

Public Document Pack

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Date: Tuesday, 14 June 2022

**** Physical Meeting**

While the meeting will take place in person at the Town Hall it will also be live broadcast on YouTube (see link below).

Should you wish to attend in person we ask that you notify the Contact Officer above at least 24 hours before the meeting as this will help us to manage the numbers wishing to attend.

Dear Sir or Madam

The Executive – Wednesday, 22 June 2022, 2.30 pm – New Council Chamber - Town Hall

A meeting of the Executive will take place as indicated above.

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/aluAglChEel>

The agenda is set out overleaf.

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

To: Members of the Executive

Councillors:

Steve Bridger (Chairman), Mike Bell (Vice-Chairman), Mark Canniford, Ashley Cartman, Catherine Gibbons, Steve Hogg, Bridget Petty and Mike Solomon.

All other Members of the Council (for information)

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

Agenda

1. Addresses by Members of the Public (ESO 6)

The Executive, at the discretion of the Chairman, will hear up to four people, each of whom must be a resident or a business ratepayer or an elector, who wish to address it in accordance with the Executive Standing Orders, on matters that affect the area or its residents and over which the Executive has powers and duties. The Chairman will select the order of the matters to be heard. Each person will be limited to a period of three minutes and this part of the meeting must not exceed fifteen minutes.

Requests to speak must be submitted in writing to the Monitoring Officer, or 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 Chairman 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 - 27 April 2022 (Pages 5 - 12)

27 April 2022, to approve as a correct record (attached)

5. Non-Executive Councillors' Addresses

Non-Executive Councillors wishing to address the Executive are required to notify the contact officer mentioned at the top of this summons letter by noon on the day before the meeting. A total of fifteen minutes will be allocated to hear all addresses.

6. Matters referred to the Executive and not dealt with elsewhere on this agenda

None.

7. West of England Sub-Region: items not dealt with elsewhere on this agenda

8. Forward Plan dated 1 June 2022 (attached) (Pages 13 - 24)

9. Bus Service Improvement Plan - Enhanced Partnership (Pages 25 - 110)

Report of Councillor Hogg (attached)

10. Award of contract and authorisation to enter into a Joint Venture with the recommended development partner for land to the south of The Uplands, Nailsea (includes exempt appendix) (Pages 111 - 150)

Report of Councillor Canniford (attached)

11. Month 12 Budget Monitor and Financial Update (Pages 151 - 210)

Report of Councillor Cartman (attached)

12. Adoption of Heritage assets on to the North Somerset Local Heritage List (Pages 211 - 222)

Report of Councillor Canniford (attached)

13. Appointment to Outside Bodies (Executive) (Pages 223 - 230)

Report of Assistant Director Legal and Governance (attached)

14. Oral reports of Executive Councillors

Executive Councillors might report orally on matters in progress. Such reports will be for information only and no material decisions can be made arising from them.

15. 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 Executive 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."

Also, if appropriate, the following resolution should be passed –

“(2) That members of the Council who are not members of the Executive be invited to remain.”

Mobile phones and other mobile devices

All persons attending the meeting are requested to ensure that these devices are switched to silent mode. The chairman 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 Chairman. 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 Chairman 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 Executive

Wednesday, 27 April 2022

New Council Chamber, Town Hall

Meeting Commenced: 2.31 pm

Meeting Concluded: 3.36 pm

Councillors:

Donald Davies (Chairman)

Mark Canniford
Ashley Cartman
Bridget Petty
Mike Solomon

Apologies: Councillor Mike Bell (Vice-Chairman) .

Also in attendance: Councillors: Robert Payne (Assistant Executive Member), Geoffrey Richardson

Officers in attendance: Jo Walker (Chief Executive), Amy Webb (Director of Corporate Services), Sheila Smith (Director of Children's Services), Matt Lenny (Director of Public Health), Nicholas Brain (Assistant Director Legal & Governance and Monitoring Officer), Sally Varley (Service Leader - Strategic Planning and Governance) and Simone Woolley (Customer and Digital Services Manager).

Partaking via Microsoft Teams:

Councillors: Steve Bridger (Executive Member), Catherine Gibbons (Executive Member) Nicola Holland (Assistant Executive Member), John Cato, Ruth Jacobs, Karin Haverson, Nigel Ashton, Mike Bird, Caritas Charles

Officers: Lucy Shomali (Director of Place), Hayley Verrico (Director of Adult Social Services), Naomi Addicott (Senior Project Manager), Sue Efford (Committee and Support Services Manager), Hazel Brinton (Democratic Services Officer) and Melanie Watts (Head of Finance).

EXE 98 Declaration of Disclosable Pecuniary Interest (Standing Order 37)

None declared.

EXE 99 Minutes

1) Executive – 2 February 2022

Resolved: that the minutes be approved as a correct record.

(2) Extraordinary Executive – 14 March 2022

Resolved: that the minutes be approved as a correct record.

The Assistant Director Legal and Governance updated members on the outcome of the Extraordinary Meeting of the Executive on 14 March 2022 and noted that after negotiations the contract would continue with any changes being signed off under Director delegated authority. No further report would therefore come back to the Executive.

EXE 100 Non-Executive Councillors' Addresses

None received.

EXE 101 West of England Sub-Region: items not dealt with elsewhere on this agenda

The Chairman noted a call-in of a joint committee decision to take place on 3 May 2022 with the agenda and papers being available on the West of England Combined Authority website.

EXE 102 Forward Plan dated 1 April 2022

Resolved: that the forward plan be noted.

EXE 103 Customer Service Strategy

Councillor Cartman presented the report noting that the key theme was an ongoing transition to a digital offering to customers as it was how the majority of residents wished to engage with the council and that it was more cost-effective. He added that members' concerns with the digital approach had been considered and changes to the strategy as a result were noted in the appendix. Face to face appointments would be extended particularly in the north of the district through the use of the library facilities.

In discussing the report, members thanked officers for their work in preparing the strategy. They noted concerns with the council's current offering via its website and expressed a need for this to be improved to encourage customers to interact digitally with the council. It was highlighted that a detail action plan would be coming forward and members were invited to have input into this.

Members acknowledged that it was vital to communicate how those who did not use technology could interact with the council in the future and how they could access face to face appointments. It was noted that this would be via publicising face to face appointment times; a better concierge facility at the Town Hall to signpost customers and offer appointment booking there and then and an improved telephony offer. Members welcomed the use of libraries as community hubs and noted their use as such meant customers would be able to access face to face appointments closer to where they lived.

Members suggested the use of a "Report It" application to free up officer time and

the raising of awareness of the pilot scheme via North Somerset Life and via the engagement of parish and town councils. Members queried whether targets and key performance indicators would be used to plot progress through the five-year period of the strategy. It was confirmed that these would be in the forthcoming Action Plan.

Resolved: that the Executive endorsed the principles, aims and activities of the council's Customer Service Strategy for the period 2022 – 2027 and approved the adoption of the strategy.

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 104 Consultation Outcomes and Revised Budget for the Expansion and Creation of a Second Site for Baytree School - 2023/24 School Year

Councillor Gibbons outlined the report noting that the council had a statutory duty to provide education for pupils with Severe and Profound Learning Difficulties. She added that the current site was no longer capable of providing the physical facilities required by some pupils.

In presenting her report, she highlighted that an additional capital budget of £3.2m was required as a result of project delays, historical levels of inflation in the construction industry and the need for robust project management. She added that the delays had enabled further consultation to take place. The responses from the additional consultation were detailed in the report.

In discussing the report, members noted their disappointment with the delays to the project and the impact on pupils but welcomed the positive responses during the additional consultation period from residents of North Somerset who would not directly benefit from the construction of the school.

Resolved:

(1) that the Executive approved the expansion and creation of a second site for Baytree School, The Campus, Highlands Lane, Weston super Mare from a 72-place provision to a 120-place school located on the existing site and a new site off Brookfield Walk, Clevedon with effect from, at the earliest, 1 September 2023 and

(2) that the Executive approved the additional capital budget of £3,202,020 as noted within the financial section of this report to enable a revised project budget of £18,297,020.

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 105 North Somerset Housing Strategy

Councillor Canniford presented the report. He noted that the strategy was an important and ambitious action plan to deliver affordable homes in sustainable neighbourhoods; improve and make the best use of existing homes and provide solutions, support and choice to those in housing need.

He added that the strategy cut across a number of teams and services including planning policy and the Local Plan and the Homelessness and Rough Sleeping Strategy. He commented that the council was looking for 40% affordable housing within housing developments and for the standard of build to be much higher.

Members made comments, asked questions and received responses on the level of rental costs in Weston-s-Mare versus elsewhere in North Somerset; the relation of the strategy to the development of council-owned land; a request to update the rental values diagram and re-circulate to members; who decides what constitutes a “minor” decision; how the council will deliver better, more sustainable and affordable housing; how the council will ensure the quality of new build housing; how the council will bring back empty properties into use and the incentives that can be employed; the quality of some private rental properties and the support given to those who are homeless or sleeping rough.

Resolved:

(1) that the Executive approved the Housing Strategy 2022-2027 as set out in Annexe A of the report for publication and implementation and

(2) that the Deputy Leader of the Council and Executive Member for Adult Services, Health and Housing, be given delegated authority to make any required minor changes to the strategy prior to publication and to agree regular updates.

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 106 Public Space Protection Orders

In presenting the report, Councillor Solomon explained the background and reasons for Public Space Protection Orders. He noted that there was a change to the recommendation as laid out in the report to exclude several proposals. He highlighted to members that the council now had the legal power to enforce the request for a name from a member of public.

In discussing the report, members made comments, asked questions and received responses on the lack of “no dogs” signage for dog walkers; more signage in respect of the dangers of swimming in Portishead Marina; the littering of hedgerows with bags of dog waste; the use of disposable BBQs and littering on Weston Beach and the need to be creative in the use of signage to engage members of the public with their message.

It was noted that several proposals had been removed at this time as it was not clear from responses that they were widely supported however, members of the public were encouraged to continue to make representations to their ward members on the items removed as it may be appropriate to include them at a later point if support for them was evidenced.

Resolved:

That the Executive approved the changes to Public Space Protection Orders as set out in section 3 of the report with the exception of 3.4.2 (fires on Weston seafront), 3.4.4 (feeding birds on Weston seafront), 3.4.5 (antisocial use of watercraft on Weston seafront), 3.5.1 (swimming in Portishead Marina), which would not be implemented at this time.

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 107 Commissioning Plan - Care and Support Provider for Diamond Court and Lakeside Court Extra Care Housing Development In Worle

Councillor Canniford presented the report noting that it was important to approve the Commissioning Plan for the Care and Support Provider as the contract expired later in the year and continuity of service was important. He added that Extra Care Housing was an important part of the housing mix in North Somerset and placements provided savings to the council as they helped delay or prevent more extensive residential placements.

Resolved:

That the Executive approved the commissioning plan to proceed to tender for a care and support service at a Diamond Court and Lakeside Court Extra Care Housing schemes.

Reasons for the decision:

As set out in the report and discussed above.

Alternative options considered and rejected:

As set out in the report.

EXE 108 Month 10 Budget Monitor and Financial Update

Councillor Cartman presented the report drawing members' attention to an additional £4m from the Clinical Commissioning Group (CCG) including £1.2m for social care projects and £2.4m for the Healthier Together Matched Funding S256 agreement including support for the voluntary sector with a focus on debt and financial advice.

He highlighted the request for delegated authority to officers to submit an Investment Plan to the Government in respect of the UK Shared Prosperity Fund as the turnaround time was tight to submit the plan to secure a potential £3m of funding. He added that the report indicated a small positive balance at year end.

The Director of Corporate Services reported on an improved revenue budget position and a simplification of the reports to highlight key messages as well as noting that the receipt from the CCG would push up the council's year end earmarked reserves.

The Chairman noted his thanks to all officers for continuing to deliver services within a challenging financial environment.

Resolved:

(1) that the Executive noted the projected revenue and capital budget forecasts as detailed within the report

(2) that the Executive approved the amendments to the capital budgets as detailed within Appendix 4

(3) that the Executive agreed receipt of two additional contributions from the Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group (CCG) to the Integrated Care S256 agreement of £1.223m and £360k respectively and approve that the relevant budgets are increased in line with the proposed spend as required, and as outlined in paragraph 3.5.1

(4) that the Executive agreed receipt of £2.472m from the CCG in relation to the Healthier Together Matched Funding S256 agreement, and approve that the relevant budgets are increased in accordance with the details in paragraph 3.5.2 as required and

(5) that the Executive delegated approval to the Directors of Place and Corporate Services to submit an Investment Plan to the Government in respect of the UK Shared Prosperity Fund.

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 109 Report of Contracts Awarded Over £250,000 (and Under £5m)

The Chairman indicated the report was for information only.

Resolved:

That the Executive noted the report.

EXE 110 Oral reports of Executive Councillors

Local Plan

Councillor Canniford urged residents to submit their comments on the Local Plan consultation with the imminent deadline for comments to be submitted. He added they could be submitted on the council's website or via their ward member if they could not submit them online.

Retirement of long service officers

The Chairman noted the retirement of both Geoff Wall (Procurement) and Sue Efford (Committee and Support Services Manager) from the council.

He thanked them both for their years of service and support to members.

EXE 111 Urgent business permitted by the Local Government Act 1972 (if any)

None.

Chairman

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Forward Plan

for the four-month period commencing on

1st July 2022

published on 1 June 2022



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 Members (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; Rehabilitation 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

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

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

July 2022

1. Council and Executive Items

(NB No Executive meeting scheduled for July)

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
12/07	Compulsory Purchase of land for construction of Banwell Bypass	Executive decision for Compulsory Purchase Order of land for construction of Banwell Bypass	Council	Part	Place Scrutiny Panel to be engaged through HIF scheme scrutiny 11 th July 2022	Contact: Maduabuchi Ani Maduabuchi.Ani@n-somerset.gov.uk
12/07	MetroWest Phase 1 Update (new entry)	Previous progress reports – July 2021, February 2021 and November 2020	Council	Part	Place Scrutiny Panel to be engaged w/c 27th June 2022 (to be agreed with the Panel Chairman)	Contact: James Willcock 07825 399776

July 2022

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
01/07	Award Report - for care provision in Diamond and Lakeside Court extra care housing schemes	Commissioning Plan: 27.04.2022	Director of Adult Social Services	No	ASH Panel meeting held in February 2022.	Contact: Gerald Hunt 01934 634803
01/07	Award of Handyperson Contract (new entry)	Commissioning Plan for North Somerset Handyperson Service	Director of Adult Social Services	No	22 March 2022 meeting with ASH Panel members Cllrs James, Haverson and Tucker	Contact: Teresa Stanley Tel: 07385515142
01/07	Endorsement and Adoption of the Flood Risk Management Plan (new entry)	https://consult.environment-agency.gov.uk/fcrm/draft-second-cycle-flood-risk-management-plans/ Environment Agency Briefing Note to Lead Local Flood Authorities 25 February 2022 Decision No: 20/21 DP 382	Executive Member (Cllr Solomon)	No	Informal scrutiny session to brief Councillors in July.	Contact: Simon Bunn 01934 427632 simon.bunn@n-somerset.gov.uk
01/07	A38 MRN scheme: Acceptance of DfT Grant and approval of NSC Local Contributions (previously listed for June)	Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf - Exec Member Decision DP270: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding	Executive Member (Cllr Bridger)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. An interim written briefing will be supplied to the Place P&SP in June 2022. A further briefing will be offered to the Place P&SP once a response has been received from DfT..	Contact: Konrad Lansdown: 07917 184804

		- Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services				
01/07	Consider initial outcome of Stock Condition Survey in relation to private sector housing and review/action recommendations as appropriate (Previously listed for May)	Private Rented Sector Conditions Update (ASH Panel June 2019) <u>Committee Report NSC</u> <u>(moderngov.co.uk)</u>	Executive Member (Cllr Bell)	No	ASH Working Group – Date tbc	Contact: Howard Evans Tel: 01934 426673
01/07	Strategic Housing Enforcement Policy (Covid-19 update) (previously listed for April)	<u>Annex A - Strategic Housing Services Enforcement Policy</u> <u>2018 (n-somerset.gov.uk)</u>	Executive Member (Cllr Bell)	No	Briefing paper to ASH Panel Working Group (June 22)	Contact: Howard Evans 01934 426673

August 2022

1. Council and Executive Items

(NB No Council or Executive meetings scheduled for August)

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
01/08	Award of Contract for the Capital Works Scheme at Banwell Primary School	<u>Report to Executive 20th October 2021 – 2021/22 Budget Monitoring – Month 5</u>	Executive Member (Cllr Bridger)	No	PCOM Scrutiny Panel Chairman has been consulted 16.03.22 Full panel engagement not required.	Contact: Jonathan White 07711 280595 Jonathan Hughes 07769 253380 Elaine Braund
01/08 Page 18	Commissioning and Procurement Plan for remediation works to the Former Police Station Site (new entry)	North Somerset Grant Funding Agreement	Executive Member (Cllr Bridger)	No	PCOM Scrutiny Panel Chairman to be consulted during May and agree if full panel consultation required.	Jonathan White jonathan.white@n-somerset.gov.uk 07711 280595 Elaine Braund Elaine.braund@n-somerset.gov.uk

September 2022

1. Council and Executive Items

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
07/09	2022/23 Month 4 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
07/09	Medium Term Financial Plan (MTFP) and Revenue Budget 2023/24	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
07/09	Winterstoke Road Bridge Replacement: Award of Stage 2 Design & Build Contract (previously listed for June) - to be relisted at future date	20/21 DP 262: Contract Award for Stage 1 of the Design & Build Services of Winterstoke Road Bridge COU 104 12/11/2019: Commissioning Plan & acceptance of MOD funding 19/20 DE 257: Procurement Plan	Executive	No	Place Policy & Scrutiny Panel Chairman consulted: no further Panel engagement necessary	Contact: Jason Reading 01275 884480
07/09	Accept Heads of Terms and enter into options agreement for purchase of land for construction of Banwell Bypass (previously listed for June)	Executive decision for purchase of land for construction of Banwell Bypass through landowner negotiation	Executive	No	Place Scrutiny Panel to be engaged through HIF scheme scrutiny 23 August 2022	Contact: Maduabuchi Ani
20/09			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
01/09	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (re-listing)	<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 - Exec Member Decision DP270: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council: Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services - Executive Member: Procurement Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services 	Director of Place (key decision)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in September 2022.	Contact: Konrad Lansdown: 07917 184804
01/09	A38 MRN scheme: Award of Professional Services Contract (re-listing)	<p>Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf</p> <p>Exec Member Decision DP 270: A38 Major Road Network Scheme Outline Business Case Submission</p>	Director of Place (key decision)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in September 2022.	Contact: Konrad Lansdown: 07917 184804

		and Local Contribution Funding Full Council: Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services Executive Member: Procurement Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services				
01/09	Flood Risk Management Plan - Approval of plan – to be published by EA (new entry)	https://consult.environment-agency.gov.uk/fcrm/draft-second-cycle-flood-risk-management-plans/	Executive Member Cllr Solomon	No	Place Scrutiny Panel engagement in June/July	Simon Bunn simon.bunn@n-somerset.gov.uk 01934 427 362

October 2022

1. Council and Executive Items

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
19/10	Local Flood Risk Management Strategy - approval to consult on draft strategy (new entry)	Local Flood Risk Management Strategy for North Somerset (to be drafted)	Executive	No	Place Scrutiny Panel engagement in June/July and again in Sept/Oct	Simon Bunn simon.bunn@n-somerset.gov.uk 01934 427 362

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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

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North Somerset Council

Report to the Executive

Date of Meeting: 22/06/2022

Subject of Report: North Somerset Bus Service Improvement Plan (BSIP)

Town or Parish: All

Officer/Member Presenting: Councillor Steve Hogg, Executive Member for Highways and Transport

Key Decision: Yes

Reason: Financial value and affects communities across the whole Local Authority area.

Recommendations

That the Executive:

- 1 Notes the current iteration of the draft Enhanced Partnership Plan and Scheme as attached in **appendix 3** and delegates to the Executive Member for Highways and Transport the authority to approve the final Enhanced Partnership Plan and Scheme on behalf of North Somerset Council
- 2 Agrees that the Executive member for Highways and Transport is delegated authority to determine any matters required by the Council in relation to the agreement of the final DfT funding offer including any changes to the spend profile in **appendix 2**
- 3 Notes the Department for Transport (DfT) indicative BSIP funding allocations:
 - a) capital funding award of £47,983,473 allocated to North Somerset Council, and
 - b) the indicative revenue funding award of £57,505,498 allocated jointly to the West of England Combined Authority and North Somerset Council.
- 4 Notes the proposed outline BSIP delivery commissioning plan in **appendix 5** to facilitate timely delivery of the Bus Service Improvement Plan works programme across North Somerset commencing in autumn 2022.

And further that the Executive recommend to Council:

- 5 That Council approve the commissioning plan required to deliver the BSIP
- 6 Approval of the following:
 - An increase to the Capital Programme of £47,983,473 from 2022 in recognition of the outline DfT funding award.
 - Delegation to the Director of Corporate Services/ s151 officer to increase the 2022-23 Revenue Budget by up to £12m to be funded from BSIP grant allocation

Summary of Report

- 1.1 Transport decarbonisation is an essential part of the council's climate emergency action plan which aims to reduce emissions to net zero in North Somerset. Transport emissions make up 43% of the emissions in North Somerset. Provision of quality public transport options is a key part of the emerging transport decarbonisation strategies across the West of England, with bus transport recognised as requiring significant capital and revenue expenditure.
- 1.2 In October 2021 the Council's Executive approved the adoption of the Bus Service Improvement Plan (BSIP) in formal partnership with the West of England Combined Authority (WECA). This plan formed a joint funding bid to the Department for Transport (DfT) for a share of a national £1.1bn bus transformation fund. The funding bid was extremely successful and North Somerset Council in partnership with WECA have been notified by the DfT that the indicative level of funding for the area is £105.5m, the second highest in the country. In October 2021 the Council's Executive approved the adoption of the Bus Service Improvement Plan (BSIP) in formal partnership with the West of England Combined Authority
- 1.3 This funding package offers a truly transformational level of funding, eclipsing anything previously seen in public transport in the history of North Somerset Council. The investment represents a genuine opportunity to deliver many of the 2030 carbon reduction targets, by improving the effectiveness of public transport to a level that creates a genuine alternative to the use of private vehicles.
- 1.4 The BSIP will be delivered through a delivery mechanism called an Enhanced Partnership (EP). This EP is both a delivery plan and a governance mechanism which will help the relevant authorities and partners work together to deliver the outcomes of the BSIP. The initial version of the Enhanced Partnership was produced and agreed for submission to DfT in October 2021 – this report contains a much more detailed iteration which will be submitted to the DfT by the end of June 2022 and will require consultation and final approval for October 2022.
- 1.5 A number of formal decisions are required in order for the council to successfully implement the BSIP and deliver the measures required. Due to pressured timescales, some delegations will be required in order to deliver against DfT timescales – in particular the adoption of the final version of the Enhanced Partnership and determining any matters required by the Council in relation to the agreement of the final DfT funding offer including any changes to the spend profile. Where delegations are agreed, scrutiny and wider member engagement will be retained as demonstrated throughout the BSIP work so far.
- 1.6 The DfT required timescales are as follows:

Bus Service Improvement Plan funding review	May - June 2022
Enhanced Partnership drafting and revisions	May - June 2022
Enhanced Partnership consultation	Summer 2022
BSIP funding finalised and awarded	Summer 2022
Enhanced Partnership adoption	October 2022
October	
Capital and Revenue scheme commencement	Autumn 2022
All BSIP DfT funded schemes delivered	Spring 2025.

2. Policy

- 2.1 The national Government's *Bus Back Better – a National Bus Strategy for England* is consistent with the following NSC and West of England policies & plans:
- The West of England Bus Service Improvement Plan
 - The North Somerset Council (NSC) Corporate Plan 2020-24
 - The West of England Bus Strategy [\(2020\)](#);
 - The West of England Joint Local Transport Plan 4 (JLTP4) [\(2020\)](#);
 - The emerging NSC Local Plan 2038.
- 2.2 In particular, the proposals in this report directly support the council's corporate priorities, with particular emphasis on transport decarbonisation and contribution to the council's aim to deliver net zero emissions.

3. Details

The BSIP funding allocation

- 3.1 The funding is split into 2 distinct but related parts:
- a dedicated capital improvement fund for North Somerset Council of £47,983,473 to deliver bus priority focused schemes
 - a pooled revenue fund (with WECA) of £57,505,498 to facilitate delivery of the DfT approved elements of the NSC and WECA BSIP objectives.
- Full details of the outline award are included in **appendix 1**.
- 3.2 It is recommended that this report is forwarded to Council in order to increase the capital programme by £48m to allow the infrastructure elements of the BSIP to be delivered. At time of writing this report there is uncertainty over the specific revenue budget split between WECA and NSC, as the detailed programme plan will determine the spend to be made by each organisation, and the final funding amount is yet to be confirmed. It is anticipated that the NSC share of revenue funding will be between £10 and £12m over three years. Therefore, Council is requested to approve a delegation to the Director of Corporate Services / s151 officer to increase the revenue budget by up to £12m to be funded from BSIP grant allocation.
- 3.3 The outline spend profile for the delivery of the funding is provided in this report in section 5, with further detail provided in **appendix 2**. This spend profile needs to be submitted to the DfT by the end of June 2022 alongside the revised EP.

The Enhanced Partnership (EP)

- 3.5 The delivery model for the adopted West of England BSIP will be an Enhanced Partnership (EP). A DfT condition of receiving the final BSIP funding allocation is to provide a revised draft of the 'transformational EP' by the end of June 2022 and adopt the final version of the EP by October 2022. This is detailed in the funding letter in **appendix 1**.
- 3.6 An EP is a statutory agreement between local transport authorities (WECA and North Somerset Council), bus operators and highway authorities under which each party makes legally binding commitments to improve bus services and the facilities associated with them. It has the potential to bring about improvements quickly, and it puts in place a framework under which future bus service improvements can be

delivered as the capital schemes are delivered. It comprises an overarching EP Plan and one or more EP Schemes. The West of England draft EP is contained within **appendix 3**.

- 3.7 The draft EP Scheme sets out all the ‘asks’ of the partners - Local Transport Authorities, Highways Authorities and bus operators - to meet BSIP objectives within a defined geographical area. The EP asks for operators to include the development of multi-operator ticketing, a recognisable brand across the region, and provision of an effective desirable multimodal integrated public transport service.
- 3.8 The West of England draft EP also contains details of the joint NSC and WECA governance structure which will consist of an EP board, supported by an EP advisory panel. There is also an annual Bus User Forum. North Somerset Council are represented at all levels.
- 3.9 A condition of the funding award is that the council “memorialises” all existing agreements such as existing revenue budgets, quality partnership schemes (metrobus being a prime example of this), voluntary partnership agreements, traffic regulation conditions, traffic regulation orders for bus priorities, bus shelter maintenance expenditure etc. The EP Scheme seeks to formalise this across the respective constituent authorities. Should there be a reduction in current resources, or commitments from the LTA, the DfT reserve the right to withdraw or reduce the funding as appropriate.
- 3.10 The West of England draft EP Plan and Scheme is set out in **appendix 3**, and further details of the technical features required in an EP are set out in **appendix 4**. This report recommends that the executive approves the draft EP and delegates signing off the final version of the EP to the Executive Member for Highways and Transport, once the feedback from DfT is received and consultation is complete, in order to meet the required deadline of October 2022. The Executive Member will engage with Place scrutiny and the wider Executive prior to signing off the final version. The consultation process is set out in section 4 of this report.

The commissioning plan

- 3.11 The BSIP funding conditions mean that we will need to deliver NSC schemes efficiently and at pace. An outline commissioning plan is included in **appendix 5** for approval, to help immediately start work to deliver the package of works within the compressed timescales. It proposes the use of specialist framework agreements to facilitate design, consultation, and delivery of schemes, along with exploring building internal capacity, and the use of tenders for the supply of goods and services. Where possible existing resource in NSC and WECA will be shared, to ensure efficiency and collaboration.
- 3.12 The highways authority (i.e. the local authority, not the regional authority) are responsible for the delivery of the circa £48m of capital funded schemes, therefore specific commissioning is required for North Somerset to deliver the capital investment.
- 3.13 The indicative BSIP revenue allocation of £57,505,498 is pooled jointly to the West of England Combined Authority and North Somerset Council. This revenue element of funding will be shared across the three WECA unitary authorities and North Somerset Council and must be delivered with the 3 years allocated for the delivery of the BSIP. This work can be jointly commissioned, with some elements anticipated to

be specific to North Somerset and some to be pooled across the region. Therefore revenue spend elements are also included in North Somerset's commissioning plan to ensure timely delivery.

- 3.14 This report recommends that the Executive forward the request for approval of the commissioning plan to the next Council meeting on 12th July 2022 in order to expediate the required procurement.
- 3.15 This swift delivery of schemes will assist the recovery of the local and regional bus network, reducing the need for future subsidies and unlocking the ability of operators to deliver high frequency, sustainable, quick and affordable travel for residents across our network. Operators will provide formal binding commitments to support these objectives in the EP.

Monitoring and assessing successful outcomes

- 3.16 It will be essential to closely monitor the delivery of the BSIP through the EP. The intended outcomes are set out in paragraph 3.17 below, with more detail available as part of **appendix 4** of this report within the spend profile. Monitoring methodology is currently being developed.
- 3.17 The intended outcomes of the BSIP and EP funding package which will be measured and monitored are as follows:
- The current bus network should increase significantly, delivering a comprehensive network of services with frequency standards matched to the population densities and demands.
 - Low population rural conurbations between the A38/ A37 corridor where the network has traditionally failed to sustain itself will be considered for Demand Responsive Transport pilots in partnership with WECA.
 - Higher bus frequencies in our towns and urban areas, offering a good range of destinations and connections including with rail. Major towns should expect a minimum frequency of 60 minutes, with many increased to every 30 or 20 minutes on our priority corridors such as the A370, A369 and A38.
 - We want bus services to support the 24/7 economy, so we leverage our funding to seek improvements to the early morning, evening, night, and weekend services and formalise these within the EP where they can be agreed.
 - We want fares to be simple, and affordable with multi-operator ticketing as standard and envisage reduced fares though investing in technology to support tap and cap ticketing, and innovative new fares schemes, early examples are the low fare zones in all our major towns such as Portishead, Nailsea and Clevedon.
 - We want family travel, and youth travel to be affordable, so we will work with bus operators to explore ways of achieving that using revenue funding to establish lower cost and sustainable new ticket schemes.
 - We will present our bus network as a single system with every vehicle and bus stop identifiable as part of the network, through a common brand.
 - We will commit to excellent standards of information and customer care in a Bus Passenger Charter.
 - We want bus journeys to be reliable and consistent and therefore propose a £47.9m investment in infrastructure over the next 3 years to help speed up services and improve punctuality. We have identified the A370, A369 and A38 corridors as high

priorities for investment with further improvements delivered in our other main towns and villages.

- We want every bus stop to act as a shop window for our bus services, with many of 5000+ stops in the West of England being improved over the next 5 years and new stops created promptly to serve areas of growth and development.
- To match the local, regional, and national aspirations of the Climate Emergency, we want every bus to meet Euro VI emission standards and be zero emission by 2035 or earlier if possible, with the first electric buses entering service within 1 to 3 years.

4. Consultation

Elected Members

- 4.1 Executive members have been regularly briefed on the progress with BSIP in the lead up to this report. This will continue, led by the Executive Member for Highways and Transport, throughout the life of the BSIP.
- 4.2 An all-member scrutiny briefing was held on the 16th of May 2022 to provide an overview of the BSIP award and the broad approach to the delivery of the capital and revenue projects, with the opportunity to provide feedback. Ongoing scrutiny engagement is an essential part of the emerging communications and engagement plan for BSIP, and it is envisaged that Place scrutiny will host regular all-member briefings to ensure that members are kept informed of progress.

Enhanced Partnership Consultation

- 4.3 The EP plan and first scheme reflect what is already in place in local transport authorities and provided by bus operators. There has been a continuous informal dialogue process with all the operators in the build-up to the creation of the EP and first scheme. North Somerset Council along with The West of England Combined Authority formally launched a pre-EP consultation with local operators on the 9th of December 2021 to seek input /ideas and suggestions to help shape the final EP. This was paused upon request of the DFT in January 2022.
- 4.4 A new EP consultation will need to be started in the summer of 2022 with the mandatory stakeholders due to the EP being tailored to encapsulate the deliverable outcomes of the BSIP funding.
- 4.5 Once the notice period concludes and subject to no effective objections the EP will progress to a short technical consultation for 28 days on the content of the EP Plan, and the first EP Scheme which must be carried out with bus operators, organisations that represent passengers, neighbouring local authorities, the Traffic Commissioner, the Police, Transport Focus and the Competition and Markets Authority. One of the purposes of this exercise is to give bus operators an opportunity to object formally to any proposed features of the EP.
- 4.6 Engagement has taken place with officers of Somerset County (and Wiltshire and Gloucestershire County Councils in the context of the joint BSIP) on cross-boundary issues. There will be an ongoing need for officers to continue to liaise closely with them, especially around integrated and improved bus services. North Somerset Council is a statutory consultee to neighbouring Enhanced Partnerships.

Wider consultation and engagement

- 4.7 As the BSIP and EP move into delivery phase, excellent communications alongside specific consultation on changes to the transport network will be required. A communications and engagement plan is being developed to ensure key stakeholders such as Town and Parish councils, businesses, statutory organisations, residents and all other stakeholders are properly engaged and consulted with.

5. Financial Implications

- 5.1 The funding arrangements for the joint BSIP were provisionally outlined in a letter from the DFT on the 04/04/2022, significantly later than anticipated. The total joint award was £105,488,970 - split into a specific capital award for North Somerset council of £47,983,473, and joint NSC/WECA revenue allocation of £57,505,498.
- 5.2 The west of England Combined Authority has received a £540m capital allocation through the City Region Sustainable Transport Settlement (CRSTS) and, together with a local contribution, circa £407m of this is to deliver the bus priority corridors over the next **5** years. The DFT has provided a specific North Somerset Capital investment fund of £47,983,473, this is broadly equivalent to the other constituent WECA authorities, however it needs to be spent over the next **3** years, effectively levelling us up with WECA in capital investment to support the regional bus network.
- 5.3 The following table shows the how the pooled revenue spend will be spent over the 3-year life of the BSIP funding, this remains in draft pending feedback from the DFT, NSC will receive a proportionate amount of the £57million of revenue funding to support services, the exact amount will be strategically determined in partnership with WECA, with most aspects of the revenue spend delivered by a joint central team, making it difficult to precisely determine the value to North Somerset alone. Any resulting adjustments to North Somerset Council revenue budgets will be made subject to financial regulations and is dependent on approval of delegations as recommended. The table below demonstrates the high-level split of funding proposed for each initiative.

Funding for BSIP - Revenue - prioritisation v8 - FINAL				
		Total funding to 2024-25		
Initiative and title of scheme		Bid	Award	Proposed split v8
			pro rata	
A1 - Ambitions to deliver a high frequency, accessible bus network	H	£ 49,913,000	£ 18,973,868	£ 19,000,000
C1, C2 - Fares reductions, discounts and simplification package	M	£ 5,015,000	£ 1,906,396	£ 9,000,000
C3 - Review of jobseekers' discounts	M	£ 15,000	£ 5,702	£ 15,000
D2 - Supporting multi-operator ticketing as the norm	M	£ 200,000	£ 76,028	£ 50,000
D3 - Supporting multi-modal ticketing integration	M	£ 114,000	£ 43,336	£ 38,000
F1 - Brand identity	H	£ 10,000,000	£ 3,801,388	£ 2,000,000
F2 - Marketing, promotion and communications	H	£ 600,000	£ 228,083	£ 300,000
F3 - Travel guides and journey planning	M	£ 1,175,000	£ 446,663	£ 300,000
F4 - Within journey information	H	£ 1,710,000	£ 650,037	£ 500,000
F5 - Providing network stability	H	£ 200,000	£ 76,028	£ -
G1 - Investment in zero emission vehicles	H	£ 150,000	£ 57,021	£ 50,000
H1 - Bus Passenger Charter	H	£ 300,000	£ 114,042	£ 30,000
H2 - Bus passenger safety audit	H	£ 150,000	£ 57,021	£ 20,000
I1 - DRT services to complement bus network	M	£ 10,576,000	£ 4,020,348	£ 4,000,000
I3 - More supported services	H	£ 71,157,000	£ 27,049,537	£ 21,400,000
Additional LTA staff resource for delivery		£ -	£ -	£ 750,000
Skills training for bus drivers and engineers in North Somerset		£ -	£ -	£ 50,000
Contingency		£ -	£ -	£ 2,498
		£ 151,275,000	£ 57,505,498	£ 57,505,498
<i>DfT preferred profile</i>				

- 5.3 There is a requirement for additional staff resources at both WECA and NSC to service the joint EP and the significant amount of BSIP schemes over the next 3 years. Provision has been made to fund additional staff in the revenue funding as per the table above, these staff will complement the existing core teams in NSC and the WECA. Further staff will be required to deliver the capital projects. These costs will be capitalised and funded through the BSIP capital allocation as required.
- 5.4 The revenue funding and leveraged commercial investment to match the BSIP funding should result in a significant expansion of bus routes and the frequencies of the services across the district. The combined Fares reduction support packages and higher frequency accessible bus network packages identified in 5.2 will enable us to pump prime these services. The overall aim is to sustain a larger commercial network that does not require continued public support, ensuring that there is no cliff edge as the funding is exhausted in 2025. This will be achieved by broadly sustaining the current network through regular reviews using an agreed matrix, and only introducing new routes where a sustainable case can be identified.
- 5.5 The Capital funding is to deliver bus priority schemes as detailed in **Appendix 4**, The estimated costs associated for bus priority (excluding signal upgrades) are as follows (vast majority):
- WSM to Bristol - £10.98M
 - Portishead to Bristol - £4.76M
 - A38 WSM to Bristol – £5.925M
 - Clevedon – £9.515M
 - WSM (excluding WSM to Bristol corridor) - £4.11M

- Investment in bus priority will be supported by improvements to bus stops, shelters, real-time information, sustainable travel measures etc - £7.19M
- Further capital investment will also be in Clevedon, Nailsea and Portishead and Worle for bus interchange schemes. - £4M
- We are also proposing an allocation toward Electric buses - £1.5M
- Contribution to regional Tap on Tap off Ticketing Programs - £70k

5.6 The EP requires LTAs to memorialize its current revenue expenditure for supported buses, and the associated infrastructure, enforcement, Concessionary fares, and publicity. This figure currently stands at £2,818,100 of revenue funding for the 2022/2023 budget year, this is supplemented by income from ticket sales, and specific S106 funds to support 7 bus services.

6. Legal Powers and Implications

- 6.1 North Somerset Council are both the highway and transport authority and so have the legal powers to amend the highway and transport network, under the Council's powers as Local Highway Authority (Highways Act 1980).
- 6.2 Enhanced Partnerships are enshrined in the Transport Act 2000 (as amended by the Bus Services Act 2017). Government has published detailed guidance on the statutory process to develop an EP and on its expectations for Bus Service Improvement Plans. The guidance is being followed and reflects the draft Enhanced Partnership Plan attached.

7. Climate Change and Environmental Implications

- 7.1 The adopted BSIP and proposed Enhanced Partnership plan and schemes will provide a system to formally improve the existing bus network. If the aims are achieved then there will be a significant increase in the proportion of trips by bus, replacing trips otherwise undertaken by the more polluting (and less space-efficient) single occupancy petrol/diesel cars. The EP and BSIP contain legally binding environmental standards starting with Euro VI minimum emissions standards across the entire region's bus fleet by the end of 2023, and a road map to introduce zero emissions buses starting as early as 2025, with full zero emissions by 2035. All specific infrastructure projects will undertake a more detailed environmental assessment.

8. Risk Management

- 8.1 The risks associated with implementation of the recommendations *and appropriate* mitigations are:
- (i) Potential loss of discretionary funding from Government to support commercial bus operators and our bus service contractors during recovery from the pandemic.
 - *Adopt EP and proposed Schemes to meet the ambitions of the national bus strategy.*
 - (ii) Insufficient revenue budget in longer-term to maintain enhanced bus network after the initial Transformation Funding ends in 2025.
 - *Maintain regular dialogue with bus operators through the EP Governance mechanisms. Use our regional joint evaluation tool to help prioritise bus revenue support if necessary.*
 - *Robustly monitor new or improved services to ensure corrective action is taken.*

- *Promote the network to build patronage and reduce the need for public subsidy*
 - *The EP contain mechanisms to formally postpone, vary or cancel elements of the Partnership.*
- (iii) Insufficient revenue budget to maintain enhanced bus network if demand recovers more slowly than anticipated.
- *Maintain regular dialogue with bus operators through the EP. Use our evaluation tool to help prioritise bus revenue support if necessary.*
 - *Invoke Adjustment mechanisms to re-align resources.*
 - *Consider alternative funding sources and re-investment of any revenues generated such as enforcement.*
- (iii) Ability to recruit and retain staff.
- The council will seek to recruit staff to support the delivery of the BSIP programme by aligning the grades with the equivalent of those in the WECA.
- (iiii) Disruption to the network during construction.
- The capital works will be co-ordinated to ensure that the disruption to the network is minimised. This will include using a communications team to inform all the relevant parties of the schedule of works.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? **Yes**

- 9.1 One of the key drivers of the national bus strategy 'Bus Back Better' is to improve accessibility for all. This includes the need to improve the access to bus information for residents with sight or hearing impairments, physical accessibility improvements in getting to bus stops, the waiting and boarding facilities at stops and interchanges and also the vehicles themselves, such as consistent local branding of stops and services, up to date accessible timetable and route information at bus stops, same evening and weekend frequencies as day time, simplified ticketing and easy payment options, and more marketing campaigns to promote existing and new routes. Furthermore, one of the actions for national government as part of the strategy is to review eligibility for free bus travel for disabled people to ensure that the strategy helps to improve the equality of opportunity and help disabled people participate fully in public life.
- 9.2 The Bus Service Improvement Plan (BSIP), includes several key objectives, including but not limited to:
- high quality bus service.
 - high quality waiting environment.
 - high vehicle standards.
 - Low fares, simple ticketing and easy means of payment
- 9.3 More specific attributes are contained under each objective, including:
- Bus stops, bus stations and interchanges to be accessible, safe, and inclusive by design with good facilities.
 - Good pedestrian accessibility to adjacent residential areas and passenger destinations.
 - Full accessibility with ample areas for pushchairs and luggage in addition to the wheelchair space and audio/ visual next bus stop announcements
 - Setting a basic minimum standard of accessibility to network from rural areas.

- Easy access to information via Travelwest website and app, including times, accessibility information, fares, and live running.

9.4 These are just some of the objectives and attributes set to be included within our BSIP and reflected in future EP schemes, that show the level of commitment to improving equality and accessibility to a vastly improved bus network, all through the direction of the national bus strategy.

10. Corporate Implications

- 10.1 The adoption of the proposed BSIP Funding and EP provides a flexible mechanism to deliver the ambitions of the adopted BSIP from the Autumn of 2022. This also means the council is jointly responsible for the delivery of the services, meaning there will be 'no return' to a situation where services are planned on a purely commercial basis with little or no engagement with, or support from, LTAs.
- 10.2 More focused to NSC Corporate policies, the national bus strategy (via our more specific BSIP for North Somerset and the West of England) set out a new long-term vision and action plan to achieve a cohesive network of attractive, high quality bus services to kickstart a new era for bus travel as an option for all. The adoption of the Enhanced Partnership provides the flexible mechanism to deliver the ambitions of the BSIP aligned with our Corporate Plan priorities of being:
- Open (with the open sharing of bus data helping to improve bus services further including accessibility and journey planning);
 - Fair (by significantly improving equality and accessibility to and on the bus network).
 - Green (with the more people using the bus instead of private car, this has a huge potential to save significant carbon and other greenhouse gas emissions).
- 10.3 More specifically, the NSC Corporate Plan 2020-24 sets out to achieve 'A transport network that promotes active, accessible and low carbon travel' and by 2023, to see 'More people using the bus network, and improvements in reliability and passenger satisfaction'. Through delivering showcase bus corridors, as well as other measures that are detailed in the BSIP and proposed EP schemes, the Corporate Plan aims to see:
- An increase in bus patronage
 - An increased range of effective and frequent services.
 - The delivery of at least Three new showcase corridors by 2025, and.
 - Measures to enable the unhampered movement of buses.
- 10.4 Adopting the proposed Enhanced Partnership provides the necessary legal mechanism to delivering a joint Bus Service Improvement Plan (BSIP) with WECA and bus operators and preparing a joint Enhanced Partnership (EP) would be consistent with and add further weight to our Corporate Plan aims for bus service improvements shown above.

11. Options Considered

- 11.1 The alternative of a franchise has been discussed and discounted as a viable short term delivery model as part of the BSIP submission, this would also require specific approval from the Secretary of State. The collaborative approach taken with the Enhanced Partnership has resulted in genuine innovation and improvements outweighing the need to consider this approach at this time.

Authors:

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Appendices list

- Appendix 1 – DfT Indicative Funding Letter 04/04/2022
- Appendix 2 - DfT Annex 4 Summary
- Appendix 3 - Draft EP
- Appendix 4 – Features of an EP
- Appendix 5 – Outline Procurement BSIP Delivery Plan

Background Papers:

- Executive Report of 23rd June 2021
- Executive Report EXE 54 20th October 2021
- The West of England Bus Service Improvement Plan
- The national bus strategy: Bus Back Better (March 2021)
- National Bus Strategy: Bus Service Improvement Plans (May 2021)
- Guidance to all local authorities and bus operators (Department for Transport, May 2021)
- The West of England Bus Strategy (June 2020)
- The West of England Joint Local Transport Plan (JLTP4) (March 2020)
- Bus Services Act 2017 – New powers and opportunities
- Guidance on Enhanced Partnerships
- Guidance on Franchising Schemes
- DFT Annex 4 Draft Submission 03/05/2022



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4 April 2022

Transport Director
West of England Combined Authority
North Somerset

[by email]

Dear Transport Directors,

BSIP: Indicative funding allocation for West of England Combined Authority and North Somerset

Thank you for your recent engagement with us on your Bus Service Improvement Plan (BSIP). We appreciate the time and effort you and your local bus operators have put into development of your plans.

We are pleased to offer you an indicative funding allocation of up to **£105,488,970 (of which £47,983,473 capital for delivery in North Somerset, and £57,505,498 revenue)** to commence delivery of your BSIP. This is total funding from 2022/23 to 2024/25.

This letter does not constitute a formal or binding grant offer. Funding confirmation will be conditional on your submission and implementation of a transformational Enhanced Partnership (EP) which includes firmer and more detailed commitments, from the Local Transport Authority (and any other relevant local authorities) and local bus operators, to deliver a package of prioritised and ambitious improvements to bus services, in line with:

- i. your BSIP;
- ii. the Department's previous feedback on it and commitments made in and after clarification emails; and
- iii. the guidance provided with this email, such as the prioritisation of bus priority schemes (where relevant) and high profile and impactful interventions that reduce and simplify fares.

Whilst we appreciate that it has taken some time to provide this indicative funding allocation, Ministers remain keen to progress quickly with implementing BSIPs. They wish to ensure that, if at all possible, that funding is confirmed and EPs are in place in sufficient time to inform final decisions on service levels once recovery funding ends from October. Our planned next steps are:

- a) By **Monday 2 May** please can you complete the summary table at Annex 4, setting out how you intend to use this funding allocation - showing your prioritised interventions, delivery timelines and costs in a standard format and with as much detail as possible of how it will be reflected in your EP. Ultimately, we will expect final summary tables to be published alongside your EP. We recognise that it may be challenging for some authorities to secure formal agreement to this update give timescales and forthcoming elections. Its purpose is to provide us with an early sense check of how your EP is developing and allow us to support you in meeting our criteria to receive finalised funding allocations. We will need to receive an update from all LTAs, which we will aim to discuss with you during May and provide further feedback. Please indicate if your update does not have formal or political approval, which we will recognise in our engagement with you. This update supersedes our earlier request for a draft Enhanced Partnership (or variation) by the end of April.
- b) As soon as possible, and **by the end of June**, please provide:
- an updated summary table, incorporating the feedback we are aiming to provide in May;
 - a draft EP (or variation to an existing EP) which shows how relevant aspects of the BSIP will be implemented. This does not need to have completed the statutory process for operator objections but should be accompanied by letters of support from sufficient operators to demonstrate that it is likely to be supported at that stage;
 - a separate document which sets out how any commitments which would not be implemented through or included in detail in an EP (such as the tendering of additional services or new DRT schemes) have been selected and will be delivered - with clear outcomes, outputs, milestones and costs; and
 - confirmation from your section 151 officer that they consider that the funding represents value for money (vfm) and that they will continue to monitor this and comply with our vfm reporting and approval requirements.
- c) We will review your draft EP and either provide further feedback, to be incorporated before we can provide funding, on it or agree that it meets our expectations and the criteria set out above, and confirm your funding allocations. If further feedback is provided you will have an opportunity to strengthen your EP before any amendment or withdrawal of your funding allocation.
- d) If and when funding has been confirmed, you should proceed to make your EP (or variation).

The following annexes set out more detail about the next steps and our requirements:

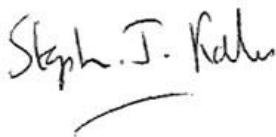
- **Annex 1** sets out detail of what the Department expects of Enhanced Partnerships, and by when, in order to confirm and release funding.
- **Annex 2** provides guidance on the Department's investment priorities and exclusions. We recognise that you may face difficult choices on how to prioritise funding within the indicative allocation. In particular, this annex sets out that we expect the vast majority of your allocation to be spent on bus priority, ambitious and eye-catching initiatives to reduce and simplify fares, and increased service frequencies and new or expanded routes.
- **Annex 3** summarises the basis on which grant funding will be provided, including our expectations on our value for money, branding, and the Public Sector Equality Duty.
- **Annex 4** contains the summary table to be completed.

We will finalise funding profiles with you before funding is confirmed. As far as possible, please shape your plans around the broad national funding shown in the table at Annex 4.

Do not hesitate to contact us with any queries by emailing BSIP@dft.gov.uk.

We look forward to working with you.

Yours sincerely,

A handwritten signature in black ink, reading "Steph. J. Fidler". The signature is written in a cursive style with a horizontal line underneath the name.

Stephen Fidler

Annex 1 - Requirements for those delivering BSIP outcomes via an enhanced partnership

Required content for the draft EP to be submitted to DfT by the end of May 2022.

It is important that the draft EP that you submit to us captures as much detail on how you will deliver BSIP outcomes as possible. There are two elements of this:

EP Plan content

The EP plan is a high-level strategic document that sets the bus network in the EP area into context. Further information on the role of the EP Plan is at paragraphs 3.3-3.4 of the EP Guidance to be found at:

[The bus services act 2017: enhanced partnerships \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/106422/BSIP-Enhanced-Partnerships-Guidance.pdf)

And

[National Bus Strategy. Creating an Enhanced Partnership: example format and structure \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/106422/BSIP-Enhanced-Partnerships-Guidance.pdf)

As explained in the published BSIP guidance and EP template, the EP Plan should draw heavily on the published BSIP – updated to reflect the latest circumstances, anticipated future network requirements reflecting post-pandemic demand and the development of your proposals following feedback from the Department and funding allocation. In addition to the statutory requirements on content for all EP plans (as set out paragraph 3.4 of the EP Guidance), we expect all EP plans to include content covered in the following sections of the published BSIP template at Annex B of the published BSIP guidance:

Section 1 – Overview

This will not include (referring back to paragraph 3.4 of the EP guidance) the information at bullets 3 and 4, but should include the information referred to at bullets 1 and 2 – i.e. Name of LTA(s) that the BSIP covers (also setting out whether the BSIP covers a single LTA or more than one and the justification for that decision) and a map showing geographical area(s).

Section 2 – Current Bus Offer to Passengers

Section 3 – Headline targets

EP Scheme content

The EP mechanism allows local transport authorities (LTAs) to include specific commitments on how BSIP outcomes will be delivered ‘on the ground’ using:

(a) the funding allocation outlined in this letter; and

(b) other funding that individual LTAs will invest in buses. This should include commitments on funding levels for tendered services and any DRT (which may

support overall patronage), concessionary fares budgets and staff resources devoted to bus issues within the authority or which support the Enhanced Partnership more widely. Other relevant funding (e.g. through block grant funding or funding from s.106 agreement) should also be included.

Commitments without significant costs – such as to parking charges or other policies should also be included.

These commitments are recorded in the EP Scheme (not the EP Plan) and the published EP template sets out what the statutory content must cover. We expect all draft EP schemes submitted to DfT to include content as set out in the following sections of the EP template:

Section 3 – Obligations on the local authorities

This is a very important section of the draft EP scheme that we will scrutinise closely because it contains details on how you will support buses in your area. It should include all existing activity to support bus services (including bus lanes, Key Route Networks, funding etc) and set out clearly what improvements will be delivered and by when. It will need to reflect any prioritisation choices made as a result of the funding available and relevant commitments made in the BSIP, clarification meetings with the Department, the Department's feedback on your BSIP and your response to it. It should cover all enhancements whatever the funding source (including for example planned investment through the City Region Sustainable Transport Settlements or Levelling Up Fund where relevant). All commitments should be specific and have clear timescales for delivery.

Each commitment included in the draft EP scheme needs to be either:

Facilities – These are new physical assets or changes to them that are provided at specific locations within the scheme area. This is particularly relevant to bus priority measures – where we expect to see all existing and proposed new bus priority included in the EP scheme however it is funded – but will also cover other physical enhancements such as improvements to bus stops or information displays. We expect to see all significant facilities that the LTA provides to support bus services re-committed to in the scheme.

Measures – an LTA can also include in an EP anything that is within its powers – either statutory or otherwise – to deliver the BSIP. There is deliberately no definition of what a 'measure' is, so there is total flexibility for LTAs and operators to agree what LTA commitments to include as 'measures' to deliver BSIP outcomes and meet the requirements of the Strategy. The only requirement is that 'measures' must be for the purpose of:

- increasing the use of local services serving the routes to which the measures relate or ending or reducing a decline in their use; or
- improving the quality of local services.

Examples of measures include:

- Better information provision (eg a centralised website or app)

- Funding for discounted fares (and how it will operate on a fair and equitable basis – either directly or via reference to a supporting document)
- Reviews of parking policies or cost of council parking,
- Enforcement action on bus lanes
- Management of a Key Route Network (whether new or existing) are all examples of measures that could be included in an EP.
- Commitment to promote eligibility for the concessionary bus pass and/or contact those who are eligible to receive it.

This section should also include any steps the authority needs to take to implement the Passenger Charter in the BSIP.

We would expect all EPs to contain as a measure:

- Significant bus priority (unless there is demonstrably no need for it) which includes bus lanes wherever there is a congestion problem and physical space to install them
- Funding for impactful reductions and/or simplification of multi-operator fares
- Commitments to work with operators to promote concessionary bus travel and to proactively inform local residents when the authority becomes aware that they are eligible for such a concession.
- Commitments to overall funding that the authority will provide for buses, from all sources, in each financial year of this funding. This should demonstrate that the indicative funding provided is additional to previously planned 2022/23 bus funding levels and that base funding for buses is not reduced.

Further information on how these mechanisms work is at paragraphs 3.29-3.33 of the EP Guidance document.

Section 4 – Obligations on bus operators

This section should set out clearly the reciprocal actions that operators will take under the EP and BSIP. It should include commitments that are both made voluntarily or through savings generated or as a result of funding committed to in the measures section of the scheme (for example on fares).

Examples of potential obligations include:

- Impactful changes to fares levels and structures – such as discounted, capped or zonal multi-operator fares (including to no or limited premium to the price of multi-operator tickets).
- Commitments to promote and offer multi-operator tickets
- Commitments to publish information about other operators' services or to not publish operator-specific timetable or other information
- Branding of buses, websites etc
- Provision of CCTV
- Provision of Audio-Visual Information
- Driver training (including on disability awareness)
- Commitment to the Passenger Charter and actions within it

- Frequency of timetable changes
- Provision of information to the LTA
- Advertising and marketing commitments

We expect that wherever the Department is funding bus priority measures (through this funding or other sources), any operating expenditure savings resulting from that new bus priority should be reinvested by the bus operators that benefit from them in other BSIP commitments. This should be written into the EP scheme as part of the obligations on bus operators.

We also expect to see commitments in EPs that either bus operators will include all services within their operating area (regardless of who provides them) on their timetables and websites, or that there will be a single set of multi-operator information available across all operators. This is so that passengers do not need to consult multiple sources to find out about all the bus services they may wish to use or mistakenly believe there are fewer services than actually operate.

The obligations in the EP will apply to all registered local bus services in the area. So the authority should take care to include exemptions for any services they do not intend to include – such as sightseeing tours, long distance coaches registered as local buses or charity events with historic vehicles (that operate for hire or reward and also fall within the definition of a ‘local service’).

Level of detail in the EP scheme

The ultimate goal is that the EP scheme is very specific with full details of all measures and obligations. For example, it would specify exactly what bus priority will be provided by in what form and where as a measure and the operators would make explicit commits on the obligations that would fund.

However, the funding offered in this letter is only indicative at this stage, some elements of the scheme (such as detail of bus priority) may need detailed work to finalise and we recognise that there may be continued uncertainty on future passenger demand and commercial service levels as patronage continues to go. There may therefore be limits on how specific some aspects of the EP scheme may realistically be when it is first made or amended to reflect this funding.

For a bus priority scheme, for example, further detailed design and consultation may be required before precise details can be included. In that case we would expect the draft EP to contain as a minimum commitments as part of the measures to:

- The corridor that the priority will serve, with clear start and end locations.
- Targets for journey time savings and reductions in peak vehicle requirements (overall or for particular services) agreed with operators that the detailed scheme design will seek to achieve.
- The next steps and delivery timescales for the scheme including a target operational date.

- Commitments to consultation on the scheme, including measures to understand the full breadth of support – such as surveys of bus users on the corridor and representative polling¹.
- Details of how operators will be engaged in scheme design and consultation.

In the same way if the operating savings arising from a planned bus priority scheme are not clear, or patronage is sufficiently uncertain that firm funding commitments cannot be given we expect to see detailed in the obligations sections of the draft EP:

- the operating cost information that operators should share on a transparent (and if necessary confidential) basis for each bus priority scheme and to what timescales;
- how and when that will be used to calculate the funding to be reinvested by the operators in improvements for passengers;
- what those improvements will be, who they will be set by and how the money will flow (including whether it will be reinvested directly by the operator concerned with the agreement of the LTA or will involved funding being contributed to support measures across the EP as a whole).

Similar principles apply to any fares or other arrangements which require further work – the delivery timescales, outputs (e.g. types or cost of ticket), process and benefits (e.g. patronage growth sought) should all be clearly specified and transparent in the draft EP (or variation) in terms of both measures and obligations.

This scale of commitment will be needed to give the Department sufficient confidence to move from an indicative funding allocation to confirmed funding. Funding will be confirmed once a draft EP or variation has been reviewed by the Department, we have confirmed (following any agreed changes or clarifications) it is sufficiently detailed and meets our expectations for funding and it has then been formally made or varied.

We would then expect you to move to progress at pace to implement the commitments made in the EP. The further detail, once worked up, should then be included in the EP scheme using the scheme's variation mechanism. For example, a table describing precisely where new bus lanes or junction improvements will be made, what they will be, who is responsible for delivery and when those interventions will be made – see the EP Template for an example. It may be appropriate to vary the EP scheme at regular intervals to achieve this.

As EPs are varied LTAs and operators should ensure that the outcome objectives set for each intervention will still be achieved. If a specific intervention funded through this grant is not taken forward, is expected to have noticeably lower benefits, is not expected to offer value for money or is intended to be stopped or removed the

¹ When planning bus schemes you are reminded to have regard to the Department's additional Network Management Duty statutory guidance issued in May 2020 and updated in July 2021. Consultations, especially on schemes where there is public controversy, should ideally use objective methods such as professional polling to British Polling Council standards, to establish a truly representative picture of local views and to ensure that minority views do not dominate the discourse. Polling results should be one part of the suite of robust, empirical evidence on which decisions are made.

