

Cabinet Agenda



Date: Tuesday, 4 April 2017

Time: 4.00 pm

Venue: City Hall, College Green, Bristol, BS1 5TR

Distribution:

Cabinet Members: Marvin Rees (Mayor), Cllrs Craig Cheney (Deputy Mayor), Asher Craig (Deputy Mayor), Helen Godwin, Fi Hance, Claire Hiscott, Helen Holland, Paul Smith and Estella Tincknell

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Issued by: Ruth Quantock, Democratic Services

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Date: Monday, 27 March 2017

Agenda

PART A - Standard items of business:

1. Welcome and introductions

2. Public Forum

Up to one hour is allowed for this item

Any member of the public or Councillor may participate in Public Forum. Petitions, statements and questions received by the deadlines below will be taken at the start of the agenda item to which they relate to.

Petitions and statements (must be about matters on the agenda):

- Members of the public and members of the council, provided they give notice in writing or by e-mail (and include their name, address, and 'details of the wording of the petition, and, in the case of a statement, a copy of the submission) by no later than 12 noon on the working day before the meeting, may present a petition or submit a statement to the Cabinet.
- One statement per member of the public and one statement per member of council shall be admissible.
- A maximum of one minute shall be allowed to present each petition and statement.
- The deadline for receipt of petitions and statements for the 04 April Cabinet is **12 noon on Monday 03 April**. These should be sent, in writing or by e-mail to: Democratic Services, City Hall, College Green, Bristol, BS1 5TR
e-mail: democratic.services@bristol.gov.uk

Questions (must be about matters on the agenda):

- A question may be asked by a member of the public or a member of Council, provided they give notice in writing or by e-mail (and include their name and address) no later than 3 clear working days before the day of the meeting.
- Questions must identify the member of the Cabinet to whom they are put.
- A maximum of 2 written questions per person can be asked. At the meeting, a maximum of 2 supplementary questions may be asked. A supplementary question must arise directly out of the original question or reply.



- Replies to questions will be given verbally at the meeting. If a reply cannot be given at the meeting (including due to lack of time) or if written confirmation of the verbal reply is requested by the questioner, a written reply will be provided within 10 working days of the meeting.

- The deadline for receipt of questions for the 04 April Cabinet is **5.00 pm on Wednesday 29 March**. These should be sent, in writing or by e-mail to: Democratic Services, City Hall, College Green, Bristol BS1 5TR. Democratic Services e-mail: democratic.services@bristol.gov.uk

When submitting a question or statement please indicate whether you are planning to attend the meeting to present your statement or receive a verbal reply to your question

3. Apologies for Absence

4. Declarations of Interest

To note any declarations of interest from the Mayor and Councillors. They are asked to indicate the relevant agenda item, the nature of the interest and in particular whether it is a **disclosable pecuniary interest**.

Any declarations of interest made at the meeting which is not on the register of interests should be notified to the Monitoring Officer for inclusion.

5. Matters referred to the Mayor for reconsideration by a scrutiny commission or by Full Council

(subject to a maximum of three items)

None at time of publication

6. Reports from scrutiny commission

None on this occasion

7. Chair's Business

To note any announcements from the Chair



PART B - Key Decisions

8. Special Educational Needs (SEN) procurement

To seek approval of a procurement solution to secure independent Special Educational Needs placements which ensures that placements are made in line with procurement regulations

(Pages 5 - 18)

9. Public Space Protection Order the St James Barton Underpasses (The Bear Pit)

To seek approval for the St James Barton Underpasses (The Bear Pit) to be made subject to a Public Space Protection Order (PSPO)

(Pages 19 - 50)

10. Transport Capital Programme 17/18 - Department for Transport Block Funding

To seek Cabinet authority to spend DfT Transport Block Grant funding, on the transport network in Bristol

(Pages 51 - 62)

11. Bristol Arena Contractor Appointment Value for Money Review and Further Options

To provide an update on the latest position and to seek approval of the recommendations in respect of the next stage of the project

(Pages 63 - 79)

PART C - Non-Key Decisions

12. Period 10 (end of January) Finance Report

To note the financial position as at end of January 2017

(Pages 80 - 143)



Heading: Special Educational Needs (SEN) procurement	
Ward: Citywide	Cabinet lead: Cllr Claire Hiscott
Author: Paul Jacobs	Job title: Service Director – Education & Skills
<p>City Outcome overview:</p> <ul style="list-style-type: none"> a. In which everyone benefits from the city’s success and no-one is left behind b. In which services and opportunities are accessible c. Where life chances and health are not determined by wealth and background <p>This proposal is key to ensuring suitable education placements for children and young people who have SEND. Establishing a fit for purpose procurement process for securing these placements will ensure effective use of public money so that we can afford good quality education for all children and young people. A high proportion of these children and young people are also children in care.</p>	
<p>Equalities Outcome overview: These are placements for a vulnerable group of children and young people, many of whom have very complex needs and disabilities.</p>	
<p>Impact / Involvement of Partners overview: Neighbouring local authorities are key partners with whom we are working to secure a short term solution while working together to develop a longer term South West resolution. Once fully agreed, market engagement events will be run to ensure provider engagement</p>	

Approx. Revenue Cost: £	Fluctuating annual cost of placements - £5,088,431.00 for academic year 2016/17	Saving <input checked="" type="checkbox"/>
		Income generation <input type="checkbox"/>
Approx. Capital Cost: £	0	

Budget: Various education budgets: 13280, 13281, 14504

Finance narrative:
 There is no financial cost for joining the framework for the next 12 months. Currently BCC fund Gloucestershire to lead on the sub regional framework, which has had its challenges. By joining West Sussex framework, which the DfE have held up as an exemplar, BCC will be able to manage cost and any uplift requests proactively.
 It will be advisable to have a robust financial appraisal for the long term option and to track any savings.

Finance Officer: Ken Ashong

Summary of issue / proposal: A procurement solution must be identified to ensure that independent SEN placements are made in line with procurement regulations, which will also enable us to better manage cost and quality of provision as well as ensuring better outcomes for our most vulnerable and complex SEN children and young people.
 This proposal does not relate to the number of education placements made, or where placements are made as this is dependent on the emerging needs of children, and the availability of provision to meet these needs. This proposal relates only to the way in which these placements are arranged and purchased in order to ensure that we are legally compliant, achieve best value for money, and ensure suitable quality provision.

- Key background points:**
1. Where a child or young person has a statement of special educational needs or an education, health and care plan and is unable to access a maintained mainstream or special school, a placement in independent, non-maintained provision may be required.
 2. The total spend on all independent, non-maintained SEN placements is in the region of £6m per annum.
 3. The existing sub-regional framework used for procuring SEN placements expires in June 2017
 4. Extending the existing framework is not considered a viable option as it does not meet our needs:
 - the majority of placements have to be purchased off-framework due to an unsuitable list of providers, which does not meet new EU procurement regulations and leaves us open to challenge
 - spot purchasing in this way does not allow us to effectively manage quality or outcomes, or

- negotiate fees – this is not an effective use of public funds
 - the system does not include a formal procurement process to secure placements for 17-25 year olds
 - Bristol City Council currently pays Gloucestershire County Council to access this framework
5. In the **short term**, the following options are available to us:
- a. Do nothing and continue to make placements without a procurement system in place, by seeking waivers for each individual placement
 - b. Join an existing Dynamic Purchasing System (DPS) led by West Sussex at no cost to Bristol City Council. *This is our preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.*
6. In the **long term**, we believe that the following options are available to us:
- c. Do nothing and continue to make placements without a procurement system in place, by seeking waivers for each individual placement
 - d. Procure a South West sub-regional DPS which could take up to 18 months and would require additional resources, particularly as Bristol City Council would be expected to lead this process.
 - e. Join West Sussex when they procure a new DPS in 2017/18 which would enable us to be involved in the development process and ensure that it fully meets our needs. *This is our preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.*
7. This will ensure that the Council is procuring in a legally compliant way, and that best value for money is achieved. This proposal has been discussed and approved by the Commissioning and Procurement Group to ensure that it will offer us a compliant and legal solution.

It is not considered that this proposal will have any environmental impact, negative or positive. This proposal will not have any impact on the actual number of placements made, or where children are placed – this simply implements more robust procurement processes within which placements are arranged.

Recommendation(s) / steer sought:

It is recommended that Cabinet approves the identification of a procurement solution to secure independent Special Educational Needs placements which ensures that placements are made in line with procurement regulations as outlined above.

1. In the short term, steer is sought from Cabinet in relation to the options outlined above. Option b. is the preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.
2. In the long term, steer is sought from Cabinet in relation to the options outlined above. Option e. is the preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.

Legal Issues: The proposed joining of the West Sussex Dynamic Purchasing System by Bristol City Council may not meet the requirements of the Public Contract Regulations. This is because when the DPS was set up WSCC did not make clear in their OJEU notice that other authorities would be able to access it. The risk is that in joining the DPS the Council would not have carried out a compliant procurement process and would be at risk of challenge by a potential provider. However, we are advised that this DPS has already been amended by the accession of Kent County Council, which did not result in any challenge. In addition should any provider wish to join the DPS then, subject to it meeting the criteria laid down by WSCC it will be able to do so and as such will suffer no loss. It is also only proposed that this solution apply until such time as the DPS can be re-let through a process with all relevant authorities as members of the scheme. Therefore the risk of legal challenge would seem to be low although the matter should be kept under review to ensure that the time that membership of this DPS on these terms is kept to a minimum

Commissioning Initiation report approved at CPG on 25th January 2017

Legal Officer: Eric Andrews

DLT sign-off	SLT sign-off	Cabinet Member sign-off
John Readman 15/02/17	CEO 14/03/17	Claire Hiscott 06/03/17

Appendix A: Further essential background / detail on the proposal

Special Educational Needs (SEN) Procurement

Background:

Where a child or young person has a statement of special educational needs or an education, health and care plan and is unable to access a maintained mainstream or special school, a placement in independent, non-maintained provision may be required.

The current arrangements for procuring individual placements in independent, non-maintained education provision for Bristol children are based on a sub-regional framework administered by Gloucestershire Country Council. Gloucestershire County Council, acting as the Lead Authority for itself and on behalf of the participating Local Authorities of Bristol City Council, South Gloucestershire District Council, North Somerset Council, Bath & North East Somerset Council and Wiltshire Council, (“the Local Authorities”), tenders regularly for applications for inclusion in a ‘Flexible Framework’ for providers of Special Educational Needs, (SEN), placements, support and services for disabled children and those with a statement of special educational needs. Bristol City Council pays to be able to use this framework. This framework ends on the 31st July 2017.

Providers who meet the criteria are included on a South West sub regional flexible framework as a provider of special educational needs as part of a multi supplier list. In this instance, a Flexible Framework means that a tender opportunity is periodically (6 monthly) advertised on the Pro-Contract website. The Tender process and evaluation criteria remain the same for the duration of the Flexible Framework. New organisations can apply to join this framework and existing organisations can apply to add further provision.

Weaknesses of current arrangements:

- The current framework will end in July 2017. There are currently no plans in place to re-commission the framework, and no regional capacity has been identified to lead the process
- The existing framework covers education placements for children up to 16 years of age. However, since the implementation of the Children and Families Act and SEND code of practice, there is now a requirement to support children up to the age of 25. There is currently no formal procurement process in place to secure placements for 17-25 year olds.
- There are currently 44 providers listed on the sub-regional framework. Only 7 of these are located within the South west region, and 2 of these have been judged as inadequate by OFSTED. As a result, only 8 of those providers listed on the framework have been used by Bristol’s SEN team. In the majority of cases, the provision listed on the Framework does not meet the needs of the individual child or young person and it is therefore necessary to identify and secure provision outside the framework. The implications of this are that the necessary quality checks have not been carried out in advance, negotiation on cost is very difficult, and the process is not fully compliant with procurement regulations.

This proposal does not relate to the number of placements made, or where placements are made as this is dependent on the emerging needs of children, and the availability of provision to meet these needs. This proposal relates only to the way in which these placements are arranged and purchased in order to ensure that we are legally compliant, achieve best value for money, and ensure suitable quality provision.

Current placements and expenditure:

Over the last 3 years, Bristol City Council has spent the following on placements for children with SEN in independent, non-maintained provision:

Appendix A: Further essential background / detail on the proposal

	2016/17	2015/16	2014/15
Independent non-maintained Post 16	£2,168,529	£2,167,027	£1,354,543
Independent non-maintained Pre 16	£2,259,621	£1,837,140	£1,772,363
Independent Specialist Provision	£837,406	£1,084,264	£1,537,992
Total:	£5,265,556	£5,088,431	£4,664,898

During 2016-17, the lowest costing placement was £10,000 and the highest costing was £163,000 (plus an additional £33,000 social care costs)

The average cost of individual placements during this year was:

Independent non-maintained Post 16	£77,447pa
Independent non-maintained Pre 16	£56,491pa
Independent Specialist Provision	£83,741pa

During 2016-17, 78 education placements were made. Due to the weaknesses of the existing framework, the majority (50) of these were arranged off-framework and therefore required procurement waivers:

	Total number of placements	Number on social care framework	Number on SEN framework	Number off-framework
Independent non-maintained Post 16	28	3	8	17
Independent non-maintained Pre 16	40	12	5	23
Independent Specialist Provision	10	0	0	10
Total	78	15	13	50

The sub regional partners in the current contract arrangements are aware that the current contract ends at the end of July 2017. They have been working together for some months to consider the options and agree a way forward. A potential solution has been found in sub regional partners joining the West Sussex County Council DPS arrangements. The sub regional partners have arranged to see the documents from West Sussex and have had several meetings with the West Sussex lead officer for the contract to explore and understand the ramifications of pursuing this option. This has taken time to consult with other colleagues such as legal and procurement as well as for each local authority to follow its own decision pathway to get approval.

Kent County Council joined the West Sussex DPS 3 years ago, so there is a precedent for the DPS to take on new partners.

West Sussex' Legal colleagues are comfortable with the proposal that up to a further 6 local authorities in the South West region are now going to join. West Sussex is going to publish a voluntary notice to OJEU to publicise that more local authorities are joining and that the new potential value of the contract for the remaining months to 31st March 2018.

A DPS is 'open' and therefore any new provider can apply to join it at any time. This lowers the risk of challenge as our action in joining West Sussex DPS will not 'close' the market or limit the business opportunities of any provider and this arrangement is only for the period to 31st March 2018, by

Appendix A: Further essential background / detail on the proposal

which point the new DPS, which we want to sign up to from the start as a longer term solution, will come into force.

Technically BCC legal advice is that joining the contract at this stage is not properly compliant with the procurement regulations however West Sussex Legal colleagues are comfortable with the proposal, the other South West Local Authorities have also identified that the risk of challenge is low and the benefits make it worthwhile.

Business case:

- There is a pressing need to ensure that procurement activity aligns with procurement regulations. While a regional framework is currently in place it will end in July 2017, and currently does not cover placements for young people over 16
- The existing framework is not fit for purpose and does not ensure quality of provision as demonstrated by the fact that several providers on the existing framework are not local, and some have been judged inadequate by Ofsted
- There is potential to achieve considerably better value for money by implementing a more robust procurement process. Based on West Sussex's experience, it may be possible to make in the region of 7% savings on current placements costs by implementing a more transparent purchasing system and managing uplift requests
- There is further potential to develop the market and increase local service provision through the implementation of a robust procurement process
- Reviewing existing processes will enable us to develop a more diverse and resilient market, reducing reliance on a small number of providers

Options:

1. Extending the existing framework is not considered a viable option as it does not meet our needs:
 - the majority of placements have to be purchased off-framework due to an unsuitable list of providers, which does not meet new EU procurement regulations and leaves us open to challenge
 - spot purchasing in this way does not allow us to effectively manage quality or outcomes, or negotiate fees – this is not an effective use of public funds
 - the system does not include a formal procurement process to secure placements for 17-25 year olds
 - Bristol City Council currently pays Gloucestershire County Council to access this framework
2. In the **short term**, the following options are available to us:
 - a. Do nothing and continue to make placements without a procurement system in place, by seeking waivers for each individual placement
 - b. join an existing Dynamic Purchasing System (DPS) led by West Sussex at no cost to Bristol City Council. *This is our preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.*
3. In the **long term**, we believe that the following options are available to us:
 - c. Do nothing and continue to make placements without a procurement system in place, by seeking waivers for each individual placement
 - d. Procure a South West sub-regional DPS which could take up to 18 months and would

Appendix A: Further essential background / detail on the proposal

require additional resources, particularly as Bristol City Council would be expected to lead this process.

- e. Join West Sussex when they procure a new DPS in 2017/18 which would enable us to be involved in the development process and ensure that it fully meets our needs. *This is our preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky and provides the most benefit.*
4. This will ensure that the Council is procuring in a legally compliant way, and that best value for money is achieved.

Recommendations:

It is recommended that Cabinet approves the identification of a procurement solution to secure independent Special Educational Needs placements which ensures that placements are made in line with procurement regulations as outlined above. Both short term and long term solutions must be sought:

1. In the **short term**, steer is sought from Cabinet in relation to the options outlined above. **Option b.** is the preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.
2. In the **long term**, steer is sought from Cabinet in relation to the options outlined above. **Option e.** is the preferred option (and the preferred option of our sub-regional partners) - we have assessed the risk of the various options and feel that this option is the least risky.

Whatever action is taken moving forwards, it will not impact on placements that are already in place. These will continue on the existing contractual arrangements. However longer term it will be a valuable exercise to review current costs against anticipated costs on the new DPS to see whether placement costs could be negotiated or moved onto the new DPS terms to secure better value for money. Systems will be put in place to track costs and any savings that the new contractual arrangements may deliver.

In addition, the option to spot purchase placements remains open to the Council. This option is required for the occasions when a child or young person has such complex needs or requires such a specialist placement that commissioners need to approach the market directly to negotiate provision.

Appendix B: Details of consultation carried out - internal and external

Internal:

Extensive consultation has taken place with colleagues across the local authority, including via formal decision making routes – People DLT, Commissioning and Procurement Group, SLT, and Education and Skills Cabinet Member (Cllr Hiscott).

External:

This proposal has been discussed at the SEND Partnership Group (sub-group of the Children & Families Board) which has a multi-agency membership of public and voluntary sector representatives, as well as representatives from Parent Carer forums.

Regional engagement with providers is planned for April where our proposals will be shared with current and potential providers. We have not yet consulted with providers as we are waiting on approval from Cabinet in order to do so.

If this proposal is not approved by Cabinet, we will not be in a position to participate in this planned regional engagement activity with providers.

FIGURE 1

The risks associated with the implementation of the (subject) decision :

No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK		RISK OWNER
		(Before controls)			(After controls)		
		Impact	Probability		Impact	Probability	
1	Our preferred short term option of joining the West Sussex DPS carries some procurement risks as Bristol City Council was not a named buyer when the DPS was originally established, therefore there is a risk that joining the West Sussex DPS could leave us open to a legal challenge	Medium	Medium	An appropriate notice will be issued to allow us to join the West Sussex DPS in the form of a VEAT issued by West Sussex. In addition this is a DPS and so is open to any provider to join, therefore we are not limiting providers from joining the DPS or restricting their access to business. Bristol is one of 6 local authorities looking to join West Sussex so the risk is shared by all the local authorities including West Sussex. West Sussex legal are comfortable with the proposal	Medium	Low	
2	Since the implementation of the Children and Families Act and SEND code of practice, there is now a requirement to support children up to the age of 25. None of the short term options, including the preferred option of joining the West Sussex DPS include provision to procure placements for young people over 16. These placements will need to continue to be made off-framework in the short term whichever option is pursued	High	High	There is no short term solution to this; therefore waivers must be secured for placements made off-framework which are approved by the Commissioning and Procurement Group, Section 151 officer and BCC CEO. Officers will ensure that whichever long term option is chosen, resolving this gap is a priority and will be pressing for a new lot for this age group in the	High	Medium	

				new West Sussex DPS.			
3	The Children and Families Act and SEND Code of Practice place a heavy emphasis on parental choice of placement. Currently parents search the internet or are subject to marketing from providers to identify a placement that they think will support their child. On occasion parents have sourced providers that the local authority would not choose to place with, eg concerns raised by Ofsted, however there is currently no easy way of showing parents what is on offer in an open and transparent way to support their choice.	High	High	If Bristol joins the West Sussex DPS, there will be a list of providers, the provision they offer, quality monitoring reports and other management information that could be published for parents to browse so they can see what providers are approved for Bristol to use. On the occasion where a parent may still source their own provider that is not on the DPS, local authorities can encourage the provider to join because the DPS is open.	High	Low	
4	Providers may not be happy with a change to current processes and the requirement to sign up to a new system.	Medium	Medium	Engagement with the provider market, issuing a VEAT notice, and joining an open DPS will mean that providers are given sufficient notice of change. Implementing the preferred short term solution enables us to set a direction of travel so providers can see what the future processes will be. Providers have a choice to co-operate or not and will be encouraged and supported to participate	Medium	Low	

FIGURE 2

The risks associated with not implementing the (subject) decision:

Appendix D – Risk Assessment

No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
		1	Current arrangements do not comply with procurement regulations. Placements frequently have to be purchased off-framework due to an unsuitable list of providers and the fact that the framework does not cover placements for 17-25 year olds. This requires high numbers of waivers to be completed for significant amounts of money with limited control over the costs		High	High	
2	There are no transparent quality assurance processes built into the existing framework, which has led to the inclusion of schools we cannot guarantee would meet our baseline standards, and some that have been judged inadequate by Ofsted	High	High	Officers work closely with providers to ensure that BCC is aware of any safeguarding or other serious issues as soon as possible and that no new placements are made at inadequate establishments. This requires significant resource and any staff changes carry a high risk of this process failing	High	Medium	Paul Jacobs
3	As placements are so frequently arranged off-framework, through spot purchasing, Bristol is not getting best value for money for placements costs and local authorities find it difficult to negotiate with providers on price. Savings are therefore unlikely to be realised. In addition spot purchasing makes it difficult to manage or grow the market to ensure	High	High	Uplift requests are managed regionally in an attempt to ensure parity across the region. However without the ability to manage the market local authorities find it difficult to work with providers to develop and	High	Medium	

Appendix D – Risk Assessment

	there is a breadth of good quality, value for money placements available to meet a range of need.			improve the market; the market and therefore the price is controlled by the providers			
4	The existing framework covers education placements for children up to 16 years of age. However, since the implementation of the Children and Families Act and SEND code of practice, there is now a requirement to support children up to the age of 25. There is currently no formal procurement process in place to secure placements for 17-25 year olds.	High	High	There is no short term solution to this; therefore waivers must be secured for placements made off-framework which are approved by the Commissioning and Procurement Group, Section 151 officer and BCC CEO. Officers will ensure that whichever long term option is chosen, resolving this gap is a priority.	High	Medium	
5	Parents will continue to look for what they think is the best placement for their child which may cause issues for Bristol as there is a rising demand on the budget for SEN placements with few controls to manage cost	High	High	More information about the providers where we regularly make placements could be published on the Findability website, however this could leave us open to challenge where we do not publish a provider's details. The only legislative defence against parental choice is if the cost of the placement is so great that it impacts on the local authority's placements for other children and young people. These cases usually end up at tribunal.	High	High	

Appendix E – Equalities screening / impact assessment of proposal

Could your proposal impact citizens with protected characteristics? (This includes service users and the wider community)
Please outline where there may be significant opportunities or positive impacts, and for whom.
In the long term, implementing a transparent procurement process may enable Bristol City Council to publish information on the local offer website (Findability) about available education provision, making the process of finding placements for children who need them more transparent for children and families.
Please outline where there may be significant negative impacts, and for whom.
None

Could your proposal impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
No changes to staff are proposed
Please outline where there may be negative impacts, and for whom.
No changes to staff are proposed

Is a full Equality Impact Assessment required?	
Does the proposal have the potential to impact on people with protected characteristics in the following ways:	
<ul style="list-style-type: none"> • access to or participation in a service, • levels of representation in our workforce, or • reducing quality of life (i.e. health, education, standard of living) ? 	
Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.	No. This proposal relates directly to the provision of services to children and young people with disabilities. However as this proposal does not relate to the number of education placements made, or where placements are made

Appendix E – Equalities screening / impact assessment of proposal

	<p>and only to the way in which these placements are arranged and purchased, the experience of children and their families should not be impacted negatively. No equality impact assessment has been undertaken on the basis that children, young people and families will continue to receive the same services as they currently receive and no changes to service provision are proposed.</p>
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Agenda Item 9

Cabinet Report / Key Decision

Date: 04.04.17

Heading: To seek approval for the St James Barton Underpasses (The Bear Pit) to be made subject to a Public Space Protection Order (PSPO)		
Ward: Central and Ashley	Cabinet lead: Cllr. Asher Craig	
Author: Peter Anderson	Job title: Safer Bristol Manager	
City Outcome overview: <i>The proposed outcome for the city is that this PSPO will help create a safer city centre and support vulnerable citizens to access health interventions that support their health and well-being needs.</i> <i>This proposal will contribute to the Corporate Plan helping to tackle health and inequality and contribute towards a safer city</i>		
Equalities Outcome overview : The application or enforcement of the PSPO will have no relevance / impact to an individual's protected characteristics contained within the Equalities Act. The PSPO will have a positive impact on managing the space and will ensure the space is used lawfully which in turn will improve public safety.		
Impact / Involvement of Partners overview: Positive impact on our city partners. Both the Police and Council take an active role in the policing of the area. The approach is to try and put supportive interventions in place to help people stop causing ASB. This involves taking an Integrated Offender Management approach whereby individuals are assessed using eight care pathways (housing, alcohol and drugs, health, employment/education/training, offending, finance and family/friends) and then referred for support with the necessary areas. For example, where someone who is begging is doing this to fund a Heroin addiction we will work with them to get them into treatment for that.		
Approx Cost: £ One off - £200 for signage	Revenue	Saving / Income generation n/a
Proposed budget: £200		
Finance narrative: The one-off cost of signage which is estimated to be £200 can be met from within the existing crime reduction budget. The activities associated with the enforcement of the PSPO can be fulfilled by existing officers and therefore within existing financial resources.		
Finance Officer: Robin Poole, Finance Business Partner, Neighbourhoods		
Summary of issue / proposal: The Bear Pit is a hotspot for anti-social behaviour and a PSPO will enable the Council to tackle crime and disorder.		
Key background points: <ul style="list-style-type: none">• There is a PSPO covering the Bear Pit which expires in Oct 2017• The proposal is the including an additional condition prohibiting the possession of NPS' (any psychoactive substance as defined by the Psychoactive Substances Act 2016).		

- There is sufficient evidence (crime and anti-social incidents and enforcement action already taken) to support the PSPO
- Consultation has taken place. Support from all partners and the community to introduce the PSPO

In addition:

- PSPO supporting the ongoing patrolling plans for the Police and Outreach services
- PSPO provides an effective ‘tool’ for the ‘Streetwise Project’ to effectively offender manage the ‘high risk and prolific offenders present in the Bear Pit.
- The council works effectively with the Bear Pit Stakeholder Group and the Bear Pit Improvement Group.

Recommendation(s) / steer sought:

That the St James Barton Underpasses including Haymarket Walk (commonly known as The Bear Pit) as defined in Map 1 (attached as Appendix A ii) will be subject to a Public Space Protection Order with the following prohibitions:

Any persons in the area are required:

1. Not to be in possession of any opened or unsealed bottle or container of alcohol in the Bear Pit as bordered in red on the attached map (at Appendix A ii), save for licensed premises.
2. Not to be in possession or under the influence of any psychoactive substance as defined by the Psychoactive Substances Act 2016.

Legal Issues:

The legislative basis for the PSPO is found in s59 – 75 ASB, Crime and Policing Act 2014 (Appendix A iv).

The legal advice is that making a PSPO is an executive power and as such falls into s5.4a of the Mayor Scheme of Delegation which delegates the power to the Strategic Director Neighbourhoods it was agreed at the Cabinet Member Briefing on 24.11.16 that due to the high profile of the Bear Pit, this decision should be a key decision for the Mayor and be taken at Cabinet.

Legal Officer: Nick Mimmack, Solicitor (as above), agreed by Shazia Daya, Head of Legal Services at SLT on 14.02.17

DLT sign-off	SLT sign-off	Cabinet Member sign-off
[Alison Comley] 09.02.17	[CEO] 14.02.17	[Asher Craig] 23.02.17

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - internal and external	YES
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	NO
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Exempt Information	NO

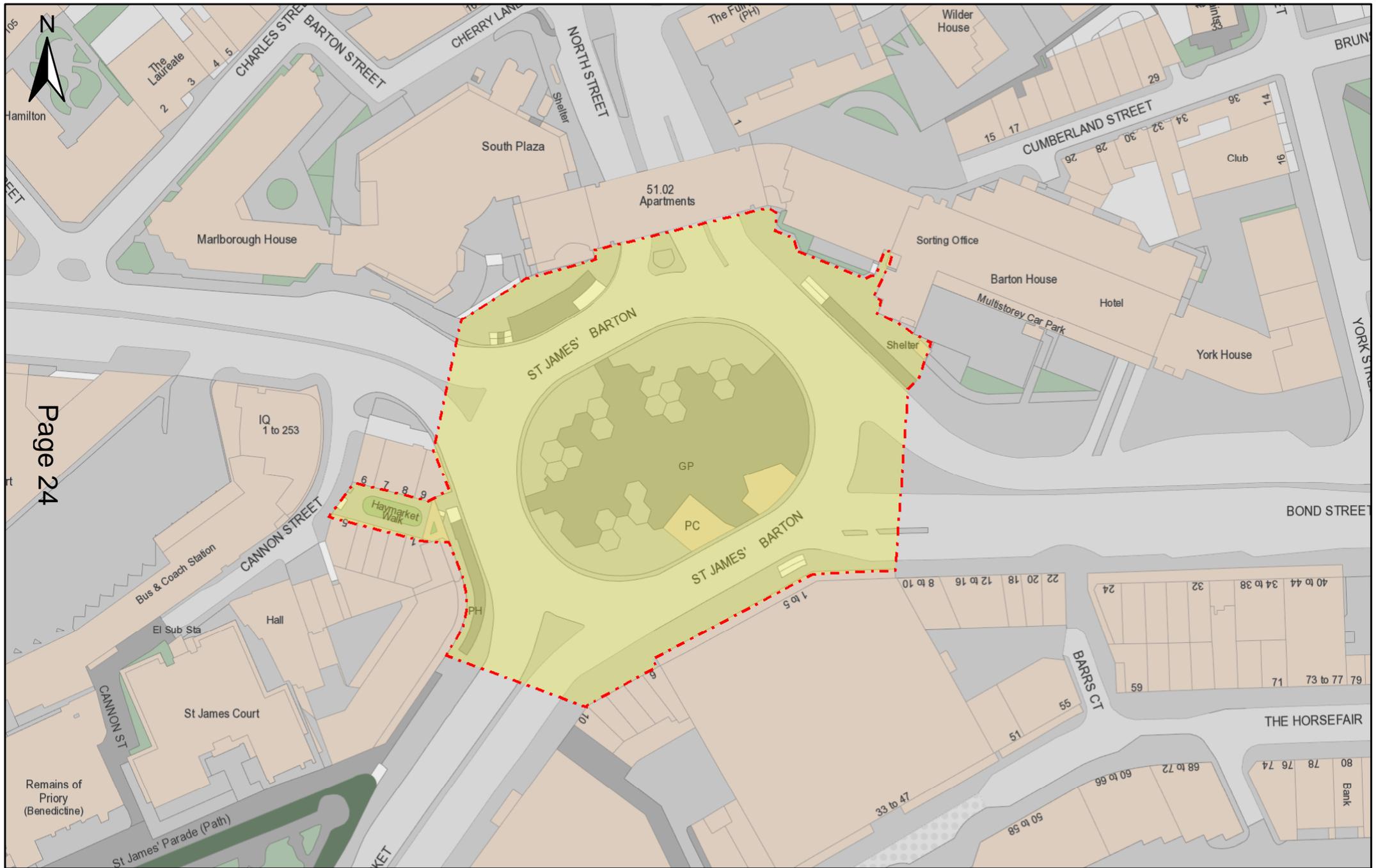
Appendix A i) – Further essential background / detail on the proposal

1. The Bear Pit is located in the Central Area of Bristol. It is the subway area of the St James' Barton Roundabout which is at the junction of the A38 and the A4044. It is a main route of transit for users of the Bristol Bus and Coach Station, the Bristol Royal Infirmary, and those visiting Broadmead and Cabot Circus shopping centre. It also services two large hotels in the area. The Bearpit is used by residents, commuters, tourists, customers of adjacent hotels and businesses. The daytime footfall through the Bearpit is extremely high, particularly at commuter times. This roundabout is an important transport node that sees thousands of vehicles passing each day.
2. The Bear Pit has long been known as an area of high crime and Anti-Social Behaviour (ASB) with street drinking, begging, drug taking and dealing, noise nuisance, public order, violent incidents, rough sleeping and handling stolen goods amongst others. There is a clear link between these behaviours and the consumption of alcohol and (more recently) New Psychoactive Substances (NPS, commonly known as Spice). Groups of individuals who engage in such behaviour and congregate in the area see it as "their" space and are protective of that.
3. Over the last two years a £1.2m redevelopment programme has been carried out to improve the physical aspect of the space. Whilst that has had a certain positive impact, it has not broken the association that The Bear Pit has as a place where it is acceptable to go and drink, take substances and cause ASB. Individuals who carry out these behaviours see the Bear Pit as "their" space and are territorial with that.
4. Both the Police and Council take an active role in the policing of the area. The approach is to try and put supportive interventions in place to help people stop causing ASB. This involves taking an Integrated Offender Management approach whereby individuals are assessed using eight care pathways (housing, alcohol and drugs, health, employment/education/training, offending, finance and family/friends) and then referred for support with the necessary areas. For example, where someone who is begging is doing this to fund a Heroin addiction we will work with them to get them into treatment for that.

