out in Appendix 2:
 - a. which provides for an **average Band D** council tax charge in respect of North Somerset Council services for 2023/24 of £1,626.52, plus special expenses, where such charges apply, giving an overall charge of **£1,627.38**
 - b. and provides for other major preceptors being, the Avon Fire Authority, the Police and Crime Commissioner for Avon and Somerset and the town and parish councils

This represents an increase for North Somerset Council services of 2.99% on the general level council tax, and a 2% charge in respect of an adult social care precept.

4. Approves the refreshed Pay Policy for 2023/24 in accordance with the details set out in Appendix 5.

1. Summary of Report

This report provides details of the final North Somerset Council revenue budget and sets out the framework required to approve the resultant recommended level of council tax for the financial year 2023/24.

North Somerset Council is the billing authority for the North Somerset area and must therefore arrange to set a **total** council tax charge which includes the following component parts:

- Precept for North Somerset Council – as noted above
- Precepts and Special Expense charges for Local Town Councils
- Precept from Avon Fire Authority
- Precept from the Police and Crime Commissioner for Avon and Somerset

At the time of writing this report, information relating to the Avon Fire Authority precept and the final Environment Agency and Drainage Board levies have not yet been received, which means that it is not possible to present a confirmed 'total' council tax charge for the 2023/24 financial year.

However, indicative sums have been included within this draft report to enable readers to understand the potential level of council tax which could be levied for next year. The indicative value for the Fire Authority has been based upon the capping limits included within the local government finance settlement, and therefore represent a potential maximum level of charge and the values included for the Environment Agency are provisional values which will be considered at their budget setting meeting.

An updated paper will be presented in advance of the meeting which will include the actual precept requests from the organisations listed above. As a consequence, the revised report will also include the **final total** council tax charge for 2023/24.

The updated information will appear in several sections of the updated report:

- Section 3.4 – revenue budget components
- Section 3.5 – levies
- Section 3.6 – council tax requirement
- Section 3.7 – major preceptors' values
- Section 3.8 – council tax proposals
- Appendix 1 – revenue budget 2023/24
- Appendix 2 – council tax Resolution
- Appendix 4 – summary of local council tax charges

2. Policy

The Local Government Finance Act 1992 (Section 30) requires the North Somerset Council to set a balanced budget before the 11 March in the financial year, preceding the year ahead. The budget must be supported by detailed estimates of its expenditure for the coming year and of the resources that will be available to meet this expenditure. The resources not only include income from rents, fees and charges and any available balances, but also external grant income and collection fund precepts.

Section 40 of the 1992 Act requires all major precepting authorities to issue a precept on the Collection Fund before 1 March in the financial year, preceding the year-ahead.

As the billing authority for the area of North Somerset, the Council is required to set a council tax for each category of dwelling in its area, for the financial year commencing on 1 April 2023.

The Localism Act 2011 made significant changes to the Local Government Finance Act 1992 and requires the billing authority to calculate a Council Tax Requirement for the year.

The Local Audit and Accountability Act 2014 further amended The Localism Act 2011 and requires that levies are included in the calculation of the 'Relevant Basic Amount' which determines whether council tax has risen sufficiently to trigger a referendum.

3. Details

3.1 Proposed Revenue Budget for North Somerset Council 2023/24

A report on the council's draft revenue budget 2022/23 was considered by the Executive at its meeting on the 8 February 2023.

The draft net revenue budget, excluding the town and parish council precepts, totalled **£202.089m**, and was fully financed by resources thereby presenting a balanced budget for the forthcoming financial year.

Members will recall that the resources included within the draft revenue budget at that time reflected the council's funding allocations as detailed within the *provisional* local government finance settlement, which were released in December 2022 and also the *provisional* business rate forecasts following release of information from the Valuation Office, also in December 2022.

The report recommended that Council increase council tax by 2.99% in 2023/24 to help meet the increasing demand and costs of front-line council services, and also that Council approve a 2% Adult Social Care Precept for 2023/24 to contribute towards meeting the growth and increasing costs of adult social care services.

3.2 Changes to the Revenue Budget

There have been no material changes to the value of the council's revenue budget for next year, although there are some minor roundings to previously estimated values, as well as some presentational changes due to the realignment of resources across council wide services. The council's business rates forecast has been finalised since the Executive meeting on the 8 February 2023 and been updated to fully reflect the impact of transitional relief awarded to ratepayers because of the national revaluation process.

The final net revenue budget for **North Somerset Council** services after these changes will therefore be **£202.766m**, and £209.699m, including the town and parish council precepts.

The allocation of the budget across services areas is presented within Appendix 1, along with confirmation on the council's funding sources.

3.3 Final Local Government Finance Settlement

The finance settlement for local government broadly comprises of the general grants such as the Revenue Support Grant and New Homes Bonus, as well as other specific grant funding

allocated by the government for important service priorities such as adult social care. It is also used to confirm the council tax referendum principles for the year ahead.

An indicative or provisional settlement is usually issued in December each year, with the final settlement being released or debated by the government in January or February.

At the time of writing this report, the final settlement had not yet been published by the Department for Levelling Up, Communities and Housing. It is not expected that the final settlement will result in any material change from the provisional settlement, either in respect of the referendum principles or resource allocations. As a result, the specific grant allocations for North Somerset remain the same as those included within the budget report presented to the Executive at the meeting on 8 February.

3.4 Components of the Revenue Budget for North Somerset Council

As noted above, the total **net budget of £202.766m** for 2023/24 has been allocated to a range of council services. The council is required to gross up all of its budgets when setting and approving its council tax for the year ahead to show the total amount of expenditure and income for the year ahead. The allocations of the council's gross expenditure and income, which will be included within the formal council tax Resolution, are shown the table below.

| REVENUE BUDGET | | | |
|--|---------------------------|--------------------|---------------------|
| | 2023/24 Net Budget | Gross Expend | Gross Income |
| | £ | £ | £ |
| Adult Social Services | 84,334,056 | 124,868,063 | -40,534,007 |
| Children's Services | 30,011,372 | 43,761,587 | -13,750,215 |
| Schools Budgets | 0 | 55,555,320 | -55,555,320 |
| Place Directorate | 38,323,907 | 73,628,211 | -35,304,304 |
| Corporate Services | 31,241,052 | 84,516,277 | -53,275,225 |
| Public Health & Regulatory Services | 1,374,160 | 15,228,003 | -13,853,843 |
| Capital Financing and Interest | 10,320,000 | 15,313,590 | -4,993,590 |
| Other, including Non Service & Contingency | 6,120,325 | 7,887,905 | -1,767,580 |
| Sub Total - North Somerset Council Services | 201,724,872 | 420,758,956 | -219,034,084 |
| Special Expenses | 69,410 | 177,370 | -107,960 |
| Levy - Environment Agency | 322,025 | 322,025 | 0 |
| Special Levy - Drainage Boards | 649,674 | 649,674 | 0 |
| Sub Total - Expenses and Levies | 1,041,109 | 1,149,069 | -107,960 |
| Total - North Somerset Council Services | 202,765,981 | 421,908,025 | -219,142,044 |
| Town and Parish Precepts | 6,932,874 | 6,932,874 | 0 |
| TOTAL BUDGET REQUIREMENT 2023/24 | 209,698,855 | 428,840,899 | -219,142,044 |

3.5 Levies

The council's proposed revenue budget includes the levies of the Environment Agency and Internal Drainage Boards, the costs of which sit outside of the council's direct control. The council has not yet received formal confirmation of the Environment Agency Levy or the levy

from the Internal Drainage Boards, although provisional values have been included within the report.

| Levies and Precepts (£) | 2022/23 | | 2023/24 | |
|--|-----------------|---------------|-----------------|---------------|
| | Levy | Band D charge | Levy | Band D charge |
| Environment Agency Levy (provisional) | 299,558 | 3.75 | 322,025 | 3.97 |
| Internal Drainage Boards (provisional) | 585,526 | 7.33 | 649,674 | 8.02 |
| Totals | 885,084 | 11.08 | 971,699 | 11.99 |
| Taxbase | 79,926.8 | | 81,014.7 | |

The council is required to show these amounts separately because in order for the government to determine whether an authority has approved a council tax rise which necessitates the requirement for a local referendum, it includes these levy requests within its formal calculations. This calculation is known as the Relevant Basic Amount (RBA).

3.6 North Somerset Council Tax Requirement

The net revenue budget presented to Council for approval for North Somerset Council, including the precepts for town and parish councils and special expenses, totals **£209,698,855**. Together these values form the Budget Requirement and are used in the statutory calculation of the council's council tax precept on the Collection Fund. A copy of the prescribed calculation is shown at Appendix 1.

3.7 Precepts from Other Bodies

In its role as the billing authority, the council is also required to collect the council tax requirement of other precepting authorities who use this money to fund their budgets. Information on each of the major precepting bodies is shown below:

- The **Police and Crime Commissioner for Avon and Somerset** approved their precept on 1 February 2023. The Band D precept for next year will be £266.20, being an increase of £15.00, or 5.97% compared to 2022/23, giving a total precept value of £21,566,113.
- The **Avon Fire Authority** is expected to approve their precept on 17 February 2023. This report currently assumes a Band D precept of £82.95, this being an increase of £5.00, or 6.41% compared to 2022/23. This would produce a total precept of £6,720,169.

An update will be provided at the meeting on 21 February when the final precept values will be provided and confirmed.

- **Town and parish councils** - Appendix 3 provides a full listing of all town and parish precepts which total £6,932,874.47. The average Band D town and parish precept has risen from £79.88 to £85.58, an increase of 7.1% from 2022/23.

There are ten parish councils within the listing which have percentage increases on their precepts which are greater than 10%, although none of the cash increases are considered material. These are:

| Local Council | 2022/23 Precept | 2023/24 Precept | Increase (£) | Increase (%) |
|-------------------|--------------------|--------------------|--------------|--------------|
| Banwell | £110,785 | £122,646 | +£11,861 | +10.7% |
| Bleadon | £54,000 | £64,653 | +£10,653 | +19.7% |
| Clevedon | £374,228 | £414,330 | +£40,102 | +10.7% |
| Hutton | £104,016 | £126,504 | +£22,488 | +21.6% |
| Kenn | £7,000 | £8,000 | +£1,000 | +14.3% |
| Loxton & Christon | £4,500 | £5,500 | +£1,000 | +22.2% |
| Tickenham | £9,354 | £12,160 | +£2,806 | +30.0% |
| Walton-in-Gordano | £5,583 | £6,321 | +£738 | +13.2% |
| Weston-in-Gordano | £7,000 | £20,000 | +£13,000 | +185.7% |
| Weston-super-Mare | £2,631,385 | £2,936,238 | +£304,853 | +11.6% |

Town and parish council precepts are currently not subject to any form of capping, although this is a position which is reviewed by the government on an annual basis as part of the local government finance settlement considerations.

Further information from major preceptors on how their budgets are made up will be included within the council tax leaflet, which will be available on the council's website in March.

3.8 Council Tax Proposals

The **provisional** total council tax charge for a Band D property is shown below; this will include the annual charge for North Somerset Council services, as well as those on behalf of other preceptors.

| COUNCIL TAX COMPONENTS | | | | |
|---|-----------------|-----------------|---------------|--------------|
| (# denotes currently estimated) | 2022/23 | 2023/24 | Movement | |
| | £ | £ | £ | % |
| North Somerset Council | 1,355.05 | 1,400.50 | | |
| Adult Social Care Precept | 183.03 | 214.03 | | |
| Special Expenses | 0.87 | 0.86 | | |
| Levy - Environment Agency # | 3.75 | 3.97 | | |
| Special Levy - Internal Drainage Boards # | 7.33 | 8.02 | | |
| Sub-total - North Somerset Council | 1,550.03 | 1,627.38 | 77.35 | 4.99% |
| Town and Parish Council Precepts | 79.88 | 85.58 | 5.70 | 7.13% |
| Police and Crime Commissioner for Avon & Somerset | 251.20 | 266.20 | 15.00 | 5.97% |
| Avon Fire Authority # | 77.95 | 82.95 | 5.00 | 6.41% |
| Total Band D Council Tax | 1,959.06 | 2,062.11 | 103.05 | 5.26% |

The table above indicates that the Councils' 2023/24 Band D charge, including special expenses, will be **£1,627.38**, and reflects a general council tax increase of 2.99%, which is within the 3% referendum limit and also an increase of 2% in respect of the Adult Social Care Precept. The equivalent figure for the previous year was £1,550.03.

The Band D charges from other preceptors are also shown to provide a total level of charge, although as previously advised, some of these values are indicative and will be updated at the meeting.

Appendix 4 contains details of the draft total council tax requirement for each town and parish precept over the banding groups. These figures may be subject to small roundings, which may occur due to the number of elements that make up the figures.

3.9 Special Expenses

Special expense charges take account of functions carried out by Towns but undertaken by the District council in Town areas. To ensure that taxpayers in the district do not suffer 'double taxation', the costs of the functions are removed from the overall council budget and then allocated to the specific town areas. For 2023/24 only the areas of Clevedon and Portishead will operate special expenses.

3.10 Pay Policy 2023/24

The council understands the importance of ensuring good two-way communications and engagements with staff especially during periods of major change, whether this be through the continued transfer of schools to Academy status or opting for different service delivery models.

Given the scale of the council's financial challenge it is possible that the council's workforce may reduce in some areas over the period of the MTFP, including, in some cases, transferring services to other organisations. We remain committed to do all that we reasonably can to mitigate the need for job losses including, if possible, through redeployment and retraining. Staff and trade unions will continue to be fully informed and consulted over any budget proposals involving a workforce reduction.

The council updated and approved its Pay Policy Statement in February 2023 for the 2023/24 financial year (subject to any changes being imposed at a national level) and this provides details of the pay policies in place for the council's non-school workforce. The Pay Policy Statement for 2023/24 is attached at Appendix 5.

3.11 Members allowances

Members are entitled to claim allowances in accordance with a scheme agreed by Council. The Independent Review Panel has conducted a detailed review and its report will be presented to council following clarification of some aspects. In the meanwhile, the current scheme of allowances will continue.

4. Consultation

The council tax setting report is the statutory report required to be considered by full Council following the approval of the revenue budget, and prior to the start of the financial year. The revenue budget and medium-term financial plan has been subject to ongoing consultation and scrutiny, further details are contained within previous financial reports.

5. Financial Implications

Financial implications are contained throughout the report, and other supporting reports as details under background papers below.

6. Legal Powers and Implications

The Local Government Act 1972 lays down the fundamental principle by providing that every local authority shall make arrangements for the proper administration of their financial affairs, although further details and requirements are contained within related local government finance legislation including those Acts cited above. The setting of the council's budget and

the resultant council tax levels for the forthcoming year is an integral part of the financial administration process.

7. Climate Change and Environmental Implications

Climate and environmental related implications continue to be at the forefront of the council's thinking when considering the underlying Corporate Plan and service policies and priorities, as well as detailed investment and savings options.

Specific provision has been made within both the revenue and capital budgets for next year, details of which can be found within the relevant reports presented to the Executive at the meeting in February 2023.

8. Risk Management

In setting the revenue and capital budgets, the council takes full account of a range of factors that could influence the amount of budget required by services, as well as any known key financial risks that may affect its future budget plans.

- Services that have volatile levels of demand or cost are continually analysed to ensure that the most up to date information is included, and should these factors increase beyond budgeted levels, then it may necessitate a further potential change or re-direction of resources in the future. Should any further changes be made to the draft budget, then these would be required to follow the council's financial regulations and subsequently reported through the budget monitoring framework.
- The most significant financial risks are either being explicitly provided for within the draft base budget for next year or can be covered by either the unallocated contingency budget or Working Balances.

Officers will continue to test the impact of varying key assumptions in the medium-term financial strategy to assess the sensitivity of the indicative budget figures. This informs decisions about the overall level of working balances needed to provide assurance as to the robustness of the budget estimates. A detailed assurance statement from the council's Section 151 Officer, covering both a review on the robustness of the proposed revenue budget for 2023/24 and also an assessment on the adequacy of council's reserves, was included within the revenue budget report considered by the Executive at the meeting on 8 February 2023.

A financial risk register linked to the council's medium-term financial considerations is continually reviewed and updated, with impacts reported to the Corporate Leadership Team. The uncertainty in respect of future levels of funding across the period of the Plan, as well as the current volatility across a range of economic factors and conditions continue to feature heavily within the Register as they are likely to have significant impacts on the council's medium-term financial planning forecasts.

9. Equality Implications

Budget proposals included within the recommended budget have been analysed by officers for any equality implications and details of this process and the individual Equality Impact Assessments and any specific implications were published within the Medium Term Financial Plan and 2023/24 Revenue Budget report to the Executive on the 8 February 2023.

10. Corporate Implications

The Corporate Plan and MTFP are vital tools to help align effort across the organisation and ensure that services are all pulling in the same direction. With continuing financial pressures and uncertainty in terms of future funding allocations, it is essential that the councils' limited resources continue to be prioritised and allocated in line with the identified priorities.

11. Options Considered

The council is required to formally approve a revenue and capital budget for 2023/24. This could be undertaken as a stand-alone annual process however, we have adopted, and will try to maintain a multi-year funding horizon and MTFP period which sets the context in which annual budgets are set although this does recognise many of the uncertainties regarding future government funding levels.

Authors:

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Appendices:

Appendix 1 Proposed Revenue Budget 2023/24 & Calculation of Council Tax Precept
Appendix 2 Council Tax Resolution 2023/24
Appendix 3 Town and Parish Council Precepts 2023/24
Appendix 4 Band Charges per Town and Parish Council 2023/24
Appendix 5 Pay Policy Statement 2023/24

Background Papers:

1. Council Tax Base Setting 2023/24 – CSD083
2. MTFP 2023-2027 and Revenue Budget for 2023/24 – Executive, 8 February 2023
3. Treasury Management Strategy 2023/24 – Executive, 8 February 2023
4. Capital Strategy 2023-2028 and Capital Budget 2023/24 – Executive, 8 February 2023

NORTH SOMERSET COUNCIL REVENUE BUDGET 2023/24

| | MTFP Net Budget - February Executive £000 | Budget Movements | | 2023/24 Net Revenue Budget £000 | 2023/24 Gross I&E | |
|--|---|------------------------------|------------------------------------|--|----------------------|------------------------------|
| | | Levies & Precepts £000 | Other Budget Changes £000 | | Gross Expend £000 | Income & Reserves £000 |
| Adult Social Services | 84,334 | 0 | 0 | 84,334 | 124,868 | -40,534 |
| Children's Services | 30,011 | 0 | 0 | 30,011 | 43,762 | -13,750 |
| Schools Budgets | 0 | 0 | 0 | 0 | 55,555 | -55,555 |
| Place Directorate | 38,433 | -69 | -40 | 38,324 | 73,628 | -35,304 |
| Corporate Services | 31,201 | 0 | 40 | 31,241 | 84,516 | -53,275 |
| Public Health & Regulatory Services | 1,374 | 0 | 0 | 1,374 | 15,228 | -13,854 |
| Capital Financing and Interest | 10,320 | 0 | 0 | 10,320 | 15,314 | -4,994 |
| Other, including Non Service & Contingency | 6,415 | -972 | 677 | 6,120 | 7,888 | -1,768 |
| Sub Total - North Somerset Council Services | 202,089 | -1,041 | 677 | 201,725 | 420,759 | -219,034 |
| Special Expenses | 0 | 69 | 0 | 69 | 177 | -108 |
| Levy - Environment Agency | 0 | 322 | 0 | 322 | 322 | 0 |
| Special Levy - Drainage Boards | 0 | 650 | 0 | 650 | 650 | 0 |
| Sub Total - Expenses and Levies | 0 | 1,041 | 0 | 1,041 | 1,149 | -108 |
| Total - North Somerset Council Services | 202,089 | 0 | 677 | 202,766 | 421,908 | -219,142 |
| Town and Parish Council Precepts | 0 | 6,933 | 0 | 6,933 | 6,933 | 0 |
| TOTAL BUDGET REQUIREMENT 2023/24 | 202,089 | 6,933 | 677 | 209,699 | 428,841 | -219,142 |
| | | | | | | 209,699 |

| | | | | | | |
|--|-----------------|---------------|-------------|-----------------|----------|-----------------|
| Financing Resources; | | | | | | |
| - Govt Grant - Business Rates grants | -12,107 | 0 | 598 | -11,509 | 0 | -11,509 |
| - Govt Grant - Social Care grants | -15,458 | 0 | 0 | -15,458 | 0 | -15,458 |
| - Govt Grant - Other grants | -4,098 | 0 | 0 | -4,098 | 0 | -4,098 |
| - Council Tax Income | -131,835 | 0 | -7 | -131,842 | 0 | -131,842 |
| - Business Rates Income | -33,205 | 0 | -1,268 | -34,473 | 0 | -34,473 |
| - Other - Collection Fund surplus, deficit and reserve transfers | -5,386 | 0 | 0 | -5,386 | 0 | -5,386 |
| Sub Total - North Somerset Council Servs | -202,089 | 0 | -677 | -202,766 | 0 | -202,766 |
| Town and Parish Council Precepts | 0 | -6,933 | 0 | -6,933 | 0 | -6,933 |
| TOTAL FINANCING RESOURCES 2023/24 | -202,089 | -6,933 | -677 | -209,699 | 0 | -209,699 |

| NORTH SOMERSET COUNCIL PRECEPT ON THE COLLECTION FUND | | |
|--|------------------|--------------------|
| | £ | £ |
| North Somerset Council's Budget Requirement | | 201,724,872 |
| Special Expenses for the District | | 69,410 |
| Special Levy - Environment Agency | | 322,025 |
| Special Levy - Drainage Board | | 649,674 |
| Parish & Town Councils Precepts | | 6,932,874 |
| Sub Total - Net Expenditure incl Special Expenses and Levies | | 209,698,855 |
| <u>Less:</u> | | |
| Retained Business Rates | 34,472,595 | |
| (Tariff) / Top-Up | -720,463 | |
| Revenue Support Grant | 2,712,493 | |
| New Homes Bonus Grant | 1,385,951 | |
| Services Grant | 1,234,617 | |
| Adult Social Care Support Grant | 13,294,831 | |
| Market Sustainability and Improvement Fund | 2,163,572 | |
| S31 Business Rates Small Business Relief Grant | 2,419,242 | |
| S31 Business Rates Threshold Grant | 5,768,951 | |
| S31 Business Rates Covid and Other Grant | 4,041,253 | |
| Est Debit Balance on the Collection Fund - Council Tax | -1,211,428 | |
| Est Credit Balance on the Collection Fund - Business Rates | 907,999 | |
| Contribution from Collection Fund Smoothing Reserve | 2,687,000 | |
| Use of Risk Reserve to fund Energy Costs in 2023/24 | 1,522,000 | |
| Contribution from Covid Collection Fund Smoothing Reserve | 245,667 | |
| Sub total - financing resources | | 70,924,280 |
| North Somerset's Precept on the Collection Fund | | 138,774,576 |
| | Tax Base 2023/24 | 81,014.7 |
| North Somerset and Town and Parish Precept Band D Council Tax | | 1,712.96 |
| North Somerset Precept Band D Council Tax for referendum purposes (excl Parishes and Special Expenses) | | 1,627.38 |

COUNCIL TAX RESOLUTION

The Council is recommended to resolve as follows:

- 1 It be noted that on 31st January 2023 the Council calculated the Council Tax Base for 2023/24:
 - (a) for the whole Council area as 81,014.7 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")] and ,
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix B.
- 2 Calculate that the Council Tax requirement for the Council's own purposes for 2023/24 (excluding Parish precepts and Special Levies) is **£131,841,701**
- 3 That the following amounts be calculated for the year 2023/24 in accordance with Sections 31 to 36 of the Act:

| | | |
|---|--|---|
| a | Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils <i>(Gross Expenditure)</i> | 428,840,899 |
| b | Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act <i>(Gross Income)</i> | 290,066,324 |
| c | Being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act). <i>(North Somerset Council Tax Requirement, inc. special expenses, town and parish precepts and special levies)</i> | 138,774,576 |
| d | Being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts). <i>(Band D Council Tax for North Somerset Council including an average of special expenses and town and parish precepts)</i> | 1,712.96 |
| e | Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C) <i>(Area related expenditure, i.e. town and parish precepts and special expenses)</i> | Precepts 6,932,874.47 Spec Exp 69,410.00 7,002,284.47 |
| f | Being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precepts relates. <i>(The Band "D" amount for North Somerset Council excluding "area" related expenditure, i.e. special expenses and town and parish council precepts)</i> | 1,626.52 |
| g | The amount of Special Expenses (expressed in Band D) | 0.86 |
| h | The total Relevant Basic Amount for North Somerset Council | 1,627.38 |

4 Precepting Authorities

To note that the Police and Crime Commissioner and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council’s area, as shown in the table below

| Precepting Authority | Valuation Bands | | | | | | | |
|-----------------------------|-----------------|--------|--------|--------|--------|--------|--------|--------|
| | A | B | C | D | E | F | G | H |
| Police & Crime Commissioner | 177.47 | 207.04 | 236.62 | 266.20 | 325.36 | 384.51 | 443.67 | 532.40 |
| Fire Authority | 55.30 | 64.52 | 73.73 | 82.95 | 101.38 | 119.82 | 138.25 | 165.90 |

5 That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table on the following page, as the amounts of Council Tax for 2023/24 for each part of its area and for each of the categories of dwellings.