Department's agreement to alternative interventions will be required, otherwise funding may be reduced or withheld. This will be reflected in the grant funding letter.

All other schemes to support or enhance bus services of infrastructure which are funded directly or indirectly by central government should also be incorporated into the EP scheme once funding is secured – on a similar basis to the approach set out above.

Annex 2 – BSIP funding priorities and exclusions

The indicative funding allocation we have offered will require you to carry out some prioritisation or refocussing of the ambitions set out in your BSIP.

Annex 1 set out our ask of your draft Enhanced Partnership (EP) or draft EP variation; this annex sets out further guidance on:

- (a) the types of investment we wish to see prioritised
- (b) the types of investment that we do not expect to fund.

As with BSIPs themselves, we do not expect all plans to look the same and fund exactly the same outputs; you will understand the make-up of interventions needed in your local areas. But we are looking for your plans to reflect national priorities where possible.

The guidance in this annex should help you to prioritise between types of intervention. If, given the size of your indicative allocation, you also need to prioritise within these interventions, we would expect to see investment focussed in a smaller number of areas where there is the most potential to grow bus usage – rather than to be spread more thinly across the geographical area.

If your BSIP contains the types of measures described under (a), but you believe it is essential to fund other measures instead or as the vast majority of your indicative funding, please contact us as soon as possible to discuss this.

Your updated plan will only receive funding if the Government is satisfied that the proposed spend is consistent with this guidance, or there is a compelling local case for different spend.

These are guidelines specifically for use of BSIP funding from the Department, not guidance on the wider content of plans and investment from other sources of funding.

a) Investment priorities which we expect to use the vast majority of your indicative funding allocation

- Our top priority for capital investment is **bus priority** given the significant benefits it can deliver and the operating cost savings it can realise for reinvestment in other aspects of the BSIPs. For funding to be confirmed you will need to demonstrate that you intend to deliver significant bus priority (or that it is demonstrably not required) and that, as set out in the National Bus Strategy, your plans will include bus lane on any roads where there is a frequent bus service, congestion, and physical space to install one. This will involve providing bus lanes in areas where they are most needed, not just where they are easiest to deliver. All bus priority should be based on data from operators, the Analyse Bus Open Data service or other sources which evidence where it is needed most. Bus operators should be fully involved in the development and finalisation of these plans.

- For revenue allocations, our top priorities are:
 - **ambitious and eye-catching initiatives that reduce and/or simplify fares, at pace.** For funding to be confirmed we will be looking for plans that will capture the imagination of potential bus users and make the experience for non-users and existing passengers demonstrably better – not simply reducing the price of an existing complex ticketing product which is not well understood. We are keen to see pilot reductions start as soon as possible during 2022/23 (to seek to attract passengers back after the pandemic and reflecting the end of recovery funding from October) and on a temporary basis where new services, bus priority or other enhancements are introduced. We expect LTA investment in fares reductions to reduce over time as patronage grows and operators are able to reinvest the operating cost savings from bus priority measures being implemented (where relevant)².
 - **increased service frequencies and new/expanded routes** – including better evening and weekend services, new routes that serve identified priorities such as employment sites and services and new Demand Responsive Transport. We recognise that the starting point for service enhancements may now be lower than originally envisaged in your BSIP or potentially than services currently provided, given the end of recovery funding in October. If so, this should be explained clearly in the document to be provided to accompany your draft EP including why you believe the baseline will be lower and why the improvements selected have been chosen. You should not simply use funding to support existing service levels and patterns.

b) Investment types we do not expect to be funded from your indicative allocation

- Any schemes where it is not clear that the primary benefits accrue to buses – e.g. road schemes which increase network capacity with only a tangential or subsidiary benefit to bus services.
- Generic marketing or advertising costs that are not directly related to specific improvements (such as a fares change, or new services). We would expect operators to fund routine marketing and for expectations on its co-ordination and funding levels to be set in the EP. Where there are specific local issues identified with post-COVID recovery, Bus Recovery Funding can be used by operators and the LTA for local travel demand management measures to attract people back to bus. We are also continuing to consider the best timing for a national “Back to Bus Campaign” as promised in the National Bus Strategy.

² We are continuing to work with potential partners of a technical solution to facilitate Pay-As-You-Go multi-operator revenue allocation, and will update you in due course.

- Provision of on-bus hardware such as CCTV or audio-visual equipment. Where required, we expect these to be operator-led contributions and commitments to deliver them to be included in the EP – if necessary as measures to be funded through operating cost savings generated by bus priority measures.
- Investment in existing infrastructure unless there is an evidenced case that it directly tackles barriers to bus use (notably safety) and drives patronage growth. We do not expect to fund, for example, wholesale replacement of functioning, non-life expired infrastructure which meets accessibility and safety requirements but is not consistent in its branding or look and feel.

Annex 3 – Anticipated funding conditions

We envisage funding being provided as a grant under s.31 of the Local Government Act 2003. A draft grant letter will be provided following our review of your draft Enhanced Partnership and any accompanying delivery commitments. We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, or the ambition of the EP is reduced significantly.

Transparency, Accountability and Monitoring

You will be expected to publish, once funding is confirmed, your final summary table setting out your delivery commitments and timescales, the funding which the LTA is committing from this and other sources and what improvements are funded by operators.

You will also be expected to agree a clear plan for ongoing monitoring and evaluation of progress against your delivery commitments and report at least 6-monthly against your BSIP targets and potentially other specified metrics – giving Government and local electorates the opportunity to judge your performance. The Department may publish information about the delivery commitments and BSIP targets of each LTA receiving this funding, and progress against them, on a single, easily accessible website.

We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, modified, delayed significantly or removed or if the ambition of the EP is reduced significantly.

Public Sector Equality Duty

You should consider how best to design your interventions to make sure that the impacts on and benefits for all transport users are taken into account. As such, West of England Combined Authority and North Somerset Council should have due regard to the public sector equality duty under section 149(1) of the Equality Act 2010 in exercising their functions, and in particular when developing schemes.

Value for Money

The value for money of all individual investments under £50m (WECA) and £20m (North Somerset) should be considered through the local authority's governance frameworks in the usual way – with confirmation sent to the department by the s151 officer that this funding continues to represent value for money at least annually. We will also provide a form to be signed by your s.151 officer and returned with your draft EP plan and scheme.

Any individual intervention over £50m (WECA) and £20m (North Somerset) in total value may require a business case to be developed and approved by the Department.

Concessionary Travel

All LTAs receiving funding for their BSIP are expected to promote bus use wherever possible. This includes promoting the availability of the England National Travel Concessionary Scheme (ENCTS) and ensuring that it is easy to apply for. They should also encourage operators to promote ENCTS (and not prevent them from doing so through funding agreements). Unless there are exceptional circumstances we would expect any existing “no marketing” clauses in concessionary travel funding agreements to be removed by 1 April 2023.

Demand Responsive Transport

Demand responsive transport (DRT) services provided under this funding should offer free travel to ENCTS passholders, between 09:30 to 23:00 on weekdays and at all times on Saturdays, Sundays and bank holidays. We would not normally expect DfT to replace existing standard bus services significantly, but where such services are replaced, the concessions offered should not be reduced.

Where DRT is planned, we expect to see clear arrangements in place to ensure a high standard of integration with other services and a clear timeline for delivery, with particular regard to elements such as continuity of service, accessibility, safety and fare levels. Where the intention is to use DRT or community transport to provide services which fall outside the EP, we would encourage the use of a separate contractual agreement, a memorandum of understanding or, for section 22 operators, a voluntary partnership agreement to set out the arrangements in place to support the delivery of BSIP outcomes.

Branding and publicity

Whilst there are important benefits of local brands for transport services - including promoting local identity, loyalty and accountability - to emphasise the role played by government funding, you must also prominently co-brand any vehicles, signage, websites and all public-facing printed material. Media announcements and releases about improvements funded or part-funded by this money must also be co-branded, must prominently acknowledge the role played by HMG funding and offer HMG the opportunity in good time to include a comment.

Annex 4 – Summary table



BSIP summary
template April 22.xlsx

[illegible]

West of England

Enhanced Partnership Plan

June 2022 - DRAFT

Introduction

This Enhanced Partnership Plan & Scheme are based on the West of England Bus Service Improvement Plan (BSIP) published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021.

The EP Plan and Scheme will replace existing quality partnership schemes, voluntary partnership agreements, traffic regulation conditions and the voluntary Code of Conduct on Bus Service Stability.

Definitions

In this Enhanced Partnership Plan and any Schemes made pursuant to it, the terms listed in the left-hand column of the table below shall have the terms shall have the meanings ascribed to them in the right-hand column.

1985 Act	Transport Act 1985 (as amended)
2000 Act	Transport Act 2000 (as amended)
2017 Act	Bus Services Act 2017
AVL	Automatic Vehicle Location
B&NES	Bath and North East Somerset Council
BCC	Bristol City Council
Bespoke Variation Arrangements	Arrangements made under Section 138E of the 2000 Act, as detailed in an EP Scheme
BSIP	The West of England Bus Service Improvement Plan, as published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021 and subsequent updates
BSOG	Bus Service Operators' Grant
Bus Operator	Operator of one or more Local Services in the EP Area
BSIP	Bus Service Improvement Plan
CA	West of England Combined Authority
CCTV	Closed-Circuit Television
CMA	Competition & Markets Authority

Competition Test	An assessment of the impact of a proposed scheme on competition, in accordance with Schedule 10 of the 2000 Act
CRSTS	City Region Sustainable Transport Settlement
EBSR	Electronic Bus Service Registration
EP	Enhanced Partnership as defined in section 138A of the 2000 Act
EP Advisory Panel	A representative group of partners and stakeholders, as described in an EP Scheme, who provide advice to the EP Board
EP Area	The geographical area defined in paragraph 1.1 below
EP Board	A representative group of partners, as described in an EP Scheme, who make decisions on the EP
ETM	Electronic Ticket Machine
Exempted Services	Those Local Services described in paragraph 1.4 below
Facilities	Those facilities referred to in an EP Scheme which shall be deemed as such for the purposes of Section 138D(1) of the 2000 Act
Fixed Change Date	One of two nominated dates in each calendar year decided by the EP Board - before the end of the previous calendar year - on which changes to Local Services in the EP Area can be made
Highway Authorities or HAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council, South Gloucestershire Council and National Highways
HOV Lane	High-Occupancy Vehicle Lane
Improvement Notice	A notice issued to a Bus Operator by the LTAs after assumption of Relevant Registration Functions in the event that a Bus Operator should fail to comply with any of the Requirements or should fail consistently to meet the agreed standards for punctuality and reliability
iPoint	Installation at bus stop on metrobus routes to provide information and sell tickets
JLTP4	Joint Local Transport Plan 4, adopted in March 2020
KRN	Key Route Network
Local Highway Authorities or LHAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Planning Authorities or LPAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Service	A bus service as defined in Section 2 of the 1985 Act
Local Transport Authorities or LTAs	The West of England Combined Authority and North Somerset Council in respect of the roles defined in Section 108(4) of the 2000 Act
Measures	Those measures referred to an EP Scheme which shall be deemed as such for the purposes of Section 138D(2) of the 2000 Act
NSC	North Somerset Council
Operation Requirement	A requirement referred to in an EP Scheme, imposed under Section 138A(5)(b) of the 2000 Act, other than a Route Requirement
QA	Qualifying Agreement as defined in paragraph 17(4)(a) of Schedule 10 to the 2000 Act
QPS	Quality Partnership Scheme made under Section 114 of the 2000 Act
Requirement	A requirement imposed under Section 138A(5)(b) of the 2000 Act
Relevant Registration Functions	The functions of the Traffic Commissioner to the extent that they relate to a Relevant Service, both within the meanings given to them under Section 6G(10) of the 1985 Act
Route Requirement	A requirement referred to in an EP Scheme, imposed under Section 138A(5)(b) of the 2000 Act that falls within Section 138C(1) of the 2000 Act
RTI	Real-Time Information
SGC	South Gloucestershire Council

SMO	Small or medium-sized bus operator
TC	The Traffic Commissioner, as defined in Section 4 of the 1985 Act, for the West of England Traffic Area
TRC	Traffic Regulation Condition made under Section 7 of the 1985 Act
TRO	Traffic Regulation Order made under the Road Traffic Regulation Act 1984
VPA	Voluntary Partnership Agreement as defined in Section 153(2) of the 2000 Act
WEBOA	West of England Bus Operators' Association

Enhanced Partnership Plan

THE WEST OF ENGLAND ENHANCED PARTNERSHIP PLAN FOR BUSES IS MADE JOINTLY BY THE WEST OF ENGLAND COMBINED AUTHORITY AND NORTH SOMERSET COUNCIL IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000.

A map of the geographical area covered by the EP Plan is in Appendix 1.

The EP Plan is made on xx xxxx 2022.

The EP Plan will have no end date but will be reviewed jointly by the West of England Combined Authority and North Somerset Council every year in conjunction with annual reviews of the Bus Service Improvement Plan.

Analysis of local bus services at June 2022

Patronage trend

Bus use in the West of England Combined Authority and North Somerset Council grew consistently over fifteen years prior to the pandemic - reaching 72.3 million single journeys in 2018-19. Some of that growth was linked to changes in population and economic performance, but a significant part was due to investment in infrastructure, vehicles and services, and fares initiatives. Whilst bus use was increasing, it was still some way behind bus use in some parts of the country and lagged behind the average bus journeys per head for England's metropolitan areas and the average for England as a whole.

With the introduction of lockdown measures in March 2020, passenger numbers fell dramatically, recovering slowly in response to the easing of social distancing and the re-opening of the economy. In 2020-21, bus patronage locally was 22 million single journeys. By June 2022, bus patronage had recovered to xx% of its pre-pandemic level, whereas bus mileage operated was roughly xx% of its pre-pandemic level.

Bus operators

The principal bus operator in the region is First West of England Ltd (trading as First Bus), which carries roughly 90% of total passenger journeys. There are 16 other bus operators locally and 3 long-distance coach operators, some of whose services are partly registered as local bus services. In 2019-20, 26 million vehicle miles were operated on bus services in the region.

The West of England Combined Authority and North Somerset Council have xx contractual arrangements for non-commercial bus services between them and contribute to the cost of 3 cross-boundary bus services contracted by other LTAs. Of the total vehicle miles, the LTAs currently provide revenue support for 1.6 million miles (around 6.3%). Together they spend £x.xm per year in financial support for local bus services, excluding payments for concessionary travel.

Bus service network

Bus services in the region are focussed on radial corridors in the urban areas of Bristol, Bath and Weston-super-Mare.

- Only 7% of all local bus services have six buses per hour or more over most of the working day and are thus defined as “frequent services” by the TC
- About a quarter of bus services have between two and four buses per hour
- One or two buses per hour operate on the main inter-urban corridors

Not all commercial bus services operate all day, seven days a week. Much of the financial support provided by the West of England Combined Authority is directed at evening and Sunday services. In the case of North Somerset Council, this support is mainly focussed on services to rural communities and the peripheral parts of the urban areas.

In Bath and Bristol, there are few cross-centre services - mainly to avoid spreading the impact of unpredictable delays from one side of the cities to the other. This reduces connectivity and efficiency of operation. There are also very few orbital services around the cities and those that exist operate to low frequencies. Bus operators do not regard them as viable and are not willing to cross-subsidise them, so such services are reliant on revenue support.

Also, there are few inter-urban limited-stop services to provide fast services giving comparable journey times to cars.

Rural areas have a comparatively sparse bus network and, generally, it is reliant on revenue support. Some villages have only one or two buses per week and are used predominately by shoppers. Journey times by bus from outer terminals in rural areas to city centres are generally much longer than by car because the bus services take circuitous routes to serve as many communities as possible on the way. Also, there is very little provision of evening or weekend services to rural areas away from the main inter-urban corridors.

Fleet

The total fleet available to operate registered local services in the West of England comprises 1,159 buses, of which 695 are garaged within the region. The average age of the bus fleet operating in the region is 9.5 years.

Relevant factors

The partners consider that the factors which will affect, or have the potential to affect, the local bus market over the life of the EP Plan are:

- Capital investment in bus infrastructure - principally from CRSTS and BSIP funding award
- Availability of a suitably skilled workforce, particularly drivers and maintenance staff
- Congestion
- Management of roadworks
- Impact of significant housing and employment growth
- The regulatory framework for bus services in England
- Policies set out in the Joint Local Transport Plan (JLTP4 and any successor plan), including those relating to parking or other charges affecting travel demand.

- Changes in demand and travel behaviour as the economy recovers from the pandemic
- New mobility services
- Changes in technology - including vehicles, ticketing and information
- Clean Air Zones and Air Quality Management Areas
- Funding arrangements associated with concessionary travel, BSOG, BSIP funding, bus revenue support, developer contributions and any new or alternative funding arrangements that either Government or local authorities put in place
- Decarbonisation and the response to the climate emergency

Our BSIP sets out further details on these factors but engagement with operators and stakeholders shows the significant impact that congestion has on bus services, affecting both punctuality (whether a bus arrives on time) and reliability (whether a particular bus service runs at all). For example, in 2018-19, 77% of non-frequent bus services ran on time across the BSIP area, with non-frequent services in Bristol being the fourth worst in England. This is well below the best performing area and below the average across all areas in England.

Lack of consistency of bus journey times is another problem caused by traffic delays. Peak scheduled times can be up to 40% longer than those in the off-peak on some of the core routes in the region. Furthermore, services can run 15 to 20 minutes behind schedule on the least reliable sections of network and 'bunching' is not uncommon. The Bus Passenger Survey carried out by Transport Focus shows that service punctuality and journey time concerns are two of the biggest areas for improvement amongst passengers.

Recently, a national shortage of drivers and engineers within the bus industry has shown that a suitably skilled workforce cannot be taken for granted. It will be vital for bus operators and local authorities to have sufficient qualified staff to deliver the BSIP and their EP commitments in a timely and consistent manner.

Management of roadworks can also impact on the reliability and punctuality of bus services. Significant efforts are made to ensure that disruption is kept to a minimum but this is not always possible because there can be emergencies that require a quick response or limited alternative routes for bus services to take. Night working is promoted but this can be expensive and noisy for residents.

Housing and employment growth can increase traffic volumes on key points of the highway network. However, there are also opportunities with such growth to develop new markets and services or improve the financial performance of existing routes by attracting new passengers to bus services.

Managing travel demand is important in influencing the travel choices people make and the demand for bus services. JLTP4 and other policies on parking controls, active travel, enforcement, residents' parking and Clean Air Zones can all affect the relative price or convenience of other modes and the likelihood that people will choose public transport. The introduction of the Clean Air Zone in Bristol - planned for summer 2022 - is a major opportunity to influence behaviour.

The pandemic is likely to have profound and long-term impacts on travel behaviour. In June 2022, bus patronage had recovered to only xx% of pre-pandemic levels - and travel by concessionary pass holders has been consistently at a lower level. Weekend and leisure travel has recovered most strongly whereas with peak-period and commuting travel has been the most depressed as changes to working patterns and working from home seem to have become embedded. The need to stimulate and promote new markets to achieve modal shift is imperative if bus operators are to become financially stable again. In some situations, support from the public sector - either on an ongoing basis or through kickstart funding - will be required.

Responding to the climate emergency is a key driver for promoting modal shift to public transport. The transport sector overall is a key contributor to carbon emission levels but buses can support the changes in behaviour that are required. Therefore, encouraging people to move to public transport, decarbonising the bus fleet and using new technologies will be important factors in bus travel demand.

Passengers' experiences

Considerable information has been gathered on the experiences of bus passengers in the EP area and their priorities for improvement. These are set out in detail in the West of England Bus Service Improvement Plan (BSIP).

In summary, user satisfaction with bus services is positive with 86% of respondents in 2019 stating they were “very satisfied” or “satisfied”. However, this is only around the average performance of local authorities in England and is significantly less than the highest performing areas - which achieve around 95% satisfaction. This indicates there is scope to improve satisfaction and, to inform our course of action, we have looked at users' priorities.

Extensive public consultation was carried out in the development of the West of England Bus Strategy (adopted 2020) and more recently with stakeholders in the development of the BSIP. We have also considered the research undertaken by Transport Focus on Bus Passengers' Priorities for Improvement (September 2020).

The most important characteristics that affect passengers' experiences of bus services and the priorities for improvement are:

1. A well-designed bus route network that is simple, coherent, and efficient across the region. This is our fundamental aspiration for the network, and it supports users' priorities around punctuality and higher frequencies - which make services easier to use. Also, it suggests a network that is extensive in geographic scope and facilitates a broad range of journey opportunities, without having to change bus or where interchange is simple, clear, and reliable. Our engagement has revealed a clear aspiration for more engagement when changes to the network are proposed - featuring in the top five priorities of our stakeholders.
2. Unreliable services and unpredictable journey times are a source of considerable frustration for passengers. The most recent information for the West of England shows that nearly one in four buses do not run to time - below the average for comparable areas, so tackling this is a high priority for our residents.
3. Fares will always be an important factor in users' experiences. However, whilst the level of fares is important, the perception of value for money reflects users' views on the complete “offer” - including reliability, punctuality, frequency of service, and infrastructure. All these factors have been identified as important by bus users in the West of England.
4. Improvements to waiting facilities have been identified by users as a priority. Feedback has also indicated the importance of clean and presentable infrastructure, real-time information, raised kerbs to aid boarding and alighting, and general timetable information.
5. More frequent services are a priority for improvement for users. Currently, only 7% of services in the West of England operate at six or more buses per hour. Higher frequencies help reduce waiting time at bus stops and increase confidence in the network. Passengers have an inherent concern about the reliability of less frequent services because a missed journey can cause considerable inconvenience.

Overall, passengers' experiences of using bus services are clear and well-articulated. They align with the data we have on bus service performance and the feedback from operators and stakeholders too. These experiences give us a clear indication of priorities for improving local bus services.

Bus journey speeds

The limitations of the transport network in the West of England have acted as a constraint on growth and productivity. High car ownership and limited bus services have resulted in fewer bus journeys per head being made here than in other city regions. In a vicious circle, low public transport demand and high private car use have combined to increase local road congestion, bringing poor environmental conditions and unpredictable bus journey times. It is estimated that

the region experiences a £300m annual loss because of congestion and in 2019, Bristol was ranked as the third most congested city in the UK.

The characteristics of the local geography combined with the features of the existing road network, create a challenging environment for the bus network. The River Avon, the Great Western main line and the M4, M5 and M32 motorways create natural barriers between different parts of the region. Combined with the hilly nature of topography and the lack of dual-carriageways, this creates pinch-points and limited access corridors into our key urban areas, forcing traffic onto certain roads and increasing congestion. Incidents on the motorways can lead to major disruption in Bristol city centre and its radial routes, as well as in overall connectivity across the West of England, having a disproportionate impact on bus services.

Lack of consistency of bus journey times is referred to above. In 2017, less than 80% of bus services ran on time, with delays of up to 15-20 minutes, representing the worst performing Integrated Transport Authority in England. Prior to the pandemic, the average bus speed in the BSIP area during peak periods was reported to be 8 mph, despite the delivery of substantial bus priority measures in recent years.

In 2018/19, 77% of non-frequent bus services ran on time across the BSIP area, with non-frequent services in Bristol being the fourth worst in England. This is significantly below the best performing area and below the average across all areas in England.

Objectives

The EP Plan is intended to improve the quality and effectiveness of local bus services in the West of England by providing a framework within which all partners can invest confidently. Seven high-level long-term objectives were adopted for the BSIP and they apply equally to the EP. Each objective has several attributes, describing an ideal network, and they represent the outcomes we are aiming for, as follows:

Objective 1 - High mode share for buses of overall travel market

1. Good access to bus services from all parts of the area
2. Good access from bus network to passenger destinations
3. Positive contribution to decarbonisation plans and air quality improvements
4. Positive contribution to sustainable housing and employment growth
5. Declining need for subsidy as market grows organically
6. Ambitious targets and trajectory for modal share and bus patronage
7. Robust civil enforcement of moving traffic offences, parking, and traffic restrictions
8. Extensive bus priorities, particularly on main urban routes, as continuous as possible and part of a whole-corridor approach
9. Good co-ordination of roadworks

Objective 2 - High quality bus service

10. Cohesive, comprehensive, and simple route network including co-ordinated radial and orbital services in the Bristol, Bath and Weston-super-Mare urban areas with easy interchange between them
11. Standard all-day routes with evening and weekend services on urban and inter-urban routes
12. Turn-up-and-go daytime frequencies and evening frequencies of at least 4 buses per hour on core urban routes (including orbital routes)
13. Good frequencies on principal inter-urban corridors and in smaller urban areas
14. 24/7 services, where appropriate, on core urban and principal inter-urban corridors
15. Feeder services to interchange hubs to boost the frequency of connections from places away from main roads, connecting to the core bus routes with integrated ticketing

16. Demand-responsive services to low-density areas where appropriate, possibly operated by community transport providers
17. Basic minimum standard of accessibility to network from rural areas
18. High standard of punctuality
19. As far as possible, journeys times comparable to or better than car travel
20. Sufficient capacity to meet demand
21. Provision of service to new developments at early stage, funded by developer contributions
22. Regular service reviews but no more than two major change dates per year
23. Good links to rail services, with buses connecting with first and last trains where appropriate
24. Consistent, clear, and distinctive branding for the whole public transport network, incorporating any strong local or route-specific brands
25. Unique service numbers within the network (apart from urban services in Bristol, Bath and Weston-super-Mare) with no suffixes

Objective 3 - High quality waiting environment

26. Bus stops, bus stations and interchanges to be accessible, safe, and inclusive by design with good facilities
27. High quality, branded interchanges at key locations, including rail stations
28. Branded, distinctive shelters at all stops wherever practical (except alighting points) with high standard of cleanliness and maintenance
29. Defined, paved waiting areas at urban stops and hardstandings at rural stops with cycle parking where possible
30. Good pedestrian accessibility to adjacent residential areas and passenger destinations
31. Bus stations protected from closure and redevelopment

Objective 4 - High vehicle standards

32. Progression to zero emissions through bids for Government funding when available, and Euro VI emission standard in the meantime
33. High levels of cleanliness, comfort, and security for passengers
34. Full accessibility with ample areas for pushchairs and luggage in addition to the wheelchair space
35. Dual-door vehicles on core urban corridors where practical
36. High level of mechanical reliability
37. Audible and visible “Next stop” information
38. Charging as standard
39. All vehicles equipped with tap on /tap off readers

Objective 5 - High level of passenger satisfaction

40. Bus Passenger Charter to set out what standards passengers can expect, including punctuality, vehicle cleanliness, accessibility, proportion of services operated and redress
41. Public consultation on route and network changes
42. One customer service contact point for whole network
43. Measurement of passenger satisfaction to include value for money and provision of information
44. Targets for punctuality and journey times

Objective 6 - High quality information

45. Bus Information Strategy adopted and implemented
46. Consistent, distinctive and readily identifiable branding for the whole public transport network on all media
47. Easy access to information via Travelwest website and new app to be developed alongside BSIP partners, including times, accessibility information, fares, and live running

48. Roadside timetable posters at all stops except alighting points
49. Roadside displays in rural areas to show return bus times and basic fares information
50. Timetable leaflets and comprehensive area booklets for whole network
51. Printed and interactive maps for whole network and town/city plans for urban areas
52. Maps at interchange stops and local centres, showing pedestrian routes and road crossing points to destinations
53. Fares information - including multi-operator tickets - on Traveline
54. Real-time information system to cover all operators' services
55. Targeted information on route and network changes
56. Consistent naming of bus stops and interchanges
57. Bus stops in urban areas to carry route number tiles
58. Easy access to comprehensive information via website and app, covering all operators, including times, accessibility information, fares, and live running
59. Full information on local bus services in railway stations
60. Heavy promotion and marketing, including bus links to rail services and scenic routes
61. Introductory offers to promote the network to non-users
62. Continuous marketing and promotion of network and multi-operator tickets

Objective 7 - Low fares, simple ticketing, and easy means of payment

63. Low flat fares in Bristol, Bath, Weston-super-Mare, and other urban areas
64. Lower point-to-point graduated fares outside urban areas
65. Multi-operator ticketing as the norm - branded as part of the network branding
66. Daily and weekly capping using tap on /tap off readers
67. All operators equipped to take contactless payment, EMV ticketing and m-ticketing
68. Contactless payment to be the norm but cash retained for the time being
69. Integration of multi-operator bus ticket and multi-modal ticket into one family of tickets
70. Simplified range of tickets but more flexible ticketing for part-time commuters
71. Harmonisation of ticket zones, ticket types and conditions
72. Reduction in fares for young people and standard discounts for children and students

Interventions

To deliver our long-term objectives, 34 Initiatives were listed in the Bus Service Improvement Plan. The list included some schemes that were already funded and in progress but the BSIP funding bid submitted in October 2021 was based on the estimated costs of delivering the others. The full list of Initiatives is:

Initiative A1- A high frequency, accessible bus network

Initiative B1 - High priority corridors where significant separation/priority can be delivered

Initiative B2 - High priority investment corridors

Initiative B3 - Medium priority investment corridors

Initiative B4 - Rural and suburban route investment

Initiative B5 - Bus lane and parking enforcement

Initiative C1 - Operator fare reduction & fares simplification package

Initiative C2 - Youth fare discounts/ reductions

Initiative C3 - Jobseekers' discounts/ reductions

Initiative D1 - Supporting the transition to digital ticketing

Initiative D2 - Supporting multi-operator ticketing as the norm

Initiative D3 - Supporting multi-modal ticketing integration

Initiative E1 - Transport Hubs and Wider Environment

Initiative E2 - Enhancement of bus stops

Initiative E3 - Roadworks co-ordination
Initiative E4 - Interaction between bus services and other modes

Initiative F1 - Brand identity
Initiative F2 - Marketing, promotion, and communications
Initiative F3 - Travel guides and journey planning
Initiative F4 - Within journey information
Initiative F5 - Providing network stability

Initiative G1 - Investment in Zero Emission Vehicles
Initiative G2 - Retrofitting vehicles to a minimum level
Initiative G3 - Enhanced passenger environment

Initiative H1 - Bus Passenger Charter
Initiative H2 - Improving bus passenger safety

Initiative I1 - Community and Demand Responsive Transport Strategy
Initiative I2 - Dynamic Demand Responsive Transport trial
Initiative I3 - Supported services and COVID recovery

Initiative J1 - Joint Local Transport Plan (JLTP4)
Initiative J2 - West of England Bus Strategy
Initiative J3 - Planning policy
Initiative J4 - Future Transport Zone
Initiative J5 - Key Route Network

Funding for capital investment in the CA area has been confirmed through the CRSTS award of £540m over five years. Together with local contributions, £407m will be spent on bus priority measures and associated infrastructure in the CA area. An indicative award of capital funding for North Somerset (£48m over three years) and revenue funding for the whole BSIP area (£57.5m over three years) was made in April 2022.

These awards are lower than the amounts in the bid, so full delivery of the BSIP will not be possible within the BSIP and CRSTS funding periods. Wherever possible, funded commitments have been incorporated into the EP Scheme. More will be added by means of the Bespoke Variation Arrangements as capital schemes progress through the design and consultation stages, and operators make improvement to services to reflect savings in their operating costs. Until such time as specific information on which to quantify the benefits of capital investment is available, bus operators have made a general commitment to making proportionate improvements.

Policies

Transport policies

The current Joint Local Transport Plan (JLTP4) provides the overarching framework of transport policies. Our vision is that by 2036 the region will have a well-connected sustainable transport network that works for residents, businesses, and visitors; a network that offers greater, realistic travel choices and makes walking, cycling and public transport the natural ways to travel.

JLTP4 incorporates five core objectives:

- Take action against climate change and address poor air quality;
- Support sustainable and inclusive economic growth;
- Enable equality and improve accessibility;
- Contribute to better health, wellbeing, safety and security; and
- Create better places.

A sustained reduction in car dependency and a substantial shift towards the use of sustainable transport modes will be pivotal to the achievement of these objectives. The bus plays centre-stage in this process, particularly against the backdrop of the climate emergency statements of the West of England authorities including their pledge to reach net zero carbon by 2030.

The West of England Bus Strategy (adopted 2020) established the objectives and direction for our bus network. It set a target of doubling bus passenger journeys in the region by 2036, to be achieved by restructuring the local bus network around a system of hubs and interchanges, accompanied by a simplified route network to open up new journey opportunities.

The City Region Sustainable Transport Settlement (CRSTS) schemes, and related BSIP capital funding for North Somerset, will significantly enhance the region's bus infrastructure, enabling the improvements to bus frequency, speed and availability set out in our BSIP. The investment will strengthen our network of strategic corridors with bus lanes and priority, Transport Hubs and standard bus stops. It will help to build Liveable Neighbourhoods and a network of walking and cycling routes for local journeys, provide access to bus routes, and enable innovation to trial new transport approaches.

The regional Transport Decarbonisation Study is currently in progress. It will assess the carbon impact of current plans, clarify the scale of the challenge, and identify further actions that will be needed to achieve our shared ambition to deliver a carbon-neutral network. Interventions set out in the BSIP will help progress towards the realisation of our net zero carbon ambition by enabling and incentivising modal shift to buses, transitioning towards a fully zero-emission fleet and growing the number of bus passenger journeys.

Our Local Cycling and Walking Infrastructure Plan (LCWIP) sets out a package of infrastructure measures to deliver improvements to walking routes serving 30 local high streets and 55 continuous cycle routes, creating a West of England wide network. These plans are integral to our strategic corridor approach, providing strong links between the bus network and the places where people live, work, and play. Infrastructure rollout on key corridors will complement bus infrastructure proposals.

Complementary policies

Through ongoing strategic planning for the CA area and the North Somerset Local Plan, sustainable locations for strategic housing and employment development will be clarified, including an emphasis on maximising accessibility to sustainable transport modes. Through the local councils' consultations, better design principles for new developments will build on these themes to reduce car dependency and encourage the use of alternative modes.

Potential transfer of responsibilities for the Key Route Network (KRN) to the CA provides further potential to reallocate certain duties at a strategic level, potentially accelerating delivery of challenging decisions around reallocating road space to sustainable transport modes.

Parking management and pricing - current parking policy continues to progress a reduction in longer stay parking provision in central areas, through reallocating land use in Bath, Bristol and Weston-super-Mare for regeneration and public realm improvements, as well as a transfer to short-stay spaces by the rollout of Residents' Parking Zones around Bath and Bristol city centres. Residents' Parking Zones are also being introduced in North Somerset with the first scheme in Leigh Woods now operational. The authorities will review existing parking standards in their local plans to look for opportunities to further reduce car dependency. Further interventions in the provision and pricing of parking will also be brought forward dependent on the conclusions of the TDS referred to above.

Enforcement - More robust enforcement of on-street parking infringements including in bus lanes, facilitated by the existing decriminalisation of stationary and moving traffic violations by our constituent councils. Two new bus lane enforcement cameras in North Somerset have recently been implemented.

Road-space reallocation - as noted above, the CRSTS infrastructure programme will prioritise the transfer of road-space on key corridors to bus, cycling and walking schemes. This investment will be complemented by more robust enforcement of on-street parking infringements including in bus

lanes, facilitated by the existing decriminalisation of stationary and moving traffic violations by our highway authorities.

Effect on neighbouring areas

Engagement has taken place with neighbouring LTAs in the development of the BSIP and EP. Cross-boundary bus services that do not play a role in the local bus network in the EP Area are included in the definition of Exempted Services in the EP scheme. All neighbouring LTAs have published BSIPs and are developing EPs. Dialogue will continue with neighbouring LTAs to ensure that a proportionate approach is taken towards the imposition of Operation Requirements on cross-boundary bus services.

We will engage with the relevant public bodies in Wales but the sole Welsh operator running into the EP Area has already been involved in engagement with the LTAs.

Review of EP Plan and EP Scheme

The EP Plan will be reviewed every year after it has been made, in conjunction with the annual review of the BSIP. The EP Schemes will be reviewed twice a year by the EP Advisory Panel - once after completion of the annual review of the BSIP and once after reporting of progress towards the BSIP targets. The outcome of reviews and any recommendations arising therefrom will be reported to the EP Board.

Reviews will consider how well the EP Plan and EP Schemes are working, progress towards targets and general factors affecting the local bus market.

In addition to formal reviews, the EP Advisory Panel will give bus users and stakeholders an avenue to bring issues to the attention of the EP Board.

Impact on small or medium-sized bus operators

An assessment has been carried out of the impact of the EP Plan on small and medium-sized bus operators (SMOs). Several Bus Operators fall into this category and their needs have been considered in the light of the feedback they have given during engagement. The LTAs recognise that SMOs may not be well-placed to implement the requirements of the EP quickly, and adjustments have been made to reflect that.

Engagement with operators on the BSIP started in June 2021 and fortnightly meetings are being held on development and implementation of the EP. Liaison with operators on an individual basis has taken place when requested. The concerns raised and feedback received have been put in a table in Appendix 2 and evaluated to contain only those which are pertinent to SMOs. This table has been assessed to fully consider the impact on SMOs when introducing the EP. Mitigation measures have been included in the table which will now form the main discussion points with operators during engagement meetings.

The principal issues raised were around costs and timescales. It is generally acknowledged that smaller operators will take longer to implement changes because they do not have access to the same level of resources as larger operators. To mitigate this, a proportionate approach will be taken to the implementation of Operation Requirements, noting that much of the planned capital investment by the LTAs will take place over a long time period. Exemptions and derogations will be considered in appropriate circumstances too.

Appendix 1 to EP Plan - Geographical area covered by West of England EP Plan

Geographical area covered by West of England Enhanced Partnership Plan

Appendix 2 to EP Plan - Assessment of the impact on small and medium-sized operators (SMOs)

Issue	Feedback from SMOs	Mitigation	Comments & Next Steps
Electronic Bus Service Registration	Lack of technical / financial support (for operators not under extensive contracts to scheduling software providers)	EBSR is the Traffic Commissioners' own system and not accessible to others. A new system will be set up to receive TransXChange files. Support will be provided by LTAs to SMOs	LTA commitment added to EPS.
Public facing s19 and s22 operations (as part of the wider network)	Not referred to in the BSIP or draft EP document, but needs to be covered. LTAs should agree not to use s22 operations as a cheap option.	Vehicles operated under s19 permits cannot be used for services open to the general public. Bus services operated by vehicles with s22 permits are excluded from EPs.	LTAs will follow guidance by entering into voluntary agreements with s22 service providers where they form part of the local bus network.
Procurement processes for contracted bus services	Not referred to in the BSIP or draft EP document. LTAs need to commit to fair procurement processes. Allegations of practices favouring large providers and changes being made to contract specification after award.	All public bodies have policies which should ensure a fair and transparent procurement system that provides value for money is in place. There is an established process to challenge procurement decisions. Contracts have flexibility for changes to be negotiated after award. Procurement of new services funded by the BSIP will present new opportunities for SMOs.	Procurement of contracts is not an issue for the EP but LTAs will review their processes to ensure fairness to all potential bidders. A competition test will be carried out on the EP Schemes
Meaningful consultation with service users and providers over revisions to supported services.	No commitment to do this by LTAs	Consultation forms part of the established procurement process but there are circumstances when it is not possible owing to the need to	Consultation will take place on all planned route and network changes, and this will be carried out by LTAs

		respond to events at short notice.	and operators within the framework of the EP.
Upgrade vehicles to Euro VI emission standard.	<p>The target to get all vehicles to Euro V1 emission by 2023 is unachievable for small operators.</p> <p>Lack of financial support available support to retrofit. Retrofit supplier previously caused serious issues.</p> <p>Euro V vehicles are only 4 or 5 years old.</p>	<p>Funding will be available to support retrofitting or replacement.</p> <p>Use of existing funding options such as CAZ and Govt funding bids will be supported.</p> <p>LTA's will consider exemptions until 31 December 2025 in circumstances such as:</p> <ol style="list-style-type: none"> 1. A longstanding contract with linked assets (exempt to the end of the initial contract term); 2. Short term emergency contracts of no more than 13 months duration; 3. Where the value of the required modification exceeds the value of the asset; 4. Operators of 5 or less vehicles under a full national/international Operator's Licence held within the EP area; 5. Historic vehicles used for special events. 	<p>The wording of EPS1 will include the flexibility described.</p> <p>It is recognised that contract prices may rise to reflect the higher standard being required on bus service contracts.</p>
Cost of installing new ticketing systems to facilitate multi-operator ticketing	Operators have different systems, to align them will be costly	<p>This is going to be a gradual process and financial support will be available</p> <p>Subject to Committee decision the West of England CA will fund the purchase and installation of tap off readers</p> <p>Tap off readers could make reimbursement for</p>	A national delivery platform (Coral) is being developed for post-pay capped ticketing. Coral will provide a solution that will encompass all operators where it is applied to a local product

		concessionary travel fairer for operators by linking it directly to the actual fares' revenue forgone.	
Low fares in urban areas	Expectation on operators to fund upgrading vehicles and reduce fares from an increase in revenue that materialises from new bus priority measures. LTAs likely to receive funding for additional staff but operators will bear the brunt of the costs	<p>The aspiration for low fares in urban areas is in the National Bus Strategy.</p> <p>In the EP, operators will be asked to review their fares in urban areas and satisfy themselves that fares for travel within those areas are not a barrier to potential bus users.</p>	Local fares have been applied by First Bus in Clevedon, Nailsea, Portishead, Thornbury and Yate, and they have been successful in encouraging local travel.
Concessionary travel	<p>Reimbursement rate for has gone down since free travel was introduced.</p> <p>Concessionary travel has only returned to 55% of pre-COVID levels and this will create a huge shortfall in operators' revenue.</p> <p>Whilst patronage is still recovering, operators need financial support to enable services to be maintained.</p>	<p>Operators have access to Bus Recovery Grant funding from Government to cover the shortfall in revenue.</p> <p>Reimbursement for concessionary travel has been maintained at pre-Covid levels until March 2022, except where mileage operated is lower than 100% of pre-Covid.</p> <p>A significant part of the payment is currently a subsidy because actual travel is much lower.</p> <p>Government has published guidance on a progressive reduction to actual levels during 2022-23.</p> <p>The rate will be recalculated in accordance with prevailing Government guidance in time to publish a new rate for 2023-24.</p>	The Government guidance for 2022-23 acknowledges that the underlying assumptions behind reimbursement calculations are outdated.
Governance arrangements	Concern about board membership and the numbers of SMO operator votes not being sufficient.	Include operators with total employees in the UK of more than 250 people involved in bus operations but that have less than 50% of total mileage on Local Services in the EP Area	The proposed EP governance structure has been amended to reflect the points raised.

Exempted Services	Services for football are noted as exempt but this should include all sporting and special events		The proposed EP governance structure has been amended to reflect the point raised.
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West of England

Enhanced Partnership Scheme

June 2022 - DRAFT

Introduction

The West of England Enhanced Partnership Scheme for buses is made in accordance with Section 138G(1) of the Transport Act 2000 jointly by the West of England Combined Authority and North Somerset Councils using their powers as local transport authorities for their respective areas.

Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council are formal parties to the Enhanced Partnership Scheme in their roles as Highway and Planning authorities for their respective areas.

Definitions

In this Enhanced Partnership Scheme, the terms listed in the left-hand column of the table below shall have the meanings ascribed to them in the right-hand column.

1985 Act	Transport Act 1985 (as amended)
2000 Act	Transport Act 2000 (as amended)
2017 Act	Bus Services Act 2017
AVL	Automatic Vehicle Location

B&NES	Bath and North East Somerset Council
BCC	Bristol City Council
Bespoke Variation Arrangements	Arrangements made under Section 138E of the 2000 Act and detailed in paragraphs 4.13 to 4.21 (inclusive)
BSIP	The West of England Bus Service Improvement Plan, as published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021 and subsequent updates
BTF	Bus Transformation Fund
Bus Operator	Operator of one or more Local Services in the EP Area
CA	West of England Combined Authority
CCTV	Closed-Circuit Television
CMA	Competition & Markets Authority
Competition Test	An assessment of the impact of a proposed scheme on competition, in accordance with Schedule 10 of the 2000 Act
CRSTS	City Region Sustainable Transport Settlement
EBSR	Electronic Bus Service Registration
EP	Enhanced Partnership as defined in section 138A of the 2000 Act
EP Advisory Panel	A representative group of partners and stakeholders, as described in paragraphs 4.8 and 4.9, who provide advice to the EP Board
EP Area	The geographical area defined in paragraph 1.1 below
EP Board	A representative group of partners, as described in paragraphs 4.4 to 4.7 (inclusive), who make decisions on the EP
ETM	Electronic Ticket Machine
Exempted Services	Those Local Services described in paragraph 1.4 below
Facilities	Those facilities referred to in paragraphs 2.2 to 2.11 (inclusive) below which shall be deemed as such for the purposes of Section 138D(1) of the 2000 Act
Fixed Change Date	One of two nominated dates in each calendar year decided by the EP Board - before the end of the previous calendar year - on which changes to Local Services in the EP Area can be made
Highway Authorities or HAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council, South Gloucestershire Council or National Highways
HOV Lane	High-Occupancy Vehicle Lane
Improvement Notice	A notice issued to a Bus Operator by the LTAs after assumption of Relevant Registration Functions in the event that a Bus Operator should fail to comply with any of the Requirements or should fail consistently to meet the agreed standards for punctuality and reliability
iPoint	Installation at bus stop on metrobus routes to provide information and sell tickets
JLTP4	Joint Local Transport Plan 4, adopted in March 2020
KRN	Key Route Network
Local Highway Authorities or LHAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Planning Authorities or LPAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Service	A bus service as defined in Section 2 of the 1985 Act
Local Transport Authorities or LTAs	The West of England Combined Authority and North Somerset Council in respect of the roles defined in Section 108(4) of the 2000 Act
Measures	Those measures referred to in paragraphs 2.12 to 2.25 (inclusive) below which shall be deemed as such for the purposes of Section 138D(2) of the 2000 Act
NSC	North Somerset Council

Operation Requirement	A requirement referred to in paragraphs 3.1 to 3.31 (inclusive) below, imposed under Section 138A(5)(b) of the 2000 Act, other than a Route Requirement
QPS	Quality Partnership Scheme made under Section 114 of the 2000 Act
Qualifying Agreement or QA	Qualifying Agreement as defined in paragraph 17(4)(a) of Schedule 10 to the 2000 Act
Requirement	A requirement imposed under Section 138A(5)(b) of the 2000 Act
Relevant Registration Functions	The functions of the Traffic Commissioner to the extent that they relate to a Relevant Service, both within the meanings given to them under Section 6G(10) of the 1985 Act
Route Requirement	A requirement referred to in paragraphs 3.32 to 3.36 (inclusive) below, imposed under Section 138A(5)(b) of the 2000 Act that falls within Section 138C(1) of the 2000 Act
RTI	Real-Time Information
SGC	South Gloucestershire Council
SMO	Small or medium-sized bus operator
TC	The Traffic Commissioner, as defined in Section 4 of the 1985 Act, for the West of England Traffic Area
TRC	Traffic Regulation Condition made under Section 7 of the 1985 Act
TRO	Traffic Regulation Order made under the Road Traffic Regulation Act 1984
VPA	Voluntary Partnership Agreement as defined in Section 153(2) of the 2000 Act
WEBOA	West of England Bus Operators' Association

1 Scope and commencement date

Description of Geographical Coverage

- 1.1 The EP Scheme will support the improvement of all Local Services operating in the areas covered by the West of England Combined Authority and North Somerset Council. A map of the area is in Appendix 1.

Commencement Date

- 1.2 The EP Scheme is made on xx xxxx 2022. It will have effect until xx xxxx 2027 and will be reviewed twice a year by the EP Advisory Panel. These reviews will include consideration of changes in the obligations on either the LTAs or Bus Operators or both to reflect investment by any of the parties.
- 1.3 Not all the requirements of the EP Scheme will come into force at the commencement date. Certain Facilities, Measures and Requirements will be introduced subsequently at the relevant dates listed or when specified conditions have been met or when funding becomes available.

Exempted Services

- 1.4 The following types of Local Service are exempt from the requirements of the EP Scheme:
- A Local Service that starts or finishes outside the EP Area and which is available for the general public to board at five or fewer bus stops in the EP Area on journeys into the EP Area and which is available for the general public to alight at five or fewer bus stops on journeys out of the EP Area;

- A Local Service that operates to an academic institution outside the EP Area for the principal benefit of students of that institution;
- A Local Service that operates in conjunction with sporting and other events for the specific purpose of carrying attendees to and from such events;
- A Local Service that is not available for use by the general public;
- A Local Service registered under a Community Bus Permit;
- A Local Service operated under a registration live at 1 June 2022 that consists of no more than two timetable journeys per day under a common route number

2 Obligations on the local authorities

- 2.1 The West of England Combined Authority and North Somerset Council commit to the Facilities and Measures listed in this section that lie within the scope of their powers.
- 2.2 Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council, in their role as Highway and Planning Authorities for their respective areas, are formal parties to this enhanced partnership scheme and commit to provide the Facilities and Measures listed in this section that lie within the scope of their powers.

Facilities

- 2.3 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the Facilities listed below for Local Services except Exempted Services.
- 2.4 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide additional Facilities for Local Services during the lifetime of the EP and will use the Bespoke Variation Arrangements to include them in the EP Scheme if appropriate.

Bus lanes and bus gates

- 2.5 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the bus lanes and bus gates listed in Appendix 3.

Bus stops

- 2.6 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the bus stop clearways listed in Appendix 3.

HOV lanes

- 2.7 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the HOV lanes listed in Appendix 3. North Somerset Council will convert its HOV lanes to bus lanes during the lifetime of the EP Scheme subject to consultation and due process.

Real-time information (RTI) displays

- 2.8 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will maintain RTI display screens at bus stops and bus stations in a fit-for-purpose condition and replace screens as soon as possible that are beyond repair.
- 2.9 xx additional RTI units will be installed at locations listed in Appendix xx by the dates shown, subject to the outcome of site surveys.

Information displays at bus stops

- 2.10 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will maintain timetable display cases at bus stops in a fit-for-purpose condition and replace cases that are beyond repair as soon as possible.
- 2.11 The LTAs will arrange with the LHAs for the purchase and installation of information displays at all bus stops in the EP Area except alighting points by xx xxxx 2023.

Website

- 2.12 The West of England Combined Authority and North Somerset Council will maintain a website as the principal repository of information on public transport and sustainable travel in the EP Area. For the time being, the brand Travelwest will be used but this will be reviewed as part of the rollout of a comprehensive brand for the local public transport network.

Ticketing equipment

- 2.13 The LTAs will fund the provision and installation of tap off readers on Bus Operators' vehicles operating in the EP Scheme area - except those operating on Exempted Services - by xx xxxx 2023.
- 2.14 On application, the LTAs will provide funding to assist bus operators running Local Services in the EP Scheme area to offer contactless payment facilities to passengers.

Measures

- 2.15 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the Measures listed below for Local Services except Exempted Services.

Enforcement

- 2.16 The LHAs will use their discretionary powers to enforce the bus lanes listed in Appendix 3 and will maintain their service levels at the 2020-21 level or exceed them if possible.
- 2.17 The LHAs will use their discretionary powers to enforce parking regulations on bus routes and will maintain their service levels at the 2020-21 level or exceed them if possible.

- 2.18 Subject to funding, LHAs will increase enforcement of bus lanes and parking regulations on principal bus corridors.
- 2.19 When powers to enforce moving traffic offences are made available by Government, the LHAs will apply for them and, if successful, implement an enforcement regime at the earliest practical opportunity.
- 2.20 By January 2023, the LTAs will set up a process with HAs and Bus Operators to monitor bus punctuality on principal corridors and consider interventions to improve punctuality through the process outlined in Appendix 4.

Management of road works and street works

- 2.21 By January 2023, each LHA will, as far as reasonably practicable, establish a uniform and consistent process to ensure that Bus Operators have up-to-date and timely information on planned works and unplanned works (as soon as known) in order that disruption to Local Services can be eliminated or minimised. LHAs will follow current guidance and regulations to ensure roadworks and streetworks are co-ordinated to reduce overall network disruption. Also, LHAs will follow any new guidance set by DfT as part of revisions to the Traffic Management Act Network Management Duty and National Bus Strategy.

Bus revenue support

- 2.22 The West of England Combined Authority and North Somerset Council will not reduce their budget for revenue support for non-commercial bus services below the level in 2020-21.
- 2.23 The West of England Combined Authority and North Somerset Council will require their contractors as part of their Conditions of Contract to comply with the obligations on Bus Operators in Section 3 below in respect of all Local Services operated under contract, including any Local Services that would otherwise be Exempted Services, except for any emergency arrangements lasting no longer than one year that may be set up if and when the market is unable to supply a service meeting the LTAs' requirements through the normal procurement process.
- 2.24 The West of England Combined Authority and North Somerset Council will award bus service contracts in sufficient time to allow Bus Operators to meet the 70-day pre-notification deadline and an additional two-week period for changes to highway infrastructure if relevant (see paragraph 3.24 below) except in cases where emergency arrangements have to be made at short notice.

Concessionary travel

- 2.25 The West of England Combined Authority and North Somerset Council will review the reimbursement rate for concessionary travel by November 2022 in accordance with Government guidance at that time and will publish a new interim rate for 2023-24 calculated accordingly.

Planning

- 2.26 The Local Planning Authorities (LPAs) will consult the LTAs and relevant bus operators at an early stage in the planning process for large development sites, to consider how best to provide accessibility for bus services.

- 2.27 The LPAs will seek proportionate developer contributions for bus revenue support and bus infrastructure from large and medium-sized developments.

Bus infrastructure maintenance

- 2.28 The LHAs will maintain their service level for cleaning and maintenance of bus stop infrastructure - including shelters, poles, flags and RTI units - at the 2020-21 level or exceed it if possible.
- 2.29 The LTAs and LHAs will work together to establish a consistent standard of cleaning and maintenance of bus stop infrastructure across the EP Area. Implementation will be subject to funding.

General

- 2.30 In addition to the commitments made above, the West of England Combined Authority and North Somerset Council will provide assistance to operators to meet various Operation Requirements as follows:
- Transition to use of electronic TransXChange files for registration of Local Services
 - Retrofitting or replacing vehicles to meet Euro VI emission standard, subject to funding
 - Review of multi-operator ticketing
 - Subsidy for fares package commitments

3 Obligations on bus operators

Operation Requirements

- 3.1 All Local Services in the EP Area except for Exempted Services will be subject to the Operation Requirements outlined in this section.

Vehicle standards

- 3.2 By 31 December 2023, all buses must meet Euro VI emission standard or better, by retrofitting if necessary. Exceptions will be considered by the LTAs at their discretion for limited periods for special events or in cases where emergency arrangements have to be made to provide a Local Service at short notice or for any other exceptional circumstances. Some examples of exceptional circumstances are given in the Assessment of the Impact on SMOs in Appendix 2.
- 3.3 By 31 December 2035, all buses must be zero-emission.
- 3.4 Bus Operators will work with the LTAs to accelerate the transition to a fully zero-emission fleet at an earlier date if possible, by submitting bids to Government funding opportunities such as Zero Emission Bus Scheme and Zero Emission Transport City.
- 3.5 In respect of all new vehicles registered on or after the commencement date of the EP Scheme and operating in the EP Area, consideration must be given to the following features:

- CCTV fitted to provide images inside the vehicle for safety and security and also facing outwards from the vehicle to help identify traffic issues
- Internet connectivity
- AVL equipment installed to feed into the RTI system
- Heating and cooling for customer comfort
- USB charging available, including at every wheelchair space and priority seat
- Audio announcements on both decks, including through an induction hearing loop at every wheelchair space and priority seat, of next stops and alerts of route diversions - but note paragraph 3.6 in respect of open-top vehicles
- Visual displays on both decks of next stops and alerts of route diversions
- Display of onward connection details by bus, train and air, where applicable, from open data sources
- Ability to take contactless payment

3.6 Open-top vehicles operating on Local Services must not have loudspeaker or PA system commentary.

Branding

- 3.7 Bus Operators will co-operate with the LTAs in the development of a single brand for public transport in the West of England area. The aspiration is for the brand to be applied to buses, bus stops, bus stations, trains, railway stations, publicity, posters, websites, ticketing and customer service.
- 3.8 By xx xxxx 2023, all vehicles operating on Local Services in the EP Area - except those operating on Exempted Services and hop on/hop off tour services - must carry the local brand for public transport. The nature and extent of branding (including its bearing on vehicle livery) will be determined in the course of development, but all vehicles operating on Local Services - except for those on Exempted Services and hop on / hop off tour services - must be readily identifiable as part of the branded local public transport network.

Fares and ticketing

- 3.9 By April 2023, Bus Operators will have reviewed fares on their Local Services in the urban areas outside Bath, Bristol and Weston-super-Mare to assess the potential to offer local fares for travel within those areas and will have implemented any such offers.
- 3.10 The following multi-operator ticket types must be sold and accepted on all Local Services in their relevant zones - except hop on/hop off tour services:
- WESTRider - covering the whole EP Scheme Area
 - BathRider - covering the Bath urban area
 - BristolRider - covering the Bristol urban area
 - WestonRider - covering the Weston-super-Mare urban area

The overall scheme for these tickets will be managed by the West of England Bus Operators' Association (WEBOA) or any successor organisation whose membership is open to local operators.

- 3.11 By 31 March 2023, subject to implementation of the LTAs' commitment to funding in paragraph 2.11 above, all Bus Operators will have fitted tap off readers to their buses - except those operating hop on/hop off tour services - and will implement daily and weekly

capping of fares within the prices of their daily and weekly tickets no later than 3 months after completion of installation.

- 3.12 Bus Operators will work with the LTAs to review and develop the range of multi-operator tickets, including making them available as m-tickets, with the aim of making multi-operator ticketing the norm when multi-operator fare capping becomes possible. By xx xxxx 2022, a refreshed agreement for the multi-operator ticketing scheme will be signed off and a rollout plan agreed.
- 3.13 Software to enable multi-operator fare capping is under development. Bus Operators will be required to enable their ETMs to use it from a date in the future to be set by means of the EP Scheme Bespoke Variation Arrangements.
- 3.14 Prices for the current multi-operator ticket range at the start of the EP Scheme will be as follows:

	Adult	Student / child
WESTRider Day	£7.50	£5.50
WESTRider Week	£32.50	£24.50
BathRider Day	£5.00	£3.50
BathRider Week	£21.00	£16.50
BristolRider Day	£5.30	£3.70
BristolRider Week	£21.50	£16.50
WestonRider Day	£2.70	£2.50
WestonRider Week	-	-

- 3.15 Prices of all multi-operator tickets will be reviewed every year at a date to be agreed and will be set at little or no premium to equivalent single-operator tickets. Price changes will be implemented by means of the EP Scheme Bespoke Variation Arrangements.
- 3.16 By April 2023, operators of Local Services - except hop on/hop off tours - that stop at or near railway stations in the EP Area will participate in the PlusBus multi-modal ticket scheme or any successors, including m-ticket functionality for those tickets.
- 3.17 Bus Operators will co-operate with development of the Freedom Travelpass multi-modal ticket scheme or any successor scheme, including m-ticket functionality for those tickets.
- 3.18 Bus Operators will work with the LTAs to review ticket types, ticket zones, ticket conditions and discounts for children, students and jobseekers with a view to harmonising and simplifying the offer to passengers, to reflect changes in lifestyles. This review will be completed by 31 March 2023.

Contactless payment

- 3.19 By xx xxxx 2023, Bus Operators will make contactless payment available to passengers on all buses in the EP Area.

M-ticketing

- 3.20 Bus Operators will co-operate with the LTAs to move to a single mobile platform such as the Mobility-as-a-Service platform under development.