5. Where the supporting approach is not being engaged with and/or there are aggravating features, we use enforcement tools. Currently, there are 16 individuals who are banned from the area through various enforcement powers such as Injunctions, Criminal Behaviour Orders and Restraining Orders. Regular patrols are conducted in the area by both Police and Streetwise which aggregates to a daily presence in the Bear Pit. There is also very close liaison with the Bear Pit Traders in order to protect them and encourage their presence which is key to changing the space.
6. In 2005 the Bear Pit was made subject to a Designated Public Place Order under the Criminal Justice and Police Act 2001 and the Violent Crime Reduction Act 2006. This allows the Police to require any person who is drinking alcohol in the DPPO area who they have reason to believe may cause ASB to hand over their alcohol. If they refuse to do so, then they are committing an offence and can be fined.
7. The ASB, Crime and Policing Act 2014 consolidated nineteen ASB powers into six. These are; Criminal Behaviour Order, Injunctions, Community Protection Notice, Closure Notice, Dispersal Power and PSPO.
8. The Act allows existing DPPO's to continue for three years from commencement meaning that in October 2017 they will cease. Recent guidance from Government is that they will then convert to PSPO's and run for a further three years.
9. The Act says that the Local Authority may make a PSPO if it is satisfied that:
 - a. *activities carried on in a public place have had or will have a detrimental effect on the quality of life of those in the locality;*
 - b. *the activities are persistent or continuing and are unreasonable;*
 - c. *the restrictions imposed by an order are justifiable.*
10. The Act says that the Local Authority must carry out the "necessary consultation" prior to making the order. The Act defines this as consulting with:
 - a. *the chief officer of police, and the local policing body, for the police area that includes the restricted area;*
 - b. *whatever community representatives the local authority thinks it appropriate to consult;*

- c. *the owner or occupier of land within the restricted area (unless the land is owned by the Local Authority)*
11. Where a person is found in breach of the PSPO in the Bear Pit by a designated officer (Council or Police) there are a range of options with regard to enforcement:
- *Alcohol can be confiscated.*
 - *Individuals details can be taken and intelligence report submitted. This can be followed up with warnings, Fixed Penalty Notice (FPN), prosecution, Injunction under s1 ASB, Crime and Policing Act.*
 - *Prosecution for breach of PSPO can be carried out.*
 - *An FPN can be issued by Council Officers and then prosecuted if failure to pay.*
 - *Other enforcement powers can be used for repeat offenders. Typically this will be an injunction.*
 - *Evidence of breaches of PSPO gathered after the event (e.g. via CCTV) can also be used for warnings, prosecution, FPN, Injunction.*
12. Excluding confiscation and verbal warnings, enforcement decision making will be carried out on a case by case basis and in consultation with relevant partners through the Streetwise Project multi-agency approach. Streetwise has liaised with Police to ensure this approach is deliverable.
13. The main benefit of a PSPO is that it negates the need for officers (Council and Police) to have to link any drinking or NPS use with ASB. This will enable officers to deal with offenders proactively and enable us to retrospectively identify offenders for example through CCTV footage.

Bristol City Council map



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Appendix A iii – Overview of reported crime and anti-social within the St. James Barton Underpass (Bear Pit)

- In the 12 months ending May 2016, there was an overall **73 per cent increase in calls for service¹ to the police** relating to St. James Barton Underpass compared against the previous 12 month period.
- In the 12 months ending May 2016, police recorded **66 incidents of Anti-Social Behaviour** in St. James Barton Underpass – a **29 per cent increase** compared against the previous 12 month period.
- In the 12 months ending May 2016, the volume of Storm logs (n=82) relating to **Public Safety/Welfare was 82 per cent higher** than the previous 12 month period.
- In the 12 month period ending May 2016, there were **81 crimes** recorded in the 'Bear Pit'. This is a **72 per cent increase** compared against the previous 12 month period (see: Figure 1)
- The rise in the 12 months ending May 2016 was driven by a rise in violence against the person offences (+27); within this offence group, there were an **additional 11 'violence with injury'** offences and an **additional 16 'violence without injury' offences** (See: Figure 2)
- In the 12 months ending May 2016, nine robbery offences were recorded, **nearly double** the volume recorded in the previous 12 months.
- In the 12 months ending May 2016, there were 74 ASB incidents reported in the Bear Pit, a 30 per cent increase compared against the previous 12 month period
- There are currently 18 individuals who are banned from the Bear Pit through Criminal Behaviour Orders, Injunctions or Restraining Orders. There are a further four individuals who have been informally banned from the Bear Pit and two who have bail conditions pending prosecution (upon which CBO applications hang).

¹ 'Calls for service' includes contact made to the police (e.g. 999 / 101) and covers a range of issues

Charts:

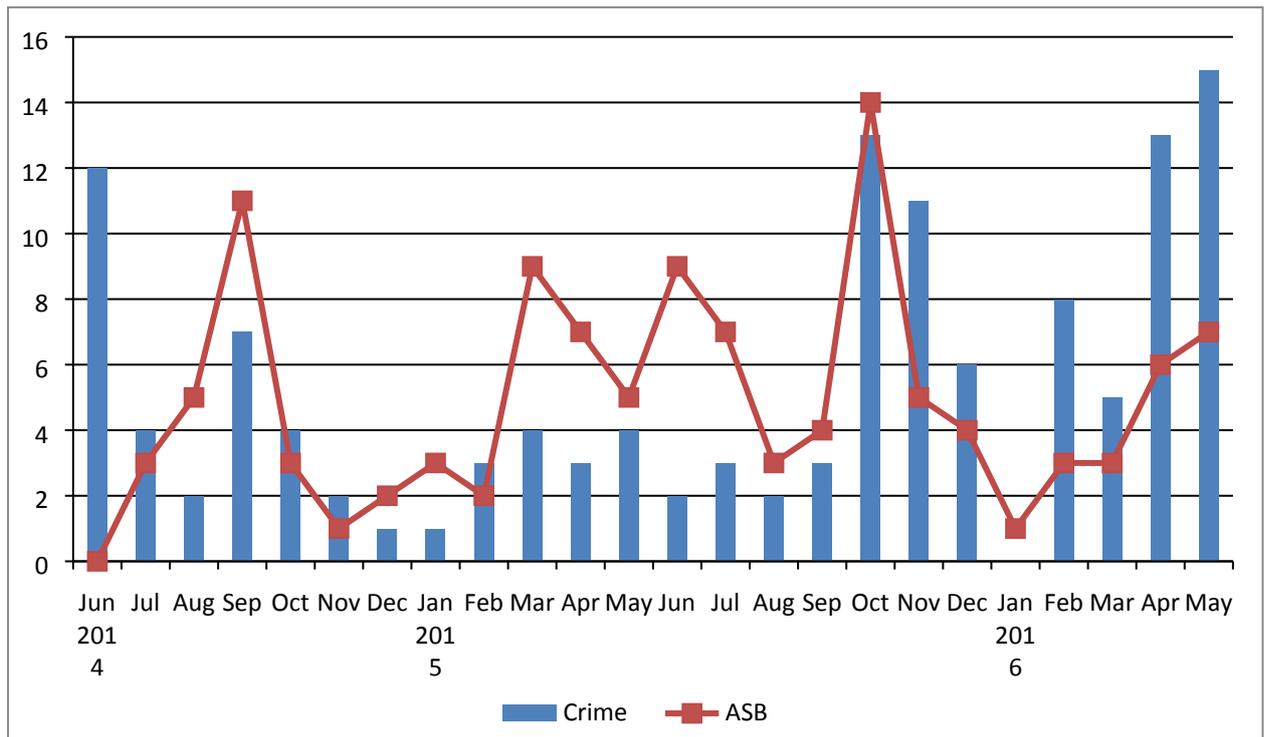


Figure 1: Total Recorded Crime and ASB, Bear Pit, Bristol; April 2014-End May 2016

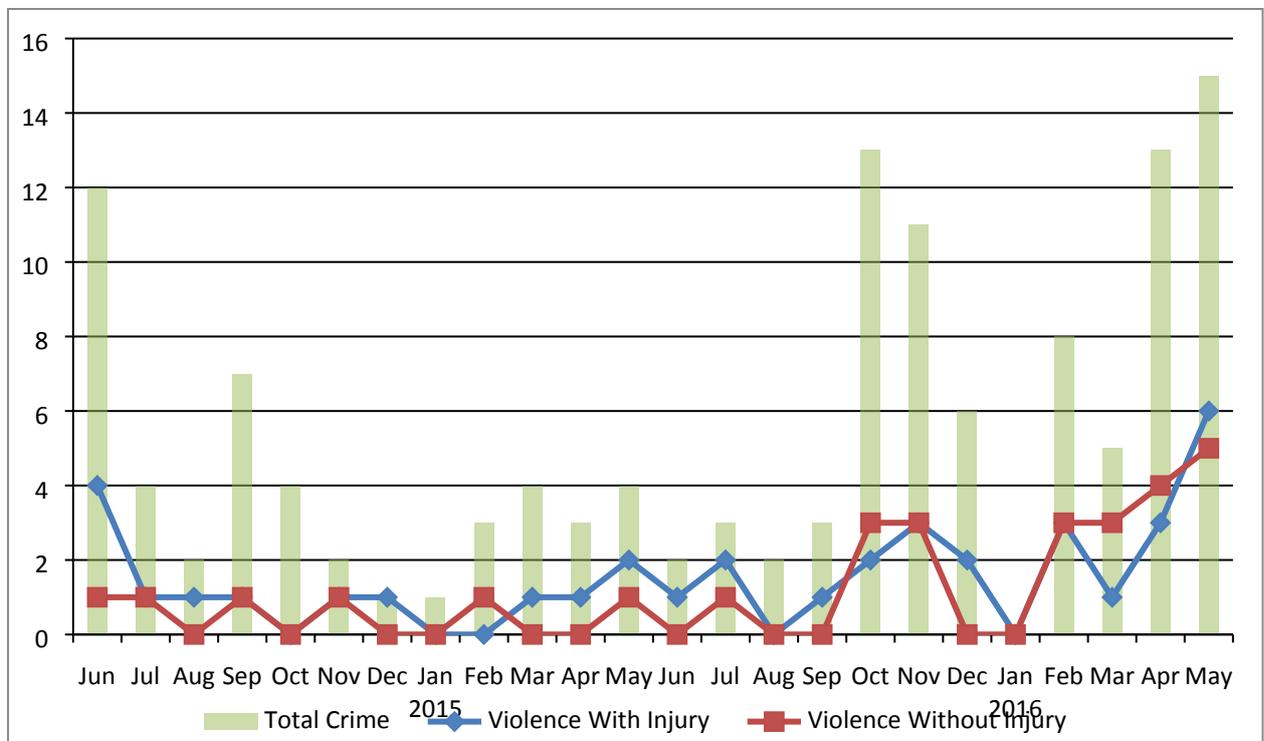


Figure 2: Total Recorded Crime, Violence With & Violence Without Injury Offences, Bear Pit, Bristol; Jun 2014-May 2016

Appendix A iv: Chapter 2

Section 59 – 75 ASB, Crime and Policing Act 2014

PUBLIC SPACES PROTECTION ORDERS

Public spaces protection orders

59 Power to make orders

(1) A local authority may make a public spaces protection order if satisfied on reasonable grounds that two conditions are met.

(2) The first condition is that—

(a) activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or

(b) it is likely that activities will be carried on in a public place within that area and that they will have such an effect.

(3) The second condition is that the effect, or likely effect, of the activities—

(a) is, or is likely to be, of a persistent or continuing nature,

(b) is, or is likely to be, such as to make the activities unreasonable, and

(c) justifies the restrictions imposed by the notice.

(4) A public spaces protection order is an order that identifies the public place referred to in subsection (2) (“the restricted area”) and—

(a) prohibits specified things being done in the restricted area,

(b) requires specified things to be done by persons carrying on specified activities in that area, or

(c) does both of those things.

(5) The only prohibitions or requirements that may be imposed are ones that are reasonable to impose in order—

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(a) to prevent the detrimental effect referred to in subsection (2) from continuing, occurring or recurring, or

(b) to reduce that detrimental effect or to reduce the risk of its continuance, occurrence or recurrence.

(6) A prohibition or requirement may be framed—

(a) so as to apply to all persons, or only to persons in specified categories, or to all persons except those in specified categories;

(b) so as to apply at all times, or only at specified times, or at all times except those specified;

(c) so as to apply in all circumstances, or only in specified circumstances, or in all circumstances except those specified.

(7) A public spaces protection order must—

(a) identify the activities referred to in subsection (2);

(b) explain the effect of section 63 (where it applies) and section 67;

(c) specify the period for which the order has effect.

(8) A public spaces protection order must be published in accordance with regulations made by the Secretary of State.

60 Duration of orders

(1) A public spaces protection order may not have effect for a period of more than 3 years, unless extended under this section.

(2) Before the time when a public spaces protection order is due to expire, the local authority that made the order may extend the period for which it has effect if satisfied on reasonable grounds that doing so is necessary to prevent—

(a) occurrence or recurrence after that time of the activities identified in the order, or

(b) an increase in the frequency or seriousness of those activities after that time.

(3) An extension under this section—

(a) may not be for a period of more than 3 years;

(b) must be published in accordance with regulations made by the Secretary of State.

(4) A public spaces protection order may be extended under this section more than once.

61 Variation and discharge of orders

(1) Where a public spaces protection order is in force, the local authority that made the order may vary it—

(a) by increasing or reducing the restricted area;

(b) by altering or removing a prohibition or requirement included in the order, or adding a new one.

(2) A local authority may make a variation under subsection (1)(a) that results in the order applying to an area to which it did not previously apply only if the conditions in section 59(2) and (3) are met as regards activities in that area.

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(3) A local authority may make a variation under subsection (1)(b) that makes a prohibition or requirement more extensive, or adds a new one, only if the prohibitions and requirements imposed by the order as varied are ones that section 59(5) allows to be imposed.

(4) A public spaces protection order may be discharged by the local authority that made it.

(5) Where an order is varied, the order as varied must be published in accordance with regulations made by the Secretary of State.

(6) Where an order is discharged, a notice identifying the order and stating the date when it ceases to have effect must be published in accordance with regulations made by the Secretary of State.

Prohibition on consuming alcohol

62 Premises etc to which alcohol prohibition does not apply

(1) A prohibition in a public spaces protection order on consuming alcohol does not apply to—

(a) premises (other than council-operated licensed premises) authorised by a premises licence to be used for the supply of alcohol;

(b) premises authorised by a club premises certificate to be used by the club for the supply of alcohol;

(c) a place within the curtilage of premises within paragraph (a) or (b);

(d) premises which by virtue of Part 5 of the Licensing Act 2003 may at the relevant time be used for the supply of alcohol or which, by virtue of that Part, could have been so used within the 30 minutes before that time;

(e) a place where facilities or activities relating to the sale or consumption of alcohol are at the relevant time permitted by virtue of a permission granted under section 115E of the Highways Act 1980 (highway-related uses).

(2) A prohibition in a public spaces protection order on consuming alcohol does not apply to council-operated licensed premises—

(a) when the premises are being used for the supply of alcohol, or

(b) within 30 minutes after the end of a period during which the premises have been used for the supply of alcohol.

(3) In this section—

“club premises certificate” has the meaning given by section 60 of the Licensing Act 2003;

“premises licence” has the meaning given by section 11 of that Act;

“supply of alcohol” has the meaning given by section 14 of that Act.

(4) For the purposes of this section, premises are “council-operated licensed premises” if they are authorised by a premises licence to be used for the supply of alcohol and—

(a) the licence is held by a local authority in whose area the premises (or part of the premises) are situated, or

(b) the licence is held by another person but the premises are occupied by a local authority or are managed by or on behalf of a local authority.

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63 Consumption of alcohol in breach of prohibition in order

(1) This section applies where a constable or an authorised person reasonably believes that a person (P)—

(a) is or has been consuming alcohol in breach of a prohibition in a public spaces protection order, or

(b) intends to consume alcohol in circumstances in which doing so would be a breach of such a prohibition.

In this section “authorised person” means a person authorised for the purposes of this section by the local authority that made the public spaces protection order (or authorised by virtue of section 69(1)).

(2) The constable or authorised person may require P—

(a) not to consume, in breach of the order, alcohol or anything which the constable or authorised person reasonably believes to be alcohol;

(b) to surrender anything in P's possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol.

(3) A constable or an authorised person who imposes a requirement under subsection (2) must tell P that failing without reasonable excuse to comply with the requirement is an offence.

(4) A requirement imposed by an authorised person under subsection (2) is not valid if the person—

(a) is asked by P to show evidence of his or her authorisation, and

(b) fails to do so.

(5) A constable or an authorised person may dispose of anything surrendered under subsection (2)(b) in whatever way he or she thinks appropriate.

(6) A person who fails without reasonable excuse to comply with a requirement imposed on him or her under subsection (2) commits an offence and is liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Restrictions on public rights of way

64 Orders restricting public right of way over highway

(1) A local authority may not make a public spaces protection order that restricts the public right of way over a highway without considering—

(a) the likely effect of making the order on the occupiers of premises adjoining or adjacent to the highway;

(b) the likely effect of making the order on other persons in the locality;

(c) in a case where the highway constitutes a through route, the availability of a reasonably convenient alternative route.

(2) Before making such an order a local authority must—

- (a) notify potentially affected persons of the proposed order,
- (b) inform those persons how they can see a copy of the proposed order,
- (c) notify those persons of the period within which they may make representations about the proposed order, and
- (d) consider any representations made.

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In this subsection “potentially affected persons” means occupiers of premises adjacent to or adjoining the highway, and any other persons in the locality who are likely to be affected by the proposed order.

(3) Before a local authority makes a public spaces protection order restricting the public right of way over a highway that is also within the area of another local authority, it must consult that other authority if it thinks it appropriate to do so.

(4) A public spaces protection order may not restrict the public right of way over a highway for the occupiers of premises adjoining or adjacent to the highway.

(5) A public spaces protection order may not restrict the public right of way over a highway that is the only or principal means of access to a dwelling.

(6) In relation to a highway that is the only or principal means of access to premises used for business or recreational purposes, a public spaces protection order may not restrict the public right of way over the highway during periods when the premises are normally used for those purposes.

(7) A public spaces protection order that restricts the public right of way over a highway may authorise the installation, operation and maintenance of a barrier or barriers for enforcing the restriction.

(8) A local authority may install, operate and maintain barriers authorised under

subsection (7).

(9) A highway over which the public right of way is restricted by a public spaces protection order does not cease to be regarded as a highway by reason of the restriction (or by reason of any barrier authorised under subsection (7)).

(10) In this section—

“dwelling” means a building or part of a building occupied, or intended to be occupied, as a separate dwelling;

“highway” has the meaning given by section 328 of the Highways Act 1980.

65 Categories of highway over which public right of way may not be restricted

(1) A public spaces protection order may not restrict the public right of way over a highway that is—

(a) a special road;

(b) a trunk road;

(c) a classified or principal road;

(d) a strategic road;

(e) a highway in England of a description prescribed by regulations made by the Secretary of State;

(f) a highway in Wales of a description prescribed by regulations made by the Welsh Ministers.

(2) In this section—

“classified road”, “special road” and “trunk road” have the meaning given by section 329(1) of the Highways Act 1980;

“highway” has the meaning given by section 328 of that Act;

“principal road” has the meaning given by section 12 of that Act (and see section 13 of that Act);

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“strategic road” has the meaning given by section 60(4) of the Traffic Management Act 2004.

Validity of orders

66 Challenging the validity of orders

(1) An interested person may apply to the High Court to question the validity of—

- (a) a public spaces protection order, or
- (b) a variation of a public spaces protection order.

“Interested person” means an individual who lives in the restricted area or who regularly works in or visits that area.

(2) The grounds on which an application under this section may be made are—

- (a) that the local authority did not have power to make the order or variation, or to include particular prohibitions or requirements imposed by the order (or by the order as varied);
- (b) that a requirement under this Chapter was not complied with in relation to the order or variation.

(3) An application under this section must be made within the period of 6 weeks beginning with the date on which the order or variation is made.

(4) On an application under this section the High Court may by order suspend the operation of the order or variation, or any of the prohibitions or requirements imposed by the order (or by the order as varied), until the final determination of the proceedings.

(5) If on an application under this section the High Court is satisfied that—

- (a) the local authority did not have power to make the order or variation, or to include particular prohibitions or requirements imposed by the

order (or by the order as varied), or

(b) the interests of the applicant have been substantially prejudiced by a failure to comply with a requirement under this Chapter, the Court may quash the order or variation, or any of the prohibitions or requirements imposed by the order (or by the order as varied).

(6) A public spaces protection order, or any of the prohibitions or requirements imposed by the order (or by the order as varied), may be suspended under subsection (4) or quashed under subsection (5)—

(a) generally, or

(b) so far as necessary for the protection of the interests of the applicant.

(7) An interested person may not challenge the validity of a public spaces protection order, or of a variation of a public spaces protection order, in any legal proceedings (either before or after it is made) except—

(a) under this section, or

(b) under subsection (3) of section 67 (where the interested person is charged with an offence under that section).

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Failure to comply with orders

67 Offence of failing to comply with order

(1) It is an offence for a person without reasonable excuse—

(a) to do anything that the person is prohibited from doing by a public spaces protection order, or

(b) to fail to comply with a requirement to which the person is subject under a public spaces protection order.

(2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

(3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

(4) Consuming alcohol in breach of a public spaces protection order is not an offence under this section (but see section 63).

68 Fixed penalty notices

(1) A constable or an authorised person may issue a fixed penalty notice to anyone he or she has reason to believe has committed an offence under section 63 or 67 in relation to a public spaces protection order.

(2) A fixed penalty notice is a notice offering the person to whom it is issued the opportunity of discharging any liability to conviction for the offence by payment of a fixed penalty to a local authority specified in the notice.

(3) The local authority specified under subsection (2) must be the one that made the public spaces protection order.

(4) Where a person is issued with a notice under this section in respect of an offence—

(a) no proceedings may be taken for the offence before the end of the period of 14 days following the date of the notice;

(b) the person may not be convicted of the offence if the person pays the fixed penalty before the end of that period.

(5) A fixed penalty notice must—

(a) give reasonably detailed particulars of the circumstances alleged to constitute the offence;

(b) state the period during which (because of subsection (4)(a)) proceedings will not be taken for the offence;

- (c) specify the amount of the fixed penalty;
 - (d) state the name and address of the person to whom the fixed penalty may be paid;
 - (e) specify permissible methods of payment.
- (6) An amount specified under subsection (5)(c) must not be more than £100.
- (7) A fixed penalty notice may specify two amounts under subsection (5)(c) and specify that, if the lower of those amounts is paid within a specified period (of less than 14 days), that is the amount of the fixed penalty.

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- (8) Whatever other method may be specified under subsection (5)(e), payment of a fixed penalty may be made by pre-paying and posting to the person whose name is stated under subsection (5)(d), at the stated address, a letter containing the amount of the penalty (in cash or otherwise).
- (9) Where a letter is sent as mentioned in subsection (8), payment is regarded as having been made at the time at which that letter would be delivered in the ordinary course of post.
- (10) In any proceedings, a certificate that—
- (a) purports to be signed by or on behalf of the chief finance officer of the local authority concerned, and
 - (b) states that payment of a fixed penalty was, or was not, received by the date specified in the certificate,
- is evidence of the facts stated.
- (11) In this section—
- “authorised person” means a person authorised for the purposes of this

section by the local authority that made the order (or authorised by virtue of section 69(2));

“chief finance officer”, in relation to a local authority, means the person with responsibility for the authority’s financial affairs.

Supplemental

69 Powers of community support officers

(1) In Part 1 of Schedule 4 to the Police Reform Act 2002 (powers exercisable by community support officers), for paragraph 5 there is substituted—

“Alcohol consumption in restricted areas

5 Where a designation applies this paragraph to any person, that person shall, within the relevant police area, have the powers of a constable under section 63 of the Anti-social Behaviour, Crime and Policing Act 2014 (consumption of alcohol in breach of prohibition in public spaces protection order)—

(a) to impose a requirement under subsection (2) of that section;
and

(b) to dispose under subsection (5) of that section of anything surrendered to the person;

and that section shall have effect in relation to the exercise of those powers by that person as if the references to a constable were references to that person.”

(2) In paragraph 1 of that Schedule (power of community support officers to issue fixed penalty notices), after paragraph (e) of sub-paragraph (2) there is inserted—

“(f) the power of a constable to issue a fixed penalty notice under section 68 of the Anti-social Behaviour, Crime and Policing Act 2014 (fixed penalty notice in respect of failure to comply

with public spaces protection order).”

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70 Byelaws

A byelaw that prohibits, by the creation of an offence, an activity regulated by a public spaces protection order is of no effect in relation to the restricted area during the currency of the order.

71 Bodies other than local authorities with statutory functions in relation to land

(1) The Secretary of State may by order—

- (a) designate a person or body (other than a local authority) that has power to make byelaws in relation to particular land, and
- (b) specify land in England to which the power relates.

(2) This Chapter has effect as if—

- (a) a person or body designated under subsection (1) (a “designated person”) were a local authority, and
- (b) land specified under that subsection were within its area.

But references in the rest of this section to a local authority are to a local authority that is not a designated person.

(3) The only prohibitions or requirements that may be imposed in a public spaces protection order made by a designated person are ones that it has power to impose (or would, but for section 70, have power to impose) by making a byelaw in respect of the restricted area.

(4) A public spaces protection order made by a designated person may not include provision regulating, in relation to a particular public space, an activity that is

already regulated in relation to that space by a public spaces protection order made by a local authority.

(5) Where a public spaces protection order made by a local authority regulates, in relation to a particular public space, an activity that a public spaces protection order made by a designated person already regulates, the order made by the designated person ceases to have that effect.

(6) If a person or body that may be designated under subsection (1)(a) gives a notice in writing under this subsection, in respect of land in relation to which it has power to make byelaws, to a local authority in whose area the land is situated—

(a) no part of the land may form, or fall within, the restricted area of any public spaces protection order made by the local authority;

(b) if any part of the land—

(i) forms the restricted area of a public spaces protection order already made by the local authority, or

(ii) falls within such an area,

the order ceases to have effect (where sub-paragraph (i) applies), or has effect as if the restricted area did not include the land in question (where sub-paragraph (ii) applies).

72 Convention rights, consultation, publicity and notification

(1) A local authority, in deciding—

(a) whether to make a public spaces protection order (under section 59) and if so what it should include,

Anti-social Behaviour, Crime and Policing Act 2014 (c. 12)

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(b) whether to extend the period for which a public spaces protection order has effect (under section 60) and if so for how long,

(c) whether to vary a public spaces protection order (under section 61) and if so how, or

(d) whether to discharge a public spaces protection order (under section 61),

must have particular regard to the rights of freedom of expression and freedom of assembly set out in articles 10 and 11 of the Convention.

(2) In subsection (1) “Convention” has the meaning given by section 21(1) of the Human Rights Act 1998.

(3) A local authority must carry out the necessary consultation and the necessary publicity, and the necessary notification (if any), before—

(a) making a public spaces protection order,

(b) extending the period for which a public spaces protection order has effect, or

(c) varying or discharging a public spaces protection order.

(4) In subsection (3)—

“the necessary consultation” means consulting with—

(a) the chief officer of police, and the local policing body, for the police area that includes the restricted area;

(b) whatever community representatives the local authority thinks it appropriate to consult;

(c) the owner or occupier of land within the restricted area;

“the necessary publicity” means—

(a) in the case of a proposed order or variation, publishing the text of it;

(b) in the case of a proposed extension or discharge, publicising the

proposal;

“the necessary notification” means notifying the following authorities of the proposed order, extension, variation or discharge—

(a) the parish council or community council (if any) for the area that includes the restricted area;

(b) in the case of a public spaces protection order made or to be made by a district council in England, the county council (if any) for the area that includes the restricted area.

(5) The requirement to consult with the owner or occupier of land within the restricted area—

(a) does not apply to land that is owned and occupied by the local authority;

(b) applies only if, or to the extent that, it is reasonably practicable to consult the owner or occupier of the land.

(6) In the case of a person or body designated under section 71, the necessary consultation also includes consultation with the local authority which (ignoring subsection (2) of that section) is the authority for the area that includes the restricted area.

(7) In relation to a variation of a public spaces protection order that would increase the restricted area, the restricted area for the purposes of this section is the increased area.

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73 Guidance

(1) The Secretary of State may issue—

- (a) guidance to local authorities about the exercise of their functions under this Chapter and those of persons authorised by local authorities under section 63 or 68;
- (b) guidance to chief officers of police about the exercise, by officers under their direction or control, of those officers' functions under this Part.
- (2) The Secretary of State may revise any guidance issued under this section.
- (3) The Secretary of State must arrange for any guidance issued or revised under this section to be published.

74 Interpretation of Chapter 2

(1) In this Chapter—

“alcohol” has the meaning given by section 191 of the Licensing Act 2003;

“community representative”, in relation to a public spaces protection order that a local authority proposes to make or has made, means any individual or body appearing to the authority to represent the views of people who live in, work in or visit the restricted area;

“local authority” means—

(a) in relation to England, a district council, a county council for an area for which there is no district council, a London borough council, the Common Council of the City of London (in its capacity as a local authority) or the Council of the Isles of Scilly;

(b) in relation to Wales, a county council or a county borough council;

“public place” means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission;

“restricted area” has the meaning given by section 59(4).

(2) For the purposes of this Chapter, a public spaces protection order “regulates”

an activity if the activity is—

- (a) prohibited by virtue of section 59(4)(a), or
 - (b) subjected to requirements by virtue of section 59(4)(b),
- whether or not for all persons and at all times.