6 The Council’s basic amount of Council Tax for 2023/24 is not determined to be excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

This appendix includes indicative figures for Avon Fire Authority and will be updated prior to the meeting if changes are made.

LOCAL COUNCIL PRECEPTS 2023/24

| 2022/23 Precept £ | Local Council | 2023/24 Precept Requested £ | Band 'D' Equivalent Properties | Local Council Tax Element per Band 'D' Property £ | Local Tax 2022/23 £ | % Incr / (Dec) % |
|-------------------------|--------------------------|--------------------------------------|--------------------------------------|--|---------------------------|------------------------|
| 31,550.00 | Abbots Leigh | 31,550.00 | 430.5 | 73.29 | 72.35 | 1.30 |
| 136,715.00 | Backwell | 144,745.00 | 2,032.2 | 71.23 | 68.24 | 4.37 |
| 110,785.00 | Banwell | 122,646.03 | 1,426.9 | 85.95 | 85.91 | 0.05 |
| 13,500.00 | Barrow Gurney | 13,500.00 | 236.9 | 56.99 | 59.24 | (3.80) |
| 44,221.00 | Blagdon | 48,643.00 | 515.3 | 94.40 | 85.68 | 10.17 |
| 54,000.00 | Bleadon | 64,653.00 | 548.2 | 117.94 | 97.39 | 21.10 |
| 5,555.00 | Brockley | 5,833.00 | 141.9 | 41.11 | 39.59 | 3.82 |
| 6,250.00 | Burrington | 6,875.00 | 260.4 | 26.40 | 24.33 | 8.52 |
| 3,600.00 | Butcombe | 3,600.00 | 121.4 | 29.65 | 29.56 | 0.33 |
| 82,565.00 | Churchill | 85,565.00 | 1,138.7 | 75.14 | 75.45 | (0.41) |
| 6,600.00 | Clapton-in-Gordano | 6,900.00 | 186.7 | 36.96 | 35.11 | 5.27 |
| 16,656.00 | Cleeve | 16,989.00 | 379.5 | 44.77 | 43.72 | 2.40 |
| 374,228.00 | Clevedon | 414,330.00 | 7,887.9 | 52.53 | 47.67 | 10.19 |
| 124,000.00 | Congresbury | 135,694.44 | 1,526.2 | 88.91 | 84.68 | 4.99 |
| 12,465.00 | Dundry | 13,091.00 | 388.5 | 33.70 | 31.84 | 5.83 |
| 28,000.00 | Flax Bourton | 26,500.00 | 368.1 | 71.99 | 76.57 | (5.97) |
| 104,016.00 | Hutton | 126,504.00 | 1,176.2 | 107.55 | 92.52 | 16.25 |
| 7,000.00 | Kenn | 8,000.00 | 197.5 | 40.51 | 35.12 | 15.33 |
| 50,000.00 | Kewstoke | 50,000.00 | 685.3 | 72.96 | 73.38 | (0.57) |
| 11,460.00 | Kingston Seymour | 11,750.00 | 183.2 | 64.14 | 62.28 | 2.98 |
| 113,000.00 | Locking | 124,250.00 | 1,400.9 | 88.69 | 86.07 | 3.05 |
| 195,000.00 | Long Ashton | 199,875.00 | 2,806.9 | 71.21 | 70.12 | 1.55 |
| 4,500.00 | Loxton & Christon | 5,500.00 | 98.4 | 55.89 | 45.55 | 22.72 |
| 567,568.00 | Nailsea | 567,568.00 | 6,266.2 | 90.58 | 91.43 | (0.94) |
| 111,902.00 | Pill & Easton-in-Gordano | 114,400.00 | 1,781.2 | 64.23 | 62.67 | 2.49 |
| 820,863.00 | Portishead | 866,700.00 | 10,425.6 | 83.13 | 79.17 | 5.00 |
| 29,500.00 | Portbury | 31,380.00 | 447.2 | 70.17 | 66.19 | 6.02 |
| 9,366.00 | Puxton | 10,082.00 | 151.5 | 66.55 | 62.90 | 5.80 |
| 28,100.00 | St. Georges | 28,100.00 | 1,128.4 | 24.90 | 25.01 | (0.44) |
| 9,354.03 | Tickenham | 12,160.00 | 494.8 | 24.58 | 20.28 | 21.17 |
| 5,583.00 | Walton-in-Gordano | 6,321.00 | 137.2 | 46.07 | 40.78 | 12.97 |
| 7,000.00 | Weston-in-Gordano | 20,000.00 | 148.1 | 135.04 | 47.43 | 184.75 |
| 2,631,385.00 | Weston-super-Mare | 2,936,238.00 | 26,567.0 | 110.52 | 100.17 | 10.33 |
| 21,500.00 | Wick St. Lawrence | 21,500.00 | 553.7 | 38.83 | 38.81 | 0.05 |
| 28,500.00 | Winford | 29,500.00 | 1,009.3 | 29.23 | 28.54 | 2.42 |
| 174,000.00 | Winscombe & Sandford | 185,500.00 | 2,207.9 | 84.02 | 80.25 | 4.69 |
| 46,417.00 | Wraxall & Failand | 51,057.00 | 1,169.6 | 43.65 | 39.80 | 9.68 |
| 119,481.00 | Wroughton | 127,500.00 | 1,273.0 | 100.16 | 94.83 | 5.61 |
| 238,154.00 | Yatton | 257,875.00 | 3,116.3 | 82.75 | 78.81 | 5.00 |
| 6,384,339.03 | | 6,932,874.47 | 81,014.7 | 85.58 | | |

LOCAL COUNCIL BANDINGS 2023/24

| Town and Parish | BAND A | BAND B | BAND C | BAND D | BAND E | BAND F | BAND G | BAND H |
|--------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Abbots Leigh | 1,365.98 | 1,593.63 | 1,821.30 | 2,048.96 | 2,504.29 | 2,959.60 | 3,414.94 | 4,097.92 |
| Backwell | 1,364.61 | 1,592.03 | 1,819.47 | 2,046.90 | 2,501.77 | 2,956.63 | 3,411.51 | 4,093.80 |
| Banwell | 1,374.42 | 1,603.48 | 1,832.55 | 2,061.62 | 2,519.76 | 2,977.89 | 3,436.04 | 4,123.24 |
| Barrow Gurney | 1,355.11 | 1,580.96 | 1,806.81 | 2,032.66 | 2,484.36 | 2,936.06 | 3,387.77 | 4,065.32 |
| Blagdon | 1,380.05 | 1,610.05 | 1,840.06 | 2,070.07 | 2,530.09 | 2,990.10 | 3,450.12 | 4,140.14 |
| Bleadon | 1,395.75 | 1,628.36 | 1,860.99 | 2,093.61 | 2,558.86 | 3,024.10 | 3,489.36 | 4,187.22 |
| Brockley | 1,344.53 | 1,568.60 | 1,792.69 | 2,016.78 | 2,464.96 | 2,913.12 | 3,361.31 | 4,033.56 |
| Burrington | 1,334.72 | 1,557.16 | 1,779.62 | 2,002.07 | 2,446.98 | 2,891.87 | 3,336.79 | 4,004.14 |
| Butcombe | 1,336.89 | 1,559.69 | 1,782.51 | 2,005.32 | 2,450.95 | 2,896.57 | 3,342.21 | 4,010.64 |
| Churchill | 1,367.21 | 1,595.07 | 1,822.94 | 2,050.81 | 2,506.55 | 2,962.28 | 3,418.02 | 4,101.62 |
| Clapton-In-Gordano | 1,341.76 | 1,565.38 | 1,789.00 | 2,012.63 | 2,459.88 | 2,907.13 | 3,354.39 | 4,025.26 |
| Cleeve | 1,346.97 | 1,571.45 | 1,795.95 | 2,020.44 | 2,469.43 | 2,918.41 | 3,367.41 | 4,040.88 |
| Clevedon | 1,355.20 | 1,581.06 | 1,806.92 | 2,032.79 | 2,484.52 | 2,936.25 | 3,387.99 | 4,065.58 |
| Congresbury | 1,376.39 | 1,605.78 | 1,835.18 | 2,064.58 | 2,523.38 | 2,982.17 | 3,440.97 | 4,129.16 |
| Dundry | 1,339.59 | 1,562.84 | 1,786.11 | 2,009.37 | 2,455.90 | 2,902.42 | 3,348.96 | 4,018.74 |
| Flax Bourton | 1,365.11 | 1,592.62 | 1,820.14 | 2,047.66 | 2,502.70 | 2,957.73 | 3,412.77 | 4,095.32 |
| Hutton | 1,388.82 | 1,620.28 | 1,851.75 | 2,083.22 | 2,546.16 | 3,009.09 | 3,472.04 | 4,166.44 |
| Kenn | 1,344.13 | 1,568.14 | 1,792.16 | 2,016.18 | 2,464.22 | 2,912.25 | 3,360.31 | 4,032.36 |
| Kewstoke | 1,365.76 | 1,593.38 | 1,821.00 | 2,048.63 | 2,503.88 | 2,959.13 | 3,414.39 | 4,097.26 |
| Kingston Seymour | 1,359.88 | 1,586.52 | 1,813.16 | 2,039.81 | 2,493.10 | 2,946.39 | 3,399.69 | 4,079.62 |
| Locking | 1,376.25 | 1,605.61 | 1,834.99 | 2,064.36 | 2,523.11 | 2,981.85 | 3,440.61 | 4,128.72 |
| Long Ashton | 1,364.59 | 1,592.02 | 1,819.45 | 2,046.88 | 2,501.74 | 2,956.60 | 3,411.47 | 4,093.76 |
| Loxton | 1,354.38 | 1,580.10 | 1,805.83 | 2,031.56 | 2,483.02 | 2,934.47 | 3,385.94 | 4,063.12 |
| Nailsea | 1,377.51 | 1,607.08 | 1,836.67 | 2,066.25 | 2,525.42 | 2,984.58 | 3,443.76 | 4,132.50 |
| Pill & Easton-In-Gordano | 1,359.94 | 1,586.59 | 1,813.24 | 2,039.90 | 2,493.21 | 2,946.52 | 3,399.84 | 4,079.80 |
| Portishead | 1,374.67 | 1,603.77 | 1,832.88 | 2,061.99 | 2,520.21 | 2,978.43 | 3,436.66 | 4,123.98 |
| Portbury | 1,363.90 | 1,591.21 | 1,818.52 | 2,045.84 | 2,500.47 | 2,955.10 | 3,409.74 | 4,091.68 |
| Puxton | 1,361.49 | 1,588.39 | 1,815.31 | 2,042.22 | 2,496.05 | 2,949.87 | 3,403.71 | 4,084.44 |
| St Georges | 1,333.72 | 1,556.00 | 1,778.28 | 2,000.57 | 2,445.14 | 2,889.71 | 3,334.29 | 4,001.14 |
| Tickenham | 1,333.51 | 1,555.75 | 1,778.00 | 2,000.25 | 2,444.75 | 2,889.24 | 3,333.76 | 4,000.50 |
| Walton-In-Gordano | 1,347.83 | 1,572.46 | 1,797.10 | 2,021.74 | 2,471.02 | 2,920.29 | 3,369.57 | 4,043.48 |
| Weston-In-Gordano | 1,407.15 | 1,641.66 | 1,876.19 | 2,110.71 | 2,579.76 | 3,048.80 | 3,517.86 | 4,221.42 |
| Weston-S-Mare | 1,390.80 | 1,622.59 | 1,854.39 | 2,086.19 | 2,549.79 | 3,013.38 | 3,476.99 | 4,172.38 |
| Wick St Lawrence | 1,343.01 | 1,566.83 | 1,790.67 | 2,014.50 | 2,462.17 | 2,909.83 | 3,357.51 | 4,029.00 |
| Winford | 1,336.61 | 1,559.36 | 1,782.13 | 2,004.90 | 2,450.44 | 2,895.96 | 3,341.51 | 4,009.80 |
| Winscombe | 1,373.13 | 1,601.98 | 1,830.83 | 2,059.69 | 2,517.40 | 2,975.10 | 3,432.82 | 4,119.38 |
| Wraxall & Failand | 1,346.22 | 1,570.58 | 1,794.95 | 2,019.32 | 2,468.06 | 2,916.79 | 3,365.54 | 4,038.64 |
| Wrington | 1,383.89 | 1,614.53 | 1,845.18 | 2,075.83 | 2,537.13 | 2,998.42 | 3,459.72 | 4,151.66 |
| Yatton | 1,372.29 | 1,600.99 | 1,829.71 | 2,058.42 | 2,515.85 | 2,973.27 | 3,430.71 | 4,116.84 |

Includes charges for:

- North Somerset Council Services (and levies and precepts),
- Adult Social Care Precept,
- Town and Parish Councils and Special Expenses,
- Avon Fire Authority (**indicative**, to be updated),
- Police and Crime Commissioner for Avon & Somerset Police.

NORTH SOMERSET COUNCIL PAY POLICY STATEMENT 2023/24

Introduction

This statement describes the council's policies that relate to the remuneration of its workforce outside of schools, excluding any centrally employed Teachers and staff who are employed on teaching 'burgundy book', Soulbury, or other contractual terms and conditions.

The statement is intended to provide clear and transparent information about North Somerset Council's pay policies to enable local taxpayers to reach an informed view about local decisions on all aspects of remuneration for the council's non-school employees. The statement also meets the council's obligations under the Localism Act 2011 and the Code of Recommended Practice for Local Authorities on Data Transparency and is made available via the council's website.

General Principles

North Somerset Council recognises that, in the context of scarce public resources, remuneration, at all levels, needs to be adequate to recruit and retain employees with the skills and motivation to deliver high quality services, and at the same time needs to demonstrate value for money and avoid unnecessary costs.

The council is committed to transparent, fair and equitable pay and grading arrangements. All employees are treated on an equal basis and senior officers are not differentiated from other employees in terms of the approach taken for appointments, remuneration, promotion or termination.

Pay Structure – Overview

The pay grade for all roles, including the council's Chief Executive and Directors, are determined through job evaluation using the Korn Ferry Hay Job Evaluation Scheme, with the exception of a small number of staff who are subject to national salary scales which determine the pay for jobs and where the evaluation scheme does not apply.

Pay levels for all officers have been determined by reference to benchmarking data provided by Korn Ferry. The council aims to pay the median level within a reasonable tolerance level; recognising the fluctuations that will occur in the data and the need for the pay structure/employment package to be affordable and aligned with organisational objectives. To ensure pay levels remain at, or close to, the median level, the benchmarking data will be re-commissioned and reconsidered on a three yearly basis and will compare the salaries of comparable roles in a wide range of public sector organisations including, for example, other local authorities, health bodies and not for profit organisations.

The pay and grading structure for senior officers (Chief Executive, Director, Assistant Directors) is the responsibility of the council's Employment Committee and an element of pay for these senior officers is dependent on the postholder consistently meeting overall expectations of the job and meeting agreed targets. North Somerset Council reserves the right to reduce the level of remuneration if it determines that an individual's performance has been unsatisfactory.

Any cost of living pay award is determined through national pay bargaining arrangements, except for the Chief Executive, Directors and Assistant Directors where the pay award is

locally determined but generally follows the nationally negotiated pay award relevant to these staff.

The Government has recommended that authorities publish the ratio of the pay of the council's top earner to that of its median earner to support the principles of fair pay and transparency. The council's current ratio in this respect is 3:1. In addition, the council's ratio of the pay of the top earner to that of its lowest earner is 9:1 (this excludes Apprentices).

Gender Pay Gap

Recent legislation requires employers of more than 250 people to measure and publish their gender pay gap. The gender pay gap calculation is any difference between the average earnings of men and women within an organisation. The mean gender pay gap as at 31st March 2022 was 5.81% and the median gender pay gap was 0% for North Somerset Council. This information is published in accordance with legislative requirements and recalculated on an annual basis, please note that the publication of gender pay gap data was suspended by the Government during the coronavirus pandemic.

Pay Structure - Details

The council's pay structure currently consists of 20 grades (excluding Apprentices). Every job is evaluated using the Korn Ferry Hay Job Evaluation Scheme which establishes the relative size of each role and the points awarded determine the appropriate grade for the job.

The council's lowest paid employees, with the exception of apprentices in training, receive a salary equivalent to Grade 1 on the council's pay structure.

Starting Salaries

Employees are usually appointed to the minimum point of the grade for the role. If an employee applies for an internal job that is the same grade as their substantive role they will be permitted to move across on the same spinal point.

For hard to fill jobs, such as Social Workers, Planners, Engineers and Occupational Therapists, it may be necessary to appoint suitably qualified and experienced applicants to a salary point within the overall grade for the role.

Relocation

Where it is appropriate to do so, newly appointed employees who need to relocate to take up an appointment may receive a contribution towards their relocation expenses.

Pay Progression

Any pay progression is based on increments. Progression up to the maximum of the grade through incremental salary points normally takes effect from the anniversary of the start date of the employee.

Increments may be withheld following an assessment of an employee's performance.

Honorarium and Acting-up Payments

Honorarium and acting-up payments are calculated using the bottom point of the grade for the post they will be covering.

Any honoraria or acting-up payments for senior officers requires authorisation as set out in the Council's Constitution.

Secondments

Secondment appointments are subject to incremental progression. The starting salary will be the bottom salary point of the grade and progression will take effect from the anniversary of the start date of the secondment. If an employee applies for a secondment that is the same grade as their substantive role they will be permitted to move across on the same spinal point.

Market Supplements and Welcome Payments

The council does not normally pay market supplements, including welcome payments, in addition to salary, unless, exceptionally, it is in the council's overall interests to do so.

In service areas where it has proven difficult to recruit appropriately experienced or qualified individuals a market supplement or welcome payment may be considered, providing that there is evidence that paying a market supplement will help attract suitable candidates for hard to fill roles.

During the financial year 2022/23 no market supplements were agreed or paid. No welcome payments were paid, however, two specific roles were agreed for the application of a payment for new starters, in line with the council's Welcome Payments Policy.

Premium Payments

Employees paid up to spinal point 24 who are required to work evenings, weekends and bank holidays are currently paid additional payments to reflect their work patterns as follows:

| | |
|----------------------------|--------------------|
| Non-contractual overtime | Basic pay |
| Saturday working | Basic pay |
| Sunday working | Basic pay plus 25% |
| Bank Holiday working | Basic pay plus 50% |
| Evening work (8pm to 10pm) | Basic pay |
| Night work (10pm to 6am) | Basic pay plus 33% |

Fees

The council makes a contribution of up to £45 per annum towards the membership of a professional body to support the continuous professional development of an employee.

Returning Officer fees are paid for statutory duties that are not part of the post holder's substantive role.

Pension Contributions

All staff who are members of the Local Government Pension Scheme make individual contributions to the scheme. The level of contribution is linked to salary levels and currently ranges from 5.5% to 12.5% of salary.

The council also makes employer contributions to the scheme and these amounts are determined externally by the pension scheme actuary.

The council's policy is not to grant augmented pension benefits to any employee under the Local Government Pension Scheme.

Pay Protection

The council has a pay protection policy where employment on less favourable terms is offered to an employee as an alternative to redundancy. In such circumstances an employee's pay is frozen at their current level for up to three years.

Pay protection may also apply in cases of re-deployment due to ill-health.

Redundancy Payments

The method of calculating redundancy payments is based on the statutory redundancy scheme as set out in the Employment Rights Act 1996 (ERA) x 2. The council has also introduced a cap on the amount of pay used to calculate redundancy payments at twice the statutory weekly earnings ceiling. The cost of any redundancy should normally be recovered within an 18-month period through salary savings.

Redundancy payments may be affected by the newly introduced 'exit cap' regulations which the council is required to work within as a public sector body.

TUPE Transfers

A small number of staff remain on terms and conditions that differ from this policy due the Transfer of Undertakings (Protection of Undertakings) legislation that protects those individuals who transfer (for example those on NHS terms). Where there is turnover, new appointments are made on council terms and conditions.

Pay Policy Review

The Council's Pay Policy will be kept under regular review and the pay policy statement will be refreshed and considered by full Council each year.

February 2023

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North Somerset Council

Report to Full Council

Date of Meeting: Tuesday 21 February 2023

Subject of Report: Approval of the making of a Supplemental Compulsory Purchase Order for the Banwell Bypass and Highways Improvements Scheme (“the Scheme”)

Town or parish: Banwell and surrounding parishes

Officer/Member Presenting: Councillor Steve Bridger, Executive Member for Major Infrastructure Project Delivery

Key Decision: No

Reason: This is not an Executive Decision.

