

Overview and Scrutiny Management Board Agenda



Date: Monday, 24 April 2017

Time: 4.15 pm

Venue: The Writing Room - City Hall, College Green,
Bristol, BS1 5TR

Distribution:

Councillors: Geoff Gollop (Chair), Charlie Bolton, Nicola Bowden-Jones, Tom Brook, Jude English, Gill Kirk, Brenda Massey, Olly Mead, Graham Morris, Anthony Negus and Steve Pearce

Copies to: Anna Klonowski (Chief Executive), Alison Comley (Strategic Director - Neighbourhoods), Barra Mac Ruairi (Strategic Director - Place), Shahzia Daya (Service Director - Legal and Democratic Services), Andrea Dell (Service Manager Democratic Engagement), Lucy Fleming (Scrutiny Co-ordinator), Pauline Cowley (DA to Shahzia Daya), Denise Murray (Service Director Finance) and John Readman (Strategic Director - People)

Issued by Lucy Fleming, Democratic Engagement

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Date: Wednesday 12th April



Agenda

1. Welcome, Introductions and Safety Information **4.15 pm**

2. Apologies for absence

3. Declarations of Interest

To note any declarations of interest from the 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**.

Please note that the Register of Interests is available at <https://www.bristol.gov.uk/councillors/members-interests-gifts-and-hospitality-register>

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.

4. Chair's Business **4.20 pm**

To note any announcements from the Chair

5. Public Forum **4.25 pm**

Up to 30 minutes is allowed for this item

Any member of the public or Councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda. Public Forum items should be emailed to democratic.services@bristol.gov.uk and please note that the following deadlines will apply in relation to this meeting:-

Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by 5 pm on **Tuesday 18th April 2017**

Petitions and Statements - Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by 12.00 noon on **Friday 21st April 2017**



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|--|--------------------------|
| 6. Minutes and Actions of the Previous Meetings | 4.35 pm |
| <ul style="list-style-type: none">• Overview and Scrutiny Management Board - 9th Feb 17• Overview and Scrutiny Management Board - 13th March 17• Call In Sub Committee - 27th March | (Pages 5 - 28) |
| 7. Financial Monitor - P10 | 4.45 pm |
| | (Pages 29 - 93) |
| 8. Hengrove Park and Hartcliffe Campus Community Engagement Strategy | 5.00 pm |
| | (Pages 94 - 102) |
| 9. Scrutiny Structures and New Ways of Working – Outcomes from the Hothouse | 5.20 pm |
| | (Page 103) |
| 10. Mayor's Forward Plan | 5.50 pm |
| | (Pages 104 - 111) |
| 11. Work Programme | 6.00 pm |
| | (Pages 112 - 124) |
| 12. Scrutiny Tracker | 6.10 pm |
| <ul style="list-style-type: none">• Meeting Resolutions• Inquiry Day Recommendations• Full Council Actions | (Pages 125 - 140) |



Bristol City Council

Minutes of the Extraordinary Overview and Scrutiny Management Board



9 February 2017 at 6pm

DISCLAIMER

The attached Minutes are DRAFT. Whilst every effort has been made to ensure the accuracy of the information and statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting

Members Present:-

Donald Alexander (for Gill Kirk), Charlie Bolton, Tom Brook, Jude English, Geoff Gollop, Gary Hopkins (for Anthony Negus) Olly Mead, Graham Morris, Steve Pearce, Celia Phipps (for Brenda Massey)

Officers in Attendance:-

Stephen Hughes, Interim Chief Executive, Anna Klonowski, Interim Strategic Director - Business Change, , Shahzia Daya, Service Director, Legal and Democratic Services, Andrea Dell, Service Manager, Democratic Services and Civic Affairs, Lucy Fleming Scrutiny Co-ordinator, Allison Taylor, Democratic Services

1. Welcome, Introductions and Safety Information

The Chair welcomed all members to the meeting and explained the evacuation procedure in the event of an emergency.

2. Apologies for absence.

Apologies were noted from Councillor Kirk with Councillor Alexander as substitute, and Councillor Massey with Councillor Phipps as substitute.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes and Action Sheets for:-

A – 8 December 2016;

B - 12 January 2017;



C – 19 January 2017.

It was agreed that these be considered at the next meeting of OSMB.

5. Chair's Business.

The Chair advised that the Extraordinary meeting in March would formally consider the Bundred report and that this meeting would be chaired by Councillor Pearce.

6. Public Forum.

The public forum submissions were received and noted. Copies of which are held on the Minute Book within Democratic Services.

7. Scrutiny Structure and Ways of Working.

The Chair, referring to statements submitted as Public Forum, stated that any changes proposed were not part of a cost cutting exercise but were to establish more effective scrutiny with an emphasis on policy development rather than pre-decision scrutiny. He believed that Scrutiny had not played the part it should in light of the findings of the Bundred Report. He noted the Mayor's positive message at the Mayoral Question Time regarding the importance of Councillors engaging in decision making.