Changes to Local Services

- 3.21 By **April 2023**, operators will submit all registrations, cancellations and variations to Local Services in the EP Area in electronic TransXChange files.
- 3.22 Bus Operators will supply full and final timetable data to the LTAs 28 days prior to implementation. Data must be complete, fully accurate, conforming with the registered particulars and in a format suitable for use in information systems.
- 3.23 Bus Operators will collaborate with the LTAs in an ongoing review of their Local Services in the EP Area - over and above the Network Review required by Government - with the objective of establishing a simplified route network based on radial and orbital corridors in the principal urban areas. Implementation will be subject to funding and delivery of infrastructure schemes to create interchange facilities.
- 3.24 Bus Operators will work with the LTAs to consult bus users and local communities on proposals to change the routes of Local Services in the EP Area.
- 3.25 Bus Operators will notify the LTAs of any proposed changes to Local Services in the EP Area that involve operation along previously unserved roads, change from single to double decker operation or installation of new bus stops two weeks before the start of the 70-day pre-notification / registration period except where emergency arrangements have to be made at short notice.
- 3.26 From 1 January 2024, all substantial changes to Local Services in the EP Area except Exempted Services and hop on/hop off tours will take place on one of two Fixed Change Dates each year. The LTAs will, in consultation with Bus Operators, set the dates before the end of the preceding calendar year and they will fall on a Sunday in April and a Sunday in August or September, taking account of the occurrence of public holidays and academic terms.
- 3.27 Timetables for seasonal variations, academic terms and connections with rail services will be registered with appropriate dates ranges on the preceding Fixed Change Date, except in unforeseen circumstances.
- 3.28 Minor changes to Local Services in the EP Area and changes to tackle urgent punctuality problems may be made on other dates with agreement of the LTAs.
- 3.29 Bus Operators will supply full and final timetable data to the LTAs 28 days prior to implementation. Data must be complete, fully accurate, conforming with the registered particulars and in a format suitable for use in information systems.
- 3.30 Bus Operators will co-operate with the LTAs to eliminate duplication of bus service numbers in the EP Area - except for low-number series in the Bath, Bristol and Weston-super-Mare urban areas - during 2023.

Bus Passenger Charter

- 3.31 Bus Operators commit to working collaboratively with the LTAs to develop and adopt by **1 January 2023** a Bus Passenger Charter that will set out standards of customer service by all partners and will provide redress to customers in the event that those standards are not met.

General

- 3.32 Bus Operators will co-operate with the West of England Combined Authority in the development and delivery of its Future Transport Zone projects, including Mobility-as-a-Service, Mobility Hubs, Transport Data Hub and Dynamic Demand-Responsive Transport.
- 3.33 Where technologies (such as Route Manager, [one.network](#) or similar) have been made available by a Highway Authority to identify road/street works or other highway-related activities, Bus Operators will use these tools to help minimise or eliminate disruption to Local Services in that Highway Authority's area.
- 3.34 In the event that Bus Operators become aware of unplanned roadworks or streetworks on bus routes, they will notify the relevant Highway Authority at the earliest opportunity.
- 3.35 Bus Operators will re-invest savings in their operational costs resulting from investment by the LTAs - particularly in bus priority schemes - by making proportionate improvements to service frequency, hours of operation, network coverage, fare levels, customer service standards or any combination of those. Each package of capital investment or combination of packages will be considered in this way by Bus Operators, and improvements will be agreed with the LTAs that reflect the priorities of passengers on the relevant corridors and help achieve the BSIP targets.
- 3.36 Where revenue support is provided on a “kickstart” basis for new and enhanced services, the Bus Operator receiving that support shall adopt an “open book” approach to the provision of cost and revenue data to the LTA providing such funding, throughout the period of funding.

Route Requirements

- 3.37 To mitigate the environmental impact of buses on certain sensitive roads and to ensure co-ordination between Local Services, Route Requirements will be imposed.
- 3.38 Any additions or variations to Route Requirements will be subject to the statutory consultation process with Bus Operators as set out in section 138L of the 2000 Act and detailed in the Enhanced Partnership Plans and Schemes (Objections) Regulations 2018.

Frequency limits

- 3.39 On the roads listed in the table below, no more than the maximum number of buses per hour shown may be operated on Local Services, except that up to two additional buses may be operated per hour to duplicate timetabled journeys if needed to meet exceptionally high passenger demand.

Road	Section	Maximum buses per hour (bph) on Local Services
Bennett Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Brock Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph

		Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Marlborough Lane, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph northbound and 0 bph southbound Between 2000 and 2400 daily: 0 bph
North Road, Bathwick	Between Cleveland Walk and Oakley	Between 0001 and 1029 daily: 1 bph south-eastbound and 1 bph north-westbound Between 1030 and 1829 daily: 5 bph south-eastbound and 1 bph north-westbound Between 1830 and 2400 daily: 0 bph
Queen's Parade Place, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Royal Avenue, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
The Circus, Bath	Northern arc between Brock Street and Bennett Street	At all times: 0 bph
The Circus, Bath	Southern arc between Bennett Street and Brock Street	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Upper Church Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph northbound and 0 bph southbound Between 2000 and 2400 daily: 0 bph

Timetable co-ordination

- 3.40 Bus Operators will work with the LTAs to co-ordinate timetables of separate Local Services operating on common sections of route where possible, by means of a Qualifying Agreement if appropriate.

- 3.41 Bus Operators will work with the LTAs to offer good connections to and from rail services wherever possible.

4 Governance arrangements

- 4.1 The EP Scheme has been developed jointly by the West of England Combined Authority, North Somerset Council, Bus Operators, and Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council in their roles as local highway authorities and local planning authorities.
- 4.2 It sets out obligations and requirements on the LTAs, HAs, LPAs and Bus Operators Services to achieve the intended improvements, with the aim of delivering the objectives of the BSIP and associated EP Plan.

EP Board

- 4.3 The future content and arrangements for the variation and revocation of the EP Plan and EP Scheme shall be decided by the EP Board, whose members shall comprise one representative (five in total) to represent each of the following groupings:
- The West of England Combined Authority
 - North Somerset Council
 - A Bus Operator that operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area
 - Bus Operators that are subsidiaries of a group of UK bus operations with more than 250 employees that operate less than 50% of the total vehicle mileage operated on Local Services in the EP Area
 - All other Bus Operators collectively
- 4.4 Bus Operators shall make arrangements to agree their representatives on the EP Board and shall consider how new entrants to the bus market in the EP Area will be accommodated. If at any point in the future, the local market changes such that no Bus Operator operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area, a review of the EP governance arrangements will be triggered.
- 4.5 The representative of a Bus Operator that operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area shall have two votes and all other EP Board members shall have one vote. The West of England Combined Authority and North Somerset Council shall each have a power of veto over any decision of the EP Board, except for any decision that has no direct bearing on their individual geographical area. The purpose of the veto is to prevent any action which is considered to be against the public interest including - but not limited to - anti-competitive actions. Exercise of the veto cannot impose any cost on any Bus Operator, either directly or indirectly.
- 4.6 Decisions of the EP Board shall require at least five of the six votes to be cast in favour.
- 4.7 All decisions that require the exercise of powers held by Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council in their roles as Local Highway Authorities or Local Planning Authorities will be subject to agreement of those

authorities. It is recognised that, should such agreement not be forthcoming, any conditional commitments on Bus Operators in the decision would not be valid.

- 4.8 The EP Board shall normally meet at least once every three months and shall consider the reviews carried out by the EP Advisory Panel.

EP Advisory Panel

- 4.9 The future content and arrangements for the variation and revocation of the EP Plan and EP Scheme will be considered by an EP Advisory Panel, the composition of which shall be determined jointly by the LTAs to represent the following groups of stakeholders:

- The LTAs
- The LHAs
- Bus Operators
- Bus user groups
- Town and Parish Councils
- Large employers
- Retailers
- The NHS
- Local universities
- Other appropriate stakeholders

- 4.10 The EP Advisory Panel shall normally meet at least once every three months to consider issues related to the operation of the EP Plan and Schemes, to monitor progress towards targets, and to advise the EP Board on key decisions.
- 4.11 At least twice per year, the EP Advisory Panel will consider suitable changes to the commitments by the LTAs and by Bus Operators to reflect investment by either party. If the EP Advisory Panel considers that any changes would be appropriate, it will follow the Bespoke Variation Arrangements set out in paragraph xxx below except in the case of proposed changes to Route Requirements where the process set out in paragraph 3.38 above will apply.
- 4.12 At least once a year, a Bus User Forum meeting will be convened as an open meeting for bus users to engage with the LTAs and Bus Operators. This will not form part of the EP governance but any relevant issues arising from it will be reported to the EP Advisory Panel for their consideration.

Review of the EP Scheme

- 4.13 Once the EP Scheme has been made, it will be reviewed by the EP Advisory Panel every six months following publication of data on progress towards BSIP targets, and this will ensure any necessary action is taken to deliver the those targets. The West of England Combined Authority and North Somerset Council will initiate each review jointly.
- 4.14 The EP Advisory Panel can also decide to review specific elements of the scheme on an ad-hoc basis. EP Advisory Panel members should contact the LTAs by email to transport.operations@westofengland-ca.gov.uk or public.transport@n-somerset.gov.uk explaining what the issue is and its urgency. The LTAs will then decide jointly whether to table it at the next scheduled meeting or whether to make arrangements for the EP Advisory Panel to meet sooner.

Bespoke Arrangements for Varying or Revoking the EP Scheme

- 4.15 In accordance with Section 138E of the 2000 Act, a variation to the EP Scheme - except for an addition or variation to Route Requirements - will be subject to the Bespoke Variation Arrangements set out in this section.
- 4.16 Consideration will be given to potential EP Scheme variations requested by a member of the EP Advisory Panel or one of the organisations represented on it. The proposer of a variation should demonstrate how this might contribute to achieving the objectives set out in the BSIP, EP Plan and current local transport policies. Such requests should be in writing and submitted to transport.operations@westofengland-ca.gov.uk or public.transport@n-somerset.gov.uk . The receiving LTA will forward all requests on to the other LTA and all EP Advisory Panel members within five working days.

Decision-making process and bespoke objection mechanism

- 4.17 On receipt of a request for a variation under the Bespoke Variation Arrangements, the LTAs will convene the EP Advisory Panel, giving at least 14 days' notice for the meeting, to consider the proposed variation. If the proposed variation is agreed by all bus operator representatives present and if the LTAs also agree, a recommendation shall be made to the EP Board. Members of the EP Advisory Panel who are absent or not expressing a view at the meeting (either in person, in proxy or in writing) will be deemed to be abstaining from the decision.
- 4.18 If the EP Board accepts the recommendation made by the EP Advisory Panel, the LTAs will make the EP Scheme variation within seven working days and publish the revised EP Scheme on their websites.
- 4.19 An LTA, LHA or Bus Operator may put forward specific proposals for introducing bus priority measures on an individual section of defined highway or bus corridor.
- 4.20 Bus Operators may also put forward a package of improvements to Local Services on specific corridors or more generally that they agree to introduce if the bus priority measures are delivered.
- 4.21 If the LTAs agree and Bus Operators on the relevant corridor confirm in writing to the LTAs their acceptance of the proposal, the LTAs will vary the scheme using the Bespoke Variation Arrangements, and the obligations on Bus Operators will come into force at a mutually agreed date after the agreed package of bus priority measures has been implemented.

Revocation of the EP Scheme

- 4.22 If an LTA, LHA or member of the EP Advisory Panel believes it is necessary to revoke the EP Scheme, a meeting of the EP Advisory Panel will be convened and a recommendation made to the EP Board. If the EP Board decides to revoke the EP Scheme it will follow the legislative procedures for revocation or use the Bespoke Variation Arrangements.
- 4.23 If at any point in the future, any area covered by the EP Scheme is included in a bus franchising scheme, the relevant requirements set out in this EP Scheme document will cease to apply to areas covered by the franchising scheme, in line with the arrangements set out in the franchising scheme.

Data sharing

- 4.24 All parties to the EP Scheme shall handle personal data in accordance with the General Data Protection Regulations. Commercially sensitive data shall be subject to Confidentiality Agreements.

- 4.25 Freedom of Information requests shall be handled in accordance with the established procedures of the relevant body.

Delegation of Relevant Registration Functions from the Traffic Commissioner

- 4.26 The 2000 Act requires LTAs that impose Route Requirements to take on Relevant Registration Functions otherwise carried out by the Traffic Commissioner.
- 4.27 The LTAs will work with the Traffic Commissioner and other bodies to assume Relevant Registration Functions at the earliest opportunity.
- 4.28 Assumption of Relevant Registration Functions by the LTAs will provide a focus for joint work by the LTAs, LHAs and Bus Operators to tackle punctuality problems as outlined in Appendix 4.
- 4.29 Enforcement action will be taken only in exceptional circumstances or when there has been a clear and persistent failure by a Bus Operator to take action to meet the punctuality standards set by the Senior Traffic Commissioner. Appendix 4 sets out the process that will be followed.

Appendix 1 to EP Scheme - Geographical area covered by West of England EP Scheme

Geographical area covered by West of England Enhanced Partnership Scheme

Appendix 2 to EP Scheme - Assessment of the impact on small and medium-sized operators (SMOs)

Issue	Feedback from SMOs	Mitigation	Comments & Next Steps
Electronic Bus Service Registration	Lack of technical / financial support (for operators not under extensive contracts to scheduling software providers)	EBSR is the Traffic Commissioners' own system and not accessible to others. A new system will be set up to receive TransXChange files. Support will be provided by LTAs to SMOs	LTA commitment added to EPS.
Public facing s19 and s22 operations (as part of the wider network)	Not referred to in the BSIP or draft EP document, but needs to be covered. LTAs should agree not to use s22	Vehicles operated under s19 permits cannot be used for services open to the general public. Bus services operated by vehicles with s22 permits are excluded from EPs.	LTAs will follow guidance by entering into voluntary agreements with s22 service providers where they form part of

	operations as a cheap option.		the local bus network.
Procurement processes for contracted bus services	<p>Not referred to in the BSIP or draft EP document. LTAs need to commit to fair procurement processes.</p> <p>Allegations of practices favouring large providers and changes being made to contract specification after award.</p>	<p>All public bodies have policies which should ensure a fair and transparent procurement system that provides value for money is in place.</p> <p>There is an established process to challenge procurement decisions.</p> <p>Contracts have flexibility for changes to be negotiated after award</p>	<p>Procurement of contracts is not an issue for the EP but LTAs will review their processes to ensure fairness to all potential bidders.</p> <p>A competition test will be carried out on the EP Schemes</p>
Meaningful consultation with service users and providers over revisions to supported services.	No commitment to do this by LTAs	Consultation forms part of the established procurement process but there are circumstances when it is not possible owing to the need to respond to events at short notice.	Consultation will take place on all planned route and network changes, and this will be carried out by LTAs and operators within the framework of the EP.
Upgrade vehicles to Euro VI emission standard.	<p>The target to get all vehicles to Euro V1 emission by 2023 is unachievable for small operators.</p> <p>Lack of financial support available support to retrofit. Retrofit supplier previously caused serious issues.</p> <p>Euro V vehicles are only 4 or 5 years old.</p>	<p>Funding will be available to support retrofitting or replacement.</p> <p>Use of existing funding options such as CAZ and Govt funding bids will be supported.</p> <p>LTAs will consider exemptions until 31 December 2025 in circumstances such as:</p> <ol style="list-style-type: none"> 1. A longstanding contract with linked assets (exempt to the end of the initial contract term); 2. Short term emergency contracts of no more than 13 months duration; 3. Where the value of the required modification 	<p>The wording of EPS1 will include the flexibility described.</p> <p>It is recognised that contract prices may rise to reflect the higher standard being required on bus service contracts.</p>

		<p>exceeds the value of the asset;</p> <p>4. Operators of 5 or less vehicles under a full national/international Operator's Licence held within the EP area;</p> <p>5. Historic vehicles used for special events.</p>	
Cost of installing new ticketing systems to facilitate multi-operator ticketing	Operators have different systems, to align them will be costly	<p>This is going to be a gradual process and financial support will be available</p> <p>Subject to Committee decision the West of England CA will fund the purchase and installation of tap off readers</p> <p>Tap off readers could make reimbursement for concessionary travel fairer for operators by linking it directly to the actual fares' revenue forgone.</p>	A national delivery platform (Coral) is being developed for post-pay capped ticketing. Coral will provide a solution that will encompass all operators where it is applied to a local product
Low fares in urban areas	Expectation on operators to fund upgrading vehicles and reduce fares from an increase in revenue that materialises from new bus priority measures. LTAs likely to receive funding for additional staff but BBB payments to transport authorities will pay for additional employees but operators will bear the brunt of the costs	<p>The aspiration for low fares in urban areas is in the National Bus Strategy.</p> <p>In the EP, operators will be asked to review their fares in urban areas and satisfy themselves that fares for travel within those areas are not a barrier to potential bus users.</p>	Local fares have been applied in Yate and Thornbury and have been successful in encouraging local travel.
Concessionary travel	<p>Reimbursement rate for has gone down since free travel was introduced.</p> <p>Concessionary travel has only returned to 55% of</p>	<p>Operators have access to Bus Recovery Grant funding from Government to cover the shortfall in revenue.</p> <p>Reimbursement for concessionary travel has been maintained at pre-</p>	The Government guidance for 2022-23 acknowledges that the underlying assumptions behind reimbursement calculations are outdated.

	<p>pre-COVID levels this will create a huge shortfall in operators' revenue.</p> <p>Whilst patronage is still recovering, operators need financial support to enable services to be maintained.</p>	<p>Covid levels except where mileage operated is lower than 100% of pre-Covid.</p> <p>A significant part of the payment is currently a subsidy because actual travel is much lower.</p> <p>Government has published guidance on a progressive reduction to actual levels during 2022-23.</p> <p>The rate will be recalculated in accordance with prevailing Government guidance in time to publish a new rate for 2023-24.</p>	
Governance arrangements	Concern about board membership and the numbers of SMO operator votes not being sufficient.	Include operators with total employees in the UK of more than 250 people involved in bus operations but that have less than 50% of total mileage on Local Services in the EP Area	The proposed EP governance structure has been amended to reflect the points raised.
Exempted Services	Services for football are noted as exempt but this should include all sporting and special events		The proposed EP governance structure has been amended to reflect the point raised.

Appendix 3 to EP Scheme - Facilities

Bus lanes and bus gates

Table xx: Bus Lanes provided by Bath & North East Somerset Council

Order no	Road	Direction	Section of road	Length	Days and hours of operation
0627 (1)	A4 London Road	N	Kensington Place to Grosvenor Bridge Road	Not available	24hrs
0627 (2)	Green Park Road	N	Offside lane from Midland Bridge Road towards Charles Street	52 metres	24hrs
0627 (3)	A367 Wells Road	E	From no 12 Wells Road to the junction with Churchill Bridge Roundabout	130 metres	Mon - Sat 0800 to 1000
0627 (4)	Northgate Street (both directions)	S / N	St Michael's Church to Bridge Street.	Not available	Mon - Sun 1000 to 1800

Varied by 1318 - both live			Guildhall to New Bond Street outbound		
0627 (5)	Pulteney Bridge (both directions)	E /W	Argyle Street between Pulteney Bridge and Grove Street	Not available	24hrs
1017	A367 Wellsway	N	From Broomfield Avenue to Shakespeare Avenue. Then the junction of Wellsway and Bloomfield Road	49 metres and 12 metres = 61 metres over 2 sections	24hrs
1018	A367 Wellsway	S	Midford Road to the Red Lion Roundabout	162 metres	24hrs
1125	A367 Wellsway	N	From Hatfield Road along Wellsway	120 metres	Mon - Sun 0700 to 1900
1318	Northgate Street	S /N	St Michael's Church to Bride Street and Bridge Street to New Bond Street	Not available	Mon - Sun 1000 to 1800
1548E	A4 London Road experimental TRO	NE	From Kensington Place to Grosvenor Bridge Road	188.2 metres	24hrs
THTTC 2323	Milsom Street temporary bus lane		From the junction with George Street to the junction with Quiet Street	Not available	Mon - Sun 1000 to 1800

Table xx: Bus Lanes provided by Bristol City Council

Order no	Road	Direction	Section of road	Length	Days and hours of operation
0202	A4 Portway	NW	Station Road to Park and Ride entrance	Not available	24hrs
0306	West Street - Malago Road	NW	From Hereford Street (south east side of Malago Rd)	Not available	24hrs
0306	West Street	SW	From Harptree Grove	Not available	Mon - Fri -07.00 to 09.30 and 16.30 to 18.30
0306	West Street (contra flow bus lane)	NW	Bedminster Road to Parson St junction	Not available	24hrs
0730	A420 Old Market Street (One way traffic and contra flow bus lane)	NE	Old Market Roundabout junction with Old Market Street	100 metres	24hrs
0730	A420 Old Market Street	SW	From Jacob Street	91 metres	24hrs
0731 (3)	A420 Church Road	W	From Cossham Road	43 metres	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
0731 (7)	A420 Lawrence Hill	W	From Kingsmarsh Way / Baynton House	Not available	24hrs
0731 (9)	A420 Lawrence Hill Roundabout	W	Lawrence Hill roundabout to Junction of A4320 St Philips Causeway	40 metres	24hrs
0731 (10)	A431 Summerhill Road	W	Lawrence Hill roundabout to The Avenue	54.5 metres	24hrs
0731 (11)	A431 Summerhill Road	NW	Cousins Lane to Bethel Road	Not available	Mon - Fri - 07.00 to 09.30
0748	A420 Trinity Road	S	Braggs Lane to West Street	Not available	24hrs
0748	A420 West Street	SW	Trinity Street to Waterloo Street	Not available	24hrs

0915	McAdam Way, Bristol City	W	Avon Crescent to Brunel Way	90 metres	24hrs
0924	A4044 Bond Street	NW	Bond Street South to St James Barton roundabout	Not available	24hrs
0924	A4044 Bond Street South	NW	Hollister Street to Bond Street	Not available	24hrs
0924	A4044 Bond Street South	NW	Old Market Roundabout to Bond Street South	84 metres	24hrs
0927	A4 Portway	SE	Horseshoe Drive to Bridge Valley Road	Not available	24hrs
0944	A420 Church Road	E	NOs.43 / 45 Church Road to nos.261 / 263 Church Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
0944	A420 Church Road	W	Nos 14 / 16 Church Road to Lawrence Hill junction	Not available	Mon - Sat - 07.00 to 09.30 and 16.30 to 18.30
0944	A420 Lawrence Hill	E	Church Road junction to Pack Horse Hotel and no. 162 Lawrence Hill	Not available	Mon - Sat - 07.00 to 09.30 and 16.30 to 18.30
0946	Gloucester Road (A38)	N	Nos 319 Gloucester Road to Nos 350 / 352 Gloucester Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1004	Bedminster Parade (A38)	NE	East Street junction to Nelson Parade	210 metres	24hrs
1004	East Street	NE	Imperial Arcade to junction with Bedminster Parade	19 metres	24hrs
1040	William Jessop Way	SW	Length of William Jessop Way from Whitchurch Lane junction	182 metres	24hrs
1104 (1)	A4 Bath Road	E	174m NW of Angers Road junction to Nos 190 / 192 Bath Road	Not available	24hrs
1104 (2)	A4 Bath Road	E	Nos 359 / 361 Bath road to Nos 403 / 405 Bath Rd	Not available	Mon - Fri - 16.30 to 18.30
1104 (3)	A4 Bath Road	SE	Along Bath Rd from 108m NW of Nos 633 / 635	105 metres	24hrs
1104 (4)	A4 Grove Park and Bristol Hill	S / E	From Nos 7 / 8 Grove Park to Bristol Hill junction and then Bristol Hill junction to just after Nos 51 / 53 Bristol Hill	Not available	24hrs
1104 (5)	A4 Brislington Hill and A4 Bath Rd	SE	From Nos 17 / 19 Brislington Hill to Bath Rd junction and then on to Bonville Rd junction	Not available	24hrs
1104 (6)	Stockwood Road	NE	From Nos 513 / 515 to Bath Rd junction	Not available	24hrs
1104 (7)	Eagle Road and Bath Road	NW	From Nos 32 / 34 Eagle Rd to Bath Rd junction and then on to 477 / 479 Bath Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1104 (8)	A4 Bath Rd	W	From 190 / 192 Bath Rd to Nos 152 / 154 Bath Rd	Not available	24 hrs
1104 (9)	A4 Bath Rd	NW	From Angers Rd junction	189 metres	24hrs
1108	Broadmead	NE	Length of Broadmead from Silver Street to Union Street	40 metres	24hrs

1137 (1)	A38 Cheltenham Road	NW	From Nos 169a / 171 Cheltenham Rd to Nos 235 / 237 Cheltenham Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1137 (2)	A38 Cheltenham Road	SE	From Nos 200 / 202 Cheltenham Rd to Nos 142 / 144 Cheltenham Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1144	A432 Fishponds Road (1)	W	Shamrock Rd to School Rd	200 metres	24hr
1144	A432 Fishponds Road (2)	W	Straits Parade to Wharf Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (3)	W	Ernestville Road TO Ridgeway Parade	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (4)	W	Glen Park to Boswell Street	220 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (5)	E	Heath St to Freemantle Rd	220 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205 (1)	A4018 Westbury Road	S	Westbury Road from Henleaze Rd to White Tree Roundabout	180 metres	24hrs
1205 (2)	A4018 Westbury Road	S	Westbury Rd from Clay Pit Rd to Redland Hill	280 metres	24hrs
1205 (4)	A4018 Westbury Road	S	Cotham Hill to Tyndalls Park Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205(5)	A4018 Westbury Road	N	Brighten Mews to Cotham Hill	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205 (6)	Whiteladies Road	N	Whatley Rd to Apsley Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1248 (1)	Bath Road	W	Three Lamps to Bath Bridge	Not available	24hrs
1248 (3)	Clarence Road inbound	SW	Clarence Road, Lawrence Hill to West St	Not available	24hrs
1248 (4)	Clarence Road outbound	SE	Trinity Road to Easton Road	100 metres	24hrs
1248 (5)	Gloucester Road	S	Wolseley Road to Elton Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1248 (6)	Gloucester Road	S	Egerton Road to Sommerville Road	100 metres	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1323 (1)	A4 Bath Road	E	Park and ride site	10 metres	24hrs
1323 (2)	A4 Bath Road	NW	Stockwood Road to Flowers Hill	150 metres	Mon - Fri - 07.00 to 10.00
1323 (3)	A4 Bath Road	NW	Flowers Hill to West Town Lane	110 metres	Mon - Fri - 07.00 to 10.00
1635	Colston Street	E	metrobus (bus lane 3) - Colston Street bus lane and bus gate	30 metres	24hrs
1659	Colston Avenue	N	metrobus (bus lane 5) Colston Avenue bus lane	50 metres	24hrs
1702 (1 A, B)	Broad Quay	S	metrobus (bus lane 1) - Broad Quay inbound and outbound	240 metres	24hrs
1702 (2 A, B, C, D)	Colston Avenue	S	Metrobus (bus lane 2) - Colston Avenue inbound and outbound bus lane and bus gate towards Baldwin St	140 metres	24hrs

1708 (4)	Colston Avenue	S	metrobus (bus lane 4) - City centre, Rupert St and Colston Avenue bus lane	90 metres	24hrs
1708 (6)	Lewins Mead	N	metrobus (bus lane 6) - Colston Avenue and Lewins Mead bus lane	Not available	24hrs
1719	A4032 Newfoundland Way	SE	metrobus - Inbound - M32 J3 to Newfoundland Circus	Not available	24hrs
1728	Hartcliffe Way	NW (1) / SE (2)	metrobus - inbound (1) and outbound (2) bus lane on Hartcliffe Way	Not available	24hrs
1730	A38 Bedminster Parade	SE	metrobus - Bedminster Parade outbound from Squires Court to just past Boot Lane	60 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1731	Bridewell Street	SW	Metrobus - The Haymarket, Bridewell Street to Rupert Street bus lane	Not available	24hrs
1732	Redcliffe Way (Bascule Bridge)	W	Bus lane and Bus gate from The Grove junction to Quayside Walk	65 metres	24hrs
1735	Stoke Lane	S	Stoke Lane from Wren Close to the M32	Not available	24hrs
1749	Cumberland Road	E	Cumberland Road between Nos 134 to 120	150 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1809 (1)	Stoke Lane spur on-slip	NE	Metrobus - bus only junction spur off-slip	Not available	24hrs
1809 (2)	Stoke Lane spur off-Slip	SW	Metrobus - bus only junction spur on-slip	Not available	24hrs
1936 (1)	A37 Wells Road	NW	Wells Road from Calcott Road to County Street	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (2)	A37 Wells Road	N	Wells Road from St Martins Road to the Pavilion	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (3)	A37 Wells Road	S	Wells Road from Broadfield Road to Ponsford Road	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (4)	A37 Wells Road	SE	Wells Road from Woodbridge Road to Talbot Road	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (5)	A37 Wells Road	N	Wells Road from Angers Road Three Lamps	Not available	24 hrs
2026 (1)	Commercial Road	E	Commercial Road inbound, Francombe House	60 metres	24hrs
2026 (2)	Redcliffe Hill	N	Guinea Street (Plimsoll House) to Redcliffe Parade East	Not available	24hrs
2026 (3)	Redcliffe Hill	S	Redcliffe Parade East to Guinea Street (Plimsoll House)	Not available	24hrs
2026 (4)	The Grove	E	Middle section of The Grove	Not available	24hrs
2026 (5)	Redcliffe Way	E	Phippen Street to Temple Point	Not available	24hrs
2026 (6)	Temple Gate	SE	Temple Gate House Hotel to Friary	Not available	24hrs
2026 (7)	Temple Way	S	Temple Back East to Friary	Not available	24hrs
2026 (8)	Victoria Street / Temple Way	SE / N	Thomas Street East junction to Jacob Street - Temple Way	Not available	24hrs

2133 (1)	A37 - A4018 Bristol Bridge	E	Anchor Road / Canons Road: from Lime Kiln Road to Watershed	Not available	24hrs
2133 (2)	St Augustine's Parade	N	Denmark Street to Baldwin Street	60 metres	24hrs
2133 (3)	Baldwin Street	E	St Augustine's Parade junction to Marsh Street	100 metres	24hrs
2133 (4)	Baldwin Street / High Street	SE	On High Street to the start of Bristol Bridge	20 metres	24hrs
2133 (5)	Baldwin Street / Bristol Bridge / High Street / Victoria Street	E / SE	Baldwin Street to Victoria Street (over Bristol Bridge)	135 metres	24hrs
2133 (6)	Union Street, city centre	W	Union Street to The Haymarket	40 metres	24hrs
2147 (1)	Hotwell Road	W	Dock Gate Lane (filling station) to Rownham Mead	75 metres	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
2147 (2)	Hotwell Road and Anchor Road	W	From Anchor Road to 129 Anchor Road	Not available	24hrs
2160	Bishport Avenue (southern arm)	W	Bishport Avenue to Hareclive Road	55 metres	24hrs
8412	City Road, Stokes Croft	SW	Brigstocke Road to Upper York Street	Not available	Mon - Fri - 08.00 to 09.15 and 16.45 to 18.00
9439	A38 Bedminster Parade	NE	Regent Road to Bedminster Bridge	Not available	Peak hours
9453	Lower Castle Street, city centre	SE	Penn Street from the junction with Philadelphia Court to Lower Castle Street. From Lower Castle Street to Old Market Street ending at Old Market Roundabout	Not available	24hrs

Table xx: Bus Lanes provided by North Somerset Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
	A370	N	Approach to Bristol boundary	512 metres	24hrs
	A370 Congresbury	S	Congresbury to B3133 Smallway	286 metres	24hrs
	B3440 Bristol Rd	E	Approach to Queensway Jct	71 metres	24hrs
	A370 West Wick	E	Elmham Way eastbound approach to RAB	82 metres	24hrs
	A370 Marchfields Way	W	Marchfields Way approach to Drove Road RAB, W-s-M	229 metres	24hrs
	A4174 Colliters Way	N	Colliters Way to Brook Gate	990 metres	24hrs
	A4174 Colliters Way	S	Colliters Way to A38 Bridgwater Rd	1185 metres	24hrs
	A370	S	Approach to J21 from Hewish	235 metres	Mon - Fri - 07.00 to 09.00 and

					16.00 to 19.00
	B3128 Ashton Rd	E	Bus lane (one-way) onto A370 at Bower Ashton	512 metres	Mon – Fri – 07.00 to 10.00 and 16.00 to 18.30
	B3128 Ashton Rd	E	Bus only link (one-way), onto A370, Bower Ashton	33 metres	24hrs
	Queensway Terminus	S	To Commercial Way - 2-Way bus only Link, St Georges	22 metres	24hrs
	Winterstoke	S	Bus only link from Searle Cre to A370 Herluin Way	67 metres	24hrs
	Feeder Rd	S/W	Bus Only Link between A4174 / Brook Gate and LA P&R	629 metres	24hrs
	Moor Lane	N/W	Bus Only Link from Griffen Road to Vale Mill Way	518 metres	24hrs
	Regent Street Bus Interchange	E/W, W/E	Bus only Interchange	137 meters	24hrs
	A370 Marine Parade	N	Access gate to A370 Beach, W-s-M	6 metres	24hrs

Table xx: Bus Lanes provided by South Gloucestershire Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
X0351	A38 Gloucester Road North, Filton	SW	The length of Gloucester Road North. From No 68 Gloucester Road North to No 38a		Mon-Fri - 07.00 to 10.00 and 15.30 to 19.00
X0528	A38 Gloucester Road North, Filton	SW	The length of Gloucester Road North from North way to Cleve Road		24hrs
X1002	A38 Gloucester Road, Patchway	N	Little Stoke to Hempton Lane	300 metres	Mon - Fri - 07.30 to 09.30 and 16.00 to 19.00
X1004	A38 Gloucester Road, Patchway	N	Hempton Lane to Aztec West	231 metres	Mon - Fri - 07.30 to 09.30 and 16.00 to 19.00
X0829	A4174 Station Road and Filton Road	E	From New Road junction, around the Abbeywood Roundabout to the A4174 junction Filton Road with Filton Lane	Not available	24hrs
N9607	A4174 Station Road / Filton Avenue	S	Filton Avenue from Conygre Grove to the junction with A4174 Station Road	Not available	24hrs
X1016	Great Stoke Way, Stoke Gifford	S	Great Stoke Way from Fox Den Road	337 metres	24hrs

			to the junction with Filton Road		
X1622 (1)	A38 Gloucester Road - metrobus zone 1	S	From the junction with Bradley Stoke Way towards Gloucester Road	89 metres	24hrs
X1622 (2)	Bradley Stoke Way - metrobus zone 1	NW	From Patchway Brook Roundabout to the junction with Gloucester Road	453 metres	24hrs
X1622 (3)	Bradley Stoke Way - metrobus zone 1	SW	Segregated carriageway providing a left turn from Bradley Stoke Way to Gloucester Road	Not available	24hrs
X1622 (4)	Bradley Stoke Way - metrobus zone 1	NW	Along Bradley Stoke Way from Savages Wood Roundabout	792	24hrs
X1622 (5)	Bradley Stoke Way - metrobus zone 1	S	Along Bradley Stoke Way from Great Stoke Roundabout to	256 metres	24hrs
X1622 (6)	Bradley Stoke Way - metrobus zone 1	E	Along Bradley Stoke Way from Aztec West Roundabout	79 metres	24hrs
X1622 (7)	Great Stoke Way - metrobus zone 1	N	Along Great Stoke Way from Trevelyan Walk	155 metres	24hrs
X0609	A432 Badminton Road, Kendleshire	S	From the junction of Ruffet Road to the junction with Cuckoo Lane	Not available	24hrs
X0829	A4174 Station Road and Filton Road	E	From the junction with New Road, around the Abbeywood Roundabout and to the junction of Filton Road and Filton Lane	Not available	24hrs
X1109	Coldharbour Lane, Stoke Gifford	N	Along Coldharbour Lane from just before the junction, to the junction with A4174 Ring Road	Not available	24hrs
X1716 (1)	Coldharbour Lane - metrobus zone 4	S	From UWE junction to the Bristol / South Gloucestershire boundary	173 metres	24hrs
X1716 (2)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Lancelot Road	59 metres	24hrs
X1716 (3)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Wright Way	59 metres	24hrs
X1716 (4)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Long Down Avenue	11 metres	24hrs
X1716 (5)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from 41m after the junction with Long Down Avenue	105 metres	24hrs
X1716 (6)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from 156m after the junction with Long Down Avenue	39 metres	24hrs

X0043	Pegasus Road, Cribbs Causeway	NW	From the junction with Highwood Lane and Lysander Road to the junction with Jupiter Road	Not available	24hrs
X1023	Cribbs Causeway	S	The length of Lysander Road from the junction with the Retail Park Roundabout	196 metres	24hrs
X1203	Lysander Road	S	Pegasus Road to the Retail Park	125 metres	24hrs
N9607 (1)	Filton Avenue (northern section)	S	From Conygre Grove to the junction with the A4174 Station Road	Not available	24hrs
N9607 (2)	A4174 Station Road, Filton	S	Offside lane, from Filton Avenue to the Abbeywood Station access road	Not available	24hrs
X0920 (1)	Filton Avenue	N	Along Filton Avenue from Stanley Avenue	158 metres	24hrs
X0920 (2)	Filton Avenue	N	Along Filton Avenue from Mackie Road	11 metres	24hrs
X2032E	Filton Avenue	S	Along Filton Avenue from Conygre Grove to the junction with the A4174 Station Road	Not available	Mon - Fri - 07.00 to 10.00 and 15.00 to 19.00
X1336	Highwood Road, Patchway	SW	Along Highwood Road from Callicroft Road	182.2 metres	24hrs
X1334 (1)	Highwood Road, Patchway	SW / NE	Coniston Road (access to Charlton Hayes) - Highwood Road between Durban Road and Charlton Boulevard	Not available	24hrs
X1334 (2)	Highwood Road, Patchway	SW / NE	Highwood Road between Coniston Road and Charlton Boulevard	Not available	24hrs
X0617	Highwood Road, Patchway	NE	Along Highwood Road from Durban Road	300 metres	24hrs
X0219	Moravian Road, Kingswood	N	Leading to the junction with Regent Street	Not available	24hrs
X0906	New Road, Stoke Gifford	SE	From Swallows Court to the junction with Brierly Furlong	21 metres	24hrs
X0820	A4018 Cribbs Causeway, Almondsbury	NE	From Cribbs Causeway / Lysander Road Roundabout to the junction with the roundabout	Not available	24hrs
X0820	A4018 Lysander Road	NE	A4018 / Lysander Road Roundabout in an anti-clockwise direction around the roundabout	34 metres	24hrs
X9817	B4055 Cribbs Causeway	NE	Along Cribbs Causeway from Wyck Beck Road	Not available	24hrs
X1232	Long Mead, Stoke Gifford	S / SE	From the junction with Long Down Avenue to the junction with Platts Wood	Not available	24hrs

X0035	Harry Stoke Road	E	Length of Harry Stoke Road extends from Junction with Filton Lane	275 metres	24hrs
X0220	Regent Street and Two-Mile Hill Road	W	Length of Regent Street and Two-Mile Hill Road, Kingswood, which extends from its junction with Moravian Road to its junction with Blackhorse Road	Not available	24hrs
X1639 (1)	A4174 Ring Road - metrobus- Zone 3	E	Along the A4174 from the western kerbline with the B4058 Bristol Road junction (after the Hambrook junction)	56 metres	24hrs
X1639 (2)	A4174 Ring Road - metrobus - zone 3	E	Along the A4174 from the eastern kerbline with the B4058 Bristol Road (leading to the Hambrook junction)	200 metres	24hrs
X1639 (3)	A4174 Ring Road - metrobus - zone 3	NE	Along the A4174 from 289m NE of the Bromley Heath Road junction	480 metres	24hrs
X1639 (4)	A4174 Ring Road - metrobus - zone 3	NE	Along the A4174 from 994 NE of the Bromley Heath Road junction (towards Wick Wick roundabout)	148 metres	24hrs
X9819	A4174 Hambrook	W	Along the A4174 from the Bromley Heath roundabout to the M32 J1	Not available	24hrs
X1704 (1)	Stoke Gifford Transport Link (SGTL) - metrobus Zone 2	S	Along the SGTL from Parkway North Roundabout	254 metres	24hrs
X1704 (2)	Stoke Gifford Transport Link - metrobus Zone 2	SW	Along the SGTL from near the Hambrook Lane junction	610 metres	24hrs
X1704 (3)	Stoke Gifford Transport Link - metrobus Zone 2	NE	Along the SGTL from 152m SW of the Hambrook Lane junction	138 metres	24hrs
X1704 (4)	Stoke Gifford Transport Link - metrobus Zone 2	N	Along the SGTL from NE of the Hambrook Lane junction	538 metres	24hrs
X1704 (5)	Stoke Gifford Transport Link - metrobus Zone 2	S	The third lane from the A4174 junction	17 metres	24hrs
X1123	Hayes Way, Patchway	W	From the Gloucester Road junction (A38) to the Concorde Roundabout	73.4 metres	24hrs
X1151	Emersons Green	E	Bus gate, Westerleigh Lane approach to Lyde Green Round roundabout	38 metres	24hrs
X0836	Almondsbury	N	Bus gate, Hickory Lane, junction with Hortham Lane	Not available	24hrs

Bus stop clearways

LIST(S) OF ALL EXISTING BUS STOP CLEARWAY TROs TO BE INSERTED WITH RELEVANT CONDITIONS AND RESPONSIBLE LHA TO FOLLOW

HOV lanes

Table xx: HOV lanes provided by North Somerset Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
	A369 Martcombe Rd	W	West of Rectory Way	627 metres	24hrs
	A370 Long Ashton Bypass		HOV 2+ lane	1431 metres	Mon - Fri - 07.00 to 09.30

As set out in paragraph 2.7 of the EP Scheme, North Somerset Council proposes to convert these HOV lanes to bus lanes.

Table xx: HOV lanes provided by South Gloucestershire Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
X0132	HOV lane: Coldharbour Lane	N	UWE to JCT with A4174. Varied by X1108	Not available	Mon - Fri 07.00 to 10.00 and 15.30 to 19.00
X1120	HOV lane: M32	W	To Coldharbour Lane on A4174	902 metres	24 hours
X1120	HOV lane: M32	E	To Coldharbour Lane on A4174	890 metres	24 hours
X0013	HOV lane: Bromley Heath	E	To Hambrook on A4174. Varied by X1024	Not available	Mon - Fri 07.00 to 09.30
X0129	HOV lane: Wick Wick	SW	To Bromley Heath on A4174	770 metres	Mon - Fri 07.00 to 09.30

Appendix 4 to the EP Scheme - Delegation of Relevant Registration Functions from the Traffic Commissioner for the West of England

Reliability and punctuality

The LTAs will have devolved to them the Relevant Registration Functions of the Traffic Commissioner at or soon after the start of the Enhanced Partnership. The LTAs will take a three-stranded approach to use of the powers in respect of punctuality and reliability:

1. Minimum acceptable levels of reliability (Table A)

2. Area-wide targets for punctuality in the BSIP (Table B)
3. Focus on services that are significantly below the area-wide targets

1. Minimum acceptable levels of reliability (Table A)

The EP aims to deliver a significant improvement in service reliability, by working with and potentially enforcing standards of reliability within the control of Bus Operators. The LTAs' investment in Facilities will also support Bus Operators to reduce lost mileage related to traffic congestion. Bus Operators will take action to reduce lost mileage owing to causes within their control, as follows:

Table A: Reliability Standards

Financial Year	% of total registered mileage lost owing to factors within the control of Bus Operators
2022-23	4
2023-24	3.5
2024-25	3
2025-26	2.5
2026-27	2

To inform monitoring, Bus Operators will provide the LTAs from a date to be notified with a monthly statement of the following reliability information for each route, comprising:

1. Total scheduled mileage operated per route
2. Lost mileage within control of Bus Operator: Total scheduled mileage not operated per day, classified into causes owing to (i) staff shortage (establishment); (ii) staff absence and sickness; (iii) vehicle shortage; (iv) mechanical failure; (v) accident damage; (vi) other causes
3. Lost mileage related to traffic delays: Total service mileage not operated per day owing to traffic congestion.

The LTAs will review their approach to monitoring, including greater use of RTI as the system is extended. Where reliability owing to reasons within the control of a Bus Operator falls below acceptable standards, the Bus Operator in question will prepare, in reply to a written request from the LTAs, an Action Plan setting out the steps to be taken to improve and maintain reliability standards. Where appropriate, customer feedback should also be used to inform the Action Plan. The LTAs and LHAs will assist and support the development of the Action Plan and provide feedback on the issues and actions identified.

Where appropriate, a Joint Action Plan will be prepared addressing both reliability and punctuality of a particular service where all parties agree it would be beneficial to do so (see Section 3 below).

The enforcement approach to be taken is set out in Section 4 below.

2. Area-wide targets for punctuality in the BSIP (Table B)

The LTAs have set a long-term target in the joint BSIP to achieve 95% punctuality by 2030. To demonstrate progress toward the target, the partners will adopt the following targets for punctuality in intermediate years:

Table B: Punctuality targets

Financial Year	% of all buses on time* in the EP Area
2022-23	81
2023-24	82
2024-25	83

2025-26	85
2026-27	87

* Using the TC's definition of "on time" as no more than 5 minutes late or 1 minute early

It has been assumed that improvements will become more evident when the infrastructure programme has been delivered and its benefits on bus services become evident.

On an area-wide basis, Bus Operators will be monitored against the targets in Table B, subject to a review of performance each year, and changes made using the Bespoke Variation Arrangements. Bus Operators, the LTAs and the LHAs will work together to develop proposals to improve and maintain progress towards these targets.

The LTAs, in co-operation with Bus Operators, will monitor punctuality every month using the RTI system. The approach to monitoring will be kept under review.

The overall approach will be to focus on areas of worst performance in the first instance. The principle will be to work collaboratively and consider the potential of new Facilities, Measures and timetable changes prior to any enforcement of minimum acceptable standards in such areas. This does not preclude the use of other interventions across the network where such interventions have delivered demonstrable improvements in punctuality. The approach to enforcement is set out in Section 4 below.

3. Focus on services that are significantly below the target levels

The LTAs and Bus Operators will work collaboratively to identify those services that are consistently measured as more than 5% below the target for two consecutive months. In some instances, the LTAs may agree with a Bus Operator that a higher threshold would be appropriate for their Local Services.

In respect of Local Services for which punctuality has fallen below the current or agreed threshold, a Joint Action Plan will be prepared by the LTAs, LHAs and relevant Bus Operators, identifying the potential actions and timescales that each party can take to improve punctuality. Each party will meet regularly to consider the actions taken and review further punctuality data as it becomes available. The aim will be to develop a collaborative approach which addresses problems and avoids the need for enforcement. The approach to enforcement is set out in Section 4 below.

4. Enforcement

The underlying principle of the Enhanced Partnership is that Bus Operators, LTAs and LHAs work collaboratively to deliver improvements, address problems as they arise, and jointly agree actions that each partner can take to achieve the long-term objectives. It is expected, therefore, that enforcement action would only be taken in exceptional circumstances or when there is clear and persistent failure by an operator to take the appropriate actions to meet the requirements of the EP Scheme.

Where the LTAs have Relevant Registration Functions delegated to them, the arrangements outlined below shall apply to registrations for relevant Local Services.

The partners will agree minimum acceptable standards of punctuality and reliability for the EP Area, or the various parts of it, in accordance with the standards set out in the Senior Traffic Commissioner's Statutory Document no. 14 (Local Bus Services in England (outside London) and Wales). The LTAs will monitor compliance with the agreed standards.

If a Bus Operator should fail to comply with any of the Requirements in Section 3 of Appendix 4 to the reasonable satisfaction of the LTAs or if a Bus Operator should fail consistently to meet the agreed standards for punctuality and reliability, then the LTAs shall be entitled to serve a written Improvement Notice on the Bus Operator.

The Improvement Notice will detail the failure to comply with the Requirements or meet the agreed punctuality and reliability standards with sufficient detail as the Bus Operator may require to enable the Bus Operator to understand and identify the alleged failure(s).

The LTAs may also, at their discretion, invite the Bus Operator to participate in discussions about any specified failures before an Improvement Notice is issued. Given the collaborative approach envisaged in the Enhanced Partnership, this is the most likely initial course of action.

If an Improvement Notice is served on a Bus Operator which, in the opinion of the Bus Operator (acting reasonably) is factually inaccurate, is unfair or unreasonable, or has been issued in error, the Bus Operator shall be entitled to provide evidence to support their claims. The Bus Operator may also request a face-to-face meeting with the LTAs to discuss the evidence and make representations in person. The parties shall meet as soon as reasonably practicable and discuss the Improvement Notice and the Bus Operator's concerns in good faith. If the LTAs are of the view that the Bus Operator's concerns are valid, they shall withdraw and cancel the Improvement Notice with immediate effect.

The Improvement Notice shall state on its face that it is an Improvement Notice and shall set out the actions which the LTAs require the Bus Operator to take (acting reasonably) to ensure that the Requirements or agreed punctuality and reliability standards are met, do not occur again, and the reasonable timescales within which the Bus Operator is to effect such actions. The Bus Operator shall use all reasonable endeavours to comply with the terms of the Improvement Notice.

In the event that the Bus Operator fails to remedy an Improvement Notice within the specified timescales without reasonable excuse, the LTAs shall endeavour to engage further with the Bus Operator but, as a last resort, reserve the option to cancel the local bus service registration. In some instances, where the LTAs believe that wider enforcement action should be taken against a Bus Operator - for example because there has been widespread failures to operate Local Services in accordance with their registered particulars - they can pass the case on to the Traffic Commissioner, who can consider using his wider powers to put conditions on the Operator's Licence or use the powers in Section 155 of the 1985 Act. This means that the overall enforcement powers in the EP Area are the same as elsewhere.

In arriving at a decision regarding the issuing of an Improvement Notice or cancelling a Local Service registration or referring a Bus Operator to the Traffic Commissioner, the LTAs will take into account the effects of any agreed scheme or improvement which was anticipated to have a beneficial effect on the Bus Operator's operations, but which has not been delivered or materialised, to the extent that the delivery of such scheme or improvement was outside the Bus Operator's control.

Appendix 5 to the EP Scheme - Competition Test

Schedule 10 to the 2000 Act contains a Competition Test which applies where LTAs develop EP schemes.

There are three distinct stages to the Competition Test:

- 1 *An assessment of whether the proposed scheme has, or is likely to have, a significantly adverse effect on competition -*

If it does not have such an effect, then the competition test will be satisfied. If, however, it does have a significantly adverse effect on competition, or is likely to have such an effect, the second and third stages below must be considered.

2 *An assessment of whether a scheme which has a significantly adverse effect on competition may be justified -*

A scheme may be justified if it is set up with a view to achieving one or more of three specific purposes as follows:

- (i) securing improvements in the quality of vehicles or facilities used for or in connection with the provision of local services,
- (ii) securing other improvements in local services of benefit to users of local services, and
- (iii) reducing or limiting traffic congestion, noise or air pollution.

3 *An assessment of whether the significantly adverse effect is, or is likely to be, 'proportionate' to the achievement of the purpose or purposes of the scheme -*

Proportionality in this respect is explained in Schedule 10 to the 2000 Act.

In respect of the West of England EP Scheme, the LTAs have carried out a Competition Test and concluded that:

- 1. the imposition of Route Requirements is likely to have a significantly adverse effect on competition;
- 2. a significantly adverse effect can be justified in this respect because it will limit traffic congestion, noise and air pollution;
- 3. the significantly adverse effect is proportionate to the achievement of the objectives of the scheme.

Appendix 4 - Features of Enhanced Partnership

- 1 The Bus Services Act 2017 updated previous legislation on partnerships between local transport authorities (LTAs) and bus operators, and it created a new model called an Enhanced Partnership (EP).
- 2 An EP is an agreement between the LTA and local bus operators to work together to improve local bus services. It includes a clear vision of the improvements that the EP is aiming for (an EP Plan) and accompanying actions to achieve them (set out in one or more EP Schemes). It must have the support of a majority market share of local bus operators - and any relevant highway authorities if it includes measures related to traffic regulation orders, parking enforcement etc.
- 3 An EP Plan must include an analysis of the current market, the impact of congestion and local passengers' experiences. It must set out what interventions are needed to improve local bus services, but it is basically a framework within which EP Schemes can be delivered as and when funding becomes available. Much of this content is also required for the Bus Service Improvement Plan.
- 4 An individual EP Scheme can set requirements that all bus services operating in the area, whether new or existing, must meet. Those requirements may include vehicle age and standards, livery and local branding, common ticketing zones and fares conditions, standard discounts for groups such as children, students, jobseekers etc, prices of multi-operator tickets and co-ordination of timetables.
- 5 An EP Scheme cannot regulate fares set by individual operators nor can it require an operator to operate loss-making services.
- 6 An individual EP Scheme does not have to contain commitments by the LTA, but it is highly unlikely that it would receive support from bus operators if it did not. The requirements on an LTA may include provision of new bus stop infrastructure, new bus priority measures, marketing campaigns to promote bus services, changes to parking provision and enhanced enforcement, commitments to restrict roadworks on key bus corridors and application to Government for powers to enforce moving traffic offences. Many of these features are within the gift of the highway authorities so their involvement in an EP is essential.
- 7 There is no prescribed model for governance of an EP but there is a statutory process to follow for amendments and additional EP Schemes. Government recommends that an advisory stakeholder forum be set up – possibly with an independent chair – to facilitate open discussion about current deficiencies in the market.
- 8 The only active EPs have been made by Hertfordshire County Council and the West Midlands Combined Authority. They both took two years to bring to fruition, but Government has challenged other LTAs to develop theirs in nine months, to be completed by April 2022.
- 9 Government published updated guidance on EPs in July 2021. It strongly recommends that the initial EP should “memorialise” all existing agreements such as quality partnership schemes, voluntary partnership agreements, traffic regulation conditions, current expenditure on bus service support, traffic regulation orders for bus priorities, bus shelter maintenance expenditure etc.

North Somerset Council

Report to the Council

Date of Meeting: 12/07/2022

Subject of Report: BSIP Commissioning Plan

Town or Parish: All

Officer/Member Presenting: COUNCILLOR STEVE HOGG, THE EXECUTIVE MEMBER RESPONSIBLE FOR HIGHWAYS AND TRANSPORT

Key Yes

Reason: the spend exceeds £500,000 and affects two or more wards.

Recommendations

It is recommended that the BSIP (Bus Service Improvement Plan) commissioning plan be approved to proceed in order to minimise delays to the implementation of the schemes.

1. Summary of Report

- 1.1 On the 04/05/2022 the DfT awarded North Somerset Council an indicative award of £47.8 million in capital funding, to spend entirely on bus priority schemes within North Somerset over the next 3 years. This award once confirmed will enable the council to rapidly transform the efficiency and effectiveness of bus services across the North Somerset area, by delivering;
- Bus traffic signal priority along all the key bus routes or delay hotspots.
 - 18 bus priority schemes
 - 4 renewed bus interchanges in our key towns
 - Investment in circa 500 new modern bus shelters
 - Kickstart investment in Electric buses and rapid charging facilities.
 - Integration of cycling facilities at key bus stops.
- 1.2 The indicative funding is currently subject to a final DfT outline review of the proposed schemes which is expected to conclude in June 2022, and result in the release of the funding in the early Summer, as part of this review the DfT are asking us to expedite the delivery of some of the simpler schemes in the current financial year. It is therefore

requested that this commissioning plan be approved at the 08th July 2022 Full council to enable the council to produce a detailed procurement plan and commence the timely delivery of the schemes.

- 1.3 The council will need to mobilise and approach the market in advance of the Autumn and select delivery partners to supplement internal resources. Given the many demands on internal resources at present, and the significant size of the award / proposed program of works, it is acknowledged by the Place Directorate Leadership Team that external resources will be required to deliver these schemes, many of which are readily available on industry standard tried and tested frameworks.
- 1.4 Early engagement with suppliers is also critical to successful delivery due to supply chain inflation and disruption, meaning schemes will cost more and potentially reduce the amount of schemes benefiting residents if we fail to accelerate the procurement processes.
- 1.5 The supply of bus shelters and public transport street furniture are not thought to be available on frameworks, these will require new tenders to secure suppliers due to the significantly increased volumes and combined costs.
- 1.6 NSC will ensure that specifications are aligned with the WECA bus stops design guide, and that tenders are inclusive of our neighbouring authorities in WECA, to ensure that any products purchased are consistent in look and feel across the region's bus network.
- 1.7 The outline timescales for the BSIP projects are:
 - Initial DfT grant review May 2022
 - Final Grant Approval Summer 2022
 - Grant Receipt Summer/Autumn 2022
 - Initial Schemes Design/Development Summer 2022
 - Procurement Summer 2022 – Spring 2023
 - Scheme mobilisation Autumn 2022
 - Works commence Autumn 2022
 - Detailed design of all other schemes 2023
 - Works complete Spring 2025

2. Policy

- 2.1 The outline BSIP package supports the following Core Strategies:
 - To be a carbon neutral council and area by 2030
 - A transport network which promotes active, accessible, and low carbon travel
- 2.2 The BSIP plan and funding will enable the council to expand its public transport network with efficient, cost-effective mass transit options benefiting all areas of North Somerset and its residents, by providing a genuine sustainable alternative to the use of private vehicles to access Education, Health, Employment, and socially necessary trips.

3. Details

- 3.1 The BSIP capital schemes are focused on providing Bus priority schemes on three key corridors in North Somerset, consisting of the A38, A369 and A370, Worle, Clevedon, Portishead and Nailsea will also have renewed bus interchanges, reflecting the improvements recently made in the centre of W-s-M town.
- 3.2 The size of the overall package of works will require multiple routes to market. The Public transport team have held commissioning scoping meetings with procurement colleagues, and highways engineering teams in May 2022. These meetings have defined suitable approaches to market reflecting the nature of the products and services we require, these will either be;
- The use of existing term contractors / dynamic purchasing systems,
 - Local / National frameworks (mini competition/direct award)
 - New open tenders.
- 3.3 **Framework 1 Outline Scheme Designs**
The preferred approach is to use the 'Professional Services - Engineering/Design (Option 2: WECA Consultants), these are readily available on the Professional Services Framework from WECA. Mini competitions will be used with an anticipated value of circa £60k. the timescales are July 2022- July 2023
- 3.4 **Framework 2 Bus Priority Schemes x18,**
The preferred approach is to split the 18 schemes into packages of 3-5 schemes per lot and seek a design and build contractor via a framework. The value of each package will be determined by the outline Scheme designs in framework 1. The overall value is expected to be £36 million. The timescale to secure these are July 2022- July 2023.
- 3.5 **Framework 3 Town interchange improvements**
The interchange improvements will require more in depth consultations to incorporate place-making and final mile integrations. The expected approach is a public engagement lead design and build approach. The value is expected to be circa £4 million. The timescale to secure these works are Summer 2023 – Autumn 2024.
- 3.6 **Professional Services including employers agent**
The council will require professional services to manage the scheme delivery, which due to the intensity of the schemes will result in multiple packages of works occurring at the same time. The anticipated range of spend is £1m to £5m depending on the complexity of the schemes and final program. The timescale to secure the services are Autumn 2022 – Summer 2023.
- 3.6 **Bus shelter / street furniture Tenders**
The council does not currently have access to a contract or framework for the supply of the necessary street furniture, such as bus stops, flags and poles etc. The proposal is to

research any suitable frameworks or competitively tender for the Direct supply of goods as required. The timescale for supply is Winter 2023.

3.7 Bus shelter street furniture Maintenance Tender

The council requires a contract to manage the estate, to prevent deterioration of the assets and to maintain a professional and attractive shop front for public transport services. This is anticipated to be paid for with income from advertising concessions, revenue budgets and any return on investment from bus priority measures. The timescale for services is Autumn 2022, the expected annual cost is anticipated to be £200k per annum, we are seeking a 5-year contract initially.

3.8 Electric buses Tender

The council will invest in electric buses on its supported bus network to reduce overall contract costs, this will be supported by a rapid charger facility in the W-s-M interchange. There is a limited market for these vehicles, initially we will seek to use national frameworks or attract external match funding in partnership with bus companies, a sole supply may be required for specialist equipment. The anticipated timescales are Autumn 2022 for the rapid charger facility costing circa £200k, and summer 2023 for the buses costing circa £1.5m with a useful life of 15 years.

3.9 Existing Contracts

The council has access to term contracts for the supply of Highways Electrical installations, real time information systems negating the need to do additional procurement in these areas of spend. We will also seek to use the existing highways term contractor resource permitting to deliver appropriate schemes.