Recommendations

It is recommended that the Full Council:

- a) note that following decision COU37 taken on 12 July 2022 and decision of the Leader of the Council and the Executive Member for Major Infrastructure Projects 22/23 DP241, the Council made the North Somerset Council (Banwell Bypass and Southern Link) (Side Roads) Order 2022 (“**SRO**”), and the North Somerset Council (Banwell Bypass and Southern Link) Compulsory Purchase Order 2022 (“**CPO**”) (together, “**the Orders**”) on 6 October 2022 in order to deliver the Scheme.
- b) approve the area to be the subject of a supplemental compulsory purchase order (“**the Supplemental CPO**”) edged red on the plans at Appendix 1 (“**the Supplemental CPO Plan**”), which identifies the outline area of the additional land and rights to be acquired for the Scheme (“**the Supplemental CPO Land**”) by voluntary acquisition or compulsory purchase;
- c) authorise the making of the Supplemental CPO by the Council under sections 239, 240, 246 and 250 of the Highways Act 1980 in respect of all or part of the Supplemental CPO Land, which includes any land or rights that may be required for environmental enhancement and mitigation, flood compensation, replacement land provision or otherwise needed for the Scheme;
- d) authorise all necessary steps to be taken to secure the making, confirmation and implementation of the Supplemental CPO, including the publication and service of all notices, requisitions for information, statement of reasons and the preparation and presentation of the Council’s

case at any public inquiry required to secure confirmation of the Supplemental CPO by the Secretary of State;

- e) note, and give due regard in determining whether or not to authorise the making of the Supplemental CPO, the public sector equality duty contained in section 149 of the Equality Act 2010 and the requirements of the Human Rights Act 1998, as detailed further in sections 5 and 11 of this Report;
- f) authorise agreements to be entered into with landowners to secure the withdrawal of objections to the Supplemental CPO and to authorise the Director of Place and the Director of Corporate Services to take all necessary steps to acquire by agreement land and/or rights over the Supplemental CPO Land, subject to any consideration payable being within the Scheme budget as set out in section 7 of this Report;
- g) subject to confirmation of the Supplemental CPO, delegate the authority to the Director of Corporate Services, the Director of Place, and the Assistant Director Legal & Governance and Monitoring Officer to acquire all the land and rights over the Supplemental CPO Land, including service of a general vesting declaration, notice to treat and/or notice of entry, subject to any compensation to be paid being within the Scheme budget as set out in section 7 of this Report;
- h) delegate to the Executive Member for Major Infrastructure, in consultation with the Director of Place, the authority to make any necessary amendments to the Supplemental CPO;
- i) delegate to the Director of Corporate Services, the Director of Place and the Assistant Director Legal & Governance and Monitoring Officer (or the Executive Member for payments of over £500,000) the authority to negotiate and settle all necessary compensation and professional fees (including interim payments) either as agreed with landowners or as determined by the Lands Chamber of the Upper Tribunal in relation to the acquisition of land or rights forming part of the Supplemental CPO Land in accordance with the Land Compensation Act 1961, the Compulsory Purchase Act 1965 and the Land Compensation Act 1973 provisions in force at the relevant time and the body of case law relevant to the assessment of compensation, where any compensation to be paid is within the Scheme budget as set out in section 7 of this Report;
- j) delegate to the Senior Responsible Officer (Alex Fear) the authority to enter into agreements with landowners to secure the withdrawal of objections to the CPO and/or the Supplemental CPO and to negotiate and settle all necessary compensation and professional fees (including interim payments) by agreement with landowners in relation to land interests included in the CPO and/or the Supplemental CPO (for any financial threshold), subject to the delegation being limited to applying only:

- i. prior to the closing of any public inquiry required for the CPO and/or Supplemental CPO;
 - ii. where the approval of the agreement terms and the compensation value is required on an urgent basis in order to secure the withdrawal of objection(s) to the CPO and/or the Supplemental CPO; and
 - iii. where any compensation to be paid is within the Scheme budget as set out in section 7 of the Report.
- k) authorise the instruction of the Scheme Project Team's legal advisers, Burges Salmon LLP, to prepare and serve such documentation as may be required for the Supplemental CPO.

1 SUMMARY OF REPORT

- 1.1 The following Council decisions have preceded this Report:
- 1.2 On 16 June 2020, the Council approved an increase in the Council's Capital Programme by £97,067,550.00 in response to receiving approval and funding in relation to the Housing Infrastructure Fund ("**HIF**") (Forward Fund) in order to finance the Scheme.
- 1.3 On 7 October 2021, the Executive Member for Assets and Capital and the Director of Place approved route 2 of the three northern route options as the preferred route for the proposed Banwell Bypass (see decision 21/22 DP 213).
- 1.4 On 28 April 2021, the Executive authorised all the steps necessary to prepare for the making of a CPO for the Scheme and to enter into voluntary agreements with landowners for the acquisition of land and rights required for the Banwell Bypass, subject to relevant financial limits (see decision EXE 13).
- 1.5 On 12 July 2022, Full Council authorised the approval of the making of Compulsory Purchase Order(s) (and related Side Roads Orders and Traffic Regulation Orders) for the Banwell Bypass and Highways Improvement Scheme (see decision COU37).
- 1.6 The final form and submission of the Orders to the Secretary of State for Transport ("**SoSft**") was approved in delegated decision DP241, which

approved amendments to the CPO red line boundary and authorised the submission of the orders which were the subject of that decision to the Secretary of State for Transport. The orders were made on the 6 October 2022 and submitted to the SoSfT for confirmation.

1.7 On the 18 July 2022, a planning application for the Scheme (reference 22/P/1768/R3EIA) (“**the Planning Application**”) was submitted to the local planning authority (“**LPA**”). The Planning Application is for:

- the construction of a 3.3km single carriageway road from the A371 Summer Lane to A368 Towerhead Road, including a 3m shared use path to Sandford, one bridge, ten culverts, associated infrastructure, and landscaping.
- Construction of a 0.63km (including junction link to Banwell Bypass) single carriageway Southern Link Road, including associated infrastructure and landscaping.
- Mitigation and enhancement measures, which consist of environmental mitigation and enhancement measures in connection with the Banwell Bypass and the Southern Link including flood compensation areas, planting and habitat creation, attenuation basins, associated infrastructure and landscaping.
- Placemaking improvements within Banwell, comprising mitigation and enhancement measures to the public realm.
- Active travel routes including works to footpaths, cycleways and bridleways.
- Improvements to the wider local road network in Sandford, Churchill, Locking and Winscombe and creation of shared use paths between Sandford and Churchill and Langford and Churchill.

1.8 Following the submission of the Planning Application, comments were received from Natural England (“**NE**”) North Somerset Council (Natural Environment) (“**NSCNE**”) and the Avon Bat Group (“**ABG**”) as part of the

statutory consultation on the Scheme. It was asserted that the Scheme requires the additional mitigation in order to mitigate the potential impacts of the Scheme on bat populations (“**the Additional Mitigation**”), particularly those present in the North Somerset and Mendip Hills Bat Special Area of Conservation (“**SAC**”). Further detail is contained in the representations from NE (Appendix 2) and NSCNE (Appendix 3) regarding the original approach to bat mitigation. Further comments were exchanged and site meetings were held (see further below). Natural England agreed to the revised proposal for increasing the mitigation to be provided in correspondence dated 20 January 2023 (Appendix 4).

- 1.9 This report seeks authorisation to use CPO powers to secure the land and rights required to deliver the Additional Mitigation, in case voluntary negotiations are unsuccessful. A Supplemental CPO is being promoted by the Council as a result.

2 POLICY

Summary

- 2.1 The Planning Application for the Scheme is being considered against the national, regional and local planning policy framework. Please refer to COU37 where a more detailed overview is provided of all policy considerations, including the North Somerset Council Core Strategy, Site and Policies Part 1: Development Management Policies, Emerging Local Plan Policies, and the Corporate Plan. The policy framework remains the same for the decision subject to this Report.
- 2.2 The delivery of the Additional Mitigation supports and strengthens the planning case in support of the Scheme and further ensures that it meets policy requirements. It addresses comments made by key statutory consultees, NE and NSCNE. Further information has been submitted as part of the Planning Application to be considered by the LPA. The requirements of the Additional Mitigation areas have been determined by reference to relevant planning policy and also to the ‘North Somerset and

Mendip Bats Special Area of Conservation Guidance on Development: Supplementary Planning Document' (“**the SPD**”), adopted in January 2018. The SPD contains guidance on the approach to assessing development with the potential to impact on the SAC. The Additional Mitigation proposals also take into account a further guidance document prepared by Mendip District Council and adopted in May 2019 which provides guidance on development affecting the Mendip District Bat Special Areas of Conservation.

3 DETAILS

Background

- 3.1 Full details of the Scheme are outlined in detail in COU37, including Scheme Objectives, Scheme description, the Banwell Bypass, the Southern Link Road, Mitigation Measures, Place making Improvements within Banwell, Improvements to the wider local road network, Rights of Way to be Stopped Up, funding and viability. This Report almost exclusively addresses matters relevant to the Supplemental CPO (rather than the Scheme CPO).
- 3.2 The Additional Mitigation is shown on the updated Environmental Masterplans (sheets 1 to 5) at Appendix 5 (“**the EMPs**”).
- 3.3 In summary, the Planning Application has been revised to provide an additional 7.7ha land for bat mitigation, as follows:
 - a) Court Farm = 2.6ha
 - b) Traditional Orchard = 1.1ha
 - c) North of A368 = 0.4ha,
 - d) Eastermead Farm = 3.6ha
- 3.4 These additional land parcels would reinforce the wider approach to mitigation and have been requested by NE and NSCNE. The changes would reduce the linearity of mitigation proposed along the Scheme and provide enhanced connectivity and permeability for bat species across the wider landscape, especially to the north and east of the Scheme and follow a precautionary approach to assessing the effect on the SAC.

3.5 The delivery of the Additional Mitigation involves either:

- a) increasing the extent of the land/rights required for the Scheme to provide additional essential bat mitigation through the addition of new CPO plots; or
- b) increasing the scope the original proposed CPO to change from the acquisition of rights over plots to the acquisition of title to ensure that the mitigation can be delivered, which cannot be done through a modification to the existing CPO (therefore necessitating the Supplemental CPO).

3.6 The Additional Mitigation is proposed at key locations, as described below and shown on the Environmental Masterplans (Appendix 5). The following amendments are considered to be the key changes, described in relation to the revised Environmental Masterplans:

- a) **Sheet 1:** three additional bat hop overs have been proposed. A proposed tree has been removed and some scattered tree planting has been removed and revised to scrub due to the need to ensure access to water main easements.
- b) **Sheet 2:** In the vicinity of the Wallymead Rhyne culvert at Stonebridge Farm and to the east and west of Wolverhill Road, to mitigate for the street lighting at Wolverhill Junction. Four additional bat hop overs have been proposed over the bypass carriageway with additional woodland to be added. A note has been included regarding the alignment of the shared use path west of Wolverhill Road and revision of some of the proposed landscaping in this area due to utility asset easements. The additional land will be planted with scattered trees, creating copses of orchard and retaining hedge lines during construction. Scrub and woodland edge have been added to bulk up the hedgerow at a proposed mammal culvert.
- c) **Sheet 3:** A native hedgerow with trees is proposed along the Moor Road to Riverside Link. Further native hedgerows and

trees are proposed north of proposed attenuation basin no. 2. An area of landscaping has been revised to scrub due to utility asset easements. The Traditional Orchard shall be managed for bats and benefit from further orchard planting.

- d) **Sheet 4:** The new hedgerow around the replacement football club land will be planted with individual trees and will be managed. Where the hedgerow along Eastermead Lane is intersected by the Scheme and at the Eastern Junction of the A368, where the land would be built up using site won material. The elevation of the land, southeast of the Banwell East Junction (and associated bat hop over locations on the bypass carriageway and A368), have been increased to promote a bat hop over. The additional land, north of the bypass carriageway, would be planted with trees and shrubs. The height of the hop over would be increased to tie in with the tree canopy of Banwell Wood. Heavy standard trees have been added to enhance connectivity at the western and eastern end of the proposed culvert 6. North of the location that the shared use path joins the bypass carriageway alignment, trees have been moved due to utility asset easement. The proposed planting in the vicinity of the overhead cables has been revised to scrub.

- e) **Sheet 5:** Field at Eastermead farm, added to the Scheme to provide further foraging and commuting opportunities. Three additional bat hop overs are proposed. Proposed woodland shall be extended to facilitate the bat hop over west of Southern Link Banwell Village Junction. Three landscaped areas, have been revised to scrub due to water main easements alongside tree planting, southwest of proposed attenuation basin no. 7.

3.7 The changes to the Planning Application have been made following discussion and agreement with NE and NSCNE. Further to the statutory consultation with NE, NSCNE and the ABG, the Council is confident that it

has addressed bat mitigation concerns through the above changes to the Scheme.

3.8 The Planning Application is due to be considered by the Planning & Regulatory Committee on 22 February 2023 and a decision will be made as to whether to grant planning permission for the Scheme.

The CPO Land

3.9 The Supplemental CPO Plan at Appendix 1 identifies the extent of the land and rights required for the Scheme. This sub-section sets out an overview of the land included in the Supplemental CPO, in particular the site of the Additional Mitigation land.

Description of land to be included in the Supplemental CPO

3.10 The Supplemental CPO Land (as demarcated on the Supplemental CPO Plan) is described below:

- a) Land at Court Farm from Wolvershill Road to Crooks lane, which includes agricultural land fields, hedges and access tracks.
- b) The Supplemental CPO Land incorporates and retains the Traditional Orchard on Riverside. The land includes boundary hedges, trees and outbuildings and is proposed to be enhanced for the purposes of ecological mitigation.
- c) North of the A368, a strip of land bordering the A368 is proposed to be acquired which is currently agricultural land and associated features.
- d) Land at Eastermead Farm (currently owned by the Council subject to an agricultural tenancy agreement) is included in the Supplemental CPO Land to ensure that vacant possession can be secured. The land includes typical agricultural features such as fields, hedges and access.

Need for Compulsory Purchase Powers

3.11 The Highways Act 1980 authorises the Council, as highway authority, to compulsorily acquire land that is required for the construction or improvement of a highway. The relevant statutory provisions are set out in section 9 below. The Supplemental CPO Land is required for delivery of the Additional Mitigation (which forms part of the Scheme) and, where applicable, conforms to the distance limits on compulsory acquisition contained in the 1980 Act.

3.12 Government guidance provides further advice on the use of compulsory purchase powers. The Department for Levelling Up, Housing and Communities '*Guidance on Compulsory purchase process and The Criche! Down Rules*' (2019) ("**the CPO Guidance**") states:

- a) Compulsory purchase powers are an important tool to use as a means of assembling the land needed to help deliver social, environmental and economic change. Used properly, they can contribute towards effective and efficient urban and rural regeneration, essential infrastructure, the revitalisation of communities, and the promotion of business – leading to improvements in quality of life.
- b) A compulsory purchase order should only be made where there is a compelling case in the public interest.
- c) Compulsory purchase is intended as a last resort to secure the assembly of all the land needed for the implementation of projects.

3.13 The need for the Supplemental CPO is driven by the requirements of the statutory consultees, NE and NSCNE, in requiring additional mitigation land to protect against adverse impacts on bats and the SAC, which may be affected by the Scheme. If the Council does not provide the Additional Mitigation as part of the Scheme, then NE and NSCNE will maintain objections to the Planning Application and there is a high risk of the LPA refusing to grant planning permission.

- 3.14 The Supplemental CPO is anticipated to be needed to deliver the Additional Mitigation. There is, therefore, a compelling case in the public interest for the same reasons as the case exists in respect of the wider Scheme.
- 3.15 Further details regarding the need for the Scheme for the alleviation of congestion, the enabling of new housing, the economic benefits, and the complexity of land assembly are outlined in detail in the report accompanying decision COU37.
- 3.16 Assuming that, as a result of objections to the Orders and Supplemental CPO, public inquiries will need be held, it is intended that a request will be made to the SoSfT to conjoin the inquiries. This is an administrative step and will be subject to the views of the Planning Inspectorate and SoSfT, as well as the timings of the various orders for the Scheme which are being promoted by the Council.
- 3.17 The advantage to taking this approach is that the same Inspector will hear the issues and make the decision. This will assist with consistency of decision-making and would allow for costs savings for the Council as only one inquiry would need be held (although that inquiry would be considering more issues). It is also likely to be of assistance to any objectors who wish to present evidence in relation to the Orders and/or Supplemental CPO.
- 3.18 Whilst a request is anticipated to be made to conjoin the inquiries, the CPO and the Supplemental CPO will still be confirmed (or not) separately by the SoSfT. The CPO and Supplemental CPO are parasitic on each other and both will need to be confirmed to ensure that the Scheme can be delivered. However, the CPO and the Supplemental CPO will be assessed as two separate, albeit inter-linked, legal instruments.

Summary of Negotiations

- 3.19 All of the owners of land impacted by the Supplemental CPO have been contacted by the Council, via its appointed agents. The landowners have been advised of the extent of the Supplemental CPO and the need for it. Discussions regarding the acquisition of land and rights within the Supplemental CPO Land are ongoing.

3.20 The affected landowners have all been provided previously with heads of terms which propose terms for entering into an option agreement to acquire the necessary interests in land included in the original CPO. The heads of terms will be updated as necessary to incorporate the land and rights incorporated in the Supplemental CPO.

3.21 Part of the Supplemental CPO Land is owned by the Council and subject to an existing tenancy agreement. Negotiations with the tenant are ongoing.

Human Rights Act and Evidence of Compliance

3.22 The Human Rights Act 1998 incorporated into domestic law the European Convention on Human Rights (“**the Convention**”). It includes provisions in the form of Articles which aim to protect the rights of the individual.

3.23 Paragraph 12 of the CPO Guidance sets out how an acquiring authority should take into account Human Rights:

“An acquiring authority should be sure that the purposes for which the compulsory purchase order is made justify interfering with the human rights of those with an interest in the land affected. Particular consideration should be given to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights and, in the case of a dwelling, Article 8 of the Convention.”

3.24 The Human Rights Act 1998 incorporated into domestic law the provision of the Convention. The relevant articles can be summarised as follows:

- a) Article 1 of The First Protocol ‘Protection of Property’: protects the rights to peaceful enjoyment of possessions. No one can be deprived of their possessions except in the public interest.
- b) Article 6 of the Convention Rights and Freedoms ‘Right to a fair trial’: entitles those affected by compulsory powers to a fair and public hearing.
- c) Article 8 of the Convention of Rights and Freedoms ‘Right to respect for private and family life’: protects the right of the

individual to respect for his private and family life, his home and his correspondence. Interference with this right can be justified if it is in accordance with law and is necessary in the interests of, among other things, national security, public safety or the economic wellbeing of the country.

- d) Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with rights protected by the Convention.

3.25 The Supplemental CPO, if made, may infringe the human rights of persons with an interest in land. This infringement is authorised by law provided that:

- a) There is a compelling case in the public interest for the compulsory acquisition powers included within the CPO, and that proper procedures are followed.
- b) Any interference with a human right is proportionate and otherwise justified.

3.26 The Supplemental CPO does not require the acquisition of residential or commercial properties. There is agricultural land which will need to be acquired.

3.27 It is recognised that the Scheme may have an impact on individuals; however, this is outweighed by the significant public benefits that will arise from the Scheme, as set out in this Report. The Council must strike a fair balance between the public interest in seeing the Scheme proceed (which is unlikely to happen in the absence of the compulsory acquisition powers being obtained) and the private rights which would be affected by the compulsory acquisition.

3.28 In relation to both Articles 1 and 8, the compelling public interest case for the compulsory acquisition powers included within the Supplemental CPO has been demonstrated in this Report. The land over which compulsory acquisition powers are sought is the minimum necessary to ensure the delivery of the Scheme. The Scheme has been designed to minimise

detrimental impacts, whilst achieving its publicly stated objectives. In this respect the interference with human rights is both proportionate and justified.

3.29 In relation to Article 6 it is the case that proper procedures have been followed for both the consultation on the Scheme and for the determination of the compulsory purchase powers included within the scheme. Throughout the development of the Scheme, persons with an interest in the land have had full opportunity to comment on the proposals in a non-statutory capacity, and the Council has endeavoured to engage with landowners. The Council has been responsive to landowner feedback in both the initial design of the scheme and in iterative design changes throughout the development of the Scheme. The approach which has been taken to considering alternatives and design changes is explained further in section 13 of this Report. Further statutory consultation will be undertaken when the planning application is submitted.

3.30 Any person affected by the exercise of compulsory acquisition powers may be entitled to compensation.

4 CONSULTATION

4.1 The Council has undertaken a wide range of consultation with the public, statutory environmental bodies and other key stakeholders in relation to the Order. Summaries of the main consultation undertaken for the Scheme, non-statutory consultations July-August 2021, March –April 2022 Environmental Consultees, Internal North Somerset Council consultation and consultation with other key stakeholders is outlined in detail in COU37. Since the submission of the Planning Application there has been further statutory consultation as outlined below.

4.2 Where relevant and feasible, all feedback received as part of the consultation has been used to develop the design of the Scheme.

Environmental Consultees

4.3 The Report accompanying decision COU37 details the non-statutory consultation, which was undertaken prior to submitting the Planning Application and is not repeated in this Report. As part of the process of determining the Planning Application, the LPA undertook statutory consultation with statutory consultees, the public and other key stakeholders. Save as relevant to this Report, the detail of that consultation is not set out here because it relates the Planning Application in respect of which the CPO has already been made.

4.4 This section contains an outline of the consultation relevant to the Additional Mitigation only.

- a) A meeting was held between the Banwell Bypass project team and representatives from NE and NSCNE on 5 October to discuss NE and NSCNE's representations on the planning application, including the design of the Scheme, mitigation and surveys undertaken.
- b) A site meeting was held on 21 October with the Banwell Bypass project team and representatives from NE and NSCNE. This included a site walkover concentrating on key areas of interest and discussion of potential further mitigation areas for the Scheme.
- c) NE (25 November) and NSCNE (10 November) provided further comments on the Planning Application and the further information submitted by the Banwell Bypass project team.
- d) A final meeting was held on 28 November at which detailed amendments to the Scheme were discussed, including additional mitigation land, as well as updates to supporting technical notes and figures.

Planning Consultation

4.5 The Council submitted supplemental planning information to the LPA in December 2022 explaining a number of changes to the Planning

Application, which have been deemed to be necessary following the initial consultation on the Planning Application over Summer 2022. The Council carefully considered all initial consultation information and has made changes to the Scheme as a result. This includes the Additional Mitigation.

- 4.6 The LPA conducted a further consultation on the amended proposals in the Planning Application from 19 December 2022 to 28 January 2023. Many of these comments reflected amendments to the wider mitigation proposals not the additional bat mitigation. The project team are working with the LPA to respond to any comments that require a response.

Internal North Somerset Council Consultation

- 4.7 A briefing was held with the Executive Members for Major Infrastructure and Highways and Transport on 12 December. This briefing was extended to ward members.
- 4.8 A presentation was shared with all Councillors which summarised the information to be re-consulted upon for planning, including the requirements of the Additional Mitigation.

5 FINANCIAL IMPLICATIONS

- 5.1 Before confirming the CPO, the Secretary of State will need to be satisfied that the scheme for which the CPO is sought is viable and likely to proceed. This section sets out headline information about the costs relevant to the acquisition of the land and rights required for the delivery of the Additional Mitigation and the funding which is in place. The detail of the costs and funding of the CPO and the wider Scheme is set out in the report accompanying decision COU37.
- 5.2 The cost of progressing the Supplemental CPO and delivering the Additional Mitigation will be accommodated within the project budget.

Funding

- 5.3 As explained in the report accompanying decision COU37, the HIF Grant Development Agreement (“**GDA**”) was entered into between the Council

and Homes England. The GDA governs the funding for the Banwell Bypass. The total funds available are approximately £97,100,000 (which have been allocated to build the new bypass of the village of Banwell, fund online improvements to the surrounding highway network, improve the area's utilities network, and provide an expansion of the Winterstoke Hundred Academy secondary school in Locking Parklands). The funding which is specifically available for the Scheme is approximately £65,300,000. It is available in two tranches:

- a) Stage 1 (preliminary): approx. £17,300,000. This includes the costs of the design work, land acquisition and securing the Orders and Supplemental CPO.
- b) Stage 2 (construction): approx. £48,000,000. This relates to the construction costs for delivering the Scheme.

5.4 The costs of delivering the Scheme are under review by the Council given the well-known issues being caused by inflation and increases in construction costs, including materials and labour across the construction industry. Full Council will be given a further update on this in due course.