The Service Manager, Democratic Engagement stated that the report was intended to open discussions and the Board was asked to consider whether it wished the Local Government Association to be involved. She pointed out that a national review of Overview and Scrutiny was currently underway and there was an option for this Council to submit evidence to the Parliamentary Select Committee.

The following points arose from discussion:-

1. A Councillor raised concerns that the Scrutiny review was being driven by the need to reduce costs. She was advised that whilst there were some modest staff reductions, the overriding reason for considering the changes was the need to work more effectively. She added that consideration should be given to digital ways of working (eg. Slack) and not relying on so many formal meetings and reports;
2. A Councillor referred to the comment 'sustained financial pressures' in page 9 of the report which appeared to acknowledge the context of a shrinking organisation. He asked whether the current format of reports was a statutory requirement and suggested that reports should be written in a more accessible format. Reports often included misbalanced options and needed to present a cohesive narrative moving forward;
3. A Councillor believed that the current structure was not fit for purpose and an emphasis on policy development was needed. As the report was written before the Bundred review, it seemed premature to discuss this matter in detail until that report had been fully assessed;



4. A Councillor asked what the expectations for Scrutiny were when decisions had already been made by the Mayor and Cabinet. There needed to be recognition of the resources available to produce information for scrutiny and not make unreasonable demands on officers;
5. A Councillor stated that good scrutiny was key but it was important that it be relevant and that there was ownership of a piece of work. It was vital that all large budgets were regularly scrutinised. Consideration should be given to the imbalance of some Work Programmes, fewer but deeper pieces of work and the formalising of the Scrutiny Chairs' meeting;
6. The Interim Strategic Director – Business Change clarified that the report before the Board did not seek to make recommendations but was intended to assist with identifying the objectives for Scrutiny and then to design a model on that basis. Clearly, the work programme needed to be aligned with Cabinet, Audit Committee and Human Resources Committee in order to form an appropriate governance structure;
8. A Councillor stated that any model should put public engagement at its heart and it should move away from alignment with structures of the Council, which meant little to the public;
9. A Councillor, in response to the point above, stated that the public tended to respond to matters important to them leaving the other less popular areas which should perhaps be scrutinised more deeply. She felt it was important that the members with the right knowledge and skills sat on the appropriate Committees;
10. The Chair suggested a way forward would be to arrange an informal workshop to develop a scrutiny proposal between the next meeting and the last meeting of the year. It was confirmed that the AGM Full Council would only be required to set up a broad scrutiny service and the detail could be worked up later. This was supported;
11. The Interim Strategic Director – Business Change proposed that a 'hothouse' workshop could be piloted for this meeting;
12. It was agreed to submit a statement to the Parliamentary Select Committee advising that Bristol's Scrutiny structure and ways of working were being revised and to engage with the Department for Communities and Local Government on this matter;
13. As a result of a request, it was agreed to place the minutes of the Constitutional Working Group on Al Fresco.

RESOLVED –

- 1. That an informal workshop ('hothouse') take place between 13 March Extraordinary OSMB and the scheduled OSMB on 6 April in order to develop a proposal for the scrutiny structure and new ways of working.**
- 2. That the Board notes that the Constitution allows it to determine how Scrutiny operated.**
- 3. That a Statement be submitted to the Parliamentary Select Committee's Review of Overview and Scrutiny advising that Bristol's Scrutiny structure and ways of working were being revised.**
- 4. That the Council engage with the Department for Communities and Local Government on this matter.**



At this point, Councillor Alexander left the meeting.

8. Feedback Regarding the Budget Process.

The Interim Strategic Director – Business Change introduced the report stating that this year's process had been unique and would not be the 'norm'. A new process would be designed for the MTFP and savings for next year would need to be identified as early as June 2017. It was intended to have a 'greenhouse' session on the new Decision Pathway and income generation ideas.

The Interim Chief Executive stated that the Authority had been running to catch up this year but had met its statutory obligations. He added that, from his past experiences, budget processes had come a long way as they were once very secretive. The Mayor wanted further change by engaging members and the public from the start in order to develop a framework of priorities by which propositions could be tested. The timeline would be a strategic process in June, with a full set of options to consider for September before going out for consultation.

The following points arose from discussion:-

1. A Councillor had confidence in the new Chief Executive's willingness to do things differently.;
2. A Councillor stated that the information made available in the budget papers had been much improved from previous years. It was noted that there were ongoing discussions with Party Group Leaders regarding improvements to the process;
3. It was noted that the HRA figures would form part of the budget and these figures were in the public domain;
4. The timetable for the MTFP would be considered at OSMB's April meeting.

RESOLVED – that the report be noted.