4. Consultation

- 4.1 The guidance from the DfT sets out that the BSIP will need to be 'developed in collaboration with bus operators; and other stakeholders such as bus users, service provider and local business groups should also be consulted' and that overall, the BSIP should 'be developed by LTAs in collaboration with local bus operators, community transport bodies and local businesses, services and people'.
- 4.2 The council needs to approve the procurement commissioning plan as a critical step towards meaningful consultation, by enabling the procurement of Professional services to produce the outline and detailed design stages of our outline schemes. The outline plans will enable us to formally consult with members and residents on the impacts and designs of each scheme.
- 4.3 The high-level objectives of the BSIP have been discussed at scrutiny but not to a detailed design stage. The regular engagement and consultation processes will need to be followed to finalise the detailed design for each scheme.
- 4.4 Due to the number of cross-border services across the West of England, we will work with WECA to develop a consistent consultation package on our BSIP to ensure that we engage with the above identified stakeholders closely, and within the timescales to deliver the schemes by 2025.

- 4.5 The Detailed procurement plans will require soft market testing events with existing and new potential suppliers to ensure that the volume of work we require can realistically be delivered with our resources.

5. Financial Implications

- 5.1 The Commissioning plan covers the capital spend of £47.9 million, which once accepted from the DfT, along with the additional NSC/WECA joint revenue spend of £57 million, should enable a swift delivery of projects.

6. Funding

- 6.1 The BSIP award (subject to acceptance) will provide funding to cover all the commissioning plan contracts detailed, this includes enough to mitigate expected inflationary increases. The value of the award is expected to be £47,983,473.
- 6.2 The total estimated value of the contracts to be awarded is circa £44.8 m and is broken down in Table 1 below.

Contract	Value	Term	Extension	Annual Contract Value	Procurement process commences	Contract award
Initial 2022 schemes design and build	£200k	2yrs	0yrs	£200k	June 2022	July 2022
Professional contract Specification Support Services	£150k	3yrs	2yrs	£50k	June 2022	July 2022
Professional Services - Remaining Detailed Design (and Employer's Agent)	£500K	3yrs	2yrs	£165k	July 2022	Spring 2023
Detailed design and build	£34.1M	3yrs	2yrs	£11.7m	July 2022	Autumn 2023
Nailsea, Clevedon, Portishead & Worle Interchanges	£4M	3yrs	2yrs	£1.3M	Autumn 2022	Spring 2023
Traffic Signals	£500k	3yrs	2yrs	£165k	Existing term contractor	Immediate
WSM EV charger	£150K	1yrs	0yrs	£2k	Autumn 2022	Spring 2023
Bus Shelter	£4.5M	3yrs	7yrs	£1.5M	Autumn 2022	Spring 2023
Public transport Street furniture	£500k	3yrs	7yrs	£165k	Autumn 2022	Spring 2023
Cycle Stands / Lockers	£150k	3yrs	7yrs	£50k	Autumn 2022	Spring 2022
Electric buses	£1.5M	3yrs	7yrs	£500k	Autumn 2022	Spring 2023

RTI / Solar	£1.5M	3yrs	7yrs	£500k	Existing Term Contractor	Spring 2023
£47,75M						

6.3 Future Approval Requirements;

Contract	Procurement Plan	Contract Award
Initial 2022 schemes design and build	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Professional contract Specification Support Services	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Professional Services - Remaining Detailed Design (and Employer's Agent)	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
Detailed design and build	Executive Member advised by Director and Head of Strategic Procurement	Executive Member advised by Director and Head of Strategic Procurement
Nailsea, Clevedon, Portishead & Worle Interchanges	Executive Member advised by Director and Head of Strategic Procurement	Executive Member advised by Director and Head of Strategic Procurement
Traffic Signals	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
WSM EV charger	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Bus Shelter	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
Public transport Street furniture	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Cycle Stands / Lockers	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Electric buses	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.

RTI / Solar	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
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7. Legal Powers and Implications

- 7.1 North Somerset Council are both the highway and transport authority and so have the legal powers to amend the highway and transport network, under the Council's powers as Local Highway Authority (Highways Act 1980). The proposed schemes sit within the councils adopted highways.

8. Climate Change and Environmental Implications

- 8.1 The improvements to bus services are an integral step in meeting our local 2030 climate emergency improvements, and the national 2050 de-carbonisation plans, by providing cost effective alternatives to the use of privately owned vehicles. The plans include the kick start of electrification of local bus services, and Taxis, with the installation of critical infrastructure and the investment in the local bus fleet to eliminate harmful emissions, and transition to a sustainable form of propulsion.

9. Risk Management

- 9.1 The council has included significant headroom for contract inflation, given the current climate of supply disruption and risk aversion.
- 9.2 Procurement risks are identified below;

Opportunity	Early approval of the commissioning plan will bring programme savings and help de-risk design and delivery.
Risk	Mitigation
Non-compliant procurement	Ensure during procurement development phase disciplines from both procurement and legal are involved fully in plan development and contract commissioning to ensure compliance with all statutory legislation.
Poorly specified product requirements	Engage with end users and specifiers to ensure product meets requirements which are built into contract specifications. Engage Specialist via Professional Services Framework to support officers.
Poor Market Intelligence	Continue to engage with market to understand current appetite for risk and to build client intelligence on prevailing market conditions.

- 9.3 The Public transport team will use the recent experiences of colleagues in the procurement team along with the major projects team, and the highways maintenance teams to manage and engage with the correct suppliers to mitigate risks.

10. Equality Implications

- 10.1 The commissioning plan is directly related to the joint NSC and WECA BSIP plan adopted in 2021, and the associated Equalities Impact Assessment, noting that the provision of bus services is an integral part of providing socially necessary travel to all. Individual schemes implemented because of adopting the BSIP funding will be assessed as appropriate with detailed design and consultation.

11. Corporate Implications

- 11.1 The procurement plan will enable the council to produce detailed designs, as part of the process we will capture and link opportunities to install complimentary sustainable travel alternatives such as first and last mile solutions, improved public realm and place making etc. The council are revising the structure of the public transport and engineering resources to facilitate the effective delivery of the projects. There is a tandem workstream to strategically enable joint working with WECA, to implement effective delivery of the schemes in coordinated manner.

12. Options Considered

- 12.1 The alternative options are to delay the procurement processes resulting in delays to the implementation of scheme delivery, or reject the funding from DfT, either option would render our BSIP and commitments to the national bus strategy as unachievable.

Author:

Carl Nicholson, Integrated Transport Unit Manager.

Appendices: None

Background Papers:

Report to the Executive 22/06/2022, Update on the Bus Service Improvement Plan indicative funding settlement and delivery, including revised Bus Enhanced Partnership implementation.

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North Somerset Council

Report to the Executive

Date of meeting: Wednesday 22 June 2022

Subject of report: The Uplands, Nailsea: selection of preferred development partner and contractual arrangements for disposal of land

Town or Parish: Nailsea

Officer / Member presenting: Cllr. Mark Canniford, Executive Member for Placemaking and Economy

Key Decision: Yes

Reason: The value of the contract will be over £500,000

Recommendations

That the Executive:

- 1) Approves the award of a contract for the development of Council's land south of The Uplands, Nailsea to Stonewood Partnerships Limited, The Stonewood House, West Yatton Lane, Castle Combe, Wiltshire, SN14 7EY (company registration no. 11645128).
- 2) Delegates authority to the Section 151 Officer, in consultation with the Executive Member for Placemaking and Economy, to enter into the contractual Joint Venture with the selected developer, subject to final due diligence and within the terms outlined in this report, including provisions for the transfer of the land and agreement on terms for the transfer of £480,028 One Public Estate funding for the delivery of enabling works.

1. Summary of report

- 1.1 This report sets out the background to the procurement of a development partner for the delivery of 52 houses on council-owned land to the south of The Uplands, Nailsea. It seeks approval for the award of contract to bring the land forward for development and asks the Executive to delegate authority to the Section 151 Officer to enter into the final contracts with the selected developer. The contracts will include provisions for the transfer of the land and grant funding to the selected development partner.

2. Policy

- 2.1 The development of this site is in line with the Council's Development Strategy as adopted in February 2021. This supports delivery of the Corporate Plan's commitment to providing a broad range of new homes to meet our growing need, with an emphasis on quality and affordability.

3. Details

Background

- 3.1 North Somerset Council owns approximately 2.5 hectares (6.14 acres) of land to the south of The Uplands, Nailsea. Full planning consent was granted on 21st October 2021 for the development of 52 dwellings at this site (application ref 20/P/2000/R3).
- 3.2 The proposals for the site were developed by a design team headed by Mikhail Riches architects, winners of the 2019 Stirling Prize for Architecture. A very strong emphasis has been placed on sustainability, quality of design and environment.

Grant funding

- 3.3 Proposals for the site have been supported by £557,150 from the Homes England Local Authorities Accelerated Construction fund; £480,028 from the One Public Estate Land Release Fund; and £147,250 Homes England capacity funding.
- 3.4 The terms of these grants require:
- Delivery of a minimum of 52 dwellings, of which at least 30% should be affordable.
 - All units to be constructed using Modern Methods of Construction (panellised).
 - Delivery of the development to an agreed programme, leading to completion of housing by 28th February 2025.
 - In the case of the One Public Estate funding, release of land (unconditional contract) by 31st March 2023. The funding must be used to support capital enabling works.
- 3.5 The terms of the LAAC grant set out that a financial clawback provision will apply if the land value received by the Council exceeds an agreed value. In such an event, 100% of the 'surplus' must be paid back to Homes England, up to the value of the original grant received.
- 3.6 The procurement exercise and the draft Development Agreement contracts have been formulated to ensure compliance with the terms of the grant funding conditions.

Commissioning and procurement process

- 3.7 The Council approved a [Commissioning Plan](#) for the procurement of a development partner on 19th July 2021, followed by a [Procurement Plan](#)

approved under delegated powers on 3rd November 2021. These documents set out the governance arrangements, criteria and evaluations processes for the procurement, including the creation of a Member Advisory Group.

- 3.8 The procurement was conducted under the Concessions Contracts Regulations 2016 (CCR), which required upfront requirements and evaluation criteria to be set. Under the CCR the council was not bound to the strict formalities of the procedure set out in the Public Contracts Regulations 2015 (as amended) (PCR) and was therefore able to enjoy the greater flexibilities offered under the CCR in structuring the procurement that commenced in November 2021.
- 3.9 Following approval of the Procurement Plan a notice was advertised via the Find a Tender Service under reference 2021/S 000-028492.
- 3.10 The procurement process was carried out in several stages. Submissions at each stage were evaluated in accordance with the criteria set out in the Procurement Plan and tender documentation. Specialist market advice and procurement support was provided by Jones Lang Lasalle (JLL). This included softy market testing prior to the commencement of the procurement to determine the market appetite for the project. Legal advice was provided by Bevan Brittan.
- 3.11 In the documentation for the procurement process, bidders were advised that the council would investigate options to increase the percentage of affordable housing to be provided. During the procurement process, it was decided to pursue this option and to increase the minimum level of affordable housing from 30% to 40%. This followed dialogue sessions with bidders and consultation with the Member Advisory Group. The change was made in order to increase the social benefits of the development, in particular to help meet local housing need.
- 3.12 The procurement included provisions that the selected developer would receive the One Public Estate Land Release Fund grant, to be used to fund delivery of specified enabling works and in line with the conditions of that grant.
- 3.13 Appendix A sets out the criteria and guidance provided to bidders for their Final Tender submissions.
- 3.14 Bidders were warned that material deviations from key criteria around quality, sustainability and affordable housing would be scored down. Conversely, bidders were advised that a bid would be more likely to score the highest marks available if meeting and, ideally exceeding, these criteria.

Evaluation and outcome

- 3.15 Final tenders were received from the final two bidders on 25th April 2022 and were evaluated in accordance with the agreed criteria of 20% price and 80% quality. Full details of the criteria and scoring for this stage are provided in Appendix A.

3.16 The Evaluation Panel comprised officers from the Development and Placemaking Team and from JLL. The Council's Procurement Team evaluated Social Value submissions and advice on legal submissions was provided by Bevan Brittan. Additional comments were provided by colleagues in affordable housing and health & safety, although those officers were not part of the formal panel.

3.17 The final weighted scores awarded to the two bidders were:

	Bidder A	Stonewood
Quality score (max 80%)	50.9%	61.5%
Price score (max 20%)	4.7%	20%
Total score (max 100%)	55.6%	81.5%

3.18 On the grounds of the above, the recommendation is made that the contract be awarded to Stonewood Partnerships Ltd.

3.19 The winning bidder scored the highest on quality (61.5% compared to 50.9%) and also made the strongest financial offer. Further details are provided in the exempt Appendix B.

Implementation and terms of contract for development and transfer of land

3.20 A 'standstill' period will follow the award of this contract.

3.21 The legal documentation for the contract follows the form of a Homes England standard Development Agreement (DA). The DA is made up of an Agreement for Lease and a Build Lease which are entered into at different stages of the process.

3.22 The Agreement for Lease is a conditional contract. It requires the developer to meet various conditions, including completing the discharge of pre-commencement planning conditions; confirming their affordable housing provider; appointing Compliance and Passivhaus Inspectors; and providing surety of funding.

3.23 Subject to satisfactorily meeting the above conditions the successful bidder will be granted a Building Lease over the site for the duration of the development.

3.24 The Building Lease requires that the developer must build out the site as set out in the tender process and in their bid.

3.25 A Compliance Inspector and a Passivhaus Certifier will be responsible for checking each dwelling and other aspects of development to confirm that they meet requirements. Only after the Compliance Inspector and Passivhaus Certifier have certified compliance will the freehold of the land be released. These provisions mean that the developer is unable to sell the homes until the standards required by the council are met.

- 3.26 The Lease includes overage provisions. If the value of the development is higher than expected, the Council will receive a share of the additional income that has been generated. If the developer finishes the development early, the overage paid to the council will be less. If the developer finishes the development late, the overage paid to the council will be more. This helps incentivise the developer to keep to the agreed timeline.

4. Consultation

- 4.1 Extensive public and statutory consultations have been carried out in relation to the proposals for the development and disposal of this site, including requirements in relation to planning and appropriation processes.
- 4.2 A Member Advisory Group comprising the Executive Member for Placemaking, Nailsea ward members and the Chair of the Place Scrutiny Panel was established to provide guidance on the procurement process. Requests from this group included that bidders seek to target the homes at local buyers, and that they act in a considerate manner in relation to local residents during the construction process. These requirements were incorporated into the procurement criteria.

5. Financial implications

Costs and funding

- 5.1 The site benefits from a total of £1,184,428 grant funding, as set out in paragraphs 3.3 – 3.6 above.
- 5.2 The costs of securing the planning consent were in the order of £561,420. These costs were met through use of the LA-AC grant.
- 5.3 The costs of the procurement process are estimated to be in the order of £147,250, including legal fees. These will be met through the Homes England capacity funding.
- 5.4 The costs of delivering the development will be borne by the selected development partner, at their own risk.
- 5.5 Costs of monitoring compliance with the development contract, including those incurred by NSC and by specialist PassivHaus inspectors, will be met by the developer. The developer will also meet the council's legal costs, including costs incurred in the transfer of the land.
- 5.6 Any further costs associated with the site have been minimal and have been met through use of revenue budgets and/or the Driving Growth reserve.

Income

- 5.7 The land value to be payable to the Council is as set out within the exempt report attached to this paper. The full amount will be payable on exchange of Agreement for Lease.

- 5.8 As per paragraph 3.6, clawback provisions apply to the £557k LA-AC grant if the land receipt (including overage) exceeds an agreed amount. The land value secured through the procurement is well below this figure and it is thought unlikely that the clawback provisions will be triggered.
- 5.8 The funding received will be used to support delivery of the Council's capital programme.
- 5.9 The developer will pay a total of around £450,000 in CIL and S106 contributions to fund infrastructure to support site specific needs and the cumulative pressures of the development. 15% of the CIL income (c. £50,000) will be passed to Nailsea Town Council.

6. Legal powers and implications

- 6.1 The Local Government Act 1972 gives the Council the power to dispose of land held by it in any manner it wishes provided that the Council achieves the best consideration that can reasonably be obtained.
- 6.2 The procurement process has been compliant with the Concessions Contracts Regulations 2016. The Council appointed external legal advisors to advise on the procurement process and to prepare the relevant contract documentation.
- 6.3 The Council is compliant with the Public Services (Social Value Act) 2012 by ensuring it is seeking additional social value during the tender process.

7. Climate Change and environmental implications

- 7.1 This development seeks to be an exemplar of environmental sustainability. Features include:
- All homes to be Passivhaus certified. This represents a very high standard of sustainability which also helps ensure good build quality and low energy bills.
 - The scheme will not include any provision of domestic gas.
 - A landscape led approach, with a high proportion of green space and improved footpath links.
 - Electrical vehicle charging for all homes, as well as contributions to fund an electric vehicle car sharing club.
 - Compliance with the requirements of a Habitat Regulations Assessment setting out ecological mitigations and enhancements.
- 7.2 Bidders were required to set out practical measures on how sustainability and carbon reduction could be optimised during the construction phase. The successful bidder set out a range of measures including:
- Sustainable choices of materials.
 - Temporary solar power units.
 - Use of local supply chains where possible.
 - Car-sharing by contractors.
 - Trialling of electric plant and the use of biofuel in existing plant.

- 7.3 The procurement process emphasised the importance of the site's sustainability ethos. Bidders were required to demonstrate how they would target buyers/occupiers who would support a sustainable lifestyle, in particular low use of private cars.

8. Risk management

- 8.1 The table below identifies key risks mitigation in relation to the award of contract

Risk	Mitigation
Legal challenge to the proposed award of contract.	The procurement has followed a fair and transparent multi-stage process as agreed through the Commissioning and Procurement Plans and following the Concession Contract Regulations. Scoring of bids has been carried out by a panel of NSC officers supported by specialist consultants from Jones Lang Lasalle and legal advice from Bevan Brittan. Further specialist comment has been sought from Health & Safety and Affordable Housing officers to inform the scoring.
The recommended bid is not sufficiently high quality to meet the council's desired objectives.	Bids have been required to meet a detailed specification in line with the agreed Commissioning and Procurement Plans. Feedback has been provided by officers and dialogue sessions have been held to help steer the content of the bids to ensure that they would meet requirements. The view of the panel, including external specialists is that both the final bidders were of a high quality and met specifications.
The awarded contract is not delivered to the required timescale or quality / the financial offer is not fully honoured.	The Final Tender documentation will form part of the contract and Development Agreement. Land is released to the developer only on satisfactory completion of each dwelling to the required standard. The bid includes funding for the employment of a Compliance Inspector, Passivhaus Certifier and for council officers' time in monitoring the contract.
Delays or problems in the developer delivering the development.	Each bidder was required to submit a detailed risk assessment as part of their tender, including information on risk owners and how the risks would be mitigated.
Failure to meet Homes England / One Public Estate funding criteria.	The Homes England and One Public Estate criteria were a key part of the tender specifications and will form part of the contract documentation.

Risk	Mitigation
Impacts of any future pandemic or other force majeure event	<p>Risks relating to the infrastructure and development construction have been taken account of in the risk registers detailed above. Any impacts on council officers involved in the management and monitoring of the contract will be considered through the business continuity plans of the teams in question, but are not anticipated to be significant at this stage.</p> <p>It is possible that future pandemics, economic change or other major events may affect the housing market and appetite for new housing. This is provided for in the Building Lease and will be kept under review, however at present the market remains strong. 40% of the housing will be affordable and is unlikely to be affected by any market downturn.</p> <p>Risk registers and business continuity plans are 'live' documents and will be updated as and when circumstances change.</p>

9. Equality implications

Equalities Impact Assessment

Have you undertaken an equality impact assessment?

Yes – please see Appendix C.

- 9.1 The procurement process included requirements for bidders to demonstrate compliance with equalities legislation and good practice. This included submission of their organisation's Equality and Diversity Policy Statement at Outline Solutions stage. The statements were checked by specialist NSC officers and were scored out of 5 for compliance with NSC expectations. A minimum score of 4 was required for bidders to continue through the process. All bidders met this minimum score.
- 9.2 The Equality Impact Assessment in Appendix C identifies positive and negative impacts of the delivery of the development and transfer of the land.
- 9.3 Positive impacts include that the contract and development proposals require the provision of 40% affordable housing and a higher than policy requirement level of adaptable/accessible homes. The emphasis on good quality homes that are energy efficient and in excess of space standards is of benefit to mental and physical health. The landscape-led approach and provision of accessible pedestrian routes are of positive benefit and will help to mitigate impacts in relation to loss of open space.
- 9.4 The primary negative impacts relate to the loss of open space; disruption and stress caused by construction activity; and concerns about road safety, which

could include negative impacts on a range of people or groups with protected characteristics.

9.5 The EIA identified actions to mitigate these impacts, which include:

- Delivery of a landscape-led scheme maintaining a good proportion of green space and improved access routes, in particular to the bridleway.
- Consultation with appropriate representative groups to finalise details of landscape-led elements where appropriate.
- Construction Management Plan to be shared with local residents to enable them to put forward suggestions.
- Developer to sign up to Considerate Constructors scheme and to take steps to create positive relationships and minimise disruption to local community.
- Delivery of positive benefits of scheme, including but not limited to:
 - 40% affordable housing.
 - Adaptable and accessible homes.
 - Passivhaus standards (which have health benefits and reduce fuel poverty).
 - Community development activities.
- Implementation of road safety measures identified by Local Highways and Planning Authorities, including through Road Safety Audits.
- Payment of S106 contribution for off-site highways mitigations.

9.6 Despite the above actions, there will remain some potentially negative impacts from the loss of open space and the implementation of development. These have been mitigated as described above and must be weighed against the positive benefits of the scheme. In particular the provision of good quality affordable and accessible / adaptable housing will have a positive impact on the physical and mental health of the future occupants of those homes.

9.7 The successful bidder has made a range of Social Value commitments. These are detailed in Appendix B, some of which have particular value to people with protected characteristics, particularly younger people. The social value commitments include two apprenticeships; six work placements; career talks in schools and colleges; use of local recruitment and supply chains; car sharing schemes for construction staff; and energy efficient building practices and machinery.

10. Corporate implications

10.1 A wide range of council officers, members and partners have been involved in this project to ensure that the development meets corporate objectives and is supported by appropriate infrastructure and services.

10.2 The capital receipt from the site will help deliver priorities identified through the Council's Capital Strategy.

11. Options considered

11.1 To re-start the procurement with different criteria or different contractual arrangements. This is not felt necessary as the bids received were of a good quality and will deliver the Council's objectives and terms of funding. A variety

of options were considered at the Commissioning Plan and Business Case stage in July 2021. Re-starting the process would require additional funding and would cause delay.

- 11.2 Not to award a contract for the development and transfer of the land (i.e. not to pursue the development): this would be contrary to the council's aspiration to provide a broad range of new homes. It would require the identification and delivery of another equivalent site in order to meet our five-year housing supply requirements. It would be highly likely that funding bodies would require repayment of the grants that have been awarded in support of the projects.

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Appendices:

Appendix A: Criteria and guidance for the Final Tenders
Appendix B: Evaluation of Final Tenders and information on Financial and Social Value offers (exempt)
Appendix C: Equalities Impact Assessment.

Background papers:

- Full Planning Consent: details available on North Somerset Council website, application reference [20/P/2000/R3](#).
- Commissioning Plan dated 19th July 2021: [Uplands Commissioning Plan](#)
- Procurement Plan, DP257 dated 3rd November 2021: [Uplands Procurement Plan](#)

North Somerset Council Executive Committee, 22 June 2022
Land south of The Uplands, Nailsea: Contract Award of Developer

Evaluation criteria for final tenders

A. Quality criteria

Scoring matrix:

The scoring matrix used for the quality questions (with the exception of the legal question) was:

9 - 10:	Excellent
7 – 8:	Good
5 – 6:	Satisfactory
3 – 4:	Weak
1 – 2:	Inadequate
0:	Unsatisfactory

Details on the scoring matrix for the legal question are provided in the table below.

Specifications for bidders (quality criteria): extract from Invitation to Submit Final Tenders Volume 2:

<p>Question 1</p> <p>SUSTAINABILITY, ENVIRONMENT AND LOW CARBON DEVELOPMENT – 25%</p> <p>Question:</p> <p>Bidders must set out how they will achieve the following:</p> <ol style="list-style-type: none"> The construction and certification of all houses to Passivhaus Classic standard (or higher), with the exception of House Number 2. The construction and certification of all bungalows and House Number 2 to Passivhaus PHI Low Energy Building Standard. Delivery of all other sustainability and low carbon measures embedded into the planning consent. This includes, but is not limited to, nil domestic gas, electric car charging for every house and compliance with the agreed proposals for net biological gain. Marketing and explanation of the sustainability features of the development to buyers/occupiers and ongoing steps to ensure the successful operation and continued sustainability of the site going forward. Optimisation of sustainability and carbon reduction during the construction stage. <p>We encourage bidders to reference examples from current or previous schemes which demonstrate the deliverability of these requirements.</p>
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Guidance:

Bidders are asked to provide full details demonstrating how they will achieve each of the requirements both in terms of technical detail and in demonstrating their capacity, knowledge and commitment as an organisation.

Bidders should provide detailed commentary on any issues / challenges they anticipate may arise, with details as to how they will address and seek to mitigate those challenges.

Throughout the answers to this question, we are seeking evidence of commitment and capability to maximising the sustainability of the scheme.

(i) & (ii) *Passivhaus Classic and Passivhaus PHI Low Energy Building Standard:*

Passivhaus is characterised by an especially high level of thermal comfort with minimum energy consumption. In general, the Passivhaus Standard provides excellent cost-effectiveness particularly in the case of new builds.

Passivhaus standards are achieved through intelligent design and implementation of the 5 Passivhaus principles: thermal bridge free design, superior windows, ventilation with heat recovery, quality insulation and airtight construction.

Bidders will need to robustly demonstrate that they can deliver the Passivhaus standards and certification set out below. This to include their detailed methodology for achieving it.

Passivhaus Classic:

For a building to be considered a Passivhaus Classic standard, it must meet the following general criteria. Bidders and their advisors will need to ensure they have appraised detailed criteria to underpin Passivhaus Classic standards and certification:

1. The Space Heating Energy Demand is not to exceed 15 kWh per square meter of net living space (treated floor area) per year or 10 W per square meter peak demand.
2. The Renewable Primary Energy Demand, the total energy to be used for all domestic applications (heating, hot water, and domestic electricity) must not exceed 60 kWh per square meter of treated floor area per year.
3. In terms of airtightness, a maximum of 0.6 air changes per hour at 50 pascals pressure (ACH50), as verified with an onsite pressure test (in both pressurized and depressurized states).
4. Thermal comfort must be met for all living areas during winter as well as in summer, with not more than 10 % of the hours in a given year over 25 °C.

Passivhaus Low Energy Building:

For a building to meet a PassivHaus Institute (PHI) Low Energy Building Standard (suitable for buildings which do not fully comply with other Passivhaus criteria for various reasons) it must meet the criteria set out below. Bidders and their advisors will

need to ensure they have appraised detailed criteria to underpin PHI Low Energy Building Standard and certification:

1. The Space Heating Energy Demand is not to exceed 30 kWh per square meter of net living space (treated floor area) per year.
2. The Renewable Primary Energy Demand, the total energy to be used for all domestic applications (heating, hot water, and domestic electricity) must not exceed 75 kWh per square meter of treated floor area per year.
3. In terms of airtightness, a maximum of 1 air changes per hour at 50 pascals pressure (ACH50), as verified with an onsite pressure test (in both pressurized and depressurized states).
4. Thermal comfort must be met for all living areas during winter as well as in summer, with not more than 10 % of the hours in a given year over 25 °C.

(iii) Other sustainability and low carbon measures:

The scheme at The Uplands has been designed as an exemplar in terms of sustainability and low carbon. These principles and associated specific features are embedded within the planning consent. Please set out clearly how all the sustainability and low carbon features forming part of the planning consent will be delivered in full or, if you are proposing minor amendments, list clearly what they are, your rationale for making them and any impact on either scheme outcomes or delivery. A table format is encouraged in this regard. In addition to your confirmation, we will want to see your detailed methodology for achieving each sustainability and low carbon measure.

(iv) Informing and working with buyers/occupiers:

Bidders must explain clearly how they will communicate and explain the sustainability features of the development to buyers/occupiers during marketing, at the point of purchase and ongoing so as to ensure the successful operation and continued sustainability of the site going forward. This includes (but is not limited to) Passivhaus features, ventilation machinery, non-gas heating, and car charging.

This must include information about how the site will be branded/marketed so as to attract sustainability-minded buyers/occupiers, including an emphasis on the design and ethos of the site as a low-car development.

(v) Maximising sustainability during the construction phase:

Bidders must set out and explain all the practical measures they will implement to optimise sustainability and carbon reduction during the construction phase, including through the choice of MMC provider.

Question 2

DESIGN AND COMMUNITY – 25%

Question:

Bidders are required to confirm that they will deliver the consented scheme including:

- i. Approach to working in partnership with the Mikhail Riches-led design team and assurance of design quality.
- ii. Delivery of consented scheme details and/or any expected minor amendments.
- iii. Delivery and integration of affordable, adaptable and accessible housing.
- iv. Approach to the creation of a positive and inclusive sense of place and community.
- v. Delivery and ongoing maintenance/stewardship of high-quality landscape.

Examples from current or previous schemes which demonstrate the delivery of these elements is encouraged.

Guidance:

The scheme has been designed by an award-winning design team (led by Mikhail Riches) to ensure that an exemplar scheme is delivered in terms of quality, landscape, and sustainability. The Council requires that this scheme is now delivered as an exemplar, that potential buyers understand and are attracted by its high-quality features, and that it is managed to the highest standard post completion.

(i) *Partnership working and design quality:*

Approach to working in partnership with the Mikhail Riches-led design team and assurance of design quality.

The Council's clear and strong preference is that the bidder takes on the existing professional design team led by Mikhail Riches (particularly the key disciplines including SEED Landscape Design, Greengauge Building Energy Consultants and Momentum Structural Engineers).

Information on the existing professional advisory team is provided in the data room.

Please confirm that this is your approach and set out your methodology as to how you envisage the parties working together to ensure a positive relationship and outcome; evidence of having discussed your methodology with Mikhail Riches is beneficial.

If bidders choose to use different / additional advisors they should confirm details of the alternative parties, their experience relevant to this scheme/site, a rationale as to why they have not utilised the existing team, confirmation that the project programme remains deliverable and that the high quality, landscape-led and environmental performance of the consented scheme will not be compromised.

Bidders should be aware that if choosing not to engage Mikhail Riches and team, this may lead to their bid being scored down versus others who follow the preferred route.

(ii) Delivery of consented scheme:

The scheme benefits from full planning consent. It is the Council's clear preference that this consent is delivered in full. We do appreciate however that there may be limited areas where bidders may want to make minor adjustments. Please either confirm that the planning consent will be delivered in full or, if you are proposing minor amendments, list clearly what they are, your rationale for making them and any impact on either scheme outcomes or delivery. A table format is encouraged.

(iii) Delivery and integration of affordable, adaptable and accessible housing:

The planning consent includes affordable housing and accessible M4(3) and adaptable M4(2) housing provision (note that the number of M4(3) and M4(2) units is in excess of policy requirements). In addition to M4(3) and M4(2) units, all homes are a minimum 10% above Nationally Described Space Standards and have been provided with additional storage space both internally and externally.

Please note in relation to affordable housing the minimum required provision has been increased by the Council to 20 units (16 social rent and 4 shared ownership).

The affordable housing mix should be as shown in the table below:

Unit type	Unit description	Social rent	Shared ownership
A	1 bed / 2 person bungalow	3	1
B	2 bed / 4 person bungalow	3	1
C	2 bed / 4 person	4	1
D	3 bed / 5 person	5	1
E	3 bed / 6 person		
F	4 bed / 6 person	1	
G	4 bed / 7 person		
TOTAL		16	4

Slight adjustments to the housing mix, where justified, will be considered, for example a substitution of a 2 bed bungalow for a 2 bed house (unit type C for type B). This should not include more substantive amendments that would undermine/reduce the overall provision. For example, it would not be acceptable to switch a 7 person dwelling for a 4 person dwelling.

Bidders must provide a plan and table setting out the location of their affordable housing units, along with a rationale as to the selected layout and information on any planning amendments anticipated to be required to enable delivery.

These elements of affordable, adaptable and accessible housing are very important. Please confirm that these elements will be delivered including your methodology for each. Where possible, please also include examples where similar outcomes have been delivered on other relevant schemes.

Bidders must also provide information on ownership structure and management arrangements for affordable housing. Please include evidence of discussion with Registered Providers, where relevant to demonstrate that your intended approach is deliverable within the project timetable. The selected Registered Provider must be a member of HomesWest.

In relation to the M4(2) and M4(3) homes, bidders must demonstrate a clear understanding of the requirements and provide information on how these will be delivered in practise including your methodology. Please note that any additional measures to encourage accessibility / adaptability of homes would be recognised as a benefit by NSC and would be reflected in the scoring of bids.

In addition to the affordable and accessible housing requirements, the Council is strongly interested in any measures put forward by bidders that would help promote and facilitate the occupation and purchase of homes by those from the local community of Nailsea. Bidders must set out details of measures that they would undertake in order to achieve this.

(iv) *Creation of a positive and inclusive sense of place and community:*

We are seeking proposals that will promote:

- The formation of good relationships amongst new residents and with neighbouring communities / local networks.
- A positive, inclusive and active community that promotes widespread engagement with sustainability matters, community issues and associated activities.
- The creation of a self-sufficient and strong community capable of resolving its own problems and achieving its aspirations.

Please set out your approach to working with the community pre and post occupation of the houses to achieve the above.

These proposals should link in with measures relating to long-term stewardship of the site.

Please note that this question is seeking to understand how you will positively create a sense of community and place amongst new and neighbouring residents. It is *not* a question about planning consultations or customer relations, which are dealt with elsewhere.

(v) *Delivery and ongoing maintenance/stewardship of high-quality landscape:*

The site has been carefully designed to create a very attractive environment with a strong landscape led approach. Please set out your approach to delivery and maintenance, in particular your proposed mechanisms for ensuring, post-delivery, that the overall site is maintained to a very high standard and that the residents get maximum value from the overall environment/communal areas.

Again, examples of your suggested approach/structure working in practise on other schemes is encouraged.

Question 3

PROJECT TEAM, PROGRAMME, RISK MITIGATION, PROJECT MANAGEMENT AND ACCESS TO FUNDING – 20%

Question:

Bidders are required to confirm details of their delivery and professional advisory team and detailed arrangements for robust and effective implementation of this scheme, including but not limited to the issues identified. The response must address the specific issues relating to this site, including site specific factors, use of MMC and delivery at pace.

We are also seeking information about the construction stage of development and how this will be managed to minimise impacts on (and complaints from) existing and new residents.

Guidance:

(i) *Organisational structure, communication and experience:*

Please provide:

- An organogram and explanations of the organisational and management structures for delivery of the scheme.
- Evidence that your bid is supported from the relevant decision-making internal group/board, and details of the internal governance processes and timescales to signing the Agreement for Lease and Build Lease.
- Details of the main contractor where already identified/secured including associated rationale, relevant delivery experience and the associated contractual structure. If the main contractor is not identified, please set out the specific process for procurement of a suitable contractor including both timeline and assurances that the process will identify the best fit contractor for the project. Please also confirm the envisaged contractual structure.
- The proposed approach to managing engagement with the Council, including a single point of contact throughout the delivery of the development and how engagement with the Council will be as efficient as possible.
- A clear method statement / diagram showing the decision-making process and responsibilities at each of the key stages. This should correlate with the programme.
- Details of the proposed Project Leader and other key personnel supported by summary CVs detailing their relevant experience of working on similar development projects (including the use of MMC) within the past five years.
- Details of how resilience will be achieved (in terms of project resourcing) in the event for example of prolonged annual leave or illness or staff turnover.

(ii) *Project management:*

Please set out your detailed project management approach to demonstrate how delivery covering both quality and pace throughout the process will be managed and maintained. As part of this response bidders should refer to the relevant clauses in the draft legal documentation i.e. compliance requirements etc. This answer should ideally include evidence of how the suggested approach has been successful on other comparable

developments. Your response should also include information on the on-site and off-site management of the MMC process.

(iii) Delivery at pace:

Please demonstrate that you can achieve the delivery requirements outlined in the two funding agreements including but not limited to:

1 September 2022: Provision of contractor's accepted programme

31 October 2022: Target start on site (infrastructure, enabling and site preparation)

31 March 2023: Completion of LRF funded works

1 October 2023: Deadline for start of housing development

1 March 2024: Start of first housing unit (foundations laid)

28 February 2025: Practical completion (Building Control sign off last housing unit)

Project completion: 1 September 2025

Please provide a table with the key dates for achieving all grant funding milestones. This should be supported by a commentary as to the appropriateness of the assumptions adopted. An explanation of when the affordable units will be delivered and transferred (where relevant) should be provided.

We recognise that this programme is ambitious. If bidders are concerned about the timeline, we recommend that they put forward their best programme which is as close to the target dates as possible. This will be scored as part of assessment, but in the event that the target deadlines genuinely cannot be met, we will seek to work with the government funders to agree a workable solution. We anticipate in particular that there may be a degree of flexibility around the 31st October 2022 target start on site date.

(iv) Programme:

Please provide a robust and detailed project programme in Gantt Chart format (or equivalent). This should include a full breakdown of the distinct activities required to deliver the site and the interdependencies between them to identify a clear critical path. This should include key milestones. An appropriate rationale/commentary should be provided outlining the appropriateness of all the assumptions adopted. The programme to meet all deadlines in the LAAC Grant Funding Agreement.

The programme to include but not limited to:

- Discharging all planning conditions including Section 106 Agreement
- Pre-construction programme, including the critical lead in period for the MMC supplier(s)
- Construction programme including enabling works (including site clearance, groundworks, access road and other necessary elements)
- Sales period, including anticipated transfer to an affordable housing provider (where required)

Please explicitly set out any expectations of the Council in terms of officer time and decision-making in order to achieve the programme provided.

(v) Risk management:

Please submit a detailed risk register identifying risks at each of the key delivery stages together with appropriate mitigating actions, risk owners and timescales for carrying out any mitigation activity. If any mitigating actions are required prior to the appointment of a preferred developer, it will be important to outline how these will be executed and the expectations of the Council.

It is expected that, as a minimum, this will consider (but not be limited to) the following: planning condition discharge, pre-construction, construction, site specific aspects, use of MMC, open market sales, transfer to the affordable housing provider and long-term site management.

The risk register should also consider the current and any future Covid-19 outbreak and how this will impact on the development, associated risks and mitigation measures proposed.

(vi) Finance and use of grant:

Please set out clearly how you will fund / cash flow the total cost of the development (including land value) including all necessary supporting evidence i.e. from internal sources or third party funders etc. Correspondence confirming the position is required. In the case of third party funders, please include evidence that they are aware and comfortable with the legal structure (Agreement for Lease and Lease) and that no further amendments to the legal documents (beyond those provided at final tender stage) will be required.

This must also include information about your intended use of the £481,028 Land Release Fund grant. Bidders intending to use this grant must set out a draft specification of works, programme, method statement and how the use of grant will fit into their expected financial profiling (expenditure and claims). They must also provide information on the mechanisms they will put in place to ensure compliance with the terms and conditions of the grant.

(vii) Construction management:

Please confirm that your organisation and contractors will sign up to the Considerate Constructors scheme for this site.

Please also outline how you will engage with existing/neighbouring residents in drawing up your Construction Management Plan to minimise impacts on those residents and to ensure a rapid and positive resolution to any issues that arise.

In relation to buyers/occupiers, please provide details on the customer relations procedure that will be adopted, including how issues will be monitored and managed to ensure positive relationships with customers. Details of how lessons learnt are embedded into this process to avoid re-occurrence should be included.

Question 4

MODERN METHODS OF CONSTRUCTION (MMC) – 15%

Question:

Bidders are required to provide full details of their proposed approach to construction including modern method of construction (MMC) product that will be adopted on-site if the bidder is successful including full details on how it will be implemented in practice. This must demonstrate compliance with the LAAC Grant Funding Agreement.

Guidance:

MMC specifications:

Please note that the Council is obligated via funding condition to utilise panelised forms of construction for all 52 houses. This is defined as:

“Flat panel units are produced in a factory and assembled on-site to produce a three-dimensional structure. The most common approach is to use open panels, or frames, which consist of a skeletal structure only with services, insulation, external cladding, and internal finishing occurring on-site. More complex panels - typically referred to as closed panels - involve more factory-based fabrication and may include lining materials and insulation. These may also include services, windows, doors, internal wall finishes and external claddings. This category embraces newer panelled approaches such as Structurally Insulated Panels (SIPs), storey height aircrete panels, crosswall panelled construction and Cross Laminated Timber (CLT) panels”.

The development of the planning application has been informed by Frame UK, manufacturers of timber-framed panelled MMC who have demonstrated the potential suitability of their product for this site. There is no obligation on bidders to use Frame UK but they may wish to consider this option.

For bidders considering a Volumetric MMC solution, we are reasonably confident that Homes England would be supportive if the scheme were amended to 100% Volumetric, as this is a technology they generally wish to support. This is something we would however need to confirm.

If this is something you wish to include in your submission, we strongly recommend that you review the detail of the planning application and evidence in your response that any Volumetric units would be sufficiently flexible to deliver the consented scheme (e.g. housing mix, layouts & detailing etc.) without need for significant planning amendments. Please also clearly evidence the feasibility of getting the intended Volumetric product to site.

Information required:

- Bidders must provide full details of their proposed use of MMC, including, but not limited to the following:
- Details of your approach to construction of the scheme including how the main contractor will be selected and managed to ensure effective delivery.
- Information on the proposed Panelled (or Volumetric if relevant) construction product(s) to comply with the LAAC Grant Funding conditions. To include details of

the product type and confirmation that all units will be delivered via this form of construction. Information provided to the Council by Frame Homes UK is shared in case helpful to bidders.

- Details of your experience on previous/current schemes of effectively utilising the proposed Panellised (or Volumetric if relevant) construction product(s).
- Explanation and confirmation as to why your proposed construction products are suitable to the site given the nature of the location (including site specific factors such as ground conditions and access routes) coupled with the Council's objectives around sustainability and design.
- Confirmation of the proposed supply chain demonstrating capacity to deliver at pace. This should include information on location, capacity, and quality management process. Evidence that the supplier has the capacity to provide the requisite number of units to comply with the delivery conditions of the LAAC grant. If there are any risks to delivery these should be identified alongside the strategies that will be adopted to mitigate them.
- Confirmation and details of the financing and mortgagability of the proposed MMC products, including acceptability to mainstream residential mortgage providers.
- Details of all assurances and warranties associated with the proposed MMC products should be provided.
- Confirmation that the proposed MMC product will be acceptable to Registered Providers of Affordable Housing (RPs). Evidence should be submitted to support this, for example a letter from the preferred RP or examples of where the product has been successfully transferred to an RP elsewhere. This should relate to the specific product proposed on-site.
- Information on the ease of maintenance of the end-product and how any special requirements (please describe) will be communicated to end users, including RPs.
- Confirmation of the environmental benefits of the proposed MMC products and details of their future performance in use. This should align with the Council's objectives and requirements provided in Question 1. Please note this should consider the environment benefits through both the construction and lifetime of the product. Specific details for the product proposed on-site should be provided.
- Confirmation whether or not the proposed MMC product will comply with construction warranties.
- Details and examples of your Quality Assurance processes in relation to the MMC product(s) and the robustness of your proposed supply chain.
- A logistics plan, storage requirements and pre-construction timescales.
- The predicted lifespan for the homes and any special requirements to maximise the life expectancy.
- Details of the future adaptability of the proposed dwellings. This should include for example the ability for an owner to subdivide rooms or extend the property.

Question 5

SOCIAL VALUE – 10%

Question:

Bidders are required to outline their social value proposal connected with the deliverability of the development. Your response should include detailed, clear, specific, measurable commitments based on the guidance provided in our Social Value Appendix at Appendix 3 and our Social Value policy, available at: <https://www.n-somerset.gov.uk/business/tenders-procurement/procurement-strategy/our-social-value-policy>

Guidance:

Please note:

- 1) The Council does not expect you to commit to delivering Social Value for all the outcomes set out in our policy. It is for you to determine where you are prepared to make Social Value commitments, linked to the delivery of the development, although as a guide the Council view is that you should consider as a minimum the following:
 - Apprenticeships
 - Internships
 - Supporting local suppliers
 - Providing training, workplace experience and/or employment opportunities for those most removed from the labour market
 - Supporting local voluntary / community sector
- 2) The Council is NOT looking for what initiatives you currently have within your organisation as 'business as usual' or doing at present with other customers (although you may look to replicate what you have done with other customers). The Council is interested in proposals of what exactly you will offer that is related to the performance of this contract and how you intend to deliver such initiative(s) so that these can be tracked throughout the resulting contract.
- 3) Similarly, Social Value measures must NOT duplicate measures already required as part of the design of the scheme, other tender requirements, or S106/CIL obligations.

Additional guidance for Question 5 is appended to the Invitation to Submit Final Tenders (as per the Outline stage).

Question 6**LEGAL – 5%****Question:**

Bidders are required to submit a mark-up of the Contract (both Agreement for Lease and Lease).

Bidders must also provide information on any changes they propose to the draft S106 agreement (excluding changes necessitated by the Council's final tender requirements in relation to affordable housing). Ideally this should be provided as a mark-up to the document, however a table format with clear numbering and explanations would also be acceptable.

In both cases, bidders should provide their rationale as to the reason for proposed amendments.

Guidance:

Bidders had the opportunity to clarify the terms of contractual suite with the Council during the Dialogue Stage of the competition.

The Council intends to evaluate the "Legal" criterion responses submitted at Final Tender in accordance with the scoring methodology set out below. The scoring methodology will be confirmed in the ISFT document.

Proposed amendments should be accompanied by narrative reasoning explaining any amendments and the need for the derogation.

Amendments should not substantially deviate from the fundamental requirements set out in these documents and the Council reserves the right to reject a bid which seeks to make substantial changes or qualifications to these requirements.

Evaluation of all amendments proposed in a bidder's Final Tender submission will be assessed holistically and given an overall score taking into account a number of factors:

- The degree of acceptance of and conformity to the terms and risk allocations prescribed by the Council
- The degree of additional benefit offered or detriment to the Council
- The overall impact of the amendments taking into account both single amendments and the accumulative effect of multiple amendments as to their benefit or detrimental to the Council

The amendments submitted as part of the Final Tender submission should reflect the positions agreed with the Council through the negotiation meetings during the dialogue stage of the competition.

In the event that the amendments do not comply with the paragraph immediately above, the Council reserves the right to reject such a bid for non-compliance with this requirement.

Expected overage provisions are detailed in the Contract. Any proposals for changes to the Contract will be evaluated as part of the legal evaluation, as detailed above. This will take account of whether proposed changes have a positive or negative impact on the Council.

The performance of the contractual documents mark-up will be given a raw score of between “0” and “5” using the scale below:

Legal Scoring Scale	
Score	Commentary
5	Amendments are Significantly Advantageous The proposed amendments are, on balance, overall very or wholly advantageous and will bring significant benefits to the Council
4	Amendments are Moderately Advantageous The proposed amendments are, on balance, overall moderately advantageous to the Council.
3	No Amendments or Amendments Not Significant The Bidder either accepts the Council contractual documents without amendments; or the amendments, on balance, do not have a significant detrimental or advantageous effect on the risk position of the Council.
2	Amendments are Moderately Disadvantageous The proposed amendments vary the risk position and are, on balance, overall moderately disadvantageous to the Council.
1	Amendments Significantly Disadvantageous The proposed amendments vary the risk position and are, on balance, significantly disadvantageous to the Council.
0	Amendments Highly Disadvantageous The proposed amendments vary the risk position and are, on balance, highly disadvantageous to the Council and unacceptable.

The Council reserves the right to exclude bidders who scoring less than 2 in respect of the Legal criterion at the Final Tender stage of the process.

B. Financial offer

Extracted from Invitation to Submit Final Tenders Volume 2:

1. At Final Tender stage, you are required to prepare and submit a financial offer in the form of a proposed land price, deposit and payment terms / deferred payment profile. A weighting of 20% will be applied to the financial offer (price).
2. It is anticipated that the land price will be offered on deferred payments; therefore, a Net Present Value (NPV) calculation will be undertaken to determine the financial offer at the time of evaluation. A consistent method will be used for all financial offers received. See below section below on price evaluation.
3. LRF grant funding of up to £481,028 (to be spent on site clearance, groundworks, and access) can be assumed in relation to your financial appraisal, provided you are able to spend it within the terms and timescale of the funding conditions. Your cashflow must set out the expected expenditure and claims against this grant.
4. Bidders should be confident that their financial proposal is deliverable and are required to submit the following supporting evidence as part of their Bid response:
 - i. A development appraisal, including a cashflow of the scheme (including receipt and use of grant). This should be in Excel or Argus format. In the case of the latter, Bidders should provide a 'live' Argus appraisal. This should identify the anticipated expenditure and income from the scheme. It should take account of the proposed phasing and available grant funding towards site clearance, groundworks, and access.
 - ii. Completion in full of the financial proforma using the template provided at Appendix Two. Other than where explicitly stated in the financial proforma, bidders must additionally provide relevant, site-specific information to evidence each of the assumptions. This should be provided in a clear and easy to interpret format to allow ease of comparison. Further guidance is provided within the proforma.
5. The financial proforma and associated evidence to support assumptions will not be scored but will be reviewed and used to ensure that all assumptions underpinning the Development Appraisal are robust.

Price evaluation

Extracted from Invitation to Submit Final Tenders Volume 1:

It is anticipated that the land price will be offered on deferred payments; therefore, a Net Present Value (NPV) calculation will be undertaken to determine the financial offer at the time of evaluation. A consistent method will be used for all financial offers received.

The tender with the highest total NPV will receive the maximum score and the prices of all other Bids will be expressed as a percentage of the maximum score. As an example, the table below shows three differing bids. It demonstrates that a weighted price score is calculated based on the difference between the highest bid.

	A	B	C	D	E
Tenderer	Price Submitted Bid (£)	Difference from Highest Bid (£)	Price Weighting %	Difference from 100%	Weighted Score
Bidder A*	£10,000,000	£0	20.00%	100%	20%
Bidder B	£8,500,000	-£1,500,000	20.00%	85%	17%
Bidder C	£9,000,000	-£1,000,000	20.00%	90%	18%

** Highest land price offer*

Equality Impact Assessment

Service area: Development & Placemaking

Does the topic of this assessment link to a budget reduction proposal?: No

Equality impact assessment owner:

Jenny Ford, Head of Development & Placemaking

Assistant Director/Director sign off:

Alex Hearn, Assistant Director for Placemaking & Growth

Review date: 01.06.2022

1. Equality impacts

Service user impact

Before mitigating actions: Medium

After mitigating actions: Low

Staff impact

Before mitigating actions: Low

After mitigating actions: Low

2. The proposal

2.1 Background to proposal

The development of 52 homes on land owned by NSC to the south of The Uplands, Nailsea through award of contract and transfer of land to Stonewood Partnerships Limited.

2.2 Please detail below how this proposal may impact on any other organisation and their customers

- Delivery of 52 high-quality, Passivhaus certified homes.
- 40% of homes to be affordable (*Note: this is an increase from the 30% reported in the Initial EIA*).
- 30% of all homes to meet M4(3) and M4(2) building regulations as “accessible and adaptable buildings” (eight homes to meet M4(2) standard and eight to meet M4(3) standard).
- 30% of affordable homes to meet M4(3) standards (six units).
- 25% of affordable homes to meet M4(2) standards (five units).
- Landscaping of site including new/improved footpaths / cycle routes, including to bridleway,
- Loss of informal open space as a result of development.
- Impact of development on surrounding areas, e.g. loss of amenity, increased traffic, disruption caused by construction.

3. What do we know?

3.1 Customer/staff profile details – what data or evidence is there which tells us who is, or could be, affected?

The land at The Uplands is within Nailsea West End ward, however there are potential wider impacts for people across the Nailsea area.

Key sources of information used for this assessment are:

- North Somerset ward profiles: <https://www.n-somerset.gov.uk/council-democracy/north-somerset-insight-data-statistics/north-somerset-profiles>
- North Somerset [Joint Strategic Needs Assessment](#) for health and social care.

In addition, we have referenced the Home Choice register of applicants for affordable housing. The embedded documents below are extracts dated 23rd May 2022. These provide information on the full register and specifically for the Nailsea wards, including those needing specific adaptations.



Affordable housing colleagues have commented that the register does not give a full picture of housing need, because some who are eligible do not register (typically this may happen in locations where it is known that no affordable housing is available), nor does it include the need for other types of affordable housing such as shared ownership. There is a separate register held by Help to Buy South and not all people in need will register in both.

3.2 What does the data or evidence tell us about the potential impact on diverse groups, and how is this supported by historic experience/data?

Deprivation:

- Overall the Nailsea wards have proportionately low levels of deprivation. Two of the Nailsea wards (Golden Valley and Youngwood) have the lowest levels of deprivation in North Somerset.
- Estimated child poverty in all Nailsea wards is lower than the North Somerset average.
- Unemployment is proportionately low across all of the Nailsea wards.

There are no particular impacts identified from this data.

Age profile:

- The Nailsea wards have a slightly lower than average proportion of children compared to North Somerset as a whole. The percentage aged under 18

years ranges from 16.9% (Yeo) to 19.6% (Golden Valley), compared to the North Somerset average of 20.1%.

- The wards have a higher than average population of older people compared to North Somerset as a whole. The percentage aged above 65 years ranges from 24% (Golden Valley) to 32.4% (Yeo).
- The average life expectancy for women ranges from 83.8 years (Yeo) to 86.9 (West End). For men the expectancy is from 81.8 (Yeo) to 84.8 years (Golden Valley). This compares to North Somerset averages of 83.5 years for women and 80.1 years for men.
- Overall, the Nailsea age profile is weighted towards older age groups.

Potential impacts are that:

- Consultation has identified that older people in the area enjoy the open space and peace at this location and that its loss may impact their mental health and ability to exercise.
- An increased need for housing suitable for older people.

Ethnicity

Up-to-date data on ethnicity by ward was not available using these sources. The North Somerset population from Black and Minority Ethnic backgrounds is 2.7%.

Impacts:

People from BAME backgrounds have been identified as at greater risk of experiencing issues with their mental health. The proposals at the site may have negative impacts in this regard (through the loss of open space) but could also have positive impacts (through the provision of good quality housing for those who need it).

Health and well-being

- The % of people in Nailsea wards who say that they have good health is between 80.5 – 86.3%. This compares to 81.2% across North Somerset.
- The percentage of older people in Nailsea wards receiving adult social care services in the community or in residential or nursing homes is below the North Somerset average, with the exception that those receiving social care services in the community in Yeo ward is above average.
- The percentage of people reporting a limiting long-term illness or disability in Nailsea wards was lowest in Golden Valley ward at 12.1% and highest in Yeo ward at 22%. The figures for West End and Youngwood wards were 18.5% and 18.8% respectively. The North Somerset average was 19.1%.
- Figures are not available at ward level, however the ONS Integrated Household Survey indicates that figures for self-reported well-being in North Somerset are similar to the national averages. The figures have increased slightly during the pandemic period:
 - Around 6% report low satisfaction.
 - Around 12% report low happiness (slightly higher than the national average).
- Around 22% report high anxiety. In North Somerset 14.5% of adults have an unresolved record of depression on their patient record. Figures are not provided at ward level. The recorded prevalence of depression for those aged 18 and over has increased year on year nationally, regionally and locally.

- The 2011 census recorded 4.564 carers in North Somerset, equivalent to 2.25% of the population compared to a South West average of 2.37% and an England average of 2.37%.

Impacts:

The relatively good health of people in the Nailsea area is a mitigating factor when considering concerns expressed about the impacts on health of the loss of open space at this site. However around 1 in 5 report a limiting long-term illness or do not say that they have good health, and 1 in 7 may have an unresolved record of depression on their patient record. The provision of good quality and accessible housing would be beneficial in this regard.

Housing

- The average house price in Nailsea wards ranges from £274k in Yeo ward up to £413k in Golden Valley. This is between 8 – 12 times the constituency median average wage.
- Across North Somerset, there are 2,514 people on the Home Choice register, with 846 indicating they would like a property in Nailsea West End. This figure normally grows by approximately 100 each month, as around 140 new requests are received in comparison to around 40 – 45 being homed. The register is reviewed in January each year to ensure non-current requests are removed; this typically leads to the removal of about 100 applicants.
- 102 of those on the Homes Choice register require adapted properties, with 87 needing specific adaptations (figures specific for Nailsea West End are 23 and 22 respectively). The primary specific adaptation required is level access, to assist those with mobility difficulties.
- Overcrowding rates for the Nailsea wards are variable. The percentage of households living in overcrowded conditions based on overall room occupancy levels are 0.9% for Golden Valley, 1.3% for Youngwood, 3.8% for Yeo and 5.9% for West End. The North Somerset average is 4.6%.
- The percentage of households experiencing fuel poverty in 2018 was 4.3% in Golden Valley and between 6.3 – 6.8% for the other wards. The North Somerset average was 7.6%. It is likely given recent fuel price increases that this will have increased.

Potential impacts:

The data above shows significant housing need. The provision of affordable, accessible and energy efficient housing will assist in addressing these needs.

3.3 Are there any gaps in the data, for example across protected characteristics where information is limited or not available?

The data sources provide limited information at ward level on ethnicity and in relation to mental health and well-being. Figures from North Somerset have been used as the nearest proxy.

3.4 How have we involved or considered the views of the people that could be affected?

Public consultation on these proposals has taken place over a number of years:

- i. Planning policy consultations on the Sites and Allocations Plan (SAP), which led to the allocation of the site for residential development in the plan adopted in April 2018.
- ii. Two rounds of public consultation run by the Development Team in 2020 prior to the submission of a planning application. The first consultation was through a public event; the second, due to Covid, was carried out on line.
- iii. Statutory planning consultations in determining the application.
- iv. Public consultation on appropriation of the land, i.e. the change of use in the purpose for which the land is held.
- v. A Member Advisory Group comprising a mixture of Executive and local ward members was established to oversee the procurement process.

The consultation activity for (ii) included specific sessions with providers of affordable housing and with the Nailsea Disability Initiative with the aim of best understanding and responding to their needs. Informal advice was sought and received from the Council's former Access Officer for Disabled People during the process for appointing the design team, with a particular focus on ensuing full policy compliance in relation to accessible and adaptable homes.

3.5 What has this told us?

Reports summarising the consultation responses are available as follows:

- Sites and Allocations Plan: <https://www.n-somerset.gov.uk/my-services/planning-building-control/planning-policy/sites-policies/sites-policies-plan-part-2-site-allocations-plan-examination>
- Development Team consultation and planning application consultations: <https://planning.n-somerset.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QFK EOMLPHBT00>
- Appropriation: Executive Member decision: <https://www.n-somerset.gov.uk/council-democracy/councillors-committees/decisions-meetings/executive-member-decisions/2021-executive-member-decisions/june-2021-executive-member-decisions>

Specifically in relation to potential equalities impacts, issues raised included:

- Significant concern over the physical and mental health impacts of the loss of green space.
- The importance of accessible footpath links across the site.
- The potentially negative impacts of construction works in terms of noise (creating anxiety and stress) and air quality (health impacts).
- Concerns about road safety, particularly for children and for older and less mobile people.
- Registered Providers emphasised the need for additional affordable housing across North Somerset.
- Discussions with the Disability Initiative highlighted the need for a holistic and well-thought through approach to accessibility both within homes and across the site, for example in relation to landscaping.
- Concerns that affordable housing should be accessed by people from the local area.

3.6 Are there any gaps in our consultation, what are our plans for the future?

The selected developer (if approved) will be required to work closely with local residents and other members of the community to create good relationships and to minimise stress during the construction period. They are also required to take actions to support new residents in the creation of a positive and inclusive community within the new homes.

The developer will enter into an agreement with a Registered Provider (RP), who will take on the management of the affordable homes. They will consult with the RP in finalising the detail of the scheme to make sure it meets the needs of the future residents, in particular those with accessibility requirements.