5.5 However, it is important to note that the authority sought in this Report relates only to the acquisition of land and rights required for the Additional Mitigation land and delivery of the Additional Mitigation. These costs are limited when compared to the costs of delivering the Scheme as a whole, and have no material impact on the funding available to the Council to deliver the Scheme.

Stage 1 funding

5.6 The Stage 1 funding has already been drawn down and is available. It is this funding which is primarily relevant to the resolutions proposed in this Report because it includes the costs of land acquisition (whether voluntarily or by compulsory purchase).

- 5.7 The decision to proceed with the Supplemental CPO and assemble the Additional Mitigation land therefore has all necessary funding already available. The budget for land acquisition within the Stage 1 funding is sufficient to meet the costs based on the current property costs estimates, which are set out in the costs section below.
- 5.8 As explained above, the Council is likely to request that any inquiries required for the Orders and Supplemental CPO are conjoined which will further limit and costs implications of promoting the Supplemental CPO.

Stage 2 funding

- 5.9 The Stage 2 funding relates to the construction costs of the Scheme. Prior to drawing down the Stage 2 funding, further approval is required from both Homes England and either the Executive or Full Council (as appropriate).
- 5.10 Before being able to draw down on the Stage 2 (construction) funds, the Council must provide certain information and documents to Homes England, including:
- a) a copy of the grant of planning permission and any other consents required for that part of the infrastructure works that are the subject of the claim;
 - b) a satisfactory valuation in respect of the infrastructure site; and
 - c) certificate of title in respect of ownership or rights over the infrastructure site.

- 5.11 It is therefore a requirement for the Council to secure legal and beneficial ownership and vacant possession of all land and rights required for the Scheme (i.e. those required for the bypass, online improvements and utility upgrades), including the Additional Mitigation land. The land must be secured and the Scheme delivered by certain defined dates. All of the land and rights required for the Scheme – including the Additional Mitigation Land – will need to be acquired in accordance with the terms of the GDA.

- 5.12 It is this requirement to acquire the land interests in advance of the defined dates which drives the need for the Supplemental CPO. If the Scheme (as amended through the planning process) is not supported by the exercise of compulsory purchase powers this could result in significant delays to the acquisition of land, which may result in the Council not being able to meet the defined dates in the GDA. This could lead to the Council not being able to draw down the Stage 2 funding for construction.
- 5.13 As explained in the report accompanying decision COU37, there is some inherent risk in not being able to meet the defined dates as a result of slippage in the Scheme programme. However, based on the current milestones in the GDA and the current progress of the Scheme, it is reasonable to conclude that the Stage 2 funding will be available. Homes England is consulted regularly and there is the potential to agree changes to the funding milestones if needed (although this should not be relied upon).
- 5.14 As will be noted in relation to costs (below), the Stage 2 funding available through the GDA is necessary to support, progress and deliver the Scheme. Subject to the review of construction costs which is being undertaken by the Council (as referred to above), the level of funding allocated is considered sufficient to cover the anticipated costs of Scheme construction and associated consultant and professional costs. This includes the Additional Mitigation land. It should be noted that the Council is required to fund any costs overruns which exceed the total HIF budget. There is potential for funding to be available through developer contributions secured through section 106 agreements towards improvements in the area. As things stand, however, it is not anticipated that such alternative funding will be required.
- 5.15 The risk of the Council being exposed to a funding deficit as a result of failing to meet the GDA milestones is mitigated by the phased approach of delivering the Scheme.
- 5.16 Before commencing the construction of the Scheme (reliant on the Stage 2 funds), the Project Team will be in a position to evaluate progress against the GDA milestones and ensure that the timescales can be met before the

funding is drawn down and any costs are incurred. As mentioned above, the decision to draw down the Stage 2 funds is also subject to prior approval and scrutiny from Homes England and the Executive.

5.17 The risk of any abortive costs from Stage 1 if the decision has to be taken not to proceed with Stage 2 is mitigated by the staggered approach to land acquisition. The availability of funding can be reviewed following confirmation of the CPO but prior to it being implemented and the land being vested in the Council which would trigger the compensation liability. The CPO could, if necessary, be aborted at that stage. Again, this would apply to the Additional Mitigation land as well as the wider Scheme.

5.18 Similarly, for agreements entered into voluntarily with affected landowners, it is proposed, where possible, to enter into option agreements to secure the land interests. This will reduce the upfront costs payable by the Council, and the options can then be exercised when possession is required, triggering the consideration payable under the terms of the agreement. If the Scheme does not progress for any reason, the options need not be exercised.

Costs

Stage 1 costs

5.19 High level property costs estimates have been prepared by the Council's advisers for the costs acquiring the Additional Mitigation land. These estimates are subject to further analysis and updates as the design of the Scheme and construction working requirements are finalised. The estimates are also unpinned by a number of assumptions and caveats which could cause them to change as further analysis is undertaken.

5.20 The current estimate which has been provided for the costs associated with acquiring the Additional Mitigation land is £304,704 (a total of 7.7ha of land) (see the Fisher German report dated December 2022 at Appendix 7).

5.21 Even acknowledging the potential for this estimate to change, there is comfortable headroom in the current Stage 1 budget to acquire the land

interests required for the Additional Mitigation land (whether by compulsion or agreement).

Stage 2 costs

- 5.22 The current construction cost estimate attributed to the Scheme as a whole are set out in the report accompanying decision COU37. As mentioned above, the overall Scheme costs are currently being reviewed. However, the delivery of the Scheme is a priority for the Council and in the event of a funding deficit once the Scheme costs are updated, additional sources of funding will be considered. This report does not infer any new funding commitments on behalf of the Council.
- 5.23 The Stage 2 costs will then be reviewed against the funding available prior to construction commencing.
- 5.24 There is, therefore, not considered to be any funding impediment to the Scheme.

6 LEGAL POWERS AND IMPLICATIONS

Compulsory Purchase Order

- 6.1 The Council's powers of compulsory purchase to acquire land and interests in land for the Scheme are contained in the Highways Act 1980.
- 6.2 It is a condition of the exercise of the relevant compulsory purchase powers that the land in question is "required" for a particular purpose. The Additional Mitigation land to be acquired by the Council is required for the following purposes under the relevant sections of the Highways Act 1980:
- a) Section 239: for the construction and improvement of a highway which is to be a highway maintainable at the public expense.
 - b) Section 240: for the improvement of a highway and to acquire land necessary for implementing the SRO.

- c) Section 246: for the mitigation of any adverse effect which the existence or use of a highway constructed or improved has or will have on the surrounding of the highway.
- 6.3 In addition the Council may, under section 250 of the Highways Act 1980, provide for the creation of new rights over land as well as for the acquisition of rights already in existence.
- 6.4 Section 249 of the 1980 Act sets out distance limits from the middle of the existing or new highways beyond which land to be acquired must not exceed. These limits do not apply to land and rights required for mitigation of the adverse impacts of the Scheme. The land and rights required for the construction or improvement of the Banwell Bypass and Southern Link are within these limits.
- 6.5 The Acquisition of Land Act 1981 governs the procedures, which apply to compulsory acquisition. The Compulsory Purchase Act 1965 governs post-confirmation procedures and the Land Compensation Act 1961 governs the amount and assessment of compensation. The Local Government (Miscellaneous Provisions) Act 1976 governs the granting of new rights. Further implications relating to requirements of the CPO Guidance are as set out above and would need to be considered by Full Council in detail at the time of making the Order.
- 6.6 The primary legal implication of not securing a CPO is that the land required for the Additional Mitigation may not be capable of being secured, or alternatively may not be secured in line with the Scheme milestones. Additional risks relevant to securing the CPO are set out in section 12 of this Report.
- 6.7 Public law principles will also apply to the decisions made by the Council in relation to the Scheme, including the Council's duty to take account of its fiduciary duty and to act prudently with public monies. The Council is also under a general duty to act reasonably and show that its decisions in relation to the delivery of the project are made after having given due and proper consideration to all relevant factors (disregarding irrelevant factors). The

Council must conscientiously consider the results of any public consultation undertaken in relation to the proposals.

7 CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

7.1 The purpose of this Report is to secure authority to make, confirm and implement the Supplemental CPO required to assemble land and deliver the Additional Mitigation, and to authorise the acquisition of land required for the Scheme. An assessment of the climate change and environmental implications of the Additional Mitigation were undertaken as part of the planning process and will be considered by the Council, in its role as local planning authority, in determining the Planning Application. However, the report accompanying decision COU37 outlines a high level summary of the likely significant effects of the Scheme. The delivery of the Additional Mitigation land is not considered to represent any material change to the assessment of the Scheme as a whole.

8 RISK MANAGEMENT

8.1 A detailed outline of the risks related to the use and implementation of CPO powers by the Council is outlined in COU37.

9 EQUALITY IMPLICATIONS

9.1 In order to satisfy the public sector equality duty (“**PSED**”), pursuant to section 149 of the Equality Act 2010 the Council must have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic (as defined in the Act) and persons who do not share it; and
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- 9.2 An Equality Impact Assessment (“**EIA**”) was previously undertaken for the Scheme and was appended to the report accompanying decision COU37. A further EIA has been undertaken considering land acquisition issues relating to the Additional Mitigation (see Appendix 6).
- 9.3 Further information relating to the EIA process can be found in the report accompanying decision COU37.
- 9.4 In order to comply with the PSED the Council must continue to monitor and consider equality issues routinely throughout the implementation of the Scheme. This includes the need to consider the duty in relation to the CPO process, such as ensuring that notices are served in a way which is accessible to any protected groups and that any public inquiry is accessible. The EIA will be reviewed and updated as necessary as the Supplemental CPO and is progressed.
- 9.5 Similarly, a Health Impact Assessment (“**HIA**”) was prepared to inform the Planning Application and was appended to the report accompanying decision COU37. It is not considered that the delivery of the Additional Mitigation Land has any material impact on the existing HIA for the Scheme.

10 CORPORATE IMPLICATIONS

- 10.1 An outline of how the Scheme supports the Council’s corporate objectives and opportunity for the scheme to enable housing allocations under the new emerging Local Plan are provided in the report accompanying decision COU37.

11 OPTIONS CONSIDERED

- 11.1 The land assembly for the Scheme is complex and is highly unlikely to proceed without the use of compulsory purchase powers. Negotiations with landowners are proceeding, and wherever possible voluntary agreements will be entered into.
- 11.2 However, the need for the Supplemental CPO is driven by the risk posed by reliance on voluntary negotiations because:

- a) It is unlikely that all affected landowners will enter into agreements voluntarily.
- b) The GDA requires vacant possession to be secured and construction to be undertaken in accordance with defined dates. If compulsory purchase powers are not utilised, this could result in delays to land assembly which may prevent the Council from being able to draw down funding under the GDA for the construction of the Scheme.

11.3 Therefore, the most likely alternative to the use of compulsory purchase powers is that the Scheme will not proceed.

11.4 The need for the Additional Mitigation land is due to the requirements of the statutory consultees, NE and NSCNE. Whilst the location and siting of the Additional Mitigation has been carefully considered, there are limited options for where to site the Additional Mitigation because it has to be must be based on where it will be effective.

11.5 The Council has considered not agreeing to the delivery of the Additional Mitigation. However, without delivering the Additional Mitigation objections the Planning Application would be maintained NE and NSCNE and there is a significant risk that the Planning Application would be refused as a result.

11.6 The Additional Mitigation land is therefore necessary to secure the grant of planning permission for the Scheme, and the Supplemental CPO is necessary to secure the land and rights required to deliver the Additional Mitigation.

Author:

Burges Salmon on behalf of:
Alex Fear, Senior Responsible Officer

12 APPENDICES:

Public appendices

- a) **Appendix 1:** Supplemental CPO Plan
- b) **Appendix 2:** Correspondence from Natural England dated 2 September 2022
- c) **Appendix 3:** Correspondence from NSC Natural Environment dated 17 October 2022
- d) **Appendix 4:** Correspondence from Natural England on 20 January 2023
- e) **Appendix 5:** Environmental Masterplans
- f) **Appendix 6:** Equality Impact Assessment for Additional Mitigation

Exempt appendices

- a) **Appendix 7:** Fisher German report dated December 2022

Background Papers:

- a) Previous Council decisions as detailed in the report

North Somerset Council

Report to Full Council

Date of Meeting: 21st February 2023

Subject of Report: Adoption of the revised Travel Plans SPD following public consultation

Town or Parish: All

Officer/Member Presenting: Cllr. Hogg - Executive Member for Transport and Highways

Key Decision: Yes

Reason: The revised Travel Plan SPD will have policy implications in two or more wards

Recommendations

To adopt the revised Travel Plans SPD following public consultation

1. Summary of Report

- 1.1. North Somerset Council (NSC) officers have undertaken a comprehensive review of the existing Travel Plan Supplementary Planning Document (SPD). The current SPD dates to November 2010 and is in need of a thorough update, particularly in light of the Council's declaration of a Climate Emergency and ambition to be carbon neutral by 2030.
- 1.2. A Travel Plan is a long-term management strategy put in place at the planning application stage to help facilitate travel by sustainable means within and between neighbourhoods and other developments, and to reduce car dependency. They are required for all developments which generate significant amounts of movement including residential, businesses, schools, retail, and leisure facilities.
- 1.3. The Travel Plan SPD sets out guidance for developers, officers and other stakeholders involved in the development, implementation, and monitoring of Travel Plans.
- 1.4. The updated SPD will allow the council to better manage Travel Plans and Travel Plan Statements by setting out new requirements that aim to ensure

a consistent approach across North Somerset, in line with other local authorities. It is an essential tool to support delivery against the aims of both the North Somerset Active Travel Strategy and Climate Emergency Strategic Action Plan.

- 1.5. The update includes:
 - revised thresholds at which a Travel Plan Statement or Travel Plan is required for each type of development site.
 - the introduction of two options for delivering Travel Plans – a council-led or developer-led approach.
 - minimum requirements for measures and monitoring,
 - the use of 'Modeshift STARS', an online platform where a Travel Plan can be stored, developed, managed, and monitored over time.

- 1.6. The Travel Plan Implementation Service is paid for through Section 106 contributions and sees the council carrying out the measures and monitoring within a Travel Plan. This contribution and service is not compulsory however it is preferred with the aim of avoiding inadequate delivery of Travel Plans.

- 1.7. As part of this review process, an internal officer consultation was undertaken in February 2020 with officers across Neighbourhoods and Transport, Planning, and Planning Policy. Changes were subsequently made to ensure the revised document reflected the current and foreseeable issues prior to public consultation.

- 1.8. Following NSC Executive Committee approval in September 2021, Public and stakeholder consultation was held between 20th June – 1st August 2022. Further amendments to the SPD have been made in light of the feedback received.

- 1.9. A decision is subsequently sought to formally adopt the revised Travel Plans SPD.

2. Policy

- 2.1. North Somerset Council initially adopted a Travel Plan Supplementary Planning Document in 2010. This has now been updated to incorporate changes to best practise and learning from other local authorities in the West of England.

- 2.2. Policy relevant to the SPD includes:
 - [National Planning Policy Framework \(NPPF\) \(2021\)](#)

- Department for Transport Guidance on Transport Assessment (2007)
- [North Somerset Council's Core Strategy \(2017\)](#)
- [Sites and Policies Plan Part 1 Development Management Policies \(2015\)](#)
- [North Somerset Council's Climate Emergency Strategic Action Plan \(2022\)](#)
- [The West of England's Joint Local Transport Plan 4 \(2020\)](#)
- [North Somerset Corporate Plan 2020-24 \(2020\)](#)
- [North Somerset Active Travel Strategy 2020-2030 \(ATS\)](#)

2.3. Notably the SPD supports the Corporate Plan, Climate Emergency Strategy Action Plan, and the Active Travel Strategy because Travel Plans require developers to provide residents a choice of how to travel, with the overall target to reduce car usage and increase use of public transport and active travel.

3. Details

3.1. Detailed below are the key changes to the SPD:

- Travel Plan thresholds
- Delivery options – council-led and developer-led
- Minimum requirements
- Use of Modeshift STARS website

Travel Plan Thresholds

3.2. The SPD gives thresholds at which a Travel Plan Statement or Travel Plan is required for each type of development site. The thresholds follow National Guidance except for residential developments (use class C3), where they are reduced to 60 units for a Travel Plan (rather than 80 units) and 40 units for a Travel Plan Statement.

3.3. North Somerset Council's Housing Trajectory data 2019 shows 15 residential developments between 60 – 80 units. 6 of these are in Weston-super-Mare and 4 are in and around Yatton. Along with the impact of larger sites, the combination of several smaller developments has an impact on traffic. It is therefore important to ensure the smaller, yet not insignificant developments (60-80 units), have a Travel Plan and work to reduce reliance on cars.

Travel Plan delivery

3.4. Option 1 – Council-led: North Somerset Council provides a service of managing and implementing the measures in the Travel Plan on behalf of the developer in return for a set S106 contribution 'per dwelling' (for residential) or 'per square metre' (for business). This option is primarily available for Businesses and Dwelling houses, however other developments will be considered on an individual basis. The developer retains

responsibility of any hard infrastructure measures such as bus stops and pedestrian crossings, whereas the council provides the Travel Plan measures such as personal travel planning, bike loan schemes and sustainable travel vouchers.

- 3.5. A council officer will act as the Travel Plan Coordinator, working closely with the Travelwest Roadshow Team and/or other service providers to implement the Travel Plan. Officer time, resources and services are paid for from the Section 106 contribution, with trigger points timed to ensure enough money is received to start measures from first occupation.
- 3.6. Work with businesses will be run in partnership - the business will need to lead on measures the council cannot directly implement on their behalf, such as Cycle to Work Schemes. The council will also endeavour to work in partnership with residential developers, as this would likely give better outcomes to the Travel Plan.
- 3.7. Option 2 – Developer Led: The developer retains responsibility for managing and implementing the Travel Plan and pays a non-refundable monitoring fee as well as taking out a bond for any remedial work which may be needed at the end of the Travel Plan (5 years). The bond will be released once the developer has fulfilled their Travel Plan obligations as per agreement with North Somerset Council at the time of planning. This is available for all Class Use developments.
- 3.8. The monitoring fee, secured through Section 106 contributions, allows North Somerset Council to monitor the progress of the Travel Plan, attend steering group meetings, provide support, and assist in reviewing progress.
- 3.9. Developers who elect to take responsibility for implementing their Travel Plan will be required to secure funds at the time the planning consent is granted to ensure that the Travel Plan implementation is safeguarded.

Minimum requirements

- 3.10. To give more detailed guidance to developers, the SPD gives minimum requirements for monitoring and for Travel Plan measures, including providing Travel Information packs, walking, and cycling maps and Borrow a Bike scheme. This aims to ensure adequate plans are in place from the outset to meet targets to reduce reliance on cars. It will also help to reduce the time spent by officers during the planning process requesting more detail is included.

Use of Modeshift Stars

- 3.11. Modeshift STARS is an online platform where a Travel Plan can be stored, developed, managed, and monitored over time, and is free for organisations submitting planning applications to North Somerset, as well as all schools. Use of Modeshift STARS will enable officers to hold all Travel Plans in one

place, along with monitoring information and progress of measures. Whether opting for Option 1 or Option 2, developers will no longer submit their Travel Plan as a PDF but will enter data directly into the Modeshift STARS website aiding the sharing of information between parties.

- 3.12. Once information is added to a STARS site, both North Somerset Council and the developer can view the plan and its progress. A PDF of the plan can also be downloaded from the website. The sustainable travel team are already using STARS with schools and businesses.

4. Consultation

- 4.1. As part of the review process, an internal officer consultation was undertaken in February 2020 with officers across Transport and Infrastructure, Planning, and Planning Policy. Following this, a variety of amendments were made to the SPD reflecting officer feedback.
- 4.2. An informal meeting was held with Place Panel Members on the 20th July 2021. The panel were supportive of the proposed changes, particularly the introduction of options for delivery.
- 4.3. Public and stakeholder consultation on the draft Travel Plans SPD ran from 20th June – 1st August 2022. The consultation was hosted on NSC's online portal 'eConsult' and was particularly targeted at Transport consultants, developers, interested residents, businesses and Town and Parish councillors. The consultation received 54 responses through eConsult and 5 written responses by email; 59 responses in total.
- 4.4. The consultation format included one introductory question, 4 questions relating to the key changes to the draft SPD (detailed in Section 3) and a final question which enabled respondents to provide more general comments.
- 4.5. Overall, consultation feedback was positive with a good level of responses given the technical nature of the Travel Plans SPD. Respondents were given opportunity to provide free-text responses to five of the six questions posed. It is noted many comments/statements focused on factors outside of the scope of the SPD to remedy/implement, particularly regarding existing issues including the lack of public transport, existing parking issues.
- 4.6. Feedback on the changes to the SPD are summarised below:
 - Approval of reduced thresholds with request for thresholds to be reduced further.
 - Support for both council-led and developer-led options.
 - Support for the use of Modeshift STARS with two thirds of respondents agree or neutral when asked if the Modeshift STARS

online platform will make it easier for information to be shared between parties and make it easier for Travel Plans to be monitored and reviewed.

- Support for the inclusion of measures in bold as a minimum requirement.

4.7. As a result of the feedback received, a variety of amendments have been made to the SPD including:

- Reference to Paragraph 113 of National Planning Policy Framework (NPPF) updated to be clear the council reserves the right to request a Travel Plan for any development that the Council considers will generate significant amounts of movement and not where the Council considers that the transport impact will be significant as previously written.
- Additional tier for Option 1 fees (100-149 Dwellings) to equalise costs for smaller developments.
- Removal of prescriptive target for residential development in section 4 in line with section 8: “targets should be ambitious and correspond to the best estimate of the maximum number of trips that can be made by non-car modes.”
- Clarification provided on the frequency of ‘biennial monitoring’ (years 1,3 and 5) and timeframes for review.
- Section 9 of the SPD 'Creating the Travel Plan' (paragraph 2), updated to clarify for whom platform is free: “for organisations submitting planning applications to North Somerset, as well as all schools”.
- Minimum requirement of measures reviewed, and “monitoring of on-street parking” moved to ‘Monitoring actions’ section.

5. Financial Implications

5.1. The Travel Plan Implementation Service will be funded by Section 106 contributions from developers, which the council has secured.

5.2. The Travelwest Roadshow team, which is currently in place across the West of England, could be utilised to provide many of the measures within the Travel Plan Implementation Service. The cost of this will be met by the developer contribution and has been included in the costing exercise carried out to understand the cost of delivering this service.

5.3. The cost of preparing the Travel Plan SPD has been met from existing team budgets.

Costs & Funding

5.4. Option 1 – Council-led: The council-led service will be self-funding. All contributions required to provide the service have been calculated, covering officer time and resources needed. The table below shows the costs for the

council to run the Travel Plan service at a residential development site of 60 units over 5 years.

| Resource Required for 60-unit development | Cost |
|--|----------------|
| Travel Plan Coordinator Officer's time to implement the Travel Plan (25 days at JG7 pay scale) | £6,432 |
| Travel Plan Manager (5 days at JM1 pay scale) | £1,421 |
| Training (for development sales staff and onsite champion) | £178 |
| Monitoring (Automated travel counters and resident surveys) | £1,675 |
| Services (Personalised Travel Plan, Roadshow events, Borrow a Bike, Dr.Bike etc) | £6,600 |
| Marketing (Travel information packs, local walking and cycle maps, communications) | £1,190 |
| Total | £17,496 |

5.5. Tables below show the contributions calculated for residential and commercial developments. Costs will usually remain the same for each size and types of development, however they are written as guidance amounts so that the council retains the ability to negotiate higher costs for sites, which have build-out schedules longer than 5 years, or low sustainable travel connectivity.