9. Elimination of the Gender and Race Pay Gap.

It was noted that this would be considered by the Human Resources Committee on 6 April and update would be provided to the Commission in due course.

RESOLVED – that the update report be noted.

At this point, Councillor Mead left.

10. Scrutiny Work Programme.

1. It was noted that the pre-election period did not preclude 'normal' Council business taking place ie. Scrutiny work, but did place restraints regarding publicity.



2. The Scrutiny Co-ordinator reported that she was continuing dialogue with young people in order to forge close working relationships and engage them in the democratic process. The Chair of the Neighbourhoods Scrutiny Commission reported that the youth element of any scrutiny matter was considered early on and their contributions had been useful. It was agreed that examples of good practice across Commissions should be highlighted at the 'hothouse' session and incorporated into a future model;

3. It was agreed to invite Place Scrutiny Members to attend the item on Green Capital scheduled for the 13th March OSMB meeting, and the housing items that would be considered by Neighbourhoods Scrutiny in February 17.

RESOLVED – that the report be noted.

11. Mayor's Forward Plan.

It was noted that the Housing Delivery Plan would be considered at the February Neighbourhoods Scrutiny Commission meeting and be fed back to the Cabinet meeting in March.

It was noted that the Decision Pathway had been revised to give clear ownership of the Forward Plan to the Mayor. Decisions would not be progressed if they were not first approved by the Mayor. An ideas form was also in development which the Mayor alone would approve for inclusion on the Forward Plan. OSMB would be briefed on the Decision Pathway at its meeting on 13 March.

The Chair noted the above but emphasised the need for known key decisions to populate the Forward Plan. It was essential to have a comprehensive list of forthcoming decisions so that they could be scrutinised if there was concern. This was not possible if they were only submitted to the Forward Plan shortly before the decision. He was informed that there was a need to manage business plans to give a clearer picture of milestones for the Forward Plan. It was suggested that perhaps a 'queuing' list of items for the Forward Plan could be developed. The Chair supported this as a way forward.

RESOLVED – that the Mayor's Forward Plan be noted.

12. Scrutiny Resolution, Inquiry Day Outcome and Full Council Motion Tracker.

1. A Councillor expressed his frustration that good pieces of scrutiny work such as the Supermarkets Select Committee, the Housing Inquiry day and the Waste Inquiry Day have not had their recommendations implemented.

2. A Councillor asked for an update on the Air Pollution Motion for a future tracker.

RESOLVED – that the report be noted.



13. Date of next meeting.

This was noted as 13 March 2017.

The Meeting ended at 7.55pm.

CHAIR _____





Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken
4.	Minutes and Action Sheets	All minutes and action sheets to be carried over to the 13 th March agenda	Allison Taylor	Complete
5.	Chair's Business	Independent Review of the City Council's Financial Deficit in 16/17 to be added to the agenda for the 13 th March OSM meeting. Item to be chaired by Councillor Pearce, as Vice Chair. If available, the Terms of Reference for the subsequent review, which will be conducted by the LGA, are also to be provided.	Lucy Fleming	Complete
7	Scrutiny Structures and New Ways of Working	Hothouse and workshops to be arranged between 13/3 & 6/4 on the future structure of scrutiny and ways of working in order to agree a changes to be made for the start of the 17/18 municipal year. A statement is to be submitted to DCLG's Overview and Scrutiny in Local Government Select Committee to advise that Bristol's Scrutiny structure and ways	Andrea Dell/Lucy Fleming Lucy Fleming	In progress Complete

		of working are being revised.		
8	Feedback Regarding the Budget Process	Scrutiny to be provided with a budget setting timetable for 17/18	Lucy Fleming/Denise Murray	Will be circulated once it's available – expected spring 17
9	Elimination of the Gender and Race Pay Gap	An update to be added to the Work Programme summer 17	Lucy Fleming	Complete
10	Work Programme	Invite Place Scrutiny Members to attend the item on Green Capital that's scheduled for the 13 th March OSM meeting, and the Housing items that would be considered by Neighbourhoods Scrutiny in February 17.	Lucy Fleming	Complete
11	Mayor's Forward Plan	Members to be briefed on the new Decision Pathway	Andrea Dell	Complete - added to 13 th March OSM agenda

Bristol City Council

Minutes of the Extraordinary Overview and Scrutiny Management Board



13 March 2017 at 5pm

DISCLAIMER

The attached Minutes are DRAFT. Whilst every effort has been made to ensure the accuracy of the information and statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting

Members Present;

Charlie Bolton, Tom Brook, Geoff Gollop, Gill Kirk (in part), Councillor Mhairi Threlfall (in part), Gary Hopkins, Anthony Negus, Olly Mead, Graham Morris, Steve Pearce, Brenda Massey and Clive Stevens (for Jude English)

Officers in Attendance;

Anna Klonowski, Chief Executive; Denise Murray, Service Director – Finance; Nancy Rollason, Service Manager – Legal; Andrea Dell, Service Manager, Democratic Engagement; Lucy Fleming Scrutiny Co-ordinator; Alex MinShull, Sustainable City and Climate Change Service Manager; Robert Swift, Project Manager; James Snelgrove, Business Process Analyst; Hannah Sturman, Deputy Head of Mayor's Office.