75 Saving and transitional provision

(1) The repeal or amendment by this Act of provisions about any of the orders specified in subsection (2) does not apply in relation to—

- (a) an order specified in that subsection made before the commencement day;
- (b) anything done in connection with such an order.

(2) The orders are—

- (a) a gating order under Part 8A of the Highways Act 1980;
- (b) an order under section 13(2) of the Criminal Justice and Police Act 2001 (power of local authority to designate public place for restrictions on alcohol consumption);

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- (c) a dog control order under Chapter 1 of Part 6 of the Clean Neighbourhoods and Environment Act 2005.

(3) At the end of the period of 3 years beginning with the commencement day—

- (a) this Chapter has effect in relation to any order specified in subsection (2) that is still in force as if the provisions of the order were provisions of a public spaces protection order;
- (b) subsection (1) ceases to have effect.

This Part, as it applies by virtue of paragraph (a), has effect with any necessary

modifications (and with any modifications specified in an order under section 185(7)).

(4) In this section “commencement day” means the day on which this Chapter comes into force.

Appendix B - Consultation

Cabinet Report Heading: To seek approval for the St James Barton Underpasses (The Bear Pit) to be made subject to a Public Space Protection Order (PSPO)

The following individuals/organisations have been consulted with and agree with the proposal:

Bear Pit Improvement Group (comprising People's Republic of Stokes Croft and Bristol Civic Society), Bear Pit Traders, Whitbread Group (owners of Premier Inn who own Haymarket Walk), Holiday Inn, 5102 Residents Association, Destination Bristol, Avon and Somerset Police, Bristol Bus Station, Incredible Edible Bristol.

All of the responses from these groups supported the PSPO in the proposed terms. There were some concerns around displacement and alcohol sales.

Concerns over displacement should be allayed by communicating that has not happened in the past and other areas likely to displace to are covered by DPPO.

Concerns over alcohol sales from within the Bear Pit can be allayed as any licence application will be heavily scrutinised due to high level of crime and ASB in area.

Bristol Bus Station requested that their premises be included in the PSPO. We have engaged with them over this request. Having, explained that the DDPO they are currently part of will become a PSPO and that we do not have evidence of NPS use in the Bus Station, they now indicate that they do not feel it necessary to be a part of this PSPO.

We also carried out a day long consultation with users of the Bear Pit. We spoke with 82 individuals who were commuters, customers, skaters, street drinkers, beggars, buskers and local residents. The three largest groups were Commuters (51%), Street Drinkers (14%), Customers (17%).

Overall, 82% of respondents supported the proposal. It was of note that 58% of the street drinkers and beggars supported the proposal.

The main reasons given for supporting the proposal were that people currently felt intimidated and unsafe, that alcohol and substance misuse was a bad thing and that a PSPO could help improve the area.

The main reasons for those who didn't support the proposal were around concerns of displacement, dislike of authority and not wanting to criminalise people.

Appendix D – Risk Assessment

Cabinet Report Heading: To seek approval for the St James Barton Underpasses (The Bear Pit) to be made subject to a Public Space Protection Order (PSPO)

Risk management / assessment:

<i>FIGURE 1</i>							
The risks associated with the implementation of the <i>(subject)</i> decision :							
No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
1	Displacement	High	Low	Other areas of historic displacement are covered by DPPO. We can use other enforcement tools at our disposal in other areas.	Medium	Low	
2	Negative publicity	Medium	Medium	Careful wording and ambit of PSPO. Comms Plan	Low	Low	

FIGURE 2

The risks associated with not implementing the (subject) decision:

No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation)	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
		1	Ability to tackle ASB hampered.		High	High	
2	Reputational damage – Council seen as being unable to tackle ASB	Medium	Medium	Comms Plan. Explain to partners why not implemented	Medium	Medium	

Cabinet Report/Key Decision Date: 4th April 2017

Title: Transport Capital Programme 17/18 – Department for Transport Block Funding	
Ward: Citywide	Cabinet lead: Marvin Rees, Mayor
Author: John Roy	Job title: Transport Assets Manager

Revenue Cost: £ Not applicable	Source of Revenue Funding: Not applicable
Capital Cost: £ £7.632million	Source of Capital Funding: Department for Transport (DfT) block grants - Integrated Transport £2.74million, Highways Capital Maintenance £3.46m, National Productivity Infrastructure Funding (NPIF) £1.105million and Incentive Funding £324k.
One off <input checked="" type="checkbox"/>	Saving <input type="checkbox"/>
Ongoing <input type="checkbox"/>	Income generation <input type="checkbox"/>

Finance narrative:

Table below sets out the Capital Grants proposed under the West of England Combined Authority (WECA) 17/18 draft budget, and the amounts to be paid from the Mayoral Fund to the constituent councils for Highways and Transport. This maintains the distribution to constituent councils as set out in the Roads Funding Announcement.

2017/18 Single Pot Capital Grants to Constituent Councils					
	Highways Maintenance	Highways Incentive	Productivity Investment	Integrated Transport	TOTAL
	£000's	£000's	£000's	£000's	£000's
Bath & North East Somerset Council	3,352	314	788	1,163	5,617
Bristol City Council	3,460	324	1,105	2,743	7,632
South Glos Council	4,516	423	1,010	1,277	7,226
					-
Mayoral Fund Total	11,328	1,061	2,903	5,183	20,475

Finance Officer: Tian Ze Hao Finance Business Partner, Place

Summary of issue / proposal:

To seek Cabinet authority to spend DfT Transport Block Grant funding, on the transport network in Bristol, which is a Key Decision.

Summary of proposal & options appraisal:

1. The DfT provide annual block grant funding comprises the following;
 - o Integrated Transport Block funding;
 - o Highways Capital Maintenance incentive and Formula funding;
 - o National Productivity Infrastructure Funding;
2. These grant funding blocks are annual capital funding streams that Bristol City Council, along with many other Local Authorities, has received for many years from the DfT. The exceptions to this are the Maintenance, both Incentive and Formula, which have only been current for the last two years. The National Productivity Infrastructure Funding (NPIF) is new funding from April 2017, having only been announced in Autumn Statement 2016 and actual amount confirmed in January 17;
3. In previous years these funding streams would have been included in the Council's Corporate Capital Programme reported to Cabinet. However with the formation of WECA all of these funding streams are being awarded to directly to WECA with the agreement that for financial year 17/18 the funds are passported back to each individual authority. The new funding mechanism now means that a Cabinet report is required to give authority to Bristol City Council to spend these block grants;
4. All streams of funding are to be used to support investment in the transport network, covering roads, footways, structures, drainage, street lighting, traffic signals etc;
5. The Transport Highways revenue budget has been reduced by total of £1.7m over the next three years. Capital funding in the transport network enables Bristol City Council to invest in its transport assets thereby reducing our annual revenue expenditure requirements.

Recommendation(s) / steer sought:

1. Cabinet approve the authority to spend DfT Transport block grant funding, on the Transport network in Bristol;
2. Cabinet delegate to the Service Director for Transport the decision, as to what specific projects and programmes, in consultation with the Cabinet Member for Transport, the DfT Transport block grant

funding will fund.

City Outcome:

- Keep Bristol working and learning - ensuring Bristol is open for business & encourages investment;
- Building successful places – enabling movement of people, goods and services within the city;
- Addressing inequality – connecting people where they live with jobs.

Health Outcome summary:

The investment in the transport network will ensure the transport network remains operational for public transport operators as well as pedestrians, disabled people and cyclists thereby encouraging and facilitating healthy activity.

Sustainability Outcome summary:

The investment in the transport network will ensure the transport network remains operational for public transport operators as well as pedestrians, disabled people and cyclists thereby encouraging and facilitating healthy activity.

Equalities Outcome summary:

Investment in the Transport Network improves access to, in and around the City thereby removing obstacles and potential discrimination against any of the protected characteristic groups.

Impact / Involvement of partners: We will work proactively with partners in the development of schemes.

Consultation carried out:

On individual schemes as they are developed. Regular briefings will be provided to Cabinet Member for Transport seeking guidance as what further consultation maybe required.

Legal Issues: No specific implications from this switch in funding source

Legal Officer: Joanne Mansfield, Lawyer

DLT sign-off	SLT sign-off	Cabinet Member sign-off
Strategic Director Place 14 th March 2017	City Director, 14 th March 2017	Cabinet Member Mark Bradshaw 13 th March 2017

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Exempt Information	NO

Appendix A - Further essential background and detail on the proposal

Department for Transport (DfT) Funding Blocks

1. Bristol City Council receives annual funding streams from the Department for Transport (DfT) for investment in Bristol's highway infrastructure network as follows;
 - a. Integrated Block – this is block funding provided for small transport improvement projects such as road safety schemes, bus priority schemes, walking and cycling schemes and transport information schemes.
 - b. Highways Capital Maintenance Block - This funding block is primarily for structural renewal of highway assets such as, but not exclusively limited to, roads, footways, bridges, drainage, lighting and signals. Maintenance expenditure, principally funded by revenue, is mainly for reactive purposes and covers repair of worn or damaged roads and facilities, either short term patching or a permanent replacement. Planned, preventative maintenance, funded by the Capital Maintenance Block primarily, is the most cost effective method of keeping our highway assets in good repair. Indeed the Asphalt Industry Alliance suggest that it is at least twenty times more expensive to patch and mend than it is to undertake long lasting repairs, with preventative treatments postponing such costly interventions and providing the option for more financially sustainable options to be planned;
 - c. Highways Incentive Fund – This block funding is an element of the Highways Capital Maintenance Block being a top slice. The purpose of this funding block is to incentivise local authorities to take up, and apply asset management principles, to their maintenance programmes to ensure that we achieve the greatest benefit from our allocated resources. It is awarded based on Bristol City Council's ability to demonstrate that it is using asset management principles and rewarding those authorities who have an asset management strategy. Please see section 5 below for further details on asset management;
 - d. National Priority Infrastructure Fund – this is a new allocation commencing from April 2017 and has not been awarded previously to Bristol City Council. This will fund projects that demonstrate a clear and strong contribution to economic growth and tackle congestion on roads ensuring the UK's transport networks are fit for the future.

Investing in Highway network

2. Bristol City Council has, as part of its recent Corporate Plan consultation, reduced from April 2017 the revenue funding available for carrying out reactive highway maintenance. One of the critical factors in making this decision, was the understanding and acceptance, of the need for continued capital investment in the highway infrastructure network. The programmes and projects primarily funded by funding blocks, detailed in b and c above, are informed by condition data and information for different highway assets. This data, along with the expert technical knowledge and expertise of officers, identifies the priority areas requiring investment

on the highway infrastructure network. Officers align these priorities with Mayoral and Corporate priorities but the primary focus for these two funding blocks, as recommended by the DfT, remains on continued investment in our highway infrastructure network and improving its condition. The highway network is critical to maintaining the economic prosperity of Bristol, and its place as the primary City in the southwest of England and wider sub-region, for residents, businesses and visitors to the City.

Consultation

3. As detailed in Cabinet report recommendation number 2, the authority for decisions, as to what programmes and projects will be funded by these DfT block allocations will be delegated to the Service Director for Transport in consultation with the Cabinet Member for Transport. As detailed above, sections b and c refer, the Highways Capital Maintenance and Incentive block allocations will be primarily prioritised using asset condition data and information aligned with both Mayoral and Corporate priorities.

4. Programmes and projects, to be funded by the two remaining block allocations, sections a and d above refer, being National Priority Infrastructure Fund and Integrated Block, will be subject to wider consultation with the Mayor and administration, local members, Neighbourhood Partnerships, public and businesses. Listed below are examples of projects and programmes that have been funded by these blocks in the past and also suggestions as to other projects or programmes that could be included in the future as follows;
 - Supporting transport infrastructure to the Arena and other major corporate projects;
 - Bristol MetroWest;
 - Casualty Reduction schemes;
 - Sustainable Drainage schemes;
 - Minor traffic schemes;
 - Public Right of Way improvements;
 - Rail Station Improvements;
 - Safer Routes to School projects;
 - Traveline;
 - Public Transport improvements;

Asset management

5. As noted previously the DfT are actively encouraging local authorities to use asset management principles in how they plan highway infrastructure maintenance programmes. Following these principles will ensure that the investment in our highway infrastructure network makes the most efficient and effective use of available funding. In addition the same principles are being adopted to ensure that Bristol City Council delivers revenue savings by the focussed capital investment in our highway infrastructure network.

6. Bristol City Council is starting from a relatively immature position with respect to the use of asset data, systems and processes. Significant early progress has already been made with a new asset management system, called CONFIRM, now operational and being used by the majority of services with the Transport Service. The reporting by the public of the majority of faults on our highway network is now being handled by this system, making response to such reports more streamlined and efficient. In addition to this officers are working proactively with other service areas outside of Transport e.g. Docks to see what further efficiencies maybe delivered by the use of our asset management system.
7. There are a number of milestones that officers are working on as follows;
 - a. Carrying out an Asset Management Maturity Assessment. This will identify the priority areas for improvement within the Transport Service;
 - b. Applying the learning from a above in terms of assessing, along with our knowledge on asset data and condition, how we should move forward. This will define our Asset Management Policy and Strategy. Officers will be consulting with the Mayor and his administration as this strategy evolves.
 - c. Carry out lifecycle modelling and Gap analysis for all of our existing highway infrastructure assets. This will show, based on the current and future levels of investment, what the lifecycle for those assets will be. This will be carried out in discussion with the Mayor and his administration but will need to be considered and reported to Cabinet. Decisions will need to be made as to the priority areas for continued investment and maintenance in our highway infrastructure network. Consideration will need to be made as to how this fits in within the Mayoral and Corporate priorities as well as the new West of England Combined Authority, Local Enterprise Partnership and business community.
8. Officers will be discussing the programme for how we move forward to a more mature position on asset management with the Mayor and his administration.

Appendix D - Risk Assessment:

FIGURE 1							
1. The risks associated with the implementation of the decision to spend DfT Transport block grant funding, on the Transport network in Bristol;							
No	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
1	If budget allocation for individual projects or programmes is insufficient then total funding available will be inadequate	High	Med	Budgets for projects and programmes will be reviewed monthly and re-profiled and aligned with both Mayoral, Corporate and statutory considerations are delivered first	Med	Low	Peter Mann, Service Director Transport
2	If projects or programmes are delayed then budget maybe at risk for those programmes or projects	Med	High	Budgets for projects will be reviewed on monthly basis and re-profiled to ensure Mayoral, Corporate and statutory considerations are delivered first	Med	Med	Peter Mann, Service Director Transport
3	If contractors are unavailable then projects and programmes cannot be delivered to time	High	Med	Transport Service has two Frameworks which it can call on for contractor delivery	Med	Low	Peter Mann, Service Director Transport

FIGURE 2							
The risks associated with <u>not</u> implementing the decision to spend DfT Transport block grant funding, on the Transport network in Bristol;:							
No	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
1	If budget allocations are not made then works cannot commence which will delay implementation of work programmes and projects	High	High	Officers will look to bring forward schemes which are more developed but may need to re-profile other projects and programmes into future years	High	Medium	Peter Mann, Service Director Transport

2	If budget allocations are not made then delays are likely to occur with contractors as work will be focussed later in the year	High	High	Officers will work with the supply chain to try and limit any delay through procuring works but the consequence maybe that projects and programmes have to re-profiled into future years	High	Medium	Peter Mann, Service Director Transport

Appendix E - Bristol City Council Equality Impact Relevance Check



This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

What is the proposal?	
Name of proposal	Department for Transport Capital Funding 17/18
Please outline the proposal.	<ul style="list-style-type: none"> • Cabinet support the recommendation to use DfT Integrated Block, Highways Maintenance Incentive & Formula and National Productivity Infrastructure Funding on investment in Bristol City Council's Transport Network. The actual detailed allocation of these individual funding streams to be delegated to the Service Director for Transport. Decisions to allocate this funding will be informed by asset management principles in line with guidance and advice from the Department for Transport; • All streams of funding are to be used to support investment in the transport network, covering roads, footways, structures, drainage, street lighting, traffic signals etc.
What savings will this proposal achieve?	<ul style="list-style-type: none"> • The proposal will not result in any savings albeit revenue savings have already been made for the fiscal year 17/18 based on the fact that there is increased investment in our transport infrastructure.
Name of Lead Officer	John Roy

Could your proposal impact citizens with protected characteristics? (This includes service users and the wider community)
<ul style="list-style-type: none"> • Investing in our transport network will provides a network that is sustainable and fit for purpose for residents, business and visitors to the City. The benefits of this are as follows; <ul style="list-style-type: none"> ○ Help to improve air quality in the city which will benefit all residents, but particularly those vulnerable groups such as the young, elderly and pregnant women who are more susceptible to the health damaging effects of airborne pollutants; ○ Ensuring bus priority measures remain operational which will help vulnerable groups who are more dependent on public transport; ○ Ensuring that transport links between areas of high deprivation to key employment sites and other facilities remain open and operational.
Please outline where there may be significant negative impacts, and for whom.
<ul style="list-style-type: none"> • There are no projected negative impacts for citizens with protected characteristics. However as each programme or scheme is developed further assessment will be carried out for each programme or scheme and this may result in full Equalities Impact Assessment being required which will highlight whether there are any significant impacts and what mitigations are being proposed. <i>Services are reviewed regularly so that any new infrastructure sites ensures there are transport links to and from areas of deprivation.</i>

Could your proposal impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
<ul style="list-style-type: none"> • This proposal will not impact staff with protected characteristics. Works to be delivered will be procured through an existing Contractor Framework. Where we require additional design services these will be

procured through an existing Professional Services Framework

Please outline where there may be negative impacts, and for whom.

- This proposal will not impact staff with protected characteristics.

Is a full Equality Impact Assessment required?

Does the proposal have the potential to impact on people with protected characteristics in the following ways:

- access to or participation in a service,
- levels of representation in our workforce, or
- reducing quality of life (i.e. health, education, standard of living) ?

Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.

No, however as each programme or scheme is developed further assessment will be carried out for each programme or scheme and this may result in full Equalities Impact Assessment being required which will highlight whether there are any significant impacts and what mitigations are being provided.

Service Director sign-off and date:

Cherene Whitfield 08/03/2017

Appendix F - Eco Impact Checklist

Title of report: Transport Capital Programme 17/18 - Department for Transport Block Funding				
Report author: John Roy, Transport Assets Manager				
Anticipated date of key decision: 4 th April 2017				
Summary of proposals:				
<ul style="list-style-type: none"> • Cabinet support the recommendation to use DfT Integrated Block, Highways Maintenance Incentive & Formula and National Productivity Infrastructure Funding on investment in Bristol City Council's Transport Network. The actual detailed allocation of these individual funding streams to be delegated to the Service Director for Transport. Decisions to allocate this funding will be informed by asset management principles in line with guidance and advice from the Department for Transport; • All streams of funding are to be used to support investment in the transport network, covering roads, footways, structures, drainage, street lighting, traffic signals etc. 				
Will the proposal impact on...				
	Yes/ No	+ive or -ive	If yes...	
			Briefly describe impact	Briefly describe Mitigation measures
Emission of Climate Changing Gases?	Y	+ve	Ensuring that the existing traffic network is fit for purpose will ensure the free flow of traffic in busy locations in a more efficient manner thereby reducing greenhouse gas emissions.	
		-ve	Construction of new facilities will result in the emissions of greenhouse gases, from the embedded carbon in new materials used, onsite machinery and increased traffic congestion during works.	Officers in transport will work with the Environmental Performance Team to identify opportunities for the reuse of materials and/or use of recycled materials in the construction of the scheme.
Bristol's vulnerability to the effects of climate change?	Y	+ve	Investing in the transport network will ensure that public transport operators, pedestrians,	Staff will work with the Strategic Resilience Officer to enhance the opportunities to improve the city's resilience.

			disabled people and cyclists are able to continue to use alternative modes of transport to the car thereby improving the resilience of the transport network due to reduced reliance on private motor transport. In addition continued investment in our flood and drainage network will mitigate the impacts of increased rainfall in recognition of Bristol as one of the top ten cities at risk of surface water flooding.	
Consumption of non-renewable resources?	Y	-ve	Construction of the new facilities will require the use of non-renewable materials	Officers in transport will work with the Environmental Performance Team to identify opportunities for the reuse of materials and/or use of recycled materials in the construction of the schemes.
Production, recycling or disposal of waste	Y	-ve	Development of the facilities will result in the production of waste products associated with construction.	Officers in transport will work with both the Environmental Performance Team and contractors to identify opportunities for the reuse of materials and/or use of recycling materials in the construction of schemes.
The appearance of the city?	N	+ve	Investment in the transport network will improve the appearance of the city removing the need to carry out continual and regular maintenance works.	
Pollution to land, water, or	Y	-ve	Works may cause	Works will be restricted to

air?			noise, dust, odour, or light pollution.	equipment, times and days that minimises the impact.
Wildlife and habitats?	Y	-ve	Planned works will take place on existing highway but there maybe some instances where verges or green corridors maybe affected e.g. lighting and bats	Officers will work with colleagues to mitigate any negative impacts

Consulted with:

Summary of impacts and Mitigation - to go into the main Cabinet/ Council Report

Investment in the transport network covers a wide range of works from resurfacing programmes, through projects and schemes to replace lighting columns replace bulbs with new LEDs, to repairs to bridges and other structures. Construction of these measures and others will have limited noise, dust, odour, waste and carbon emissions impacts. These will be mitigated by material and plant selection, efficient works scheduling, and working with air quality officers. The works are likely to have significant overall benefits by ensuring that the transport infrastructure continues to encourage the use of walking, cycling, public transport.

Checklist completed by:

Name:	John Roy
Dept.:	Transport Service
Extension:	07584140692
Date:	07/03/17
Verified by	Steve Ransom, Environmental Programme Manager

Title: Bristol Arena Contractor Appointment Value for Money Review and Further Options	
Ward: Windmill Hill and City wide	Cabinet lead: Mayor
Author: Stuart Woods/Alistair Reid	Job title: Project Director/Service Director Economy
Finance narrative: Please refer to Appendix A for detailed comments	
Finance Officer: Chris Holme, Service Manager Corporate Finance	

Summary of issue / proposal: To approve the award of the Pre Construction Services Agreement (PCSA) to Buckingham Group, seek approval for the commissioning of a Value for Money review and to undertake further indicative work as to the options as to what type, size and shape of arena that could be procured should a new procurement be required.

Summary of proposal & options appraisal:

- Bristol is the only core city without an Arena. Developments of this scale do require a significant public subsidy at the outset to enable the facility to be built.
- It is widely accepted however, that there are considerable economic and social benefits generated by such facilities in terms of attracting spending to the city and raising its profile. These economic benefits will be realised in Bristol and the sub-region. The lack of an Arena leaves the city without the necessary sized venue that all other major cities possess as part of their cultural infrastructure.
- The Arena project benefits from a site in the Council's ownership, a technical design (RIBA Stage 4), detailed planning permission and a 25 year operational agreement with an operator in place. Over £123m has been secured for the project. At this stage the Council has spent £9m on taking the project forward, and after several previous attempts to deliver an Arena in the city, the project is now more advanced than ever before.
- On January 11th 2017 the Council terminated its Pre Construction Services Agreement with Bouygues UK limited, leaving the project without a Contractor to build the scheme.
- The purpose of this report is to seek Cabinet approval to enter into a Pre-Construction Services Agreement with Buckingham Group.
- At the same time the report also seeks approval for the commissioning of a Value for Money review in order to assess the economic case for investment in the project
- It asks that the Strategic Director Place undertake further indicative work as to the options as to what type, size and shape of arena that could be procured should a new procurement be required.
- Finally the report seeks approval to bring forward Enabling Works and the pre-ordering of elements of work and to finance work on a proposed car park at 1-9 Bath Road.

Recommendation(s) / steer sought:

1. To approve the award of the Pre Construction Services Agreement (PCSA) to Buckingham Group in order to firm up current costings for the arena as currently proposed;
2. To authorise the Strategic Director for Place to undertake all negotiations and sign off the PCSA Contract in consultation with the Mayor as and when it is finalised;
3. To ensure that the PCSA process takes full advantage of value engineering options offered under the current arena project;
4. To commission an independent value for money review in parallel with the PCSA process in order to inform the economic case for any investment in the arena project;
5. To undertake further indicative work as to the options as to what type, size and shape of arena that could be procured should a new procurement be required;
6. To request that the Strategic Director for Place return to Cabinet following the conclusion of the PCSA, the Value for Money Study, and the review of options in order to allow Cabinet to take a view on how to proceed with the project in such a way as to seek to minimise additional costs and maximise VFM and the economic case for an Arena;
7. To approve Enabling Works and the pre-ordering of elements of work/materials yet to be specified (where there is a clear benefit in doing so) prior to the main building contract being signed;
8. To approve the allocation of £500,000 from the existing allocation to the scheme to finance further work on the proposed car park at 1-9 Bath Road; and
9. To return to Cabinet with options on the provision of a car park following the work referred to

above.

City Outcome: Bristol Arena is one of the Mayor's strategic priorities and commitments to the City. The Arena will serve as a catalyst for the development of the Bristol Temple Quarter Enterprise Zone (BTQEZ) in terms of spatial planning, creating jobs and generating economic and business rate growth.

Health Outcome summary: covered in previous cabinet papers

Sustainability Outcome summary: covered in previous cabinet papers

Equalities Outcome summary: covered in previous cabinet papers

Impact / Involvement of partners:

Key partners include the Local Enterprise Partnership (LEP) and Arena Island Limited (the Arena operator) who are providing significant funding to the project.

Consultation carried out: This paper has been reviewed by the Senior Leadership Team (28th February and 14th March). The Mayor and Cabinet Member have been briefed on the status of the project and were last briefed on 16th March 2017 and 13th March 2017. No external consultation has taken place.

Legal Issues

Legal advice supports the approach taken namely of appointing the second placed Contractor (Buckingham Group) as the Preferred Contractor and entering into a PCSA with them.

The PCSA does not commit the Council to enter into a building contract but to engage with Buckingham Group to seek to agree a target price for a building contract, the outcome will be reported to Cabinet for a final decision to proceed (or not).

Under the terms of the PCSA the Council may instruct Buckingham Group to carry out enabling works, including site preparatory works and ordering materials. By ordering enabling works through the PCSA the Council is not committed to proceeding into the main building contract. The enabling works are dealt with as a discrete package of works carried out under the PCSA.

Legal Officer: Nancy Rollason, Service manager, Legal Services and Deputy Monitoring Officer

Date: 27.03.17

DLT sign-off	SLT sign-off	Cabinet Member sign-off
Barra Mac Ruairí, Place Strategic Director	28.02.17 and 14.03.17	Mayor
Appendix A – Further essential background / detail on the proposal		YES
Appendix B – Details of consultation carried out - internal and external		NO
Appendix C – Summary of any engagement with scrutiny		NO
Appendix D – Risk assessment		NO
Appendix E – Equalities screening / impact assessment of proposal		NO
Appendix F – Eco-impact screening/ impact assessment of proposal		NO
Appendix G – Exempt and not for publication by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (Information relating to the financial or business affairs of any particular person (including the authority holding that information))' and 5 (Information in respect of which a claim for legal professional privilege could be maintained in legal proceedings').		YES

Bristol Arena Contractor Appointment, Value for Money Review and Further Options – APPENDIX A Further essential background / detail on the proposal:

Context

The purpose of this report is to seek Cabinet approval to enter into a Pre-Construction Services Agreement with Buckingham Group. At the same time the report also seeks approval for the commissioning of a Value for Money review in order to assess the economic case for investment in the project and asks that the Strategic Director Place undertake further indicative work as to the options as to what type, size and shape of arena that could be procured should a new procurement be required. Finally the report seeks approval to bring forward Enabling Works and the pre-ordering of elements of work and to finance work on a proposed car park at 1-9 Bath Road.

Recommendations put forward:

- 1) To approve the award of the Pre Construction Services Agreement (PCSA) to Buckingham Group in order to firm up current costings for the arena as currently proposed;
- 2) To authorise the Strategic Director for Place to undertake all negotiations and sign off the PCSA Contract in consultation with the Mayor as and when it is finalised;
- 3) To ensure that the PCSA process takes full advantage of value engineering options offered under the current arena project;
- 4) To commission an independent value for money review in parallel with the PCSA process in order to inform the economic case for any investment in the arena project;
- 5) To undertake further indicative work as to the options as to what type, size and shape of arena that could be procured should a new procurement be required;
- 6) To request that the Strategic Director for Place return to Cabinet following the conclusion of the PCSA, the Value for Money Study, and the review of options in order to allow Cabinet to take a view on how to proceed with the project in such a way as to seek to minimise additional costs and maximise VFM and the economic case for an Arena;
- 7) To approve Enabling Works and the pre-ordering of elements of work/materials yet to be specified (where there is a clear benefit in doing so) prior to the main building contract being signed;
- 8) To approve the allocation of £500,000 from the existing allocation to the scheme to finance further work on the proposed car park at 1-9 Bath Road; and
- 9) To return to Cabinet with options on the provision of a car park following the work referred to above.

The proposal:

1. Bristol is the only core city without an Arena. Developments of this scale do require a significant public subsidy at the outset to enable the facility to be built.
2. It is widely accepted that there are considerable economic and social benefits generated by such facilities in terms of attracting spending to the city and raising its profile. These economic benefits will be realised in Bristol and the sub-region. The lack of an Arena leaves the city without the necessary sized venue that all other major cities possess as part of their cultural infrastructure.
3. The Arena will serve as a catalyst for the development of the Bristol Temple Quarter Enterprise Zone (BTQEZ) in terms of spatial planning, creating jobs and generating economic and business rate growth.
4. The Arena project benefits from a site in the Council's ownership, a technical design (RIBA Plan of Work Stage 4), detailed planning permission and a 25 year operational agreement with an operator in place. Approximately £123m has been secured for the project. At this stage the Council has spent £9m on taking the project forward, and after several previous attempts to deliver an Arena in the city, the project is now more advanced than ever before.
5. On January 11th 2017 the Council terminated its Pre Construction Services Agreement with Bouygues UK limited, leaving the project without a Contractor to build the scheme.
6. The approach under the contract (NEC 3 Option C, Engineering and Construction target cost contract with an activity schedule where the out-turn financial risks are shared between the client and the contractor in an agreed proportion) is to work with the Contractor to achieve a Target Cost, expected to be within range of the agreed budget, before returning to Cabinet to seek approval to agree the main building contract with the Contractor. The Target Cost should have been agreed in October 2016 however BCC was unable to agree a cost with the previous contractor. A further cost plan was then commissioned.
7. AMION Consulting was previously appointed by Bristol City Council to prepare an economic appraisal for the proposed Arena scheme in support of an application for funding to the West of England Local Enterprise Partnership (LEP). It is anticipated that this investment will support significant employment benefits in the construction phase, including opportunities for businesses and residents within the West of England sub-region. As the scheme has grown in nature, and aligned with the proposed development of the University of Bristol, it is important

to ensure public investment remains value for money. To inform future decisions on investment an independent VFM review will be commissioned in parallel with the PCSA process.

8. It is possible that the approach to Target Cost setting through the PCSA will not be successful or could indicate a higher than anticipated cost. To alleviate this, further indicative work will be undertaken as to the options as to what type, size and shape of arena that could be procured should a new procurement be required.