Guidance costs for Residential developments

| Size of C3 Development | Cost per dwelling to implement the Travel Plan | Cost for Sustainable Travel Vouchers |
|------------------------|--|--------------------------------------|
| 60 Dwellings | £280 per dwelling | £180 per dwelling |
| 100 Dwellings | £250 per dwelling | £180 per dwelling |
| 150 Dwellings | £220 per dwelling | £180 per dwelling |
| 250 Dwellings | £190 per dwelling | £180 per dwelling |

Guidance costs for businesses and offices

| Floor space | Number of Employees | Type of Plan | Cost for implementation by North Somerset Council (rounded) | Cost per additional m2 |
|---------------|---------------------|-----------------------|---|------------------------|
| 1500 – 2499m2 | Any | Travel Plan Statement | Met by owner / developer Advice available | Not Applicable |

| | | | | |
|--------|-----------|-------------|----------|-----------|
| 2500m2 | Up to 200 | Travel Plan | £19,800 | £2 per m2 |
| 2500m2 | 300 | Travel plan | £21,800 | £2 per m2 |
| 2500m2 | 400 | Travel plan | £23, 800 | £2 per m2 |
| 2500m2 | 500 | Travel plan | £25, 800 | £2 per m2 |

- 5.6. Fees are subject to procurement costs, inflation etc. and will be reviewed annually to ensure that service income covers costs.
- 5.7. Option 2 – Developer-led: A Monitoring and Audit fee is detailed in the draft SPD for all types of development, which require a Travel Plan. The monitoring fee is set at £4800 over a 5-year period. This amount has been costed for staff time to monitor and review developer progress, attend steering group meetings, and provide training.
- 5.8. The fee is subject to procurement costs and will be reviewed annually in line with inflation. Developers are also required to take out a bond to the same value as the contributions in option 1.
- 5.9. The bond will be released by North Somerset Council when the developer / owner has submitted evidence showing that suitable measures have been delivered and that the Travel Plan has been successfully completed. North Somerset Council would call on the bond in order to implement measures if the developer/owner does not provide evidence that measures detailed with the Travel Plan have been carried out within the 5-year period.

6. Legal Powers and Implications

- 6.1. The SPD is prepared by the Council as Local Planning Authority under the powers of Town and Country Planning (Local Planning) (England) Regulations 2012. The SPD will then be used to secure Travel Plans at the relevant sites.

7. Climate Change and Environmental Implications

- 7.1. The aim of the SPD update is to reduce and mitigate car use in new developments, and to increase the use of active and sustainable travel modes. Transport accounts for just under 50% of North Somerset's carbon emissions, with 24% from A roads and minor roads ([Department of Energy & Climate Change, \(2019\)](#)). Therefore, reducing emissions from car travel is an essential part of meeting carbon reduction targets. Measures in a Travel Plan aim to reduce single occupancy car use in (and to and from) new developments through services such as personalised travel planning and the provision of sustainable travel vouchers, which help to enable more bus use as well as more walking and cycling.

8. Risk Management

- 8.1. Risk 1: The lag time between developers committing to using the Travel Planning service and the development proceeding. For example, receiving contributions in a timely manner either at commencement or occupation and ensuring there are adequate services in place when people are considering their travel choices such as when they move house.

Mitigation: Officers will be recruited using Section 106 funds the council has secured, subject to S106 agreement stipulations and planning conditions. Please refer to Table 4, Section 7 of the SPD which outlines trigger points for receiving S106 contributions.

- 8.2. Risk 2: The council is taking on more responsibility to make reductions in car usage.

Mitigation: Additional council officers will be required to work as Travel Plan Coordinators. Partnership working within the West of England through available DfT and Active Travel England funding means North Somerset Council has a wealth of knowledge and experience in behaviour change and sustainable travel. In addition, there is a large range of initiatives already in place which the council can replicate as part of the Travel Planning service. The council will also endeavour to work in partnership with developers and transport consultants to give the best sustainable travel outcomes.

- 8.3. Risk 3: Developers may view higher Section 106 charges negatively.

Mitigation: A balance has been sought whilst costing the service, so that Travel Plans can be adequately implemented but which will also provide an attractive offer to developers. Contributions required by North Somerset have been benchmarked against other local authorities sub-regionally and in the West of England.

9. Equality Implications

- 9.1. The SPD has been updated to provide detailed guidance to support developers to fulfil their Travel Plan obligations, as detailed within CS10 of the council's Core Strategy. The higher-level Core Strategy was subject to an equality impact assessment.
- 9.2. It is anticipated that the SPD will have positive implications for equality by ensuring Travel Plans are consistently and fully implemented across North Somerset, enhancing quality of place and community cohesion within new developments.
- 9.3. We have used national guidance for protected characteristics to ensure maximum equality and diversity is considered.

10. Corporate Implications

- 10.1. There are no immediate staffing implications from the Travel Plan SPD. Where developers commit to the council's service to implement the Travel

Plan, coordinators will be recruited to fulfil the roles when the development proceeds. The financial implications of this would be provided through S106 contributions and the chosen route by the developer for travel planning.

10.2. Travel Plan development uses standard templates which can be populated depending on each development however, publishing this Travel Plans SPD will require support from Graphics, Marketing and Communications teams.

10.3. The service may have an impact on Planning Enforcement if a developer defaults on their obligations.

11. Options Considered

11.1. Several options have been considered, such as just updating minimum requirements or working with consultants to implement a development's Travel Plan. However, it is considered the best sustainable travel outcomes will be attained from a council-led service. An additional benefit to the council service is that it helps to mainstream services currently provided through short-term funding streams, which may not otherwise continue in the future. This is a more economically sustainable situation in the long term.

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Appendices:

Appendix A: North Somerset Revised Travel Plans SPD

Background Papers:

[North Somerset Travel Plans Supplementary Planning Document \(2010\)](#)

[North Somerset Council Core Strategy \(2017\)](#)

[Joint Local Transport Plan 4 2020-2036 \(2020\)](#)

[North Somerset Corporate Plan 2020-24 \(2020\)](#)

[North Somerset Council Development Management Policies: Sites and Policies Plan Part 1 \(2016\)](#)

[North Somerset Council's Climate Emergency Strategic Action Plan \(2022\)](#)

[North Somerset Draft Active Travel Strategy \(2020\)](#)

Appendix A: Revised North Somerset Travel Plans Supplementary Planning Document

Date: January 2023

Travel Plans Supplementary Planning Document (SPD)

Contents

| | |
|--|----|
| 1. What is a Travel Plan? | 13 |
| 2. Travel Plan background and policy | 14 |
| 3. When is a Travel Plan required? | 17 |
| 4. The type of Travel Plan required | 19 |
| 5. Options for implementing the Travel Plan | 21 |
| 7. How is the Travel Plan secured?..... | 25 |
| 8. Travel Plan Targets | 26 |
| 9. Creating the Travel Plan..... | 27 |
| 10. Travel Plan Measures | 29 |
| 11. Monitoring..... | 30 |
| 12. Review..... | 31 |
| 13. Enforcement and Drawing on the Bond | 32 |
| Appendix 1 – Content of the Travel Plan Statement | 33 |
| Appendix 2 - Content of the Residential and Workplace Travel Plan..... | 34 |
| Appendix 3 - Content of the Schools Travel Plan..... | 37 |
| Appendix 4 – Residential Travel Plan Measures..... | 38 |
| Appendix 5 – Business Travel Plan Measures | 41 |
| Appendix 6 - Example Travel Plan targets | 44 |

1. What is a Travel Plan?

A Travel Plan is a long-term management strategy put into place to help facilitate travel by sustainable means around neighbourhoods and beyond to services, facilities and jobs. It also applies to other developments including new shops, businesses, schools and leisure facilities.

Each Travel Plan must identify measures which are linked to targets and outcomes to increase the use of more sustainable and accessible travel. The Travel Plan should cover the whole of a development, usually for 5 years post full occupation. During this time, travel behaviours are monitored, and the Travel Plan reviewed to check that it is working effectively.

Targets and measures will likely relate to the use of public transport, car sharing, cycling, walking, and reducing the need to travel to and from the development.

Benefits of the Travel Plan can include:

- more travel choices
- improved community links with less social isolation
- improvements to the local environment
- demonstration of a commitment to sustainability and the Climate Emergency
- lower travel costs for organisations and individuals
- facilities for people without access to a car or with impaired mobility
- opportunities for active and healthy travel
- improvements in air quality
- less traffic congestion and less demand for parking spaces

2. Travel Plan background and policy

The effects of unsustainable travel can be clearly seen on the environment, our health and our quality of life. Towns are becoming more congested with increased concerns about levels of car traffic.

In 2019 North Somerset Council declared a Climate Emergency and adopted a carbon reduction target of net zero by 2030. The transport sector, at 49%, is the largest single source of carbon emissions in North Somerset. This is considerably higher than the regional (South West) average of 44% and the national average of 36% from transport ([Department of Energy & Climate Change, \(2019\)](#)). To meet carbon reduction targets, which we know has widespread support, it is essential that we create new developments where residents are not solely reliant on cars. A well implemented Travel Plan plays an important role in this.

When asked:

‘Do you agree that an increase in active travel (for example walking, cycling, jogging, wheeling, scooting) is needed to help North Somerset reduce its carbon emissions from transport?’ 91% said ‘yes’ and 9% said ‘no’.

Source: Active Travel Strategy consultation questionnaire

Communities which work together in partnership are most likely to see the best results from a Travel Plan and are more likely to achieve carbon reduction targets, be this between residents, employees, educational establishments, the council and/or business.

To ensure a Travel Plan is high quality and can be easily implemented, it should follow a consistent structure, content and approach. This guidance has been written to provide a framework to ensure a consistency in quality but aims to allow flexibility to adapt the Travel Plan to site specific conditions.

Policy Landscape

The implementation of a Travel Plan is an integral part of the Government’s policy on sustainable transport. Chapter 9 of the [National Planning Policy Framework \(NPPF\)](#) (2021) lays out the national Travel Plan policy:

Paragraph 113 “All developments that will generate significant amounts of movement should be required to provide a Travel Plan, and the application should be supported by a Transport Statement or Transport Assessment so that the likely impacts of the proposal can be assessed.”

Both North Somerset Council’s [Core Strategy](#) and its [Development Management Plan](#) provide clear guidance around transport and sustainable travel and the requirement to provide residents a choice of how to travel. The plans specifically detail that a Travel Plan will bring about a reduction in car usage:

CS10, Paragraph 3.153 “For larger scale developments a Travel Plan aimed at delivering sustainable transport objectives will be required. A Travel Plan will set out measures that will result in a reduction in car usage and an

increased use of public transport, cycling and walking as alternative modes of transport.”

DM26: “Travel Plans links to CS10 Transportation and movement. Travel Plans will aim to reduce car use generated by the development and to deliver other sustainable transport objectives, related in scale and kind to the development. Planning conditions will be attached, or a planning obligation sought, to require adoption of the Travel Plan prior to occupation and its successful implementation post occupation.”

In addition, [North Somerset Council's Climate Emergency Strategic Action Plan \(2022\)](#) supports Travel Plan aims:

“Continue to drive project delivery to shift from private car use”

“Encourage our residents to consider their transport choices through parking schemes, car sharing schemes and other measures”

The [West of England's Joint Local Transport Plan 4 \(2020\)](#) explains how a Travel Plan will be secured and delivered:

Section 8: Local Connectivity, policy L3 explains:

“Travel Plans will continue to be secured for new developments through the development control process, and we are developing guidance to improve the quality of Travel Plans submitted. Travel plan S106 contributions are a regular feature of a very high proportion of approved development sites.”

“We will enforce required contributions and explore the possibility of new supplementary planning documents (SPD) to secure the necessary resources.”

“We will continue to agree S106 funding from developers towards effective and lasting travel planning and developing supplementary planning documents, if required, to ensure appropriate funds are received. “

“We will support developers in the production, delivery and monitoring of travel plans, if required, and secure the contribution of further funds for transport improvements if mode share targets are not met.”

North Somerset Council has also developed, consulted on and adopted the [North Somerset Active Travel Strategy 2020-2030 \(ATS\)](#), which sets out to:

‘Make walking and cycling the natural choice for a cleaner, healthier and more active North Somerset’ up to 2030.

The ATS sets out that a new focus on travel planning is one of the tools available to boost active travel amongst new and existing communities and employment centres.

Significant updates to and 'decarbonisation reviews' of our Parking Standards Supplementary Planning Document (SPD) and Travel Plan SPD will:

- '...continue to ensure that the Active Travel Strategy is a strong fit with existing and emerging local policy; to reduce carbon and get North Somerset moving';
- '...support the Local Plan guidance for the types of active travel infrastructure we will require as part of development growth in North Somerset';
- 'reduce car travel and encourage sustainable travel, especially walking opportunities for journeys less than one mile.'
- help us to 'use local research and consult and collaborate with residents, businesses and stakeholders to inform active travel planning.'

By reviewing and updating this Travel Plan SPD, it allows the Council to improve the development, monitoring and implementation of Travel Plans and Travel Plan Statements, to ensure a consistent approach across North Somerset to enable better sustainable and active travel outcomes. The ATS supports this by raising the importance of travel planning in both shaping new developments and also ensuring that our local policies and SPDs help to increase active travel as a natural choice for shorter journeys and as the first and last mile of longer journeys:

- 'Objective 4: Shape active travel neighbourhoods through an active travel focused planning system.'
 - 'Objective 4.1: Guide development planning to create active travel communities.'
 - Objective 4.2 Ensure local supporting policies and SPDs help to expediate active travel growth.'

The strategy includes the commitment to update this Travel Plan SPD and through the implementation of the updated SPD, it will support delivery against the aims of the Active Travel Strategy.

3. When is a Travel Plan required?

The requirements for a Travel Plan are determined by the size and type of development and a Travel Plan or Travel Plan Statement will be needed where relevant thresholds are reached. Table 1 details thresholds for each use class.

The thresholds are based on those set out in Appendix B of the Department for Transport *Guidance on Transport Assessment* March 2007. The thresholds for Use Class C3 are adapted to local needs in North Somerset, where the lower threshold for a Travel Plan is set at 60 dwellings, and 40 dwellings for a Travel Plan Statement.

In line with [National Planning Policy Framework](#), All developments that will generate significant amounts of movement should be required to provide a travel plan. Furthermore, North Somerset Council reserves the right to request a Travel Plan for any development that the Council considers will generate significant amounts of movement on a case-by-case basis. Where a mixed-use development is below the relevant threshold, but the combined development is considered significant, the Council will require a Travel Plan. Smaller developments delivered in phases are also likely to require a Travel Plan if the thresholds outlined are met or the cumulative transport impact is significant.

For all residential and business sites, the Travel Plan or Travel Plan Statement must be submitted as part of the planning application using the 'Modeshift' website. Schools are also required to complete an Interim Schools Travel Plan form. (Information on Creating a Travel Plan is set out in Chapter 9 of this SPD.) A Transport Assessment or Transport Statement will also be needed as part of the application (See Appendix A of the North Somerset's [Highways Development Design Guide](#) for further information.)

Submitting a Travel Plan does not guarantee that a development will be acceptable from a planning perspective. Other supporting documents submitted as part of the application, such as the Transport Assessment, will need to show why the site is suitable.

Table 1 – Thresholds for a Travel Plan Statement and Travel Plan by development type

| Development type | Threshold at which a Travel Plan Statement is required | Threshold at or above which a Travel Plan is required |
|-------------------------------------|--|---|
| Food Retail | >250 – <800 sq m | 800 sq m |
| Non-food retail | >800 – <1500 sq m | 1500 sq m |
| Financial and professional services | >1000 - <2500 sq m | 2500 sq m |
| Restaurants and Cafes | >300 – <2500 sq m | 2500 sq m |
| Drinking Establishments | >300 - <600 sq m | 600 sq m |
| Hot food takeaway | >250 - <500 sq m | 500 sq m |

| | | |
|--|---|------------|
| Business | >1500 – <2500 sq m | 2500 sq m |
| General industrial | >2500 – <4000 sq m | 4000 sq m |
| Storage or distribution | >3000 – <5000 sq m | 5000 sq m |
| Hotels | >75 – <100 units | 100 units |
| Residential institutions - hospitals, nursing homes | >30 - <50 units | 50 units |
| Residential institutions - residential education | >50 – <150 units | 150 units |
| Residential institutions - institutional hostels | >250 – <400 units | 400 units |
| Dwelling houses | >40 – <60 Units | 60 Units |
| Non-residential institutions including colleges and further education. | >500 – <1000 sq m | 1000 sq m |
| Schools* | See below* | See below* |
| Assembly and Leisure | >500 - <1500 sq m | 1500 sq m |
| Other developments | Please contact NSC through our pre-application service in advance of submitting a planning application. | |

*All new schools, and extensions to schools that are likely to have a material impact on traffic movements, require a Travel Plan. We define a school as any educational facility for children up to the age of 16, including (but not limited to) nurseries, primary, secondary, academy, independent, Voluntary Aided and SEN.

Travel Plan requirements for other larger developments within North Somerset Council, including Bristol International Airport and Royal Portbury Dock are likely to require agreement on specific issues and solutions.

4. The type of Travel Plan required

There are several different types of Travel Plan, depending on the nature of the development. These are:

- Travel Plan Statement
- Full Travel Plan
- Framework Travel Plan
- Interim Travel Plan

Travel Plan Statement

The Travel Plan Statement is for smaller developments (see thresholds in table 1) and takes the form of an 'Action Plan' which is promoted by and is the responsibility of the developer or occupier of the site to implement.

The statement should describe the existing conditions of the site, physical infrastructure and a full range of measures to meet sustainable travel objectives, including a Travel Information Pack.

Measures must be implemented within three months of full occupation and evidence of work carried out should be submitted to the council.

Travel Plan

A Travel Plan is required for larger developments (see table 1). The type of Travel Plan (Full, Framework or Interim) will depend on the nature of the development.

A Full Travel Plan is prepared where the proposed use and accessibility needs are known and when the occupier is identified or already using the site. The Travel Plan is tailored to the end occupiers and will usually last for 5 years post occupation.

- **A Residential Travel Plan** aims to reduce single occupancy vehicles travelling to and from the development through a cycle of implementing measures and monitoring and reviewing their progress against set targets. The Travel Plan Coordinator works primarily with residents, as well as other interested parties such as sustainable travel council officers, planning officers, transport providers, local community groups and the developer.
- **A School Travel Plan** is a document which sets out how a school will promote safer, active and sustainable travel to school, with the main emphasis on reducing the number of children being driven to and from school. A School Travel Plan should be based on consultation with teachers, parents, pupils and governors, sustainable travel council officers, and local community.
- **A Business Travel Plan** aims to make changes to facilitate and encourage staff to travel to work by sustainable modes. The plan should be set up across the organisation with support from Senior Management, with involvement from staff in areas such as Human Resources, Facilities, Finance, Marketing and Communications and Health and Safety.

A Framework Travel Plan is an umbrella plan setting out basic principles for a site but where end users are unknown. It is particularly used for mixed-use and speculative development with multiple occupiers such as residential uses and business use or if there are likely to be several development phases or if end users are unknown at the time of construction.

The framework should include joint overall outcomes and targets for the site but may lack specific details about timescales and how any measures will be delivered. A timeline should be provided within the framework, laying out when full details will be made available. A Full Travel Plan for each parcel of land should be provided prior to first occupation.

An Interim Travel Plan is prepared when the exact scale and split of uses cannot be identified at the planning application stage and where end users are unknown. It is usually produced when targets and measures cannot be identified. A Full Travel Plan should be provided prior to first occupation.

5. Options for implementing the Travel Plan

Implementing a Travel Plan over a lengthy period can be a challenge. To provide support, and to avoid the likelihood of any enforcement action, North Somerset Council offers two options.

Option 1 – North Somerset Council implements Travel Plan

North Somerset Council provides a service of managing and implementing the Travel Plan measures on behalf of the owner / developer in return for a set contribution 'per dwelling' (for residential) or 'per square metre' (for employment). This option is available for use class B1 (Business) and C3 (Dwelling houses), with other development types considered on a case-by-case basis if requested.

Under this option, the developer must submit a Travel Plan which meets the specifications in this guidance but is not responsible for implementing it.

The developer still holds the responsibility to provide and maintain hard infrastructure such as signage, lighting, walking/cycling paths, cycle parking, car park management, electric vehicle charging points and certain incentive schemes such as 'Cycle to Work' etc. This infrastructure is secured separately; however, it can still be included in the Travel Plan.

Although it is not compulsory to choose Option One and pay the Travel Plan contribution, North Somerset Council considers this is an effective option for all concerned. The alternative is Option Two.

Option 2 – Developer implements Travel Plan

The owner / developer retains responsibility for managing and implementing the Travel Plan and pays a non-refundable monitoring fee as well as a taking out a bond for remedial work. This is available for all Class Use developments.

Under this option, the developer / owner retains responsibility for funding and implementing the Travel Plan, its incentives and measures, the appointment and retention of a Travel Plan Coordinator, monitoring for a period covering full build out and occupation, and identifying remedial measures.

The bond will be released by North Somerset Council when the developer / owner has submitted evidence showing that suitable measures have been delivered and that the Travel Plan has been successfully completed.

North Somerset Council would call on the bond in order to implement measures if the developer/owner does not provide evidence that measures detailed with the Travel Plan have been carried out.

The monitoring fee is to allow North Somerset Council to monitor the progress of the Travel Plan, attend steering group meetings and provide support.

A Travel Plan submitted under option 2 would also need to meet the required specifications set out in this guidance.

Travel Plan Statement

A Travel Plan Statement sits outside the two Travel Plan options above. It is the responsibility of the developer to write a Travel Plan Statement and implement measures in the statement (following guidance in Appendix 1) within three-months of full occupation of the development.

6. Travel Plan fees

Option 1 fees

For North Somerset Council to implement the Travel Plan on the applicant's behalf, a Section 106 contribution is required. The contribution is only repayable to the developer if the planning permission expires, and no building has commenced.

Table 2 provides guidance on the cost per dwelling required for the Council to implement a Residential Travel Plan over a 5-year period. The table also shows contribution per dwelling towards sustainable travel vouchers. The vouchers will be offered to residents so that they can trial sustainable modes of travel without financial constraints. The vouchers can be spent by residents on a range of options, including bus tickets and cycling and walking equipment.

Table 2 – Option 1 Guidance fees for residential developments

| Size of C3 Development | Contribution per unit for council to implement | Contribution for Sustainable Travel Vouchers |
|------------------------|--|--|
| 60 Dwellings | £280 | £180 |
| 100 Dwellings | £250 | £180 |
| 150 Dwellings | £220 | £180 |
| 250 Dwellings | £190 | £180 |

Table 3 shows guidance fees for the Council to implement a workplace Travel Plan over a 5-year period.

Table 3 - Option 1 guidance fees for business developments

| Floor space | Number of Employees | Type of Plan | Cost for implementation by North Somerset Council (Guidance) | Cost per additional m ² |
|---------------------------|---------------------|-----------------------|--|------------------------------------|
| 1500 – 2499m ² | Any | Travel Plan Statement | Met by owner / developer Advice available | Not Applicable |
| ≥2500m ² | Up to 200 | Travel Plan | £19,800 | £2 per m ² |
| ≥2500m ² | 300 | Travel plan | £21,800 | £2 per m ² |
| ≥2500m ² | 400 | Travel plan | £23,800 | £2 per m ² |
| ≥2500m ² | 500 | Travel plan | £25,800 | £2 per m ² |

The contributions will largely remain as standard as per Tables 2 and 3, however the council may negotiate higher contributions for sites with build out rates over several years, and where accessibility is considered particularly poor. Fees are subject to procurement costs, inflation and other costs which will be reviewed annually.