1. Welcome, Introductions and Safety Information

The Chair welcomed all Members to the meeting and explained the evacuation procedure in the event of an emergency.

2. Apologies for Absence;

Apologies for absence were noted from Councillor English. Councillor Stevens substituted.

3. Declarations of Interest;

There were no declarations of interest.

4. Minutes and Action Sheets of the Previous Meetings;



8 December 2016;
12 January 2017;
19 January 2017;

The minutes were approved as a correct record. The updated action sheets were noted.

RESOLVED; that the minutes be approved.

5. Chair's Business

The Chair advised that the order of the agenda would be amended to accommodate guest speakers, with items 12 and 13 being taken after item 6.

The Board noted that Councillor Steve Pearce would take the Chair for items 14 and 16 (external reviews of Green Capital and the Council's overspend for 16/17) due to Councillor Gollop's previous role on the Executive.

6. Public Forum

No public forum items were received.

7. P8 and P9 Finance Updates;

Councillor Gill Kirk left the meeting.

The Director of Finance introduced the report highlighting that the forecasted overspend had reduced from £17m in Period 7 to £11m in Period 9. Whilst the downward trend was welcomed, officers were working to secure additional savings and a spending freeze was still in place.

Members went on to comment on the report and ask for additional information in a number of areas. The following is a summary of the discussion;

- The changes to the Council Tax base had not resulted in additional funding in 17/18 for the Council since there was a one-year lag on calculations.
- The report included a number of references to one off savings, which related to the spending freeze that had been imposed in order to deliver a balanced budget.
- The Government's Spring Budget had indicated that there would be additional funding available for Social Care. Whilst this would be 'new' money, the actual amount had not been confirmed. It should also be viewed in the context that funding could be taken away from the Council in other areas.
- Fees charged by the Planning department could be reviewed in order to raise additional income, but monies would be ring fenced to specific areas and could not be added to the



General Fund.

- The advice around financial planning for severe winters was to assume typical conditions and to use reserves to deal with any extremes.
- When the budget for 17/18 had been set by Full Council, additional funding had been allocated to provide learning and development opportunities for Members and colleagues.

It was agreed that additional information would be provided to clarify details around longstanding social care debts (more than 120 days) owed to the Council by residents, including the type, nature and trend.

RESOLVED; that the report be noted.

8. Process for Dealing with Exempt Materials

Members were advised that the procedure for dealing with exempt materials would be amended to enable the relevant Chair (s) of Scrutiny to be consulted before the Monitoring Officer made a final decision on whether material could be released into the public domain. The Board welcomed the revised arrangements.

RESOLVED; that the revised procedure be noted.

9. Mayor's Forward Plan

The Board were advised that the Forward Plan was in the process of being updated so that it showed more decisions in advance. The work around the Decision Pathway (see below) would be instrumental in driving this forward. Members supported the initiative since advance notice of forthcoming Key Decisions would enable Scrutiny to plan its work programme more effectively.

RESOLVED; That the update be noted

10. Scrutiny Work Programme

The updated Work Programme was noted.

RESOLVED; that the revised Work Programme be noted.

11. Decision Pathway

Members were advised that the Mayor had introduced a new Decision Pathway, which set a framework for the route in which new initiatives (known as 'ideas') would be considered and adopted. The overriding principle of the Decision Pathway was to put elected Members at the heart of decision-making and ensure there were more opportunities for Councillors to engage at an early stage.



The Board welcomed the new Decision Pathway, particularly the Mayor's desire to enable Scrutiny to play a more active role in policy development. It was suggested that a dedicated email address be set up to enable suggestions or new ideas to be submitted to the Mayor for progression. Members agreed that effective communication was important to ensure that people were aware of the Pathway and that feedback was provided regarding how ideas were progressing.

RESOLVED; that the revised Decision Pathway be noted.

13. Scrutiny Structures and New Ways of Working

Members discussed the proposals for a Hothouse to consider the future structure of Scrutiny and potential new ways of working. They received a presentation setting out the key principles of a Hothouse, which is appended to these minutes. They were also advised that The Local Government Association had agreed to work with the City Council on the Scrutiny redesign and had nominated Helen Rankin, Adviser, Leadership and Localism to assist with this work.