APPOINTING A PREFERRED CONTRACTOR

9. The Council terminated the PCSA agreement with the previous contractor, Bouygues UK (BYUK) on 11th January 2017. This left the project without a Contractor to take the project forward. Officers took Queens Counsel (QC) advice on how then to proceed. There is an opportunity under the same procurement process to go to the second placed Contractor Buckingham Group, and appoint them as the Preferred Contractor for the project, rather than begin a new tender process. The preference is to adopt this approach as it is quicker and the estimated costs of delivering the project are less than retendering. The project took QC's advice in relation to termination BYUK's PCSA and the award of a new PCSA to Buckingham Group and this historical advice received from the QC is now included in Appendix G3 (Exempt).
10. As second placed Contractor, Buckingham Group have demonstrated their capability to take the project forward. This followed an extensive tender evaluation period involving the Council's project team including its consultants.
11. The PCSA period can begin when Cabinet approves the appointment of Buckingham Group, the contractual standstill period of 10 days has expired, and the final details of the PCSA contract are agreed between the Council and Buckingham Group. Buckingham Group can then provide Contractor consultancy services, building up a Target Cost with the Council. **If both parties can agree this Target Cost and agree the terms of the main building contract, Cabinet will then be able to decide whether or not to approve the Target Cost to enable start on site.**
12. The details of the Buckingham Group bid are commercially sensitive, but they have maintained the commercial position set out in their tender submission of December 2015 and satisfied all the Council's internal legal and financial checks,

with the decision to proceed with them approved by the Bristol Temple Meads East Phase 1 (BTME P1) officer Project Board.

13. A “reflections” exercise from the previous PCSA has begun, and this will be taken into the next PCSA to maximise the Council’s learning from the process.
14. The PCSA contract has been approved by the Council’s internal Commissioning Procurement Group.
15. Version 3.03 of the latest cost plan produced by AECOM, is appended to this report at **Appendix G1**. This is an indicative plan based on an estimate of the cost of the current design. As such it remains exempt and not for publication for commercial reasons.

OTHER OPTIONS

16. In mitigation against the possibility of the Target Cost not being at a level of affordability acceptable to the Council, a further set of options will be identified and appraised. This will include looking at the type, size and shape of an arena. It is likely that considerations will include, though not exclusively some or all of the following issues:
 - a. funding and financing routes;
 - b. delivery strategy and partners;
 - c. management and governance structure;
 - d. procurement strategy;
 - e. approach to statutory development control (Planning Consent),
 - f. building design, specification and size;
 - g. form of construction contract;
 - h. insurance and liability strategy, and
 - i. operational and maintenance model.
17. Given the high number of alternative development strategies, for brevity three main alternative options have been summarised below. These options will be compared and evaluated against the existing development. The merits of the alternative options would have to be assessed against the project in its current form.
18. Three alternative options with key considerations are:
 - a. Major redesign of the existing scheme to achieve capital cost reductions

- i. Retain Agreement for Lease and Arena Operator business case, based on the 12,000 capacity multi use Arena;
 - ii. Significant technical simplification, reduction in visual appeal and reduction in the quality of the visitor experience;
 - iii. New application for planning consent;
 - iv. New building contractor procurement exercise;
 - v. Programme and cost consequences;
 - vi. Redesign cost
 - vii. Building regulations compliance
- b. Lower the Arena audience capacity
 - i. Considerations as above and also;
 - ii. Attract the top international shows, artists;
 - iii. Rental value;
 - iv. Event revenue ;
 - v. Under the Agreement for Lease may result in the Arena Operator abandoning current Agreement for Lease
 - vi. Operator Procurement;
- c. Stop the project
 - i. The Council could decide not to proceed with the project. The Arena site would be available for development although the connecting infrastructure and public realm would still have to be funded and delivered.

REVIEW OF VALUE FOR MONEY

- 19.** AMION Consulting was previously appointed by Bristol City Council to prepare an economic appraisal for the proposed Arena scheme in support of an application for funding to the West of England Local Enterprise Partnership (LEP). It is anticipated that the investment will support significant employment benefits in the construction phase, including opportunities for businesses and residents within the West of England sub-region. As the scheme has grown in scope, and aligned with the proposed development of the University of Bristol, it is important to ensure public investment continues to offer value for money. To inform future decisions on investment an independent VFM review will be commissioned in parallel with the PCSA process.
- 20.** The approach previously adopted, and on which the proposed review may be based will be consistent with HM Treasury Green Book guidance. In assessing the costs of the project, consideration will be given to the anticipated capital costs associated with the development of the Arena (and associated infrastructure and

public realm works), alongside the ongoing financial projections relating to the operation of the Arena.

21. The assessment of economic benefits will include an analysis of the expected quantifiable outputs and outcomes in both the construction and the operational phase of the Arena. Alongside this, consideration will be given to the anticipated benefits of the Arena project in promoting the wider redevelopment of the Arena Island site, alongside catalysing wider activity across adjacent sites within the Temple Quarter Enterprise Zone. On this basis, the assessment could examine:
 - a. capital investment;
 - b. temporary construction jobs;
 - c. gross permanent jobs;
 - d. net additional jobs;
 - e. net additional Gross Value Added (GVA)¹;
 - f. key fiscal impacts associated with the anticipated uplift in business rates.

22. In addition to the above economic benefits, the assessment may also consider the wider, less easily quantifiable benefits that would be expected to be generated by the proposed development such as community and catalytic effects. Based on the analysis of costs and benefits, the value for the money of the Arena scheme will be calculated, focusing on key measures including the benefit cost ratio (BCR) and net present value (NPV).

CAR PARK AT 1-9 BATH ROAD

23. As part of the Agreement for Lease with the proposed operator of the existing scheme, the Council has to provide 200 parking spaces for the Arena operator packages. A temporary location for these is the Arena site where they are part of the Arena building contract.

24. Now that the Council is in the process of selling the Cattle Market Road site and part of the Arena site to the University of Bristol, a new site for these spaces now needs to be found. A previous options appraisal for the BTQEZ demonstrated that 1-9 Bath Road was the best site for a new car park to be located.

25. The Council's intention to build a car park (of up to 500 spaces) was set out in the March 2016 Cabinet paper, and is shown in the latest update of the Spatial Framework. This project will need to be financed separately from the Arena project and not delivered via the Arena main building contract.

26. Feasibility studies for 1-9 Bath Road are complete and show that a 500 space car park could be delivered on the site with payback expected within 20 years. There could be an opportunity to partner up with stakeholders in terms of capital funding, delivery, or allocation of spaces via permits. The current view is that it would be difficult to make this car park available to the public on Arena event days.
27. The car park needs to be open on Day 1 of Arena opening in 2020. Cabinet is asked to allocate funding from the current project allocation to enable the project to go forward. This request has been accelerated by the need to find a location for the car park spaces planned for the Arena site, which is now being purchased by the University of Bristol. The car park does not have planning permission and formal Cabinet approval will be sought for the project when it is sufficiently developed. To this end £500,000 of funding is required to take forward further feasibility work.
28. Further work is needed on taking forward options, which could include a smaller scale car park of only 200 spaces which would require a lower level of capital funding and risk but also a lower level of income.
29. The delivery of a car park near the city centre is contrary to Council policy on parking, which discourages city centre and BTQEZ car parking. Officers are currently examining the feasibility of a capacity neutral car park space exchange in the central area.
30. An option would be to sell the site to a private developer who would then build and operate the car park. This would reduce the initial capital outlay for the project from the Council, but make it very unlikely that the Council would then operate the car park. It could make it more difficult for the Council to control the build project (which has to be ready when the Arena opens), and the Council would have less influence over how the car park is used. This option has not yet been discounted.

ENABLING WORKS

31. It is proposed that a scope of Enabling Works be undertaken during 2017 to mitigate project cost and programme risks. The cost of these is set out in Appendix G4 (Exempt), which is commercially sensitive as it contains cost estimates for the work, which should not be made public.

- 32.** The scope of the proposed Enabling Works will be developed with the PCSA Contractor following their appointment. The criteria for undertaking enabling works will be that they offer one or both of the following benefits to BCC:
- i. They will provide additional information about the site prior to signing the construction contract. This information will reduce risk and associated costs.
 - ii. They are essential works that can be undertaken prior to the signing of the construction contract which will improve the value of the site and reduce the Arena construction programme duration and associated costs.
- 33.** These Enabling Works will be undertaken by the PCSA Contractor under the terms of the PCSA which allows works to be instructed under the same terms and conditions as the proposed main construction contract. This ensures market competition and full transparency of cost through the open book contract (NEC Option C Target Cost). In undertaking these works, BCC are in no way obliged to proceed into the main construction contract with the PCSA Contractor. BCC's obligations are limited to payment for the contracted and completed Enabling Works.
- 34.** The extent of Enabling Works undertaken will be dependent on the PCSA Programme; however the following list of activities are indicative of the type of works necessary to realise the benefits described above:
- b. Site Investigations and Design Approval
 - c. Specific ground and structural investigations
 - d. Test Piles
 - e. Pile Probing
 - f. Design samples and mock-ups
 - g. Site Setup and Preparatory Works
 - h. Hoardings, fencing, signage and gates
 - i. Site access and security setup
 - j. Site clearing, levelling and grading
 - k. Demolition and removal of concrete structures and obstructions
 - l. Temporary utility connections
 - m. Site preparation and drainage
 - n. Environmental protection measures / remediation
 - o. Construction of haul roads and laydown areas
 - p. Enabling Works to the A4 Bath Road wall and River Avon wall
 - q. Improvement works to the A4 slip road
 - r. Attendance to the St Phillips Footbridge Project on Arena Island

35. The extent of the works will be confirmed by the BCC Project Management Team in conjunction with the PCSA Contractor and the BCC Cost Consultant.
36. **Consultation and scrutiny input:**
37. **Internal consultation:**
38. This paper has been reviewed by the Senior Leadership Team (28th February and 14th March). The Mayor and Cabinet Member have been briefed on the status of the project and were last briefed on 13th March and 16th March 2017.
39. **External consultation:**
40. No external consultation has taken place.

Risk management / assessment:

FIGURE 1

The risks associated with the implementation of the PCSA decision :

No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (i.e. controls) and Evaluation (i.e. effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
1	Entering into PCSA - Risk of procurement challenge.(pre QC advice)	High	High	Advice received from Queens Counsel provided some confidence that the risk of challenge being successful was low.	Med	Low	BTME P1 Project Board.
2	Potential cost increases emerging . Council unable to sign building contract and thus construction cannot begin.	High	High	Review any cost increases with Contractor input and also seek alternative funding sources so that the project can proceed through target setting and return to Cabinet for a final decision prior to start on site.	Med	Med	BTME P1 Project Board.
3	Target Cost / Actual costs of the project exceed estimates.	Med	Med	Robust target setting process with Contractor. Involve Contractor in Value Engineering / Scope reduction work to reduce costs; Pain/Gain share in place to incentivise Contractor. VFM Exercise undertaken. Options considered	Med	Med	BTME P1 Project Board.

FIGURE 2**The risks associated with not implementing the PCSA decision:**

No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
2	Cost increases not addressed - Project either ends or is revised significantly. Delay in project delivery and loss of value of work completed to date.	High	High	Amended project with new procurement process. Revisit business case and stakeholder commercial relationships to reset requirement and brief.	Med	Med	BTME P1 Project Board.

Public sector equality duties:

An Equalities Impact Assessment has been carried out previously on the project.

Eco impact assessment

An Eco Impact Assessment has been carried out previously on the project.

Resource and legal implications:**Finance****a. Financial (capital) implications:**

The report seeks approval to commence PCSA dialogue with the Buckingham Group, following termination in January of the process with the original preferred bidder. The PCSA process, the cost of which is referred to in the exempt report (Appendix G2 Exempt), will facilitate greater cost certainty of the project. Approval to undertake the PCSA process does not mean agreement of the construction project. On conclusion of the dialogue, a report will be brought back to the Mayor in Cabinet, outlining the outcome of the dialogue process and the project target cost. The Mayor will consider progress of the development in accordance with the Council's duty of best value.

At the same time a value engineering exercise will be progressed to assess areas of possible cost reduction whilst maintaining within the parameters of the existing procurement process.

Cabinet agreed to progress the Arena venue scheme on the former Diesel Depot site in Temple Meads in January 2014, and £91m was incorporated into the capital programme, as agreed by Full Council in February 2014. The estimate was based on building cost

assumptions undertaken with the Council's cost consultants as part of the business plan for the development. In December 2014, a further provision of £9m was agreed as optimum bias on the build cost. The gearing between public and private investment at the time was 58/42%. It should be noted that this was for the Arena only.

Cabinet subsequently agreed an additional £28m for the wider Arena Island project in March 2016. That report made reference to the need for parking facilities but did not seek provision within the capital programme.

Provision for the Arena Island development, as agreed in the capital programme, is £123.5m, for the period 2016-22. In addition £8m of the £9m optimum bias reserve has been transferred to the capital investment reserve and earmarked for alternative purposes. £1m has been held in reserve as provision for liabilities that are not deemed to be wholly capital.

Funding of the currently agreed Arena programme is complex and subject to financial risks. It is based on some assumed capital receipts, planning contributions and operator contributions to the capital development. These cash contributions offset the need to borrow to fund the capital development costs. The report identifies some risk with assumed receipts from the disposal of the Cattle Market Road site. If this risk materialises there would be a bottom line long term revenue funding implication for the Council. Previous assumptions regarding income from the temporary use of the site have now been discounted in light of the recent decision to dispose. Community Infrastructure Levy of £8m, agreed as part of the financial support by Cabinet in March 2016 is deemed by officers realisable within project timescales, but as yet not wholly secured, and could be adversely impacted by any sudden downturn in the development market should prevailing economic conditions change.

The primary elements of the overall financing package, namely City Deal Funding through the Economic Development Fund (£53m) and Operator Income (£39m), are the capitalised value of revenue income streams over 25 years post completion of the scheme. The Council must fund the upfront development costs through borrowing. Availability of the Economic Development Fund is dependent on business rate growth across the sub-region's Enterprise Zones and Areas. If business rate growth is not as high as anticipated, then some of the £53m could be at risk.

With the potential for cost pressures and the funding risks outlined above, it is timely that the Council undertake a value for money review of the scheme in parallel with progression of the PCSA process. Major projects should be subject to periodic gateway reviews, including prior to investment approval. The independent review will reassess all financial costs, risks, and benefits. It will involve re-assessing all elements of this scheme including the proposed target costs, operator contract, wider economic benefits, other dependent

contracts and risks. It will review these with regard to their contribution to overarching strategy and desired outcomes, and will assess alternative procurement options, taking account of recommendation 5 of this report. It is intended to provide assurance for the Council, that a decision to progress the scheme is taken in line with its duty of best value. The details will inform the economic case and can be included in the supporting evidence for the investment decision.

Provision for up to £100,000 will be made from within the capital investment reserve to fund the review. The cost is estimated to be significantly below EU thresholds for procurement of these services.

Approval is also sought for the contractor to commence enabling works at the site. The estimated cost of these works is specified on the exempt agenda. Funding for these initial works will be from the agreed capital provision for Arena Island. There is a risk that such expenditure could become abortive if the project does not progress – in which case it would fall to be a charge to revenue.

Finally the report seeks approval for expenditure of up to £500,000, from within the existing Arena Island capital estimate, to assess options for development of a car park close to the Arena. A requirement of the operator agreement is for a minimum 200 spaces. Whilst officers preferred option is to develop the adjacent Bath Rd site there are a number of issues, including planning policy constraints that need consideration. The outcome of the options appraisal will be brought back to Cabinet for consideration, along with their capital financing implications and impact on the wider capital programme. Funding for the development of the car park is likely to be dependent on Council borrowing. It is then assumed that income from parking will be sufficient to offset both the operating costs and capital financing costs (interest on borrowing and minimum revenue provision.) The long term business case supporting this assumption will require further due diligence, and appraisal of operating options. There will be varying degrees of financial risk and reward associated with those options. Again any abortive fees would fall as a charge to the revenue account.

Advice given by Chris Holme, Interim Head of Corporate Finance

Date 27.03.17

b. Financial (revenue) implications:

As stated above, the financing arrangements for the Arena are complex and subject to a number of financial risks. The intention of the scheme from the outset was that the scheme would be revenue cost neutral for the Council. However previous reports have advised Cabinet that in the early years there would need to be a net subsidy as income from the Economic Development Fund and Operator Income would not meet financing costs. During

the projects lifecycle, as capital financing costs would generally remain fixed but operator income is index linked, income should over time exceed annual costs to the Council.

What this does mean that from 2021/22 onwards additional provision will need to be made within the medium term financial plan for the net revenue contribution. Previous reports have indicated a figure of up to £1.15m. Current financial modelling would suggest between £600-800k per annum for the period 2022 to 2025, based on the cost estimates above, then reducing to breakeven between 2028 and 2030 – based on annual uplift of the operator income in line with current inflation assumptions. However this will need to be reviewed in line with the amended operator lease agreement on sharing of business rate cost increases, and other liabilities, such as insurances which will fall as a charge to the Council. This medium term growth may need to be offset by future budget reductions.

Pending further options appraisal, revenue assumptions regarding the car park remain cost neutral.

Advice given by Chris Holme, Interim Head of Corporate Finance
Date 27.03.17

Comments from the Corporate Capital Programme Board:

None.

c. Legal implications:

Legal advice supports the approach taken namely of appointing the second placed Contractor (Buckingham Group) as the Preferred Contractor and entering into a PCSA with them.

The PCSA does not commit the Council to enter into a building contract but to engage with Buckingham Group to seek to agree a target price for a building contract, the outcome will be reported to Cabinet for a final decision to proceed (or not).

Under the terms of the PCSA the Council may instruct Buckingham Group to carry out enabling works, including site preparatory works and ordering materials. By ordering enabling works through the PCSA the Council is not committed to proceeding into the main building contract. The enabling works are dealt with as a discrete package of works carried out under the PCSA.

Advice given by Nancy Rollason, Senior Solicitor
Date 27.03.17

d. Land / property implications:

This report mainly addresses construction costs and contract matters. Construction will need to be completed to the agreed standard to enable completion of the operator lease, and thus secure that element of the funding. Part of the funding is dependent on achieving an optimum land value from the residue of Arena Island and Cattle Market Road sites. The net benefit ring fenced for the Arena Funding is at the top of the range of potential values indicated by the earlier external valuers' report. The costs assessed and used for that are based on desk top assessments so will be reviewed as detailed site investigations are carried out. The proposed transaction with University of Bristol (UoB), now approved by Cabinet, increases the prospect of achieving the full net value, but it has been made clear in the separate report to Cabinet of 7 March 2017 that there is a potential range which was reported as £11m - £16m.

The agreement with University of Bristol, which was approved by Cabinet and is expected to legally contract in April 2017, would commit the Council to legal transfer of the residue of Arena Island and Cattle Market Road sites. The residue of Arena Island, also known as the Phase 2 site, would cease to be owned by the Council probably in mid 2018. Thereafter, it would not be available to be used as the main contractor site compound. This does produce a pressure for the construction delivery and thus is a new potential cost pressure. The University, Contractor and Council will need to work together on construction coordination, including requirements for compounds and logistics, but also around the overall interface between adjoin sites and construction programmes. This report also confirm the need linked to the agreement with University of Bristol for commitment to a project to deliver a car park off the Arena Island site as the previous intention was for some parking requirements to be met on a temporary basis by constructing a car park on the Phase 2 land.

Advice given by **Robert Orrett, Service Director Property Services**

Date **27.03.17**

e. Human resources implications:

There is a Project Development Budget which covers staffing for the life of the project. Although most of the team is already in place further specialist staff will be required for a project of this scale including positions such as Construction Director, Design Manager and Commercial Manager.

Advice given by **Mark Williams, Place HR Business Partner**

Date **27.03.17**

**Cabinet Report for noting / information
2017**

Heading: Period 10 (end of January 2017) Finance Report for noting	
Ward: City Wide	Cabinet lead: Cllr. Craig Cheney
Author: Denise Murray	Job title: Service Director; Finance and s.151 Officer

Purpose of briefing, summary of issue / proposal:

To provide a progress report on the Council's overall financial performance against revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016. The report focuses on significant variances to meeting the budget in 2016/17 in order to take timely actions to deliver a balanced position at year end.

The Council is in a serious financial position forecasting a General Fund revenue outturn deficit of £11.6m before use of general reserves. This represents a net increase to the deficit of £0.6m since P9, being increases of £3.1m less decreases of £2.5m, from the Period 9 forecast. Efforts have been ongoing to address the deficit to ensure that we end the financial year in a balanced position, and minimise the impact on the 2017/18 budget.

The adverse movement in the deficit arises primarily as a consequence of increased projected outturn in the People Directorate of £1m which is detailed in section 13 of the report.

As outlined in previous reports, the Strategic and Service Directors have put in place a number of activities aimed at bringing the position closer to balance and details of the actual and potential impact of these actions are included in this report. It should be noted that as savings have been identified through the Corporate Savings Programme, and then validated, they have been secured by reducing relevant budgets across directorates. Therefore, net revenue service budgets have been reducing throughout the financial year.

In addition to the mitigating actions highlighted in previous reports, the Council continued its freeze on non-essential spend and the impact of this will be detailed in the provisional outturn report, which is scheduled to be considered by Cabinet in May.

There is currently a forecast underspend within the HRA of £3.4m, which has increased by £0.2m since period 9. Details of this are set out in Appendix A.

The ring-fenced Public Health service is currently forecasting an overspend of £1.1m, which is a reduction from £1.5m at period 9.

Capital spending in year is forecast to be £208.2m compared to the current budget of £214.6m, resulting in a forecast underspend of £6.4m. Movements in the capital programme have been identified, being primarily slippage from 2016/17 into 2017/18.

Recommendation(s) / steer sought:

That the Mayor:

1. Notes the contents of the Report and in particular the continuing seriousness of the General Fund financial position of £11.6m forecast outturn deficit, as at the end of January 2017. This represents a net increase to the deficit of £0.7m, from Period 9 forecast and is mainly the result of an increase in forecast expenditure within the People Directorate;
2. Notes the mitigating actions undertaken to bring the General Fund position closer to balance, as outlined at paragraph 11 of Appendix A;
3. Notes the total net movement in the Capital Programme from £224.3m to £214.6m, as outlined in paragraph 23 of Appendix A.

Finance Issues: This is a Finance Update Report and all financial implications are set out within the main body and Appendices to the report. .

Finance Officer: Denise Murray Service Director: Finance and S.151 Officer

Legal Issues: No significant legal issues are raised by the report. The recommendations are in accordance with the Council's constitution and financial regulations

Legal Officer: Nancy Rollason, Service manager, Legal Services and Deputy Monitoring Officer

Other Issues - Human Resources:

In line with the financial position and the mitigating actions set out in this paper (paragraph 13) a Section 188 notice was issued in August 2016. The S188 notice provided formal notification to Trade Unions that the scale of the potential workforce reduction was estimated to be up to 1000 Full Time Equivalent employees by 31 March 2017.

As previously reported, an initial voluntary severance opportunity was implemented through to the end of September 2016. Following responses to applications that have approved severance for 303 employees to date, further actions to close the budget gap are now being implemented. This includes the actions taken to further extend the Council's spending freeze on non-essential spending, including the recruitment of agency and permanent staff. While further review of service designs are likely to result in redundancies, we are seeking to avoid compulsory redundancies wherever possible.

Ongoing consultation with Trade Unions is being undertaken throughout the period of organisational change and restructure and we will seek to reach agreement with the recognised Trade Unions on how to mitigate the need to make any further compulsory redundancies.

If, after meaningful consultation and after mitigating actions have taken place, compulsory redundancies are unavoidable, employees will be given notice of dismissal in accordance with the Council's agreed policies.

DLT sign-off	SLT sign-off	Cabinet Member sign-off
Anna Klonowski [date]	Anna Klonowski [date]	Cllr Cheney [date]

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - internal and external	YES
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	NO
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Exempt Information	NO

Background

1. The Report provides information and analysis on the Council's financial performance and use of resources to the end of Period 10 of 2016/17. Council set its budget for 2016/17 on 16th February 2016 and this report focuses on forecast variances to meeting the budget for 2016/17, in order to take timely actions to deliver a balanced position at year end.
2. The Council continues to be in a serious deficit financial position, forecasting a General Fund revenue outturn deficit of £11.6m before the use of general reserves. This represents an increase in the projected overspend of £0.6m in the reported forecast position since Period 9 (£11m deficit). The provisional outturn for 2016/17 is currently being drafted for Cabinet's consideration, and the impact of mitigating actions taken throughout the year will be assessed in that report.
3. It should be noted that as savings have been identified through the Corporate Savings Programme, and validated, these savings have been secured by reducing relevant budgets across directorates. Therefore, net revenue service budgets have been reducing through the financial year.
4. In addition to the mitigating actions highlighted in previous reports, the Council continued its freeze on non-essential spends. Non-essential spend can be considered as all spend associated with activities that are not wholly and exclusively funded from; specific ring fenced grant, other external funding (cash neutral to the Councils General Fund) or funded from trading / operating income. The main exceptions are where failing to act would expose the council to a statutory, regulatory or legal risk or presents an imminent danger to the public and staff.
5. The actions were required not only to mitigate the forecast outturn deficit in this financial year but also to support delivery of a balanced budget for the 17/18 financial year.

A - Revenue Expenditure

6. The Council's overall annual revenue spend is managed across a number of areas:
 - a. The General Fund with a net budget of £345.8m, providing revenue funding for the majority of the Council's services;
 - b. The Dedicated Schools Grant (DSG) (£175m in 2016/17), which is ring-fenced for schools funding, overseen by the Schools' Forum, and managed within the People Directorate;
 - c. Public Health, a ring-fenced grant of £36.2m in 2016/17, must be spent to support the delivery of the Public Health Outcomes Framework and is managed within Neighbourhoods;
 - d. The Housing Revenue Account (HRA) of £151.0m gross spend in 2016/17, is

ring-fenced, and reported separately from the general fund, and is managed within Neighbourhoods.

7. Further details of the current spend position against budget is provided in the remainder of this section.

General Fund

8. Table 1 below provides a summary of how each directorate is performing against the general fund revenue budget for the 2016/17 financial year. Actions are in progress and further actions are being identified to manage and mitigate the identified budget pressures and risks. The Strategic and Service Directors are actively identifying proposals to minimise the gap, with all budget holders ensuring the forecasting is as accurate as possible.

Table 1: General Fund Forecast Net Expenditure

General Fund Revenue Budgets - Period 10			Forecast Outturn Variance (Under)/Over Spend £m	Forecast Outturn Variance at Period 9 £m
Directorate	Net Budget £m	Forecast Outturn £m		
People	206.3	221.3	15.0	14.0
Place	14.1	18.4	4.4	2.8
Neighbourhoods	68.1	65.6	-2.5	-2.1
Resources	24.9	28.2	3.3	2.8
City Director	6.9	6.5	-0.4	-0.3
Corporate Savings Programme (Net Budget)	-6.5	2.0	8.5	10.5
SUB TOTAL – SPENDING ON SERVICES	313.7	342.1	28.4	27.7
Other Budgets *	32.1	17.8	-14.3	-14.3
Released from Reserves	0.0	-2.4	-2.4	-2.4
TOTAL	345.8	357.5	11.6	11.0

*Other Budgets includes capital financing & borrowing costs, un-apportioned central overheads and contingencies.

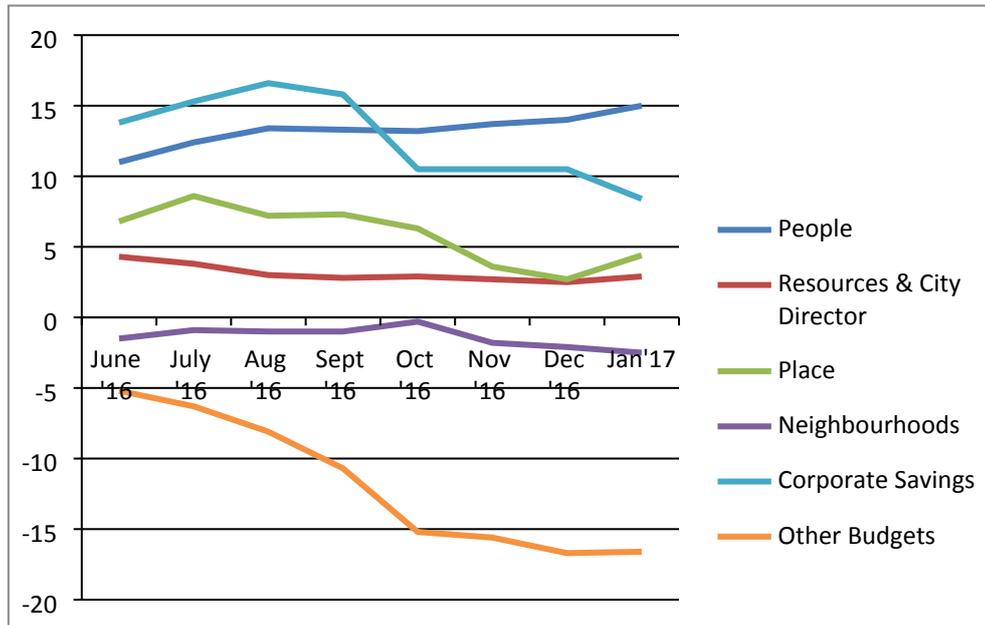
9. The above forecasts are based on actual expenditure to the end of January 2017 and Budget Managers' estimates of future spending for the rest of the financial year, as approved by each DLT. The net overall forecast outturn of £11.6m represents 2.7% of the General Fund net revenue budget.

10. Detailed analysis is provided at Annex 1A, with directorate details provided at Annex

1B to 1G. Budgets are profiled equally across the year, but spending profiles may be different.

11. The following chart provides a trend analysis of the forecast outturn, by directorate, reported since quarter 1, end of June 2016.

Chart 1: Trend Analysis of Forecast Outturn



13.1 People Directorate - £15m Forecast Overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
People Directorate	462.9	(256.6)	206.3

The People directorate pressures and overspend are largely within the early intervention and social care services and result from

- 1) New legislative requirements on local authorities which were unfunded in 2016/17 e.g. Children and Families Act
- 2) Demographic pressures including increase in numbers of older people and children unfunded in 2016/17
- 3) New unexpected pressures on the budget, e.g. accommodating Unaccompanied Asylum seekers
- 4) Delayed delivery of full savings due to market changes, in particular in Adult Social Care

The budget for 2017/18 approved in February addresses some of the social care pressures and new statutory demands on the authority. The directorate is working to mitigate impact of the above where possible and developing good demand management strategies but this has not had a sufficient impact on the outturn forecast for this year. The recent national Budget announcement of funding through Better Care to support Adult Social Care will also make an impact and enables us to work more

closely with NHS Commissioners and providers on future planning

There has been an increase in the projected overspend by £1m, since the period 9 (end of December 2016) report was presented to Cabinet. This represents an increase in the adverse budget variance of £1.77m from the reported position in Period 7. The summary below highlights the shifts per division

Movement in Variance (From period 7 to 10)	£ 000
Strategic Commissioning & Commercial Relations	(184)
Care & Support Adults	3,256
Care & Support – Children & Families	(75)
Education & Skills	223
Dedicated Schools Grant	(1)
Management - People	11
Early Intervention & Targeted Support	(1,456)
Total	1,774

Care & Support Adults - £8.6m Forecast Overspend

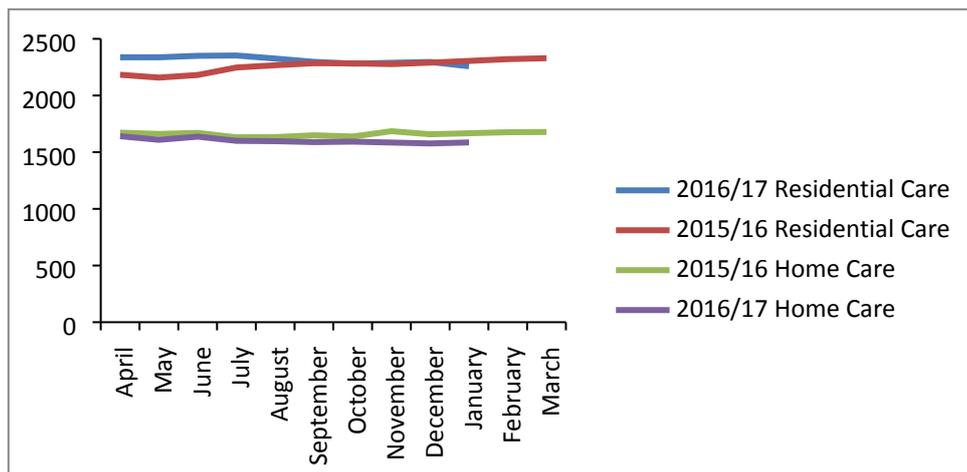
There are significant pressures in demand for services as set out above and specifically due to the increasing numbers of frail older people, people living longer with dementia and people living longer with lifelong conditions, which require significant input from health and social care services. Care packages for these people are provided based on eligibility identified in a statutory assessment of need and income.