4. Assessment of Impact

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			Summary of impact
	H	M	L	N	+	=	-	
Disabled people		X			Yes		Yes	See below
People from different ethnic groups			X				Yes	See below
Men or women (including pregnant women or those on maternity leave)			X			Yes		See below
Lesbian, gay or bisexual people			X				Yes	See below
People on a low income	X				Yes			See below
People in particular age groups		X			Yes		Yes	See below
People in particular faith groups				X				
People who are married or in a civil partnership				X				
Transgender people			X		Yes			See below
Other specific impacts: Parents Carers Young People Health & Wellbeing Community Homelessness / rough sleepers		X			Yes		Yes	See below

5. Explanation of customer impact

a) Negative impacts:

Change and reduction in open space could have negative impacts for those who benefit physically and mentally from the use of such space. Particular impacts identified are:

- i. Disabilities: open space has positive benefits for disabled people, in particular those suffering from mental health issues. Development proposals could also add to mental health stress and anxiety for some people.
- ii. Several of the groups identified as suffering potential negative effects above are because those people in those groups are known to have a higher prevalence of mental health issues than in other population groups. As with (i), this means that there could be negative impacts as a result of the development. The government's JSNA mental health kit identifies the following groups as at high risk of mental health problems (see <https://www.gov.uk/government/publications/better-mental-health-jsnatoolkit/3-understanding-people>):
 - Black and minority ethnic groups (BAME).
 - People living with physical disabilities.
 - People living with learning difficulties.
 - People with alcohol and/or drug dependence.
 - Prison population, offenders and victims of crime.
 - People who are lesbian, gay, bisexual or transgender.
 - Carers.
 - People living with sensory impairments.
 - Homeless people.
 - Refugees, asylum seekers and stateless persons.
- iii. People in particular age groups: the population of the surrounding area has a demographic with a relatively high proportion of older people. Consultation responses suggest that many enjoy the use of the open space and the peace and quiet it offers. These groups would experience a negative impact through the loss of open space.
- iv. Those who are pregnant, on maternity leave, parents, carers, and young people are also thought to be frequent users of the open space who may experience a negative impact if it is lost.
- v. In general, the open space offers health and wellbeing benefits and offers opportunity for positive community activity.
- vi. Concerns were expressed during consultations that construction and resident traffic could create road safety issues, in particular for children, older people and disabled people.

b) Positive impacts

The proposed development offers a number of benefits of relevance:

- The provision of affordable housing, which will be available to those on a low income as well as those with specific needs including homelessness and rough sleepers.

This percentage of affordable housing has been increased from the level originally proposed in order to improve the positive impacts of the scheme. It is higher than the level required by current planning policy.

- 30% of all homes will meet M4(3) and M4(2) building regulations as “Accessible and adaptable buildings”. This exceeds the planning policy requirement of 17%. 55% of affordable homes will meet M4(3) and M4(2) standards which means they are fully suitable for wheelchair users. This exceeds the planning policy requirement of 10%. The availability of these homes offers significant benefits for disabled people and for older people who want to be able to move into an adaptable property.
- New and improved pedestrian routes through the site will be more suitable for people with mobility issues, increasing their access to the site and the adjacent bridleway.
- A number of the homes have been designed to be suitable for ‘downsizing’, targeted older people who may wish to stay in the area but who lack a suitable range of choice of properties.
- The housing mix is in line with local need as specified in the Local Plan. This includes a higher than normal proportion of smaller, two-bedroom homes which may be of benefit to younger people seeking to access the housing market.
- Other aspects of the proposals offer benefits for health & wellbeing and community:
 - Homes are proposed to meet Passivhaus standards which will lead to low energy bills, which are of benefit to those on low incomes in helping to avoid fuel poverty. Good insulation of homes can also bring health benefits.
 - Homes will exceed National Described Space Standards by a minimum of 10%.
 - The proposal is “landscape led” with a relatively high proportion of green space including communal gardens for some properties.

Does this proposal have any potential Human Rights implications? No

Could this proposal have a cumulative impact with any other budget savings? No

6. Action Plan

The primary negative impact relates to the loss of open space, in particular the impacts on people within the groups identified in section (a) above.

There are potential negative impacts from the construction activity, which could cause stress and anxiety for some individuals or groups who are more vulnerable.

Concerns were expressed about road safety issues, in particular any increased risk to children, older people or disabled people.

Action taken/to be taken	How will it be monitored?
Delivery of landscape-led scheme maintaining a good proportion of green space and improved access routes, in particular to the bridleway.	Legal contracts between NSC and developer will not allow release of land until works are completed to required standards.

Consultation with appropriate representative groups to finalise details of landscape-led elements where appropriate.	Contracts include monitoring arrangements including appointment of Compliance Inspector.
Construction Management Plan to be shared with local residents to enable them to put forward suggestions.	Construction Management Plan is required to be approved and monitored by the Local Planning Authority.
Developer to sign up to Considerate Constructors scheme and to take steps to create positive relationships and minimise disruption to local community.	Considerate Constructors Scheme is a contractual requirement and will be monitored and enforced as above.
<p>Delivery of positive benefits of scheme, including but not limited to:</p> <ul style="list-style-type: none"> - 40% affordable housing. - Adaptable and accessible homes. - Passivhaus standards. - Community development activities. 	<p>Legal contracts between NSC and developer will not allow release of land until works are completed to required standards.</p> <p>Contracts include monitoring arrangements including appointment of Compliance Inspector.</p>
Implementation of road safety measures identified by Local Highways and Planning Authorities, including through Road Safety Audits.	These measures will be approved and monitored by the Local Planning Authority.
Payment of S106 contribution for off-site highways mitigations.	

If negative impacts remain, please provide an explanation below.

Despite the above actions, there will remain some potentially negative impacts from the loss of open space and the implementation of development. These have been mitigated as described above and must be weighed against the positive benefits of the scheme. In particular the provision of good quality affordable and accessible/adaptable housing is expected to have a positive impact on the physical and mental health of the future occupants of those homes.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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North Somerset Council

Report to the Executive

Date of Meeting: 22 June 2022

Subject of Report: Budget Monitor 2021/22 - Month 12 Out-turn

Town or Parish: All

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

Key Decision: Yes

Reason: Financial values contained throughout the report, including virements, are in excess of £500,000

Recommendations

The Executive is asked to;

- i. Note the revenue and capital out-turn positions for 2021/22 as detailed within the report and the associated transfer of the **underspend of £0.691m** into the council's general revenue reserve as 31 March 2022
- ii. Note the transfer to / from earmarked and capital reserves as set out in **Appendix 4**
- iii. Approve the amendments to the revenue budget as detailed in **Appendix 1A**
- iv. Approve the amendments to the capital programme as detailed in **Appendix 7**
- v. Endorse the indicative spending plans for 2022/23 and beyond in respect of the Discharge to Assess programme as shown in **Appendix 9**, funding for which is held in an earmarked revenue reserve
- vi. Delegate authority to the Director of Adult Social Services, with advice from the Section 151 Officer, to increase the relevant expenditure and income revenue budgets in 2022/23 in line with the proposed spend as outlined in paragraph 3.14

1. Summary of Report

This report builds upon a series of monitoring updates considered by the Executive over the past year and provides a summary of the council's financial performance at the end of the 2021/22 financial year now that all of the final information has been received, in respect of both its revenue and capital budgets.

It aims to inform Members of the key components within the out-turn position, together with an understanding of the associated impact that this will have upon the level of reserves that will be held in the council's balance sheet.

The report will therefore provide a link between council's internal monitoring framework which is presented to the Executive throughout the year, and the annual statement of accounts which are more complex and technical in nature and will be published on the council's website once shortly.

2. Policy

The council's budget monitoring is an integral feature of its overall financial and governance processes, ensuring that resources are planned, aligned and managed effectively to achieve successful delivery of its aims and objectives.

The 2021/22 revenue and capital budgets have been set within the context of the council's medium-term financial planning processes, which ultimately support the Corporate Plan. That being said, the council has continued to respond to the sustained effects of the global pandemic which has clearly impacted on a range of council strategies and services over the past 12 months.

3. Details

3.1. Introduction and context

The council's revenue budget for 2021/22 was approved in February 2021 and although was considered robust and deliverable at that time, it was predicated on an operational and financial environment that we still adapting and responding to the sustained impacts of the Covid-19 pandemic.

Whilst it was recognised that the impact of Covid-19 had reduced compared to the previous financial year, the council was aware that it still needed to continue to provide a range of support in the year ahead to many individuals, residents and businesses within the community as well as face potential areas of risk and volatility within its own budget, particularly in respect of shortfalls in income streams.

The council's financial monitoring over the past 12 months has shown that although the gross impacts of Covid-19 have been significant, these pressures have been largely managed and contained through a combination of additional specific government grants as well as the unallocated covid grant given to all councils as part of the 2021/22 local government financial settlement, which means that there has not been a negative impact on the council's financial performance during the year.

Covid impacts have been closely monitored within the relevant areas of the budget and further details have been included within each of the directorate summaries, found in Appendix 2.

It should be noted that these summarise also provide an opportunity to understand the additional pressures faced by managers when delivering services to the public, many of which relate to increased demands for core services.

3.2. Revenue budget out-turn – summary and headline messages

Shown below is a summary of the council's provisional out-turn position as at the end of March 2022. As noted above, the financial monitoring does contain both Covid and non-Covid impacts.

Revenue Budget Monitoring Summary 2021/22					
	Original Net Revenue Budget £000	Month 12 Out-turn			
		Budget Share %	Revised Revenue Budget £000	Provisional Out-turn £000	Provisional Variance £000
Service Expenditure Budgets					
Adult Social Services	67,905	38.3%	67,955	68,305	349
Children's Services	26,512	15.5%	27,463	26,174	(1,289)
Corporate Services	25,739	13.8%	24,414	24,176	(237)
Place	29,565	17.4%	30,879	31,405	527
Public Health & Reg Services	911	0.5%	919	872	(47)
Capital Financing	10,674	6.0%	10,674	10,669	(5)
Other Non Service Budgets	16,118	8.5%	15,120	15,132	11
Total Net Revenue Budget	177,423	100.0%	177,423	176,733	(691)
General Fund Financing Budgets	(177,423)		(177,423)	(177,423)	0
NET REVENUE BUDGET TOTALS	0		0	(691)	(691)

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, along with the resources used to fund all services.

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

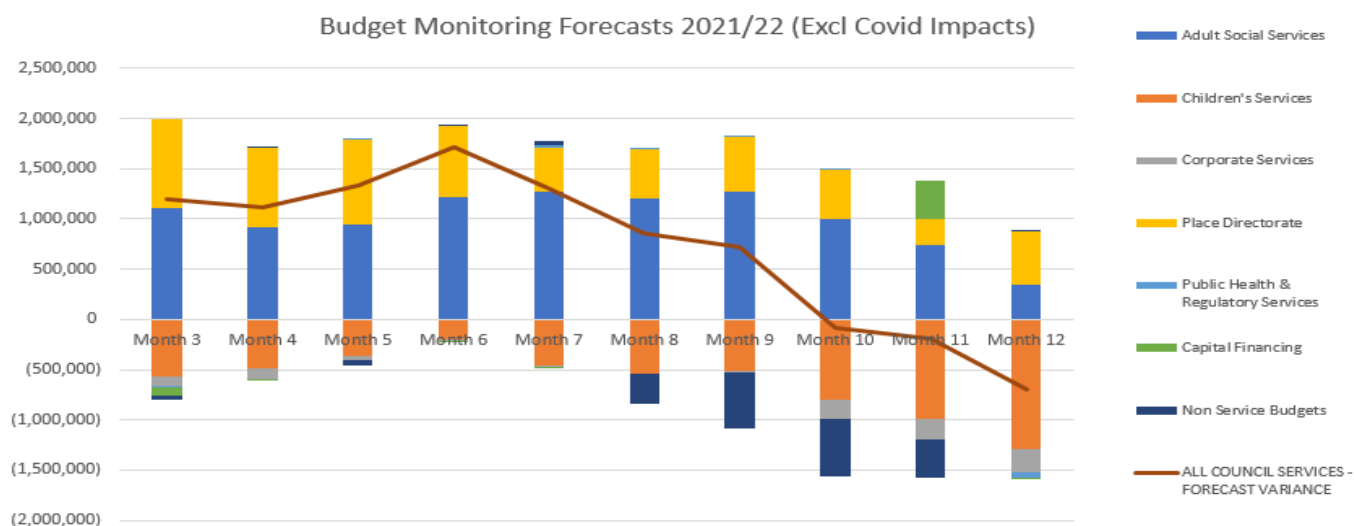
- The amount of money the council had approved for spending during the year was £177.423m (blue shaded column)
- The provisional out-turn position indicates that the council has spent £176.733m on delivering its services, which is **less** than the approved budget (yellow shaded column)

This means that the council has achieved an **under spend of £0.691m** on its overall net revenue budget for the year, which is an excellent outcome given the challenges faced by many services over the past year.

This sum will be transferred into the council's General Fund Reserve and be held to mitigate against unforeseen future risks and pressures.

The council has therefore maintained delivery of core services to residents and the wider community, managed its budget to remain within the approved financial limits, and also increased the level of its general reserve by £691k – taking the balance to **over £9.7m** at the end of the year, **or 5.5%** of the net revenue budget for the year.

The chart below shows how the council has continued to monitor and update its financial forecasts throughout the year, with some or all of this information being reported to a range of stakeholders including the Corporate Leadership Team, the Executive, Scrutiny Panels and Audit Committee as appropriate. Financial monitoring information is also integrated within the council's performance management framework.



Officers across the council have worked hard over recent months to review all areas of the budget to identify mitigations which could be used to offset the financial pressures faced in some notable areas, many of which have arisen because of increased levels of demand.

3.3. Revenue budget out-turn – Covid-19 income streams and impacts

Several of the council's budgets have continued to be impacted by Covid-19 over the course of the past year, whether this be as a result of additional expenditure being incurred, support being given to individuals, business or contractors, or losses in planned income. Some of these outcomes have been funded by specific ring-fenced Covid grants and other areas have been funded from the council's general Covid grant, which has no conditions or restrictions.

The information noted below highlights the more significant Covid related income sources and has been extracted from each directorate position to enable the scale of a council-wide 'Covid' position to be understood.

Covid related income reflected within the revenue budget	Specific Grant £000	General Grant £000	Sales Fees & Charges £000	Furlough Grant £000	Total Income £000	Material Covid grants
Adult Social Services	7,460	0	0	0	7,460	Infection Control & Testing, Workforce Recruitment & Capacity Fund
Children's Services	1,174	0	56	3	1,233	Covid Winter Grant, Education Well-being, Various schools grants
Corporate Services	1,292	0	144	0	1,437	Household Support Fund
Place	3,193	0	306	5	3,504	Leisure, Transport, Active Travel, Bus Support, Discretionary grants to Individuals and Businesses
Public Health & Regulatory Service	7,223	0	0	0	7,223	Local Outbreak Management Plan, Contain Outbreak Management Fund, Clinically Extremely Vulnerable
Non Service	260	4,975	1	0	5,236	New Burdens funding, unallocated grant
Council Tax Support	1,923	0	0	0	1,923	Provide discretionary council tax support scheme
	22,525	4,975	507	8	28,016	

Covid grant conditions have been reviewed to ensure that any unspent monies are accounted for appropriately.

3.4. Revenue budget out-turn – other significant budget variances and key issues

All elements of the council's operational revenue budgets have been monitored and forecasts shared with senior officers and Members throughout the course of the year. Although it should be noted that given the scale and breadth of services provided by the council, as well as the complexity of its financial arrangements, the council's budget monitoring assurance framework focuses on exceptions, i.e. whilst the council reviews all areas of its budget

performance, it only actively reports on those areas of the budget that are shown to have a material difference when compared to the budget that was approved for the year or which may require additional review or investigation.

This way budget managers, senior leaders and Members can review any service areas which could potentially provide an opportunity or a concern, depending on the type of variance being reported. Care is taken to review and assess which of these issues are likely to be one-off in nature and which may continue to be a feature in future years. These ongoing pressures are fed into the council's medium term financial planning processes meaning that they are considered within the context of understanding and approving budget plans for future years.

A detailed analysis of the reporting information from each Director is included within this report and can be found in **Appendix 2**. Each of these summaries provide;

- an overview showing the total budget delegated to each director,
- how this budget has been allocated across different services,
- how much the relevant director has spent on service delivery at the end of the year,
- a listing of any material budget variances that have arisen

However, a summary of the largest variances or most notable issues which have arisen during the current financial year have been extracted and are listed below. Many of these issues have been described in detail in previous reports or are being actively considered by the relevant policy and scrutiny panel as part of their annual work-plans.

£m Significant or notable budget variances

2.221	Individual care and support packages within Adult Social Care
-1.252	Reduction in Adult Commissioning and Service Delivery costs
-0.648	Reduction in Housing related spend following receipt of grant
-8.293	Additional income from Integrated Care S256 Agreements
8.293	Transfer into earmarked reserves (Adults and Healthier Together Matched Funding)
-1.539	Underspend in placement costs for children looked after
0.527	Increased costs of community support and supporting children with disabilities
0.363	Increased costs of support service contract and associated budgets
-0.391	Net reduction in property related costs, partly off-set through increased income
0.462	Net overspend in Home to School Transport budgets (gross £0.960m)
0.544	Increased costs associated with Planning services and activities
-0.367	Net underspend in staffing related budgets
-0.324	Net reduction in highways, electrical and traffic management services
-1.324	Release of the council's contingency budget
-4.218	Underspend on the council's corporate covid budget
5.542	Transfer into earmarked reserves (financial risk reserve and covid reserve)
-0.287	All other budget variances within the council's revenue budget
-0.691	Total net under spend achieved in 2021/22

As noted above, the net under spend of £0.691m will be transferred into the General Fund Reserve.

3.5. MTFP savings proposals 2021/22

Included at **Appendix 3** is a schedule of the budget reductions and savings plans that were incorporated into the 2021/22 base budget, together with an assessment showing the status and progress for each of the plans, as well as an indication of the final values achieved by the end of the year.

Despite the ongoing challenges faced over the past year, these items remain a feature within the monthly budget monitoring processes and are regularly reviewed by directorate leadership teams. The out-turn assessment indicates that whilst not all of the original savings plans were achieved in full, the overall quantum of savings was reached as a result of other savings achieving more than originally intended. These savings will remain within the base budget and managers will be required to ensure that delivery plans are put into place for future years, or alternative plans brought into replace any areas where that may no longer be possible.

3.6. Spending on priorities

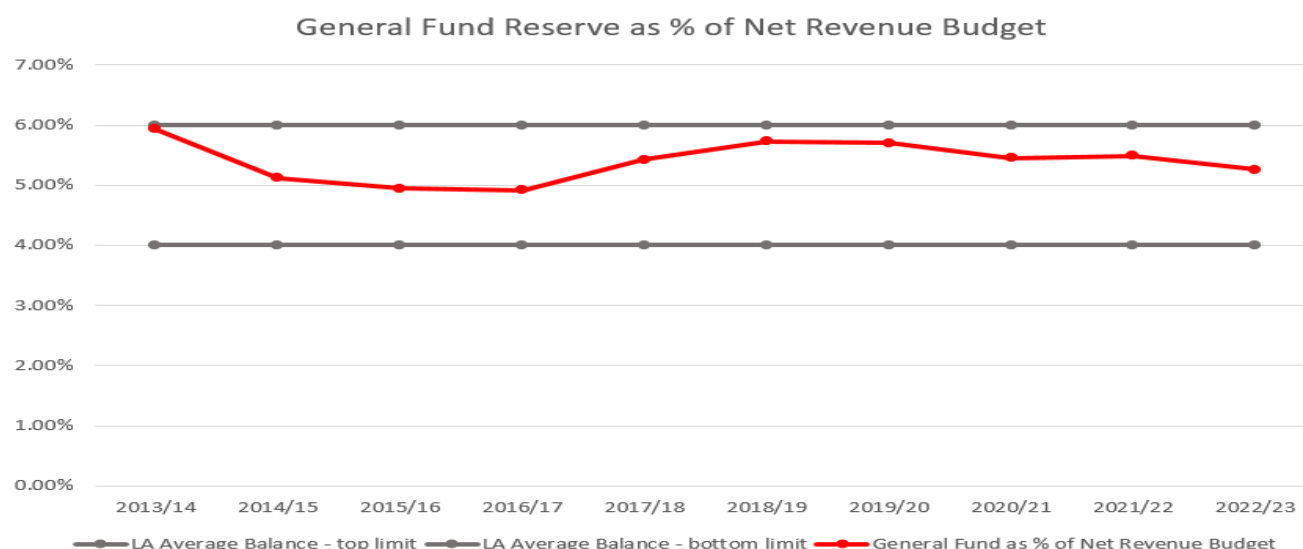
Over recent years in addition to core spending on essential services, the council has also focused resources on delivering priorities reflected within the Corporate Plan. In the 2021/22 revenue budget £1.1m of funding was included to provide targeted investment in a range of community inspired projects to facilitate improvement outcomes. **Appendix 4** provides further information on the areas selected and some of the projects undertaken. Additional investment of £750k was included within the capital programme to support improvements in the 'Great Lakes', these being in Clevedon, Portishead and Weston.

3.7. Reserves – general revenue reserves

The council's general reserve balance at the start of the year was £9.053m, which equated to approximately 5.1% of the original net revenue budget of £177.423m. This reserve is not usually held to fund spending priorities, instead it seen as a working balance to cover unforeseen or unavoidable financial risks.

It has been anticipated in monitoring reports throughout the year that the only draw on these reserves would be the potential requirement to fund any residual over spend remaining at the end of the financial year however, as noted from above, the council has managed to achieve an under spend of £0.691m on the revenue budget which means that the closing balance on the reserve will **increase to £9.744m**, or approximately **5.5%** of the net revenue budget.

Although the optimum level of general reserves to hold is a subjective decision for each council to consider dependent upon many risk factors, a general rule of thumb, often widely supported by external auditors, indicates that a minimum level should equate to between 4-6% of the authority's revenue budget and therefore as can be seen from the chart below, current level of £9.744m is within desired levels.



That being said, the council is acutely aware of the current economic factors that have started to emerge over recent months, specifically in respect of rising inflation rates which are driving up the costs for many of the council's services and will create significant areas of risk and pressure within the 2022/23 budget. The council has started to implement a series of measures to understand those areas likely to be most affected by these issues and also evaluate the potential impact so that it can establish a detailed financial strategy and action plan, not only for the 2022/23 financial, but also one that will feed into the medium term financial planning processes.

3.8. Reserves – usable reserves

In addition to the general reserve balance the council also has a series of reserves which it can use to support spending within the revenue or capital budget, smooth impacts across financial years or hold to cover future financial risks. These are known as '**usable**' reserves and are held on the council's balance sheet.

Ear-marked reserves are largely created in order to;- provide resources for a range of one-off programmes, invest in planned future expenditure or service improvements, deliver the outcomes required by unconditional service related grants received from the government and / or external partners, or to provide the council with cover from potential financial risks.

Their planned use is part of an effective strategic financial plan although it should be noted that;

- some of these reserves are more 'general' in nature whereas other reserves are 'earmarked' and held for specific purposes
- some of these reserves are more regulated and need to follow prescribed guidance, whereas other reserves have a degree of flexibility or choice

Directors manage these resources alongside revenue budgets and routinely share details of the planned transfers between reserves and their revenue budgets within the monthly budget monitoring framework, and these have been included within each of the published reports over the past year.

An updated summary combining all of the council's usable reserves is provided at **Appendix 5**, which reflects the opening balance at the start of the financial year, together with the final balance held in the reserve at the end of the financial year. A more detailed schedule which identifies movements into, or out of the council's revenue budget will be included within the statutory accounts which will be published over the next few weeks.

At an overall level the schedule shows a positive or healthy position in that the overall level of usable reserves held by the council has increased from £101.344m to **£120.542m** over the year. However, given the ongoing context of the pandemic and the rising inflationary rates it is extremely important to understand the significance of the balances held in some of these reserves at the year-end, any regulatory framework surrounding them, as well as their planned future use, which means that they are currently fully allocated, and therefore not available to fund new pressures, initiatives or priorities within the revenue budget. Recent modelling and profiling undertaken has been included at the end of the Appendix to provide an overview of the councils strategic financial planning in this area.

An overview of material items transferred into reserves at the end of the 2021/22 financial year is shown below;

- **Covid-19 response and risk reserve – £4.5m** – over the course of the pandemic the government has provided a range of unallocated funding packages to local government in order to help defray some of the pressures experienced within their financial plans and revenue budgets. A proportion of this funding has been applied to finance impacts within the 2021/22 revenue budget whilst other sums have been transferred into earmarked reserves to fund risks, plans and initiatives which will be delivered in future years.
- **Section 256 Agreements reserve(s) - £5.6m (Adults) and £2.472m (Corporate)** – in April 2022 the Executive were advised that the council had entered into partnership arrangements with the Clinical Commissioning Group (CCG) to facilitate joint working on a range of integrated care related projects and initiatives. As a result, the council received significant amounts of income that were not included within its original budget. Given that this income is supported by S256 agreements and can only be used to deliver the agreed outcomes, the monies have been transferred into earmarked reserves to support spending in future years.
- **Collection fund smoothing reserve - £10m** – as noted in para 3.10 below, the council is required to account for an unusual situation within its revenue budget at the end of the 2021/22 financial year. The council has been awarded a Section 31 grant to compensate it for changes to the national business rate relief scheme, which resulted in a significant loss of business rate income previously due to the council. Due to the accounting arrangements associated with the Collection Fund, the loss of income will be recognised in a future financial year, whereas the S31 grant has been received in the current financial year, and so the grant has been transferred into the smoothing reserve so that it can be applied at the appropriate time. These monies cannot be used for any other purpose.
- **City-Region Deal reserve - £5.9m** - the City-Region Deal reserve is a technical reserve used to account for the council's share of resources which will be pass-ported into the accountable body for use at a later date.
- **Capital grants and receipts - £15.5m** - the council holds a variety of assets, the majority of which are either operational and used to deliver services or held as a long-term investment to generate capital appreciation, or alternatively, deliver a return into the annual revenue budget. Capital receipts are generated when the council sells an asset - although there may be timing differences linked to asset sales and capital expenditure, all of the council's capital receipts have been allocated as funding for schemes and projects within the approved capital programme.

In addition to revenue grants, the council also receives capital grants which are ring-fenced to fund projects and schemes within the capital programme, meaning that they cannot be reallocated for alternative purposes.

As in previous years the Finance Service have undertaken a detailed review of earmarked reserves as part of their closure of accounts work-plan in order to ensure that all reserve balances are appropriately held and are still aligned to key council priorities. Whilst noting that the level of reserves has increased, the review highlighted that the majority of reserves were in fact contractually committed, allocated to agreed projects and programmes or being held to cover risks and uncertainties associated with either the pandemic or inflationary risks.

3.9. Reserves – unusable reserves

In addition to 'usable' reserves, which can be used to support spending through the revenue budget or capital programme, the council's balance sheet also includes a small number of 'unusable' reserves.

These are funds that cannot be used to provide services or used for day to day running costs as they are either largely linked to areas that have 'unrealised gains or losses' or support technical adjustments required within the statutory accounts. A summary of these reserves has been included at the top of Appendix 5.

However there are several reserves which may impact on the council's revenue budget in the short-term and these include; the Collection Fund Adjustment Account, the Dedicated Schools Deficit Account and the Pooled Funds Adjustment Account. The collection fund movements have already been reflected within the council's medium term financial plan, whereas the other two reserves have statutory over-rides in place which means that the council is legally required to account for these balances in this way, until such time as regulations are updated. It is anticipated that there may be changes to the guidance for these areas.

The Revaluation Reserve, the Pensions Reserve and the Capital Adjustment Account are unlikely to have a significant impact on the revenue budget in the same way and will be held on the balance sheet for longer-periods of time and will change as a result of future valuations, capital spending and asset disposals.

3.10. Schools Budgets and the Dedicated Schools Grant

The Dedicated Schools Grant (DSG) is a ring-fenced grant, which must be used in support of the schools' budget. The majority of the funding is for academies and is paid direct to them by the Department for Education (DfE), using the formula agreed by the Strategic Schools Forum for funding all schools in North Somerset, whether they be maintained or not. The council's total DSG allocation for 2021/22 is approximately £183m and is shown in the table below.

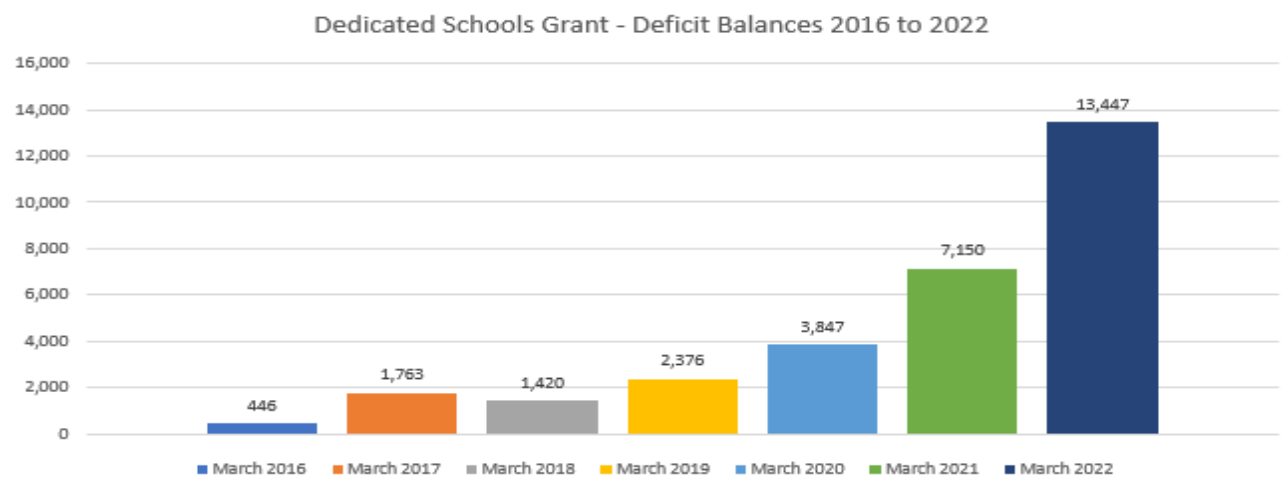
Block	Total DSG (£m)	Deductions (£m)	DSG payable to NSC (£m)	Notes
Schools	141.093	128.948	12.145	Formula driven funding for individual schools, including academies
Central Services	1.793	0	1.793	Funding, admissions, inclusion and historic borrowing costs
High Needs	28.534	3.436	25.099	Special schools, Top-Up Funding, Alternative Provision,
Early Years	11.813	0	11.813	Formula driven funding for individual providers
TOTAL	183.233	132.384	50.850	

Although spending on schools' budgets and the DSG grant are included within the councils' annual revenue budget, any surplus or deficit that may arise at the end of each financial year must be held separately to other council services and is transferred into a reserve on the balance sheet, these sums are not included within the general fund balance.

Over recent years the council, along with many other local authorities have experienced significant pressures within the High Needs block, which is the area of the budget which funds special schools and alternative provision, as well as top-up funding to cover the costs for children with special education needs and disabilities who require additional support in their

school and learning environment. In large part, the increasing deficit reflects the 108% increase in the number of children and young people with an Education, Health and Care Plan (EHCP) from 2016 to 2021, and a 23% increase in the last year.

The graph below shows the level of DSG deficit held since 2016.



Medium term measures to mitigate spending increases include the implementation the Specialist and Alternative Provision Review and Education Commissioning Strategy, which includes the following key projects: -

- The submission and progression of a bid to the DfE as part of the Wave 13 SEND and AP Provision Free School Bid, for a 65-place Emotional and Mental Health (SEMH) Special School within North Somerset
- The commencement of the programme and statutory process to deliver an expansion to Baytree Special School to a new site with facilities for 65 new places for pupils with severe and profound learning disabilities.
- Expansions to Westhaven and Ravenswood Special Schools
- Further specialist units to support young people

Recent modelling, which takes into account forecasts for the increasing number of young people requiring specialist provision, indicates that, in the absence of a further exceptional funding injection from the government, there is little prospect of reducing the overall deficit in the short term, although it is possible that the in-year deficit could reduce by 2024/25.

Officers discussed our DSG Management Plan with officials from the Department for Education (DfE) at the end of July 2020 and again in September 2021. They raised no concerns about our approach, although they are keen to monitor progress against the five key themes of our SEND Improvement plan, which are as follows, and for us to quantify the likely positive impact on the DSG deficit.

- Identifying SEND earlier
- Supporting increased inclusion in mainstream schools
- Early Help - right support, right time, right place
- Developing local provision
- Evaluating outcomes and improving the value of high-cost placements

On 17 February, the Council received notification that we are invited to take part in the “safety valve” intervention programme with the DfE in the second half of 2022/23. The aim of the

programme is to agree a package of reform to the high needs system in order to address the DSG deficit. The programme requires local authorities to develop substantial plans for reforms with support and challenge from the DfE to place the DSG and the high needs system as a whole on a sustainable footing.

3.11. Collection Fund out-turn

The council annually levies charges on both residents and businesses through council tax and business rate demands and this locally generated income is used to help pay for services. The budget for the 2021/22 financial year shows that the council expects to receive over £154m of income from these sources, which equates to over 87% of the original net revenue budget.

The income is recognised within the council's accounts as a 'precept' which is drawn against the collection fund, which is a ring-fenced arrangement used to administer all related income on behalf of the following parties;

- Business Rates – North Somerset Council (49%), Avon Fire Authority (1%), Central Government (50%)
- Council tax – North Somerset Council, Avon Fire Authority, Police & Crime Commissioner for Avon & Somerset, Town and Parish Councils

The accounting arrangements for the collection fund are more complex and are actually different to other parts of the council's budget and mean that the council will levy and receive the same fixed annual budgeted sum each year, irrespective of any in-year movements which have arisen during the course of the year. All surplus or deficit positions generated, are transferred into an 'unusable' reserve, shared proportionately across all of the preceptors, and then reflected as an actual transaction within the accounts in subsequent years.

This means that although we have been closely monitoring the financial performance of the collection fund during the year to understand the impact that the Covid-19 pandemic has had, impacts will largely feature in future years. The out-turn positions for each of the areas are noted below.

Business rates

The out-turn position in respect of business rates income shows that there is a deficit of £8.061m at the end of the 2021/22 financial year, and the council's share of this is £3.950m.

It should be noted that a significant proportion of the income short-fall relates to the government policy of awarding of additional relief granted to businesses who operate within the retail, hospitality and leisure sectors in an effort to continue to support them through the pandemic.

The government has been clear that this was the continuation of a national policy decision which will be fully funded and so the council will receive 100% reimbursement for all relief awarded under the policy. The reimbursement mechanism used by the government is via a Section 31 Grant, which has been recognised as income during the 2021/22 financial year.

However as noted above, the business rate deficit on the collection fund will not show in the council's annual accounts until the 2022/23 financial year, and so the council has transferred all of the Section 31 retail relief grant income into an ear-marked usable reserve at the year-end in order to smooth the accounting impacts across both financial years.

Council tax

The out-turn position in relation to council tax shows a small in-year deficit of £0.193m compared to budgeted position at the start of the year, and the council's share of this is £0.161m. The loss is the combined result of several factors although largely relates to an increase in the amount of discounts and reliefs awarded to households, most notably the single persons discount.

At the start of the year the government provided the council with a specific grant of £1.922m so that it could help to mitigate against future council tax losses and also enable the council to support households who may be affected by the sustained impacts of Covid-19 by funding a discretionary scheme. During the year the council awarded over £1.273m of funding to eligible residents through its discretionary council tax support scheme.

Covid Funding

As in previous years the government continued to provide financial support to councils who may have suffered losses in their collection fund accounts as a result of Covid-19. This support mechanism allows councils to spread estimated losses over a period of three financial years and then funded through a specific collection fund losses grant. The values for this are included within the detailed analysis for Resources included in Appendix 2 although are not considered material.

3.12. Capital budget out-turn

Appendix 6 presents Members with a detailed schedule showing all of the schemes included within the council's approved capital programme, which included the budget for the current years and the following three financial years. This shows that the council's overall programme totals £308.598m, **£94.368m** of which relates to the 2021/22 financial year.

The capital summary shows that the council has spent £45.389m during 2021/22, which equates to 48% of its budget for the year, although has placed commitments for scheme totalling a further £20.192m which would increase the spending to 70% of the annual budget, which is much more in line with recent years.

Officers are currently reviewing how much of the unspent balance will be required in future years and as a result this some budgets will be 'slipped' and included within next years' programme in line with delivery and completion of the schemes.

Capital expenditure incurred during the year will be transferred to the council's balance sheet as a long-term asset if it has been spent on increasing our asset base, for example, expenditure incurred on buying back sheltered leasehold properties, the building of the new secondary school (Winterstoke Hundred) or monies spent on increasing or enhancing our infrastructure network.

Expenditure incurred during the year which has not resulted in a council owned asset will be charged to the revenue budget as a technical accounting adjustment, for example, projects relating to the expansion of academy schools to deliver more school places, or capital grants given to housing association providers.

In addition to the capital expenditure costs, the schedule also provides details of how these schemes will be funded in the future and what types of resources will be used. The largest proportions of the programme will be funded following the award of external grants and

contributions (£215.776m), capital receipts from the sale of assets (£15.778m), deposits and reserve balances brought forward from previous years (£2.341m) and by increasing the council's long-term borrowing (£74.704m).

Funding used during 2021/22 to finance actual levels of capital expenditure were as follows;

- £35.746m grants and contribution sources, some of which were received in-year and some in previous years
- £ 2.109m capital receipts
- £ 2.712m capital deposits and reserves
- £ 4.822m long-term borrowing

Whilst this summary provides information in respect of the final out-turn position for the year, the underlying financial monitoring and governance processes have highlighted increasing areas of financial risk in some areas.

The council recognises the benefits of delivering major capital investment within communities across the district but does however note that such projects may be impacted by a range of issues, some of which could result in a future budget pressure. As a result the council is currently undertaking a detailed piece of work to try to quantify the levels of financial risk within all of its capital projects, also taking the opportunity to note and understand some of the mitigation measures already in place, for example, contingencies held within project budgets, fixed priced procurement opportunities, regular assessment by quantity surveyors. The outcomes of this review will be presented to the relevant governance boards in the first instance before being included within future monitoring reports.

3.13. Capital budget amendments

Appendix 7 details changes to the approved capital programme reflecting re-phasing of capital works, new projects, and other decisions recommended for approval by the Capital Programme, Planning and Delivery (CPPD) Board or the Section 151 Officer. This is an ongoing process and forms part of the governance arrangement and so these changes do require formal approval through this report.

The Department for Transport (DfT) announced on 19th April 2022 that there was a further delay to consent for construction of MetroWest Phase 1. The Development Consent Order application for the scheme – which would re-open the Portishead to Bristol rail line and enhance local passenger services on the Severn Beach and Westbury/Bath to Bristol lines - was first submitted to the DfT in November 2019.

Following the announcement, council officers and executive members have been working with WECA colleagues to lobby the DfT for support to manage risks and close the significant funding gap which has arisen from cost pressures and delays to the scheme. Whilst the exact scale of the project budget deficits has remained commercially sensitive due to ongoing procurement processes, a report will be brought to full council on the 22nd July 2022 which will update members on progress and outline next steps for the scheme.

3.14. Statutory report of the revenue out-turn position

Each year the council is required to publish details of its financial activities within the annual Statement of Accounts, so that they are available for review by members of the public and other interested parties, and also for inspection by external auditors.

The deadline for publication of the draft Accounts is usually 31 May however due to Covid-19, this requirement has again been deferred until 31 July 2022, as it is recognised that councils currently have other priorities to consider at this time. Finance officers are continuing to progress and it is anticipated that the councils' full set of draft accounts for 2021/22 will be published on the website shortly. The statutory date for local authorities to publish the audited statement of accounts has also been deferred, with the revised date being 30 November.

Local authorities in the United Kingdom are required to prepare their formal accounts in accordance with 'proper practices'. This is defined, for the purposes of local government legislation, as meaning compliance with the Code of Practice on Local Authority Accounting in the United Kingdom (the Code), which is issued by Chartered Institute of Public Finance and Accountancy (CIPFA).

The Code specifies the principles and practices of accounting specifically for local authorities, and does include differences to other organisations, although the statutory accounts are still required to provide a true and fair view of the financial position, and also reflect a summary of the transactions of the council during the course of the year.

As a result of the specific legislation the council's 'statutory accounts' **do** include transactions and adjustments which are not fully reflected within the monthly budget monitoring reports presented to Members, as they are technical in nature and do not directly impact on the council taxpayer. Examples of such adjustments include items such as depreciation of the council's asset base, the profit or loss on the disposal of fixed assets, and the impacts of the annual changes and revaluations within the council's pension fund liabilities.

Appendix 8 provides a summary of the council's revenue budget out-turn position for 2021/22 which is displayed in the standard monthly budget monitoring presentation, as well as the format required within the statutory accounts. This enables a comparison of the different reporting formats and provides a reconciliation between the two.

The financial summary shows that the council;

- has achieved an underspend of £0.691m on its revenue budget for the year which means that this will be transferred into the General Revenue Reserve are required (see column 1),
- has made a net contribution into its reserves of £13.671m (see column 2)
- has reflected a net surplus of £16.212m when providing services within its Comprehensive Income and Expenditure Statement at the end of the year (see column 6).

The appendix also shows that the council has reflected £1.849m of technical adjustments which have been reversed out within the council's unusable reserves, using statutory mechanisms to avoid a financial impact on the council taxpayers of the area. A full breakdown of these adjustments has also been included within Appendix 8.

Please note that small roundings may appear within these some extracts and financial tables which will be corrected within the published accounts.

3.15. Section 256 Integrated Care agreement

Members will recall that the Bristol, North Somerset and South Gloucestershire (BNSSG) Clinical Commissioning Group (CCG) has made a number of contributions to the council via the Integrated Care S256 agreement, the latest of which were reported at the Executive meeting on 29 April 2022.

After spending in relation to the social care schemes that were approved at the last meeting of the Executive, a balance of £4.356m will remain in the earmarked reserve. The S256 agreement requires that this funding is prioritised to fund transitional costs and mitigate risks associated with the delivery of the Discharge to Assess Business Case, which is a jointly funded programme of projects designed to reduce the length of stay in hospital (and the number of beds commissioned) through prioritising rehabilitation and reablement in the community.

Examples include recruitment and retention initiatives for domiciliary care, social work assessment and discharge support capacity, the continuation of the purchase by the CCG of Pathway 3 beds, due to difficulties in recruiting support to Pathway 1 and delayed benefits to the CCG in reducing the use of acute beds.

Each area of spending will go through an approval process within Healthier Together, through either the Commissioning Arrangements and Finance Group (bids up to £250,000) or the Discharge to Assess Programme Board (bids over £250,000); both these groups have representation from both North Somerset Council and the CCG.

It is proposed that, following the approval process described above, the required increase to Adult Social Care budgets and associated spend should be delegated for approval to the Director of Adult Social Services with advice from the S151 Officer.

4. Consultation

The report has been developed through consultation and engagement with the council's corporate leadership team, directorate leadership teams and with nominated budget managers.

5. Financial Implications

Financial implications are contained throughout the 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 for the forthcoming year, and the ongoing arrangements for monitoring all aspects of this, is an integral part of the financial administration process.

7. Climate Change and Environmental Implications

The council faces a wide variety of climate change and environmental impacts whilst delivering its many services to residents, some of which have a direct or indirect financial impact or consequence. These are considered by service managers when creating and monitoring their budgets and may be referenced or noted, where appropriate, throughout the report or associated appendices.

8. Risk Management

The council maintains a financial risk register to enable it to understand a wide range of risks that may give rise to a financial consequence or impact. This is reviewed on a monthly basis alongside the detailed budget monitoring forecasts and results are shared with the Corporate Leadership Team as a supporting document within their financial discussions. The financial risk reserve is integrated with other risk registers held by the council including those which may support both operational service delivery as well as strategic issues. Given that it is a live register it is updated to reflect current year risks as well as those that may be considered over the medium term.

9. Equality Implications

The 2021/22 revenue budget incorporates savings plans approved by Members in February 2020 all of which are supported by an equality impact assessment (EIA). These EIAs have been subject to consultation and discussion with a wide range of stakeholder groups to ensure all risks have been identified and understood.

10. Corporate Implications

There are currently no specific corporate implications within the report. The relationship between the budget process and its continued ongoing monitoring arrangements have to be fully integrated if the council is to achieve the required financial outcomes it requires. Members will be aware that robust financial management and strong internal controls will play a key part in delivering successful service outcomes as well reducing financial risk.

11. Options Considered

None.

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Jo Jones, Finance Business Partner (Place), 01275 888567

Katherine Sokol, Finance Business Partner (Adults and Children), 01934 634613

Appendices:

- Appendix 1 Revenue Budget Monitoring Summary 2021/22 & Approved Virements
- Appendix 2 Directorate Budget Monitoring Summaries – showing key variances
- Appendix 3 Monitoring of the 2021/22 MTFP Savings
- Appendix 4 Summary of Investment Priorities
- Appendix 5 Summary of Reserves
- Appendix 6 Monitoring of the Capital Programme 2021/22
- Appendix 7 Summary of Changes to the Capital Budgets – to be approved
- Appendix 8 Reconciliation of the Revenue Budget Out-turn Statement 2021/22
- Appendix 9 Discharge to Assess spending plans 2022/23

Background Papers:

- Executive, February 2021 – Medium Term Financial Plan and Capital Strategy reports, which incorporate the 2021/22 revenue and capital budgets
- Executive, September 2021 to April 2022 – Budget monitoring reports

**NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING
FINANCIAL SUMMARY - AS AT 31 MARCH 2022**

	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Service Expenditure Budgets;												
Adult Social Care	110,601,649	(43,435,175)	(236,728)	66,929,746	109,759,909	(50,199,463)	8,366,189	67,926,636	(841,739)	(6,764,288)	8,602,917	996,890
Housing Services	2,955,645	(1,918,363)	(11,543)	1,025,739	3,061,037	(2,935,348)	252,255	377,944	105,392	(1,016,985)	263,798	(647,795)
Adult Social Services	113,557,294	(45,353,538)	(248,271)	67,955,485	112,820,946	(53,134,811)	8,618,444	68,304,580	(736,347)	(7,781,273)	8,866,715	349,095
Children's Services	37,981,424	(10,071,882)	(446,945)	27,462,597	37,787,909	(12,534,220)	920,200	26,173,889	(193,515)	(2,462,338)	1,367,145	(1,288,708)
Schools & DSG Budgets	51,787,267	(51,787,267)	0	0	57,145,406	(51,876,347)	(5,269,059)	0	5,358,139	(89,080)	(5,269,059)	0
Children's Services	89,768,690	(61,859,149)	(446,945)	27,462,597	94,933,315	(64,410,567)	(4,348,859)	26,173,889	5,164,624	(2,551,418)	(3,901,914)	(1,288,708)
Corporate Services	85,164,294	(60,439,754)	(311,008)	24,413,532	84,087,258	(59,784,541)	(126,433)	24,176,285	(1,077,036)	655,213	184,575	(237,247)
Place Directorate	65,752,387	(28,310,301)	(6,563,324)	30,878,762	63,830,233	(29,330,111)	(3,094,756)	31,405,366	(1,922,154)	(1,019,810)	3,468,567	526,604
Public Health & Regulatory Services	19,169,294	(17,939,115)	(311,453)	918,726	15,422,695	(19,475,047)	4,924,311	871,958	(3,746,599)	(1,535,932)	5,235,764	(46,768)
Capital Financing	14,761,840	(4,087,840)	0	10,674,000	14,236,990	(3,948,023)	380,077	10,669,044	(524,850)	139,817	380,077	(4,956)
Precepts	6,399,315	0	0	6,399,315	6,399,315	0	0	6,399,315	0	0	0	0
Non Service Budgets	10,229,999	(1,296,980)	(212,000)	8,721,019	2,682,938	(2,066,397)	8,115,776	8,732,317	(7,547,061)	(769,417)	8,327,776	11,298
Total Net Revenue Budget	404,803,113	(219,286,677)	(8,093,001)	177,423,435	394,413,690	(232,149,497)	14,468,560	176,732,753	(10,389,423)	(12,862,820)	22,561,560	(690,683)
General Fund Resources Budgets	0	(163,247,193)	(14,176,242)	(177,423,435)	70,000	(181,269,153)	3,775,719	(177,423,434)	70,000	(18,021,960)	17,951,961	1
Total Revenue Budget Resources	0	(163,247,193)	(14,176,242)	(177,423,435)	70,000	(181,269,153)	3,775,719	(177,423,434)	70,000	(18,021,960)	17,951,961	1
NET REVENUE BUDGET TOTALS	404,803,113	(382,533,870)	(22,269,243)	0	394,483,690	(413,418,650)	18,244,279	(690,681)	(10,319,423)	(30,884,779)	40,513,521	(690,681)

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING												
FINANCIAL SUMMARY - AS AT 31 MARCH 2022												
ADULT SOCIAL SERVICES	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Physical Support	34,847,198	(12,437,945)	0	22,409,253	32,087,139	(10,110,315)	44,000	22,020,824	(2,760,059)	2,327,630	44,000	(388,429)
Sensory Support	311,669	(179,039)	0	132,630	357,523	(134,864)	0	222,660	45,854	44,175	0	90,030
Memory & Cognition	6,619,804	(3,835,271)	0	2,784,533	7,122,741	(2,298,137)	0	4,824,604	502,937	1,537,134	0	2,040,071
Learning Disability	32,472,798	(3,816,773)	0	28,656,025	33,221,616	(4,437,567)	0	28,784,049	748,818	(620,794)	0	128,024
Mental Health	10,230,062	(1,987,487)	0	8,242,575	10,712,664	(2,210,654)	0	8,502,009	482,602	(223,167)	0	259,434
Social Support: Substance Abuse	199,665	(77,713)	0	121,952	388,649	(114,119)	0	274,530	188,984	(36,406)	0	152,578
Social Support: Support for Carer	1,377,313	(397,776)	0	979,537	1,521,276	(602,789)	0	918,487	143,963	(205,013)	0	(61,050)
Individual Care and Support Packages	86,058,509	(22,732,004)	0	63,326,505	85,411,607	(19,908,445)	44,000	65,547,163	(646,902)	2,823,559	44,000	2,220,658
Assistive Equipment & Technology	474,950	(55,122)	0	419,828	658,028	(404,067)	164,261	418,222	183,078	(348,945)	164,261	(1,606)
Information & Early Intervention	1,417,649	(714,761)	0	702,888	1,386,172	(751,090)	1,496	636,578	(31,477)	(36,329)	1,496	(66,310)
Social Care Activities	9,957,861	(1,580,899)	66,870	8,443,832	10,268,833	(1,899,788)	155,668	8,524,713	310,972	(318,889)	88,798	80,881
Other Social Care	11,850,460	(2,350,782)	66,870	9,566,548	12,313,033	(3,054,945)	321,425	9,579,513	462,573	(704,163)	254,555	12,966
Covid Related Support	7,743,470	(7,439,872)	(303,598)	0	7,955,400	(7,636,929)	(303,598)	14,873	211,930	(197,057)	0	14,873
Integrated Care S256 Agreements	0	0	0	0	0	(8,292,555)	8,292,555	0	0	(8,292,555)	8,292,555	0
Commissioning & Service Strategy	4,949,210	(10,912,517)	0	(5,963,307)	4,079,869	(11,306,589)	11,807	(7,214,913)	(869,341)	(394,072)	11,807	(1,251,606)
Commissioning & Service Strategy	12,692,680	(18,352,389)	(303,598)	(5,963,307)	12,035,269	(27,236,073)	8,000,764	(7,200,040)	(657,411)	(8,883,684)	8,304,362	(1,236,733)
Housing Services	2,955,645	(1,918,363)	(11,543)	1,025,739	3,061,037	(2,784,421)	101,328	377,944	105,392	(866,058)	112,871	(647,795)
Housing Year-End - Technical Adjustments	0	0	0	0	0	(150,927)	150,927	0	0	(150,927)	150,927	0
Housing Services	2,955,645	(1,918,363)	(11,543)	1,025,739	3,061,037	(2,935,348)	252,255	377,944	105,392	(1,016,985)	263,798	(647,795)
ADULT SOCIAL SERVICES TOTAL	113,557,294	(45,353,538)	(248,271)	67,955,485	112,820,946	(53,134,811)	8,618,444	68,304,580	(736,347)	(7,781,273)	8,866,715	349,095

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING

FINANCIAL SUMMARY - AS AT 31 MARCH 2022

CHILDRENS - CHILDREN'S SERVICES	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Corporate Parenting	12,997,485	(573,072)	0	12,424,413	12,701,588	(1,993,275)	217,566	10,925,878	(295,897)	(1,420,203)	217,566	(1,498,535)
Front Door	608,994	(20,800)	0	588,194	586,612	(20,800)	1,397	567,209	(22,382)	0	1,397	(20,985)
Family Wellbeing	5,253,594	(2,786,082)	(112,647)	2,354,865	5,443,775	(3,365,505)	54,883	2,133,153	190,181	(579,423)	167,530	(221,712)
Children With Disabilities	1,889,491	(504,680)	0	1,384,811	2,439,025	(737,233)	1,239	1,703,030	549,534	(232,553)	1,239	318,219
Children With Disabilities Occupational Therapies	219,475	0	0	219,475	199,911	0	273	200,184	(19,564)	0	273	(19,291)
Family Support and Safeguarding	3,471,926	(296,110)	170,000	3,345,816	3,376,894	(476,600)	329,698	3,229,993	(95,032)	(180,490)	159,698	(115,824)
Quality Assurance and Safeguarding	424,550	(30,717)	0	393,833	347,195	(41,453)	50,392	356,134	(77,355)	(10,736)	50,392	(37,699)
Adoption	738,950	(27,000)	0	711,950	634,151	(80,214)	0	553,936	(104,799)	(53,214)	0	(158,014)
Social Work Development	281,822	(90,540)	0	191,282	252,287	(95,420)	8,480	165,347	(29,535)	(4,880)	8,480	(25,935)
Contracts and Commissioning	576,523	0	0	576,523	557,051	(809)	1,362	557,605	(19,472)	(809)	1,362	(18,919)
Youth Justice Service	1,645,311	(1,044,204)	(322,816)	278,291	1,606,448	(1,278,744)	(32,023)	295,681	(38,863)	(234,540)	290,793	17,390
Children's Support and Safeguarding Assistant Director	28,108,121	(5,373,205)	(265,463)	22,469,453	28,144,936	(8,090,052)	633,266	20,688,150	36,816	(2,716,848)	898,729	(1,781,303)
Education Inclusion Service and Virtual School	2,086,976	(555,781)	(139,563)	1,391,632	2,274,906	(574,028)	(126,114)	1,574,765	187,930	(18,247)	13,449	183,133
Music Service and Education Hub	1,021,311	(1,021,311)	0	0	837,352	(998,187)	160,836	0	(183,959)	23,124	160,836	(0)
Early Years	521,033	(186,594)	0	334,439	445,943	(139,519)	1,069	307,494	(75,090)	47,075	1,069	(26,945)
Strategic Planning and Governance	1,809,321	(1,382,850)	3,892	430,363	1,470,693	(1,181,258)	34,367	323,802	(338,628)	201,592	30,475	(106,560)
Education Support Services	1,788,834	(568,456)	0	1,220,378	1,746,987	(592,488)	25,052	1,179,551	(41,847)	(24,032)	25,052	(40,826)
Education Partnerships Assistant Director	7,227,475	(3,714,992)	(135,671)	3,376,812	6,775,882	(3,485,479)	95,210	3,385,612	(451,593)	229,513	230,881	8,800
Children's Services Directorate	879,543	0	(45,811)	833,732	1,142,015	0	196,811	1,338,826	262,472	0	242,622	505,093
CYP Support Services	1,766,285	(983,685)	0	782,600	1,723,800	(958,034)	(4,464)	761,302	(42,485)	25,651	(4,464)	(21,298)
Children's Services Directorate	2,645,828	(983,685)	(45,811)	1,616,332	2,865,815	(958,034)	192,347	2,100,128	219,986	25,651	238,158	483,795
Tech Accounting Adjustments - Children's	0	0	0	0	1,277	(654)	(622)	0	1,277	(654)	(622)	0
CHILDRENS - CHILDREN & YOUNG PEOPLE	37,981,424	(10,071,882)	(446,945)	27,462,597	37,787,909	(12,534,220)	920,200	26,173,889	(193,515)	(2,462,338)	1,367,145	(1,288,708)

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING												
FINANCIAL SUMMARY - AS AT 31 MARCH 2022												
CHILDRENS - SCHOOLS & DSG BUDGETS	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Delegated Funding	10,056,024	0	0	10,056,024	10,323,959	0	0	10,323,959	267,935	0	0	267,935
De-delegations	0	0	0	0	11,619	0	0	11,619	11,619	0	0	11,619
Contingencies and Growth Funding	782,575	0	0	782,575	780,705	0	0	780,705	(1,870)	0	0	(1,870)
Schools Block	10,838,599	0	0	10,838,599	11,116,284	0	0	11,116,284	277,685	0	0	277,685
Education Inclusion Service	510,405	0	0	510,405	552,456	0	0	552,456	42,051	0	0	42,051
Delegated Place Funding	4,568,333	0	0	4,568,333	4,756,000	0	0	4,756,000	187,667	0	0	187,667
Out of Authority Placements	5,061,649	0	0	5,061,649	7,508,123	0	0	7,508,123	2,446,474	0	0	2,446,474
Top-up Funding	13,417,934	0	0	13,417,934	15,551,222	0	0	15,551,222	2,133,288	0	0	2,133,288
SEN equipment & Other costs	511,000	0	0	511,000	627,220	0	0	627,220	116,220	0	0	116,220
Children Missing Education (Bespoke Packa	158,905	0	0	158,905	1,255,827	0	0	1,255,827	1,096,922	0	0	1,096,922
Other Intensive Support for Vulnerable Learn	1,544,836	0	0	1,544,836	1,617,871	0	0	1,617,871	73,035	0	0	73,035
High Needs Block	25,773,062	0	0	25,773,062	31,868,719	0	0	31,868,719	6,095,657	0	0	6,095,657
Provision for 2, 3 and 4 year olds	9,742,782	0	0	9,742,782	9,612,083	0	0	9,612,083	(130,699)	0	0	(130,699)
Top-up Funding	298,101	0	0	298,101	428,800	0	0	428,800	130,699	0	0	130,699
Other Early Years Services	1,143,590	0	0	1,143,590	1,094,623	0	0	1,094,623	(48,967)	0	0	(48,967)
Early Years Block	11,184,473	0	0	11,184,473	11,135,506	0	0	11,135,506	(48,967)	0	0	(48,967)
Strategic Management & Centrally Administe	815,605	0	0	815,605	787,812	0	0	787,812	(27,793)	0	0	(27,793)
Prudential Borrowing	632,704	0	0	632,704	632,703	0	0	632,703	(1)	0	0	(1)
Retained Services	345,133	0	0	345,133	345,133	0	0	345,133	0	0	0	0
Central Schools Services Block	1,793,442	0	0	1,793,442	1,765,648	0	0	1,765,648	(27,794)	0	0	(27,794)
Dedicated Schools Grant	0	(49,589,576)	0	(49,589,576)	0	(49,589,576)	0	(49,589,576)	0	0	0	0
Dedicated Schools Grant Reserve	0	0	0	0	0	0	(6,296,581)	(6,296,581)	0	0	(6,296,581)	(6,296,581)
Other Income	0	0	0	0	0	0	0	0	0	0	0	0
DSG Funding	0	(49,589,576)	0	(49,589,576)	0	(49,589,576)	(6,296,581)	(55,886,157)	0	0	(6,296,581)	(6,296,581)
Other Grants Non DSG	2,197,691	(2,197,691)	0	0	1,888,531	(1,988,531)	100,000	0	(309,159)	209,159	100,000	0
Other School Funds	0	0	0	0	46,936	0	(46,936)	0	46,936	0	(46,936)	0
School Balances	0	0	0	0	(676,218)	0	676,218	0	(676,218)	0	676,218	0
Schools - Non DSG	2,197,691	(2,197,691)	0	0	1,259,249	(1,988,531)	729,282	0	(938,442)	209,159	729,282	0
Tech Accounting Adjustments - Schools	0	0	0	0	0	(298,239)	298,239	0	0	(298,239)	298,239	0
CHILDRENS - SCHOOLS & DSG TOTAL	51,787,267	(51,787,267)	0	0	57,145,406	(51,876,347)	(5,269,059)	0	5,358,139	(89,080)	(5,269,059)	0