Members and officers went on to consider the proposals. The ensuing discussion can be summarised as follows;

- The Hothouse approach was a successful method for resolving complex issues in a short space of time, with participants having full ownership of the outcomes. The event would take place in early April, and the date would be confirmed as soon as possible (provisional date of 5th April).
- The Chief Executive confirmed that the Scrutiny team would be learning the Hothouse technique so they could roll it out for other work streams, and this could be extended to Members as well in the future if they desired.
- It was agreed that the Overview and Scrutiny Management Board, Party Group Leaders and representation from the Mayor and Cabinet be invited to attend the Hothouse event.
- The Board requested that all Members and the Senior Leadership Team be invited to attend the last half hour of the Hothouse event to hear the outcomes.
- Following the Hothouse, a report of the conclusions would be presented to the annual meeting of Full Council (23rd May 17) for endorsement.
- The Board agreed that a warm up event would take place on Monday 20th March to enable Members to spend two hours identifying the key issues they wished to address at the Hothouse.

Councillor Negus left the meeting. There was a five-minute comfort break.

Councillor Steve Pearce took the Chair for the remainder of the meeting.

RESOLVED; A Hothouse event will take place in early April and the findings will be reported to Full Council on 23rd May 2017.



12. Independent Review of Bristol 2015 – European Green Capital

Following a short introduction, Members commented on the reports provided. The following is a summary of the discussion;

- The Independent Review of Bristol 2015 was overwhelmingly positive.
- It was important to note the success of Bristol 2015, but also to learn from any areas where things could have been done differently. Examples included ensuring programmes were driven by the needs of the whole city and considering arrangements around information sharing.

RESOLVED; that the report be noted.

13. Independent Review of Bristol City Council’s Financial Deficit in 2016/17

The Chief Executive briefly introduced the report, advising that an action plan would be prepared in response to the recommendations and shared with the Cabinet in due course.

RESOLVED; That the report be noted.

13. Date of next meeting.

This was noted as 24th April 2017

The Meeting ended at 8.10pm

CHAIR _____

Appendix A – Scrutiny Hothouse Presentation





Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken	
Page 17	6.	P8 and P9 Finance Reports	Denise Murray to provide additional information to clarify details around longstanding debts (more than 120 days) owed to the Council by residents, and in particular whether the amount had reduced over time.	Denise Murray	Update to be provided prior to the next meeting
	7.	New Decision Pathway	The Mayor's Office to be asked whether setting up a dedicated email address to enable Members to submit ideas to the Mayor would help to manage administration.	Lucy Fleming	Referred to Mayor's Office
13	Scrutiny Structures and New Ways of Working	A Hothouse event is to be arranged to take place in early April 17. Members to be provided with the date as soon as possible. Party Group Leaders and the Mayor/Cabinet Members to be invited to attend the Scrutiny Hothouse.	Lucy Fleming Lucy Fleming	Complete – the event will take place on 5 th April 17 Complete	

		All Members and the Senior Leadership Team to be invited to attend the last 20 minutes of the Hothouse (from 4pm to 4.30pm) in order to hear the findings from the event	Lucy Fleming	Complete
		Hothouse outcomes to be presented to Full Council on 23 rd May 17	Lucy Fleming	In progress – a slot has been reserved on the Full Council agenda
		A Hothouse warm up event for OSM Members is to take place on 20 th March in order to identify the key issues that should be addressed.	Lucy Fleming	Complete

**Bristol City Council
Minutes of the Call In Sub-Committee
(of the Overview and Scrutiny Management Board)**



27 March 2017 at 4.00 pm

Present:

Members of the sub-committee: Cllrs Gollop (Chair), Beech, Bolton, Bradley, J Clark and M Davies

Councillors who called-in the 7 March Cabinet decision – Hengrove Park and Hartcliffe Campus housing delivery: Cllrs Clough, Hopkins, Jones, Kent and Morris

Relevant Cabinet member: Cllr Smith, Cabinet Member for Housing

1. Welcome, introductions and safety information

The Chair welcomed everyone to the meeting and explained the emergency evacuation procedure.

Councillors, officers and other attendees introduced themselves.

2. Declarations of interest and whipping

Cllr J Clark advised that she had been the ward councillor for the former Hengrove ward between 2003 - 11.

Members of the sub-committee confirmed that there had been no whipping from the respective political groups in relation to this meeting.

3. Public Forum

The Sub-Committee received and noted statements from the following:

1. Mr N & Mrs K Maynard



2. Mark Fear
3. Avril Parker
4. Mr & Mrs Prytherch
5. Mrs Jo Cox
6. Jane Hewer
7. Rita Youseph
8. Mrs L A Morrison
9. Nigel Stoneman
10. Stephen Hall
11. Andy Hunt
12. Kelly Webster
13. Andrew Gamlin
14. Philip Tonkin
15. Angus McCoy
16. Ruth Andrews
17. Philip Smith
18. David Barr
19. Raymond Youseph
20. Daniel Fear (statement advising details of a current on-line petition entitled "Save Whitchurch airport (Hengrove)").