Very significant work being undertaken to commission services differently is vital in supporting the delivery of a balanced budget. A better, more productive relationship with the local care market is envisaged. Recommissioning of Home Care, Residential and Nursing Care and Community Support Services are key to ensuring we have services which deliver value for money, increased quality and better outcomes for service users and carers.

There is also on-going work to manage demand through implementation of the three tier model of support to help people live more independently where appropriate, delaying or avoiding the need for high cost care. It is worth noting that the gross spending Care & Support Adult for Bristol in 2015/16 was £188.7m and the forecast gross spending in 2016/17 is projected to be £172.7million a reduction of £16m. Over the same period, the number of older and disabled adults receiving funded social care has reduced from 6,413 to 4,017 against a back drop of rising demand, increasing contacts to Care Direct and increased complexity associated with dementia and frailty.

In the current year the following tables set out the pattern of demand.

Chart 2: Trend in Monthly Residential and Home Care Activity



The forecast gross expenditure as at period 10 is £172.7 million. This equates to forecast net budget overspend of £8.63m, a net increase of £3.26m from the position reported in period 7. The key factors in relation to this increase are shown below and know factors amount to £2.986m and underlying new pressure of £0.280m

It is worth noting that the gross spending Adult Social Care for Bristol in 2015/16 was £188.7m and the forecast gross spending in 2016/17 is projected to be £172.7million and reduction of £24.7m. Over the same period, the number of older and disabled adults receiving funded social care has reduced from 6,413 to 4,017 against a backdrop of rising demand, increasing contacts to Care Direct and increased complexity associated with dementia and frailty.

Key factors contributing to shift in Overspend

- Adjustment for target savings still yet to be achieved (£1.46m*)
- £1m base budget transferred to Early Intervention and Targeted Support service which are provider services including community links
- Under recovery of property income of £450k added into forecast – this is where expected assets for people who fund their own care have failed to realise the anticipated value
- Delay in loading spend data for historic placements
- Increase in Bed and Breakfast payments of £0.075m

Mitigations

Following the restructure in Care & Support Adults, where teams are now linked to GP clusters, work has been completed to reorganise the budgets and create new Budget Managers at Team Manager Level. This will ensure more accurate forecasting and embed the link between activity and financial performance. When a placement is approved, then the Team Manager can ensure that the database is updated and the financial information will feed into monthly reporting.

Some of this overspend is offset by increased contribution from NHS towards users with long term mental health conditions (£1.0m) and an increase in level of contributions from service users in line with increases in demand.

Non delivery of savings

Homecare * £1.4million budget pressure

A series of 'Support and Challenge' meetings with main and secondary providers have been set up. These will monitor and performance manage the contract, set new and clear targets. This will oversee the uptake of new referrals at our lower rate, transfer of existing packages from higher to lower hourly rate as well as accelerating the maximising independence approach which is designed to reduce package sizes. Consideration is being given to holding any packages of care where two carers are required to deliver the personal care – for example where manual handling / turning is needed. There are potential high levels of risk holding this until assessed by a qualified handler and these are currently being quantified.

We have recruited two new providers as secondary providers. These homecare companies will provide services at our lower rates for care.

A significant cost pressure reported by providers is the cost of agency staff.

- I. BCC investment in 'Proud to Care' to support provider staff recruitment in Bristol,
- II. Use of BCC social media/ web presence to support our main and secondary providers to recruit staff.
- III. Council agreed recently to rate increase to ensure care providers are paying national living wage. This should encourage increased staff capacity in provider organisations, needed to take on the needed transfers of packages

We anticipate a positive impact of the proposed inflationary uplift on provider capacity and ability to recruit and pay care staff more and the incentive of this uplift being awarded only through good performance till end May 2017

Residential care * £7.6million Pressure

There is a positive trajectory in that there is a steady decline in the number of people being admitted into residential and nursing care. A significant portion of the directorate's budget overspend relates to price variance on placements. (See table below)

Table 1: Residential and Nursing Placements

Type	Budget Activity	Forecast Activity	Variance Activity	Revised Budget £000	Forecast £000	Volume Variance £000	Price Variance £000	Total Variance £000	Budget Average Cost £	Forecast Average Cost £	Variance Average Cost £
Residential	1,013.0	989.0	(24)	43,501	47,312	(1,027,713)	4,850	3,823	824	917	93
Nursing	777.5	779.8	1.9	24,887	28,561	(70,467)	3,721	3,651	614	702	88
Total	1,790.5	1,769	(22)	68,387,940	75,872,312	(1,098,180)	8,571,815	7,473,634	1,438	1,620	182

The Residential and Nursing placement table above highlights the price pressures in placement marketplace. The average adverse price variance per placement is £182 per week.

- i. The current forecast activity of 1,769 service users in placements is 22

- placements below the budgeted estimates for the financial year
- ii. The reduction in number of service users in placements has accrued an expenditure saving of (£1,098,180.)
- iii. The cost pressure per placement has resulted in the an extra expenditure of £8,571,815
- iv. The combined effect of the reduction in placement numbers and increase in cost equates to £7,473,634 budget variance

As we continue to roll out and embed the three tier approach, we anticipate this positive trajectory continuing with new referrals being offered tier one and or two services to prevent the need for high levels of care. In March, we started using the Dynamic Purchasing System to market placements into care homes. This means that providers, to be able to win a contract, will have to be price sensitive as it will be possible to compare the price for care between providers.

The council has used data and intelligence to commission more block contracts for the types of beds we need. as part of this exercise we have decommissioned less efficient block contracted beds and commissioned, in a different way, beds that we need – for example dementia care in residential services.

Other actions to be rapidly implemented

- Continuing Health Care reviews – a Social Worker in North and one in South will be responsible for attending these meetings. .
- Case Discussion Forum – Terms of Reference and timings to be agreed by 30th March. .
- No double handed care packages to start without being assessed by a Council OT, including hospitals. Double handed packages should go Reablement or assessed by a Council Occupation Therapy. An initial desk top OT review would be appropriate. Team Managers to be informed
- No requests to go Off Framework for Care Home placements apart from via Brokerage with a list of framework providers considered and cost. The Head of Service must be copied in to all requests.

Care & Support Children and Families - £3.5m Forecast Overspend

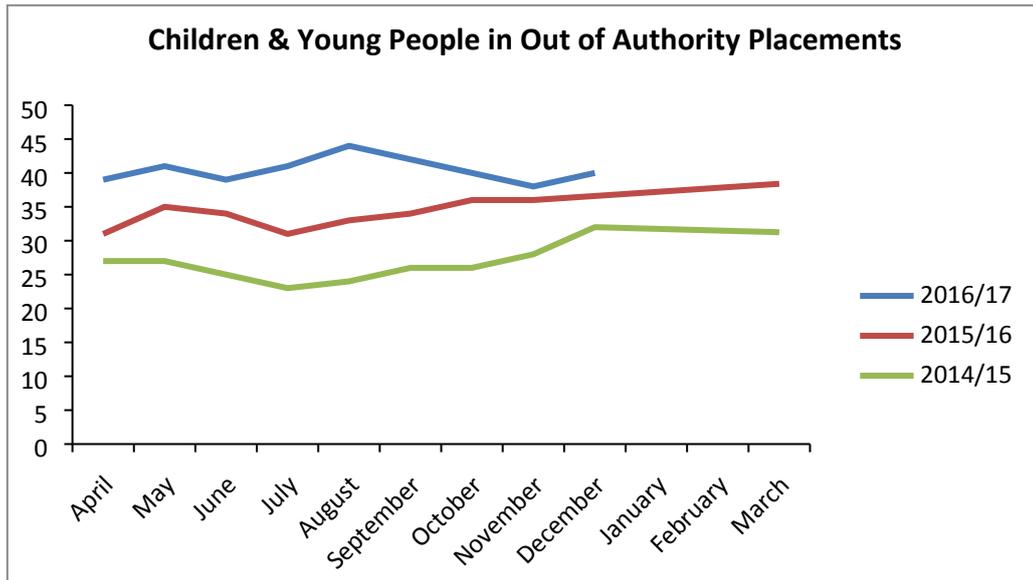
In the context of both a rising child population and increasing complexity of need in a number of cases, budget pressures are being faced in Children in Care.

Whilst the numbers of Children in Care have remained around 700 over the last five years, against a rising child population. The average unit cost has increased due to an increase in the number of out of authority placements from an average of 26 during 2014/15 to currently 38, resulting in a budget pressure of £2.3m

Key factors contributing to budget overspend;

Expenditures Types	Key Variances
Placements	£2.3million
In House Fostering	£1.9million
Asylum Seekers	£0.4million
Staffing Budgets	£0.7million
External Fostering and Other underspends	(£1.8m)
Total	£3.5million

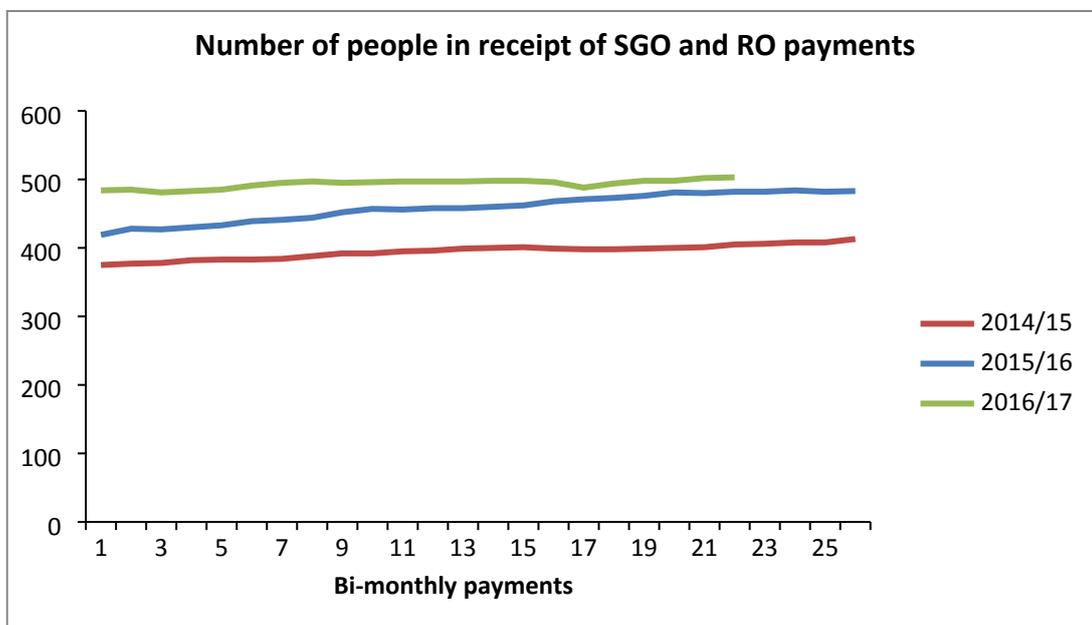
Chart 3: Children and Young People in Out of Authority Residential Placements



There also continues to be a significant pressure as a result of increases in special guardianship orders (SGOs) and residence orders (ROs). There has been a steady increase in SGO/RO over the last 4 years. Since 15/16 there have been an additional 79 placements at an average annual total cost of £706k.

The number in receipt of SGO's and RO's has increased from 375 in 2014/15 to just fewer than 500 in 2016, resulting in a budget pressure of £1.9m. There continues to be pressure on emergency accommodation costs and use of agency staff due to a 20% increase in caseloads. However these are balanced in part by some positive savings in the number of children in independent fostering placements and income received for adoption services

Chart 4: Increase in Numbers of SGO and RO Payments



Unaccompanied Asylum Seeking Children

Bristol has agreed to support an additional 10 Unaccompanied Asylum Seeking Children (UASC) as part of the National Transfer Protocol for UASC. A grant is paid to local authorities by the Home Office in relation to the age of the child for the period in which they are in care, this grant is not sufficient to cover the full costs of support required. This is forecast to cost Bristol City Council an additional £0.4m per annum.

Early Intervention & Targeted Support - £2.7m Forecast Overspend

The main areas of financial pressure within Early Intervention are in providing care for young people with Disabilities in the Preparing for Adulthood service. Preparing for Adulthood is a significant part of the Special Education Needs and Disabilities (SEND) Reforms contained in the Children and Families Act 2014. It requires us to support young people up to the age of 25 where previously they would have transferred to adult services at 18.

Preparing for Adulthood outcomes include independent Living; Community Inclusion; Health; Employment. Reinforces duty to plan and deliver improved transition into adulthood for disabled young people (also included in Care Act)

Bristol has a dedicated "Preparing for Adulthood" (PfA) team within our Birth to 25 Service, part of the Early Intervention and Targeted Support Division. The service brings together education, health and care professionals.

Emphasis of the PfA team is on positive transition, longer term planning and case work to develop independence, long term implications in terms of life chances (and expenditure)

Around 60 new young people move into the Preparing for Adulthood remit each year. The team has only been in existence for 3 years, so most young people are now 18-21. The team will not reach full capacity for another 4 years at which point those who are 25 and meet criteria, will move into adult services.

Budget stretched considerably as young people stay with us for longer, contributing to £3million overspends.

Good evidence of positive work being done by the team to promote independence and move young people out of costly residential provision or large support packages.

Small numbers, compared to older people but investment in each young person represents an investment to improve life time independence and done well, will produce savings over average 30 to 40 years.

Since 13/14 there has been an increase in spend of £4,296,009 (200%) and an increase in young people of 202 (a 300% increase). The increase in numbers is offset to some extent by the increased independence (and lower cost) of young people who have been supported for a year or more. This is in large part due to the efficiency of intensive Preparing for Adulthood input.

The main areas of financial pressure within Early Intervention are in providing care for young people with Disabilities in the Preparing for Adulthood service. This is currently showing a £2.7m overspend. There is currently insufficient budget provision to meet new responsibilities under legislation of the Children and Families Act requiring Local Authorities to support young people up to 25 prior to adulthood. Where a family is homeless but not deemed eligible under the Housing Act, we have a responsibility to

provide emergency accommodation for children of families under the Children and Families Act. Due to the increase in homelessness across Bristol there is a financial pressure of £0.6m in 2016/17 from supporting 37 families.

The budget overspends are in part offset by (£1.0m) underspends in Early Intervention – Adults. This is due to managing of vacancies and reduction in non-essential spend across provider services such as Bristol Community Links and Community Meals services and non-recurrent income relating to a service user in Concord Lodge funded by Continuing Healthcare

13.2 Place Directorate - £4.4m Forecast Overspend

2016/17 Budget	Gross Revised Expenditure £m	Gross Revised Income £m	Net Revenue Budget £m
Place Directorate	118.8	104.7	14.1

The directorate is reporting a £4.4m overspend against budget and this represents a movement in forecast of £1.5m since Period 9. However net expenditure is forecast to be £1.6m lower than last month.

Two significant budget adjustments had been made as a result of a previously reported RPZ capital refinancing decision. £0.7m relates to 16/17 capital financing costs for RPZ, and £1.1m for the savings achieved in relation to this refinancing decision.

Significant forecast variances in P10 consist of an £9.5m overspend within Property offset by surplus of £3.1m in Transport, £0.6m in Planning and £1.2m in Energy.

Economy – No significant variance

Energy – (£1.2m) forecast underspend

£1.3m is due to the decision to reallocate the use of grant income from Capital to Revenue which resulted in a one-off gain to the Revenue account this year. This means that the equivalent capital projects funding will be switched to prudential borrowing at an estimated annual revenue cost of £81k per annum.

Planning - (£0.6m) forecast underspend

In the Planning division there is a forecast underspend of (£0.6m) which is as a result of increased income within Engineering design team as well as increased income from Development Management fees and the impact of spend restrictions.

Property - £9.5m forecast overspend

This forecast overspend largely relates to a £7.9m shortfall in the delivery of the MTFs savings target (relating to 2015/16 and 2016/17), which broadly assumed savings in the following areas:

- Increased return on investment property holdings;

- Reduced running costs from the disposal of admin buildings;
- Reductions in facilities management costs.

As previously reported there is a £0.6m overspend on Facilities Management relating to under-recovery on internal trading income targets for corporate waste management activities. There is also a historic overspend in Business Rates of £0.6m for Junction 3 and M Shed.

These pressures are partly off-set by some savings achieved as a result of the spending freeze since November, particularly in relation to buildings / property maintenance. This management instruction has resulted in a £82.5k forecast saving on the centralised R&M budgets under the property division for 16/17 and potential savings of £152k for the aggregate non-centralised budgets under other strategic directorates.

Transport – (£3.1m) forecast underspend

The forecast underspend in Transport of (£3.1m) has decreased since period 9 following the budget adjustments relating to the savings achieved by refinancing of loans for Residents Parking £1.8m. In addition, there has been £0.2m of additional income in Parking Services bringing the net position in Parking Services to (£2.1m). Savings in Concessionary fares are currently forecast to be under budget (£0.2m) based on the latest passenger data.

The remaining underspend is a result of (£0.2m) savings from Supported bus services, (£0.2m) savings in controllable spend in Highways services, mainly as a result of the spending freeze on road maintenance budget since November; (£0.3m) in Strategic City Transport and (£0.2m) improved net position in Signals and Lighting, reduced by additional costs in Park and Ride services of £0.2m.

13.3 Neighbourhoods – (£2.5m) forecast underspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Neighbourhoods	323.8	(255.7)	68.1

The Neighbourhoods directorate is reporting a forecast underspend of (£2.5m) as at the end of Period 10 compared to an underspend of (£2.1m) forecast at the end of Period 9 which represents a movement of (£0.4m). The main constituents of this movement are as follows:

- There have been savings of (£0.1m) in Citizen Services
- There have been savings of (£0.1m) in Waste
- There have been savings of (£0.2m) in Neighbourhoods and Communities

The largest elements of the (£2.2m) forecast underspend are a (£1.2m) underspend in Neighbourhoods and Communities and a (£1.0m) underspend in Waste

Citizen Services: £0.2m forecast overspend

2016/17	Net Budget £m	Forecast £m	Variance £m
Citizen Services	12.3	12.5	0.2

Although the movement since period 9 in the forecast for the Citizen Services division is (£0.1m) there are a number of emerging issues which are of individual value greater than £0.5m and therefore are worthy of comment.

Income from Overpayment of Housing Benefit:

An amount of £0.5m has been included in the period 10 forecast in relation to the Council's target for collection of overpaid Housing Benefit for which there is a budget of £2m. In December 2016 it was decided to increase the weekly maximum amount we would try and collect from these debtors to ensure we hit the target. However, this has not yet had the impact it was hoped for. Given the current monthly amounts we are recovering it would seem prudent to anticipate recovery of £1.5m in, which will result in the loss of budgeted income of £0.5m, and this is being further investigated.

Bad Debt Expense:

Within Citizen Services there is a budget for bad debt relating to Housing Benefits of £450k and in previous financial years this budget has not been spent, resulting in a large underspend to the General Fund. Work to finalise the forecast against this budget for 2016/17 is ongoing and may again result in a significant underspend.

DWP Audit:

The audit of the 2015/6 Housing Benefits Subsidy Claim has now been concluded and the Council will have to repay £518k of subsidy back to the DWP. There will be request made to draw this amount down from reserve BX088 that has been set aside for Audit adjustments.

Waste: (£1.0m) forecast underspend

2016/17	Net Budget £m	Forecast £m	Variance £m
Waste	27.4	26.4	(1.0)

Waste Disposal is forecasting a surplus of (£1.0m), due to one-off accrued expenditure from the previous year which is no longer required.

The forecast surplus in Waste has increased by (£0.1m) since period 9 due to additional income from sale of scrap metal; this is the last income due to the council before the service moves under the control of Bristol Waste Company

Neighbourhoods & Communities: (£1.2m) underspend

2016/17	Net Budget	Forecast	Variance
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	£m		£m
		£m	
NH & Communities	14.1	12.9	(1.2)

Neighbourhood management.

This Service is forecasting an underspend of (£523k), mostly due to the effect of the current spending freeze on Neighbourhood Partnerships (£298k) but also because of underspends in the Neighbourhoods Admin and Business Support team (£70k) due to higher than expected funding from Public Health; Stapleton road project (£74k) and Community Development operations (£46k).

Parks and Green Spaces.

This Service is forecasting an underspend of (£457k), partly (£237k) due to increased income at Cemeteries and Crematoria and partly due to reductions in planned expenditure as a result of the current spending freeze.

Libraries.

This Service is forecasting an underspend of (£184k), mostly due to the delayed installation of 'extended access', which is a one-off saving for this year. The predicted underspend has not increased due to the spending freeze as the only discretionary spend is on books and the book fund has already been allocated this year.

Public Health – General Fund (Sports): (£0.3m) underspend

2016/17	Net Budget £m	Forecast £m	Variance £m
Public Health GF	1.7	1.4	(0.3)

This forecast remains unchanged since period 9

Housing Options: (£0.3m) forecast underspend

2016/17	Net Budget £m	Forecast £m	Variance £m
Housing Options	12.7	12.4	(0.3)

This forecast remains unchanged since period 9

13.4 Resources - £3.3m Forecast Overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Resources	39.3	(14.4)	24.9

The Resources Directorate is reporting an increase to the forecast overspend of £0.5m and this mainly relates to the movement of budgets with forecast savings linked to them being moved to the Corporate Savings Programme as noted in paragraph 13.6. Full details are shown in Appendix A. The main variance within Resources is within the

ICT Service, which has been offset by savings in other areas. The overspend against budget for ICT relates to additional hardware and maintenance costs (£2.8m) and software development service increases (£1.3m) as a result of growth in additional demand for license costs. This is in part as a result of investment in new technology and digital developments.

13.5 City Director – (£0.4m) Forecast Underspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
City Director	10.6	(3.7)	6.9

The forecast underspend for P10 has increased from P9 by £0.1m to £0.4m. This is as a result of the spending freeze which has provided further forecast savings within the Innovation fund and Mayors office.

13.6 Corporate Savings Programme - £8.5m Forecast Overspend

There has been a reduction of £2.m against the forecast pressure in the change programme expenditure since period 9 which relates to £0.3m due to the freeze on expenditure and £1.7m relating to removing the final budgets for identified savings from service budgets for 16/17. This will increase forecasts in service budgets where these budgets were linked to a forecast saving.

At the beginning of the financial year, the Council had a savings target against the Change Programme of £34.7m, which comprised £15.2m undelivered savings from 2015/16 and £19.5m relating to 2016/17. For the purposes of this report, we have shown a net figure. The following table provides estimates of the forecast savings delivery as at end Period 10 (January 2016).

Table 3: Summary of Net Corporate Savings Programme Budget Position

	£m
2016/17 Change Programme Savings	19.5
2015/16 Undelivered change programme savings	15.2
TOTAL	34.7
Less:	
Savings Identified/Secured to address the gap	(15.8)
Release of Contingency	(6.3)
TOTAL TO BE IDENTIFIED	12.6
Overspend against change programme expenditure	1.2
Less: Use of forecast capital receipts to fund transformation activity	(5.3)
TOTAL CHANGE PROGRAMME	8.5

The Council has initiated a Council Wide programme of activities and work streams to specifically focus on delivering the savings needed in the current financial year. This has included:

- A review of all spend against corporate budget lines resulting in reduced budgets across areas such as staff expenses, conference and training budgets, printing etc.;
- A review of all vacancies to delete any vacant posts that are no longer required, resulting in budget reductions;
- All services and directorates developing and preparing savings proposals for delivery through the remainder of this financial year;
- A contingency was included in the original programme to mitigate against risks of non-delivery of savings or savings double counts. This has been released;
- A review is underway of all the Council's service directorate earmarked reserves;

Within this budget line, there is investment required to facilitate the delivery of some of the savings. There is a current forecast overspend of £1.2m against these items, which includes the delivery of IT solutions.

13.7 Other / Corporate Budgets – (£14.3m) Forecast Underspend

The forecast underspend in Period 9 has increased to £14.3m. The main budget in this area is the capital financing budget of £19.3m. It is currently forecast that this budget will be underspent by £10.6m as a result of re-profiling of the capital programme and a further adjustment to the forecast further to the amendment to the Minimum Revenue Provision Policy (agreed at Full Council on 13th December 2016). This area also includes certain contingency budgets and other expenditure budgets of a corporate nature, including expenditure on levies.

The Council receives S31 grant each year to cover various business rate reliefs. The budget for this financial year was assumed to be £1.0m. The latest forecast indicates this is likely to be £3.0m in this financial year, which is £2.0m above the budgeted amount. This is reflected in the forecast for Other / Corporate Budgets.

Included within the forecast is income from the Port Dividend of £2m. We have now been informed that the actual income will be c£2.6m and this is now reflected in the forecast for Other/Corporate Budgets.

The general contingency included in other budgets stands at £2.8m. This is held as a contingency to cover miscellaneous cost pressures across all service areas. As previously reported, to date £1.1m has been set aside to cover the forecast cost of workforce court ruling, support to the Children's Service as part of the Ofsted Improvement Plan and to support the Corporate ERP Project.

Therefore, the remaining contingency is reduced to £1.7m and it is assumed that this will be required by the end of the financial year.

Ring-fenced Accounts

Dedicated Schools' Grant (DSG) - £4.5m Forecast Overspend

12. In 2016/17, the Council will receive £175m Dedicated Schools' Grant, which is ring-fenced and passported through to fund schools, with an element retained centrally by

the Council to provide a range of support to Schools. Schools that have transferred to academy status receive their funding directly from the Department for Education – this amount to a further £137.9m.

There continues to be pressures against the high needs block, which is forecast to be c£5.2m in the financial year, which includes brought forward pressures from 2015/16 of £1.9m. In response to national concerns regarding High Needs funding, the Government has recently announced a one off grant to Local Authorities to help find solutions to the funding challenge.

13. The service is undertaking significant level of work in conjunction with the Schools Forum in order to manage this budget:

- a) In April the top up rates were reviewed and reduced across mainstream schools which has been followed by a further reduction in September, generating a total annual saving of £2.1m;
- b) an inclusion panel has been created with the aim of reducing pupil exclusions – as a result there have only been two secondary exclusions in term 1 compared to seventeen in the same period in the previous academic year;
- c) Special school and Pupil referral unit budgets have also been reviewed, top up and site specific rates have been cut by 5% which will generate an annual saving of £600k, further work is planned to continue review of special schools and also resource bases.

14. Any deficit on the DSG at the year-end would need to be carried forward - thereby creating a further pressure for the DSG in future years.

15. Public Health – ring fenced grant: £1.1m overspend

2016/17	Net Budget £m	Forecast £m	Variance £m
Public Health	0.0	1.1	1.1

The ring-fenced Public Health service is currently forecasting an overspend of £1.1m, which is a reduction from £1.5m at period 9. This is mainly due to a government in year cut to the grant of 7.6% in year during 2015/16 and further 2% cut to the grant this year. As a reduction in the grant was anticipated, Public Health are planning to manage this overspend to prevent impact on service delivery through the Public Health reserves built up for this purpose. The reserve currently has a balance of £4.8m and is as a result of underspends in previous years. Therefore, there is no impact on the general fund of this overspend in this financial year, however the service is currently undertaking a thorough financial review to ensure that delivery is brought within the new budget envelope, reflecting key priorities.

16. Housing Revenue Account (HRA) – (£3.4m) underspend

The following is a summary of the HRA budget position as at the end of Period 10.

Table 5: Housing Revenue Account Budget Forecast

HOUSING REVENUE ACCOUNT - Period 10	Gross Exp £m	Gross Income £m	Revised Net Budget £m	Forecast Outturn £m
Strategy, Planning & Governance	24.7	-131.3	-106.6	-108.0
Responsive Repairs	47.4	-17.4	30.0	30.5
Planned Programmes	18.0	-1.3	16.7	14.6
Estate Management	16.3	-2.2	14.2	13.8
HRA Financing & Funding	44.7	-0.5	45.7	45.7
HOUSING REVENUE ACCOUNT TOTAL	151.0	-152.8	0.0	-3.4

There is currently a forecast underspend within the HRA of £3.4m, which has increased by £0.2m since period 9. This is the result of the following:

- Savings released in Strategy, Planning and Governance and Estate Management through employee reductions and review of training and stationery budgets;
- Identification of a further £0.4m income from energy efficiency schemes
- The Investment Review Plan (in response to imposed rent reductions planned for the HRA) has changed the paint programme in planned programmes resulting in a £1.9m saving against budget, although it should be noted that contractor issues have led to some delays which account for some of the underspend. A housing procurement specialist is being recruited who, when in post, should significantly reduce the risk of procurement delays and enhance contract management generally.

There is a pressure of £0.5m in Responsive Repairs due to greater than budgeted cost of relets repairs, however, contractor spends are being reviewed so this pressure is expected to reduce.

Any under or overspend at the year-end will increase or decrease the HRA Reserve and therefore this does not impact on the General Fund. However, the HRA Business Plan has been recalibrated to take account of the impact of the 1% rent reduction and other proposed government changes and to reflect what is likely to be a very financially challenging future.

B - Managing Savings

17. To ensure that there is transparency and clarity in relation to the source of savings (from which department and service area from which the saving is to be delivered) and avoid any possible double counting etc., we are monitoring savings using a single savings tracker. This will be reported under each directorate and will be risk assessed for full delivery within the planned timescales.

C - Reserves

18. The general reserve is set annually as part the budget process in the context of the

risks to which the Council is exposed. The balance on the General Reserve is £20m and at present the Service Director: Finance is taking all appropriate actions to avoid any utilisation in 2016/17. This will be kept under constant review.

19. At the start of the financial year the Council had general fund earmarked reserves of £106m. Some of these reserves will be spent during this financial year and others will be earmarked for specific purposes with spend to be incurred in future years.
20. Where reserves are identified as no longer required for the purpose that they were earmarked, they will be released to the Operational Reserve and made available to mitigate the financial pressures in this financial year. A total of £2.4m has so far been identified that could be released from reserves and this has been included in the forecast reported in Table 2 and the full movement on reserves will form part of the Outturn report.

D - Capital Programme

21. The capital programme changes during the year as the phasing of schemes is reviewed and the notifications of additional schemes and resourcing are received (to the extent that these projects are fully funded). The Capital Board (an officer working group) oversees the coordination of the Capital Programme, ensuring that projects are delivered within their allocation of funding and planned timescales. As at the end of Period 10, there is a forecast underspend for the year of £6.4m. Monitoring indicates that capital spending in 2016/17 will be £208.2m compared to the latest approved budget of £214.6m. It should be noted that this is primarily slippage and will increase costs in 2017/18.

The following table sets out the forecast of spend by Directorate. Additional detail is provided at Annex 2.