When implementing the Travel Plan, North Somerset Council will work in partnership with the business. With council officer support and guidance, business takes the lead on measures which the council are unable to directly implement. This includes, but is not limited to, car park management, Cycle to Work schemes and installing changing facilities.

Option 2 Fees

Where the developer takes responsibility for the Travel Plan, a monitoring and audit fee of £4800 is payable to North Somerset Council.

There is no Management and Audit Fee for a Travel Plan Statement.

The Travel Plan Management and Audit Fee are based on Council officer time and the cost to provide monitoring of a Travel Plan progress. The fee will enable the Council to:

1. update a database to ensure monitoring takes place at appropriate times
2. attend the development's Travel Plan Steering Group meetings to monitor progress and to support the delivery and success of the Travel Plan
3. provide training to developer Travel Plan Co-ordinators
4. audit and review biennial monitoring over the five-year period of the Travel Plan
5. review Travel Plan progress considering monitoring results
6. discuss monitoring results and future measures with the site Travel Plan Co-ordinator.

For mixed-use developments, the Management and Audit Fee will be the sum of the relevant charges for each separate Use Class element.

This fee does not cover the surveys, data inputting or analysis, which are the responsibility of the developer and their Travel Plan Co-ordinator. All monitoring reports and survey output data must be submitted using the Modeshift website, unless otherwise agreed.

The full Management and Audit Fee amount will be due on commencement of building works.

The developer should take out a bond to the same amount of contribution detailed in Option 1.

Fees are subject to procurement costs, inflation and other costs and will be reviewed annually.

7. How is the Travel Plan secured?

A Travel Plan will be secured through a Section 106 Agreement Planning Obligation, a Unilateral Undertaking and/or a planning condition.

Option 1

Where a developer elects to have the Council undertake the implementation of Travel Plan measures this will be secured through a separate Section 106 Agreement or Unilateral Undertaking with the Council.

To ensure the Travel Plan duties are undertaken in a timely fashion, contributions via a Section 106 agreement will be requested in line with the suggested trigger points outlined in Table 4 below.

The trigger points are subject to the size and nature of the development and can be agreed within the legal agreement

Table 4 – Trigger point guidance for Section 106 contributions

| Trigger Point | Amount due |
|-----------------------------|---------------------|
| Commencement of development | 20% of contribution |
| 25% occupation of site | 40% of contribution |
| 75% occupation of site | 40% of contribution |

Option 2

Developers who elect to take responsibility for implementing their Travel Plan will be required to secure funds at the time the planning consent is granted to ensure that the Travel Plan implementation is safeguarded.

The funds will be secured by provision in a Section 106 Agreement for a cash payment or a combination of the payment of a cash deposit with a bond to secure the remaining costs for the delivery of the Travel Plan. Any bond should be capable of being called upon by the Council if the developer fails to deliver the agreed measures contained within the Travel Plan. The Bond or cash sum would be set to the value of the Travel Plan implementation budget and would be drawn on by the Council if necessary.

It should be noted that any such safeguarding payments are not a penalty and simply represent an appropriate means of addressing any shortcomings in delivery, in line with the original assumptions made in the Transport Assessment or Travel Plan. The value of any financial drawdown would be defined by the measures considered necessary by the Council to remedy any shortcomings.

How is the Travel Plan Statement secured?

Travel Plan Statements will usually be secured by means of a planning condition.

8. Travel Plan Targets

To set the context, the [North Somerset Active Travel Strategy's](#) key target is to increase walking and cycling trips by 300% by 2030 in order to '*Make walking and cycling the natural choice for a cleaner, healthier and more active North Somerset*'. This target is ambitious but achievable if we can use delivery tools such as the Travel Plans SPD and the resulting Travel Plan measures to increase sustainable and active travel to achieve this overarching North Somerset target.

More specifically, the overall aim of the Travel Plan is to work with residents, businesses or a school during the life of the Travel plan to make a sustained reduction in single occupancy car travel.

The outcomes of the Travel Plan should include:

- less single occupancy car travel to and from a development
- a change in the travel behaviour of individuals to sustainable modes of travel, with the change maintained
- less residential travel to and from a development
- less freight movements or delivery vehicles travelling to and from a development

To ensure these outcomes, the Travel Plan should include specific targets and related measures, monitoring and review.

The targets should be ambitious and correspond to the best estimate of the maximum number of trips that can be made by non-car modes. They should be negotiated with North Somerset Council during the planning process and will depend on the nature and location of the development.

Different data sources can be used to forecast travel demand and calculate targets. This could include data from: the Transport Assessment, the most recent Census, TRICS (www.trics.org), specific surveys at an organisation's site which is similar and / or data from an existing site or occupier surveys (for expansion). The data source used will need to be approved by North Somerset Council.

Each sustainable mode of travel should be allocated an individual growth target, with combined targets matching the overall change in car usage, considering a reduction in the need for travel.

The Travel Plan should specify dates when targets will be achieved, coinciding with monitoring and review points, usually in year three and five.

Measures within the action plan should be chosen specifically for the development site and relate directly to targets.

9. Creating the Travel Plan

As part of a planning application submission, a Travel Plan Statement or a Travel Plan should be created using the relevant Modeshift STARS website, which is free for organisations submitting planning applications to North Somerset, as well as all schools.

[STARS Business](#) and [STARS Community](#) (formerly known as STARSfor) is for business and residential Travel Plans and is suitable for workplaces, retail, leisure, residential sites and colleges and universities. Modeshift [STARS Education](#) is the scheme for schools. The Modeshift STARS websites provides an online platform where a Travel Plan can be stored, developed, managed, and monitored over time.

National STARS accreditation is awarded to education, business and community settings that go above and beyond in developing, implementing and monitoring an Effective Travel Plan to bring about a change in travel behaviour and reduce the number of single occupancy vehicle journeys to, from and between their sites.

Once information is added to a STARS site, both North Somerset Council and the developer, transport consultant or school can view the plan and its progress. A PDF of the plan can also be downloaded from the website and should be submitted with the planning application documents on the planning portal.

For access to the Modeshift website, please contact the sustainable travel team sustainable.travel@n-somerset.gov.uk where you will be provided with a log on.

Creating a Residential or Workplace Travel Plan

Travel Plan officers will review a residential or workplace Travel Plan via the STARS Business and STARS Community website - a separate document does not need to be submitted as part of the planning application.

Under both options 1 and 2, the developer or consultant is responsible for fully completing all sections on the website. See Appendix 2 for more information on what needs to be included.

Additional images and documents can be uploaded to the website and are expected to provide a full picture of the site and proposed plans.

After the planning process, where option 1 has been selected the Council will take ownership of the Travel Plan and update the Modeshift website where appropriate. Where option 2 is selected, the developer retains ownership of the Travel Plan and holds responsibility for updating the Modeshift website.

Creating a School Travel Plan

To submit a Travel Plan as part of a planning application, use the appropriate 'Interim School Travel Plan form' alongside Modeshift STARS, as explained below. Forms can be downloaded from the North Somerset website. A Transport Statement or Transport Assessment should also be submitted alongside the Travel Plan.

There is an opportunity to discuss your Travel Plan with the Sustainable Travel team and to find out about any expectations that they may have regarding its content. Contact the team on sustainable.travel@n-somerset.gov.uk

New school sites should submit information as part of a planning application using the 'Interim School Travel Plan - New Sites'. The form is designed to allow information to be transferred easily to the Modeshift STARS website when planning approval has been gained. The content in the Modeshift STARS website will then become the school's live Travel Plan and should continue to be maintained.

Existing schools which are expanding their site, should submit a current Travel Plan (using the Modeshift STARS website) as part of a planning application. If the school does not currently have a Travel Plan, they will be required to have an approved STARS Travel Plan in place prior to occupation of the new building.

In addition to this, an 'Interim School Travel Plan - Existing Site' form will need to be completed to provide the additional information required to support the planning application.

Further information may also be requested on a case-by-case basis. Once completed, the form should be uploaded to the school's STARS pages under the Planning Tab.

See Appendix 3 for more information on what needs to be included in a School Travel Plan.

10. Travel Plan Measures

The Travel Plan should consider measures which relate to:

1. single occupancy car travel
2. car sharing
3. car parking management strategy
4. promotion of public transport use
5. promotion of cycling, walking and other types of active travel
6. servicing arrangement
7. fleet management (where appropriate)
8. incentives linked to alternative modes for instance bus ticket discounts, cycle vouchers or a cycle to work scheme
9. use of electric vehicles
10. use of powered vehicles with low emissions
11. avoiding the need to travel

Measures should be appropriate and proportionate to the size, locality and accessibility of the proposed development.

North Somerset Council has a minimum expectation of measures to be included in a Travel Plan. These are listed in Appendix 4 (residential) and Appendix 5 (business) along with possible other measures which could be included.

Under option 1, where the Council takes responsibility for the implementation of the Travel Plan, the selected measures within the Travel Plan will be reviewed and adjusted where necessary.

Developers electing for option 2 are encouraged to procure specific Travel Plan implementation measures from North Somerset Council. Business developers particularly are encouraged to make use of initiatives such as the Travel to Work survey and Travelwest Challenge. Developers should contact the Council at sustainable.travel@n-somerset.gov.uk at the appropriate time to discuss available measures and to agree costs. Possible initiatives include:

1. Travel to Work surveys
2. The Travelwest Challenge which rewards those who travel by sustainable modes
3. Providing Sustainable Travel Advice (Personalised Travel Planning)
4. Roadshow events
5. Marketing and marketing materials, including promotional packs and maps
6. Public transport vouchers
7. Cycle vouchers
8. Cycle training
9. Cycle and electric bike try-out schemes

This list is not exhaustive – further information can be found on the [Travelwest website](#).

Supporting physical infrastructure, for example the provision of electric vehicle charging points, bus stops and cycle facilities should be considered in parallel with the Transport Assessment and be in place prior to occupation.

11. Monitoring

The monitoring process is carried out after measures have been implemented and provides evidence of whether travel behaviour has changed. Monitoring for both delivery options should be biennially - years 1, 3 and 5. Requirements beyond 5 years will be agreed on a case-by-case basis e.g. For some major developments it may be appropriate to agree a 15-year period of monitoring.

The data collected should be compared to baseline data and targets and used to inform the review of the Travel Plan.

At the planning stage, a Travel Plan must include a set of baseline travel data and a description of how monitoring will be undertaken. There should be detail of what data will be collected and how it will be reported on.

The monitoring programme needs to consider the following elements:

1. frequency of monitoring
2. a description of how surveys will be undertaken
3. the duration of surveys
4. the use of traffic counters
5. resident/employee surveys and the survey return rate
6. who will be responsible for the survey work and analysis of the results

The Travel Plan should clearly state who is responsible for monitoring compliance.

Under option 1 the Council will undertake monitoring, with reports uploaded to the Modeshift website.

Under option 2, monitoring reports should be submitted to the Council through the Modeshift website. The timeframe and submission of these reports should be specified in the Travel Plan at the planning stage.

12. Review

The review process determines whether the delivery of the Travel Plan is adequate, or if it requires revision and further monitoring.

Under both options 1 and 2 North Somerset Council will undertake reviews during the 5-year life of the Travel Plan.

Under option 1 the council will make changes based on the outcome of the review with the aim of ensuring the Travel Plan is successfully delivered within 5 years.

Under option 2, the review will be in conjunction with the developer/occupier with the opportunity to discuss progress and negotiate changes which are needed to achieve the agreed outcomes.

Timeframes for review should be identified within the Travel Plan during planning. The review is usually biennially after monitoring has taken place in years 1, 3 and 5.

The review enables the Travel Plan to be adjusted and under option 2, tries to avoid the need for the council to draw on the bond.

The review will:

- use the monitoring data to check progress against outcomes, objectives and targets
- assess whether outcomes are likely to be achieved within the agreed timescales
- consider the effectiveness of individual measures
- discuss, through the Steering Group, any variations in the measures and their implementation that may be needed to ensure that outcomes and targets are met in the future

Once alternative courses of action have been agreed, under option 2 the Travel Plan will need to be adjusted on the Modeshift website by the developer and then approved by the Council, and the monitoring process can then continue in the subsequent time period.

13. Enforcement and Drawing on the Bond

The progress of the Travel Plan will be evident through the monitoring and review cycle. The Council will seek to remedy any situation through negotiation and may require the developer to extend the implementation and monitoring period of the Travel Plan if adequate evidence is not submitted to show the measures within the Travel Plan have been implemented. This may incur additional monitoring audit fees.

In addition, where measures are not satisfactorily delivered, the council reserves the right to draw on the bond at any point during the 5-year life of the Travel Plan or after any extended monitoring period. The amount drawn upon would be calculated to allow the Council to implement site specific remedial measures.

Where measures have been satisfactorily implemented over the 5-year period, the council will not draw on the bond.

Appendix 1 – Content of the Travel Plan Statement

| | |
|---|---|
| <p>1. About the Site</p> | <p>Include basic information about the developer such as:</p> <ul style="list-style-type: none"> • Site name, address, • Details of occupation and build out, • Main contacts, • Details of Travel Plan Coordinator (If not yet appointed, the authors of the travel plan will be held accountable as the Travel Plan Coordinator until this field is updated). • Aims and objectives of Travel Plan |
| <p>2. Site Audit</p> | <p>Provide detail of travel options to and from the site including:</p> <ul style="list-style-type: none"> • Location details, site plans, layouts, • Links to walking and cycling network and summary of infrastructure (e.g. cycle stands, storage facilities) • Links to Public Transport network and summary of infrastructure (e.g. bus routes and stops, access arrangements...) |
| <p>3. Sustainable Travel Action Plan</p> | <p>Provide detail of measures which will be carried out, cost provision and timescales for implementation.</p> <p>A minimum requirement is:</p> <ul style="list-style-type: none"> • provision of Travel Information Packs • personalised travel planning opportunity for all residents • promotion of www.travelwest.info and www.betterbybike.info websites • Provision and promotion of sustainable travel information available in estate agents, show rooms etc. <p>This is in addition to hard infrastructure measures such as cycle parking and electric vehicle charging points, as per the North Somerset Parking Standards.</p> |

Appendix 2 - Content of the Residential and Workplace Travel Plan

Content for the Travel Plan should be entered into the Modeshift website <https://www.modeshiftstars.org/> as detailed in Chapter 9. Further detail of content required is detailed below.

| | |
|---------------------------------|---|
| <p>1. About the Site</p> | <p>Include basic information about the developer such as:</p> <ul style="list-style-type: none"> • Site name, address, • Details of occupation and build out, • Main contacts, • Details of Travel Plan Coordinator (If not yet appointed, the authors of the travel plan will be held accountable as the Travel Plan Coordinator until this field is updated). • Aims and objectives of Travel Plan |
| <p>2. Working Group</p> | <p>Enter working group contacts in this section once known. This may include the developer, public transport operator, neighbouring businesses, a resident group and other local interest groups.</p> <p>For workplaces this group would also include support from Senior Management and include involvement from departments across the organisation such as Human Resources, Facilities, Finance, Marketing and Communications and Health and Safety.</p> <p>This section may not be fully completed at the planning stage but should be complete by the time building commences.</p> |
| <p>3. Site Audit</p> | <p>Provide detail of travel options to and from the site including:</p> <ul style="list-style-type: none"> • Location details, site plans, layouts, • Links to walking and cycling network and summary of infrastructure (e.g. cycle stands, storage facilities) • Links to Public Transport network and summary of infrastructure (e.g. bus routes and stops, access arrangements...) • Arrangements for car travel and parking as well as a parking management strategy. |

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| | <p>For both residential and workplace plans, the site audit should be reviewed and resubmitted annually.</p> |
| <p>4. Travel Surveys</p> | <p>The North Somerset Travel Plan Officer will assign a travel survey through the Modeshift system. This can be completed electronically or on paper (and inputted into the system), or a mixture of both. The travel plan officer can create additional surveys if needed.</p> <p>Prior to development, baseline data can be ascertained using census data for the ward, or data from a similar development or business. This data can be uploaded as PDF in the “Additional Surveys” tab. Trip rates can be stored here too.</p> <p>We require a baseline residential survey to be undertaken upon 30th occupation (or within 3 months of first occupation) and annually or biennially thereafter for the life of the travel plan as agreed in the monitoring programme.</p> <p>For workplaces we require a baseline staff survey to be undertaken on Stars Business within 3 months of first occupation, and annually thereafter for the life of the travel plan.</p> <p>Automatic Traffic Counts may also be appropriate over the same timescales.</p> <p>A response rate of 30% and higher is acceptable for both resident and workplace travel surveys.</p> <p>From the baseline survey, we require targets to be set. There should be single car occupancy reduction target and growth targets for each mode of sustainable travel, public transport use and reducing the need to travel. These targets are negotiable with North Somerset Council during the planning process.</p> |
| <p>5. Travel and Transport Issues</p> | <p>This section is to record issues at the development site as they arise</p> |
| <p>6. Sustainable Travel Action Plan</p> | <p>This is the key section to add, create and report on measures that support sustainable travel at the development.</p> <p>Appendix 4 and 5 provides a list of measures which could be included. For plans to be approved, the minimum requirement in each section listed must be included. Further measures should be chosen based on the accessibility assessment and information compiled in the site audit and surveys.</p> |

Appendix 3 - Content of the Schools Travel Plan

Content for the Travel Plan should be entered into Modeshift STARS modeshiftstars.org/education as detailed in Chapter 9. Further detail of content required is included below.

Schools should read the Modeshift STARS document 'User Guide – Getting Accredited'. Modeshift has produced a range of free resources, including guidance documents, campaign toolkits and educational resources that are suitable for both primary and secondary schools. For more information and access to your schools travel plan account on Modeshift STARS, contact the Schools Officer at Sustainable.Travel@n-somerset.gov.uk.

For a Schools Travel Plan required as part of a planning application, you will need to complete sections of a STARS online travel plan and also supply the additional information requested via the appropriate 'Interim School Travel Plan' form. As a minimum standard we will be looking for:

- A designated Travel Plan co-ordinator (Travel Champion)
- Establishment of a working group
- Clear identification of the travel and transport issues at the site. (These are what the plan will seek to mitigate)
- Surveys and consultation exercises undertaken
- A range of initiatives to increase active and sustainable travel to the site that will be implemented before and after occupation
- Monitoring schedule

For existing sites, the STARS Travel Plan should be up to date and include a recent Modeshift survey of current and preferred travel modes. The Action Plan should also include sustainable travel initiatives that will be implemented before and after the development is completed.

Appendix 4 – Residential Travel Plan Measures

Measures listed in **bold** are a minimum requirement. This list is not exhaustive and North Somerset Council invite developers to incorporate new, innovative solutions within a bespoke Travel Plan.

| | Residential |
|---------------------------|--|
| Marketing the Travel Plan | <ul style="list-style-type: none"> • Travel Information Packs provided to all new residents should contain: <ul style="list-style-type: none"> ○ Contact details of the Travel Plan Co-ordinator ○ Details of online journey planner ○ Details of local sustainable travel modes available ○ Local bespoke travel map ○ North Somerset Cycle Map ○ Advice leaflets ○ Car share information ○ Details of Borrow a Bike scheme ○ Car Club information (if relevant) ○ Bus timetables, ticketing options ○ Sustainable Travel Voucher details <p>Packs should be easily accessible and designed to engage and inspire residents. For an example see www.travelwest.info/movinghome.</p> <ul style="list-style-type: none"> • Information about the provision and promotion of sustainable travel available in estate agents, show rooms etc. • Voucher for residents to spend flexibly on sustainable and active travel. This might be on bus taster tickets or cycling equipment. • Personalised Travel Planning with induction sessions and Travel Information Packs for new residents and sales staff • Promotion of TravelWest and Better by Bike www.travelwest.info and www.betterbybike.info websites • Sustainable travel information for residents available digitally and on the development's website • Prominently placed notice boards containing public transport maps, car sharing, car clubs, cycling and walking routes and related information • Regular social media, email, travel meetings and roadshows for communication with staff • Media for communication with visitors, accessible on an external web page or newsletter • Community travel website and events • Participate in national promotional events, for example National Bike Week, National Car Free Day, Bike2Work Days, The Travelwest Challenge • Travel Plan Co-ordinator to join any local appropriate networks attended by other Travel Plan Co-ordinators. Network and Cycle Champion scheme • Periodic issue of travel newsletter |

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| <p>Minimise single occupancy car travel</p> | <ul style="list-style-type: none"> • Provide directions to the site (inline and in marketing materials) that promote active travel, public transport and car sharing over solo car travel • Promotion of a car-share matching service • Annual event for residents to meet each other with a view to setting up car sharing. This may be part of a wider sustainable travel event • Electric Vehicle charging points, as per North Somerset's Parking Standards SPD • Taxi-sharing service • Delivery of a car club vehicle including discounted membership for residents • Raise awareness of impact and costs of car ownership costs |
| <p>Promotion of Public Transport Use</p> | <ul style="list-style-type: none"> • Active dissemination of public transport information in coordination with North Somerset Council and bus and train service providers • Real time bus information at the developments' bus stops • Promotion of bus checker apps https://travelwest.info/apps • Promote bus travel through an event or week such as 'Catch the Bus' week • A contribution to, or provision of, new bus service for large developments • Improvement of public transport waiting environments • Facilities to improve interchange with other forms of travel, e.g. cycle parking at interchanges |
| <p>Promotion of Cycling</p> | <ul style="list-style-type: none"> • Cycle parking and storage for residents and visitors as per North Somerset Parking Standards SPD • Borrow a Bike scheme – contact North Somerset Council for details of any scheme available • Event each year to promote cycling which may be breakfasts and Dr Bike sessions, security bike marking, led bike rides or cycle skills training • Cycle Maps – contact North Somerset Council for details of maps that may be available • Promotion of health benefits • For larger developments, create a cycle friendly network, including links to key destinations • Cycling club or bike user group set up for residents • Increase bike stands if demand exceeds capacity after monitoring |

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| Promotion of Walking | <ul style="list-style-type: none"> • Appropriate well-lit and signed footpaths • Adequate site pedestrian access points • Walking maps for residents • Hold promotional events such as ‘Walk to Work week’ • Promotion of health benefits |
| Servicing arrangements (where relevant) | <ul style="list-style-type: none"> • Broadband access • Provision for managing delivery and freight activity associated with the site, including during construction, for example through a freight consolidation centre or collaborative procurement • Short-stay parking lay-bys (e.g. allocated parking for home deliveries, unloading) where applicable • Co-operation with other site users on common purchasing and recycling policies, to reduce delivery vehicle movements • Home delivery of products with drop-off point, where applicable • Local sourcing of raw materials / produce • Measures to ensure site users have access to key facilities and services where they cannot easily access them by walking, cycling or public transport |
| Monitoring actions | <ul style="list-style-type: none"> • Baseline resident travel survey within 3 months of first occupation, followed by at least biennial travel surveys for the life of the travel plan • Review actions at least biennially and update according to survey results • Trip counts at least biennially across all modes at the development entry and exit points • Report submitted to the Council at least biennially to monitor progress towards targets, and report on activity carried out. • Counts of bikes on bike stands in community spaces (if applicable) • Monitoring of on street parking and addressing issues |