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING												
FINANCIAL SUMMARY - AS AT 31 MARCH 2022												
PLACE DIRECTORATE	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Environment and Safer Communities	20,534,062	(5,029,342)	(3,148,180)	12,356,540	20,424,554	(6,888,705)	(1,100,881)	12,434,968	(109,508)	(1,859,363)	2,047,299	78,428
Highway & Parking Operations	8,423,508	(5,161,079)	(37,140)	3,225,289	8,409,044	(5,711,231)	60,925	2,758,738	(14,464)	(550,152)	98,065	(466,551)
Highway Technical Services	1,943,881	(1,926,166)	(67,610)	(49,895)	1,477,435	(1,600,135)	(4,817)	(127,517)	(466,446)	326,031	62,793	(77,622)
Libraries & Community	3,181,983	(1,066,320)	0	2,115,663	3,166,507	(1,035,771)	3,601	2,134,337	(15,476)	30,549	3,601	18,674
Open Space, Natural Environment & Leisure	6,467,640	(2,244,774)	(689,030)	3,533,836	6,109,600	(2,062,585)	(659,602)	3,387,413	(358,040)	182,189	29,428	(146,423)
Regulatory Services	15,140	(562,550)	0	(547,410)	13,917	(607,960)	0	(594,044)	(1,223)	(45,410)	0	(46,634)
Transport Planning	10,291,454	(2,177,643)	(292,000)	7,821,811	11,063,581	(2,828,392)	(6,328)	8,228,861	772,127	(650,749)	285,672	407,050
Neighbourhoods & Transport	50,857,668	(18,167,874)	(4,233,960)	28,455,834	50,664,637	(20,734,779)	(1,707,101)	28,222,757	(193,031)	(2,566,905)	2,526,859	(233,078)
Property Asset & Projects	1,349,995	(1,041,482)	(375,800)	(67,287)	935,347	(543,067)	(424,753)	(32,473)	(414,648)	498,415	(48,953)	34,814
Economy	6,255,985	(5,039,018)	(687,960)	529,007	4,343,228	(3,330,336)	(542,354)	470,538	(1,912,757)	1,708,682	145,605	(58,469)
Major Infrastructure Projects	0	0	0	0	41,776	0	(41,776)	(0)	41,776	0	(41,776)	(0)
Major Projects	888,945	(991,186)	0	(102,241)	827,166	(1,032,949)	1,972	(203,811)	(61,779)	(41,763)	1,972	(101,570)
Placemaking & Development	2,396,894	(560,441)	(823,924)	1,012,529	2,218,672	(931,006)	(325,841)	961,825	(178,222)	(370,565)	498,083	(50,704)
Planning Service	3,310,151	(1,999,650)	(543,650)	766,851	3,946,997	(2,163,484)	(501,461)	1,282,052	636,845	(163,834)	42,189	515,201
Place-making & Growth	14,201,970	(9,631,777)	(2,431,334)	2,138,859	12,313,185	(8,000,843)	(1,834,213)	2,478,130	(1,888,784)	1,630,935	597,120	339,271
Place Directorate Management	501,209	(200,000)	0	301,209	621,990	0	95,522	717,512	120,781	200,000	95,522	416,303
Place Central Recharges	14,170	(202,690)	101,970	(86,550)	18,281	(202,688)	101,965	(82,443)	4,111	2	(5)	4,107
Directorate Overheads	515,379	(402,690)	101,970	214,659	640,271	(202,688)	197,487	635,070	124,892	200,002	95,517	420,411
Cleveland Special Expenses	36,190	0	0	36,190	36,190	0	0	36,190	0	0	0	0
Nailsea Special Expenses	29,900	(29,900)	0	0	29,900	(29,900)	0	0	0	0	0	0
Portishead Special Expenses	33,220	0	0	33,220	33,220	0	0	33,220	0	0	0	0
Weston Special Expenses	78,060	(78,060)	0	0	78,060	(78,060)	0	0	0	0	0	0
Special Expenses	177,370	(107,960)	0	69,410	177,370	(107,960)	0	69,410	0	0	0	0
Tech Accounting Adjustments - Place	0	0	0	0	34,770	(283,841)	249,071	0	34,770	(283,841)	249,071	0
PLACE DIRECTORATE TOTAL	65,752,387	(28,310,301)	(6,563,324)	30,878,762	63,830,233	(29,330,111)	(3,094,756)	31,405,366	(1,922,154)	(1,019,810)	3,468,567	526,604

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING												
FINANCIAL SUMMARY - AS AT 31 MARCH 2022												
CORPORATE SERVICES	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Director of Corporate Services & CEO	383,890	(10,000)	0	373,890	383,106	(10,000)	935	374,041	(784)	0	935	151
Internal Audit & Archiving Contracts	406,310	(21,000)	0	385,310	421,266	(22,625)	0	398,641	14,956	(1,625)	0	13,331
Director of Corporate Services	790,200	(31,000)	0	759,200	804,372	(32,625)	935	772,682	14,172	(1,625)	935	13,482
Head of Marketing & Communications	975,434	(765,846)	0	209,588	902,440	(776,150)	33,896	160,185	(72,994)	(10,304)	33,896	(49,403)
Land Charges	135,900	(297,400)	0	(161,500)	129,033	(340,387)	303	(211,051)	(6,867)	(42,987)	303	(49,551)
Business Intelligence	960,874	(216,775)	0	744,099	931,698	(263,851)	2,275	670,122	(29,176)	(47,076)	2,275	(73,977)
Policy & Partnerships	1,104,112	(699,997)	(52,231)	351,884	755,480	(370,542)	814	385,752	(348,632)	329,455	53,045	33,868
Head of Business Insight, Policy & Partnerships	2,200,886	(1,214,172)	(52,231)	934,483	1,816,212	(974,780)	3,392	844,823	(384,674)	239,392	55,623	(89,660)
Human Resources	770,081	(272,969)	0	497,112	770,923	(286,304)	1,581	486,199	842	(13,335)	1,581	(10,913)
Health & Safety	161,150	(67,860)	0	93,290	151,587	(65,689)	375	86,273	(9,563)	2,171	375	(7,017)
Inclusion & Corporate Development	169,169	(3,200)	0	165,969	160,559	(21,823)	(4,597)	134,139	(8,610)	(18,623)	(4,597)	(31,830)
Legacy; Comm Serv, Learning & Dev	0	0	0	0	1,157	(9,245)	3,000	(5,088)	1,157	(9,245)	3,000	(5,088)
Head of Peoples Services	1,100,400	(344,029)	0	756,371	1,084,225	(383,061)	359	701,523	(16,175)	(39,032)	359	(54,848)
Members	719,020	0	0	719,020	757,520	(11,124)	1,862	748,258	38,500	(11,124)	1,862	29,238
Legal, Democratic & Scrutiny Services	1,727,805	(1,580,460)	(20,000)	127,345	1,581,774	(1,535,362)	(18,992)	27,421	(146,031)	45,098	1,008	(99,924)
Elections & Registration Services	319,380	(137,680)	40,910	222,610	672,212	(506,944)	20,054	185,322	352,832	(369,264)	(20,856)	(37,288)
Senior Leadership Support Service	321,427	(38,030)	0	283,397	331,926	(38,876)	796	293,846	10,499	(846)	796	10,449
Assistant Director (Governance)	3,087,632	(1,756,170)	20,910	1,352,372	3,343,432	(2,092,306)	3,720	1,254,846	255,800	(336,136)	(17,190)	(97,526)
Housing & Council Tax Benefits	44,830,610	(46,527,130)	0	(1,696,520)	43,281,683	(45,004,100)	149,473	(1,572,943)	(1,548,927)	1,523,030	149,473	123,577
Carelink Service	9,490	(517,698)	0	(508,208)	1,770	(475,646)	0	(473,876)	(7,720)	42,052	0	34,332
Support Services - Contract Costs	15,220,277	(551,334)	0	14,668,943	15,231,813	(554,222)	140,000	14,817,592	11,536	(2,888)	140,000	148,649
Support Services - Trading	1,524,232	(1,561,801)	0	(37,569)	1,825,601	(1,850,341)	0	(24,739)	301,370	(288,540)	0	12,830
Support Services - Team Costs	911,340	(62,321)	5,081	854,100	962,498	(80,083)	(57,881)	824,534	51,158	(17,762)	(62,962)	(29,566)
Support Services - Transformation Savings	(70,000)	0	0	(70,000)	0	0	0	0	70,000	0	0	70,000
Support Services - Rechargeable Activity	182,520	(69,650)	0	112,870	263,327	(147,762)	0	115,565	80,807	(78,112)	0	2,695
Head of Support Services	62,608,469	(49,289,934)	5,081	13,323,616	61,566,692	(48,112,152)	231,592	13,686,132	(1,041,777)	1,177,781	226,511	362,516
Assistant Director (Transformation)	794,166	0	(574,768)	219,398	382,085	0	(170,816)	211,269	(412,081)	0	403,952	(8,129)
Head of Procurement	499,945	(180,420)	(10,000)	309,525	562,957	(102,643)	(8,902)	451,412	63,012	77,777	1,098	141,887
Finance Service	2,139,965	(125,320)	0	2,014,645	2,107,230	(108,046)	63,616	2,062,800	(32,735)	17,274	63,616	48,155
Insurance Contracts & Costs	1,067,840	(320,220)	0	747,620	1,875,583	(293,572)	(744,362)	837,649	807,743	26,648	(744,362)	90,029
Central Expenses	494,340	(78,980)	0	415,360	514,373	(102,714)	0	411,658	20,033	(23,734)	0	(3,702)
Miscellaneous Financial Items	1,889,672	(10,658)	0	1,879,014	1,872,632	(479,645)	221,919	1,614,905	(17,040)	(468,987)	221,919	(264,109)
Commercial Investments	5,013,406	(5,467,736)	300,000	(154,330)	4,852,164	(5,217,626)	339,653	(25,809)	(161,242)	250,110	39,653	128,521
Office Accommodation Costs	2,501,940	(855,270)	0	1,646,670	2,405,330	(1,106,845)	(101,435)	1,197,049	(96,610)	(251,575)	(101,435)	(449,621)
Major Projects & Technical Services Teams	0	0	0	0	(2,468)	(2,374)	0	(4,842)	(2,468)	(2,374)	0	(4,842)
Head of Finance	13,107,163	(6,858,184)	300,000	6,548,979	13,624,843	(7,310,823)	(220,609)	6,093,412	517,680	(452,639)	(520,609)	(455,567)
CORPORATE SERVICES TOTAL	85,164,294	(60,439,754)	(311,008)	24,413,532	84,087,258	(59,784,541)	(126,433)	24,176,285	(1,077,036)	655,213	184,575	(237,247)

NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING												
FINANCIAL SUMMARY - AS AT 31 MARCH 2022												
PUBLIC HEALTH & REGULATORY SERVICES	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
PHS Childrens Health	3,970,640	(73,529)	0	3,897,111	3,967,430	(101,462)	10,000	3,875,969	(3,210)	(27,933)	10,000	(21,142)
PHS Management & Overheads	1,336,327	(9,611,175)	(126,453)	(8,401,301)	1,285,301	(10,170,015)	777,218	(8,107,496)	(51,026)	(558,840)	903,671	293,805
PHS Obesity & Activity	139,890	0	0	139,890	104,233	(20,296)	16,111	100,048	(35,657)	(20,296)	16,111	(39,842)
PHS Other Public Health Services	344,580	0	0	344,580	417,160	(1,215)	0	415,945	72,580	(1,215)	0	71,365
PHS Public Health	423,802	0	0	423,802	344,964	0	10,000	354,964	(78,838)	0	10,000	(68,838)
PHS Sexual Health	1,435,329	(31,000)	0	1,404,329	1,427,109	(19,737)	19,737	1,427,109	(8,220)	11,263	19,737	22,780
PHS Substance Abuse & Smoking	2,200,239	(8,650)	0	2,191,589	2,464,317	(561,903)	31,047	1,933,461	264,078	(553,253)	31,047	(258,128)
Public Health Ring-Fenced Services	9,850,807	(9,724,354)	(126,453)	(0)	10,010,515	(10,874,628)	864,113	0	159,708	(1,150,274)	990,566	0
Public Health - Consumer Protection	887,392	(281,860)	0	605,532	810,960	(327,081)	45,352	529,231	(76,432)	(45,221)	45,352	(76,301)
Public Health - Emergency Planning	140,276	(45,000)	0	95,276	144,163	(67,167)	22,467	99,463	3,887	(22,167)	22,467	4,187
Public Health - Environment Protection	1,257,798	(664,880)	(375,000)	217,918	864,583	(898,969)	277,650	243,264	(393,215)	(234,089)	652,650	25,346
Regulatory Services	2,285,466	(991,740)	(375,000)	918,726	1,819,706	(1,293,217)	345,469	871,958	(465,760)	(301,477)	720,469	(46,768)
Covid Related Grants & Services	7,033,021	(7,223,021)	190,000	0	3,592,473	(7,307,202)	3,714,729	0	(3,440,548)	(84,181)	3,524,729	0
PUBLIC HEALTH & REG SERVICES TOTAL	19,169,294	(17,939,115)	(311,453)	918,726	15,422,695	(19,475,047)	4,924,311	871,958	(3,746,599)	(1,535,932)	5,235,764	(46,768)

CORPORATE, NON SERVICE & CAPITAL FINANCING	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Capital Financing & Interest	14,761,840	(4,087,840)	0	10,674,000	14,236,990	(3,948,023)	380,077	10,669,044	(524,850)	139,817	380,077	(4,956)
Parish Precepts & Levies	6,399,315	0	0	6,399,315	6,399,315	0	0	6,399,315	0	0	0	0
Non Service Budgets	10,229,999	(1,296,980)	(212,000)	8,721,019	2,682,938	(2,066,397)	8,115,776	8,732,317	(7,547,061)	(769,417)	8,327,776	11,298

GENERAL FUND RESOURCES	REVISED BUDGET				PROVISIONAL OUT-TURN				PROVISIONAL OUT-TURN VARIANCE			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Council Tax Income	0	(121,644,265)	0	(121,644,265)	70,000	(124,467,817)	2,753,554	(121,644,263)	70,000	(2,823,552)	2,753,554	2
Business Rate Income & Grants	0	(24,879,460)	0	(24,879,460)	0	(40,322,472)	15,848,320	(24,474,152)	0	(15,443,012)	15,848,320	405,308
Revenue Support Grant	0	(2,179,028)	0	(2,179,028)	0	(2,179,028)	0	(2,179,028)	0	0	0	0
New Homes Bonus Grant	0	(1,381,903)	0	(1,381,903)	0	(1,381,903)	0	(1,381,903)	0	0	0	0
Lower Tier Services Grant	0	(212,798)	0	(212,798)	0	(212,859)	61	(212,798)	0	(61)	61	0
Adult Social Care Support Grant	0	(5,807,255)	0	(5,807,255)	0	(5,807,255)	0	(5,807,255)	0	0	0	0
Government Grants	0	(9,580,984)	0	(9,580,984)	0	(9,581,045)	61	(9,580,984)	0	(61)	61	0
Council Tax Support Grant	0	(1,921,976)	0	(1,921,976)	0	(1,922,954)	978	(1,921,976)	0	(978)	978	0
Covid-19 Response Grant	0	(4,974,841)	0	(4,974,841)	0	(4,974,841)	0	(4,974,841)	0	0	0	0
Covid Funding for Collection Fund Losses	0	(245,667)	0	(245,667)		(23)	(245,644)	(245,667)	0	245,644	(245,644)	0
Government Grants - Covid	0	(7,142,484)	0	(7,142,484)	0	(6,897,818)	(244,666)	(7,142,484)	0	244,666	(244,666)	0
Use of Collection Fund Smoothing Reserve (0	0	(14,176,242)	(14,176,242)	0	0	(14,176,242)	(14,176,242)	0	0	0	0
Use of Collection Fund Smoothing Reserve r	0	0	0	0	0	0	(405,308)	(405,308)	0	0	(405,308)	(405,308)
Reserves	0	0	(14,176,242)	(14,176,242)	0	0	(14,581,550)	(14,581,550)	0	0	(405,308)	(405,308)
GEN FUND RESOURCES TOTAL	0	(163,247,193)	(14,176,242)	(177,423,435)	70,000	(181,269,153)	3,775,719	(177,423,434)	70,000	(18,021,960)	17,951,961	1

**NORTH SOMERSET COUNCIL - 2021/22 REVENUE BUDGET MONITORING
FINANCIAL SUMMARY - AS AT 31 MARCH 2022**

	ORIGINAL BUDGET				VIREMENTS				REVISED BUDGET			
	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £	Expenditure £	Income £	Reserves £	Net £
Service Expenditure Budgets;												
Adult Social Care	102,697,799	(35,846,533)	50,000	66,901,266	7,903,850	(7,588,642)	(286,728)	28,479	110,601,649	(43,435,175)	(236,728)	66,929,745
Housing Services	2,713,076	(1,697,964)	(11,543)	1,003,569	242,569	(220,399)	0	22,170	2,955,645	(1,918,363)	(11,543)	1,025,739
Adult Social Services	105,410,875	(37,544,497)	38,457	67,904,835	8,146,419	(7,809,041)	(286,728)	50,649	113,557,294	(45,353,538)	(248,271)	67,955,484
Children's Services	34,813,322	(7,745,128)	(556,677)	26,511,517	3,168,102	(2,326,755)	109,732	951,080	37,981,424	(10,071,882)	(446,945)	27,462,597
Schools & DSG Budgets	52,817,254	(52,817,254)	0	0	(1,029,987)	1,029,987	0	0	51,787,267	(51,787,267)	0	0
Children's Services	87,630,576	(60,562,382)	(556,677)	26,511,517	2,138,115	(1,296,767)	109,732	951,080	89,768,690	(61,859,149)	(446,945)	27,462,597
Corporate Services	82,009,501	(56,611,001)	340,910	25,739,410	3,154,794	(3,828,754)	(651,918)	(1,325,878)	85,164,294	(60,439,754)	(311,008)	24,413,532
Place Directorate	53,987,112	(21,014,397)	(3,407,554)	29,565,161	11,765,275	(7,295,904)	(3,155,770)	1,313,601	65,752,387	(28,310,301)	(6,563,324)	30,878,762
Public Health & Regulatory Services	11,678,273	(10,526,175)	(241,372)	910,726	7,491,021	(7,412,940)	(70,081)	8,000	19,169,294	(17,939,115)	(311,453)	918,726
Capital Financing	14,761,840	(4,087,840)	0	10,674,000	0	0	0	0	14,761,840	(4,087,840)	0	10,674,000
Precepts	6,399,315	0	0	6,399,315	0	0	0	0	6,399,315	0	0	6,399,315
Non Service Budgets	10,979,551	(1,261,080)	0	9,718,471	(749,552)	(35,900)	(212,000)	(997,452)	10,229,999	(1,296,980)	(212,000)	8,721,019
Total Net Revenue Budget	372,857,043	(191,607,371)	(3,826,236)	177,423,435	31,946,071	(27,679,306)	(4,266,765)	0	404,803,114	(219,286,678)	(8,093,001)	177,423,435
General Fund Resources Budgets	0	(163,247,193)	(14,176,242)	(177,423,435)	0	0	0	0	0	(163,247,193)	(14,176,242)	(177,423,435)
Total Revenue Budget Resources	0	(163,247,193)	(14,176,242)	(177,423,435)	0	0	0	0	0	(163,247,193)	(14,176,242)	(177,423,435)
NET REVENUE BUDGET TOTALS	372,857,043	(354,854,564)	(18,002,478)	0	31,946,071	(27,679,306)	(4,266,765)	0	404,803,114	(382,533,871)	(22,269,243)	0

These were the budgets approved by Council in Feb 21

These virements / budget changes have occurred in 2021/22

These are the current / revised budgets

Notable or significant budget virements between service areas during the year include;

Legal charges - income within Corporate Serv (1,277,580)
 - increased spend in Children's Services 887,860
 - increased spend in Place 232,090
 - increased spend in Adults & Housing 123,950
 - increased spend in other areas 33,680

Covid grant funding - transfer from Non Service (757,452)
 - increased net spending in Place (incl Income) 757,452

Members priorities - transfer from Non Service (240,000)
 - increased spending in Place 240,000

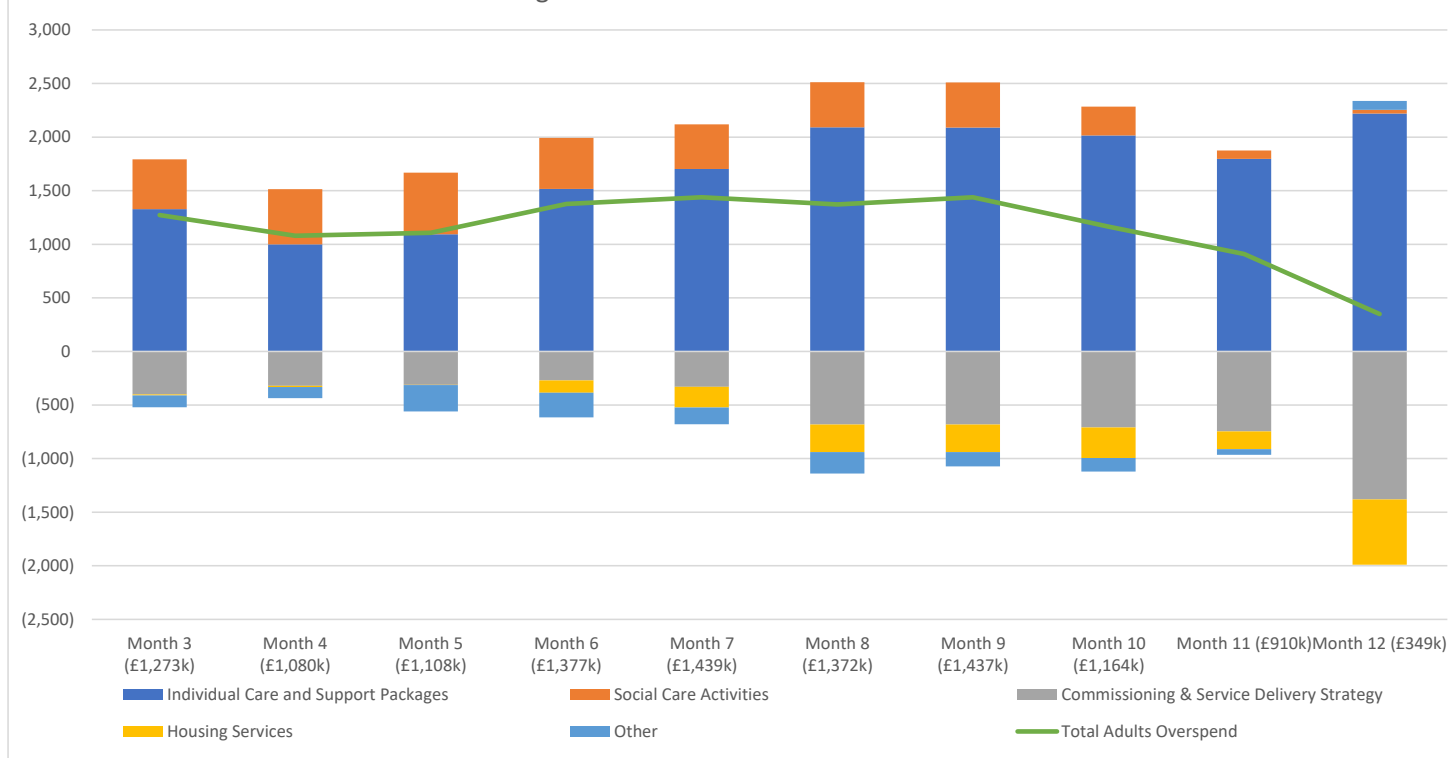
Notable budget virements within services are reflected within the relevant Directorate Summary

**FINANCIAL OVERVIEW OF THE ADULTS SOCIAL SERVICES DIRECTORATE
AS AT 31 MARCH 2022**

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	105,411	8,146	113,557	112,821	(736)
- Income	(37,544)	(7,809)	(45,354)	(53,135)	(7,781)
- Transfers to / from Reserves	38	(287)	(248)	8,618	8,867
= Directorate Totals	67,905	51	67,955	68,305	349
Provisional Out-turn Variance					0.51%
- Individual Care and Support Packages	63,327	0	63,327	65,547	2,221
- Assistive Equipment & Technology	420	0	420	418	(2)
- Information & Early Intervention	703	0	703	637	(66)
- Social Care Activities	8,122	322	8,444	8,525	81
- Covid Related Support	0	0	0	15	15
- Commissioning & Service Delivery Strategy	(5,670)	(294)	(5,963)	(7,215)	(1,252)
- Housing Services	1,004	22	1,026	378	(648)
= Directorate Totals	67,905	51	67,955	68,305	349
Provisional Out-turn Variance					0.51%

The final out-turn position for the Adult Social Services directorate is a net **over spend of £0.349m** when compared to the budget of £67.955m which was set for the year. However, as can be seen from the graph below the overspend is actually the combined position for all Adult Social Care and Housing related services, and is made up from budget movements in several key areas of the directorate budget. The graph allows you to see the forecasts made by budget managers in each of the different areas throughout the financial year.

Adult Social Care Budget Forecasts from June 2021 to Out-turn in March 2022



FINANCIAL OVERVIEW OF THE ADULTS SOCIAL SERVICES DIRECTORATE
AS AT 31 MARCH 2022

Extract showing material variances compared to the revised budget

Service area and provisional budget variance	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Individual Care and Support Packages					
Expenditure - Long Term Care Packages (residential & nursing)			48,622	45,277	(3,345)
Client Income - Long Term Care Packages (residential & nursing)			(14,492)	(10,352)	4,140
Expenditure - Long Term Care Packages (non-residential)			32,913	34,315	1,402
Client Income - Long Term Care Packages (non-residential)			(4,379)	(4,019)	360
Expenditure - Short Term Care Packages			4,079	5,226	1,147
Client Income - Short Term Care Packages			(295)	(215)	80
Other income (including CCG contributions)			(2,983)	(4,569)	(1,585)
Other			(139)	(117)	22
Social Care Activities					
DOLS, IMHA & Safeguarding			484	516	32
Social Care Locality Teams			3,219	3,168	(51)
Learning Disabilities & Mental Health Teams			2,835	2,943	108
Community Meals			(21)	110	131
Single Point of Access pressures			1,080	1,082	2
Discharge & Reablement Therapy Teams			240	53	(187)
Commissioning & Service Delivery Strategy					
Supporting People Commissioning			1,581	1,346	(235)
Court of Protection - additional income			87	39	(48)
Brokerage and Personalisation Team - vacancies			378	293	(85)
Contracts and Commissioning - vacancies			366	248	(118)
Grants and NHS Health Contributions			(9,483)	(10,215)	(732)
Finance Fees and Interest earned			0	(48)	(48)
Blue Badge Admin Costs & Fees Earned			17	(29)	(46)
Property & Rechargeable Support Costs			216	88	(128)
IT Costs			112	171	59
Covid Related Support					
Infection Control & Testing - Govt Grant Income	0	5,659	5,659	5,854	195
Infection Control & Testing - Payment to Providers	0	(5,659)	(5,659)	(5,839)	(180)
Workforce Recruitment Fund - Govt Grant Income	0	1,781	1,781	1,798	17
Workforce Recruitment Fund - Payment to Providers	0	(1,781)	(1,781)	(1,798)	(17)
Covid Recovery Fund - Income from Reserves	0	(304)	(304)	(304)	0
Covid Recovery Fund - Payment to Providers	0	304	304	304	(0)
Integrated Care S256 Agreement					
Income from Health - S256 Agreement			0	(5,821)	(5,821)
Income from Health - S256 Agreement Healthier Together Match Funding			0	(2,472)	(2,472)
Contributions into Earmarked Reserves			0	8,293	8,293
Housing Services					
Housing Solutions - Homeless Prevention Additional Grant Refinancing (Costs offset)			(8)	(291)	(283)
Housing Solutions - Rough Sleepers Additional Grant (Costs offset)			0	(290)	(290)
Housing Solutions - Refinancing of Prevention Costs (Cost offset)			58	(42)	(100)
Housing Solutions - Operation Teams Vacancies			528	476	(52)
Housing Regulatory Services & Other:					
Gypsy & Traveller Site Contract & Pitch Fees Collection			(19)	10	29
Sheltered Leasehold Sales Administration & Income Fees			(83)	(65)	18
Private Rented Housing & HMO Licensing			252	312	60
Housing Renewals & Private Sector Schemes			164	174	10
Sub total - material budget variances					282
Other minor variations to the budget					67
= Directorate Total					349

FINANCIAL OVERVIEW OF THE ADULTS SOCIAL SERVICES DIRECTORATE AS AT 31 MARCH 2022

Additional information integrating volumes / demand for services

Service area

COST & VOLUME SUMMARY - PACKAGES OF CARE TREND MONTHLY BY VOLUME

Provision Type		2 years ago	1 year ago	6 month	3 month	2month	1 month	current	YTD				
		Ave. 19/20	Ave. 20/21	@ Sep 21	@ Dec 21	@ Jan 22	@ Feb 22	@ Mar 22	Ave. 21/22	Trend Line (1Y)	Current	1Y Change	Change Change
Long Term Care													
Nursing	CLT01	341	308	304	320	297	300	319	306		319	-	2 ↓ -1%
Nursing Extra	CLT02	51	55	62	63	62	65	72	61		72	-	6 ↑ 11%
Residential	CLT05	736	705	675	662	648	649	640	669		640	-	36 ↓ -5%
Residential Extra	CLT06	243	263	262	254	259	262	259	260		259	-	3 ↓ -1%
Shared Lives	CLT10	48	47	47	48	49	50	48	48		48	-	1 ↑ 2%
Home Care	CLT20	949	924	891	832	819	803	807	875		807	-	48 ↓ -5%
Extra Care	CLT25	123	125	116	118	118	120	119	120		119	-	5 ↓ -4%
Day Care	CLT30	256	226	179	171	171	170	169	178		169	-	47 ↓ -21%
Supported Living	CLT40	240	263	281	284	284	289	289	281		289	-	18 ↑ 7%
Direct Payment	VAA01	333	319	303	301	303	297	296	300		296	-	19 ↓ -6%
Total Long Term Care		3,321	3,234	3,120	3,053	3,010	3,005	3,018	3,098				
Short term Care													
Enablement - Nursing	CST01	10	2	11	15	16	16	21	13		21	-	11 ↑ 480%
Enablement - Residential	CST05	14	3	11	12	18	20	17	14		17	-	12 ↑ 455%
Short term - Nursing	CST11	18	19	21	34	27	25	31	24		31	-	5 ↑ 28%
Short term - Residential	CST15	43	35	43	50	53	46	44	40		44	-	5 ↑ 15%
Reablement	CST20	15	12	12	10	9	7	7	11		7	-	1 ↓ -8%
Total Short Term Care		100	70	98	121	123	114	120	103				
TOTAL		3,421	3,304	3,218	3,174	3,133	3,119	3,138	3,201				

COST & VOLUME SUMMARY - PACKAGES OF CARE TREND BY UNIT COST

Provision Type		2 years ago	1 year ago	6 month	3 month	2month	1 month	current	YTD				
		Ave. 19/20	Ave. 20/21	@ Sep 21	@ Dec 21	@ Jan 22	@ Feb 22	@ Mar 22	Ave. 21/22	Trend Line (1Y)	Current	1Y Change	Change Change
Long Term Care													
Nursing	CLT01	£ 603.75	£ 640.31	£ 663.16	£ 659.63	£ 664.94	£ 664.82	£ 662.50	£ 663.41		£663	£ 23.10	4%
Nursing Extra	CLT02	£ 464.92	£ 551.11	£ 491.53	£ 450.70	£ 492.86	£ 521.17	£ 485.49	£ 503.18		£485	£ 47.93	-9%
Residential	CLT05	£ 528.54	£ 559.33	£ 577.24	£ 578.20	£ 580.23	£ 579.75	£ 580.84	£ 577.53		£581	£ 18.21	3%
Residential Extra	CLT06	£ 820.73	£ 850.80	£ 876.04	£ 889.49	£ 874.94	£ 853.04	£ 855.88	£ 864.74		£856	£ 13.94	2%
Shared Lives	CLT10	£ 445.84	£ 503.82	£ 503.11	£ 504.54	£ 509.66	£ 497.87	£ 497.14	£ 503.64		£497	£ 0.18	0%
Home Care	CLT20	£ 178.98	£ 200.28	£ 222.53	£ 226.98	£ 228.74	£ 226.32	£ 228.31	£ 224.21		£228	£ 23.93	12%
Extra Care	CLT25	£ 239.65	£ 242.66	£ 249.35	£ 254.09	£ 247.19	£ 242.50	£ 236.10	£ 245.81		£236	£ 3.15	1%
Day Care	CLT30	£ 135.21	£ 144.24	£ 150.58	£ 153.13	£ 162.08	£ 157.78	£ 167.76	£ 153.32		£168	£ 9.08	6%
Supported Living	CLT40	£ 684.26	£ 701.82	£ 768.04	£ 802.41	£ 812.84	£ 811.55	£ 791.70	£ 770.62		£792	£ 68.79	10%
Direct Payment	VAA01	£ 487.35	£ 495.12	£ 524.29	£ 550.56	£ 520.20	£ 519.91	£ 524.46	£ 525.91		£524	£ 30.78	6%
Ave. Long Term Care		£ 421.60	£ 451.32	£ 481.96	£ 494.93	£ 494.45	£ 494.03	£ 493.14	£ 483.01				
Short term Care													
Enablement - Nursing	CST01	£ 588.96	£ 588.96	£ 683.70	£ 677.07	£ 680.97	£ 656.53	£ 653.69	£ 666.24		£654	£ 77.28	13%
Enablement - Residential	CST05	£ 487.63	£ 487.63	£ 573.24	£ 575.04	£ 558.77	£ 549.60	£ 563.18	£ 562.77		£563	£ 75.14	15%
Short term - Nursing	CST11	£ 595.75	£ 595.75	£ 676.56	£ 673.32	£ 685.89	£ 676.14	£ 689.30	£ 681.90		£689	£ 86.15	14%
Short term - Residential	CST15	£ 536.07	£ 536.07	£ 560.17	£ 540.28	£ 533.55	£ 529.22	£ 532.53	£ 553.97		£533	£ 17.90	3%
Reablement	CST20	£ 224.42	£ 224.42	£ 277.53	£ 225.76	£ 207.88	£ 169.47	£ 124.32	£ 242.79		£124	£ 18.37	8%
Ave. Short Term Care		£ 498.81	£ 498.58	£ 565.83	£ 572.07	£ 566.03	£ 560.79	£ 574.76	£ 566.00				
OVERALL WEIGHTED AVERAGE		£ 423.86	£ 452.33	£ 484.51	£ 497.87	£ 497.26	£ 496.47	£ 496.26	£ 485.67				

**FINANCIAL OVERVIEW OF THE CHILDREN'S SERVICES DIRECTORATE
AS AT 31 MARCH 2022**

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	34,813	3,168	37,981	37,788	(194)
- Income	(7,745)	(2,327)	(10,072)	(12,534)	(2,462)
- Transfers to / from Reserves	(557)	110	(447)	920	1,367
= Directorate Totals	26,512	951	27,463	26,174	(1,289)
Provisional Out-turn Variance					-4.69%
Support and Safeguarding	21,974	495	22,469	20,688	(1,781)
Education Partnerships	3,612	(236)	3,377	3,386	9
Strategy and Directorate	925	692	1,616	2,100	484
= Directorate Totals	26,512	951	27,463	26,174	(1,289)
Provisional Out-turn Variance					-4.69%

Extract showing material variances compared to the revised budget					
Service area and provisional budget variance	Revised Budget 2020/21 £000	Out-turn Variance 2020/21 £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Corporate Parenting					
Placement costs for children looked after (CLA)	9,835	67	9,578	8,539	(1,039)
Placements CLA - income from Education & CCG	(47)	(263)	(212)	(86)	126
Placements CLA - income from Govt grants / other	0	(237)	0	(626)	(626)
Placements costs for CLA community support	657	703	515	795	280
Family Support and Safeguarding					
Children with Disabilities Support cost pressures	1,170	1,824	1,312	1,809	497
Children with Disabilities Support income	0	(256)	(110)	(202)	(92)
Section 17 Support (community support)	36	43	48	155	107
Adoption (regional)	689	(88)	712	554	(158)
Family Wellbeing - incl Supporting Families, Resettlement Schemes & Other Projects					
Additional expenditure and cost pressures	595	132	724	945	221
Movements within income budgets	(537)	(50)	(611)	(900)	(289)
Contributions to / from reserves	(58)	183	(112)	(44)	68
Youth Offending Service					
Additional income - from Grants and Partners	(990)	(1,097)	(1,044)	(1,279)	(235)
Smoothing using reserves to support future spending	(236)	(123)	(323)	(32)	291
Education Services					
Support Services for Education Contract overspend	402	18	402	530	128
Expenditure for Music service & Education hub	990	129	1,021	837	(184)
Smoothing using reserves to support future spending	0	10	0	161	161
Directorate Wide					
Under spends on employee budgets	13,388	(702)	14,574	14,021	(553)
Grants contribution to overheads	0	(213)	0	(290)	(290)
Systems Improvement	54	65	16	135	119
Proposed contribution into Directorate Reserves	0	0	0	210	210
Sub total - material budget variances					(1,258)
Other minor variations to the budget					(31)
= Directorate Total					(1,289)

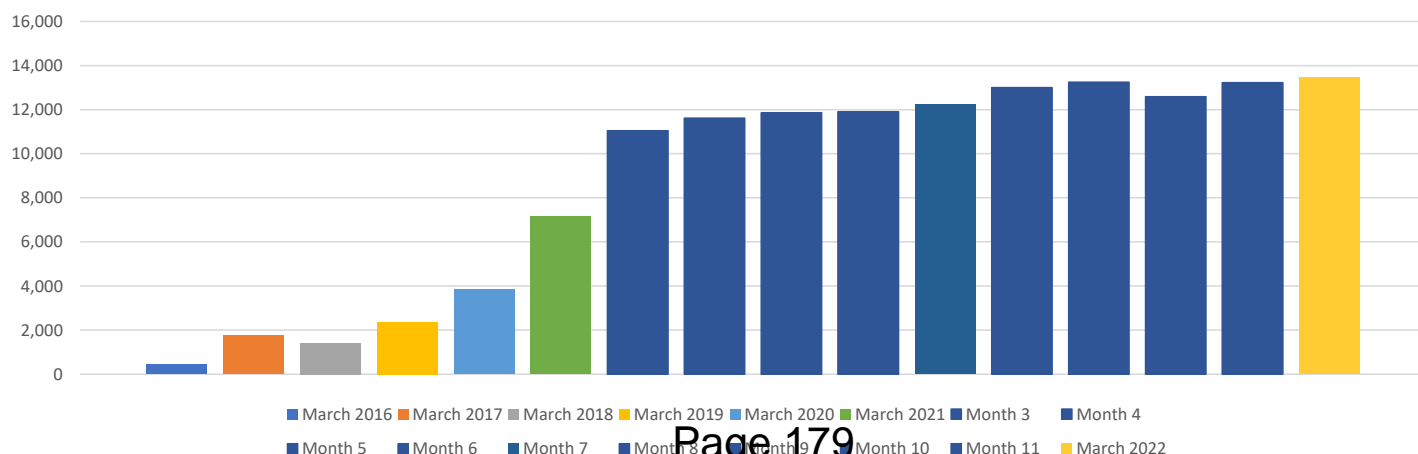
Additional information integrating volumes / demand for services			
Service area	Provisional Costs 2021/22 £000	Volume 2021/22 FTE	Provisional Unit Cost 2021/22 £000
Placements for children looked after	8,539	276	31

FINANCIAL OVERVIEW OF CHILDREN'S SERVICES DIRECTORATE - SCHOOLS & DSG BUDGETS
AS AT 31 MARCH 2022

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	52,817	(1,030)	51,787	57,145	5,358
- Income	(52,817)	1,030	(51,787)	(51,876)	(89)
- Central Recharge Recoveries	0	0	0	0	0
- Transfers to / from Reserves	0	0	0	(5,269)	(5,269)
= Directorate Totals	0	0	0	0	0
Provisional Out-turn Variance					10.31%
Schools Block	11,571	(732)	10,839	11,116	278
High Needs Block	25,923	(150)	25,773	31,869	6,096
Early Years Block	11,813	(629)	11,184	11,136	(49)
Central Schools Services Block	1,793	0	1,793	1,766	(28)
DSG Funding	(51,101)	1,511	(49,590)	(55,886)	(6,297)
Schools - Non DSG	0	0	0	0	0
= Directorate Totals	0	(0)	0	0	0
Provisional Out-turn Variance					12.32%

Extract showing material variances compared to the revised budget					
Service area and provisional budget variance	Revised Budget 2020/21 £000	Out-turn Variance 2020/21 £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Schools Block					
- Contingencies and Growth Funding	1,038	(278)	783	1,060	278
- Transfer to/from Dedicated Schools Grant reserve	0	278	0	(278)	(278)
High Needs Block					
- Out of Authority Placements	4,625	1,508	5,062	7,508	2,446
- Top-up Funding	12,172	1,189	13,418	15,551	2,133
- Children Missing Education (Bespoke Packages)	100	609	159	1,256	1,097
- Delegated Place Funding	4,288	4,504	4,568	4,756	188
- SEN equipment & Other costs	465	589	511	627	116
- SEND Inclusion Project	0	0	0	73	73
- Transfer to/from Dedicated Schools Grant reserve				(6,054)	(6,054)
Sub total - material budget variances					0
Other minor variations to the budget					34
Transfer to/from Dedicated Schools Grant reserve					(34)
= Directorate Total					0

DSG Deficits - Actuals 2016-2022 & Forecasts made through 2021/22



**FINANCIAL OVERVIEW OF THE CORPORATE SERVICES DIRECTORATE
AS AT 31 MARCH 2022**

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	82,010	3,155	85,164	84,087	(1,077)
- Income	(56,611)	(3,829)	(60,440)	(59,785)	655
- Transfers to / from Reserves	341	(652)	(311)	(126)	185
= Directorate Totals	25,739	(1,326)	24,414	24,176	(237)
Provisional Out-turn Variance					-0.97%
- Director of Corporate Services	759	0	759	773	13
- Head of Marketing & Communications	210	0	210	160	(49)
- Head of Business Insight & Policy	932	3	934	845	(90)
- Head of Peoples Services	737	20	756	702	(55)
- Assistant Director (Governance)	2,669	(1,317)	1,352	1,255	(98)
- Head of Support Services	13,279	45	13,324	13,686	363
- Assistant Director (Transformation)	248	(29)	219	211	(8)
- Head of Procurement	309	0	310	451	142
- Head of Finance	6,597	(48)	6,549	6,093	(456)
= Directorate Totals	25,739	(1,326)	24,414	24,176	(237)
Provisional Out-turn Variance					-0.97%

FINANCIAL OVERVIEW OF THE CORPORATE SERVICES DIRECTORATE
AS AT 31 MARCH 2022

Extract showing material variances compared to the revised budget			
Service area and provisional budget variance	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Head of Procurement			
Delays in delivery of MTFP savings re Contract Costs	(70)	(4)	66
Shortfall in recharges for staff to Capital (less HIF activity than planned)	(99)	(22)	77
Head of Support Services			
Revenues and Benefits - Housing Benefit / rent allowance payments	42,816	42,740	(76)
Revenues and Benefits - Increase in Rent Allowances bad debt provision	24	42	18
Short-fall in Recovery of Housing Benefit Overpayment income	(1,760)	(1,495)	265
Reduction in Business Rate grant income	(296)	(267)	29
Reduction in Carelink income	(508)	(466)	42
Support Services Contract - Delays in delivery of MTFP savings	(70)	93	163
Support Services Contract - Unbudgeted spending (Azure storage / compute)	0	117	117
Support Services Contract - Overspend re Excess Data Charges	0	35	35
Support Services Contract - Contract change notice re Pension Charges	207	0	(207)
Support Services Contract - Transfer of Pension Windfall to Reserves	0	180	180
Support Services Contract - Underspending re transformation costs and headroom	0	(125)	(125)
Support Services Teams - Short-fall in traded income within team budgets	849	896	47
Support Services Teams - Underspending re team salary costs and Covid income	0	(76)	(76)
One-off spending - Empty Homes Review - funded by Reserves	0	40	40
One-off spending - Digital / website project	192	251	59
Use of Reserves	0	(99)	(99)
Assistant Director (Governance)			
Increase in Members Allowances	702	748	46
Legal and Democratic Services - underspending in staffing and overheads	1,652	1,506	(146)
Head of Business Insight, Policy & Partnerships			
Increase in Land Charges property search income	(297)	(346)	(49)
Head of Finance			
Short-fall in Commercial Rental & Service Charge income	(4,567)	(4,504)	63
Reduction in Commercial Investment costs (Sovereign Centre)	1,654	1,513	(141)
Short-fall in Car Parking income	(900)	(822)	78
Recovery of Covid Sales, Fees and Charges Grant income (car parking)	0	(34)	(34)
Office Accommodation rental income	(551)	(795)	(244)
Office Accommodation running costs	1,918	1,805	(113)
Central Expenses - Increase in Telephone costs	321	351	30
Former Employee Costs	1,110	1,046	(64)
Corporate & Democratic Core - Increase in External Audit Fees	384	483	99
Corporate & Democratic Core - One-off New Burdens Grant re External Audit Fees	0	(45)	(45)
Increase in provision for insurance claims	0	744	744
Drawn-down from Insurance Reserve to fund provision	0	(744)	(744)
Directorate-wide			
Variances on employee budgets	8,373	8,341	(32)
Recharges of CS staff to Covid Contain Outbreak Management Fund (COMF) grant	0	(237)	(237)
Sub total - material budget variances			(234)
Other minor variations to the budget			(4)
= Directorate Total			(237)

**FINANCIAL OVERVIEW OF THE CORPORATE SERVICES DIRECTORATE
AS AT 31 MARCH 2022**

Extract showing significant budget virements approved in-year			
Service area	Original Budget £000	Virement £000	Revised Budget £000
Change gross expenditure, income and reserve budgets;			
Support Services Trading - additional services reflected within the NSC Contract	988	536	1,524
Support Services Trading - additional services income from other organisations	-1,004	-558	-1,562
Household Support Grant - planned spending (one-off)	0	1,308	1,308
Household Support Grant - government grant income (one-off)	0	-1,308	-1,308
Policy & Partnerships - Community Renewal Fund project spending (one-off)	0	700	700
Policy & Partnerships - Community Renewal Fund grant income (one-off)	0	-700	-700
Transformation Programme - planned project spending (one-off)	0	575	575
Transformation Programme - planned project funding from reserves (one-off)	0	-575	-575
Virements between other council budgets;			
Legal services income - offset by expenditure budgets in other directorates	0	-1,274	-1,274
		-1,296	

FINANCIAL OVERVIEW OF THE PLACE DIRECTORATE
AS AT 31 MARCH 2022

Directorate Summary							
	Original Budget 2021/22	Virements	Revised Budget 2021/22	Provisional Out-turn 2021/22	Provisional Out-turn Variance (incl Covid)	Year-end Virement from the Covid Grant	Provisional Out-turn Variance (Prior to Covid Funding)
	£000	£000	£000	£000	£000	£000	£000
- Gross Expenditure	53,987	11,765	65,752	63,830	(1,922)	70	(1,887)
- Income	(21,014)	(7,296)	(28,310)	(29,330)	(1,020)	938	202
- Central Recharge Recoveries	0	0	0	0	0	0	0
- Transfers to / from Reserves	(3,408)	(3,156)	(6,563)	(3,095)	3,469	(241)	2,978
= Directorate Totals	29,565	1,314	30,879	31,405	527	767	1,293
Provisional Out-turn Variance						1.71%	
- Neighbourhoods & Transport	27,259	1,197	28,456	28,223	(233)	757	524
- Placemaking & Growth	1,741	398	2,139	2,478	339	110	449
- Directorate Overheads	496	(281)	215	635	420	(101)	320
- Special Expenses	69	0	69	69	0	0	0
= Directorate Totals	29,565	1,314	30,879	31,405	527	767	1,293
Provisional Out-turn Variance						1.71%	

Extract showing material variances compared to the revised budget					
Service area and provisional budget variance	Revised Budget 2021/22	Provisional Out-turn 2021/22	Provisional Out-turn Variance (incl Covid)	Year-end Virement from the Covid Grant	Provisional Out-turn Variance (Excl Covid Funding)
	£000	£000	£000	£000	£000
Environmental Services & Enforcement					
MTFP DE16 Litter enforcement - contract income not expected in 2021/22	(30)	0	30	0	30
Safer Community Services - CCTV (includes historical £95k budget saving)	243	331	88	0	88
Mitigated by one-off use of earmarked reserves	0	(25)	(25)	0	(25)
Highway & Parking Operations					
<i>Parking Income - Covid Related</i>					
Short-fall in On-street parking income (WSM)	(583)	(583)	(0)	312	312
Short-fall in On-street parking income (Leigh Woods)	(14)	(14)	0	184	184
Short-fall in Off-street parking income	(1,499)	(1,499)	0	232	232
Short-fall in Civil Parking Enforcement income	(569)	(569)	(0)	88	88
Increase in Seafront parking income	(855)	(855)	0	(195)	(195)
Mitigated by Q1 Sales, Fees & Charges claim	(140)	(140)	0	(140)	(140)
Highway Electrical & ITS - Reduction in Prudential Borrowing charges	243	162	(82)	0	(82)
Highway Electrical & ITS - Saving expected on Street lighting energy costs	470	342	(129)	0	(129)
Highway Network & Traffic Management - expected to exceed income target	(130)	(314)	(184)	0	(184)
Materials testing Lab - expected shortfall on external fee income	(97)	(27)	70	0	70
Open Space, Natural Environment & Leisure					
<u>Leisure:</u>					
Loss of income from Leisure Contracts	0	0	0	417	417
Agreed mitigation: planned use of reserves	(343)	(343)	(0)	(343)	(343)
Mitigated by Q1 Sales, Fees & Charges claim	(72)	(72)	0	(72)	(72)
Covid Leisure Grant - Receipt of income	(316)	(316)	0	0	0
Covid Leisure Grant - Payments to Providers	316	316	0	0	0
Churchill Sports Centre - additional costs associated with the closure	0	66	66	0	66
Other Leisure impacts - incl Business rate charge not due for 2021/22	79	7	(72)	0	(72)
Parks & Seafront:					
Shortfall in Concessions income-new concessions & closure of existing concessions	(408)	(318)	90	0	90
Bay Cafe - COVID related income losses (net of SFC claim and provisions saving)	(90)	(118)	(28)	186	158
Mitigated by Q1 Sales, Fees & Charges claim	(28)	(28)	0	(28)	(28)

FINANCIAL OVERVIEW OF THE PLACE DIRECTORATE
AS AT 31 MARCH 2022

Extract showing material variances compared to the revised budget (contd)					
Service area and provisional budget variance	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance (incl Covid £000	Year-end Virement from the Covid Grant £000	Provisional Out-turn Variance (Excl Covid Funding) £000
Transport Planning					
<u>Home to Schools Transport (HTST):</u>					
Home to School Transport - increased demand and costs	4,284	5,243	960	0	960
Use of Earmarked reserve to fund pressures (one-off Covid grant)	0	(185)	(185)	0	(185)
Use of Section Contributions	0	(312)	(312)	0	(312)
Covid HTST Grant - Receipt of income	(414)	(366)	48	0	48
Covid HTST Grant - Payments to Providers	414	366	(48)	0	(48)
<u>Public Transport & Sustainable Travel:</u>					
Increased cost of Public Transport, Bus Services & Concessionary Fares	2,325	2,258	(67)	0	(67)
Bus Lane Enforcement (Scheme Delayed until Jan 2022)	(20)	0	20	0	20
Bus Services Improvement Plan Expenditure	163	163	0	0	0
Bus Services Improvement Plan - grant received	(163)	(163)	0	0	0
Covid Bus Services Grant - Receipt of income	(108)	(109)	(1)	0	(1)
Covid Better Deal for Users Grant - Receipt of income	(134)	(134)	0	0	0
Covid Active Travel Grant - Receipt of income	(95)	(95)	0	0	0
Covid Active Travel Grant - Initiatives and costs	95	95	0	0	0
Libraries & Community					
Shortfall in Campus income - reduced internal meetings / more virtual	(179)	(131)	48	0	48
Shortfall in Campus income-external income, after cost reductions and Covid S,F&C	(100)	(100)	(0)	53	53
Shortfall in Somerset Hall income - used as a testing site, net of S,F&C	(55)	(57)	(2)	42	40
Placemaking & Development					
<u>Events:</u>					
Shortfall in Events income (incl Tropicana) - Covid related, net of S,F&C	(200)	(235)	(34)	64	30
<u>Economy:</u>					
Economic Recovery and Renewal, 2020/21 plans, includes £65k Air festival funding	245	235	(10)	0	(10)
Funded by bal held in Place Reserves (Remaining allocation from 2020/21)	(180)	(170)	10	0	10
Covid Welcome Back Grant - Receipt of income	(256)	(193)	63	0	63
Covid Welcome Back Grant - Initiatives and costs	326	263	(63)	70	7
Covid Self-Isolation Grant - Receipt of income	(254)	(157)	97	0	97
Covid Self-Isolation Grant - Payments to individuals	254	157	(97)	0	(97)
Covid Additional Restrictions Grant - Receipt of income	(1,959)	(1,936)	23	0	23
Covid Additional Restrictions Grant - Payments to businesses	1,959	1,936	(23)	0	(23)
Covid Practical Support for those Self-Isolating Grant - Receipt of income	(316)	0	316	0	316
Covid Practical Support for those Self-Isolating Grant - Payments to individuals	316	0	(316)	0	(316)
Omicron Additional Restrictions Grant – Covid 19 Disc - Receipt of income	(379)	(377)	2	0	2
Omicron Additional Restrictions Grant – Covid 19 Disc - Payments to individuals	379	377	(2)	0	(2)
Planning Service					
Shortfall in Planning income (net of refunds) - early peak not sustained	(1,560)	(1,421)	139	0	139
Contribution into Planning Appeals provision	0	405	405	0	405
Directorate Salary Position					
Shortfall on salary recharges to the capital programme	(3,086)	(2,093)	993	0	993
Mitigated by salary underspends-£558k relates to the capital projects delivery teams	16,721	15,333	(1,388)	0	(1,388)
Property Assets & Projects team consultancy costs off-set by underspend	376	518	143	0	143
Contribution into reserves and provision re 0.25% pay award settlement	0	55	55	0	55
Recharge of staff time to Covid Grant re Contain Outbreak Management Fund activi	0	(101)	(101)	(101)	(201)
Use of earmarked reserve to fund highways staffing costs	(68)	(35)	32	0	32
Sub total - material budget variances			530	769	1,299
Other minor variations to the budget			(4)	(2)	(5)
= Directorate Total			527	767	1,293

FINANCIAL OVERVIEW OF THE PLACE DIRECTORATE
AS AT 31 MARCH 2022

Extract showing significant budget virements approved in-year

Service area	Original Budget £000	Virement £000	Revised Budget £000
Grant related expenditure:			
COVID Support third-party grants - planned spending (one-off)	0	2,907	2,907
COVID Support third-party grants - income (one-off)	0	(2,907)	(2,907)
Public Transport - Supported Bus Services - planned operator spend	145	561	416
Public Transport - S106 use, Better deal for Bus users, BSSG, ticketing	0	(561)	(561)
Transport services (HTST COVID, Active Travel, BSIP, Access / Capability fund)	0	980	980
Transport services grants - gross up budget for grants due	0	(980)	(980)
Economy - Welcome Back fund - approved project delivery spend	0	256	256
Economy - Welcome Back fund - grant income claimed	0	(256)	(256)
Economy - Community Renewal fund - project spend	0	2,137	2,137
Economy - Community Renewal fund - grant income	0	(2,137)	(2,137)
Community Safety & Domestic Abuse - planned spend	0	921	921
Community Safety & Domestic Abuse - government grants	0	(921)	(921)
Natural Environment projects (re-wilding, tree planting fund)	0	96	96
Natural Environment projects (re-wilding, tree planting fund) - grants due	0	(96)	(96)
			0
Approved decisions for use of reserves;			
Driving growth projects - approved project spend	0	988	988
Driving growth projects - use of driving growth reserves	0	(988)	(988)
Bristol Airport Planning Appeal costs	0	536	536
Bristol Airport Planning Appeal costs - use of major planning appeal reserves	0	(536)	(536)
Local Plan - approved transport planning spend	0	158	158
Local Plan - transport planning costs - use of strategic projects reserve	0	(158)	(158)
Property Assets & Projects - consultancy spend approved	0	376	376
Property Assets & Projects - use of corporate reserves	0	(376)	(376)
Leisure recovery fund - payments made to Leisure providers	0	316	316
Leisure recovery fund - income held in reserves	0	(316)	(316)
Parks & Street Scene Service - gross up budget for use of S106 income	1,956	220	(1,736)
Parks & Street Scene Service - planned use reserves - S106 income	0	(220)	(220)
Waste service - realign budgets to reflect NSEC contract value to include premises	10,868	335	(10,533)
Waste service - realign budgets to reflect income due from NSEC for premises cost	(4,201)	(335)	3,866
Other virements - increases in expenditure	0	348	348
Other virements - increases in income / use of reserves	0	(348)	(348)
Virements between other council budgets;			
Legal services internal recharge - offset by income budgets in CSD		232	232
Fleet insurance internal recharge - offset by income budgets in CSD		91	91
Funding for Weston Quarry demolition - transferred from Members Corporate Priority budget		90	90
Funding for Public Rights of Way Improvement Project - transferred from Members Corporate Priority budget		150	150
Funding for Access officer in Planning team - transferred from Corporate Services		19	19
Funding given for ICT Costs - transferred into Corporate Services		(26)	(26)
Funding for COVID impacts (Expenditure) - transferred from Corporate Covid Grant		75	75
Funding for COVID impacts (Income Losses) - transferred from Corporate Covid Grant		682	682
Total Budget Virements in-year (net)		1,313	
- Expenditure virements - increases in gross spending		11,765	
- Income virements - additional income received by the council		(7,296)	
- Reserves - draw down / utilise monies held in reserves to finance spending plans		(3,156)	

£757k from
Covid grant

**FINANCIAL OVERVIEW OF THE PUBLIC HEALTH DIRECTORATE
AS AT 31 MARCH 2022**

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	11,678	7,491	19,169	15,423	(3,747)
- Income	(10,526)	(7,413)	(17,939)	(19,475)	(1,536)
- Transfers to / from Reserves	(241)	(70)	(311)	4,924	5,236
= Directorate Totals	911	8	919	872	(47)
Provisional Out-turn Variance					-5.09%
PHS Childrens Health	3,897	0	3,897	3,876	(21)
PHS Management & Overheads	1,336	0	1,336	1,285	(51)
PHS Obesity & Activity	140	0	140	100	(40)
PHS Other Public Health Services	345	0	345	416	71
PHS Public Health	424	0	424	355	(69)
PHS Sexual Health	1,404	0	1,404	1,427	23
PHS Substance Abuse & Smoking	2,192	0	2,192	1,933	(258)
PHS Public Health Grants & Income	(9,496)	0	(9,496)	(10,170)	(674)
Transfers to / from Public Health Reserves	(241)		(241)	777	1,019
Public Health Ring-Fenced Services	(0)	0	(0)	0	0
Regulatory Services	911	8	919	872	(47)
Covid Related Grants & Services	0	0	0	0	0
= Directorate Totals	911	8	919	872	(47)
Provisional Out-turn Variance					-5.09%

Extract showing significant budget virements approved in-year			
Service area	Original Budget £000	Virement £000	Revised Budget £000
Change gross expenditure, income and reserve budgets;			
Covid outbreak management planning and enforcement spending	0	6,257	6,257
Covid clinically and extremely vulnerable	0	432	432
Covid community resilience	0	344	344
Covid grant income and reserves	0	(7,033)	(7,033)
Replacement Civica Flare Regulatory Services system costs	0	450	450
Funding for replacement system	0	(450)	(450)
		0	

**FINANCIAL OVERVIEW OF THE PUBLIC HEALTH DIRECTORATE
AS AT 31 MARCH 2022**

Extract showing material variances compared to the revised budget			
Service area and provisional budget variance	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Children's Health contracts - underspend of £15k for School Nurses	3,897	3,876	(21)
Sexual Health Saving on Unity Contract (£109k) / Increase in payments to GP Practices £105k	1,404	1,427	23
Health Protection - Advice and Health Check programmes Reduction in NHS Health Checks - due to Pandemic	424	355	(69)
Stop Smoking Services Underspends on employee costs (£70k); GP Services (£52k); Pharmacotherapy (£26k)	373	215	(158)
PHS Obesity & Activity (Children) Under spend of £29k; partially off-set by contribution to Digital Platform project £20k	95	74	(21)
PHS Obesity & Activity (Adults)	45	26	(19)
Substance Abuse - incl saving on Needle Exchange costs during the Pandemic	1,819	1,718	(101)
Other Public Health services Increased costs associated with Healthy Workplaces £43k; and Digital Platform £61k	345	416	71
Regulatory Services Consumer Protection - Reductions in employee costs and other expenses Environmental Protection - Increased income (licences, food safety, covid rech)	606 (665)	529 (899)	(76) (234)
Additional Grants & Contributions New Drug Intervention programme grant S256 contribution from the CCG, re Population Health Management Transfer into reserves for spending in 2022/23	0 0 0	(485) (154) 639	(485) (154) 639
Management & Overheads Under spends on employee budgets due to vacancies Recharge income to reflect Outbreak Management activity Funding contribution towards replacement Civica Flare IT System Project costs for replacement Civica Flare IT System PH Reserves - net transfer into Ring-fenced Public Health Reserve PH Reserves - net transfer into Regulatory Services Reserve	1,392 0 (450) 450 (126) 0	1,286 (225) (75) 0 269 525	(106) (225) 375 (450) 395 525
Covid grants Contain Outbreak Management Funds - balance from 20/21 + 21/22 allocation Local Outbreak Management Plan - balance from 20/21 Clinically Extremely Vulnerable Individuals - balance from 20/21 + 21/22 allocation Community Resilience - balance from 20/21 + 21/22 allocation Government grant funding Transferred into earmarked reserves for spending in 2022/23, as per project plan	5,533 724 432 344 (7,223) 0	2,837 466 54 235 (7,307) 3,715	(2,695) (258) (378) (110) (84) 3,715
Sub total - material budget variances			99
Other minor variations to the budget			(145)
= Directorate Total			(47)

**FINANCIAL OVERVIEW OF THE CAPITAL FINANCING & NON SERVICE BUDGETS
AS AT 31 MARCH 2022**

Financial Overview

As can be seen from the table below, the revised budgets for the Capital Financing & Non Service areas total £26.792m, and the out-turn position at the end of the year reflects net spend of £25.801m, which means that there is a minor **over spend of £6k at the year-end**. The most significant change between the original and revised budgets is a transfer of £757k to the Place Directorate, from the Covid

A further analysis of the budgets in this area has been provided to give greater clarity on the key elements.