Table 6: Capital Programme Forecast Expenditure & Financing

	Period 9 2016/17 Budget	Capital Budget Adjustments	Period 10 2016/17 Combined Budget	2016/17 Forecast Outturn	2016/17 Forecast Outturn Variance	2016/17 Actual Spend to Date
	£m	£m	£m	£m	£m	£m
People	40.7	0.0	40.7	37.1	(3.6)	22.5
Place	87.7	(4.1)	83.6	81.8	(1.8)	49.2
Neighbourhoods	10.9	(1.2)	9.7	9.1	(0.6)	6.5
Resources	11.7	0.5	12.2	12.2	0.0	9.1
City Director	7.0	(6.2)	0.8	0.6	(0.2)	0.6
Housing Revenue Account	56.0	0.0	56.0	52.7	(3.3)	38.0
Corporate	10.3	1.3	11.6	14.7	3.1	14.5
Totals	224.3	(9.7)	214.6	208.2	(6.4)	140.4
Finance By:						
Prudential Borrowing			82.0	81.9	(0.1)	
Capital Grants			62.7	59.7	(3.0)	
Capital Receipts			0.4	0.4	0.0	
Revenue Contributions			13.5	13.5	0.0	
Housing Revenue Account (Self-Financing)			56.0	52.7	(3.3)	
TOTAL CAPITAL FINANCING			214.6	208.2	(6.4)	

22. The actual capital spend to the end of Period 10 is £140.4m (65% of Combined Budget). Whilst historic trends indicate that capital spending increases towards the end of the financial year, the level of forecast spend to date (31st January 2017) is low compared to the current budget for the financial year. Projected spend to the year end, based on a pro-rata basis, would be £168.5m or 79% of the current budget (75% as at Period 9).

23. During Period 10, there has been a number of technical adjustments resulting in the budget for Period 10 decreasing from £224.3m to £214.6m, a total reduction of £9.7m. These were primarily reprofiling from 2016/7 to 2017/18. Notwithstanding this, as at the end of January, there is a further forecast net underspend against this year's Capital Programme of £6.4m. The following is a summary of the significant variances.

24. Neighbourhoods – (£0.6m) Forecast slippage

Bristol Operations Centre – (£0.5m) forecast slippage

While spend over the life of the budget is forecast to budget, £0.5m of budget is will be re-phased from 2016/17 into 2017/18, to match current forecast expenditure to reflect updated programming of contract award dates and subsequent activity.

25. Housing Revenue Account – (£3.3m) Forecast underspend/ slippage

£2.8m of the forecast underspend is due to issues affecting 3 new-build sites, including contractor liquidation, construction issues and procurement delays.

There is a forecast under spend of £970k under Heating installations, where access to properties is an ongoing issue and a further £100k reduction in spend on replacement TRV's (radiator valves) is caused by the same issue.

For the External High-rise Block Cladding schemes, an additional amount of £280k has been forecast to be spent, covering agreed additional works to be completed.

There is a £130k forecast saving in the Replacement Lift Programme due to procurement delays with issue of contracts.

26. People Directorate Services – (£3.6m) Forecast slippage

Last month it was reported that there were pressures related to the Education Capital Programme and also the transformation programme in Care Management. The managers have been closely monitoring the actual and forecast expenditure against the revised budget, with further work ongoing to review budget profiles and project spend across the life of the projects. At present the Directorate is forecasting slippage into 2017/18 of £3.6m. This primarily relates to capital expenditure paid for by schools.

27. Place Directorate Services – (£1.8m) Forecast Underspend

The Directorate is reporting a (£1.8m) underspend against budget for 2016/17 financial year which consists of forecast underspend of £4.9m in Energy, £1.5m in Economy / Major project and £0.2m in Planning whilst Transport and Property are forecasting overspend of £4.3m and £0.5m respectively. This represents an overall movement of £3.4m since Period 9.

Economy – (£1.5m) forecast slippage

There are underspends against 2016/17 budget profile for the following projects:

Kingsweir & Torpoint Flats (£0.3m), Housing Delivery Enabling Schemes (£0.3m), ASEA (Avonmouth and Severnside Enterprise Area) Infrastructure (£0.2m) and Colston Hall (£0.3m).

Housing Delivery Enabling Scheme commuted sums are for the 'provision of affordable homes' secured from developers through s106 agreements. This expenditure will now take place in Q1 in 2017/18.

With regard to Kingsweir & Torpoint Flats, contractors are on site and the Public Open Space works are now substantially completed. Due to anticipated snagging and weather issues, works are expected to be completed in 2017/18.

Energy – (£4.9m) forecast underspend

£2.9m of this underspend relates to the treatment of the Warm-Up Bristol trading accounts that sit across both capital and revenue and will balance to zero at the end of the year. Please note, this underspend is currently expected to be return back to central government in 16/17, therefore it is anticipated that the overall underspend variance in P11 will reduce by this amount.

£1.2m of this relates to ELENA grant funding, where the project is now complete and we are now awaiting final payments.

£1.3m relates to a number of different heat network projects carried forward to 2017/18 and will be fully spent in that year, mainly on Temple Gate works that are now

commencing in April following delays to Highways commencing their related Metrobus works. This has been partially offset by £0.2m Wood Fuel Station unbudgeted costs from previous years.

The above has been partly offset by a forecast overspend of £0.3m re: Carbon Trust where income from the revolving fund needs to be recognised.

Planning – (£0.2m) forecast underspend

There is a £0.2m forecast underspend on Planning projects partially due to resources being prioritised on Corporate projects with external funding eg CAF/MetroBus.

Property –£0.5m forecast overspend

Chatsworth Homes (North Bristol Pool Project) variance from budget profile of £0.5m is due to additional costs of achieving the standards required by LABC, Fire Certification and H&S (est £0.3m). The cause of the remaining variance is being investigated and appears to relate to prior years costs.

In addition the forecast spend for Ashton Court Estate Lower Lodge refurbishment exceeds the budget profile by £1.m. This work is fully grant-funded and the budget will be amended to reflect the works undertaken.

Transport – £4.3m forecast overspend

An increased spend against budget profile is now forecast for AVTM (£5.2m) and North Fringe (£0.7m) as the spend profile of major contractors is now better known, following a period of uncertainty and risk of delay during 16-17. The budget profiling request has now been submitted for P11. Some major risks to progressing works (and therefore spend) have been mitigated. Spend rates have been updated, and forecasts adjusted to reflect this.

Spend is £0.8m ahead against budget profile for the current financial year on the Bus Shelter Replacement project as the MetroBus Programme didn't slow down the delivery of the Shelter Replacement Project as was originally envisaged.

The Cycle Ambition Fund has an in year re-profiled forecast overspend of £0.7m; Local Enterprise Zone – (£2.7m) behind budget profile across RIF TQEZ projects including Temple Circus due to delays with the procurement of contracts leading to delays to work starting on site.

Capital Receipts

28. The level of 2016/17 Capital Receipts target to support 2016/17 general fund revenue transformational schemes is £5.3m. The disposal programme has now achieved general fund gross cash receipts of £11.1m year-to-date.

29. Please note the capital receipts targets used to support general fund revenue transformation schemes under the MTFP are set to be: £5.3m in 16/17, £11.3m in 17/18 and £6.3m for 18/19 onwards.

Capital Financing

30. The capital financing assumptions are detailed in Table 6 above. As part of the overall review of the capital programme already referred to, the capital financing assumptions and the future revenue implications will be kept under review. However, with a programme of this size, it is unlikely that there will be future underspends on the capital financing budget, and therefore the contribution being made towards the 2016/17 forecast outturn variance should be assumed to be a one-off position.
31. The current capital financing assumptions exclude anticipated capital receipts of £5.3m. As set out in the Full Council report of the 13th December 2016 new flexibilities allow these receipts to fund revenue transformational activities. This will mean that these receipts will no longer be available in 2016/17 to finance this proportion of the Capital Programme.
32. Included in the General Revenue Fund is a capital financing budget of £19.3m, which is currently forecasting an underspend of £10.6m, an increase of £6.5m from the previously reported underspend of £4.1m. The additional savings are in relation to:
- Full Council approved a change to Minimum Revenue Policy (MRP), the minimum amount that the local authority should set aside to repay future debt at its meeting on the 13th December. As set out in the report, this change resulted in a reduction of £4.3m to assist with mitigating the current revenue budgetary pressures;
 - Higher dividend income than expected (£1.1m) from the Bristol Port Company;
 - The delay of taking borrowing while the authority has liquid investments and interest rates remain at low levels has reduced the authorities net borrowing costs and along with a review of the Corporate contribution for PFI schemes has resulted in a reduction of costs (£1.1m).

E – Managing Income

33. Collection rates for both business rates and council tax are broadly on target for 2016/17. A report on the Collection Fund position was presented to Full Council on 17 January 2017. This estimated the surplus on the council tax element of the Collection Fund to be £4.6m (Bristol City Council share £3.9m) and on the business rates element an estimated surplus of £13.2m (Bristol City Council share £6.5m). These figures include an estimated year end position for 2016/17 along with adjustments relating to previous financial year. The in-year Collection Fund position for 2016/17 indicates an estimated surplus on Council Tax of £3.7m (Bristol City Council share £3.1m) and a deficit on business rates of £5.3m (Bristol City Council share £2.6m). The deficit on business rates is due to the volatility around the appeals provision. This is monitored on a monthly basis, but the final position will not be known until year-end. As the surplus position on the Collection Fund for 2016/17 has now been agreed and built into the base budget for 2017/18, any adjustment to this figure will not impact on the budget until 2018/19.

34. The Council has received applications from a number of health care trusts for mandatory charitable rates relief. In line with advice from the Local Government Association, all claims have been rejected and, to date, no counter applications have been made. The trusts are continuing to pay their business rates. The Council is also aware of an application from a telecommunications company to have their telecommunication network transferred from the local rating list to the central list, with a potential for a backdated refund. There is also a major appeal from a local power station, where officers deem risk of reassessment by the VOA to be high. Officers are in contact with the Valuation Office but currently very little information is available to the Council as Billing Authority.
35. The council currently has a total of 35,528 outstanding debts. Of the £29.1m outstanding debt included in Table 8, the top 20 debtors, ranging from £0.1m to £2.05m amounts to £7.8m of the debt, or 27% of the total outstanding debt. A detailed analysis is set out in Annex 3 of this appendix.
36. At the end of each financial year, the Council is required to calculate a bad debt provision based on its level of outstanding debt, The amount of provision required is dependent on the age of the debt, with all debt over 2 years, being 100% provided for. The current bad debt provision (as at 31st March 2016) is £11.8m. Based on the current level of debt in table 8, if no further action is taken, the required bad debt provision is estimated to be £15.3m. Single, large debts can have a disproportionate impact on the provision required. However, action will continue to be taken between now and the end of the financial year to ensure that the value of outstanding debt is reduced.

Table 7 – Outstanding Sundry Debt Analysis by Directorate

Directorate	Outstanding Value £000's	Average Value £
People	16,439	1,310
Resources	638	1,176
Neighbourhoods	3,344	364
Place	4,912	1,497
City Director	284	20,313
Corporate & Other	3,582	1,638
TOTALS	29,199	822

F - Treasury Management

37. No borrowing has been undertaken to date during 2016/17. Net debt (borrowing less investment) has increased by £12m between the 31st October to 31st January 2017 from £284m to £296m due to expected changes in grant income.
38. The average level of funds available for investment purposes during the first nine months of the year was £0.160m. The return for period was 0.58% compared to the recognised benchmark of 0.23% (7 day Libid average for period).
39. The 2016–2019 Treasury Strategy identified a medium term borrowing requirement of £0.150m to support the existing and future Capital Programme. The Council's agreed policy is to defer borrowing while it has significant levels of cash balances (£118m at December 2016, £70m estimated for March 2017). The authority is planning on borrowing £20m during the year at a preferential rate from the PWLB that expires on the 31st March for the Bristol Temple Meads East Regeneration (Arena) scheme with the net financing costs contained within the existing capital financing budget. No further borrowing is anticipated in the current financial year unless rates are expected to rise significantly from their current position to enable the authority to reduce its exposure to interest rate risk.
40. The Council has complied with all treasury management legislative and regulatory requirements during the period and all transactions were in accordance with the approved Treasury Management Strategy.

G – Bristol City Council Owned Companies

41. The amount of loans / investments as at the 31st January 2017 is set out below:
- Bristol Holding Company - £15.3m
 - Bristol is Open - £0.350m

Period 10 Budget Monitoring - Summary

	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
People									
Strategic Commissioning & Commercial Relations	16,931	21,483	4,552	20,611	20,257	19,054	(1,204)	(43)	19,097
Care & Support - Adults	92,777	103,781	11,004	102,297	111,327	119,960	8,633	1,572	118,388
Care & Support – Children & Families	36,212	39,963	3,751	43,338	43,441	46,875	3,434	(80)	46,955
Education & Skills	5,344	163	(5,181)	7,509	6,408	7,168	759	33	7,135
Dedicated Schools Grant	79	1,113	1,034	0	95	95	0	0	95
Management - People	(28)	1,515	1,543	(26)	(33)	672	705	(8)	679
Early Intervention & Targeted Support	20,671	21,168	497	23,436	24,803	27,472	2,669	(293)	27,765
Capital - People	0	3	3	0	0	0	0	0	0
Total People	171,986	189,189	17,203	197,165	206,298	221,295	14,997	1,181	220,114
Resources									
ICT	7,129	12,872	5,743	8,384	8,514	12,214	3,701	(325)	12,539
Legal and Democratic Services	5,309	8,019	2,710	7,362	6,356	6,702	346	117	6,585
Finance	3,482	5,152	1,671	6,341	4,152	4,100	(53)	(38)	4,137
HR & Workplace	4,942	6,014	1,073	6,728	5,876	5,230	(646)	41	5,189
Total Resources	20,860	32,057	11,197	28,815	24,898	28,246	3,348	(204)	28,450
Neighbourhoods									
Citizen Services	10,231	13,815	3,584	13,143	12,270	12,482	212	(398)	12,880
Waste	22,798	30,801	8,003	27,548	27,345	26,388	(957)	(143)	26,531
Neighbourhoods & Communities	11,799	12,843	1,044	14,319	14,094	12,930	(1,164)	(541)	13,472
Women's Commission	4	3	(1)	5	5	5	0	0	5
Public Health - General Fund	1,418	1,799	381	2,474	1,688	1,420	(268)	(253)	1,673
Housing Options	10,638	12,678	2,040	13,730	12,699	12,412	(287)	(57)	12,469
Total Neighbourhoods	56,888	71,940	15,051	71,219	68,102	65,638	(2,465)	(1,392)	67,029
Place									
Property	(6,298)	3,471	9,769	(7,493)	(7,601)	1,905	9,506	237	1,668
Planning	323	(828)	(1,151)	324	382	(257)	(638)	(186)	(70)
Transport	8,482	(2,602)	(11,084)	16,107	11,733	8,671	(3,062)	(1,260)	9,931
Economy	4,552	6,853	2,301	6,163	5,455	5,404	(51)	(31)	5,435
Economy - ABS Team	1,518	1,860	343	2,020	1,788	1,661	(127)	1	1,661
Energy	1,917	(42)	(1,959)	3,124	2,297	1,058	(1,239)	(295)	1,353
Total Place	10,494	8,712	(1,782)	20,244	14,054	18,443	4,389	(1,534)	19,978
City Director									
Policy, Strategy & Communications	2,790	3,054	265	2,802	3,223	2,815	(408)	(6)	2,821
Bristol Futures	2,319	842	(1,478)	1,664	1,506	1,391	(115)	(14)	1,405
Executive Office Division a	1,788	1,712	(76)	2,025	2,145	2,262	116	(99)	2,361
Total City Director	6,897	5,608	(1,289)	6,490	6,875	6,468	(407)	(119)	6,587
CORPORATE SAVINGS PROGRAMME TOTAL	(5,865)	6,387	12,252	(16,304)	(6,478)	1,969	8,447	201	1,768
SERVICE NET EXPENDITURE	261,260	313,893	52,632	307,630	313,749	342,059	28,310	(1,867)	343,926
Corporate Expenditure	21,812	12,288	(9,524)	37,807	32,067	17,824	(14,243)	2,513	15,311
RELEASED FROM RESERVES	0	0	0	0	0	(2,400)	(2,400)	0	(2,400)
TOTAL REVENUE NET EXPENDITURE	283,073	326,181	43,108	345,437	345,816	357,483	11,667	646	356,837

HOUSING REVENUE ACCOUNT SUMMARY

	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
Housing Revenue Account									
Strategy, Planning & Governance	(88,944)	(116,981)	(28,037)	(103,803)	(106,623)	(107,972)	(1,349)	0	(107,972)
Responsive Repairs	25,046	22,833	(2,212)	30,113	30,040	30,508	468	(80)	30,588
Planned Programmes	13,933	10,027	(3,906)	16,965	16,703	14,567	(2,136)	(135)	14,702
Estate Management	11,831	8,448	(3,383)	11,031	14,187	13,774	(412)	(33)	13,808
HRA - Funding & Expenditure	11,616	0	(11,616)	13,939	13,939	13,939	0	0	13,939
HRA - Year-end transactions	26,461	0	(26,461)	31,754	31,754	31,754	0	0	31,754
Total Housing Revenue Account	(57)	(75,672)	(75,615)	(0)	(0)	(3,430)	(3,429)	(248)	(3,182)

RING FENCED PUBLIC HEALTH

	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
Public Health	(3,291)	4,461	7,753	29	29	29	0	0	29
Total Public Health	(3,291)	4,461	7,753	29	29	29	0	0	29

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Strategic Commissioning & Commercial Relations

Services provided by Strategic Commissioning & Commercial Relations

Practice lead for commissioning and procurement for the Council. Commissioning, contract management and QA for commissioned adults services and some children social care services. Shareholder and client support for companies the council owns.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
111	Joint Commissioning (Adults)	759	590	(169)	506	909	839	(70)	11	828
112	Joint Commissioning (Children)	3,309	718	(2,590)	3,968	3,970	3,734	(236)	(42)	3,777
115	Contracts & Quality	12,101	19,012	6,911	15,196	14,470	13,631	(839)	(29)	13,660
117	Service Director- Sp&C	762	470	(292)	942	908	596	(312)	18	578
119	Companies	0	39	39	0	0	0	0	0	0
191	Project Management & Support	0	653	653	0	0	254	254	0	254
Total Strategic Commissioning & Commercial Relations		16,931	21,483	4,552	20,611	20,257	19,054	(1,204)	(43)	19,097

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	7,551	8,421	870	8,955	9,006	9,019	13	20	8,999
2	Premises-Related Expenditure	0	36	36	1	0	5	5	1	4
3	Transport-Related Expenditure	17	481	464	30	21	51	30	(2)	53
4	Supplies & Services	735	2,244	1,509	704	882	2,441	1,559	1	2,440
5	Third Party Payments	12,155	32,262	20,107	13,566	14,579	13,483	(1,096)	(45)	13,528
6	Transfer Payments	0	(42)	(42)	0	0	0	0	0	0
7	Support Services	185	628	442	318	223	316	93	61	255
Expenditure		20,644	44,031	23,386	23,575	24,711	25,316	605	36	25,280
9	Income	(3,713)	(22,548)	(18,834)	(2,963)	(4,454)	(6,262)	(1,809)	(79)	(6,183)
Income		(3,713)	(22,548)	(18,834)	(2,963)	(4,454)	(6,262)	(1,809)	(79)	(6,183)
NET Expenditure		16,931	21,483	4,552	20,611	20,257	19,054	(1,204)	(43)	19,097

Notes

The Strategic Commissioning forecast outturn has been reduced by £708k which represents the payment to Ernst and Young for fees and some salary costs of the project management team. This pressure is to be transferred to Business Change at the end of the financial year, though in the long term is to be covered by savings generated. There is a one off saving for 2016/17 against the Supporting People budget for payments to external providers of (£487k) and also (£0.3m) saving against contracts for Drugs and Alcohol support services. The variance of £1.6m on Supplies and Services is due to expenditure on the Children's Community Health services project which is offset by (£1.6m) income from Health. Overall, Strategic Commissioning is forecast to underspend by (£1.2m) due to one off savings that represent the early achievement of 2017/18 savings.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Care & Support - Adults

Services provided by Care & Support - Adults

The service's key function is the provision of support services for adults aged 18 plus including care, support and safeguarding for those people in our communities who have the highest level of need and for their carers.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
141	Complex Case/Transitions/AMHP	28,382	34,073	5,691	30,938	34,059	36,495	2,436	485	36,010
142	Front Door Services / Hospitals	26,443	26,952	509	27,190	31,726	35,286	3,560	43	35,243
143	Strategic Safeguarding	1,232	888	(344)	1,469	1,479	1,195	(284)	(16)	1,212
144	Area Community Teams/Care Brokerage/SI	26,586	32,702	6,116	30,314	31,903	36,388	4,486	1,046	35,342
145	Reablement, Intermediate Care & Regulated Services	9,256	8,792	(463)	11,321	11,107	9,847	(1,260)	9	9,838
146	Technical Specialist Mental Health/PSW	878	373	(505)	1,064	1,054	748	(305)	6	742
Total Care & Support - Adults		92,777	103,781	11,004	102,297	111,327	119,960	8,633	1,572	118,388

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	19,955	18,455	(1,501)	22,542	23,941	22,197	(1,744)	352	21,845
2	Premises-Related Expenditure	328	102	(226)	395	393	207	(186)	5	203
3	Transport-Related Expenditure	233	221	(12)	280	280	262	(18)	(0)	262
4	Supplies & Services	2,460	2,258	(202)	3,098	2,953	3,233	280	176	3,057
5	Third Party Payments	90,167	102,246	12,079	99,359	108,200	120,389	12,188	1,297	119,092
6	Transfer Payments	11,403	15,447	4,044	10,460	13,683	17,248	3,565	164	17,084
7	Support Services	287	231	(56)	344	344	382	37	23	359
Expenditure		124,834	138,960	14,127	136,478	149,795	163,917	14,122	2,016	161,901
9	Income	(32,057)	(35,179)	(3,122)	(34,182)	(38,468)	(43,958)	(5,489)	(444)	(43,514)
Income		(32,057)	(35,179)	(3,122)	(34,182)	(38,468)	(43,958)	(5,489)	(444)	(43,514)
NET Expenditure		92,777	103,781	11,004	102,297	111,327	119,960	8,633	1,572	118,388

Notes

There are significant pressures due to unachieved savings targets and pressures in demand due to an ageing population and increasing numbers of frail older people, people living longer with dementia and people living longer with lifelong conditions, which require significant input from health and social care services. There is a significant overspend on care packages which is shown by a £12.2m overspend on third party payments and a further £3.6m on transfer payments. This is due to overspend on residential and nursing care £5.3m, home care £1.4m, Community Support services £3.2m and Direct payments £1.4m. There is a significant underspend on employees across the division of (£1.7m) and greater income of (£5.5m) forecast due to increased income from Service User contributions (£2.1m), Direct Payment clawbacks (£1.2m) and Health for Continuing Health care contributions and Better Care Fund income. Further work is currently underway examining the contribution from Health, and there is a risk that further surpluses may need to be repaid to the CCG. This forecast does not take into account any potential write offs for bad debts not yet realised.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Care & Support – Children & Families

Services provided by Care & Support – Children & Families

This service provides and commissions targeted and specialist services to children, young adults, and families in Bristol. These services aim to meet the needs of children where universal services alone will not ensure their well-being.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
153	Quality Assurance, BSCB	1,199	1,079	(121)	1,434	1,439	1,421	(18)	(20)	1,441
154	Area Social Work (North)	1,584	1,769	185	1,893	1,901	2,135	234	9	2,126
155	Area Social Work (East/Central)	2,430	2,353	(77)	2,888	2,916	3,566	651	13	3,553
156	Area Social Work (South)	1,623	1,690	66	2,026	1,948	2,070	122	40	2,030
157	Placements Service	5,775	5,829	55	6,917	6,922	6,316	(606)	(4)	6,320
158	Looked After Children & Aftercare	21,313	25,230	3,916	25,429	25,576	28,582	3,006	(101)	28,682
159	Children & Family Support - Management	976	926	(51)	1,171	1,171	1,167	(4)	(3)	1,170
15A	Safeguarding and Area Services	1,312	1,089	(222)	1,581	1,568	1,618	50	(14)	1,632
Total Care & Support – Children & Families		36,212	39,963	3,751	43,338	43,441	46,875	3,434	(80)	46,955

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	14,266	14,931	665	16,796	17,106	17,794	688	23	17,771
2	Premises-Related Expenditure	177	194	17	297	212	212	0	(62)	274
3	Transport-Related Expenditure	448	371	(78)	515	538	441	(97)	(20)	461
4	Supplies & Services	1,577	2,010	434	1,909	1,892	2,346	454	(46)	2,392
5	Third Party Payments	21,607	25,172	3,565	26,116	25,929	30,762	4,833	(121)	30,882
6	Transfer Payments	203	269	66	243	243	301	58	(0)	301
7	Support Services	154	195	41	159	185	232	47	661	(429)
Expenditure		38,432	43,142	4,710	46,035	46,105	52,089	5,984	435	51,654
9	Income	(2,220)	(3,179)	(959)	(2,697)	(2,664)	(5,214)	(2,550)	(515)	(4,699)
Income		(2,220)	(3,179)	(959)	(2,697)	(2,664)	(5,214)	(2,550)	(515)	(4,699)
NET Expenditure		36,212	39,963	3,751	43,338	43,441	46,875	3,434	(80)	46,955

Notes

Budget pressures are being faced for Children in Care in the context of both a rising child population and increasing complexity of need in a number of cases. Whilst the numbers of Children in Care have remained around 700 over the last five years, the average unit cost has increased due to an increased number of out of authority placements from an average of 26 in 2014/15 to 38 currently resulting in a budget pressure of £2.3m. There also continues to be significant pressure as a result of increases in special guardianship orders (SGOs) and residency orders (ROs). The number in receipt of SGOs and ROs has increased from 375 in 2014/15 to almost 500 resulting in a budget pressure of £1.9m. However this is balanced in part by some positive savings in the number of children in independent fostering placements and income received for adoption services. There continues to be pressure on emergency accommodation costs and use of agency staff due to a 20% increase in caseloads resulting in an inability to achieve the turnover provision of £558k.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Education & Skills

Services provided by Education & Skills

This service has statutory duties for Early Years including providing a Children's Centre offer, Specialist Education & Access, School Partnerships and provide Trading with Schools and Employment, Learning & Skills

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
161	Early Years Learning	4,515	4,642	127	6,488	5,418	5,587	169	27	5,560
162	Primary Learning	664	664	(1)	798	797	797	0	0	797
163	Secondary Learning	114	89	(25)	136	137	87	(50)	(0)	87
164	Additional Learning Needs	561	561	(0)	673	674	697	24	14	683
165	Employment & Skills	800	(406)	(1,206)	988	956	811	(145)	(9)	819
166	Trading with Schools	(1,311)	(5,387)	(4,076)	(1,573)	(1,573)	(811)	762	(0)	(811)
Total Education & Skills		5,344	163	(5,181)	7,509	6,408	7,168	759	33	7,135

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	6,331	6,677	346	7,798	7,545	7,051	(493)	(103)	7,154
2	Premises-Related Expenditure	182	214	33	231	218	321	103	3	318
3	Transport-Related Expenditure	43	44	1	54	52	51	(1)	(4)	55
4	Supplies & Services	1,868	2,030	162	2,292	2,242	2,428	186	(116)	2,544
5	Third Party Payments	5,935	1,072	(4,863)	13,372	7,123	7,545	422	56	7,489
6	Transfer Payments	8	10	2	10	10	10	0	0	10
7	Support Services	6,433	7,276	844	1,480	7,719	8,314	595	41	8,273
Expenditure		20,800	17,324	(3,476)	25,237	24,908	25,720	812	(123)	25,843
9	Income	(15,456)	(17,162)	(1,706)	(17,728)	(18,500)	(18,552)	(52)	156	(18,708)
Income		(15,456)	(17,162)	(1,706)	(17,728)	(18,500)	(18,552)	(52)	156	(18,708)
NET Expenditure		5,344	163	(5,181)	7,509	6,408	7,168	759	33	7,135

Notes

There is a forecast overspend of £759k due to Trading With Schools (TWS) not achieving the income target set - the target income budget for TWS for 2017/18 has been reduced.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Dedicated Schools Grant

Services provided by Dedicated Schools Grant

Statutory duties to ensure sufficient, high quality primary, secondary & post 16 provision; current statutory duties for maintained schools causing concern; oversee admissions processes; statutory duties for Raising Participation Age (NEET)

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
Service		£000s			£000s				£000s	
171	Dedicated Schools Grant	971	1,008	37	1,165	1,165	1,165	0	0	1,165
172	Primary Learning - DSG	717	640	(77)	860	860	860	0	0	860
173	Management - DSG	1,773	1,637	(136)	1,783	2,128	(2,343)	(4,471)	201	(2,544)
174	Finance - DSG	(63,186)	(61,618)	1,567	(77,103)	(75,823)	(76,996)	(1,173)	0	(76,996)
175	Early Years Learning - DSG	25,423	26,037	614	30,338	30,507	30,920	413	(89)	31,009
176	Additional Learning Needs - DSG	34,163	33,225	(939)	42,695	40,996	46,227	5,231	(112)	46,339
177	Secondary Learning - DSG	19	17	(2)	23	23	23	0	0	23
178	Additional Learning Needs (non-HNB) – DSG	199	169	(30)	239	239	239	0	0	239
Total Dedicated Schools Grant		79	1,113	1,034	0	95	95	0	0	95

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
CIPFA description		£000s			£000s				£000s	
1	Employees	1,960	2,027	67	2,352	2,352	2,392	40	6	2,386
2	Premises-Related Expenditure	202	233	31	243	243	374	131	111	263
3	Transport-Related Expenditure	24	23	(1)	29	29	30	1	0	30
4	Supplies & Services	6,816	6,823	7	8,167	8,179	7,630	(549)	(215)	7,845
5	Third Party Payments	130,392	22,553	(107,840)	165,742	156,471	159,631	3,160	(129)	159,760
7	Support Services	6,730	247,169	240,439	170	8,076	10,081	2,005	144	9,937
Expenditure		146,124	278,828	132,704	176,703	175,349	180,138	4,788	(83)	180,221
9	Income	(146,046)	(277,715)	(131,670)	(176,703)	(175,255)	(180,043)	(4,788)	83	(180,127)
Income		(146,046)	(277,715)	(131,670)	(176,703)	(175,255)	(180,043)	(4,788)	83	(180,127)
NET Expenditure		79	1,113	1,034	0	95	95	0	(0)	95

Notes

There continues to be significant pressures on the High Needs block, which is forecast to be £5.2m overspent, which includes brought forward pressures of £1.9m. In response to national concerns regarding High Needs funding, the Government has recently announced a one off grant to Local Authorities to help find solutions to the funding challenge. There is (£1.1m) underspend forecast on the growth fund within the schools block - which could be used to offset against the High Needs block. Overall the Dedicated Schools grant is forecast to be overspent by £4.5m which will be carried forward to the next financial year and will have to be managed within the overall DSG and therefore does not impact on the general fund, hence this has been deducted from this forecast. The service is undertaking a significant level of work in conjunction with the Schools Forum, Headteachers and neighbouring authorities in order to manage

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Management - People

Services provided by Management - People

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
181	Management - People	(28)	1,515	1,543	(26)	(33)	672	705	(8)	679
Total Management - People		(28)	1,515	1,543	(26)	(33)	672	705	(8)	679

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
200	Employees	2,272	2,213	(60)	2,726	2,727	2,565	(162)	2	2,563
200	Premises-Related Expenditure	0	2	2	0	0	2	2	0	2
311	Transport-Related Expenditure	3	0	(3)	4	4	0	(3)	0	0
411	Supplies & Services	135	378	243	170	162	73	(89)	(56)	129
512	Third Party Payments	1,624	1,600	(24)	1,949	1,949	1,948	(1)	(5)	1,953
7	Support Services	(819)	78	896	(983)	(983)	(750)	232	53	(804)
Expenditure		3,216	4,271	1,055	3,866	3,859	3,838	(22)	(6)	3,844
9	Income	(3,244)	(2,756)	487	(3,893)	(3,893)	(3,166)	727	(2)	(3,164)
Income		(3,244)	(2,756)	487	(3,893)	(3,893)	(3,166)	727	(2)	(3,164)
NET Expenditure		(28)	1,515	1,543	(26)	(33)	672	705	(8)	679