Those in attendance presented their statements.

4. Call in Mayor's Decision - Hengrove Park and Hartcliffe Campus Housing Delivery.

In accordance with the prescribed procedure, the sub-committee reviewed the call-in of this decision as follows:

1. Explanation of procedure:

The Chair explained the procedure to be followed at the meeting. The purpose of this meeting was to specifically review and assess the reasons why this key decision had been called-in, and then to determine one of the 3 options available to the sub-committee, as follows:

- a. to take no further action; or
- b. to refer the matter back to the Cabinet, identifying specific issues for the Cabinet to consider before a final decision was taken.
- c. to refer the matter to the Full Council for a wider debate, on the basis that Full Council could decide to take no further action or to refer specific issues/recommendations for the Cabinet to consider before a final decision was taken.



2. Presentation of case by councillors who called-in the decision:

With reference to the call-in form included with the agenda papers, those councillors who had called-in the decision presented their case, as follows:

It was noted that there was a typographical error in the call-in form as follows: in the fourth sentence of the section headed "Clarity of aims and desired outcomes", the figure "29 hectares" should read "20 hectares."

The callers-in then highlighted the following main points and expressed views as follows:

Cllr Morris:

a. Having chaired a neighbourhood partnership meeting attended by 150-200 residents in September 2016, he was aware of local concerns about these proposals. Concerns had been raised in relation to environmental impact from the scale of the development proposed, and the loss of community facilities including local rugby pitches.

b. In his view, the Council had not effectively engaged residents in advance of the 7 March decision and the Cabinet report had not adequately reflected the strength of feeling from local residents on these issues.

Cllr Jones:

a. He acknowledged and supported the need for housing development but not to this extent. At the September 2016 neighbourhood partnership meeting, the view had been expressed that whilst there should be some housing development at Hengrove Park, this should not be at the expense of losing large areas of local park and open space.

b. In his view, there had been insufficient information made available in the local area to advise people in advance about the decision taken at the 7 March Cabinet meeting.

Cllr Clough:

a. She expressed concern over the proposed scale of housing development.

b. She had further concerns that the park as currently proposed would not offer sufficiently suitable and accessible local facilities.

Cllr Hopkins:

a. The proposed development at Hengrove Park affected and had implications for not only the immediate wards affected, but also wider areas of south Bristol.

b. The Bristol Local Plan / Site Allocations agreed by Full Council in July 2014 had envisaged a large 30 hectare park / open space at Hengrove Park; the 7 March Cabinet report referred to creating a range of



parkland / open space totalling 20 hectares. In his view, any changes to the policies agreed in 2014 needed to be discussed in detail by and agreed at Full Council.

Cllr Kent (with particular reference to the call-in form included with the agenda papers, and to those articles of the constitution that the callers-in considered had been breached by this decision):

a. Consultation:

* There had been some consultation but where it had taken place, local people's views had not been listened to, in his view. The Cabinet report had not adequately reflected the strength of feeling expressed at the September 2016 neighbourhood partnership meeting.

* At this point, Cllr Kent circulated copies of a "snapshot" survey he had recently conducted among local residents, based on 650 respondents mainly living in the BS 14 postcode zone. He advised that this survey indicated that most residents accepted the need for housing development at Hengrove Park, but also wished to ensure a large park and open space was provided. Also, a recent meeting of the Hengrove and Whitchurch Park Planning Forum had called for the current Hengrove Park proposals to be stopped to enable a full master plan to be produced.

b. Clarity of aims and desired outcomes:

The report's aims were unclear in his view. In particular, among the issues listed, the report seemed to set a maximum park size of 20 hectares, and a density for development of 54 units per hectare, but also suggested that between 1000 – 1500 housing units could be developed.

c. Decisions reserved to the Full Council:

In his view, the decision taken was in conflict with the Bristol Local Plan / Site Allocations agreed by Full Council in July 2014; the Cabinet report proposed more homes than had been envisaged in the Local Plan and smaller, fragmented pockets of park rather than a singular, large, high quality park as referred to in the Local Plan. The callers-in felt that the Executive should not have been permitted to take a decision on this, as it was a Full Council matter.

Concluding point:

On behalf of the callers-in, Cllr Kent concluded by suggesting that in their view, a debate should take place at Full Council, to discuss the range of issues raised.