Appendix 5 – Business Travel Plan Measures

| | Business |
|--------------------------------------|--|
| Marketing the Travel Plan | <ul style="list-style-type: none"> • Travel information packs provided to all new starters • Personalised Travel Planning for all new starters and opportunities available for staff available • Promotion of TravelWest and Better by Bike websites and social media www.travelwest.info and www.betterbybike.info websites. • Company intranet or equivalent shows sustainable travel information for staff • Noticeboards display travel information and initiatives • Regular social media posts (Facebook, LinkedIn, Twitter, Yammer, email) for staff and / or customers • Roadshow events for communication with staff and to promote initiatives • Communication of travel information with visitors, accessible on an external webpage or newsletter • Participate in national promotional events, for example National Bike Week, National Car Free Day, Bike2Work Days, The Travelwest Challenge • Travel Plan Co-ordinator to join any local appropriate networks attended by other Travel Plan Co-ordinators. Network and Cycle Champion scheme • Periodic issue of travel newsletter |
| Minimise single occupancy car travel | <ul style="list-style-type: none"> • Car park management strategy to reduce usage but ensure cars aren't displaced to surrounding streets. • Car-share promotion with incentives for staff and regular events • Join and encourage use of a car sharing platform such as joinmyjourney.com • Taxi-sharing service • Option for staff to work from home • Option for staff to work flexible hours • Teleconferencing facilities • Raise awareness of car ownership costs |
| Promotion of Public Transport Use | <ul style="list-style-type: none"> • Active dissemination of public transport information • Promotion of bus checker apps https://travelwest.info/apps • Public transport tickets for staff to allow at least a week's free bus or train travel • Promote public transport through events or weeks such as 'Catch the Bus' week • Company shuttle bus service |

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| Promotion of Cycling and scooters | <ul style="list-style-type: none"> • Secure covered Sheffield stand cycle parking in line with standards set out in North Somerset Parking Standards SPD • Cycle friendly access points to site and reach cycle parking • On-site showers, changing facilities and lockers • Incentive vouchers to spend on cycle equipment • Open a Cycle to Work scheme with tax incentives • Emergency cycle repair kit held on site • Emergency lights, batteries and reflective clothing held on site • Pool of electric bikes for business travel with planned and costed maintenance • Promotion of health benefits • Promotion of cycle links to local key destinations • Create a Bicycle User Group (BUG) • Free cycle training sessions made available to staff • Dr Bike maintenance days for staff to get their bike checked • Cycle mileage rates for business travel |
| Promotion of Walking | <ul style="list-style-type: none"> • Appropriate well-lit and signed footpaths • Adequate site pedestrian access points • Set up a lunch time walking groups • Changing facilities on site |
| Servicing arrangements (where relevant) | <ul style="list-style-type: none"> • Provision for managing delivery and freight activity associated with the site, including during construction, for example through a freight consolidation centre or collaborative procurement • Co-operation with other site users on common purchasing and recycling policies, to reduce delivery vehicle movements • Local sourcing of materials / produce • Measures to ensure site users have access to key facilities by sustainable travel methods • Provision of no emissions vehicles to travel around large sites |
| Other | <ul style="list-style-type: none"> • Review of company car policy, with a focus on grey fleet use • Convert all or part of business fleet to electric • Install electric vehicle charging points in line with standards set out in North Somerset Parking Standards SPD. These should be available for public use • Review of mileage rates and provide rates for those who cycle for business • Provide electric pool bikes and encourage cycling for business travel • Sign up to Click Travel or equivalent and encourage most sustainable travel modes for business travel |

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| | <ul style="list-style-type: none">• Provide training for employees to learn about more economical driving• Use a driving monitoring system to understand driver behaviour• Use route planning to reduce fuel usage |
|--|--|

Appendix 6 - Example Travel Plan targets

Workplace

The percentage of employees driving to work will not exceed X%

The number of weekday vehicle trips generated by the site when fully occupied will not exceed X

A reduction in peak hour travel

Possible additional targets for visitor, business travel, deliver etc.

Residential

The number of car vehicle trips per occupied unit per weekday will not exceed X

The number of weekday vehicle trips generated daily by the site once fully occupied will not exceed x

A reduction in peak hour travel trips by X

Example of change in travel mode over 5-year period

| Mode of travel | Baseline | Year 1 | Year 3 | Year 5 |
|------------------|----------|--------|--------|--------|
| Works from home | 6% | 6% | 7% | 8% |
| Bicycle | 3% | 3% | 4% | 4% |
| Walking | 10% | 10% | 11% | 12% |
| Public Transport | 6% | 7% | 8% | 9% |
| Motorcycle | 1% | 1% | 1% | 1% |
| Car Share | 6% | 7% | 8% | 8% |
| Car | 68% | 66% | 61% | 58% |

North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Public Space Protection Orders - Delegated Authority

Town or Parish: All

Officer/Member Presenting: Cllr Mike Solomon

Key Decision: Yes

Reason:

This decision is considered to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the Local Authority.

Recommendations

To delegate decisions regarding Area Specific Public Space Protection Orders (PSPOs) to the Executive Member for Neighbourhoods and Community Services

1. Summary of Report

The purpose of this decision notice is to enable decisions regarding Area Specific Public Space Protection Orders to be made by the Executive Member for Neighbourhoods and Community Services. This ensures that decisions are made at the appropriate level so as to reduce unnecessary delays and costs and improves services to the public.

More information on Area Specific Orders can be found here <https://www.n-somerset.gov.uk/my-services/community-safety-crime/public-space-protection-orders/area-specific-orders>

This report only concerns itself with Area Specific Orders, any district wide controls will come under particular scrutiny and will be referred to Executive as a matter of course.

More information on District Wide Controls can be found here <https://www.n-somerset.gov.uk/my-services/community-safety-crime/public-space-protection-orders/area-wide-orders>

2. Policy

Attention is drawn to the following policy documents (full details of which can be found in the reference section of this report)

- The Anti-social Behaviour, Crime and Policing Act 2014: Statutory guidance for frontline professionals - provides guidance to local authorities on the steps it must take before introducing a PSPO.

The statutory guidance states that; given that the effect of Public Spaces Protection Orders is to restrict the behaviour of everybody using the public place, the close or direct involvement of elected members will help to ensure openness and accountability.

- Public Spaces Protection Orders - Guidance for Councils – Local Government Association

The LGA guidance states that close involvement of councillors and ensuring political buy-in throughout the implementation process is key. This provides political accountability for decisions taken – which is particularly important if the proposals may attract some opposition, and where insufficient member involvement may lead to challenge. Political support is also important to ensure that sufficient resources will be made available to implement and enforce the PSPO throughout its duration.

3. Details

All PSPOs currently go through the following process before implementation

A proposal for a new order or amendment to an existing order is received – the proposal is considered at scrutiny panel – public consultation then commences as necessary – The decision to implement is then taken at **Executive**.

It is proposed that the following process is adopted for new / amended Area Specific PSPOs

A proposal for a new order or amendment to an existing order is received – the proposal is considered at scrutiny panel – public consultation then commences as necessary – The decision to implement is then taken by **Executive Member**.

Delegated authority to Executive Member level will help to streamline the process and enable faster implementation of PSPOs, especially in cases where minor amendments to an existing area specific PSPO is being held up due to delays in the current process.

The Executive Member should consider the views of ward members and the public submitted in response to the public consultation and defer an Area Specific PSPO decision back to the Executive if the PSPO is deemed to be contentious.

This change will not affect the implementation of District Wide controls which will still be considered at Executive.

The three yearly review of PSPOs will remain unaffected by this change and will still require scrutiny engagement and approval at Executive meetings.

4. Consultation

Before introducing, extending, varying or discharging a PSPO, there are requirements under the Act regarding consultation, publicity and notification. Local authorities are obliged to consult with the local chief officer of police; the police and crime commissioner; owners or occupiers of land within the affected area where reasonably practicable, and appropriate community representatives. parish or community councils that are in the proposed area covered by the PSPO must be notified. Our obligation to consult remains unaffected by this decision.

5. Financial Implications

There are no direct financial implications of this decision.

Costs

n/a

Funding

n/a

6. Legal Powers and Implications

PSPOs were brought in under the Anti-Social Behaviour, Crime and Policing Act in 2014. They were first introduced in North Somerset in 2017 and then renewed for a further three years in 2020. The next full review is due in October 2023. Any new PSPOs can be challenged in the high court within a period of six weeks following introduction.

North Somerset Council has not been challenged on any of the orders that have been introduced to date. We consider that it is appropriate for any Area Specific Orders to be considered at Executive Member level. District wide controls however will come under particular scrutiny and will be referred to Executive as a matter of course.

7. Climate Change and Environmental Implications

Whilst mainly introduced to tackle anti-social behaviour issues in our communities, PSPOs do also offer considerable benefit to the environment by tackling low level environmental crime.

8. Risk Management

Any proposals considered for approval, whether by Executive Member Level or at Executive meeting, will be subject to legal review and approval before coming into force, any changes to wording which substantially alters the meaning of a provision will be subject to further consultation. These measures will help to protect the authority from challenge in the high court or judicial review.

9. Equality Implications

Full equality impact assessments are carried out for each and every PSPO that is introduced in North Somerset as part of the decision-making process.

10. Corporate Implications

Communities can be clear on how requests for PSPOs will be handled within the Local Authority. Communities can be assured that the council will take a robust approach to enforcement of the orders.

The council has recently reviewed its enforcement procedures to ensure that they reflect national guidance and support local community aspirations.

11. Options Considered

To not modify the scheme of delegation and not allow decisions regarding Area Specific Public Space Protection Orders to be made by Executive Members.

This means that all PSPO decisions will have to continue to be made at Executive which introduces delays in the decision making process for PSPOs which only affect a specific area of the district.

Author:

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Appendices:

n/a

Background Papers:

Anti-Social Behaviour Crime and Policing Act 2014

<http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted>

Revised Statutory Guidance for frontline professionals

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/823316/2019-08-05_ASB_Revised_Statutory_Guidance_V2.2.pdf

Local Government Public Space Protection Orders Guidance for Councils

https://www.local.gov.uk/sites/default/files/documents/10.21%20PSPO%20guidance_06_1.pdf

Forward Plan

for the four-month period commencing on

1st March 2023

published on 31 January 2023



This Forward Plan gives details of decision items to be presented during the forthcoming four months.

Councillors are invited to review the items and to consider whether any of them should be referred for scrutiny or discussed with the appropriate Executive Member.

Executive (8)

Leader of the Council - Councillor Steve Bridger: External liaison including strategic partnerships; Local Enterprise Partnership, North Somerset Partnership, Joint Executive Committee (WECA and North Somerset Council), Alliance, Police; Strategic policy/Corporate Plan development, forward programme and strategic review; strategic communications and marketing (with Deputy Leader and Executive Member Engagement); major infrastructure project delivery; major schemes, including HIF and Metrowest.

Deputy Leader of the Council and Executive Member for Adult Services, Health and Housing - Councillor Mike Bell: Adult services; Enablement and technology enabled care; Care reforms; Early intervention and prevention; Integrated commissioning; Domiciliary, residential and nursing care; Social work and occupational therapy; Health; Health and Wellbeing Board and Strategy; Integrated Care System and Locality Partnerships; Health improvement and health protection; Pandemic response; Substance misuse services; Regulatory services; Trading standards and food safety; Environmental protection; Licensing; Emergency Management; Housing; Homelessness and rough sleeper support; Housing solutions; Private Sector Housing; Unauthorised encampments; Communications

Executive Member for Children, Young People, Lifelong learning and Skills – Councillor Catherine Gibbons: Children and Young people's services; Children's social care; Looked after children; Corporate parenting; Family Hubs; Early help; Adoption and fostering services; Safeguarding; Children's licences and permits; Ukraine resettlement; Education; Special educational needs and disabilities; School places and admissions; Education liaison with local HE and FE institutions, schools and Multi Academy Trusts; Skills; Skills Strategy; Careers advice; Community Learning

Executive Member for Corporate Services – Councillor Ashley Cartman: Finance – revenue, capital programme and income generation; Procurement; Legal and democratic services (including electoral and registrar); Property and Asset management – financial business cases & financing; ICT, Digital and Customer Services; Lead for Business Support contracts – Agilisys and Liberata; Business intelligence; Human Resources and Organisational Development; Shareholder representative role for council companies; Property technical services and project delivery; Strategic Asset Planning; Corporate estate; Accommodation Strategy project delivery; Capital projects delivery

310123 FINAL

Executive Member for Climate Emergency and Engagement – Councillor Bridget Petty: Climate emergency; Ecological Emergency; Community engagement and consultation; Equalities and diversity; Town and parish liaison; North Somerset Together; Voluntary sector liaison, Marine environment conservation; Green infrastructure strategy

Executive Member for Placemaking and Economy – Councillor Mark Canniford: Placemaking and development; Placemaking Strategies; See Monster and legacy; Culture Strategy; Weston Placemaking delivery; Tropicana and Playhouse Theatre; Strategic Events Programme; Visitor Economy development; Development and commercial programme; Affordable Housing delivery; Planning; Policy; Spatial Planning; Building Control; Economy and recovery; Inward Investment; Business development and engagement; Employment; High Street and Town Centre renewal; Parking strategy

Executive Member for Neighbourhoods and Community Services – Councillor Mike Solomon: Libraries; Community venues; Safer communities; Parking operational management; Environmental services; Recycling and waste minimisation; Waste and street cleansing contracts; Enforcement Strategy; Open spaces and natural environment operations; Sports and Leisure Centre contracts; Flood risk management; Seafronts, parks and lakes operational management; Crematoria and cemeteries

Executive Member for Transport and Highways – Councillor Steve Hogg: Highways Operations; Highway network management; Highway maintenance contract; Streetlighting; Highway Technical Services and Delivery; Liveable Neighbourhood schemes; Active Travel schemes; Highway Structures; Strategic Transport; Transport policy; Transport decarbonisation; Public transport; Home to School transport; Bus and Rail Strategy

The items and the final decision taker are indicative. Decision making is subject to the Constitution.

Copies of documents listed can be obtained by contacting the officer named in the attached schedules. Other relevant documents may be submitted to the decision maker and can be requested from the named officer as they become available or may be available on the Council's website www.n-somerset.gov.uk

March 2023

1. Council and Executive Items

(NB No Executive or Council meeting currently scheduled for March)

| Meeting Date | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|--------------|-------------------------------|--|----------------|--------------------------|--|-------------------------------------|
| | | | | | | |

2. Executive Member Items and Director Key Decisions

| Decision not before | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|---------------------|--|---|--|--------------------------|--|--|
| 01/03 | 2023/24 Fees and Charges – to seek Executive Member approval for any key decisions for increases in charges over 5% and up to 10% or generating estimated additional income between £100,000 to £300,000 | Report to Executive 12/04/16 https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf | Executive Members: Cllr Bridger, Cllr Solomon, Cllr Canniford, Cllr Petty, Cllr Davies, Cllr Bell, Cllr Gibbons, Cllr Cartman. (Key Decision) | No | Engagement with scrutiny to take place no later than 1 March 2023. Arrangements to be agreed with relevant Panel Chairmen. | Victoria Watkins Victoria.watkins@n-somerset.gov.uk |
| 11/03 | A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September, October and January) moved to April | – Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan – Exec Member Decision DP270 Decision (n-somerset.gov.uk) – A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding – Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) Commissioning Plan for the Design & | Director of Place (key decision) | No | The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021. An interim written briefing was provided to Place P&SP on 31 st May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT. | Contact: Konrad Lansdown: 07917 184804 |

| | | | | | | |
|-------|---|--|---|----|---|---|
| | | <p>Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>-Executive Member: DP 22/23 95 signed (n-somerset.gov.uk)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</p> <p>Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services.</p> | | | | |
| 11/03 | <p>A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September, October and January) moved to April</p> | <p>-Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>OBC Commissioning and Procurement Plan</p> <p>-Exec Member Decision DP 270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>-Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk)</p> <p>Commissioning Plan for the</p> | <p>Director of Place (key decision)</p> | No | <p>The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further briefing will be offered to Place P&SP following OBC approval from DfT.</p> | <p>Contact: Konrad Lansdown: 07917 184804</p> |

| | | | | | | |
|-------|---|--|--|----|--|---|
| | | <p>Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>-Executive Member: DP 22/23 95 signed (n-somerset.gov.uk)</p> <p>DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk)</p> <p>Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> | | | | |
| 01/03 | 2023/24 Fees and Charges – to seek Director approval for any key decisions for increases in charges up to 5% or generating estimated additional income up to £100,000 | <p>Report to Executive 12/04/16</p> <p>https://n-somerset.moderngov.co.uk/Data/Executive/201604121430/Agenda/13%20Fees%20and%20Charges%202016%2017.pdf</p> | Director of Place, Director of Corporate Services, Director of Childrens Services, Director of Adult Social Services, Director of Public Health & Regulatory Services (Key Decision) | No | Engagement with scrutiny to take place no later than 1 March 2023. Arrangements to be agreed with relevant Panel Chairmen. | <p>Victoria Watkins</p> <p>victoria.watkins@n-somerset.gov.uk</p> |
| 01/03 | Acceptance of DfT funding for FBC stage and increase to capital programme. Decision date subject to Department of Transport funding | Procurement/ commissioning plans (19/20 - DE295 MRN OBC) | Exec Member in consultation with Assistant Director & Section 151 officer | No | Engagement was carried out in Dec 22 via email to panel members. No further action required. | <p>Jason reading, Senior Project Manager, Place Directorate</p> <p>Jason.reading@n-somerset.gov.uk</p> |

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|-------|--|--|---|----|---|--|
| | announcement date (new entry) | | | | | |
| 01/03 | Approval of changes to LSVT agreement with Alliance Homes (new entry) | Report to the Council, 24th September 2019: Affordable Housing Delivery Partnership Agreement with Alliance Homes. | Leader of the Council | No | This decision follows on from a decision made by Full Council in Sept 2019. | Contact: Jenny Ford, Head of Development & Placemaking |
| 01/03 | Combined Commissioning and Procurement Plan for the Supply of Energy (new entry on Exec agenda 8.2.23) | Request for Delegation of the Combined Commissioning and Procurement Plan and Contract Award for the supply of energy | Executive Member for Corporate Services | No | Initial PCOM engagement completed as part of the request for delegated authority. No further engagement deemed required at this stage | Mark Reed Principal M&E and Energy Engineer Tel: 07826950053 Nicola Scribbens Interim Deputy Head of Strategic Procurement with responsibility for Place and Corporate Services Tel: 07917 228423 Elaine Braund: Project Office Co-Ordinator Tel: 07795 812102 |
| 01/03 | Housing Renewals Assistance Policy – update (new entry) | Current policy HRAP revision Jan2022 (n-somerset.gov.uk) | Executive Member (Cllr Bell) | No | ASH Panel briefing scheduled w/c 13 February | Howard Evans howard.evans@n-somerset.gov.uk |

April 2023

1. Council and Executive Items

(NB Executive and Council Meetings for April have been CANCELLED due to the pre-election period. No items to be listed)

| Meeting Date | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|---------------------|--------------------------------------|---|-----------------------|---------------------------------|---|--|
|---------------------|--------------------------------------|---|-----------------------|---------------------------------|---|--|

2. Executive Member Items and Director Key Decisions

| Decision not before | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|---------------------|---|---|----------------------------------|--------------------------|---|--|
| 01/04 | A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing and previously listed for September, October, January and March) | <ul style="list-style-type: none"> - Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan - Exec Member Decision DP270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services - Executive Member: DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services procurement plan (n-somerset.gov.uk) | Director of Place (key decision) | No | <p>The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further written briefing will be provided in December 2022 to Place P&SP with a briefing then offered following OBC approval from DfT.</p> | Contact: Konrad Lansdown: 07917 184804 |

| | | | | | | |
|-------|--|--|----------------------------------|----|---|--|
| | | Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services. | | | | |
| 01/04 | A38 MRN scheme: Award of Professional Services Contract (re-listing and previously listed for September, October, January and March) | <p>-Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf OBC Commissioning and Procurement Plan</p> <p>-Exec Member Decision DP 270 Decision (n-somerset.gov.uk) A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding</p> <p>-Full Council COU82: Agenda for Council on Tuesday, 9th November, 2021, 6.00 pm North Somerset Council (moderngov.co.uk) Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services</p> <p>-Executive Member: DP 22/23 95 signed (n-somerset.gov.uk) DP 22/23 DP 108 MRN professional services</p> | Director of Place (key decision) | No | <p>The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage during September/October 2021.</p> <p>An interim written briefing was provided to Place P&SP on 31st May 2022. A further written briefing will be provided in December 2022 to Place P&SP with a briefing then offered following OBC approval from DfT.</p> | Contact: Konrad Lansdown: 07917 184804 |

| | | | | | | |
|--|--|--|--|--|--|--|
| | | <u>procurement plan (n-somerset.gov.uk)</u> Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services | | | | |
|--|--|--|--|--|--|--|

May 2023

1. Council and Executive Items

(NB Council meeting has been moved from 16 May to 23 May)

(NB No Executive meeting)

| Meeting Date | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|--------------|-------------------------------|--|----------------|--------------------------|--|-------------------------------------|
| 23/05 | | | Council | | | |

2. Executive Member Items and Director Key Decisions

| Decision not before | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|---------------------|--|--|----------------|--------------------------|---|--|
| 01/05 | Award of Contract: Alteration and Construction Works: Kewstoke Primary School (new item) | Joint Commissioning and Procurement Plan to progress with Schools capital upgrades – remaining roofing programme | Director (Key) | No | Briefing note sent to PCOM Chairperson 18.07.22 and scrutiny session held on 06.09.22. No further engagement required | Jonathan Hughes: 07769 253380 Sally Varley 07917 587280 |

June 2023

1. Council and Executive Items
(NB No Council meeting)

| Meeting Date | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|--------------|--|--|----------------|--------------------------|--|---|
| 21/06 | Adult Care Provider Market Sustainability Plan (previously listed for February 2023 Executive) | <u>Market sustainability and fair cost of care fund 2022 to 2023: guidance - GOV.UK (www.gov.uk)</u> | Executive | No | ASH Scrutiny Panel to be engaged early January 2023 | Gerald Hunt, Principle Head of Commissioning, Partnerships and Housing Solutions 01934 634803 gerald.hunt@n-somerset.gov.uk |
| 21/06 | Recommissioning of the Waverley Court and Tamar Court extra care housing care contracts | 19/07/2016 Full Council Report 21 – North Somerset Support to Live at Home Contract Award 27/09/2016 Full Council Report 19 North Somerset Support to Live at Home Contract Award | Executive | No | Discussed with scrutiny panel 11/01/23 | Contact: Gerald Hunt 01934 634803 |

Page 663

2. Executive Member Items and Director Key Decisions

| Decision not before | Item/Issue requiring decision | Background Documents for Consideration | Decision Taker | Exempt Item? Yes/No/Part | Policy & Scrutiny Panel Activity & Engagement / Timeline | Contact Officer for Further Details |
|---------------------|---|---|-------------------------|--------------------------|---|---|
| 01/06 | Award of Contract: Accommodation Strategy Delivery: Capital Works, Town Hall - fittings, fixtures and equipment. (moved from December 2022 & February 2023) | https://n-somerset.moderngov.co.uk/documents/s3380/28%20Accommodation%20Strategy%20Update%20Report.pdf | Director (Key Decision) | No | PCOM engagement completed as part of commissioning / procurement plan stage. Further briefing to be arranged if required. | Jonathan White Jonathan.white@n-somerset.gov.uk Tel: 07711 280595 |

North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Report from all Policy and Scrutiny Panels

Town or Parish: All

Officer/Member Presenting: Councillors John Crockford-Hawley, Ciaran Cronnelly, Wendy Griggs, Geoffrey Richardson, Timothy Snaden

Key Decision: No

Reason:

No decision being taken

Recommendations

That Councillors receive and consider the report from the Chairs of all five Policy and Scrutiny Panels.