Notes

The overspend of £705k is due to the reduction in the Education Services grant the budget has been amended for 2017/18 to reflect the reduced grant funding.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Early Intervention & Targeted Support

Services provided by Early Intervention & Targeted Support

Services span all ages and include three area based Early Help teams supporting children and families, taking a 'Think Family' approach (inc Troubled Families). This division has strategic leadership of targeted youth support.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
113	Targeted Support	6,319	4,465	(1,854)	7,585	7,583	8,159	576	(93)	8,252
152	0-25 Integrated Service	9,098	11,285	2,188	9,476	10,915	13,957	3,043	(109)	14,066
1A1	Service Director - EI & TS	0	121	121	0	0	80	80	(7)	87
1A2	Early Intervention – Adults	5,254	5,296	42	6,375	6,305	5,275	(1,030)	(85)	5,360
Total Early Intervention & Targeted Support		20,671	21,168	497	23,436	24,803	27,472	2,669	(293)	27,765

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	11,546	11,504	(42)	13,895	13,852	13,706	(147)	(4)	13,710
2	Premises-Related Expenditure	171	30	(141)	206	205	235	30	(36)	270
3	Transport-Related Expenditure	874	630	(244)	1,051	1,048	992	(57)	(6)	997
4	Supplies & Services	974	795	(179)	1,231	1,169	908	(261)	(152)	1,060
5	Third Party Payments	12,090	11,953	(137)	11,848	14,508	16,906	2,398	78	16,828
6	Transfer Payments	1,723	1,956	233	1,879	2,067	2,239	172	7	2,232
7	Support Services	4,428	2,280	(2,149)	5,306	5,314	4,643	(671)	(78)	4,721
Expenditure		31,805	29,147	(2,658)	35,416	38,164	39,629	1,465	(190)	39,819
9	Income	(11,134)	(7,979)	3,155	(11,980)	(13,361)	(12,157)	1,204	(104)	(12,054)
Income		(11,134)	(7,979)	3,155	(11,980)	(13,361)	(12,157)	1,204	(104)	(12,054)
NET Expenditure		20,671	21,168	497	23,436	24,803	27,472	2,669	(293)	27,765

Notes

The main areas of financial pressure within Early Intervention are in providing care for young people with Disabilities in the Preparing for Adulthood service. This is currently showing an overspend of £2.9m. There is currently insufficient budget provision to meet the new responsibilities under legislation of the Children and Families Act requiring Local Authorities to support young people up to 25 prior to adulthood. Where a family is homeless but not deemed eligible under the Housing Act, we have a responsibility to provide emergency accommodation for children and families under the Children and Families Act. Due to the increase in homelessness across Bristol this is a financial pressure of £0.6m in 2016/17. The (£1m) forecast underspend on Early Intervention for Adults is on Bristol Community Links, Community meals and Concorde Lodge.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Property

Services provided by Property

The strategic and operational management of the council's land, buildings and office accommodation (excluding social housing). The estate comprises property held for either service delivery, investment or development purposes.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
411	Facilities Management	2,440	5,691	3,251	2,913	2,891	5,291	2,400	333	4,958
412	Asset Strategy	1,852	1,327	(524)	2,332	2,216	1,869	(346)	(96)	1,965
413	Property Management	(10,589)	(3,547)	7,042	(12,739)	(12,707)	(5,255)	7,453	0	(5,255)
Total Property		(6,298)	3,471	9,769	(7,493)	(7,601)	1,905	9,506	237	1,668

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
10	Employees	8,843	9,227	384	10,757	10,568	10,680	112	5	10,675
2	Premises-Related Expenditure	7,846	10,513	2,667	9,266	9,415	12,066	2,651	52	12,014
3	Transport-Related Expenditure	3,574	1,741	(1,832)	4,288	4,288	1,984	(2,305)	(2)	1,986
4	Supplies & Services	3,987	3,003	(984)	4,793	4,785	3,938	(847)	66	3,871
5	Third Party Payments	395	408	12	474	474	470	(5)	13	457
6	Transfer Payments	57	68	11	68	68	68	0	0	68
7	Support Services	(2,258)	530	2,788	(2,649)	(2,709)	191	2,901	(68)	259
8	Depreciation and Impairment Losses	1,621	0	(1,621)	1,945	1,945	879	(1,065)	0	879
X	Capital Financing Costs	4	0	(4)	5	5	5	0	0	5
Expenditure		24,069	25,491	1,422	28,947	28,839	30,281	1,442	65	30,216
9	Income	(30,367)	(22,020)	8,347	(36,440)	(36,440)	(28,375)	8,064	(123)	(28,252)
Income		(30,367)	(22,020)	8,347	(36,440)	(36,440)	(28,375)	8,064	(123)	(28,252)
N	Income & Expenditure outside of Net Cost of Service	0	(0)	(0)	0	0	0	0	0	0
Transfer to \ from reserves		0	(0)	(0)	0	0	0	0	0	0
NET Expenditure		(6,298)	3,471	9,769	(7,493)	(7,601)	1,905	9,506	(58)	1,963

Notes

This relates to the full year forecast under-delivery against MTFs plans (£7.9m), income shortfalls in Building Practice /Construction (£562k), CREATE (£59k), Conference Services (£116k), Print Services (£42k), Security (£95k), Cleaning (£67k), Markets (£95k), ParkView costs (£41k) & FM (£600k). There is an overspend in Business Rates due to properties where no budget was transferred from services re: Junction 3 (£42k) and M Shed (£111k) and in Fleet (£137k). Underspends are now forecast in Mail (£39k), Cash in Transit (£53k) and B Bond (£43k) following the review of spends since last month. In addition there is also a forecast underspend in Capital Asset Disposals (£100k).

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Planning

Services provided by Planning

Planning is divided into Strategic City Planning, Development Management which includes Building Control and Planning Enforcement and City Design which includes Engineering Design.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
421	Strategic City Planning	672	437	(235)	691	807	796	(11)	0	796
422	City Design	44	(96)	(139)	11	50	(379)	(429)	(138)	(242)
425	Development Management	(393)	(1,170)	(777)	(378)	(475)	(674)	(199)	(49)	(625)
Total Planning		323	(828)	(1,151)	324	382	(257)	(638)	(186)	(70)

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA Description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	4,622	4,377	(245)	5,483	5,540	5,212	(328)	(18)	5,230
2	Premises-Related Expenditure	0	2	1	4	1	2	1	0	2
3	Transport-Related Expenditure	8	14	6	10	10	17	7	0	17
4	Supplies & Services	209	427	217	284	251	684	433	(20)	704
5	Third Party Payments	20	0	(20)	25	25	13	(12)	(3)	15
7	Support Services	61	43	(18)	24	74	83	9	6	77
Expenditure		4,921	4,863	(58)	5,828	5,900	6,010	110	(35)	6,044
9	Income	(4,691)	(5,691)	(1,000)	(5,504)	(5,629)	(6,266)	(637)	(151)	(6,115)
Income		(4,691)	(5,691)	(1,000)	(5,504)	(5,629)	(6,266)	(637)	(151)	(6,115)
N	Income & Expenditure outside of Net Cost of Service	93	0	(92)	0	111	0	(111)	0	0
Transfer to \ from reserves		93	0	(92)	0	111	0	(111)	0	0
NET Expenditure		323	(828)	(1,151)	324	382	(257)	(638)	(186)	(70)

Notes

Development Management Income levels are expected to exceed budget target by £150k together with additional fee income & salary/misc savings in other Planning teams principally Building Control (£53k) & City Design (£420k)

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Transport

Services provided by Transport

The Service is split into four distinct areas of operation – Strategic City Transport, Traffic, Highways and Sustainable Transport.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
431	Highways	3,498	2,972	(526)	4,701	4,179	3,996	(184)	(11)	4,007
432	Traffic	(5,313)	(8,137)	(2,824)	(3,370)	(6,533)	(8,933)	(2,401)	(1,117)	(7,817)
433	Strategic City Transport	1,272	1,473	201	2,148	1,523	1,229	(293)	3	1,226
434	Sustainable Transport	9,024	1,090	(7,934)	12,628	12,564	12,380	(184)	(135)	12,514
Total Transport		8,482	(2,602)	(11,084)	16,107	11,733	8,671	(3,062)	(1,260)	9,931

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA Description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	9,492	9,263	(228)	11,716	11,357	10,861	(496)	(7)	10,868
2	Premises-Related Expenditure	1,365	593	(772)	1,769	1,639	1,184	(454)	(160)	1,344
3	Transport-Related Expenditure	4,296	2,697	(1,598)	5,155	5,155	4,330	(825)	(1)	4,331
4	Supplies & Services	1,815	2,753	938	2,528	2,294	4,308	2,014	(168)	4,476
5	Third Party Payments	22,573	21,730	(843)	20,098	27,495	29,580	2,085	(369)	29,949
6	Transfer Payments	7,097	4,152	(2,945)	2,976	8,181	7,528	(653)	0	7,528
7	Support Services	1,674	795	(879)	3,697	2,024	2,212	188	(534)	2,746
8	Depreciation and Impairment Losses	500	(80)	(580)	600	600	(16)	(616)	0	(16)
Expenditure		48,813	41,903	(6,909)	48,540	58,745	59,989	1,243	(1,238)	61,227
9	Income	(40,227)	(44,505)	(4,278)	(32,309)	(46,888)	(50,733)	(3,845)	(221)	(50,512)
Income		(40,227)	(44,505)	(4,278)	(32,309)	(46,888)	(50,733)	(3,845)	(221)	(50,512)
N	Income & Expenditure outside of Net Cost of Service	(104)	(0)	104	(124)	(124)	(585)	(460)	199	(784)
Transfer to \ from reserves		(104)	(0)	104	(124)	(124)	(585)	(460)	199	(784)
NET Expenditure		8,482	(2,602)	(11,084)	16,107	11,733	8,671	(3,062)	(1,260)	9,931

Notes

The forecast underspend in Transport of (£3.1m) has decreased since period 9 following the budget adjustments relating to the savings achieved and actioned by refinancing of loans for Residents Parking. Highways savings identified as a result of agreed expenditure reductions (£181k). £2.1m Parking savings / additional income (pre capital financial adjustments). Signals & Lighting savings (£211k), City Transport (£296k), Sustainable Transport team costs (£175k) Concessionary Fares (£135k) & Supported bus services (£180k) partly offset by additional costs in Long Ashton Park & Ride (£207k) and SkyRide (£50k).

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Economy

Services provided by Economy

The Economy team supports the delivery of capital programmes and projects including culture, specific interventions, the development of housing, the physical regeneration of Bristol Temple Quarter Enterprise Zone and building schools across the City.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
441	Culture Services	2,842	3,173	331	3,360	3,403	3,464	61	(5)	3,469
442	Cultural Development	926	1,222	296	1,178	1,111	1,097	(14)	0	1,097
443	Economic Development	367	1,450	1,083	485	441	(42)	(482)	(45)	4
444	Major Projects	639	1,061	422	925	766	947	180	20	927
445	Management – Place	(221)	(53)	168	215	(266)	(62)	204	0	(62)
Total Economy		4,552	6,853	2,301	6,163	5,455	5,404	(51)	(31)	5,435

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA Description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	5,534	6,132	598	6,638	6,633	6,730	97	(28)	6,758
2	Premises-Related Expenditure	786	796	9	1,062	944	1,254	310	27	1,227
3	Transport-Related Expenditure	36	29	(7)	44	43	34	(9)	(1)	35
4	Supplies & Services	1,490	3,088	1,599	1,883	1,788	2,760	972	(49)	2,808
5	Third Party Payments	1,936	2,197	261	2,389	2,323	2,790	466	181	2,609
6	Transfer Payments	306	88	(218)	357	367	130	(237)	0	130
7	Support Services	167	583	416	600	200	811	611	14	797
Expenditure		10,255	12,913	2,658	12,975	12,298	14,508	2,210	144	14,365
9	Income	(5,703)	(6,061)	(358)	(6,812)	(6,844)	(8,627)	(1,784)	(175)	(8,452)
Income		(5,703)	(6,061)	(358)	(6,812)	(6,844)	(8,627)	(1,784)	(175)	(8,452)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	0	(477)	(477)	0	(477)
Transfer to \ from reserves		0	0	0	0	0	(477)	(477)	0	(477)
NET Expenditure		4,552	6,853	2,301	6,163	5,455	5,404	(51)	(31)	5,435

Notes

Under Culture Services the pressure due to insufficient budget being allocated to meet the costs of opening Museums at advertised times has been reduced to £47k by identified savings. Savings are also now forecast in Bottleyard (£149k), Filwood Green Business Park (£192k) and Economic Development projects / team costs (£145k). There is also a Temple Quarter Enterprise Zone project deficit of £140k together with some smaller unbudgeted team costs in Major Projects (£40k). In addition there is a £202k pressure under the 'Place Directors' account.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Economy - ABS Team

Services provided by Economy - ABS Team

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
451	Economy - Major Projects	1,518	1,860	343	2,020	1,788	1,661	(127)	1	1,661
Total Economy - ABS Team		1,518	1,860	343	2,020	1,788	1,661	(127)	1	1,661

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
2	Employees	1,900	2,037	136	2,478	2,248	2,045	(203)	3	2,042
3	Transport-Related Expenditure	0	1	1	0	0	1	1	1	1
4	Supplies & Services	5	1	(4)	8	6	4	(3)	(7)	11
7	Support Services	0	68	68	0	0	77	77	4	73
Expenditure		1,905	2,107	202	2,486	2,254	2,127	(127)	1	2,126
9	Income	(388)	(247)	141	(465)	(465)	(465)	0	0	(465)
Income		(388)	(247)	141	(465)	(465)	(465)	0	0	(465)
NET Expenditure		1,518	1,860	343	2,020	1,788	1,661	(127)	1	1,661

Notes

£127k salary savings identified

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Energy

Services provided by Energy

The Energy Service is made up of a number of different teams, including Housing (Warm Up Bristol), Investment programmes, Infrastructure, Community Energy, Environmental performance, energy supply and marine.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 2016/10	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
531	Energy Programme Manager (Corporate)	1,570	1,258	(312)	2,713	1,880	1,752	(129)	(981)	2,732
532	Energy Programme Manager (Community)	347	(1,300)	(1,647)	411	417	(693)	(1,110)	686	(1,379)
Total Energy		1,917	(42)	(1,959)	3,124	2,297	1,058	(1,239)	(295)	1,353

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	1,347	1,224	(122)	1,658	1,612	1,464	(149)	(115)	1,578
2	Premises-Related Expenditure	7,400	5,336	(2,064)	8,880	8,880	8,297	(583)	(189)	8,486
3	Transport-Related Expenditure	17	2	(15)	20	20	142	122	0	142
4	Supplies & Services	341	1,057	717	416	409	426	18	1,038	(612)
5	Third Party Payments	17	1,236	1,219	20	20	1,201	1,181	(891)	2,092
6	Transfer Payments	0	2,784	2,784	0	0	3,276	3,276	2,584	692
7	Support Services	127	43	(84)	776	153	10	(143)	38	(28)
8	Depreciation and Impairment Losses	(453)	0	453	(543)	(543)	222	766	2,844	(2,622)
X	Capital Financing Costs	134	0	(134)	161	161	161	0	0	161
Expenditure		8,929	11,682	2,753	11,388	10,711	15,200	4,488	5,310	9,890
9	Income	(7,054)	(11,724)	(4,670)	(8,264)	(8,464)	(14,191)	(5,727)	(5,605)	(8,587)
Income		(7,054)	(11,724)	(4,670)	(8,264)	(8,464)	(14,191)	(5,727)	(5,605)	(8,587)
N	Income & Expenditure outside of Net Cost of Service	42	0	(42)	0	50	50	0	0	50
Transfer to \ from reserves		42	0	(42)	0	50	50	0	0	50
NET Expenditure		1,917	(42)	(1,959)	3,124	2,297	1,058	(1,239)	(295)	1,353

Notes

There is anticipated to be a shortfall in rechargeable income from the HRA and Trading for Schools in the Energy (utility) Purchase budget. This is due to the Energy price reduction in recent years being captured as a corporate saving without any corresponding reduction in income target for the energy service. Following DPS procurement this presents a net pressure of £46k this year based on a mild winter. There also income shortfalls in District Energy / Biomass (£94k) and Wind income (£97k) partly offset by prudential borrowing savings in Wind Energy (£140k). The ECO cost centre is now forecast to underspend by £1.136m as a result of revisions to the capital funding structure. Additionally the £255k payment from BEC for grid connection has been identified as a revenue saving resulting in an underspend in Solar of £189k.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Citizen Services

Services provided by Citizen Services

Citizen Service comprises our corporate contact centre, customer relation team and citizen service points. It also contains our revenues and benefits teams, regulatory services (e.g. licensing) and Safer Bristol.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
133	Safer Bristol (Crime & Substance Misuse)	2,891	1,567	(1,325)	3,582	3,470	3,425	(45)	(5)	3,430
231	Revenue, Benefits & Rent	4,145	7,791	3,646	5,229	4,973	5,070	96	19	5,050
232	Customer Service Operations	2,931	4,384	1,453	3,961	3,517	3,356	(161)	(328)	3,684
333	Regulatory Services	264	74	(190)	371	310	632	321	(84)	716
Total Citizen Services		10,231	13,815	3,584	13,143	12,270	12,482	212	(398)	12,880

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	13,582	13,654	72	16,526	16,291	16,240	(51)	(213)	16,453
2	Premises-Related Expenditure	8	92	84	7	9	12	2	2	10
3	Transport-Related Expenditure	65	60	(5)	92	78	83	5	2	81
4	Supplies & Services	2,841	2,053	(788)	3,888	3,410	3,168	(242)	(439)	3,607
5	Third Party Payments	10,670	11,904	1,234	12,923	12,804	13,333	529	8	13,325
6	Transfer Payments	157,507	143,101	(14,405)	189,008	189,008	187,557	(1,452)	0	187,557
7	Support Services	366	652	286	567	439	553	114	(88)	640
Expenditure		185,039	171,517	(13,522)	223,012	222,039	220,944	(1,095)	(729)	221,673
9	Income	(174,469)	(157,701)	16,767	(209,407)	(209,362)	(208,570)	792	(174)	(208,396)
Income		(174,469)	(157,701)	16,767	(209,407)	(209,362)	(208,570)	792	(174)	(208,396)
N	Income & Expenditure outside of Net Cost of Service	(339)	0	339	(462)	(407)	108	515	504	(396)
Transfer to / from reserves		(339)	0	339	(462)	(407)	108	515	504	(396)
NET Expenditure		10,231	13,815	3,584	13,143	12,270	12,482	212	(398)	12,880

Notes

Citizen Services:(£0.2m) overspend

The overall overspend in Citizen Services reduced by (£0.1m) since Period 9 Monitoring for the following reasons: a projection has been done from the subsidy report which has reduced the projected overspend from £552k to £287k so most of this can now be covered by the £272k reserve; the Bad Debt Provision for Court Costs has been reviewed by Corporate Finance and reduced from £175k to £85k, saving £90k; the Local Crisis Prevention Fund is forecasting that it will underspend by a further £99k (so now totalling £185k) to help offset pressures elsewhere. This is offset by a projected under recovery of income relating to overpaid Housing Benefits of £0.5m as, despite increasing the amount that can be collected each week, this hasn't improved the overall recovery rates. The Bad Debt Expense has been set to budget of £450k but work by Corporate Finance is nearing conclusion on a projection for this which may come in under budget as in previous years. There have a number of other small forecast underspends particularly in Regulatory Services totally (£80k) in the month which make up most of the remaining change

As at period 10, the main reasons for forecast variances in Citizen Services are:

Benefits Administration:

There is a forecast underspend of (£232k) against this budget which is mostly the result of forecast additional forecast of ad hoc grant and use of a one off reserve of £406k. Significant savings have been made in this area but there is still an ongoing structural pressure on this budget as there may not be enough reserve to cover future years grant reduction.

Revenues:

Within Revenues there is a budget of £1.6m relating to court summons income. Our collection rates of council tax and business rates in cash terms have significantly improved this year which has resulted in less court action for non-payment and hence a reduction in summons income from courts summons fines, which is projected at £78k under budget for the year. There are also higher than budgeted court costs that we are due to pay from prior years amounting to £40k. These pressures are offset by additional income as mentioned above of (£31k) and staff savings of (£126k) due to delays in filling vacancies. The Hardship fund is also projecting to underspend by (£61k) to help offset other overspends. This area also includes variances mentioned above including the Bad Debt provision for Court costs of £85k, savings in the Local Crisis Prevention Fund (£185k), and the £500k relating to the under recovery of income from Housing Benefits that have been overpaid.

Customer Services Operations: there are forecast underspends of (£68k) on salaries due to not filling vacancies and also additional income of (£50k) for work for other internal teams.

Regulatory Services: there are pressures due to errors in under recovery of income in Pest Control of £160k, offset by staff savings to bring it down to £83k over budget, and errors in other income targets for Trading standards: £107k and Health & Safety: £41k. These are offset by a one-off contribution from (£130k) HRA income to Pollution control and Animal welfare, which was agreed in order to fund a bespoke service for dealing with Housing nuisance complaints plus (£20k) of other income. Most of the remaining overspend relates to Licensing where a pressure of £277k has arisen through providing for income that will need to be used to support licencing, which is currently being reviewed.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Waste

Services provided by Waste

This includes the management of our key contract with the Bristol Waste Company and the administration for associated services, e.g. bulky waste and garden waste collections.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
311	Waste	22,798	30,801	8,003	27,548	27,345	26,388	(957)	(143)	26,531
Total Waste		22,798	30,801	8,003	27,548	27,345	26,388	(957)	(143)	26,531

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	1,032	1,154	122	1,259	1,226	1,040	(187)	(28)	1,067
2	Premises-Related Expenditure	188	2,549	2,361	191	225	345	120	86	259
3	Transport-Related Expenditure	153	426	273	189	184	390	206	(37)	427
4	Supplies & Services	332	3	(329)	457	399	62	(337)	(37)	98
5	Third Party Payments	33,266	37,721	4,454	29,753	43,920	32,806	(11,113)	14	32,792
7	Support Services	780	229	(551)	917	937	713	(224)	(10)	723
Expenditure		35,752	42,082	6,330	32,766	46,890	35,355	(11,535)	(11)	35,366
9	Income	(12,954)	(11,282)	1,673	(5,217)	(19,545)	(7,945)	11,600	(291)	(7,654)
Income		(12,954)	(11,282)	1,673	(5,217)	(19,545)	(7,945)	11,600	(291)	(7,654)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	0	(1,023)	(1,023)	159	(1,182)
Transfer to \ from reserves		0	0	0	0	0	(1,023)	(1,023)	159	(1,182)
NET Expenditure		22,798	30,801	8,003	27,548	27,345	26,388	(957)	(143)	26,531

Notes

Waste: £(1.0)M underspend

Waste Disposal is forecasting a surplus of (£1.0m), due to one-off accrued expenditure from the previous year which is no longer required.

The forecast surplus in Waste has increased by (£0.1m) since period 9 due to additional income from sale of scrap metal.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Housing Services - Housing Revenue Account (HRA)

Services provided by Housing Services - Housing Revenue Account (HRA)

Responsibilities for Council housing, including the management of our responsive and planned maintenance, estate management and our business planning function, including asset management and new build programme.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
321	Strategy, Planning & Governance	(88,944)	(116,981)	(28,037)	(103,803)	(106,623)	(107,972)	(1,349)	0	(107,972)
322	Responsive Repairs	25,046	22,833	(2,212)	30,113	30,040	30,508	468	(80)	30,588
323	Planned Programmes	13,933	10,027	(3,906)	16,965	16,703	14,567	(2,136)	(135)	14,702
324	Estate Management	11,831	8,448	(3,383)	11,031	14,187	13,774	(412)	(33)	13,808
Total Housing Services - HRA		(38,135)	(75,672)	(37,538)	(45,693)	(45,693)	(49,122)	(3,429)	(248)	(48,875)

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	23,687	23,036	(651)	24,911	28,426	27,470	(957)	70	27,400
2	Premises-Related Expenditure	33,097	27,635	(5,462)	39,699	39,712	36,459	(3,253)	(354)	36,813
3	Transport-Related Expenditure	117	108	(9)	129	140	130	(10)	13	117
4	Supplies & Services	7,230	6,040	(1,190)	9,395	8,676	8,830	154	42	8,788
5	Third Party Payments	6,420	658	(5,762)	11,549	8,331	8,192	(140)	0	8,192
6	Transfer Payments	0	596	596	0	0	0	0	0	0
7	Support Services	16,847	4,469	(12,378)	20,616	20,958	22,152	1,194	(18)	22,170
8	Depreciation and Impairment Losses	27	0	(27)	33	33	33	0	0	33
X	Capital Financing Costs	62	3	(59)	74	74	74	0	0	74
Expenditure		87,487	62,543	(24,943)	106,405	106,351	103,339	(3,012)	(248)	103,587
9	Income	(125,773)	(138,216)	(12,443)	(152,280)	(152,226)	(152,643)	(418)	0	(152,643)
Income		(125,773)	(138,216)	(12,443)	(152,280)	(152,226)	(152,643)	(418)	0	(152,643)
N	Income & Expenditure outside of Net Cost of Service	151	0	(151)	182	182	182	0	0	182
Transfer to \ from reserves		151	0	(151)	182	182	182	0	0	182
NET Expenditure		(38,135)	(75,672)	(37,538)	(45,693)	(45,693)	(49,122)	(3,429)	(248)	(48,875)

Notes

Housing Revenue Account (HRA)

There is currently a forecast underspend within the HRA of (£3.4m), which has increased by (£0.2m) since period 9. This is the result of the following:

- Savings released in Strategy, Planning and Governance and Estate Management through employee reductions and review of training and stationery budgets;

- Identification of a further (£0.4m) income from energy efficiency schemes

- The Investment Review Plan (in response to imposed rent reductions planned for the HRA) has changed the paint programme in planned programmes resulting in a (£1.9m) saving against budget, although it should be noted that contractor issues have led to some delays which account for some of the underspend. A housing procurement specialist is being recruited who, when in post, should significantly reduce the risk of procurement delays and enhance contract management generally.

There is a pressure of £0.5m in Responsive Repairs due to greater than budgeted cost of relets repairs, however, contractor spends are being reviewed so this pressure is expected to reduce.

Any under or overspend at the year-end will increase or decrease the HRA Reserve and therefore this does not impact on the General Fund. However, the HRA Business Plan has been recalibrated to take account of the impact of the 1% rent reduction and other proposed government changes and to reflect what is likely to be a very financially challenging future.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Neighbourhoods & Communities

Services provided by Neighbourhoods & Communities

Neighbourhood and Communities comprises: Neighbourhood Management, which includes Neighbourhood Partnerships and VCS infrastructure, Library Services and Parks and Green Spaces, including a number of traded services e.g. cemeteries and crematoria.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
331	Neighbourhood Management	4,776	4,401	(375)	5,776	5,714	5,188	(526)	(15)	5,203
332	Library Services	3,784	3,560	(224)	4,656	4,541	4,357	(184)	(183)	4,540
334	Stronger Communities	80	99	19	0	96	96	(0)	0	96
335	Parks and Green Spaces	3,158	4,783	1,624	3,887	3,743	3,289	(455)	(343)	3,632
Total Neighbourhoods & Communities		11,799	12,843	1,044	14,319	14,094	12,930	(1,164)	(541)	13,472

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	11,941	12,815	874	14,474	14,265	14,631	367	(134)	14,765
2	Premises-Related Expenditure	1,570	1,261	(309)	1,643	1,884	1,623	(260)	24	1,600
3	Transport-Related Expenditure	292	148	(144)	357	350	154	(196)	2	152
4	Supplies & Services	2,608	2,314	(294)	3,022	3,130	2,916	(214)	(372)	3,288
5	Third Party Payments	4,531	3,922	(609)	4,926	5,437	4,269	(1,169)	45	4,224
7	Support Services	643	1,226	583	979	772	1,918	1,147	(174)	2,092
Expenditure		21,584	21,685	101	25,401	25,837	25,511	(326)	(609)	26,120
9	Income	(9,786)	(8,842)	943	(11,081)	(11,743)	(12,573)	(830)	75	(12,648)
Income		(9,786)	(8,842)	943	(11,081)	(11,743)	(12,573)	(830)	75	(12,648)
N	Income & Expenditure outside of Net Cost of Service	0	(0)	(0)	0	0	(7)	(7)	(7)	0
Transfer to \ from reserves		0	(0)	(0)	0	0	(7)	(7)	(7)	0
NET Expenditure		11,799	12,843	1,044	14,319	14,094	12,930	(1,164)	(541)	13,472

Notes

Neighbourhoods & Communities: (£0.9m) underspend

The forecast underspend in Neighbourhoods and Communities has increased by (£0.7m) since period 7.

Neighbourhood management:

This Service is forecasting an underspend of (£225k), mostly due to underspends in the NH ABS team (£70k) due to higher than expected funding from Public Health; Stapleton road project (£74k) and Community Development operations (£47k). The effect of the current spending freeze on Neighbourhood Partnerships (£298k) is balanced out by a planned transfer of these funds into Reserves of £298k.

Parks and Green Spaces.

This Service is forecasting an underspend of (£457k), partly (£237k) due to increased income at Cemeteries and Crematoria and partly due to reductions in planned expenditure as a result of the current spending freeze.

Libraries.

This Service is forecasting an underspend of (£184k), due to the delayed installation of 'extended access', which is a one-off saving for this year. The predicted underspend has not increased due to the spending freeze as the only discretionary spend is on books and the book fund has already been allocated this year.