3. Questions asked by members of the sub-committee of those councillors who called-in the decision:

The following main issues were raised in light of questions asked by the sub-committee members:



- a. There were approximately 16-17,000 residents in the Hengrove and Whitchurch Park ward, and approximately 10,000 residents in Stockwood ward who were most directly affected by the Hengrove Park proposals. The development and future of the park could be argued, however, to affect a large area of south Bristol.
- b. As indicated above, the callers-in confirmed that, in their view, it would be appropriate for the issues raised by the call-in to be referred for a Full Council debate. The callers-in also indicated that they would additionally be prepared to meet separately with Cllr Smith, Cabinet Member for Housing but also felt that the issues were significant enough to merit a Full Council debate. Cllr Kent indicated that in meeting the Cabinet Member, it would be useful in particular to discuss the issues around potentially increasing housing density in taking forward the development proposals. There should not though be any deviation, in his view, from the key issue of the need to ensure a 30 hectare high-quality park / open space. The callers-in advised that they had previously sought a meeting with Cllr Smith.
- c. The callers-in confirmed their concerns about the feasibility plan proposing park / open space over 3 or 4 smaller areas of land rather than one singular, large, high quality park as indicated in the Local Plan.
- d. The issue was raised about the fact that the Cabinet had not been asked to approve a planning application and that the proposals would be progressed through the usual planning process, including detailed future consultation. The callers-in indicated that in their view, the starting point for the development of the detailed plans and planning applications was compromised by the assumptions made in the Cabinet report, which were in conflict, in their view, with the 2014 Full Council decision, and did not reflect what local people wanted.
- e. The callers-in felt that the Cabinet report recommendations were inter-related; therefore they had called-in the Cabinet decision in its entirety.

At this point in the meeting, the Deputy Monitoring Officer advised that if these matters were referred to a Full Council meeting for debate, all councillors, at a relevant future point in time, would need to carefully consider whether their participation in such a debate, and in voting on this matter at a Full Council meeting might have created a prejudicial conflict of interest affecting whether they should appropriately take part in the formal determination of any relevant planning application(s).

4. Explanation of Cabinet decision by relevant Service Director and Cabinet member, including responding to issues raised by the councillors who called-in the decision:

The Service Director - Economy (with particular reference to the written officer report set out at Appendix E) highlighted in particular the following points in response to the areas of the constitution that the callers-in considered had been breached by the Cabinet decision):



a. Consultation:

* Officers had attended neighbourhood partnership meetings in September and December 2016 and were therefore aware of the issues raised. Whilst a detailed account of those meetings had not been included in the Cabinet report, the minutes of these meetings were published and available as a matter of public record. Para 5.4 of the Cabinet report had nevertheless sought to flag the main concerns expressed by the local community.

* It was important to recognise that the main purpose of the Cabinet report had been to authorise officers to develop proposals leading to the preparation of planning applications for Hengrove Park and Hartcliffe Campus. The detailed planning process and consultation process would flow from this further work; a Statement of Community Involvement would form part of the eventual planning application(s). Officers were committed to ensure effective dialogue and engagement with the local community in developing the proposals.

b. Clarity of aims and desired outcomes:

* In light of the future development and consultation process to come, the report had only included indicative, *potential* future housing figures (of between 1000 – 1500 housing units) at this stage.

* The report had also referred to the *potential* to create approx. 20 hectares of park / open space subject to consultation.

* It was important to recognise that the 30 hectare park size figure referred to by the callers-in was included in the 2005 Outline Planning Consent, which had now expired.

* As well as being committed to local consultation, officers must ensure the financial viability of development proposals, hence the reference to potential outcomes at this stage.

* The density figure of 54 housing units per hectare was essentially a “modelling” figure at this stage.

c. Decisions reserved to the Full Council:

* As above, the Cabinet report had been submitted to authorise officers to develop proposals leading to the preparation of planning applications for Hengrove Park and Hartcliffe Campus. This was a matter that was appropriately taken to the Executive for decision.

* The Site Allocations document approved by Full Council in 2014 had identified a total site size of 49.7 hectares at Hengrove Park. It did not determine the number of hectares for housing development or the number of hectares for park / open space.



Councillor Smith then made the following additional comments:

- a. It was important to recognise that the Council was the landowner in this case. In his view, it would not be appropriate for the Cabinet or Full Council to seek at this stage to “lock down” key factors ahead of the extensive consultation that would take place in taking forward these proposals. The primary purpose of the Cabinet report had been to seek approval of the resources required to take this work forward and achieve a viable scheme with the support of the local community.
- b. Officers had attended the neighbourhood partnership meetings in September and December 2016 in order to share information about possible future options ahead of the consideration of the 7 March Cabinet report. This had never been intended to be a consultation exercise in itself and it was unfortunate that some misunderstanding had taken place locally about this. The 7 March decision should in reality be seen as the start of the detailed development process. The call-in of the decision was, in his view, bringing an unnecessary delay to the start of the detailed work to come.
- c. His aim was to achieve the best possible, high quality development for the area, in consultation with the local community. Moving forwards, this could include a full conversation about an appropriate level of housing density and the appropriate balance between different types of housing unit (e.g. the number of houses compared to the number of flats), and discussions about the type of park and open space that would meet the community’s aspirations. The 7 March Cabinet report contained a modelling assumption in relation to housing density and an officer view about how the park / open space might be realised, but all of the detail was fully open for discussion. If local people did not want a “disaggregated” park, the proposal would not be taken forward in that form.
- d. In terms of employment use, it was important to first look to fill currently vacant employment sites.