Directorate Summary					
	Original Budget 2021/22 £000	Virements £000	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
- Gross Expenditure	32,141	(750)	31,391	23,319	(8,072)
- Income	(5,349)	(36)	(5,385)	(6,014)	(630)
- Central Recharge Recoveries	0	0	0	0	0
- Reserves	0	(212)	(212)	8,496	8,708
= Directorate Totals	26,792	(997)	25,794	25,801	6
Provisional Out-turn Variance					0.02%
- Capital Financing & Interest	10,674	0	10,674	10,669	(5)
- Non Service - Precepts & Levies	6,399	0	6,399	6,399	0
- Non Service - Contingency & Other	9,718	(997)	8,721	8,732	11
= Directorate Totals	26,792	(997)	25,794	25,801	6
Provisional Out-turn Variance					0.02%

Extract showing material variances compared to the revised budget

	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Capital Financing & Interest Budgets			
Net movement in capital financing costs (mrp, interest and rcco's)	12,543	12,359	(183)
Net movement in external investment interest generated on cash balances	(1,869)	(1,936)	(67)
Creation of a Financial Instruments Smoothing Reserve for Pooled Funds	0	250	250
Contingency & Covid Budgets			
Reduction in calls on the Council's contingency budget	1,300	(24)	(1,324)
Surplus on Superannuation recovery re past service deficit charge	0	(721)	(721)
Corporate recharges to the Covid Contain Outbreak Management Fund	0	(470)	(470)
Transfers into Financial Risk & Technical Smoothing Reserves	0	2,490	2,490
Unallocated balance on the Councils Covid budget (after virement of £757k to Place)	4,218	0	(4,218)
Transfer into Covid Grant Reserve	0	4,218	4,218
Other Non Service Areas			
Increase in Coroners Service costs - partly due to Covid impacts	427	454	27
Net reduction in City-Deal Pooling transactions following changes in business rates	942	141	(801)
- transferred into the City-Deal Pooling Reserve	0	801	801
Sub total - material budget variances			2
Other Minor Variances <£50k			4
= Directorate Total			6

Movements to / (from) Earmarked Reserves

	Budgeted Reserves £000	Ad hoc Movement £000
Movements to/(from) the City-Deal Reserve (not cash - offset by Debtors)	0	801
Contribution into Financial Instruments Smoothing Reserve	0	250
Contribution into Reserves re RIF capital financing changes	0	135
Use of the Covid-19 Emergency Costs Reserve b/fwd from 2020/21	(212)	125
Contribution into the Covid Reserve	0	4,218
Contribution into the Financial Risk Reserve	0	1,769
Contribution into the Pensions Smoothing Reserve (tech adj)	0	720
Contribution into the Capital & Asset Reserves	0	695
Movements to/(from) the Capital Receipts Pooling Reserve (mortgages)	0	(4)
Sub total - movements to / (from) Earmarked Reserves	(212)	8,708

FINANCIAL OVERVIEW OF THE COUNCIL'S RESOURCES
AS AT 31 MARCH 2022

Financial Overview

The budgets for the council's Resources total of **£177.423m**, which is the same amount for all of the council's directorate spending budgets. This is because the council uses the monies listed below, to fund all of the services it provides to residents, businesses and the wider communities. The out-turn position for the Resources budgets total £177.423m which means that at an overall level, there is no movement to the approved budget.

There are however, movements between some of the different budget lines within this area, and so a further analysis has been provided to give greater clarity on the key elements.

Directorate Summary					
	Original Budget £000	Virements £000	Revised Budget £000	Provisional Out-turn £000	Provisional Out-turn £000
- Gross Expenditure	0	0	0	70	70
- Income	(163,247)	0	(163,247)	(181,269)	(18,022)
- Reserves	(14,176)	0	(14,176)	3,776	17,952
= Totals	(177,423)	0	(177,423)	(177,423)	0
Provisional Out-turn Variance					0.00%
- Precept on the Collection Fund - Council Tax			(116,583)	(118,505)	(1,922)
- Adjustment re Council Tax Support Grant				70	70
- Precept on the Collection Fund - Parish Precepts			(6,106)	(6,106)	0
- Precept on the Collection Fund - Business Rates			(29,716)	(29,716)	0
- Other Business Rate Income, Disregarded - Renewables & EA			(888)	(888)	0
- Other Business Rate Income, Central Govt share retained - Port Cumulo			(658)	(658)	0
- (Surplus) / Deficit on the Collection Fund - Council Tax re Prior Yr			1,045	0	(1,045)
- Council Tax Year-End Movement re Prior Yr			0	1,044	1,044
- Council Tax (Surplus) / Deficit re Current Yr			0	(376)	(376)
- Council Tax Year-End Movement re Current Yr			0	537	537
- Business Rates (Surplus) / Deficit Own Share re Prior Years			13,689	0	(13,689)
- Business Rates Year-End Movement re Prior Yr Own Share			0	13,689	13,689
- Business Rates (Surplus) / Deficit Own Share re Current Yr			0	5,542	5,542
- Business Rates Year-End Movement re Current Yr Own Share			0	(1,592)	(1,592)
- Other BR Income, Disregarded - Renewables & EA Year-End Movement re Prior Yr			0	379	379
- Other BR Income, Disregarded - Renewables & EA (Surplus)/Deficit re Current Yr			0	184	184
- Other BR Income, Central Govt share retained - Port Cumulo - Year-End Movement re			0	26	26
- Other BR Income, Central Govt share retained - Port Cumulo - (Surplus)/Deficit re Curr			0	33	33
- Revenue Support Grant			(2,179)	(2,179)	0
- New Homes Bonus Grant			(1,382)	(1,382)	0
- Lower Tier Services Grant			(213)	(213)	0
- Adult Social Care & Winter Pressures Grants			(5,807)	(5,807)	0
- Business Rate Top-Up Grant			(2,652)	(2,652)	0
- Small Business Rate Relief Grant			(2,880)	(2,994)	(114)
- Business Rate Adjustment Grant (2% cap)			(1,767)	(1,550)	217
- Council Tax Family Annexe Discount Grant			0	(17)	(17)
- Other S31 Grant			(7)	(58)	(51)
- S31 Grant - Additional Retail and Nursery Discounts			0	(5,973)	(5,973)
- S31 Grant - Covid Additional Relief Fund (CARF)			0	0	0
- Covid-19 grant - Council Tax Support Grant			(1,922)	(1,923)	(1)
- Covid-19 grant - Covid-19 Response Grant			(4,975)	(4,975)	0
- Covid-19 grant - Collection Fund Losses			(246)	(246)	0
- Use of Collection Fund Smoothing Reserve re Grant			(14,176)	(14,176)	0
- Contbn into the Collection Fund Smoothing Reserve			0	1,852	1,852
- Use of Collection Fund Smoothing Reserve re PY Disregarded Surp/Def			0	(405)	(405)
- Contbn into the Collection Fund Smoothing Reserve re BR Reliefs			0	5,921	5,921
- Use of Collection Fund Smoothing Reserve			0	19	19
- Tech Adj through the Movement in Reserves Statement			0	(4,328)	(4,328)
= Totals	(177,423)	(177,423)	(177,423)	(177,423)	0
Provisional Out-turn Variance					0.00%

FINANCIAL OVERVIEW OF THE COUNCIL'S RESOURCES
AS AT 31 MARCH 2022

Extract showing material variances compared to the revised budget

Service area and provisional budget variance	Revised Budget 2021/22 £000	Provisional Out-turn 2021/22 £000	Provisional Out-turn Variance £000
Council Tax Income			
Precepts and known prior year deficit	(121,644)	(123,497)	(1,853)
Current year forecast surplus	0	161	161
Made up of:			
866 Higher levels of Discounts and Exemptions than budgeted			
-273 Higher levels of new Band D equivalent dwellings than anticipated			
-114 Lower shortfalls arising from Collection Rate and Bad Debt Provision			
-989 Lower levels of Council Tax Support costs than budgeted (grant funded)			
Business Rates Income			
Precepts, Top-Up grant and known prior year deficit	(20,225)	(20,225)	0
Current year forecast deficit	0	3,950	3,950
Current year disregarded deficit	0	217	217
(A statutory technical adjustment means these deficits have no effect in 2021/22, but the impact will need to be budgeted for in 2022/23)			
S31 grant funding for BR reliefs	(4,654)	(4,619)	35
S31 grant funding for additional Retail and Nursery reliefs	0	(5,973)	(5,973)
S31 grant funding for additional Covid reliefs	0	0	0
(To be transferred to the Collection Fund Smoothing Reserve to address the 2021/22 deficit noted above, which is largely due to the award of retail relief in the current year.			
Government Grants (Non-Covid)			
No material variance	(9,581)	(9,581)	0
Government Grants (Covid)			
No material variance	(7,143)	(7,144)	(1)
Reserves			
Budgeted use of Collection Fund Smoothing Reserve re prior year deficit	(14,176)	(14,176)	0
Use of Collection Fund Smoothing Reserve re prior year disregarded deficit	0	(405)	(405)
Use of Collection Fund Smoothing Reserve re S31 grant reductions	0	19	19
Contribution into Collection Fund Smoothing Reserve re Council Tax Support grant	0	1,852	1,852
Contribution into Collection Fund Smoothing Reserve re additional S31 grant	0	5,921	5,921
Statutory Collection Fund technical adjustments (through the CFAA / MIRS)	0	(4,328)	(4,328)
Statutory Collection Fund technical adjustments re prior year disregarded deficit	0	405	405
Sub total - material budget variances			0
Other minor variations to the budget			0
= Directorate Total			0

FINANCIAL OVERVIEW OF THE COUNCIL'S RESOURCES
AS AT 31 MARCH 2022

MTFP Impact of Collection Fund (Surplus) / Deficit		Year of MTFP Impact		
Nature and Originating Year of (Surplus) / Deficit		2021/22 £000	2022/23 £000	2023/24 £000
Council Tax				
2019/20 Residual (Estimated to Actual) deficit		38	0	0
2020/21 Estimated deficit (spread over three years)		1,006	1,006	1,006
2020/21 Residual (Estimated to Actual) surplus		0	(556)	0
2021/22 Estimated surplus		0	(376)	0
2021/22 Estimated surplus to Actual deficit (i.e. movement from January to March 2022)		0	0	537
		1,044	74	1,543
Business Rates				
2019/20 Residual (Estimated to Actual) surplus		(207)	0	0
2020/21 Estimated deficit from Retail, Hospitality, Leisure and Nursery relief (S31 funded)		13,754	0	0
2020/21 Estimated deficit (spread over three years)		142	142	142
2020/21 Residual (Estimated to Actual) surplus		0	(1,521)	0
2021/22 Estimated deficit from Retail and Nursery & Covid reliefs (S31 grant funded)		0	7,595	0
2021/22 Estimated surplus (other elements)		0	(2,053)	0
2021/22 Estimated to Actual surplus from Covid reliefs (S31 grant funded) (Jan to Mar 22)		0	0	(2,005)
2021/22 Estimated deficit to Actual deficit (i.e. movement from January to March 2022)		0	0	413
		13,689	4,163	(1,450)

Collection Fund Narrative

Council Tax

In January 2021, the council tax deficit for 2020/21 was estimated at £3.057m. This was primarily due to the impact of Covid-19 on elements such as discounts & exemptions, and particularly on the assumptions made about collection rates and the provision for non-payment. To mitigate the budgetary impact of this, the council was mandated to spread the majority of the deficit across the following three financial years. This was therefore incorporated into the council's MTFP, approved in February 2021. By the end of the financial year, collection rates had improved and the overall outturn deficit was lower than anticipated. The estimated to actual surplus movement (between January and March) was £0.556m and the council will feel the benefit of this in its 2022/23 budget.

The current year out-turn is a **deficit of £0.161m**, the impact of which would be felt in 2022/23. This position contains several key elements, which are described below.

1. Tax base / housing growth. The 2021/22 council tax base was estimated and approved in December 2020 and formed part of the council's budget calculations in February 2021. This included an assumption about housing growth, based on information from specialist colleagues. Whilst new housing growth has been broadly as expected, a significant number of re-bandings have resulted in a positive variance of **£0.289m**.

2. Collection and Bad Debt Provision. To reflect the economic uncertainty caused by Covid-19, the 2021/22 tax base calculation assumed a slightly lower collection rate (98.5%) than in previous years. The out-turn impact in this area is a combination of collection rates for both 'in-year' liabilities and historic arrears, the write-off of any arrears deemed uncollectible, and the judgements made about the amount of outstanding debt that will not be collected (i.e. the provision). The collection rate of current year liabilities was better than expected although the actual collection rate for historic arrears was lower than expected. Given these levels as well as the current financial pressures facing households, prudent bad debt assumptions have been retained when calculating the associated bad debt provision. Overall however, these factors have combined to produce a positive variance of **£0.586m**.

3. Discounts, Exemptions and Council Tax Support - there are several factors to note within this area:

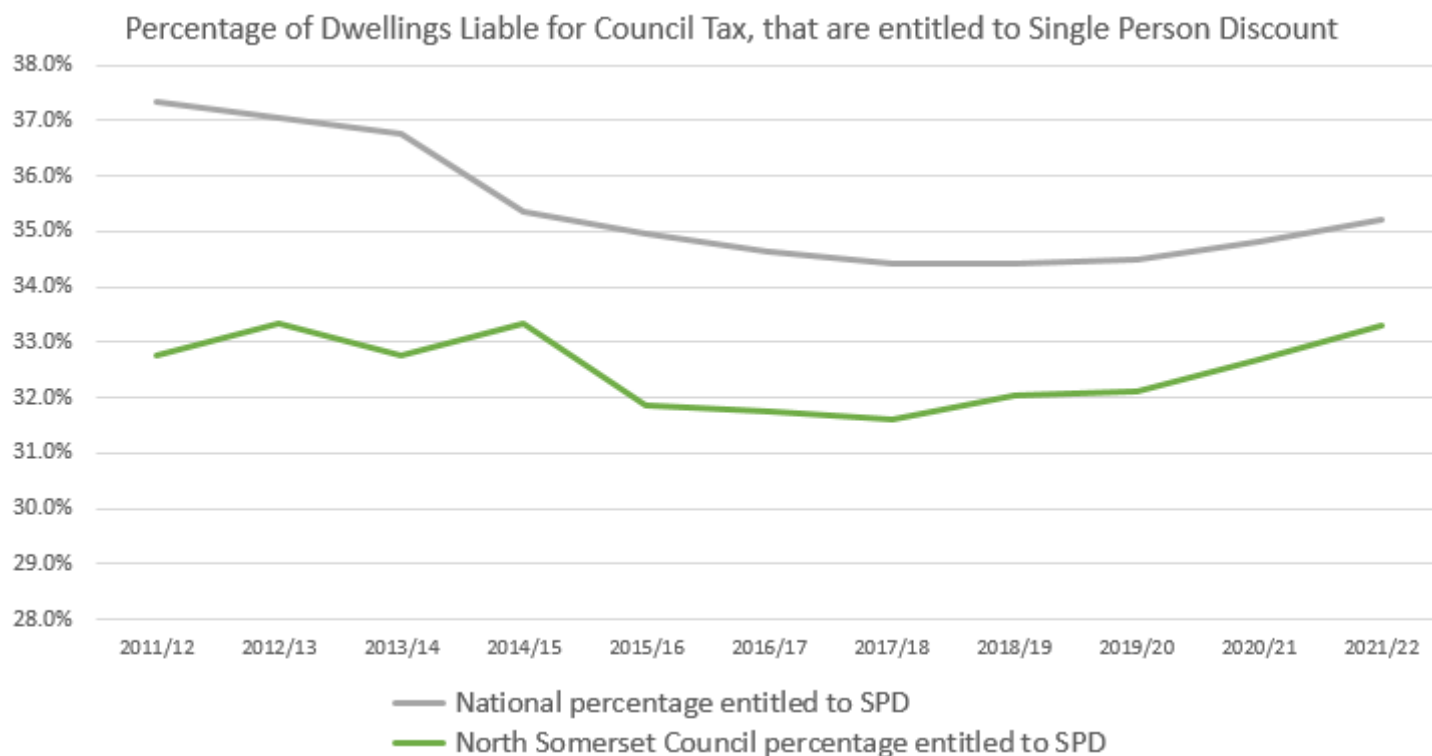
- The council's base budget always includes some provision to help ratepayers with their council tax liability through awarding council tax support (often known as council tax benefit), although the numbers of households claiming council tax support fell steadily during the year and was lower than expected, to a level which is now slightly below the pre-pandemic total, meaning that this element of the budget was **underspent by £0.733m**.

- The council tax income budget also makes some provision in the expectation that the council will be required to offer other discounts and exemptions to residents in the year, the largest of which is the single persons discount. In contrast to the council tax support volumes which went down in the year, the proportion of households claiming single person discount has increased by 6.2% since October 2019 (compared to just 2.2% for dwellings growth over the same period). This increase has resulted in an **overspend of £0.678m** compared to the amount budgeted for discounts and exemptions. A similar pattern has been seen nationally. The table below provides an extract from the monitoring and shows the financial impact of these two issues on the budget.

FINANCIAL OVERVIEW OF THE COUNCIL'S RESOURCES
AS AT 31 MARCH 2022

Reductions	Budget	March Actual	Actual Variance	Grant funded awards	Underlying position	Underlying Variance	
Discounts and Exemptions	17,092	18,396	(1,304)	(626)	17,769	(678)	Adverse
Council Tax Support	12,068	11,982	85	(647)	11,335	733	Favourable
Totals	29,159					55	0.2% Favourable Variance

The following graph shows the percentage of dwellings liable for council tax which are entitled to Single Person Discount (SPD). The increase in the last two years (seen locally and nationally) may be due to ratepayers having a greater incentive to seek out available discounts in the light of financial pressures.



It should be noted that additional financial support has been provided to some residents during the year by way of awarding them a discretionary council tax support payment of up to £150 - in total this came to £1.273m for all residents who met the criteria - this expenditure has been fully funded using Government funding given to the council to address the continuing Covid-19 pressures affecting

Business Rates

In January 2021, the business rates deficit for 2020/21 was estimated at £13.973m. This was primarily due to the 100% relief granted to all Retail, Hospitality, Leisure and Nursery ratepayers to mitigate the economic impact of Covid-19. The council was fully compensated for providing these reliefs through Section 31 grant funding. This funding was held in the Collection Fund Smoothing Reserve at year end and both the deficit and the release of the corresponding reserve was incorporated into the 2021/22 budget in February 2021. At the end of March, Central Government announced that Rateable Value (RV) "Checks and Challenges" lodged by ratepayers in response to measures enforced by Covid-19 would not be addressed by granting an RV reduction. This removed significant uncertainty for the council and a large increase in the provision for appeals was no longer considered necessary. As a result, the movement from the estimated to actual surplus (i.e. the change in forecast between January and March) was £1.521m and the council will feel the benefit of this in future years.

The current year out-turn is an overall **deficit of £3.950m**, the impact of which would be felt in future years. However, £5.590m of this deficit relates to the granting of Government-funded reliefs to retail, hospitality and leisure ratepayers whose businesses have been negatively impacted by Covid-19. This means there is an **underlying surplus of £1.640m** forecast for the year, which has been incorporated into future year budget setting plans.

Further Government-funded relief was also announced in December 2021 to provide support to other businesses adversely affected by Covid-19. The council's Covid Additional Relief Fund (CARF) scheme was approved in March 2022 and reliefs will be granted to relevant ratepayers early in 2022/23. Section 31 grant funding will be received by the council to compensate for the reduced business rates will be managed through the Collection Fund Smoothing Reserve and released in a future year to offset the corresponding deficit when it arises.

MTFP SAVINGS PROPOSALS REFLECTED WITHIN THE 2021/22 REVENUE BUDGET

Dir Ref	Dir	Theme	MTFP Savings Proposals	2021/22 Budgeted £000	2021/22 Achieved £000	RAG Rating	Notes / Comments
PCA1	Adults	Income Generation	Full year impact of review of non-residential financial assessments	-500	-500	G	Financial assessments completed and income from increased client contributions on track. Like for like monthly totals have increased.
PCA2	Adults	Income Generation	Additional income from Continuing Health Care (CHC) and other jointly funded packages	-250	-250	G	On track to make savings with CHC referrals/ NHS contributions to joint packages of care.
PCA4	Adults	Accommodation Shift	Supported Living schemes as more independence-promoting alternatives to residential placements	-150	-150	G	Reflected in Cost & Volume less reliance on residential placements and increase in new SL placements
PCA5	Adults	Accommodation Shift	More Shared Lives placements as more independence-promoting alternatives to residential placements	-180	0	R	Delays in getting the long term referrals and capacity in care market has delayed the deliverability of this saving for 21/22.
PCA6	Adults	Care Package Reviews	Routine reviews of adult social care packages	-250	-250	G	Routine reviews are made with data available to now assess impact, will be updated in P8
PCA7	Adults	Income Generation	Inflation in relation to the Better Care Fund	-160	-160	G	Income and budget reflects additional resources
PCA8	Adults	Care Package Reviews	Review of high cost Direct Payment packages	-75	0	R	Policy framework required before review of high cost Direct Payments packages, as likely to be resistance from recipients
PCA9	Adults	Care Package Reviews / Early Intervention	Improved outcomes from provider reviews of reablement / digital reablement pathways	-125	-17	A	New reablement service went live January 22, savings expected to be made but were delayed.
PCA10	Adults	Care Package Reviews	Dom Care packages reviewed and changed as a result of Covid	-50	-50	G	Income and budget reflects additional saving through post discharge care reductions
PCA11	Adults	Commissioning	Full year impact of redesign of housing with support commissioning arrangements	-600	-600	G	Income and budget reflects additional saving
PCA12	Adults	Early Intervention	Redesign of Day Care Services to focus on a "without walls" respite and early intervention service	-125	-125	G	Savings made to date so far and re-design work ongoing
PCA13	Adults	Early Intervention	Maximise the Wellness Service and redesign the pathway to prevent / delay the need for formal care packages	-75	-75	G	Activity referrals steady and cost & volume numbers steady. It is likely to be cost avoidance savings.
PCA15	Adults	Digital / Remote Working	Reduction in staff travel costs as a result of fewer visits	-50	-50	G	Income and budget reflects additional saving through less travel
DIRECTORATE TOTAL				-2,590	-2,227		

MTFP SAVINGS PROPOSALS REFLECTED WITHIN THE 2021/22 REVENUE BUDGET							
Dir Ref	Dir	Theme	MTFP Savings Proposals	2021/22 Budgeted £000	2021/22 Achieved £000	RAG Rating	Notes / Comments
PCC4	Childrens	Income Generation	Increase contributions from CCG for children with complex needs / children's continuing care	-150	-150	G	Indicative analysis shows that contributions have increased during the year in excess of this target. Staff travel costs remain low due to continued home working for majority of staff Monitored through Placements cost and volume analysis. There is a c.£200k shortfall on the original target but other 'windfall' in year savings and cost reductions, more than offset this
PCC5	Childrens	New Ways of Working	Reduction in staff travel costs as a result of fewer visits	-50	-50	G	
PCC1	Childrens	Sufficiency Strategy	Increase in in-house foster carers to enable less use of Independent Foster Agencies	-100	-100	G	
PCC2	Childrens	Sufficiency Strategy	Commissioning of alternative placements for 16 and 17 year old children looked after	-890	-890	G	
PCC3	Childrens	Sufficiency Strategy	Residential Step Down to In-house Professional Foster Scheme	-275	-275	G	
DIRECTORATE TOTAL				-1,465	-1,465		

MTFP SAVINGS PROPOSALS REFLECTED WITHIN THE 2021/22 REVENUE BUDGET

Dir Ref	Dir	Theme	MTFP Savings Proposals	2021/22 Budgeted £000	2021/22 Achieved £000	RAG Rating	Notes / Comments
CORP S1	CORP	Income Generation	Annual uplift to fees and charges to cover inflationary costs	-380	-380	G	
CSD S1	CSD	Income Generation	Increase in trading income - Inspire, FOI, Risk, Audit, RIPA, FOI etc	-20	-15	A	Likely to achieve c75% of savings in-year; although not all proposals long-term so need to review for 2022/23
CSD S2	CSD	Transformation	Transformation - ICT asset analysis	-10	-10	G	CCN Agreed
CSD S2	CSD	Transformation	Transformation - Replacement Telephone system	-80	-80	G	Saving achieved from maintenance costs although increase in 8*8 licences means over-spend elsewhere has appeared. Licences higher than project scoping
CSD S3	CSD	Transformation	Transformation - Introduce a new Target Operating Model for Customer Services: - Close Gateway / reduce hours and / or - Introduce a 'one-call' contact centre for all services	-75	-64	A	Expecting £68k saving to be achieved following introduction of changes, CCN still awaited to confirm details
CSD S3	CSD	Transformation	Transformation - Review of contracted Business Support - scope / spec / outcomes etc	-50	0	R	Unlikely to be achieved, currently being discussed with Assistant Directors to review / revise proposals
CSD S3	CSD	Transformation	Transformation - Review physical storage held with Dataspace	-20	-20	R	Difficult to deliver, unlikely to achieve
CSD S3	CSD	Transformation	Transformation - Review storage / azure platform / laas (movement of electronic storage)	-50	0	A/R	Initial CCN included within Contract but paid on an actual basis, therefore true-up reflected through the year - currently £117k risk and pressures re ICT storage
CSD S2	CSD	Transformation	Transformation - Paperless journey - reduce postage costs	-20	0	R	Pilot in progress to test digital solution of combined postage and printing, although unlikely to deliver full savings value
CSD S3	CSD	Transformation	Transformation - Reduce printing facilities and costs	-50	0	R	
CSD S3	CSD	Transformation	Transformation - Review retained Business Support - potential reduction from new ways of working	-20	-20	G	Scope and establishment of team reviewed and revised arrangements in place for Directors and AD's - vacant post removed from within structure
CSD S5	CSD	Transformation	Staffing savings arising from a restructure within Corporate Services and a review of vacant posts	-255	-255	G	Senior management structure complete
CSD S5	CSD	Efficiency / Change	Support Services contract - agreed contract changes - Liberata 2015 reduction	-70	-70	G	Contractual saving delivered - lower charge from April 2021
CSD S5	CSD	Efficiency / Change	Support Services contract - VFM service review - Phase 1 - Customer Services Revenues & Benefits	-10	-10	G	CCN Agreed
CSD S5	CSD	Efficiency / Change	Support Services contract - VFM service review - Phase 1 - Debtors	-10	-10	R	Unlikely to be achieved, debt project in place to address rising debt levels
CSD S5	CSD	Efficiency / Change	Reductions in Support Services contract costs - release underspend from contract inflation allocation in 2020/21	-100	-100	G	Budget reduced to reflect actual level of charge
CSD S7	CSD	Efficiency / Change	Head of Strategic Procurement to review commissioning and contract opportunities following an assessment of the Contracts Register	-70	-4	R	Low chance of cashable revenue budget savings although some other non-cashable benefits identified and recorded within contracts register
CSD S8	CSD	Efficiency / Change	Reflect ongoing reductions within expenditure budgets; reduction in the number of former employees and sustained reductions in travel / mileage activity	-50	-50	G	Budget reduced to reflect lower levels of activity
CSD S9	CSD	Efficiency / Change	Review funding options for severance and insurance costs - smoothing resources between ongoing base budget provision and sums held in reserves, as well as internal / external premiums	-250	-250	G	Budgets realigned to reflect new funding arrangements, although insurance premium costs arising following changes within the market
DIRECTORATE TOTAL				-1,590	-1,338		

MTFP SAVINGS PROPOSALS REFLECTED WITHIN THE 2021/22 REVENUE BUDGET

Dir Ref	Dir	Theme	MTFP Savings Proposals	2021/22 Budgeted £000	2021/22 Achieved £000	RAG Rating	Notes / Comments
DE4	Place	Review provision	Review Community Transport Services	-15	-15	G	Was already reflected in contract price
DE5	Place	Review provision	Review of Churchill Sports Centre	-90	-24	A	Awaiting decision on future on the centre, currently incurring mothball costs
DE6	Place	Income Generation	Libraries Income	-50	-45	G	Income levels improved during the year
DE7	Place	Efficiency / Change	Revisit safe Home to School Transport Routes	-50	0	R	Not achieved due to other pressures within the HTST revenue budget.
DE10	Place	Income Generation	Introduce Garden Waste Charging	-1,050	-1,689	G	Net income levels exceeded targets, £178k went to Waste reserves for future service funding
DE11	Place	Efficiency / Change	Staffing Budget - Fund existing staff through capital / other funding opportunities	-200	-200	G	2021-22 target achieved through other staffing budget underspends, options being explored for 2022-23
DE12	Place	Efficiency / Change	Concessionary Fares Budget - Reduced Patronage	-130	-331	G	Reduced Patronage reflected in a reviewed contract value, a further £201k saving achieved offsetting overall Public Transport delivery.
DE13	Place	Efficiency / Change	Introduction of the Permit Scheme	-50	-58	G	Existing revenue funded staff recharges against the permit scheme
DE14	Place	Efficiency / Change	Reduction / Review of Fleet	-40	-32	A	2021-22 saving achieved as a result of sale of vehicle income, further work required to achieve this saving going forward
DE15	Place	Review provision	Review of current leisure discount schemes	-21	-41	G	Scheme is currently not being used
DE16	Place	Income Generation	Litter Enforcement	-30	-2	A	Only a small surplus achieved during 2021-22 due to recruitment challenges. Income levels should improve in 2022-23.
DE17	Place	Efficiency / Change	Supported Bus Review	-30	-30	G	Saving achieved through use of S106 and savings over the concessionary fares scheme.
DE19	Place	Efficiency / Change	Reduction in staff travel budgets	-20	-20	G	Staff travel reduced due to pandemic
DE21	Place	Efficiency / Change	Partnership working with Town & Parish Council	-30	0	R	Options to be explored
DIRECTORATE TOTAL				-1,806	-2,487		

SUMMARY		
-555	-34	R
-50	0	A/R
-380	-154	A
0	0	A/G
-6,466	-7,329	G
-7,451	-7,517	

INVESTMENT IN PRIORITIES REFLECTED WITHIN THE 2021/22 REVENUE BUDGET

Priority Area	Allocation (£000)	Planned Spending (£000)	Unallocated (£000)	Theme / project	Exec Member
Children's Services	150	150	0		
	80	80	0	Funding for extension of the Mockingbird Project to support Foster Carers	Catherine Gibbons
	35	35	0	Improvements at Family Hubs - Provision of advice and support	Catherine Gibbons
	15	15	0	Improvements at Family Hubs - Making equipment and environment more suitable for all age groups	Catherine Gibbons
	20	20	0	Support to Care Leavers to achieve Education, Employment or Training	Catherine Gibbons
Recovery Support for Vulnerable Adults	200	191	10		
	120	111	10	Mental Health Support Workers to support adults recover from mental health episodes and maintain independence	Mike Bell
	80	80	0	Additional respite support and funding for carers	Mike Bell
Climate Emergency & Green Recovery	150	148	2		
	31	31	0	Climate Change initiatives; renewables, Solar Together, Carbon Literacy	Bridget Petty
	44	44	0	Sustainable Investment Officer post	Bridget Petty
	50	55	-5	Communication and Engagement staffing and activity, e.g. Picture This	Bridget Petty
	25	18	7	Other projects, e.g. Local Energy Planning with Communities, supporting the Action Plan	Bridget Petty
Covid Recovery, Business, Tourism and Culture Support	100	27	73		
	22	22	0	New Business Engagement post within the Economy team	Mark Canniford
	5	5	0	Business breakfast meetings and local engagement	Mark Canniford
	45	0	45	Growth to fund Culture post in the short-term in advance of longer-term strategy	Mark Canniford
	28	0	28	Other projects / improvements being scoped to deliver sustainable events	Mark Canniford
Active Travel, Parking and Highways	200	200	0		
	55	55	0	Parking service - additional capacity to deliver outcomes	Mark Canniford
	90	88	2	Active Travel staffing and initiatives, e.g. 20mph limits, education, promotion, develop EV strategy	Mike Soloman
	55	57	-2	Other projects / improvements, e.g. footways and cycleway maintenance incl cutting back vegetation	Mike Soloman
One-off Covid Recovery related Investments	150	150	0		
	150	150	0	Public Rights of Way improvements. New funding added to S106 £150k to deliver larger project. Progress being made in most parishes to replace stiles with gates, installing new bridges and improving muddy surfaces.	Ash Cartman
	60	60	0	Provision of Christmas Lights in Clevedon	Ash Cartman
	90	90	0	Joint investment project to deliver improvements at Weston Town Quarry	Ash Cartman
Total Investment	1,100	1,016	84		

Reserves Summary		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
Unusable reserves;				
Collection Fund Adjustment Account	15,358,494	4,546,804	Net Deficit on Collection Fund - will impact on revenue budget in future years; funded by usable ear-marked reserve	
Dedicated Schools Deficit Account	7,150,223	13,446,804	Deficit on DSG budgets - potential to impact on revenue budget in future although temporary statutory over-ride in place	
Pooled Funds Adjustment Account	544,761	-43,668	Net (surplus) / deficit on the value of Pooled Investment Funds - will be brought into budget from April 2023	
Revaluation Reserve	-92,271,496	-91,461,654	Account to reflect revaluation increases on long-term assets held, largely within Property, Plant & Equipment assets	
Capital Adjustment Account	-152,056,088	-162,231,005	Account to capture technical accounting entries such as depreciation, so that they do not impact on taxpayer	
Pensions Reserve	298,880,530	265,986,530	Account to offset the council's pensions liabilities	
Accumulated Absences Account	1,644,899	1,132,752	Account to reflect the value of outstanding leave accrued by staff (technical calculation - not payable as cash)	
Deferred Capital Receipts Reserve	-58,942	-52,905	Reserve relating to sale of mortgage portfolio in previous years, being written down over repayment periods	
Financial Instruments Adjustment Account	109,973	160,157	Account to capture technical entries such as PWLB premiums and Soft Loans, written back to revenue over loan life	
sub total - unusable reserves	79,302,354	31,483,816	Technical reserves held on the Council's balance sheet	
Usable reserves;				
Revenue Reserves	-78,325,245	-91,570,851	Can be used to support the annual revenue budget - see below for further details	
Capital Reserves	-23,018,483	-28,970,689	Can be used to support the capital programme - see below for further details	
sub total - usable reserves	-101,343,727	-120,541,540		
Total reserves	-22,041,374	-89,057,724		

Usable Reserves Summary		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
Revenue related reserves;				
R1	General Fund Reserve	-9,053,265	-9,743,946	Also called the Working Balance - equates to c5.3% of the annual revenue budget
R2	Earmarked Reserves - Revenue	-66,613,102	-78,438,744	Further breakdown of this value provided below - see Table R2, Summary of Earmarked Revenue Reserves
R3	School Balances & Reserves	-2,658,878	-3,388,160	Ring-fenced balanced linked to individual schools and projects
	sub total - revenue reserves	-78,325,245	-91,570,851	
Capital related reserves;				
C1	Earmarked Reserves - Capital	-6,199,609	-7,316,147	Ring-fenced council resources to fund projects within the approved capital programme
C2	Capital Receipts	-12,128,946	-13,470,528	Monies from sale of council assets, funding is linked to projects within the approved capital programme
C3	Capital Grants Unapplied	-4,689,927	-8,184,013	Govt grants awarded to specific schemes within the approved programme
	sub total - capital resources	-23,018,483	-28,970,689	
Total usable reserves		-101,343,727	-120,541,540	

R2 - Summary of Earmarked Revenue Reserves		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
R2.1	Adults	-2,904,501	-8,735,069	Further breakdown provided below - see Table R2.1
R2.2	Childrens	-2,042,826	-2,884,773	Further breakdown provided below - see Table R2.2
R2.3	Public Health & Regulatory Services	-1,044,047	-5,888,571	Further breakdown provided below - see Table R2.3
R2.4	Place	-13,270,521	-13,178,616	Further breakdown provided below - see Table R2.4
R2.5	Corporate Services	-4,011,964	-5,331,466	Further breakdown provided below - see Table R2.5
R2.6	Non-Service - Corporate Reserves	-33,873,737	-33,677,086	Further breakdown provided below - see Table R2.6
R2.7	Non-Service - Property sinking funds	-971,041	-1,059,016	
R2.8	Non-Service - Capital, incl S106	-8,494,464	-7,684,147	
		-66,613,102	-78,438,744	

R2.1 - Extract of Revenue Reserves - Adults		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
A1	Integrated Care S256 Reserve	0	-5,579,555	S256/S75 Agreement(s) with the CCG - balance for Discharge to Assess System Risks
A2	S256 Intensive Positive Behaviour Service Reserve	0	-241,000	Created at the end of March 2022, committed to joint scheme linked to S256 Agreement with the CCG
A3	Digitising Social Care Reserve	0	-222,500	Created at the end of March 2022, Unifying Technology Fund grant allocation from NHSX carried forward
A4	Covid Support to Providers Reserve	-1,530,000	-1,270,402	Created March 2021, to fund initiatives to support care providers affected by Covid
A5	Homelessness & Rough Sleepers Reserve	-974,157	-974,157	Carry forward of earmarked Government grants received to fund homelessness and rough sleepers responsibilities
A6	Better Care Fund Reserve	-160,475	-203,666	Remaining balance from funds deposited in 2018, linked to schemes with the CCG
A7	Replacement AIS System Reserve	-85,518	-85,518	Balance following implementation of LAS / ContrOCC system in 2019, to be used for systems improvement
A8	Balance - all other Adult Reserves	-154,352	-158,272	
		-2,904,501	-8,735,069	

nb CCG - Clinical Commissioning Group

R2.2 - Extract of Revenue Reserves - Children's		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
C1	Youth Services related reserves	-458,059	-425,494	Funding committed to support various projects, largely related to carry forward of external grants
C2	Social Impact Bond Smoothing Reserve	-317,517	-416,472	Resources set-aside to fund the payments due in future years (smoothing mechanism)
C3	Supporting Families Grant Reserve	-426,853	-371,089	Previously known as Troubled Families Programme; external funding for staff costs to improve outcomes
C4	Children's Improvement Plan Reserve	-344,009	-288,923	Resources committed to fund range of projects required to deliver improvements (incl staff/ICT)
C5	SEND & EHCP Reserve	-76,925	-192,954	Resources committed to fund range of projects required to increase capacity / improve outcomes
C6	School Improvement Reserve	-28,781	-58,550	Resources committed to fund range of projects required to deliver improvements (from earmarked Govt grant)
C7	Family Support & Safeguarding Reserve	0	-107,489	Created at the end of March 2022, committed spend from Government grant and Partnership Funds
C8	S256 PAUSE Project Reserve	0	-170,000	Created at the end of March 2022, committed joint scheme linked to S256 Agreement with the CCG
C9	S256 Autism Intensive Service Reserve	0	-95,000	Created at the end of March 2022, committed joint scheme linked to S256 Agreement with the CCG
C10	DfE Recovery Fund Mockingbird Project	0	-60,000	To fund the Mockingbird Project Co-ordinator post supporting the wider regional Mockingbird project (from Govt grant)
C11	Music Service Traded Reserve	-9,905	-170,741	Traded surplus - to fund income short-falls or service investment in future years
C12	Care Leavers Reserves	-44,278	-99,256	Govt earmarked grant - to fund a range of responsibilities, e.g. homelessness, extended duties
C13	Family Well-Being related Reserves	-66,452	-157,915	Resources committed to fund Early Help and Family Hub improvements (incl staff costs, ICT and refurbishment works)
C14	Start-to-Finish Project Reserve	-90,109	-100,923	Resources committed to fund staff costs and operational costs associated with the Start to Finish Project (ext funding)
C15	Capital Planning Reserves	-106,038	-138,145	Resources committed to fund range of capital planning activity, e.g. Specialist Provision, Academy Conversions
C16	Chestnut Park School Operating Costs Reserve	-50,000	0	To fund the operational holding costs of the site until transferred to Academy during 2021/22
C17	Childrens ASYE and Training Reserve	-23,900	-31,823	Resources committed to supporting development of ASYE (newly qualified) social workers (external funding)
		-2,042,826	-2,884,773	

R2.3 - Extract of Revenue Reserves - Public Health & Regulatory Services		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
PH1	Public Health Reserve	-764,592	-533,774	Statutory reserve linked to ring-fenced PH grant funding - element top-sliced for H&WB Strategy
PH2	PH Health & Well Being Strategy (H&WB) Reserve	0	-600,000	Statutory reserve linked to ring-fenced PH grant funding - specifically to deliver H&WB Strategy
PH3	Covid Contain Outbreak Management Grant Reserve	0	-3,065,431	Specific reserve linked to carry forward of main COMF grant allocation; delivery plan for 2022/23
PH4	Covid COMF Grant Reserve (Regulatory Services)	0	-304,820	Linked to above, aligned to Reg Services outcomes as capacity stretched in 2021/22
PH5	Covid COMF Grant Reserve (Public Health Services)	0	-267,565	Linked to above, aligned to Public Health outcomes as capacity stretched in 2021/22
PH6	Replacement Civica Flare System	0	-525,000	To fund approved systems project - Reg Services system links to Govt network, support ends March 23
PH7	S256 Population Health Management Reserve	0	-154,000	Created at the end of March 2022, committed joint scheme linked to S256 Agreement with the CCG
PH8	Balance - all other Public Health Reserves	-279,455	-437,982	Range of individual reserves, many linked to government grants or specific responsibilities, e.g. Housing
		-1,044,047	-5,888,571	

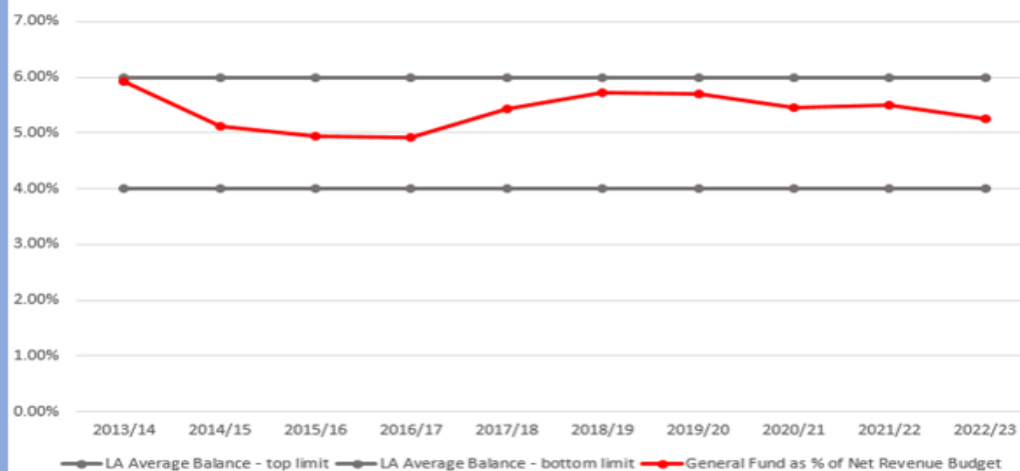
R2.4 - Extract of Revenue Reserves - Place		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
PD1	Waste Service Implementation Reserve	-6,069,677	-4,119,895	To part- fund the waste service following termination of previous contractual arrangements
PD2	Waste Service Recycling Risk Share Reserve	0	-400,000	To be created at the end of March 2022, to smooth financial risks associated with Recycling income
PD3	Waste Service Compensation Reserve	0	-350,000	To be created at the end of March 2022, to provide funding towards financial commitment (partly covid)
PD4	Waste Service Green Bin Reserve	-147,132	-132,132	To fund the acquisition of Green Bins through registration receipts
PD5	Covid Support to Leisure Providers Reserve	-543,000	-299,988	Created March 2021, to provide support to Leisure contractors affected by Covid and to offset loss of income
PD8	Covid Economic Recovery Reserve	0	-102,373	To be created at the end of March 2022, to support economic recovery affected by Covid
PD9	Community Safety & Domestic Violence Reserves	-366,287	-787,973	Grant funding towards service specific projects and initiatives
PD10	Road Safety & Sustainable Travel Reserve	-33,000	-312,847	Grant funding towards service specific projects and initiatives
PD11	Bus Services Revenue Support Reserve	-145,876	-35,893	Grant funding towards service specific projects and initiatives
PD12	Strategic Projects Reserve	-900,757	-926,507	Resources set aside to deliver service specific projects and initiatives, including Local Plan activity
PD13	Weston Place-making Reserve	0	-907,412	Resources set aside to deliver service specific projects and initiatives including a temporary Weston Placemaking Team
PD14	Directorate Project Reserve	-211,186	-412,508	Resources set aside to deliver service specific projects and initiatives
PD15	Parks & Tree Works Project Reserve	-250,000	-205,956	Created March 2021, to provide support to Parks Service, incl Ash-Dieback project
PD16	Climate Change Reserve	-75,000	-103,926	To fund costs associated with delivery of the Climate Change Action Plan
PD17	Employer of Choice Reserve	0	-199,567	To fund costs associated with National Graduates Scheme, part of the broader People's Strategy
PD18	Replacement Asset Management System Reserve	0	-250,000	Resources set aside to fund implementation of new software following approval at Asset Strategy Board
PD19	SEE Monster Reserve	0	-153,159	Resources set aside to deliver indirect aspects of SEE Monster including additional cleansing along the Seafront and activities associated with maximising the legacy impact of SEE Monster
PD20	Library Stock Smoothing Reserve	-753,378	-754,782	Technical reserve to smooth the impact of purchases of new library stock each year
PD21	Developers S38 & S106 Monitoring Reserves	-744,297	-830,234	To fund the additional costs of supervision activity required within S38/S106 Agreements (smoothing)
PD22	Streetworks Permits Reserve	-70,845	-209,346	To fund the additional costs of supervision activity required for Streetworks (smoothing)
PD23	Major Planning Appeals & Performance Agreements	-1,016,835	-484,301	To fund the additional costs of supervision required within PPA Agreements & Planning Appeals
PD24	SuperPond Commuted Sum Reserve	-240,000	-213,150	To fund the ongoing maintenance costs of Superpond from commuted sum
PD25	Balance - all other Place Reserves	-3,936,978	-986,666	Wide range of individual reserves, many linked to government grants or specific responsibilities
		-16,095,877	-13,178,616	

R2.5 - Extract of Revenue Reserves - Corporate Services		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
CS1	Commercial Investments Smoothing Reserve	-1,067,153	-1,406,807	Part of wider financial strategy to smooth impacts from within annual revenue budget
CS2	Covid Emergency Costs Reserve	-478,800	-391,671	Created March 2021, to fund the operational impacts of supporting individuals and businesses (grants)
CS3	Covid Welfare Provision & Hardship Reserve	-90,287	-239,760	To enhance the council's welfare and hardship offer in 2022/23 through additional grant allocations
CS4	Elections Smoothing Reserve	-170,824	-190,242	To fund the costs of NSDC elections every four years
CS5	Housing Benefits Smoothing & Risk Reserve	-160,000	-120,000	To mitigate fluctuations in annual subsidy levels
CS6	Financial Systems Upgrade Reserve	-128,001	-276,628	To fund the annual upgrade and also changes required to the system for HMRC Making Tax Digital
CS7	CS Transformation Programme & Capacity Reserves	-329,696	-720,182	To fund delivery of Action Plans for People's Services, Customer Services, Digital. PMO Office resource
CS8	NS Partnership Reserve	-110,806	-110,757	To fund partnership related projects (programme to be refreshed)
CS9	Support Services Contract Reserve	-171,000	-381,000	To fund one-off projects aimed to delivery MTFP savings; mitigate financial risk; support re-procurement
CS10	Accommodation Strategy Reserve	-283,337	-439,959	To fund revenue related costs associated with the Accommodation Project
CS11	Learning & Development and Training Reserves	-99,807	-97,857	To fund a range of programmes for services, staff and Members
CS12	Balance - all other Corporate Services Reserves	-922,252	-956,602	Wide range of individual reserves, many linked to government grants or specific responsibilities
		-4,011,964	-5,331,466	

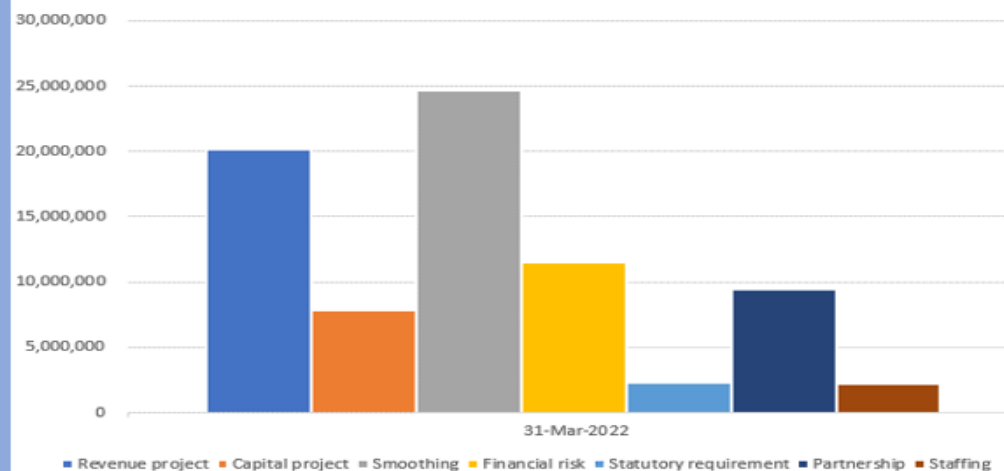
R2.6 - Extract of Revenue Reserves - Corporate / Council-wide		Actual Balance Held 31-Mar-2021 £	Provisional Balance 31-Mar-2022 £	Notes / Comments
CP1	Collection Fund Smoothing & City-Deal Reserves	-21,436,439	-15,921,012	Technical reserves to smooth financial impacts across years, e.g. Covid Business Rate Relief
CP2	Insurance Reserve	-2,908,019	-2,163,657	To fund uninsured risks, changes in current claims, not yet reported claims, stop-loss levels
CP3	Severance Reserve	-1,255,541	-1,289,989	To fund severance costs which release MTFP savings
CP4	Financial Risk Reserve	-1,220,570	-2,796,178	To fund unplanned financial risks
CP6	Covid Grant Reserve	-860,000	-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	0	-2,472,000	To be created at the end of March 2022, linked to Agreement with the CCG March 22
CP7	Driving Growth Reserve	-2,167,630	-1,699,704	To fund costs associated with Development Programme, linked to Place-making Strategy
CP8	Corporate Transformation Reserve	-1,660,000	-1,445,000	To fund one-off costs associated with transformation activity, which will deliver ongoing MTFP savings
CP9	Corporate ICT & Software Replacement Reserve	-1,633,380	-893,380	To fund ongoing programme of approved projects, linked to Capital Strategy
CP10	Balance - all other Corporate Reserves	-732,159	-492,617	
		-33,873,737	-33,677,086	

INFORMATION UPDATE: SUMMARY OF RESERVES, PROVISIONAL OUT-TURN 2021/22

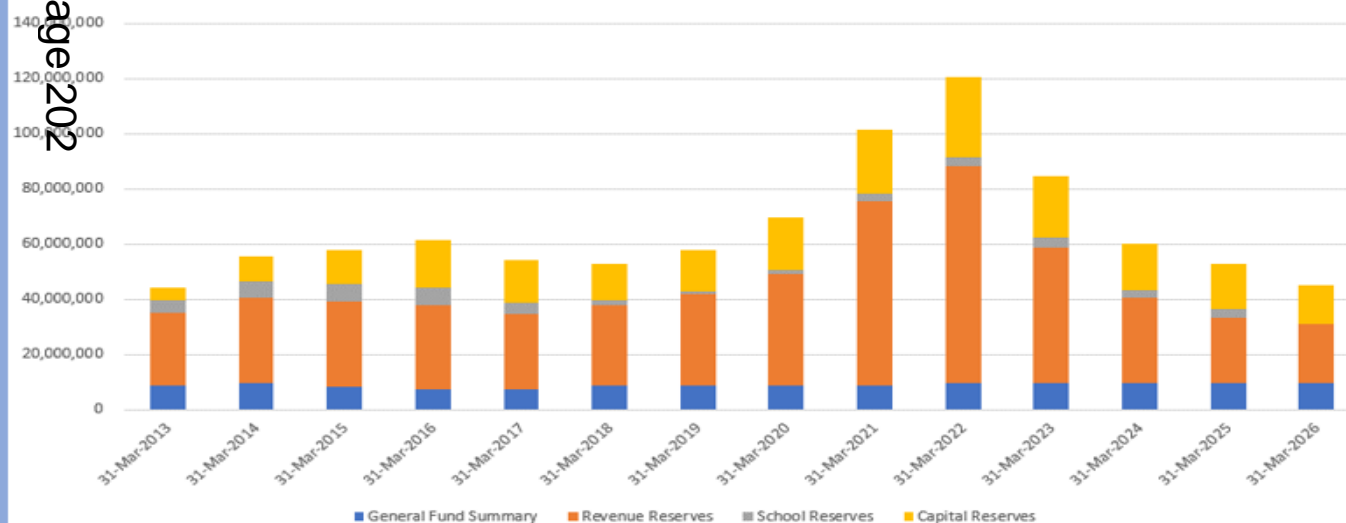
General Fund Reserve as % of Net Revenue Budget



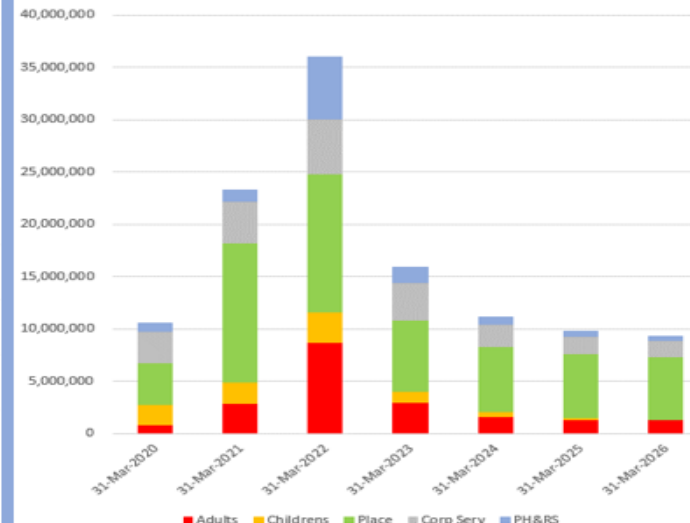
Reasons to hold revenue reserves



Usable Reserves - from 2013



Revenue Reserves per Directorate 2020-2026



MONITORING OF 2021/22 CAPITAL PROGRAMME						APPENDIX 6								
	APPROVED BUDGET					MONITORING TO 31 MARCH 2022			APPROVED FUNDING					
	2021/22 Estimated Spend	2022/23 Estimated Spend	2023/24 Estimated Spend	2024/25 Estimated Spend	TOTAL APPROVED BUDGET	Actual Spend	Commitments	2021/22 Total Cost	Borrowing	Grants & Contributions	Reserves & Revenue	Capital Receipts	TOTAL APPROVED FUNDING	
	£	£	£	£	£	£	£	£	£	£	£	£	£	
APPROVED GENERAL FUND CAPITAL SCHEMES														
Childrens Services	16,242,105	27,240,992	14,007,174	100,000	57,590,271	8,786,842	13,129,046	21,915,888	3,247,892	54,314,677	0	27,702	57,590,271	
Adult Social Services	510,001	300,000	300,000	300,000	1,410,001	435,301	94	435,395	0	1,410,001	0	0	1,410,001	
Housing	7,505,516	3,581,237	3,581,237	3,581,237	18,249,227	4,048,548	129,019	4,177,567	421,498	11,754,504	0	6,073,225	18,249,227	
Corporate Services	4,540,855	7,800,000	0	5,000,000	17,340,855	987,697	738,957	1,726,654	13,800,000	1,322,493	573,200	1,645,162	17,340,855	
Place	65,569,451	58,149,129	81,292,098	8,996,902	214,007,580	31,130,970	6,195,796	37,326,765	57,234,163	146,974,041	1,767,687	8,031,690	214,007,580	
AUTHORITY TOTAL	94,367,927	97,071,358	99,180,509	17,978,139	308,597,933	45,389,358	20,192,912	65,582,270	74,703,553	215,775,716	2,340,887	15,777,779	308,597,934	
CHILDRENS SERVICES														
Primary Schools														
Breach Classes	0	1,625,000	1,625,000	0	3,250,000	0	0	0	0	3,250,000	0	0	3,250,000	
Parklands Temporary School a	11,976	0	0	0	11,976	0	0	0	0	11,976	0	0	11,976	
Parklands Primary School	120,607	0	0	0	120,607	53,663	0	53,663	0	120,607	0	0	120,607	
New Yatton Primary School	210,729	0	0	0	210,729	68,909	0	68,909	0	210,729	0	0	210,729	
St Josephs demountable	13,852	0	0	0	13,852	792	0	792	0	13,852	0	0	13,852	
Banwell Primary School	100,000	1,000,000	0	0	1,100,000	33,649	0	33,649	738,591	361,409	0	0	1,100,000	
Secondary Schools														
Central Secondary	557,927	0	0	0	557,927	0	0	0	0	557,927	0	0	557,927	
HIF - WHAE School	6,725,728	14,091,833	12,257,174	0	33,074,735	6,397,091	207,384	6,604,475	0	33,074,736	0	0	33,074,736	
Gordano School - 2 * Yr7 Classes	120,000	30,000	0	0	150,000	119,169	0	119,169	0	150,000	0	0	150,000	
Special Schools														
Resource Base - (Nailsea Autism Hub)	144	0	0	0	144	144	0	144	0	144	0	0	144	
Mendip Green	174,201	0	0	0	174,201	172,226	0	172,226	0	174,201	0	0	174,201	
SEMH - Churchill	350,000	0	0	0	350,000	0	0	0	250,000	100,000	0	0	350,000	
Baytree Special School - Brookfield Walk Cle	4,276,500	9,864,159	0	0	14,140,659	548,582	12,610,401	13,158,983	0	14,140,659	0	0	14,140,659	
Westhaven Special School	360	0	0	0	360	360	0	360	0	360	0	0	360	
Westhaven Special School - Infant Phase Un	1,914	0	0	0	1,914	1,289	0	1,289	0	1,914	0	0	1,914	
SEND	100,000	0	0	0	100,000	0	0	0	100,000	0	0	0	100,000	
SEMH Nailsea	100,000	100,000	0	0	200,000	4,232	0	4,232	200,000	0	0	0	200,000	
ASD Hubs School Clusters	150,000	150,000	0	0	300,000	0	0	0	300,000	0	0	0	300,000	
SEMH School Clusters	180,000	180,000	0	0	360,000	0	0	0	360,000	0	0	0	360,000	
Ravenswood	125,000	0	0	0	125,000	127,118	0	127,118	0	125,000	0	0	125,000	
VLC - Ashcroft House	344,568	0	0	0	344,568	282,728	0	282,728	344,568	0	0	0	344,568	
Ravenswood Roof	716,841	0	0	0	716,841	433,953	278,748	712,700	716,841	0	0	0	716,841	
VLC Milton project	150,832	0	0	0	150,832	138,287	15,794	154,081	0	150,832	0	0	150,832	
SEMH - Churchill interim site at Nailsea	475,784	0	0	0	475,784	0	0	0	237,892	237,892	0	0	475,784	
Programmes														
Devolved Formula Capital	490,183	0	0	0	490,183	195,224	0	195,224	0	490,183	0	0	490,183	
Statutory Compliance	701,159	200,000	125,000	100,000	1,126,159	209,427	16,720	226,147	0	1,126,159	0	0	1,126,159	
Contingency Fund	43,799	0	0	0	43,799	0	0	0	0	16,097	0	27,703	43,800	
	16,242,105	27,240,992	14,007,174	100,000	57,590,271	8,786,842	13,129,046	21,915,888	3,247,892	54,314,677	0	27,703	57,590,272	
ADULT SOCIAL SERVICES														
Adult social care accommodation shift	204,188	0	0	0	204,188	17,164	0	17,164	0	204,188	0	0	204,188	
Other														
Aids & Adaptations Equipment	300,000	300,000	300,000	300,000	1,200,000	418,137	0	418,137	0	1,200,000	0	0	1,200,000	
Housing & Technology Fund	5,813	0	0	0	5,813	0	94	94	0	5,813	0	0	5,813	
	510,001	300,000	300,000	300,000	1,410,001	435,301	94	435,395	0	1,410,001	0	0	1,410,001	