1. Summary of Report

This report provides comment from the Chairs of each of the Policy and Scrutiny Panels, highlighting:

- a) key areas and achievements that the Panels have focused on for the current municipal year; and
- b) on-going issues for consideration of the next administration for the new term following the scheduled North Somerset Council local elections taking place in May 2023.

2. Policy

The Corporate Plan sets out the Council's vision for: an open, fairer, greener North Somerset. Policy and Scrutiny Panels have an integral role in the delivery of the Council's aims and priorities by engaging with the development of policy, monitoring performance, and holding decision makers to account.

3. Details

3.1 Adult and Social Housing Policy and Scrutiny Panel (ASH)

3.1.1 Panel Activities 2022 - 2023:

- 3.1.1.1 The Panel's Carers Inquiry Day and recommendations which included the appointment of the Council's Carers' Champion.
- 3.1.1.2 Working with the Adult Social Services directorate on the adult social care reforms, including the Fair Cost of Care exercise.
- 3.1.1.3 Oversight of the Technology Enabled Care (TEC) being piloted by the directorate.
- 3.1.1.4 Feeding into the update to the HomeChoice allocations policy

3.1.2 Plans for 2023-24:

- 3.1.2.1 **Care Quality Commission inspection:** ensuring that Adult Social Services are prepared and proactively working towards the key themes of the inspection.
- Working with people: assessing needs (including unpaid carers) supporting people to live healthier lives, prevention, wellbeing, information and advice.
 - Providing support: markets (including commissioning) and partnership working.
 - Ensuring safety: safeguarding, safe systems and continuity of care.
 - Leadership and workforce: capable and compassionate leaders, learning improvement, innovation, experience of equalities.
 - Infrastructure: programme management, communications.
- 3.1.2.2 **Carers:** agreeing the strategy for unpaid carers and developing the action plan to ensure that carers in NS have the information, guidance, advice and support required to support them in their caring responsibilities.
- 3.1.2.3 **Asylum seeker programme:** ensuring that the Council responds to the needs of people living in contingency asylum seeker hotels ensuring their dignity and human rights are maintained.
- 3.1.2.4 **Digital technology and telecare:** reablement, ensuring that our strategy is embedded in practice and residents are supported to maximise their independence and wellbeing.
- 3.1.2.5 **Housing solutions:** managing home choice applications, homelessness in the context of residents managing cost of living and inflationary pressures.
- 3.1.2.6 **BCF/Discharge grant/D2A programme:** having oversight of hospital discharge, the discharge grant and transformation plan in respect of discharge to assess.

3.2 **Children and Young People's Policy and Scrutiny Panel (CYPS)**

3.2.1 Panel Activities 2022 – 2023

Improved member participation in the scrutiny of Children and Young Person's scrutiny services by:

- 3.2.1.1 Task and Finish groups created so that Members can further engage in scrutiny of specific areas of children's services in -
- Provision of services and support for Care Leavers.
 - North Somerset's process and policies for provision of SEND services.
 - Progress in Areas of needed Improvement as identified by Ofsted.
- 3.2.1.2 Improved communication between Members and officers ensuring that all are fully engaged and supportive of the progress and policies, strategies and target supporting this progress.
- 3.2.1.3 Supported the needed expansion of staff in children's services and supported the new appointments in the directorate.
- 3.2.1.4 Contribution and support to the school Organisation Panel and total approval of the ambition to provide school places within North Somerset for all young people.

3.2.2 Plans for 2023 – 2024

- 3.2.2.1 Members to continue to contribute to the implementation of strategies to continue the improvement of children's services so to ensure a GOOD in the next Ofsted Inspection.

3.2.2.2 Members to continue to engage with our service users - families, schools, young people etc - to ensure the officers are further informed of the perceived successes and weaknesses of the services they receive.

3.3 Health Overview and Scrutiny Panel (HOSP)

3.3.1 I started last year's report talking about the unprecedented challenge our health service is facing and how I – and the Panel - were struck by the exceptional professionalism, dedication, commitment, and heroic efforts of everyone in the health service.

This year's report is no different – the environment remains relentlessly challenging and as a Panel we still remain in awe of everyone working in, and supporting, our health services.

The challenge and change this time however is different.

This year we've seen Integrated Care Systems become law - abolishing Clinical Commissioning Groups – with the aim of driving collaboration across a range of partners from statutory organisations to voluntary with the goal of improving health outcomes. This is very new with its strategy still in development so the changes it'll bring about are unknown.

Alongside this the next phase of Healthy Weston was agreed and is now being implemented and we saw the Joint Health and Wellbeing Strategy launch. All positive developments which have the ability to reduce inequalities and improve health outcomes.

The role of the Panel is to scrutinise and this means looking at the good things, and the bad. The Panel heard many great things during the year including the improved CQC report for Weston General Hospital and how services are responding to changes brought about by COVID, amongst many others. But the Panel was also left disappointed by issues such as the lack of access to dentists across North Somerset and the rise in ambulance wait times. These are issues which future Members of the Health Overview and Scrutiny Panel will need to monitor closely.

This will be my last report of the Health Overview and Scrutiny Panel so I wanted to record my immense gratitude to all the officers – from within and outside of the council and Integrated Care Board (ICB) that have supported the Panel. Their commitment, dedication and constructive engagement has allowed us councillors to carry out our roles effectively.

I'd also like to thank Healthwatch for their insights and research which as a Panel we've always found incredibly helpful.

Finally, I'd also like to thank all Panel Members for their contributions, enthusiasm, and willingness to ask the difficult questions – I think together we've helped make a positive difference to health services across North Somerset.

3.3.2 Since the last report to Council the Health Overview and Scrutiny Panel has remained busy and has scrutinised a wide variety of issues. The key areas we've looked at are:

- Reviewed the annual priorities of the (then) Clinical Commission Group, Adult Services and Public Health directorates.
- Dental Provision across North Somerset.

- Eating disorders.
- Development and implementation of the Integrated Care Board.
- Primary care performance.
- Ambulance response times.
- Healthy Weston 2.
- Winter pressures.
- Mental health needs assessment.
- Weston General Hospital.
- Joint health and wellbeing strategy.

This work has been supported through a variety of formats including formal and informal meetings, briefings and working groups.

3.3.4 Over the last 12 months we've supported with the following briefings:

- Mental health needs assessment.
- Integrated Care Strategy.
- Joint Health and Wellbeing Strategy Development.
- Healthy Weston 2.

3.3.5 Alongside our formal Panel meetings we've also had an ad-hoc working group between HOSP Members and the Senior Leadership team at Weston General Hospital, focussing on their integration work and the actions they are taking to make improvements following poor CQC reports. We've met 3 times and we've seen significant improvements such as all integration work being completed, improved CQC report, new leadership appointments based at Weston and improvements to practices supporting staff.

3.3.6 With the four-year term shortly coming to an end the make-up of the future Health Overview and Scrutiny Panel is likely to be different which may bring with it different approaches and priorities. The future Panel will take things in the direction they feel appropriate, but no-one leaves a handover document for out-going Chairs and Panel Members, so to be helpful my guidance to future Members of the Health Overview and Scrutiny Panel will be to focus on the following six priorities early into your term:

- **Priority 1:** Ensuring that North Somerset residents see the benefits of the new Integrated Care System and this is truly collaborative across all partners.
- **Priority 2:** Access to dentist across North Somerset needs to vastly improve and with the Integrated Care System taking on greater responsibility for this locally it offers an opportunity to influence. Working with Bristol and South Gloucestershire Councils via the Joint Health Overview Scrutiny Committee will be important.
- **Priority 3:** Weston General Hospital has made significant improvements in recent months following their latest CQC report. Continue to work closely with the Trust to ensure continued improvement in patient outcomes.
- **Priority 4:** Monitor the Healthy Weston 2 programme and whether this has delivered the benefits envisaged and influence the next stages of the strategy.
- **Priority 5:** Hospital discharge remains a challenge, so work closely with the Adult Services and Housing Policy Scrutiny Panel to provide assurance and scrutiny that steps are being taken to address this.
- **Priority 6:** The Joint Health and Wellbeing Strategy is relatively new across North Somerset and has the potential to reduce health inequalities across North Somerset, but it will only be effective if all partners fully embrace and commit to it. So engage with the Joint Health and Wellbeing Strategy Board, and use the Health Overview and Scrutiny Panel to support this.

3.4 Place Policy and Scrutiny Panel (Place)

3.4.1 The Place Panel workload has been exceptionally heavy and I thank colleagues and officers for their regular participation and contributions. Meetings have sometimes been purely informative but nevertheless important as a means of helping non-Executive Members understand, question and participate in collective council decision making. At other times the Panel has become more deeply engaged in analysing issues and creating the lead for decision making (the Local Plan being an example of many such conversations).

Though formal meetings have been open to public and press attendance most sessions have been informal and on-line. Informal meetings seem to facilitate easier conversation and greater understanding of nuance but, being 'private', have no public impact. (An accountability issue worth thinking about?).

3.4.2 The Panel formally considered:

Development Programme Updates.
Transport Decarbonisation Action Plan.
Placemaking Strategies: Clevedon, Nailsea and Portishead.
Weston placemaking funding applications and investments.
Your Neighbourhood Update.
Bus Service and BSIP Update.
Budget monitor.

3.4.3 Additionally the Panel also considered the following matters informally:

The closure of Churchill Leisure Centre.
Housing Infrastructure Fund – Banwell bypass and Winterstoke Hundred Academy expansion.
Nominations to the Local List.
Waste strategy.
Winterstoke Road bridge replacement.
Castlewood redevelopment.
Flood risk management strategy.
Future Highways Service delivery model.
Rights of Way improvement plan.
Ash Dieback.

3.4.4 My personal thanks to colleagues for their participation, good humour and kindly toleration of the Chairman; and we are all indebted to Brent Cross and Leo Taylor for making recorded sense of the year's deliberations.

3.5 Partnerships and Corporate Organisation Policy and Scrutiny Panel (PCOM)

3.5.1 Activities in 2022 inter alia

3.5.1.1 Agreed new and more rigorous timetable for member and scrutiny participation for review and challenge of budgets.

3.5.1.2 Reviewed Accommodation Strategy.

3.5.1.3 Reviewed Energy Commissioning and Procurement Plan.

3.5.1.4 Contributed to, and scrutinized plans for improvement in Customer Service.

3.5.1.5 Reviewed and contributed to new IT Strategy and reviewed Members' IT requirements.

3.5.1.6 Helped establish capital spending controls and improved major project governance and scrutiny.

3.5.1.7 Supported development of Climate Emergency action plan.

3.5.2 Plans for 2023

3.5.2.1 Contribute to policy discussions for the procurement of energy.

3.5.2.2 Arrange all member briefings/consultations on 2023-24 budget and Medium Term Financial Plan (MTFP).

3.5.2.3 Ensure Customer Services improvements happen as planned.

3.5.2.4 Ensure capital spending and major projects provide value for money.

3.5.2.5 Ensure Climate Emergency actions are met.

3.5.2.6 Support Community Safety initiatives.

3.5.3 I would like to thank the Members of the Panel, in particular vice chair Stuart McQuillan, for their hard work, and the officers for donating their valuable time to provide briefings and answer questions, and Leo Taylor and Philippa Penney for their valuable support and advice.

4. Consultation

The Panels undertake regular consultation with officers, Councillors, the Executive Members and relevant partners through working group and steering group monitoring and Panel reporting.

5. Financial Implications

None specific

6. Legal Powers and Implications

Policy and Scrutiny Panels operate within relevant legislation and in accordance with the Council's Constitution.

7. Climate Change and Environmental Implications

Climate Emergency is included in the remit of the Partnerships and Corporate Organisation Policy and Scrutiny Panel due to its council-wide responsibility.

8. Risk Management

N/A

9. Equality Implications

N/A

10. Corporate Implications

None

11. Options Considered

None

Authors:

John Crockford-Hawley – Chair of Place Panel

Ciaran Cronnelly – Chair of Health Panel

Wendy Griggs – Chair of CYPS Panel

Geoffrey Richardson – Chair of PCOM Panel

Timothy Snaden – Chair of ASH Panel

Contact Officer:

Philippa Penney, Head of Democratic and Electoral Services
philippa.penney@n-somerset.gov.uk

Appendices:

None

Background Papers:

Policy and Scrutiny Panel agenda, reports and minutes
<https://n-somerset.moderngov.co.uk/uuCoverPage.aspx?bcr=1>

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North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Corporate Parenting

Town or Parish: All

Officer/Member Presenting: Councillor Catherine Gibbons

Key Decision: No

Reason: Not an Executive decision

Recommendations

To note:

The participation of care experienced young people, elected members, health colleagues and officers in the Corporate Parenting Panel.

The government's response to the Independent Review of Children's Social Care.

1. Summary of Report

This report provides two brief updates on the areas identified above.

2. Policy

A council which empowers and cares about people.

3. Details

Corporate Parenting Panel: January 2023

This panel focused on the provision of services for our young people in relation to physical health, emotional health and wellbeing. It was well attended by ten of our care experienced young people, four members (including the Leader, the lead member and the CYPS Scrutiny chairperson), two foster carers and several officers from the ICB and Children's Services. The meeting was co-facilitated by the lead member and our Young Director; it was an opportunity for our young people to tell us of their experiences, what they found helpful and what they thought could be improved. While there are recent improvements in the local CAMHS service there is increasing demand from many young people for mental health and wellbeing services at all levels of need – it is clear that the pandemic has had a significant impact on young people's education, social lives and resilience. We heard about an increase in support and training for schools and other professionals but recognised that again demand is outstripping supply.

Our young people and foster carers raised other concerns such as the lack of dental services and the need to have as up to date information as possible. It was noteworthy that during the meeting some young people had more knowledge than others about available services and we heard that the Young Director is working with others to improve the information on our 'Local Offer.'

The health professionals were able to answer many questions in the meeting and they too undertook to make available relevant information about available services, particularly in regard to access criteria.

The Independent Review of Children's Social Care

The DfE published their response to the Independent Review of Children's Social Care this month and received a mixed response from a range of organisations involved in providing children's social care. The primary concerns relate to firstly the difference between the amount of funding that the review identified compared to the amount that will be allocated by the government and secondly to the pace of some of the changes, especially the proposed changes to agency worker recruitment.

DfE social care strategy:

- **Funding:** £200m in funding over two years. The care review called for £2.6bn over five years, with £1bn spent over the first two years.
- **Social work training and development:** An early career framework will be established to support social workers in the years after graduation, as recommended by the care review.
- **Social work recruitment:** Councils will be supported to recruit up to 500 more social work apprentices to help tackle staff shortages.
- **Agency social work:** The DfE will consult on reducing local authorities' reliance on agency social workers.
- **Early help:** £45m will be allocated for up to 12 'families first for children pathfinder' areas to trial the care review proposal to introduce family help services, to provide "non-judgmental", joined-up support for families affected by issues such as domestic abuse or poor mental health.
- **Child protection:** Child protection lead practitioners, who will have received "advanced specialist training", will be appointed to lead safeguarding cases in the pathfinder areas, as called for by the care review. In addition, the pathfinders will test the Child Safeguarding Practice Review Panel's proposal to set up multi-agency teams consisting of social workers, police officers and health professionals to carry out child protection work, in order to improve practice.
- **Kinship care:** Kinship care placements will be "prioritised" by simplifying processes, while £9m will be spent on improving training and support for kinship carers. The government will also explore the case for the care review's recommendations of a financial allowance and the extension of legal aid for those who become special guardians or responsible for children through child arrangements orders.

- **Foster care:** £25m will be spent on a carer recruitment and retention programme over the next two years focused on shortage areas, such as sibling groups, teenagers, unaccompanied children, parent and child placements and children who have suffered complex trauma. The care review called for the recruitment of 9,000 carers over three years. In addition, foster carers will receive an above-inflation rise in minimum allowances to deal with rising costs.
- **Children in care and care leavers:** £30m will be spent on family finding, befriending and mentoring programmes for looked-after children and care leavers, to help them find and maintain relationships, as the care review recommended. The suggested grant made available to children leaving care will increase from £2,000 to £3,000, while the bursary for those undertaking apprenticeships will rise from £1,000 to £3,000, broadly in line with care review recommendations.
- **National standards and outcomes:** The DfE will consult on a children's social care national framework, as proposed by the review, setting expected outcomes for children and families that should be achieved by all local authorities.

4. Consultation

This report references the regular consultation that is undertaken with our children and young people in relation to improving the services they receive. It also provides feedback on the national review into Children's Social Care which undertook extensive consultation with families and professionals.

5. Financial Implications

None at present.

Costs

N/A.

Funding

N/A.

6. Legal Powers and Implications

N/A.

7. Climate Change and Environmental Implications

None.

8. Risk Management

N/A.

9. Equality Implications

No.

10. Corporate Implications

None.

11. Options Considered

None.

Author:

Sheila Smith, Director of Children's Services

Appendices:

[Click here to enter Appendices]

Background Papers:

[Click here to enter Background Papers]

North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Revised Draft Municipal Calendar 2023/24

Town or Parish: None

Officer/Member Presenting: Assistant Director, Legal and Governance and Monitoring Officer

Key Decision: N/A

Reason:

Not an Executive Decision.

Recommendation

That Council approves the revised draft Municipal Calendar for 2023/24.

1. Summary of Report

The report sets out the dates for constitutional meetings for 2023/24 as agreed at Council on 8th November 2022, with revised dates for the Annual meeting and two further panel meetings given the announcement of an additional Bank holiday on Monday 8th May for the Coronation weekend.

2. Policy

None

3. Details

3.1 As required under the Constitution, the Municipal Calendar is approved each year at the Annual Council Meeting in May. To allow councillors and officers to plan ahead and to give members of the public as much notice as possible of forthcoming meetings, the aim is to have a draft Municipal Calendar for 2023/24 in place before the end of 2022. This was approved by Council at the meeting held on 8th November 2022

3.2 The date for the Annual Meeting was agreed at that time as 16th May. A bank holiday has subsequently been announced for Monday 8th May due to the Coronation weekend, which would impact the agenda timeline. It has therefore been agreed that the meeting be put back a week to the 23rd May 2023.

3.3 Two further changes are also being made to the following Panel meetings:

- Health Overview and Scrutiny Panel – moved from Thursday 8th June to Thursday 13th July
- Children and Young People's Services Policy and Scrutiny Panel - moved from Thursday 15th June to Thursday 29th June

3.4 An updated draft Municipal Calendar is attached as an appendix to the report

4. Consultation

Chairpersons and senior officers have been consulted on proposed dates.

5. Financial Implications

None

6. Legal Powers and Implications

None

7. Climate Change and Environmental Implications

Holding virtual meetings under the Coronavirus Regulations 2020 avoided the need for members, officers and other participants to travel to and from meetings. Livestreaming physical meetings of the Executive and Council continues to provide for other interested parties to watch meetings online thereby avoiding the need to travel to the Town Hall. Active travel to and from physical meetings would reduce the environmental impact associated with journeys to and from the Town Hall.

8. Risk Management

Having a draft calendar in place well in advance reduces the risk of meeting clashes both within the Council and with partner organisations.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? No

The livestreaming of meetings has increased accessibility and opened up the decision-making process to a wider audience.

10. Corporate Implications

None

11. Options Considered

As contained within the report.

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Appendices:

Revised Draft Municipal Calendar 2023/24

Background Papers:

Municipal Calendar 2022/23

Minutes of the Executive 19/10/22

Minutes of Council 08/11/22

Draft Municipal Calendar for 2023-24

May 2023

Tuesday 23 May at 6.00pm Council (Annual Meeting)

June 2023

Wednesday 14 June at 2.30pm Planning and Regulatory Committee

Wednesday 21 June at 2.30 pm Executive

Thursday 29 June at 10.00am Children and Young People's Services
Policy & Scrutiny Panel

July 2023

Wednesday 5 July at 2.00pm Health and Wellbeing Board

Thursday 6 July at 10.00am Adult Services and Housing Policy &
Scrutiny Panel

Tuesday 11 July at 6.00 pm Council

Wednesday 12 July at 10.00am Place Policy & Scrutiny Panel

Thursday 13 July at 2.00pm Health Overview and Scrutiny Panel

Wednesday 19 July at 2.30pm Planning and Regulatory Committee

Thursday 20 July at 2.00pm Partnerships, Corporate Organisation and
Overview Management Policy & Scrutiny
Panel

Tuesday 25 July at 3.00pm Public Rights of Way sub-Committee

August 2023

Wednesday 16 August at 2.30pm Planning and Regulatory Committee

September 2023

Wednesday 6 September at 6.00 pm Executive

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| Tuesday 19 September at 6.00 pm | Council |
| Wednesday 20 September at 2.30pm | Planning and Regulatory Committee |
| Thursday 21 September at 10.30am | Audit Committee |

October 2023

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|---------------------------------|---|
| Wednesday 11 October 2.30pm | Planning and Regulatory Committee |
| Thursday 12 October at 2.00pm | Health Overview and Scrutiny Panel |
| Wednesday 18 October at 2.30 pm | Executive |
| Thursday 19 October at 10.00am | Children and Young People’s Services Policy & Scrutiny Panel |
| Tuesday 31 October at 11.00am | Licensing Committee |

November 2023

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| Wednesday 1 November at 2.00pm | Health and Wellbeing Board |
| Thursday 2 November at 10.00am | Adult Services and Housing Policy & Scrutiny Panel |
| Tuesday 14 November at 6.00 pm | Council |
| Wednesday 15 November at 2.30pm | Planning and Regulatory Committee |
| Tuesday 21 November at 3.00pm | Public Rights of Way sub-Committee |
| Wednesday 22 November at 2.00pm | Place Policy & Scrutiny Panel |
| Thursday 23 November at 10.30am | Audit Committee |
| Thursday 30 November at 2.00pm | Partnerships, Corporate Organisation and Overview Management Policy & Scrutiny Panel |

December 2023

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| Wednesday 6 December at 6.00 pm | Executive |
| Wednesday 13 December at 2.30pm | Planning and Regulatory Committee |

January 2024

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| Tuesday 9 January at 6.00 pm | Council |
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Wednesday 17 January at 2.30pm Planning and Regulatory Committee

Thursday 25 January at 10.30am Audit Committee

February 2024

Wednesday 7 February at 2.30 pm Executive

Tuesday 20 February at 6.00 pm Council

Wednesday 21 February at 2.30pm Planning and Regulatory Committee

Thursday 22 February at 10.00am Children and Young People's Services
Policy & Scrutiny Panel

Tuesday 27 February at 6.00 pm Council (Reserve Budget Meeting)

Thursday 29 February at 2.00pm Partnerships, Corporate Organisation and
Overview Management Policy & Scrutiny
Panel

March 2024

Tuesday 5 March at 11am Licensing Committee

Wednesday 6 March at 2.00pm Place Policy & Scrutiny Panel

Thursday 14 March at 2.00pm Health Overview and Scrutiny Panel

Wednesday 20 March at 2.30pm Planning and Regulatory Committee

Thursday 21 March at 10.00am Adult Services and Housing Policy &
Scrutiny Panel

Tuesday 26 March at 3.00pm Public Rights of Way sub-Committee

April 2024

Tuesday 16 April at 6.00 pm Council

Wednesday 17 April at 2.30pm Planning and Regulatory Committee

Wednesday 24 April at 6.00 pm Executive

Thursday 25 April at 10.30am Audit Committee

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