Period 10 Budget Monitoring - Detailed budget summary by division \service

Division: Public Health

Services provided by Public Health

Public Health comprises health protection and sexual health protection, mental health and social inclusion, services for adults and older people, children and young people and core support provided to the CCG.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
341	Public Health	(3,291)	4,461	7,753	29	29	29	0	0	29
Total Public Health		(3,291)	4,461	7,753	29	29	29	0	0	29

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	3,637	3,194	(442)	4,364	4,364	3,975	(389)	(162)	4,137
2	Premises-Related Expenditure	64	84	20	77	77	122	46	1	122
3	Transport-Related Expenditure	0	8	8	0	0	13	13	0	13
4	Supplies & Services	10,560	14,174	3,613	12,553	12,553	17,100	4,548	(271)	17,371
5	Third Party Payments	5,029	2,135	(2,894)	5,785	5,785	2,564	(3,220)	125	2,440
7	Support Services	11,931	11,229	(702)	12,246	12,246	12,468	221	55	12,413
Expenditure		31,221	30,824	(397)	35,025	35,025	36,243	1,218	(253)	36,496
9	Income	(34,512)	(26,362)	8,150	(34,995)	(34,995)	(35,108)	(112)	(182)	(34,926)
Income		(34,512)	(26,362)	8,150	(34,995)	(34,995)	(35,108)	(112)	(182)	(34,926)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	0	(1,106)	(1,106)	434	(1,540)
Transfer to \ from reserves		0	0	0	0	0	(1,106)	(1,106)	434	(1,540)
NET Expenditure		(3,291)	4,461	7,753	29	29	29	0	0	29

Notes

Public Health

The ring-fenced Public Health service is currently forecasting an overspend of £1.10m. This is mainly due to a government in year cut of the grant of 7.6% in year during 2015/16 and further 2% cut to the grant this year. As a reduction in the grant was anticipated, Public Health are managing this overspend to prevent impact on service delivery through the Public Health reserves built up for this purpose. The reserve currently has a balance of £4.8m and is as a result of underspends in previous years. Therefore, there is no impact on the general fund of this overspend in this financial year, however the service is currently undertaking a thorough financial review to ensure that delivery is brought within the new budget envelope, reflecting key priorities.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Women's Commission

Services provided by Women's Commission

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
352	Women's Commission	4	3	(1)	5	5	5	0	0	5
Total Women's Commission		4	3	(1)	5	5	5	0	0	5

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
2	Premises-Related Expenditure	0	3	3	0	0	0	0	0	0
4	Supplies & Services	4	0	(4)	5	5	5	0	0	5
Expenditure		4	3	(1)	5	5	5	0	0	5
NET Expenditure		4	3	(1)	5	5	5	0	0	5

Notes

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Public Health - General Fund

Services provided by Public Health - General Fund

Public Health activity enabled by the general fund includes the management of our sports strategy, city-wide leisure contracts and sports and physical activity development

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
342	Public Health - Non PHE Funded	1,418	1,799	381	2,474	1,688	1,420	(268)	(253)	1,673
Total Public Health - General Fund		1,418	1,799	381	2,474	1,688	1,420	(268)	(253)	1,673

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	447	432	(16)	922	523	438	(85)	0	438
2	Premises-Related Expenditure	25	(151)	(176)	95	30	30	0	0	30
3	Transport-Related Expenditure	1	2	1	3	2	2	0	0	2
4	Supplies & Services	55	162	107	177	66	147	81	0	147
5	Third Party Payments	4,374	3,747	(627)	5,249	5,249	5,196	(52)	(0)	5,196
7	Support Services	24	38	14	280	29	(161)	(190)	(251)	90
X	Capital Financing Costs	133	0	(133)	160	160	220	60	0	220
Expenditure		5,060	4,231	(829)	6,885	6,058	5,872	(186)	(251)	6,123
9	Income	(3,641)	(2,431)	1,210	(4,411)	(4,370)	(3,271)	1,099	(2)	(3,270)
Income		(3,641)	(2,431)	1,210	(4,411)	(4,370)	(3,271)	1,099	(2)	(3,270)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	0	(1,181)	(1,181)	0	(1,181)
Transfer to \ from reserves		0	0	0	0	0	(1,181)	(1,181)	0	(1,181)
NET Expenditure		1,418	1,799	381	2,474	1,688	1,420	(268)	(253)	1,673

Notes

Public Health - General Fund: (£0.3m) underspend

The Service is (£268k) underspent of which (£190k) relates to charges for repayment of prudential borrowing relating firstly to Easton and Kingsdown leisure centres: (£100k) and secondly to Imperials Sports: (£90k); (£119k) underspend on feasibility work related to strategic need for new sports provision. These underspends are all offset by a £60k pressure relating to Hengrove leisure centre.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Housing Services - General Fund

Services provided by Housing Services - General Fund

Housing Services includes our management of work within the private housing sector and accessible homes, e.g. housing adaptations

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
131	Housing Options	9,192	12,161	2,969	11,451	10,965	10,839	(125)	(58)	10,898
132	GF - Private Housing & Accessible Homes	1,233	554	(679)	1,749	1,479	1,385	(94)	(4)	1,389
135	Housing Solutions	213	(38)	(251)	530	256	188	(67)	6	182
Total Housing Options		10,638	12,678	2,040	13,730	12,699	12,412	(287)	(57)	12,469

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	6,107	6,715	608	7,699	7,262	7,421	159	(12)	7,433
2	Premises-Related Expenditure	141	229	88	169	169	395	226	106	289
3	Transport-Related Expenditure	38	30	(9)	69	46	48	2	1	47
4	Supplies & Services	535	400	(134)	720	642	570	(71)	(117)	687
5	Third Party Payments	12,298	12,301	3	14,581	14,758	16,345	1,587	(91)	16,437
6	Transfer Payments	0	0	0	0	0	0	0	0	0
7	Support Services	85	897	812	122	102	182	80	30	152
Expenditure		19,204	20,572	1,369	23,361	22,978	24,963	1,984	(83)	25,046
9	Income	(8,566)	(7,894)	671	(9,631)	(10,279)	(12,090)	(1,811)	27	(12,117)
Income		(8,566)	(7,894)	671	(9,631)	(10,279)	(12,090)	(1,811)	27	(12,117)
N	Income & Expenditure outside of Net Cost of Service	0	(0)	(0)	0	0	(460)	(460)	0	(460)
Transfer to \ from reserves		0	(0)	(0)	0	0	(460)	(460)	0	(460)
NET Expenditure		10,638	12,678	2,040	13,730	12,699	12,412	(287)	(57)	12,469

Notes

Housing Options: (£0.3m) underspend

Rising demand for emergency accommodation is contributing to a £0.4m forecast overspend, although this is offset by new income from service and accommodation recharges and additional one-off savings on salaries and payments. The position has improved by £50k since period 9 partly due to a reduction in the forecast cost of emergency accommodation (£20k) as amounts set aside for repairs and maintenance of ex-HRA units remain unspent and partly (£14k) due to higher than expected Housing Association income within the Home Choice service.

Private Housing and Accessible Homes are forecasting a (£0.1m) underspend due to additional income and some salary savings, which has not changed since period 9.

Within Housing Solutions there has been savings of (£68k) found in the Housing programme, which is only slightly less than was reported at period 9.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: ICT

Services provided by ICT

ICT provide high quality Information and Communications Technology (ICT) needed to enable the council to safely deliver efficient and effective business services.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
212	ICT Delivery	5,962	9,222	3,260	8,292	7,125	10,106	2,981	(332)	10,438
213	Digital Transformation	1,968	3,127	1,159	1,033	2,350	3,326	976	17	3,308
21A	Business Change & ICT	(1,447)	108	1,556	(1,711)	(1,737)	(1,736)	1	0	(1,736)
21B	ICT Sourcing	646	414	(232)	769	775	519	(257)	(10)	529
Total ICT		7,129	12,872	5,743	8,384	8,514	12,215	3,701	(325)	12,539

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	5,549	5,591	42	6,460	6,618	6,241	(378)	(183)	6,423
2	Premises-Related Expenditure	0	5	4	1	0	5	4	0	5
3	Transport-Related Expenditure	8	13	4	12	10	19	9	(0)	19
4	Supplies & Services	4,975	8,414	3,439	6,703	5,970	10,004	4,033	(77)	10,081
5	Third Party Payments	0	1	1	0	0	1	1	0	1
7	Support Services	19	77	58	309	23	68	46	(225)	293
Expenditure		10,552	14,100	3,548	13,483	12,622	16,337	3,715	(485)	16,822
9	Income	(3,424)	(1,228)	2,195	(5,100)	(4,108)	(4,122)	(14)	161	(4,283)
Income		(3,424)	(1,228)	2,195	(5,100)	(4,108)	(4,122)	(14)	161	(4,283)
NET Expenditure		7,129	12,872	5,743	8,384	8,514	12,215	3,701	(325)	12,539

Notes

As previously reported, the overspend against budget for ICT relates to additional hardware and maintenance costs (£2.8m) and software development service increases (£1.1m) as a result of growth in additional demand for license costs and investment in new technology and digital developments. The overspend is partly offset by savings on employees and additional income. The £325k movement in forecast relates to a budget reduction (moved to the Corporate Savings Programme) of £350k offset by a forecast £25k increase in net expenditure within the service.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Legal and Democratic Services

Services provided by Legal and Democratic Services

Legal Services includes the child protection team, community and litigation team, property team, planning transport and the regulatory team. The division also includes statutory registration services and democratic services.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
221	Legal - Place	675	1,126	451	934	807	1,311	505	64	1,248
222	Statutory & Democratic Services	2,260	2,109	(151)	3,506	2,703	2,584	(119)	(41)	2,625
224	Legal - People	1,100	1,515	415	1,404	1,320	1,388	68	89	1,300
225	Legal Services - Other	437	334	(104)	524	523	391	(132)	6	385
291	Electoral Services	836	2,934	2,098	993	1,003	1,027	24	1	1,027
Total Legal and Democratic Services		5,309	8,019	2,710	7,362	6,356	6,702	346	117	6,585

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	5,429	7,050	1,621	6,921	6,501	7,402	901	685	6,717
2	Premises-Related Expenditure	46	322	275	55	55	62	6	(2)	64
3	Transport-Related Expenditure	161	(0)	(162)	195	194	57	(137)	(101)	158
4	Supplies & Services	3,324	3,182	(142)	4,284	3,989	4,017	28	109	3,908
5	Third Party Payments	1	3	2	151	1	3	2	0	3
7	Support Services	401	743	342	622	481	861	380	278	582
Expenditure		9,362	11,300	1,938	12,229	11,221	12,401	1,181	969	11,432
9	Income	(4,054)	(3,281)	773	(4,868)	(4,865)	(5,699)	(835)	(852)	(4,847)
Income		(4,054)	(3,281)	773	(4,868)	(4,865)	(5,699)	(835)	(852)	(4,847)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	0	0	0	0	0
Transfer to \ from reserves		0	0	0	0	0	0	0	0	0
NET Expenditure		5,309	8,019	2,710	7,362	6,356	6,702	346	117	6,585

Notes

Although the movement in forecast for Legal is shown as £117k, a budget reduction of £133k has also occurred to contribute to planned savings for the Corporate Savings Programme. These two figures explain the movement of the forecast from P9 of £96k overspend to the current £346k overspend. The forecasted net expenditure has increased by £117k, mainly due to a reduction in income forecast for Land charges whilst the budget movement to the Corporate Savings programme for court fees in child protection has brought this budget back to balance from a forecast underspend and this will continue to be closely monitored. Litigation cases are however showing an overspend due to a substantial increase in court fees to issue proceedings; increase in challenges to decisions to the High Court through claims and judicial review and costs awards against the council, which are paid through the legal services budget and monitored through reports to the Resources scrutiny commission.

As previously reported, there are cost pressures in year as a result of not significantly increasing the funding for Electoral Services when the election cycle changed to all outs and the additional election for the Bristol Mayor was added, £438k overspend electoral registration and £927k for elections. These pressures will be managed in this financial year through drawdown from reserves and in future through an offsetting arrangement, whereby budget is set aside in non election years. Members Services has a one off saving this year due to the Member Development budget not being fully spent.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Finance

Services provided by Finance

Finance comprises our financial planning function, financial management budget support services, internal and external reporting, finance operations and finance business partnering. Finance also includes the management of our internal audit services.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
242	Corporate Finance	2,839	4,534	1,695	5,554	3,386	3,386	0	(34)	3,421
243	Chief Internal Auditor	642	618	(24)	788	766	713	(53)	(3)	717
Total Finance		3,482	5,152	1,671	6,341	4,152	4,100	(53)	(38)	4,137

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	4,368	4,745	377	5,615	5,216	4,965	(250)	(42)	5,007
2	Premises-Related Expenditure	0	0	0	367	0	0	0	0	0
3	Transport-Related Expenditure	4	5	1	366	5	5	(0)	0	5
4	Supplies & Services	649	812	163	1,833	779	1,140	361	87	1,053
5	Third Party Payments	102	0	(101)	122	122	5	(117)	(15)	20
7	Support Services	97	73	(24)	155	116	116	(0)	0	116
X	Capital Financing Costs	0	16	16	0	0	18	18	5	13
Expenditure		5,220	5,652	432	8,458	6,238	6,249	11	35	6,214
9	Income	(1,738)	(499)	1,239	(2,117)	(2,086)	(2,149)	(63)	(73)	(2,077)
Income		(1,738)	(499)	1,239	(2,117)	(2,086)	(2,149)	(63)	(73)	(2,077)
NET Expenditure		3,482	5,152	1,671	6,341	4,152	4,100	(53)	(38)	4,137

Notes

Finance has further reviewed spend against the service budget to minimise the outturn forecast spend. Expenditure is being maintained within budget by holding a number of vacancies within the service and stopping non essential expenditure against non staffing budgets. As previously reported, the Finance Transformation work must continue and will be funded from reserves earmarked for this purpose. It should be noted that the budget for Corporate Finance has been reduced by £35k to contribute the the Corporate Savings Programme and this will be covered through vacancy management.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: HR & Workplace

Services provided by HR & Workplace

HR provides both a strategic and advisory role for the attraction, delivery and continuous development of a strong, capable, agile and effective workforce.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
251	People Operations	2,642	3,338	696	3,966	3,120	2,713	(407)	(20)	2,733
252	Change & Performance	1,715	1,472	(242)	2,066	2,054	1,829	(225)	22	1,807
283	Corporate Communications	585	1,204	619	696	702	688	(13)	39	650
Total HR & Workplace		4,942	6,014	1,073	6,728	5,876	5,230	(646)	41	5,189

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	5,681	5,651	(30)	7,511	6,763	6,391	(372)	44	6,347
2	Premises-Related Expenditure	3	(0)	(3)	4	3	(0)	(3)	(0)	(0)
3	Transport-Related Expenditure	30	110	80	43	36	8	(28)	1	7
4	Supplies & Services	2,010	2,158	148	2,481	2,412	2,550	138	28	2,522
5	Third Party Payments	11	0	(11)	13	13	0	(13)	0	0
6	Transfer Payments	4	0	(4)	4	4	0	(4)	0	0
7	Support Services	28	32	4	62	34	41	7	8	33
Expenditure		7,766	7,951	184	10,118	9,265	8,990	(276)	80	8,910
9	Income	(2,825)	(1,937)	888	(3,390)	(3,390)	(3,760)	(370)	(39)	(3,721)
Income		(2,825)	(1,937)	888	(3,390)	(3,390)	(3,760)	(370)	(39)	(3,721)
NET Expenditure		4,942	6,014	1,073	6,728	5,876	5,230	(646)	41	5,189

Notes

Human Resources is reporting a forecast underspend of £645k (£911k underspend at period 9). The underspend is mainly due to unfilled vacancies, recharges and the spending freeze and also includes a one-off saving of £174k from Learning and Development within Change and Performance. There has been minimal movement in forecast since period 9 (£41k) however the reason the underspend has reduced by £266k is due to previously identified savings which have now been taken from budgets and moved to the Corporate Savings Programme.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Policy, Strategy & Communications

Services provided by Policy, Strategy & Communications

The services included are Policy & Strategic Planning, International, PR & Communications, Business Intelligence & Performance, Resilience and Social Action

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 2016/10	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
282	Public Relations	353	341	(12)	431	428	412	(17)	1	411
284	Performance & Infrastructure	1,333	1,459	126	1,611	1,586	1,368	(217)	(10)	1,379
285	Strategic Planning & Development	718	951	233	540	997	906	(90)	4	902
286	Health and Wellbeing	177	62	(115)	219	213	129	(84)	0	129
287	Devolution PSC	208	242	33	0	(0)	0	0	0	0
Total Policy, Strategy & Communications		2,790	3,054	265	2,802	3,223	2,815	(408)	(6)	2,821

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	2,688	2,772	83	3,067	3,197	3,007	(191)	(14)	3,021
2	Premises-Related Expenditure	11	1	(10)	12	13	2	(11)	0	2
3	Transport-Related Expenditure	8	1	(6)	3	9	2	(8)	0	2
4	Supplies & Services	512	450	(62)	96	618	512	(107)	6	506
5	Third Party Payments	384	475	91	451	611	578	(33)	(0)	578
7	Support Services	116	105	(11)	32	140	140	0	2	138
Expenditure		3,719	3,804	85	3,661	4,589	4,240	(349)	(6)	4,245
9	Income	(930)	(750)	180	(859)	(1,116)	(1,326)	(211)	(0)	(1,326)
Income		(930)	(750)	180	(859)	(1,116)	(1,326)	(211)	(0)	(1,326)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	(250)	(98)	152	0	(98)
Transfer to \ from reserves		0	0	0	0	(250)	(98)	152	0	(98)
NET Expenditure		2,790	3,054	265	2,802	3,223	2,815	(408)	(6)	2,821

Notes

The forecast underspend for Policy, strategy and Communications has increased by £2k since P9 in relation to the freeze of expenditure. The £4k further variance in relation to the movement in forecast relates to a reduction of the supplies and services budget as a result of the finalisation of the corporate savings exercise for 2016/17.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Bristol Futures

Services provided by Bristol Futures

The services included are Sustainable City Team, Civil Protection Unit and City Innovations.

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
511	City Innovation	1,331	96	(1,236)	321	320	261	(59)	(2)	263
512	European & International Programme	298	275	(23)	245	348	349	1	(1)	349
513	Sustainable City & Climate Change	424	277	(147)	570	530	475	(55)	(4)	479
514	Head of Bristol Futures	266	194	(72)	528	309	306	(3)	(7)	313
Total Bristol Futures		2,319	842	(1,478)	1,664	1,506	1,391	(115)	(14)	1,405

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	1,335	1,339	4	1,529	1,581	1,432	(149)	(9)	1,440
2	Premises-Related Expenditure	38	22	(16)	43	45	33	(12)	(0)	34
3	Transport-Related Expenditure	43	6	(37)	41	52	20	(31)	(9)	29
4	Supplies & Services	1,201	315	(886)	1,118	1,442	744	(698)	(79)	823
5	Third Party Payments	135	365	230	162	162	449	287	25	424
6	Transfer Payments	100	0	(100)	278	120	120	(0)	0	120
7	Support Services	401	164	(237)	325	484	362	(122)	6	356
Expenditure		3,252	2,210	(1,042)	3,495	3,885	3,160	(725)	(67)	3,227
9	Income	(933)	(1,369)	(436)	(1,831)	(1,048)	(1,332)	(284)	62	(1,393)
Income		(933)	(1,369)	(436)	(1,831)	(1,048)	(1,332)	(284)	62	(1,393)
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	(1,331)	(438)	893	(9)	(429)
Transfer to \ from reserves		0	0	0	0	(1,331)	(438)	893	(9)	(429)
NET Expenditure		2,319	842	(1,478)	1,664	1,506	1,391	(115)	(14)	1,405

Notes

Bristol Futures are reporting a £115k forecast underspend which is an improvement from P9 of £11k. This is related to small amounts of savings across the services as a result of the expenditure freeze. The additional £3k variance in relation to movement in forecast relates to a budget reduction in supplies and services as a result of the finalisation of the corporate savings exercise for 2016/17.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Executive Office Division

Services provided by Executive Office Division

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
541	Management - City Director	572	471	(101)	801	687	672	(14)	(71)	743
542	Senior Leadership Team	1,216	1,241	25	1,224	1,459	1,589	131	(10)	1,600
Total Executive Office Division a		1,788	1,712	(76)	2,025	2,145	2,262	116	(81)	2,343

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
1	Employees	1,421	1,383	(38)	1,683	1,705	1,612	(94)	1	1,611
2	Premises-Related Expenditure	5	1	(3)	6	6	2	(4)	(2)	4
3	Transport-Related Expenditure	8	3	(5)	11	10	6	(4)	0	6
4	Supplies & Services	184	324	140	118	221	558	337	31	527
5	Third Party Payments	167	21	(146)	200	200	120	(80)	(72)	192
7	Support Services	3	25	22	7	4	27	24	1	26
Expenditure		1,788	1,756	(31)	2,025	2,145	2,325	180	(42)	2,367
9	Income	0	(44)	(44)	0	0	(63)	(63)	(39)	(24)
Income		0	(44)	(44)	0	0	(63)	(63)	(39)	(24)
NET Expenditure		1,788	1,712	(76)	2,025	2,145	2,262	116	(81)	2,343

Notes

We previously identified a forecast overspend of £197k which mainly related to a previously reported payment to the previous City Director of £196k plus £50k cost of redundancy payments partly off-set offset by a £50k forecast saving within the Innovations fund. In P10 the forecast has improved by £81k which mainly relates to a further forecast saving of £25k in the Innovations fund and a £56k reduction in forecast in the Mayor's office.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Levies

Services provided by Levies

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
X20	Levies	933	726	(206)	1,119	1,119	1,119	0	0	1,119
Total Levies		933	726	(206)	1,119	1,119	1,119	0	0	1,119

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
5	Third Party Payments	933	723	(209)	1,119	1,119	1,119	0	0	1,119
6	Transfer Payments	0	(0)	(0)	0	0	0	0	0	0
Expenditure		933	723	(210)	1,119	1,119	1,119	0	0	1,119
9	Income	0	3	3	0	0	0	0	0	0
Income		0	3	3	0	0	0	0	0	0
NET Expenditure		933	726	(206)	1,119	1,119	1,119	0	0	1,119

Notes

Period 10 Budget Monitoring - Detailed budget summary by division\service
Division: Corporate Expenditure

Services provided by Corporate Expenditure

Summary by Service		2016/17 - Year to date			2016/17 - Full Year						Period 9 Forecast	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn (Agresso)	Accountants' Adjustments	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s						£000s	
X30	Corporate Expenditure	20,880	11,562	(9,318)	36,688	19,820	9,337	513	9,850	(9,970)	2,513	7,337
Total Corporate Expenditure		20,880	11,562	(9,318)	36,688	19,820	9,337	513	9,850	(9,970)	2,513	7,337

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year						Period 9 Forecast	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn (Agresso)	Accountants' Adjustments	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s						£000s	
1	Employees	2,480	5,334	2,854	2,710	2,976	3,179		3,179	203	0	3,179
2	Premises-Related Expenditure	306	0	(306)	0	367	367		367	0	0	367
3	Transport-Related Expenditure	300	0	(300)	0	360	360		360	0	0	360
4	Supplies & Services	3,495	199	(3,296)	9,243	4,194	4,194		4,194	0	0	4,194
X	Capital Financing Costs	17,112	14,453	(2,659)	171	13,867	12,668	513	13,181	(686)	2,513	10,668
Expenditure		23,692	19,986	(3,706)	12,124	21,764	20,767	513	21,280	(483)	2,513	18,767
9	Income	(9,777)	(7,898)	1,879	(1,635)	(10,301)	(11,463)		(11,463)	(1,162)	0	(11,463)
Income		(9,777)	(7,898)	1,879	(1,635)	(10,301)	(11,463)	0	(11,463)	(1,162)	0	(11,463)
N	Income & Expenditure outside of Net Cost of Service	6,965	(526)	(7,491)	26,199	8,357	33		33	(8,325)	0	33
Other items outside of the Net Cost of Service		6,965	(526)	(7,491)	26,199	8,357	33	0	33	(8,325)	0	33
NET Expenditure		20,880	11,562	(9,318)	36,688	19,820	9,337	513	9,850	(9,970)	2,513	7,337

Notes

It is currently forecast that the Capital Financing budget will be underspend by £10.6m as a result of re-profiling of the capital programme and a further adjustment to the forecast further to the amendment to the Minimum Revenue Provision Policy (agreed at Full Council on 13th December 2016).

The Council receives S31 grant each year to cover various business rate reliefs. The budget for this financial year was assumed to be £1.0m. The latest forecast indicates this is likely to be £3.0m in this financial year, which is £2.0m above the budgeted amount. This is reflected in the forecast for Other / Corporate Budgets.

Included within the forecast is income from the Port Dividend of £2m. We have now been informed that the actual income will be c£2.6m and this is now reflected in the forecast for Other/Corporate Budgets.

The general contingency included in other budgets stands at £2.8m. This is held as a contingency to cover miscellaneous cost pressures across all service areas. As previously reported, to date £1.1m has been set aside to cover the forecast cost of workforce court ruling, support to the Children's Service as part of the Ofsted Improvement Plan and to support the Corporate ERP Project.

Therefore, the remaining contingency is reduced to £1.7m and it is assumed that this will be required by the end of the financial year.

Period 10 Budget Monitoring - Detailed budget summary by division\service

Division: Corporate Expenditure

Services provided by Corporate Expenditure

Summary by Service		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
Service		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
X40	Capital Financing	0	0	0	0	10,950	6,677	(4,273)	0	6,677
X41	Capital - Year-end transactions	0	0	0	0	178	178	0	0	178
Total Capital Financing		0	0	0	0	11,128	6,855	(4,273)	0	6,855

Summary by CIPFA group (Account Type)		2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
CIPFA description		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
		£000s			£000s				£000s	
N	Income & Expenditure outside of Net Cost of Service	0	0	0	0	11,128	6,855	(4,273)	0	6,855
Other items outside of the Net Cost of Service		0	0	0	0	11,128	6,855	(4,273)	0	6,855
NET Expenditure		0	0	0	0	11,128	6,855	(4,273)	0	6,855

Notes

CONSULTATION SUMMARY – PERIOD 10 FINANCE REPORT

a. Internal consultation:

Strategic Directors, Service Directors, Budget Managers and the finance team.

b. External consultation:

Not applicable

ANALYSIS OF OUTSTANDING DEBT - PERIOD 9

Directorate(T)	Not Due	1-29 Days	30-59 Days	60-89 Days	90-119 Days	120-365 Days	1-2 Years	2 - 4.5 Years	Over 4.5 Year	Outstanding Amount	Number	Average Value
People	0	2,230,479	1,748,011	2,788,136	691,701	4,784,127	2,805,470	1,023,478	367,275	16,438,678	12,544	1,310
Resources	0	396,874	47,272	16,633	3,498	54,167	56,640	52,446	10,769	638,299	543	1,176
Neighbourhoods	0	885,690	345,554	144,811	97,475	554,263	357,924	647,571	310,599	3,343,886	9,197	364
Place	0	1,521,562	556,875	596,423	95,655	892,652	450,645	492,121	305,831	4,911,764	3,281	1,497
City Director	0	149,811	0	0	0	103,572	16,000	15,000	0	284,383	14	20,313
Corporate Funding & Expenditure	0	2,942	45	16	0	27,038	12,675	13,710	0	56,427	44	1,282
Cost centres o/s of rev reporting	0	-36,909	-46,159	10,664	-78,023	-99,047	661,028	2,096,562	1,017,549	3,525,665	9,905	356
	0	5,150,353	2,651,599	3,556,683	810,306	6,316,772	4,360,382	4,340,889	2,012,023	29,199,102	35,528	822

OVERALL RISK ASSESSMENT: PERIOD 10 FINANCE REPORT

In the Budget Report presented to Full Council in February 2016, a number of significant risks were identified. The finance reports this year have identified that a significant number of these risks have come to fruition in the early part of the financial year, or remain relevant. The list below highlights the most significant of these risks:

- the scale of overall reductions to all directorate budgets (£35.4m identified and included in the approved budget) and the potential of non-delivery of these savings;
- the potential of overspends against budgeted net expenditure;
- care placements & budgets, both in terms of activity as a result of demographic pressures and also unit costs;
- potential delay in delivery of capital receipts;
- increase in pension liabilities;
- volatility in business rate income including the level of successful appeals, the result of the application for mandatory charitable relief made by a number of hospital trusts and the transfer of properties between rating lists. Once these changes are made the Council may have to refund several years back dated rates from a single years income.

As well as the risks highlighted above, the following additional risks have been identified:

- wholly owned company delivery of agreed business plans;
- sustainability of council owned and managed assets, including infrastructure previously identified, property, fleet and ICT.
- schools PFI contracts;
- living wage accreditation – this will require a full review of all external contracts and may result in additional contractual costs;
- inflationary pressure on contract and energy costs;
- increased capital costs of major projects, i.e. Metrobus, the delivery of the Arena and Bristol Temple Meads Easts (development area around the arena);
- current lack of policy clarity on proposed changes to business rate retention;
- effect of Brexit both on house building industry and general economic confidence;
- there will be other costs, such as the Mayoral Combined Authority, still to be fully quantified;

Any risk assessment requires constant review and will form part of the ongoing future monitoring.

DIRECTORATE RISK ASSESSMENT: RESOURCES

ICT Risks identified:

- Unexpected business demand, such as a result of an Ofsted, or other regulatory body, inspection.
- Any remedial actions that may be required to achieve compliance with connection standards, e.g. Public service Network (PSN).
- Remedial actions in event of serious cyber or other event, (e.g. ransomware), resulting in loss of data/access to key BCC systems and data.
- Information Commissioners fine in case of Data Breach or Loss (may not be an ICT related loss, i.e. may be loss of case papers) and remedial actions in event of Data Breach or Loss;
- Remedial actions in event of major supplier commercial failure.
- Remedial actions in the event of sudden or unanticipated change of law or statute.
- Potential additional costs incurred as result of local/regional elections.
- The potential for additional costs incurred as result of currency fluctuations or due to major external influences such as Brexit.
- Capacity to deliver the required pace of change, set upon a backdrop of reducing resources through VS.
- Restructure of the ICT function will require short term additional flexible resource to ensure that approved service projects that have savings requirements, can still be delivered.

The high level detail is given here. It is important to note that, at this point in time, if these items were to occur they would result in expenditure being drawn down from reserves or contingencies.

HR Risks identified:

- Unfilled vacancies plus staff leaving through VS will deliver savings but may increase workplace pressures and the ability of the service to respond to organisational requirement during a period of significant workforce change. Stress risk assessments may be required to assess the impact on employees and this could lead to a requirement to prioritise key activities that are achievable, consider temporary resources, or work ceasing.
- Capacity to deliver the required pace of change, set upon a backdrop of reducing resources through VS. Restructure of the HR function will require short term additional flexible resource to ensure that approved service projects that have savings requirements can be delivered. However, this is expected to be able to be delivered within the proposed financial envelope.
- The income target through the Annual Leave Top Up scheme is dependent on staff take-up across the organisation and this may not be possible as staffing levels will be lower post-restructure. This may mean that the income target in 16/17 is not realised. Also, staff leaving on VS who are in the scheme will cause loss of income in the current year.

- The staff survey has highlighted a number of key areas for consideration that will require detailed attention to address them.

Legal Services Risks Identified (including Electoral Services, Mortuary & Coroner, & Register Office):

- demand led and cannot predict its spend – high cost/profile cases could happen at any time;
- there may be an increase in an area of work through e.g. court rulings or practice;
- income is more predictable over the short term as clients are known, but will fluctuate over the longer term with changes in external clients as work and projects come to an end and new work will need to be identified;
- there may be a parliamentary election in 2017 or other smaller elections and referenda, which are not currently included in the 4 year budget predictions and which would have budget implications;
- legislative changes, such as the introduction of medical examiners, could cause significant budget pressures;
- increases in the number of deaths due to widespread fatalities that could not be predicted;
- births and deaths registration are reactive services and cannot be completely estimated.
- **Electoral Services** - Currently the postage amount is estimated because printing is billed three months in arrears by Print and Mail Operations. The canvass printing for Oct and Nov for annual canvass printing is currently estimated.
- **Lord Mayor's Office** - Spending freeze - risk that no maintenance spend may reduce income generation potential. Democratic Services - Risk of impact of no longer supporting P&CP and also concerns that school appeals income is not covering reality of staffing costs - review required
- **Members Green** - Political Assistant is due to go on maternity cover in Feb 17, backfill process needs clarification in line with spending freeze
- **Member Development** - Limited Activity on member development, - risk of lack of training to members in chairing positions etc

Finance Risks identified:

- Unfilled vacancies plus staff leaving through Voluntary Severance will deliver savings but may increase workplace pressures and the ability of the service to respond to organisational requirement during a period of significant workforce change.
- Under resourcing finance can lead to a risk of not meeting the requirements of the role of S151 officer.
- Income targets for future years are dependent on successful bidding and provision of an effective, value for money service offer. There is a risk associated with the income from Avon Fire & Rescue for future years as the contract is due for renewal at the end of 2017/18.

Change Services (incl. PMO) Risks identified:

- Where projects were relying on internal resources to support the delivery of service related projects but due to lack of available resources may need to request external resource which could have a higher cost implication.
- Unfilled vacancies in the team due to the recruitment freeze, in addition to previous reduction through VS, leading to resource pressures. In particular in management roles increasing pressures and the ability of the service to respond quickly to requests/ needs
- Staff Retention – experienced change delivery staff (e.g. Project Managers, Business Analysts, IT Specialists) with marketable skills could opt to leave the organisation, intensifying resource pressures and resultant higher costs already referenced above.
- Unexpected business demand (winning unexpected bids and needing Change resource to deliver them, unexpected IT changes which require change input etc).
- Risk that CPG group will trigger previously unexpected/not-anticipated demand.
- The Change Business Partners are currently covering the Service Manager role and working with Finance colleagues to manage the budget position and year end forecast, to mitigate this risk.