MONITORING OF 2021/22 CAPITAL PROGRAMME						APPENDIX 6								
	APPROVED BUDGET					MONITORING TO 31 MARCH 2022			APPROVED FUNDING					
	2021/22 Estimated Spend	2022/23 Estimated Spend	2023/24 Estimated Spend	2024/25 Estimated Spend	TOTAL APPROVED BUDGET	Actual Spend	Commitments	2021/22 Total Cost	Borrowing	Grants & Contributions	Reserves & Revenue	Capital Receipts	TOTAL APPROVED FUNDING	
	£	£	£	£	£	£	£	£	£	£	£	£	£	
HOUSING														
Private Sector Renewal														
Disabled Facilities Grants	2,412,293	2,081,237	2,081,237	2,081,237	8,656,004	1,564,498	127,546	1,692,045	0	8,656,004	0	0	8,656,004	
Other Private Sector Renewal	38,225	0	0	0	38,225	0	1,473	1,473	0	0	0	38,225	38,225	
Social Housing Grants (LASHG)	693,498	0	0	0	693,498	0	0	0	421,498	272,000	0	0	693,498	
Grant funding of affordable housing	1,794,000	0	0	0	1,794,000	371,250	0	371,250	0	1,794,000	0	0	1,794,000	
Insulation of park homes	237,500	0	0	0	237,500	341,900	0	341,900	0	237,500	0	0	237,500	
Other														
Repurchase Leasehold Properties	1,500,000	1,500,000	1,500,000	1,500,000	6,000,000	1,725,900	0	1,725,900	0	0	0	6,000,000	6,000,000	
First Time Buyer Loan Scheme	35,000	0	0	0	35,000	0	0	0	0	0	0	35,000	35,000	
Clarence Park Lodge	45,000	0	0	0	45,000	45,000	0	45,000	0	45,000	0	0	45,000	
Technology Enabled Care	750,000	0	0	0	750,000	0	0	0	0	750,000	0	0	750,000	
	7,505,516	3,581,237	3,581,237	3,581,237	18,249,227	4,048,548	129,019	4,177,567	421,498	11,754,504	0	6,073,225	18,249,227	
CORPORATE SERVICES														
ICT Projects														
ICT Replacement Programme	909,408	0	0	0	909,408	267,982	34,221	302,202	0	0	129,000	780,408	909,408	
Council Chamber Sound System	100,000	0	0	0	100,000	0	0	0	0	0	100,000	0	100,000	
Asset Management Plan														
Corporate Asset Management Plan	433,241	800,000	0	0	1,233,241	5,821	93,075	98,896	250,000	59,329	59,158	864,754	1,233,241	
Flax Burton Mortuary	237,436	0	0	0	237,436	18,914	218,522	237,436	0	0	237,436	0	237,436	
Leisure Asset Management Plan	1,455,606	0	0	0	1,455,606	693,267	393,139	1,086,407	1,158,000	250,000	47,606	0	1,455,606	
Town Hall - Police EO	13,164	0	0	0	13,164	1,713	0	1,713	0	13,164	0	0	13,164	
Accommodation Strategy	0	1,000,000	0	0	1,000,000	0	0	0	1,000,000	0	0	0	1,000,000	
Development Strategy	892,000	0	0	0	892,000	0	0	0	892,000	0	0	0	892,000	
Other														
Commercial Investment Fund - Sovereign Capital	0	5,000,000	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	1,000,000	0	0	0	0	1,000,000	0	0	1,000,000	
Energy efficiency buildings	400,000	0	0	0	400,000	0	0	0	400,000	0	0	0	400,000	
Rooftop solar pilot	100,000	0	0	0	100,000	0	0	0	100,000	0	0	0	100,000	
	4,540,855	7,800,000	0	5,000,000	17,340,855	987,697	738,957	1,726,654	13,800,000	1,322,493	573,200	1,645,162	17,340,855	

MONITORING OF 2021/22 CAPITAL PROGRAMME						APPENDIX 6								
	APPROVED BUDGET					MONITORING TO 31 MARCH 2022			APPROVED FUNDING					
	2021/22 Estimated Spend	2022/23 Estimated Spend	2023/24 Estimated Spend	2024/25 Estimated Spend	TOTAL APPROVED BUDGET	Actual Spend	Commitments	2021/22 Total Cost	Borrowing	Grants & Contributions	Reserves & Revenue	Capital Receipts	TOTAL APPROVED FUNDING	
	£	£	£	£	£	£	£	£	£	£	£	£	£	
PLACE														
Community & Consumer														
RFID In Libraries	20,584	0	0	0	20,584	1,551	0	1,551	0	2,160	0	18,424	20,584	
Clevedon Library	252,243	0	0	0	252,243	0	0	0	0	252,243	0	0	252,243	
Banksy Pinwheel	30,881	0	0	0	30,881	0	0	0	0	30,881	0	0	30,881	
Shop Front Enhancement	236,041	50,000	0	0	286,041	81,047	122,757	203,804	0	286,041	0	0	286,041	
Heritage Action Zone	500,500	350,000	30,500	0	881,000	144,117	26,383	170,500	0	881,000	0	0	881,000	
Campus Gym	0	184,143	0	0	184,143	0	0	0	0	184,143	0	0	184,143	
Highways														
Integrated Transport Schemes														
Public Transport Schemes	253,610	0	0	0	253,610	78,292	85,436	163,728	0	253,610	0	0	253,610	
Walking	87,410	40,219	0	0	127,629	71,986	7,060	79,046	0	127,629	0	0	127,629	
Cycling Programme	10,600	44,369	0	0	54,969	8,509	990	9,499	0	54,969	0	0	54,969	
Safety & Travel Plans	193,034	202,393	0	0	395,427	160,549	0	160,549	0	395,427	0	0	395,427	
Other Schemes	135,283	3,752	0	0	139,035	134,641	0	134,641	0	139,035	0	0	139,035	
Programme Management	5,375	0	0	0	5,375	3,008	0	3,008	0	5,375	0	0	5,375	
Cross Cutting	494,823	154,000	0	0	648,823	35,704	0	35,704	0	648,823	0	0	648,823	
Parking	20,000	0	0	0	20,000	0	0	0	0	20,000	0	0	20,000	
COVID Grant - Walking & Cycling (EATF)	748,297	625,107	0	0	1,373,404	332,822	2,161	334,983	16,299	1,357,105	0	0	1,373,404	
Pot Hole and Challenge Fund	247,067	0	0	0	247,067	0	0	0	0	247,067	0	0	247,067	
City Deal Transport	1,102,094	0	0	0	1,102,094	0	0	0	0	1,102,094	0	0	1,102,094	
Maintenance Schemes														
Principal Roads	1,160,572	30,370	0	0	1,190,942	1,134,601	9,256	1,143,857	220,173	970,769	0	0	1,190,942	
Non Principal Roads	1,319,920	61,978	0	0	1,381,898	1,026,970	11	1,026,981	322,373	1,059,525	0	0	1,381,898	
Bridges & Structures	1,323,000	440,189	0	0	1,763,189	499,178	36,152	535,330	664,282	1,098,907	0	0	1,763,189	
Street Lighting	250,000	0	0	0	250,000	169,027	0	169,027	250,000	0	0	0	250,000	
Traffic Signals	85,080	0	0	0	85,080	79,954	-5,418	74,536	81,712	3,368	0	0	85,080	
Footways	228,121	74,997	0	0	303,118	190,665	0	190,665	46,238	256,880	0	0	303,118	
Asset Officer	55,000	0	0	0	55,000	19,827	0	19,827	55,000	0	0	0	55,000	
Drainage Schemes within LTP	765,287	542,802	0	0	1,308,089	347,631	9,050	356,681	51,815	1,256,274	0	0	1,308,089	
Fencing	52,876	0	0	0	52,876	0	17,938	17,938	52,876	0	0	0	52,876	
Road Restraint Programme	175,000	0	0	0	175,000	141,279	0	141,279	100,000	75,000	0	0	175,000	
Other Highways & Street Lighting														
NSC Capital Unclassified Roads	1,220,722	53,217	0	0	1,273,939	1,256,440	0	1,256,440	111,996	1,161,943	0	0	1,273,939	
Safe Routes to Schools	181,419	0	0	0	181,419	0	0	0	0	0	0	181,419	181,419	
Wrington Flood Relief Scheme	81,618	0	0	0	81,618	0	0	0	0	76,998	4,620	0	81,618	
A370 Yanley Viaduct	24,665	0	0	0	24,665	0	0	0	0	24,665	0	0	24,665	

MONITORING OF 2021/22 CAPITAL PROGRAMME						APPENDIX 6								
	APPROVED BUDGET					MONITORING TO 31 MARCH 2022			APPROVED FUNDING					
	2021/22 Estimated Spend	2022/23 Estimated Spend	2023/24 Estimated Spend	2024/25 Estimated Spend	TOTAL APPROVED BUDGET	Actual Spend	Commitments	2021/22 Total Cost	Borrowing	Grants & Contributions	Reserves & Revenue	Capital Receipts	TOTAL APPROVED FUNDING	
	£	£	£	£	£	£	£	£	£	£	£	£	£	
Summer Lane Flood Relief Scheme	413,273	0	0	0	413,273	116,496	0	116,496	0	322,426	8,770	82,078	413,273	
Street Lighting Lamp Column Replacement	1,279,002	0	0	0	1,279,002	1,034,006	735	1,034,741	1,279,002	0	0	0	1,279,002	
Winterstoke Rd Bridge	3,650,333	6,658,000	2,421,000	0	12,729,333	1,038,238	70,027	1,108,265	0	12,729,333	0	0	12,729,333	
A371 Safer Roads	900,310	0	0	0	900,310	904,198	21,027	925,226	0	900,310	0	0	900,310	
VMS Units and Barriers	88,300	0	0	0	88,300	86,600	0	86,600	0	0	88,300	0	88,300	
Clevedon Sea Front Illuminations	60,000	0	0	0	60,000	40,097	0	40,097	0	0	60,000	0	60,000	
Transport														
South Bristol Link	1,041,261	0	0	0	0	135,919	32,138	168,057	0	705,704	335,557	0	1,041,261	
Metro West subtotal	9,411,793	31,372,655	42,236,811	8,951,124	91,972,383	5,569,672	545,886	6,115,558	49,531,000	37,783,513	288,879	4,368,990	91,972,382	
North South Link	1,560,143	0	0	0	1,560,143	933,272	47,726	980,997	0	-1,017,381	0	2,577,524	1,560,143	
Land at Parklands Village	974,275	0	0	0	974,275	85,037	0	85,037	0	974,275	0	0	974,275	
Utilities at Parklands Village	742,936	0	0	0	742,936	68,019	17,828	85,846	0	642,962	0	99,974	742,936	
Office for Low Emission Vehicles (OLEV)	570,938	0	0	0	570,938	211,864	9,072	220,936	0	570,938	0	0	570,938	
HIF	11,276,374	17,140,029	35,739,883	0	64,156,286	3,944,508	380,435	4,324,942	0	64,156,286	0	0	64,156,286	
LGF4 (Old LSTF) 2018/19 - sustainable trans	175,060	0	0	0	175,060	18,282	14,655	32,937	84,994	90,066	0	0	175,060	
Weston to Clevedon Cycleway (Tutshill Sluic	2,826,396	0	0	0	2,826,396	1,009,735	1,051,125	2,060,860	125,479	2,700,917	0	0	2,826,396	
Metrobus Contingency/ AVTM	300,000	0	0	0	300,000	511,064	0	511,064	0	0	300,000	0	300,000	
J19 Wyndham Way	40,953	0	0	0	40,953	41,356	0	41,356	39,402	551	1,000	0	40,953	
Weston Transport Enhancement Scheme	5,102,181	0	0	0	5,102,181	4,600,405	17,410	4,617,815	716,000	3,866,181	0	520,000	5,102,181	
Real Time Information	5,220	0	0	0	5,220	0	0	0	0	5,220	0	0	5,220	
J21 Nodbound Slip	527,394	0	0	0	527,394	0	0	0	450,000	77,394	0	0	527,394	
Major Road Network (A38)	188,249	0	0	0	188,249	364,360	87,259	451,619	0	188,249	0	0	188,249	
Cycle hub	65,320	0	0	0	65,320	0	0	0	0	0	65,320	0	65,320	
Festival Way / B3128 Crossing (Ashton Court	59,530	0	0	0	59,530	51,171	0	51,171	0	59,530	0	0	59,530	
Avonmouth Bridge Wayfinding	120,000	0	0	0	120,000	18,759	0	18,759	0	120,000	0	0	120,000	
Open Spaces														
Beach Recycling Weston Bay	3,050	0	0	0	3,050	0	0	0	0	0	3,050	0	3,050	
Ashcombe Tennis Court	3,538	0	0	0	3,538	4,953	0	4,953	0	3,538	0	0	3,538	
England Coast Path	438,000	0	0	0	438,000	209,926	10,091	220,016	0	438,000	0	0	438,000	
Parks & Street Scene - vehicles & equipmen	691,566	0	818,126	0	1,509,692	667,884	126,639	794,523	1,445,450	45,742	18,500	0	1,509,692	
Weston Marine Lake - Dredging	300,000	0	0	0	300,000	86,936	230,339	317,275	300,000	0	0	0	300,000	
Portishead Lakegrounds	250,000	0	0	0	250,000	0	0	0	250,000	0	0	0	250,000	
Clevedon Marine Lake	150,000	0	0	0	150,000	14,000	0	14,000	150,000	0	0	0	150,000	
Clapton Lane Pitches	120,000	0	0	0	120,000	107,667	-105,896	1,771	0	120,000	0	0	120,000	
Boardwalk Portishead	24,088	0	0	0	24,088	23,588	0	23,588	0	24,088	0	0	24,088	
PROW - Gates	59,718	0	0	0	59,718	0	0	0	0	0	59,718	0	59,718	
Parking														
Parking Schemes	35,716	0	0	0	35,716	0	0	0	35,716	0	0	0	35,716	
Leigh Woods Parking	162,771	0	0	0	162,771	169,235	11,622	180,857	140,172	0	22,600	0	162,772	
Parking Review	757,869	0	0	0	757,869	0	0	0	685,000	72,869	0	0	757,869	
Vehicles														
Purchase of Vehicles - Place	69,210	120,909	45,778	45,778	281,675	140,233	0	140,233	29,184	16,500	52,710	183,281	281,675	
Electric Cargo Bikes	53,269	0	0	0	53,269	27,073	0	27,073	0	53,269	0	0	53,269	
Other														
Waste - Garden Waste Bins	358,663	0	0	0	358,663	15,000	0	15,000	0	0	358,663	0	358,663	
Strategic/Regeneration Projects														
Town Square	17,517	0	0	0	17,517	52,850	206	53,056	0	17,517	0	0	17,517	
Creative Hub	32,131	0	0	0	32,131	0	0	0	0	32,131	0	0	32,131	

ANALYSIS OF CHANGES TO THE 2021/22 CAPITAL PROGRAMME

APPENDIX 7

	2021/22 Capital Programme Budget £000	2022/23 Capital Programme Budget £000	2023/24 Capital Programme Budget £000	2024/25 Capital Programme Budget £000	Total Capital Programme Budget £000
ORIGINAL APPROVED CAPITAL EXPENDITURE BUDGETS	50,131	34,036	53,460	29,027	166,654
Adj P10 - P12	4,148	337	869	0	5,355
Planned Additions to the capital Programme - Exec, 11/2/21	19,085	38,042	44,658	8,951	110,736
New Investments to the capital Programme - Exec, 11/2/21	8,810	0	0	0	8,810
Slippage of approved budgets from 2020/21	24,505				24,505
TOTAL ORIGINAL CAPITAL BUDGETS	106,679	72,416	98,987	37,978	316,060
AMENDMENTS TO THE PROGRAMME IN-YEAR;					
Addition - DP090 Public Enquiry Equipment - KFI115	29	0	0	0	29
Addition - South Bristol Link - KDT107	322	0	0	0	322
Addition - CY31 Ravenswood - KCE262	125	0	0	0	125
Addition - AVTM - KDT141	300	0	0	0	300
Addition - CSD022 - Footpath Yatton Co-op to School	109	0	0	0	109
Addition - CSD032 - ICT Capital Programme - KFI115	100	0	0	0	100
Addition - CS12 Mendip Green Autistic (ASD) Resource Base	50	0	0	0	50
Addition - MetroWest Rail	329	0	0	0	329
Saving - Project spend financed prior year on KFA101 not KFA10	(100)	0	0	0	(100)
Saving - Grant Funding of Affordable Housing - KAH203	(816)	0	0	0	(816)
Saving - Nailsea Autism hub - KCE258	(1)	0	0	0	(1)
Saving - SEMH Mendip - KCE261	(107)	0	0	0	(107)
Saving - remove commercial investment from the programme	0	0	0	(20,000)	(20,000)
Rephase - Vehicles - KDS303	100	(100)	0	0	0
Rephase - Breach Classes	(3,250)	1,625	1,625	0	0
Rephase - Gordano - KCS216	(30)	30	0	0	0
Rephase - SEMH Nailsea -	(100)	100	0	0	0
Rephase - ASD Hubs School Clusters	(150)	150	0	0	0
Rephase - SMH School Clusters	(180)	180	0	0	0
Rephase - Commercial Investment - Sovereign Centre	(3,000)	3,000	0	0	0
Rephase - MetroWest Rail	(1,465)	1,465	0	0	0
Addition - CSD141 Clarence Park	20	0	0	0	20
Addition - DP135 Kubota	17	0	0	0	17
Addition - DP137 Gym Equipment	48	0	0	0	48
Rephase - Baytree	(8,387)	8,387	0	0	0
Addition - CY20 Baytree School	465	0	0	0	465
Addition - DP117 Clapton Lane Pitches	120	0	0	0	120
Addition - DP132 Street Cleansing Measures KDS128	17	0	0	0	17
Addition - Brownfield Release Fund	1,075	0	0	0	1,075
Addition - City Deal Transport Funding - new grant	1,690	0	0	0	1,690
Re-phase - Office Accommodation Programme	(1,000)	1,000	0	0	0
Addition - Banwell Primary School - urgent repair works	361	0	0	0	361
Addition - DP202 Boardwalk Portishead	24	0	0	0	24
Addition - DP225 Avonmouth Bridge Wayfinding Project	120	0	0	0	120
Addition - DP240 Clevedon Sea Front Illuminations	60	0	0	0	60
Addition - Affordable Housing - Exec Report 08/09/2021	1,794	0	0	0	1,794
Addition - DP391 VMS Barriers	88	0	0	0	88
Addition - HIF New School, S106 Receipts	2,100	0	0	0	2,100
Addition - Weston Town Centre Enhancement Scheme	520	0	0	0	520
Rephase - Campus Gym	(184)	184	0	0	(0)
Saving - KDS411-Waste Vehicles, Equipment & Plant - Scheme C	(141)	0	0	0	(141)
Addition - DP185 Wintersoke Road Bridge	1,804	0	0	0	1,804
Rephase - Banwell Bypass	1,411	0	(1,411)	0	0
Rephase - Corporate Asset Management Plan	(800)	800	0	0	0
Rephase - Winterstok Hundred Academy Expansion	(1,561)	1,561	0	0	0
Rephase - Decarbonisation of Heat Boilers	(1,000)	1,000	0	0	0
Rephase - Commercial Investment - Sovereign Centre	(2,000)	2,000	0	0	0
Rephase - Parks and Streetscene	21	0	(21)	0	0
Rephase - Banwell Primary School	(1,000)	1,000	0	0	0
Addition - PH019 - Insulation of Park Homes	238	0	0	0	238
Addition - DP377 eCargo Bikes	53	0	0	0	53
Addition - DP390 Hutton Moor Barriers	40	0	0	0	40
Months 11 and 12					
Addition - CY53 SEMH Churchill - Interim solution at Nailsea	476	0	0	0	476
Addition - CY51 SEMH Churchill - service diversion works and S2	250	0	0	0	250
Addition - DP405 Public Rights Of Way - Gates	60	0	0	0	60
Addition - DP217 Clevedon Library	252	0	0	0	252
Addition - DP428 LTP rephasing and changes to programme	(2,272)	2,273	0	0	1
Addition - DP438 Yatton Active Travel	309	0	0	0	309
Addition - CSD150 Flax Bourton Mortuary	237	0	0	0	237
Addition - CSD147 Council Chamber sound system	100	0	0	0	100
REVISED 2021/22 CAPITAL PROGRAMME	94,368	97,071	99,180	17,978	308,597

	Budget Monitoring Presentation (Includes Reserve Entries)			Year-End Presentation 1 - Expenditure & Funding Analysis (Excluding Reserve Entries)				Year-End Presentation 2 - Comprehensive Income & Expenditure Statement		
	Net Revenue Budget £000	Net Out-turn Position £000	Out-turn Variance £000	Net Out-turn Position £000	Adjustments		Net Expenditure excl Reserves £000	Net Expenditure Chargeable to General Fund Balances £000	Technical Adjustments (Funding & Accounting Basis) £000	Net Expenditure in the Comprehensive Income & Expenditure Statement £000
					Remove transfers (to) / from Reserves £000	Reflect reallocations between headings £000				
<i>Note</i>		1		1	2	3	4	4	5	6
Adult Social Services										
Adult Social Care	66,930	67,927	997	67,927	(8,320)	0	59,607	59,607	903	60,510
Housing Services	1,026	378	(648)	378	(252)	0	126	126	722	848
	67,955	68,305	349	68,305	(8,572)	0	59,733	59,733	1,625	61,357
Children's Services										
Children's Services	27,463	26,174	(1,289)	26,174	(920)	0	25,254	25,254	1,589	26,842
Schools Budgets & Grants	0	0	0	0	(887)	0	(887)	(887)	12,920	12,032
	27,463	26,174	(1,289)	26,174	(1,808)	0	24,366	24,366	14,508	38,875
Corporate Services	24,414	24,176	(237)	24,176	175	0	24,352	24,352	(1,256)	23,096
Place	30,879	31,405	527	31,405	3,578	0	34,983	34,983	18,388	53,371
Public Health & Reg Services	919	872	(47)	872	(4,924)	0	(4,052)	(4,052)	288	(3,764)
Non Service Budgets	15,120	15,132	11	15,132	(8,691)	(6,399)	41	41	(40)	1
Capital Financing & Interest	10,674	10,669	(5)	10,669	(385)	(10,284)	0	0		0
		0	0	0	0	0	0	0	0	0
Net Cost of Services	177,423	176,733	(691)	176,733	(20,626)	(16,683)	139,423	139,423	33,513	172,936
Other Income and Expenditure	(177,423)	(177,423)	0	(177,423)	6,955	16,683	(153,785)	(153,785)	(35,362)	(189,148)
(Surplus) / Deficit on Provision of Services	0	(691)	(691)	(691)	(13,671)	0	(14,362)	(14,362)	(1,849)	(16,212)

Notes;

1 - This is the net expenditure charged to the council's revenue budgets throughout the year, and reported to Members each month. These values include all transfers to / from reserves to enable Members to easily compare the net expenditure and the revenue budget to understand if the base budgets are over or under spent.

2 - This the total value of all reserve transactions included within the council's revenue budget at the end of the financial year - these transactions are **not** included within the Expenditure and Funding Analysis or the Comprehensive Income and Expenditure Statement, and so are removed from the presentation that has been reported to Members each month.

3 - When presenting the Expenditure and Funding Analysis and also the Comprehensive Income and Expenditure Statement within the statutory accounts, the council is required to follow a prescribed format - these adjustments realign costs within the different headings. For example, we have removed the costs of Capital Financing, and also Precepts and Levies from the 'Non Service' line, as they will both be reflected as 'Other Income and Expenditure within the statutory accounts.

4 - This is the net expenditure which will be reflected within the Expenditure and Funding Analysis within the statutory accounts - it equates to the amount charged to the council's revenue budget at the end of the financial year, excluding transactions to / from general and earmarked reserves, and presented in accordance with the accounting requirements.

5 - These are technical accounting adjustments carried out at the end of the financial year in accordance with proper accounting practice. For example, this will include transactions such as the annual charges for the depreciation or impairment of the council's assets, profits or losses on the disposal of fixed assets, and revaluations of the pension fund or available for sale investments. It is important to understand that these transactions do not directly impact on tax payers but are reversed out within unusable reserves using a statutory over-ride.

6 - This is the net expenditure which will be reflected within the council's Comprehensive Income and Expenditure Statement within the statutory accounts.

Please note this is a draft reconciliation and so the table may be susceptible to minor roundings, and so may differ slightly when the council's statutory accounts are published

MOVEMENT FROM THE REVENUE OUT-TURN POSITION TO THE COMPREHENSIVE INCOME & EXPENDITURE STATEMENT

(Surplus) / Deficit on the Provision of Services	£000
Net underspend on the annual revenue budget	(691)
Transfers into reserves, included within the annual revenue budget out-turn position	(13,671)
(Surplus) / Deficit on the Provision of Services - reported to Members	(14,362)

Technical Adjustments Funding & Accounting Basis (column 5 above)

Adjustments made to Revenue Resources:

Annual depreciation and impairment charges and revaluation changes on the council's asset property, plant and equipment base	20,919
Net reduction in the value of the council's investment properties	410
Capital expenditure charged to the revenue budget under statute	5,517
Net loss on the disposal of non-current assets, includes schools transferring to academy status	19,556
Capital grants and contributions received and used to finance capital spend	(35,746)
Capital grants and contributions unapplied and transferred to reserves	(4,630)
Transfer to / from Financial Instruments account	50
Transfer to / from Collection Fund unusable reserves for council tax and business rates	(10,812)
Transfer to / from Pensions unusable reserves for pension costs	8,657
Transfer to / from Accumulated Absences unusable reserve for holiday pay accrual	(513)
Transfer to / from Financial Instruments unusable reserve for remeasurement of pooled investment funds	(588)
Transfer to / from Dedicated Schools Grant unusable reserves for in-year DSG deficit	6,297
Sub total - Adjustments made to Revenue Resources	9,117

Adjustments made between Revenue and Capital Resources:

Transfer to Capital Receipts reserve from the sale of assets	(3,427)
Statutory provision for the repayment of debt	(5,968)
Capital expenditure financed from revenue balances	(1,576)
Payments to the Governments housing receipts capital pool	5
Sub total - Adjustments made between Revenue and Capital Resources	(10,966)

Total Technical Adjustments Funding & Accounting Basis	(1,849)
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(Surplus) / Deficit on the Provision of Services - reflected within the Statutory Accounts (Comprehensive Income & Expenditure Statement)	(16,212)
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* nb roundings

Income	£	£	£
Original agreement, March 2021	4,840,000		
Discharge to Assess Top Up, March 2022	360,000		
Social Care Improvements, March 2022	1,222,882		
Total Income		6,422,882	

Spending plans	£	£	£
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2021/22 Commitments	843,327
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Healthier Together Matched Funding, Approved April 2022	700,000
PAUSE Project	210,000
Population Health Management	154,000
Positive Behaviour Service	241,000
Autism Intensive Service	95,000

Discharge to Assess Costs	143,327
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2022/23 Commitments & Indicative proposals	4,583,969
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Social Care Commitments, Approved April 2022	1,222,882
Provider assessment and market management solution (PAMMS)	200,000
Unmet need Co-ordination	30,000
Top Up contribution to deliver merged Wellness / Rapid Response	60,000
Temporary Commissioning Strategy Post	65,000
Temporary Technology Enabled Care (TEC) Senior Project Manager Post	65,000
Additional Domiciliary Care / Reablement Capacity	200,000
North Somerset On-line Directory replace / redevelop, plus general web site presence	125,000
Housing Development	50,000
Dementia / Delirium Pathway	52,882
Alive alternative Day Care Model	100,000
Housing Occupational Therapy (OT)	50,000
Preparation for Social Care Reforms	225,000

Stroke Service Improvements	478,000
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Discharge to Assess Costs - Social Care, from original business case	628,125
Social Work Capacity	160,000
Care Navigators	70,000
Proud to Care (retention bonus, golden hellos, post and activities)	372,000
Trusted Assessor Training	1,125
Connecting Care Set Up costs	25,000

Discharge to Assess Costs - CCG, from original business case	2,034,567
CCG Hospital discharge costs outside business case parameters	1,124,996
CCG delayed savings	909,571

Other projects to mitigate Discharge to Assess Risks	220,395
Hospital Social Workers	160,000
Recruitment Support	11,885
D2A Programme Management Costs	48,510

Remaining Balance for Additional Spending / Future Risks	995,586
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Total Spending Plans	6,422,882
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North Somerset Council

Report to the Executive

Date of Meeting: 22/06/2022

Subject of Report: Adoption of assets to North Somerset's Local Heritage List

Town or Parish: North Somerset

Officer/Member Presenting: Councillor Mark Canniford

Key Decision: No

Reason:

The proposal does not have a significant effect on the communities living or working in two or more wards and will not incur expenditure/savings of £500k or over

Recommendations

To adopt the heritage asset being put forward in this report to the North Somerset Local Heritage List.

1. Summary of Report

The purpose of the report is to provide key information in regard to the heritage asset being put forward for addition to the North Somerset's Local Heritage List.

The asset list found in Appendix 1 have meet at least one if the selection criteria for Local Listing and have been reviewed and approved for adoption by the Local Heritage List Panel in line with the adopted North Somerset Local Listing Procedure.

2. Policy

A local list is a tool to allow Council and Committees to give further considerations within the planning system to locally important heritage assets.

The adoption of a Local List is both supported by central government and the National Planning Policy Framework (NPPF).

Chapter 16, paragraph 185 of the National Planning Policy Framework (NPPF) states that:

Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats.

The Local List forms part of North Somerset Council plan to provide a positive strategy to conserve our historic environment.

The adoption of a heritage asset to a formal Local List will identify them as recognised heritage assets by the Council as having heritage significance; they are then considered to be material considerations in the planning process under paragraph 197 of the NPPF.

The Local List also allows the Council to meet the policy aims in Policy CS5 of the North Somerset Core Strategy (adopted 2012) which states that -*The Council will conserve the historic environment of North Somerset, having regard to the significance of heritage assets such as conservation areas, listed buildings, buildings of local significance, scheduled monuments, other archaeological sites, registered and other historic parks and gardens.*

Policy DM7 (Non designated heritage assets) within The Development Management Policies: Sites and Policies Plan Part 1 (adopted July 2016) will then become effective towards any heritage asset adopted as part of North Somerset Council's Local List.

3. Details

North Somerset Council has a rich and varied historic environment with many heritage assets listed as part of the statutory list by the Department of Culture, Media and Sport (DCMS). However, there are many other heritage assets which are important to the understanding and appreciation of North Somerset's heritage and are of value to the local street scene, wider landscape and local communities.

North Somerset Council, with assistance from Historic England, local interest groups, Town and Parish Councils and the public, is compiling a 'Local List' in order to highlight buildings, structures and archaeological sites which are of local importance.

The selected assets put forward in this report have met the criteria and gone through the procedure set out in the North Somerset local list management brief which details the process in which heritage assets are nominated and then assessed against the selected criteria by our independent panel for possible adoption on to the Local List.

4. Consultation

A consultation meeting with the Local Heritage List Panel was held on the 28/01/22 to discuss each of the nominations and vote on those to be put forward for official adoption on to the North Somerset's Local Heritage List.

5. Financial Implications

Costs & Funding

Funding of £2,800 has been secured through the Great Weston Heritage Action Zone from Historic England to support the work. The funding will allow the online publication of an accessible handbook and second handbook/update to include results of first year of nominations.

It will also cover the cost of a conference in Weston Museum on Local list development, and any training costs associated with the panel.

There is a possibility of a minimal increase in planning fees for the council as a result of processing of applications for Planning Permission or for pre-application enquiries.

6. Legal Powers and Implications

There are no legal implications foreseen. Local Listing is controlled through planning policy and not cover by legislation.

7. Climate Change and Environmental Implications

The designation of assets to the North Somerset local list is not expected to have an effect on climate change and no permitted development rights are affected on any building added to the list that would prevent owners making their assets more energy efficient.

8. Risk Management

The council should be mindful that there will be assets within its ownership that may be nominated by third parties and considered to be of sufficient heritage value to be placed on the Local List. In the event that the council wishes to adapt or develop Locally Listed buildings to meet a strategic service objective or to progress the capital strategy for investment in assets, then this will need to be properly considered as part of the planning process.

9. Equality Implications

There are no implications foreseen, no permitted development rights are affected on any building added to the list that would prevent owners making changes to the asset in regard to accessibility needs. The designation process has included a full public consultation process.

10. Corporate Implications

The North Somerset Local List is consistent with the Corporate Plan objectives to protect the built environment.

There will be additional pressure on staff resources for the addition of information to the Historic Environment Record database, and possible extra requests for pre-application advice on land or built structures which are added to the Local List, but it is not considered that this will be significant.

11. Options Considered

The adoption of assets to the North Somerset Local List is optional but is an aspiration of the Great Weston Heritage Action Zone from which we have significant funding to aid with implementation of the Local List.

It is also endorsed by Central Government to aid local communities in protecting the heritage of their areas they consider important to them and their communities.

Author:

Kate Hudson-McAulay, Conservation and Heritage Officer

Appendices:

Appendix 1: Asset for Adoption to North Somerset Local Heritage List

Background Papers:

Historic England Local Heritage Listing HEAN7



<https://historicengland.org.uk/listing/what-is-designation/local/local-designations/>

North Somerset Council Local List Handbook

<https://www.n-somerset.gov.uk/my-services/planning-building-control/heritage-conservation/local-heritage-list>

Appendix 1: Asset for Adoption to North Somerset Local Hertiage List

The nominations descriptions are taken from the Know Your Place website where members of the public have filled out the required information to nominate a heritage asset for Local Listing.

Asset title	Description	Criteria Met
<div>Rotor Testing Tower</div> <div></div>	<p>This unique blockhouse structure was built by the Bristol Aeroplane Helicopter Division at the Oldmixon factory in 1956 to test and balance the wood main rotor blades used on the Sycamore helicopter. In those days the blades needed to be balanced together in sets of three to minimise in flight vibration caused by any blades out of track. They could also require re tracking if exposed to unusual humid conditions (e.g., In Malaya). Each blade was fitted with a metal trim tab on the trailing edge which could be adjusted up/down with a simple tool(pliers), to bring the tracking in line. The blade sets were then kept together when installed on production helicopters built at the factory. The tower was also used to balance later Westland Whirlwind helicopter blades, testing some 6,000 metal blades under a manufacture/refurbishment contract, but was taken out of use in 1981 and replaced by a new iron structure tower (since demolished) to test the larger blades then coming into use on later helicopters. Whilst an iron structure tower still exists at the Leonardo factory in Yeovil, the Weston blockhouse tower is unique in the country and is still substantially complete externally. The interior still has the (sawn off) drive shaft that powered the rotor head but otherwise the room has been repurposed as a rest area, with the original drive motor and other fittings removed.</p> <p>https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=334190.41&y=159483.17&extent=2231.24</p>	<div>Rarity</div> <div>Group Value</div> <div>Historical Association</div>
<div>Hardwick Memorial</div> <div></div>	<p>This 3-metre high granite cross in the churchyard is a memorial to the brave farmer who fought off an attack by a highwayman in October 1830. Charles Hardwick, of Hewish, was returning on his horse from Bristol market with a considerable amount of money. He rode and conversed with a person called Richard Hewlett. Hardwick was not far from home (about a mile and a half from Congresbury towards Weston Super Mare) when Hewlett drew a pistol and shot him in the shoulder. Hewlett then took fright and galloped away at speed towards Congresbury. Hardwick pursued his assailant and caught up with him at the bridge leading into Congresbury Moor, about a half mile from where he was shot. Hewlett then struck the gallant farmer about the head with a large bludgeon and galloped away towards Congresbury. The farmer pursued Hewlett once again and caught up with him by Congresbury Bridge, after Hewlett's horse fell when swerving to avoid a cart. The two men struggled on the ground and farmer Hardwick received further blows to the head and was stabbed in the side by Hewlett's 7-inch dagger. Despite these further injuries the farmer held on to the highwayman until help arrived. Hewlett was later tried at Taunton and hanged at Ilchester jail. Farmer Hardwick lay close to death for some time but lived a further 19 years to tell the tale. He is buried at Hutton. In 1871, after a Mr Kinglake had raised a subscription, the granite cross, weighing some three tons, was erected to commemorate this extraordinary event Information source from: http://congresburyhistorygroup.co.uk/index-e.htm</p> <p>https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=343602.47&y=163746.51&extent=139.45</p>	<div>Rarity</div> <div>Historical Association</div>

5-7 Trewartha Park, Weston-super-Mare

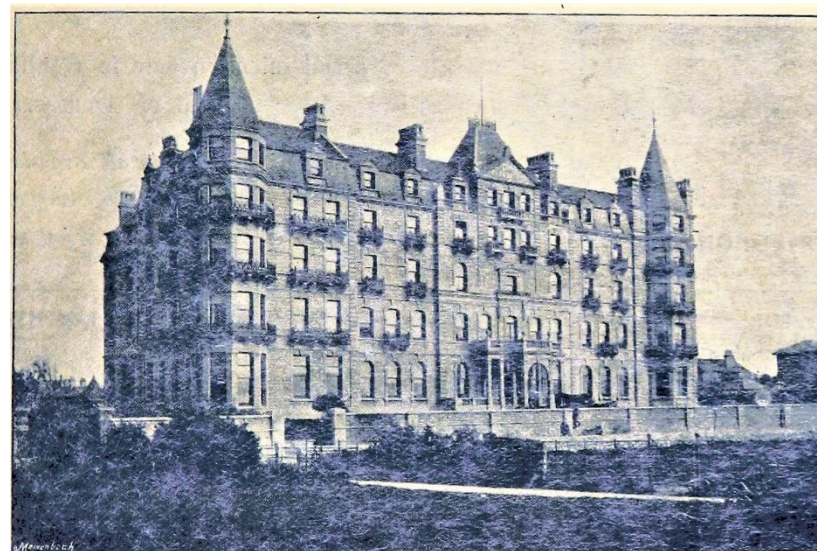


The northern part of Trewartha Park was built during the late 1890's. Hans Fowler Price, Weston's foremost Victorian architect, designed four pairs of semi-detached houses in the street. He lived in number 7 (shown on the left) from 1898 until his death in 1912. - Trewartha park was named after a large house at the north eastern corner of Montpelier. the street's southern half had been built by 1885 while that northern half was added during 1890s. in 1898 Hans Price designed a group of semi-detached houses on the east side including his own (source W-s-m town and its seaside heritage HE)

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=332616.99&y=162074.57&extent=557.81>

Aesthetic
Group Value
Historical Association

The Grand Atlantic Hotel



The College, a private boys' school, moved into grand new premises on Beach Road in 1859. When the school moved out in 1889, the building was enlarged by John S Whittington of Manchester and reopened as the 200-bedroom Grand Atlantic Hotel in July of that year. The early structure is still recognisable in the centre of the hotel. - The success of Jonathan Elwell's academy for young gentlemen, founded c.1846 and occupying part of the large property on Beach Road called Belvedere, enabled Elwell in 1854 to commission a purpose-built school in the field immediately to the south. The original building consisted of two, three-bay blocks flanking a 5-bay central section which stood slightly forward. It was mainly two storied with a basement and an attic above the central block. The windows were round headed with keystones. The school opened in 1859 and was known as The College. The fee-paying school was said to be a high-end establishment for the sons of noblemen and gentlemen, with instruction in Classics, maths, French, history, English literature and composition. Jonathan Elwell retired in 1875 and The College was put up for sale. It was bought by Dr E S Nunn, who converted it into a 'high class commercial school' with much lower fees. The syllabus was designed to prepare boys for a trade or profession, or a career in banking or the law. The College was Weston's largest educational establishment until the school moved to Walliscote Road in 1887. The Beach Road building was enlarged and adapted and reopened as the Grand Atlantic Hotel in July 1889.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331831.77&y=160989.31&extent=557.81>

Aesthetic
Historical Association
Social/Communal

Corpus Christi Roman Catholic Church, 12 Ellenborough Park South

Weston's second purpose-built Catholic Church, opening in June 1929. The architect was John Bevan of Bristol. The plan is basilican, consisting of a nave with lean-to aisles and a semi-circular apse. The roof is tiled. The west front is faced in Bath stone, the side elevations are covered with Tyrolean render. The west front has a flat-roofed porch with the entrance door under a carved tympanum flanked by cushion-capital columns. Oblong windows to either side. Central circular window above the porch and a carving of the chalice and Host. The west aisle windows are round headed, with channelled rusticated surrounds. A flat-roofed sacristy and Lady Chapel to the SE. The interior is faced with red brick. The original Bath stone and marble baldacchino over the high altar was removed in 1961 but some good furnishings remain, including stained glass windows by the Harry Clarke Studios of Dublin and capitals carved by G Hillman of Weston.(source W-s-m town and its seaside heritage HE)

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331926.43&y=160708.32&extent=557.81>

Aesthetic
Historical Association
Social/Communal



Royal Hospital & Chapel (sanatorium) W-s-M



83-85 Upper Church Road w-s-M



The West of England Sanatorium, later renamed the Royal Hospital, was founded on this site in 1868. More space was soon needed, so a large extension was commissioned, from local architect Hans Price. Building work began in 1871. Price's design included an impressive chapel. The hospital closed in the 1980s and was converted into housing. The chapel is unchanged and is listed Grade II.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331629.96&y=159881.43&extent=557.81>

Aesthetic
Group Value
Historical Association
Social/Communal

This pair of houses, built around 1892 and designed by prominent Victorian architects Hans Price and Walter Wooler has a Moorish flavour. This is due to the employment of horseshoe arches to the windows and the extensive use of decorative tiles. It is said to have been inspired by a trip taken by either Price or Wooler to Spain or North Africa. (source W-s-m town and its seaside heritage HE)

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331957.98&y=162094.81&extent=557.81>

Aesthetic
Group Value

Blakehay Theatre



The former Wadham Street Baptist Church was built in 1850. It was Weston's first Baptist church and the town's first public building. In 1862 Hans Price, who became Weston's leading architect, was commissioned to adapt and enlarge the building. The new church opened in September 1864. Price reused columns, doors and windows from the old church in his new facade, which was built in the 'Italian style'. The church was hit by incendiary bombs in 1941 and 1942. The interior was destroyed, leaving only the exterior walls. The church was rebuilt inside the surviving Victorian shell soon after the war. The building ceased to be a place of worship in 1985 and was saved from demolition and redevelopment by the Weston-super-Mare Trust in 1986. Weston Civic Society took over management of the building, renamed The Blakehay, converting it into an arts and community centre. Weston Town Council has owned and managed the building, now known as The Blakehay Theatre, since 2004.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331824.63&y=161803.7&extent=557.81>

Aesthetic
Historical Association
Social/Communal

Playhouse Theatre



A new Playhouse, replacing the original theatre, which was demolished after a major fire in 1964, opened in 1969. Costing £230,000, it could easily stage a wide variety of productions: from ballet and music to opera, pantomime and drama. The orchestra pit can be covered to form an apron stage or floored over at stalls level for additional seating. The decorative panels on the front of the building are the work of sculptor William Mitchell (1925-2020). The first production in the new theatre was Let Sleeping Wives Lie, a farce starring Brian Rix. - Originally an outdoor market which was enclosed in the mid-1800s. The Market Hall was replaced by a larger building in 1869. In 1899 a new terrace of shops, designed by local architect Hans Price, was built along the road frontage. A new market entrance was included in the design. In 1946 the market hall was converted into a 500-seat theatre. After a refit in the early 1960s it became known as the Playhouse. A fire badly damaged the theatre in August 1964, leaving only the front and side walls. The structure had to be demolished and was replaced by a new theatre which opened in 1969.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331908.57&y=161752.5&extent=557.81>

Aesthetic
Historical Association
Social/Communal

Queen Alexandra Memorial Hospital w-s-m



The original hospital and dispensary, constructed in Alfred Street in 1864-65, was enlarged in 1868 with the addition of the south wing and in 1870 with new wards for fever cases. Further additions were made during the 1870s and 1880s; a nurses' home was added in 1904 and a post-mortem room in 1910. The most substantial addition to the main hospital took place in the late 1920s, as a result of a public collection that raised £50,000. The new general hospital building, dedicated to Queen Alexandra, was opened on 6 July 1928 by the Duke and Duchess of York. It served Weston until 1986, when a new hospital opened at Uphill. The old hospital buildings were converted into housing. A blue plaque commemorating the fundraising efforts of Henry Butt, local businessman and Weston's first mayor, was unveiled in January 2018.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=332311&y=161674.52&extent=557.81>

Aesthetic
Group Value
Historical Association
Social/Communal

Winter gardens w-s-m



The Winter Gardens Pavilion opened in July 1927, providing Weston with a large ballroom and entertainment venue. It has hosted concerts, dances, conferences and exhibitions, as well as boxing and wrestling matches. The building has been owned by Weston College since May 2016, and part of the complex is now a law and professional services academy. The pavilion has been refurbished and remains open for community use. - also see PDF

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331726.4&y=161588.2&extent=557.81>

Age
Aesthetic
Historical Association
Social/Communal

The British School, Hopkins Street - Jasmine Court



The British School opened in 1855 making it the earliest surviving purpose-built school in Weston. It was run by the British and Foreign School Society which provided non-sectarian education for 150 children. On its opening it was described as 'handsome, lofty and well ventilated'. The school was extended in 1887 to accommodate 355 children. It was closed in 1918. The property has since been converted to private housing.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=332102.05&y=161582.24&extent=557.81>

Age
Aesthetic
Social/Communal

The Commercial Cable Company w-s-m



The Commercial Cable Company was established in 1883 to compete with the Western Union Atlantic service. In 1884 two cables were laid between Canada and Waterville (Co. Kerry) in Ireland, from where one was linked to Le Harve in France and the other to Britain in June 1885, making landfall at Weston. The offices were originally housed in a pair of cottages in Richmond Street. In 1890 the cottages were replaced with a purpose-built facility. The building was required to transmit signals, which were weak after having crossed the Atlantic, and it was linked directly to London by landline. The strategic significance of the cable office explains why it was guarded by troops during the wars and was a target of the Luftwaffe. The office closed in 1962 and the building is now occupied by a restaurant. Three roundels feature on the building showing the initials 'MB' for Mackay and Bennett, the founders of the Commercial Cable Company, and the company's logo of a globe with the cable strung between America and Europe.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=331826.42&y=161334&extent=557.81>

Rarity
Aesthetic
Historical Association

Victoria Methodist Church and Lodge w-s-m



The original Victoria Methodist Church was built in 1899-1900 to replace the Wesleyan Methodist chapel on Regent Street. A major fire in February 1934 reduced the building to a shell. The surviving parts of the church were demolished due to the widening of Station Road at this time, and the site cleared. A new church in the Gothic style, to accommodate a congregation of 700 and with a tower 65 feet high, was designed by local architects Fry, Paterson & Jones. Construction used local stone on the exterior, and brick for the interior walls. Original fittings included an oak pulpit on a base of Portland stone, and a font, reading desk and altar table made from English oak. The organ was built and installed by the John Compton Organ Company Ltd. The stained glass of the east window depicts Sacrifice and Victory, and is a memorial to the local men who lost their lives during World War I. Although it had suffered significant damage, the war memorial tablet from the former church was salvaged, repaired and placed over the inner west door. The total cost of the new church, which was opened in January 1936, was £19,500. - Whitecross house Built in the 1830s by Richard Parsley, a local farmer and steward to the Smyth-Pigott squires. The house was the centre of Parsley's Whitecross Estate, the second largest in Weston. Whitecross House was originally three bays wide and symmetrical. A fourth bay was added on the eastern side between 1903 ' 1931, by which time the building was in use as a Sunday school. The house is now hidden from view by the Victoria Methodist Church, which uses it as a community facility.

<https://maps.bristol.gov.uk/kyp/?edition=nsom&layer=Community%20layer&x=332173.48&y=161147.07&extent=557.81>

Age
Aesthetic
Social/Communal

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North Somerset Council

Report to the Executive

Date of Meeting: 22 June 2022

Subject of Report: Executive Appointments on Outside Bodies

Town or Parish: None specific

Officer/Member Presenting: Assistant Director Legal & Governance & Monitoring Officer

Key Decision: No

Reason:

The proposal does not incur expenditure or make savings of £500,000 or over and is not significant in terms of its effect on two or more wards.

Recommendations

That the Executive determines the appointment of Members on Outside Bodies.

1. Summary of Report

The schedule of appointments is attached as an appendix to this report and the Executive is invited to consider its nominations accordingly.

2. Policy

The Constitution provides that appointments to external organisations are reserved to Council, save where such appointments have been delegated by the Council, or are exercisable by the Executive.

3. Details

The attached schedule of appointments comprises bodies to which the Executive is required to appoint members. Membership changes since the appointments were made in April 2021 and any current vacancies are highlighted in the attached schedule.

Additionally, the Executive is asked to appoint to three additional Executive appointments:

- **PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee 2022-23**

PATROL was established to enable councils undertaking civil parking enforcement in England and Wales and civil bus lane and moving traffic enforcement in Wales to exercise their functions under:

- a) Section 81 of the Traffic Management Act 2004 (TMA) and Regulations 17 and 18 of The Civil Enforcement of Parking Contraventions (England) General Regulations 2007 (the English General Regulations);

b) Section 81 of the TMA and Regulations 16 and 17 of the Civil Enforcement of Road Traffic Contraventions (General Provisions) Wales Regulations 2013 (the Welsh General Provisions Regulations)

The council has one appointment to the PATROL Adjudication Joint Committee and can also nominate a substitute.

- **Visit West Board**

Visit West is the UK destination management organisation established by the parties to promote the West of England as a destination for leisure, tourism, conference and educational activities and related business. North Somerset Council became a member of Visit West in December 2021 and has one vote on Visit West Board.

The recommended appointee is Cllr Mark Canniford.

- **West of England Combined Authority Business and Skills Board**

WECA's Business and Skills Board was set up to provide progress update on current regional business and skills programmes, monitor labour market information and to shape the future provision and programme development.

The council has two appointments to the WECA Business and Skills Board.

4. Consultation

The schedule of Executive appointments has been circulated to Group Leaders and relevant officers for their consideration.

5. Financial Implications

The Council has determined either that travel expenses to the main meeting place will be paid by the Council, with other travel expenses requiring prior authorisation or that expenses aren't paid by the Council, in which circumstances claims are submitted to the Outside Body concerned.

6. Legal Powers and Implications

The Constitution provides that appointments to external organisations are reserved to Council, save where such appointments have been delegated by the Council, or are exercisable by the Executive.

7. Climate Change and Environmental Implications

Active travel and/or the use of public transport where these options exist would reduce the impact of any journeys to and from meetings of the Outside Bodies as listed.

8. Risk Management

N/A

9. Equality Implications

N/A

10. Corporate Implications

N/A

11. Options Considered

As contained within the report.

Author:

Hazel Brinton, Democratic Services, 01275 884811

Appendices:

Appendix 1 - North Somerset Council Appointments on External Organisations:
Appointments made by The Executive

Background Papers:

Outside Bodies correspondence: Executive Appointments 2021/22

Organisation	No. of Appts. & Category	Authority Granted by	Representative(s)	Term of Office Expires	Name & Address of Correspondent
Archive and Heritage Advisory Panel	1 [Exps Y]	EXE 15/2021-22	Cllr John Crockford-Hawley	May 2022	Tom Mayberry, South West Heritage tom.mayberry@swheritage.org.uk
Avon Pension Fund Committee	1 [Exps Y]	EXE 15/2021-22	Cllr John Cato	May 2022	Mark Durnford, Democratic Services B&NES Council Democratic_services@bathnes.gov.uk
Bristol Airport Environmental Improvement Fund Committee	4 [Exps Y]	EXE 15/2021-22	Cllr Steve Bridger Cllr Hugh Gregor Cllr Steve Hogg Cllr Bridget Petty	May 2022	Jacqui Mills, Public Relations and Community Manager, Bristol Airport Jacqui.Mills@bristolairport.com
Bristol Water Challenge Panel	1 [Exps Y]	EXE 15/2021-22	Cllr Geoff Richardson (09/11/2021)	May 2022	Tony Denham, Bristol Water plc BWchallengepanel@bristolwater.co.uk
Campus Management Committee	3 [Exps Y]	EXE 15/2021-22	Cllr Sarah Codling Cllr Peter Crew Cllr David Hitchins	May 2022	Tom Yacomeni, Chairman, Campus Management Committee tom.yacomeni@gmail.com
Hinkley Point Site Stakeholder Group	1 [Exps Y]	EXE 15/2021-22	Cllr Geoff Richardson	May 2022	Jill Callander, SSG Secretariat Co-ordinator, Magnox Ltd hinkley.ssg@magnoxsites.com
Inshore Fisheries and Conservation Authority	1 [Exps Y]	EXE 21/2021-22	Executive Member for Climate Emergency and Engagement (by designation)	May 2022	Olga Pepper, Devon & Severn Inshore Fisheries and Conservation Authority O.Pepper@devonandsevernifca.gov.uk

Organisation	No. of Appts. & Category	Authority Granted by	Representative(s)	Term of Office Expires	Name & Address of Correspondent
Mendip Hills Area Of Outstanding Natural Beauty (AONB) Partnership Committee	1 [Exps Y]	EXE 15/2021-22	Executive Member for Neighbourhoods and Community Services (by designation) [Councillor Karin Haverson as substitute]	May 2022	Jim Hardcastle, Manager, Mendip Hills, AONB Unit jim@mendiphillsaonb.org.uk (Copy to John Flannigan, Community and Environment Service Manager, NSC John.Flannigan@n-somerset.gov.uk)

Organisation	No. of Appts. & Category	Authority Granted by	Representative(s)	Term of Office Expires	Name & Address of Correspondent
North Somerset Levels Internal Drainage Board	15 (5:4:3:2:1) [Exps Y]	EXE 15/2021-22	Cllr Steve Bridger (I) wef 03/12/2021 Cllr Sandra Hearne (I) wef 06/12/2021 Cllr John Cato (I) Cllr Mark Crosby (I) Cllr Catherine Gibbons (L) Cllr Ann Harley (C) Cllr Karin Haverson (G) Cllr Steve Hogg (I) Cllr James Tonkin (I) Cllr Richard Westwood (LD)* Cllr Marcia Pepperall (C) wef 13/05/2022 Peter Burden (C) Dave Dash (L) Bob Garner (C) wef 13/05/2022 Peter Harris (LD) Clive Webb (C) Deborah Yamanaka (LD) <i>[(LD)* denotes Labour Group member nominated by Lib Dem Group]</i>	May 2022	Carrie-Anne Morgan Deputy Clerk to the North Somerset Levels Internal Drainage Board C-AMorgan@somersetdb.co.uk admin@somersetdb.co.uk

Organisation	No. of Appts. & Category	Authority Granted by	Representative(s)	Term of Office Expires	Name & Address of Correspondent
North Somerset Partnership	1 [Exps Y]	EXE 15/2021-22	Cllr Donald Davies	May 2022	Lorraine Bush Corporate Policy and Partnerships Manager lorraine.bush@n-somerset.gov.uk
South West Councils	1 [Exps Y]	EXE 15/2021-22	Leader by designation (or their representative)	May 2022	South West Councils info@swcouncils.gov.uk
South West Employers Panel	1 [Exps Y]	EXE 15/2021-22	Leader by designation (or their representative)	May 2022	South West Councils info@swcouncils.gov.uk
Wessex Regional Flood and Coastal Committee	1 [Exps Y]	EXE 14/2019-20	Cllr Bridget Petty	May 2023 (4-year term)	Stacie Bristow Wessex Regional Flood and Coastal Committee Secretariat The Environment Agency WessexRFCC@environment-agency.gov.uk
West of England Combined Authority (WECA) Overview & Scrutiny Committee	3 (1:1:1) [Exps Y]	EXE 15/2021-22	Cllr Mike Bird (I) Cllr Peter Crew (C) Cllr Huw James (LD) (Group Leader Nominations)	May 2022	Ian Hird Ian.Hird@westofengland-ca.gov.uk democratic.services@westofengland-ca.gov.uk

Organisation	No. of Appts. & Category	Authority Granted by	Representative(s)	Term of Office Expires	Name & Address of Correspondent
West of England Combined Authority (WECA) Transport Board	2 [Exps Y]	EXE 15/2021-22	Executive Member for Public Transport (by designation) Executive Member for Neighbourhoods and Community Services (by designation)	May 2022	Ian Hird Ian.Hird@westofengland-ca.gov.uk democratic.services@westofengland-ca.gov.uk
Western Gateway Sub-national Transport Board	1 [Exps Y]	EXE 15/2021-22	Executive Member for Strategic Transport (by designation)	May 2022	WesternGatewaySTB@westofengland-ca.gov.uk
Contact Officer: Hazel Brinton, Democratic Services, hazel.brinton@n-somerset.gov.uk					
Guide to Expenses Categories: N - Expenses not paid by the Council and any claim should be submitted to the Outside Body concerned. Y - Only travel expenses to the main meeting place to be submitted to the Council. Any other travel expenses will require prior authorisation before travel to establish if payment will be made.					