5. Questions asked by members of the sub-committee of the relevant Service Director / Cabinet member

The following main issues were raised in light of questions asked by the sub-committee members:

- a. The history of previous consultation about Hengrove Park development was raised, with particular reference to previously expressed community views about the need for a high quality park and good quality housing. Cllr Smith stressed that he was looking to ensure a higher level of community engagement in taking the current proposals forward – e.g. he was keen to ensure opportunities for community developed housing and direct involvement from local people in developing planning applications. Officers stressed that the views from previous consultations had been taken account of, but it was necessary to achieve the best possible scheme in the current financial climate, and further consult in that context.
- b. It was important to recognise that the Cabinet report had been presented from the perspective of the Council as the landowner and developer. Much more detailed work was required to develop the



feasibility around development options. It would appropriately be the role of the Council's development control function to judge if the emerging plans met Local Plan requirements. The Council "developer" view was that the scale of the development proposed accorded with the Local Plan but this would be tested by the development control function.

c. The development should bring significant local employment opportunities.

d. Cllr Smith again confirmed that he was committed to an extensive and open consultation process, recognising that the proposals would be developed and implemented over a number of years. He was happy to meet with the immediate ward councillors, other councillors as appropriate across south Bristol, local residents and with the Hengrove and Whitchurch Park neighbourhood planning forum.

6. General debate and decision

Main points raised:

a. The Chair suggested that in terms of the 7 March Cabinet report, whilst noting that the main purpose of the report had been to approve the release of resources to enable detailed work to begin, it would nevertheless have been useful for further information to have been included in the report to reflect the public views expressed at the relevant neighbourhood partnership meetings.

b. The Chair added that given the very full opportunity given for all parties to comment at this meeting, and the comments and commitments given about future consultation by the Cabinet Member and Service Director – Economy, the sub-committee needed to very carefully consider whether anything could be meaningfully added by recommending a Full Council debate at this stage. It may be more effective for councillors to engage in an ongoing, meaningful dialogue with the Cabinet member as the development proposals were taken forward. The commitment given by the Cabinet member to meet with the immediate ward councillors, other councillors as appropriate across south Bristol, local residents and with the Hengrove and Whitchurch Park neighbourhood planning forum was noted in this context. Councillors expressed the view that the opportunity should be taken to ensure an exemplary consultation moving forwards.

The Sub-Committee then considered the particular areas of the constitution that the callers-in considered had been breached by this decision:

a. Consultation:

The majority view of the sub-committee was that, in light of today's review of the decision, and the commitment given by the Cabinet member to further, meaningful consultation, there was no merit in recommending a Full Council debate on this particular point. However, the sub-committee requested that a report should be brought to the Overview and Scrutiny Management Board at the earliest opportunity to provide assurance on the proposed consultation and engagement plan.



b. Clarity of aims and desired outcomes:

The majority view of the sub-committee was that, again, in light of today's review of the decision, and the commitment given by the Cabinet member to further, meaningful consultation, there was no merit in recommending a Full Council debate or further action on this particular point. The 7 March Cabinet report referred to *potential* outcomes in relation to housing development and the future provision of the park and open space. As indicated in the report, the technical development of the plan and associated consultation would be progressed and it was premature to assume a breach of the constitution in this regard.

c. Decisions reserved to the Full Council:

The majority view of the sub-committee was that there was no merit in recommending a Full Council debate or further action on this particular point. The purpose of the Cabinet report had been to authorise officers to develop proposals leading to the preparation of planning applications for Hengrove Park and Hartcliffe Campus. This was a matter that had appropriately been taken to the Executive for decision. There was no evidence that the information included in the 7 March Cabinet report was in breach of the Local Plan and it would appropriately be the role of the Council's development control function to judge if the emerging plans met Local Plan requirements.

In light of the above, in terms of the options available, the Sub-Committee

RESOLVED – that no further action be taken in relation to this call-in.

(Note: the above resolution was supported by the Chair and Cllrs Beech, Bolton, Bradley and Davies. Cllr Clark voted in favour of the issues raised by the call-in being referred for a Full Council debate).

Meeting ended at 7.35 pm

CHAIR _____



Overview and Scrutiny Management Board

24th April 2017



Report of: Denise Murray, Service Director - Finance

Title: Period 10 (end of January 2017) Finance Report

Ward: N/A

Officer Presenting Report: Denise Murray

Contact Telephone Number: 0117 35 76255

Summary;

To consider and comment on the attached Cabinet report which provides an update 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.

Appendix A – P10 Finance Report



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

APPENDIX A

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.

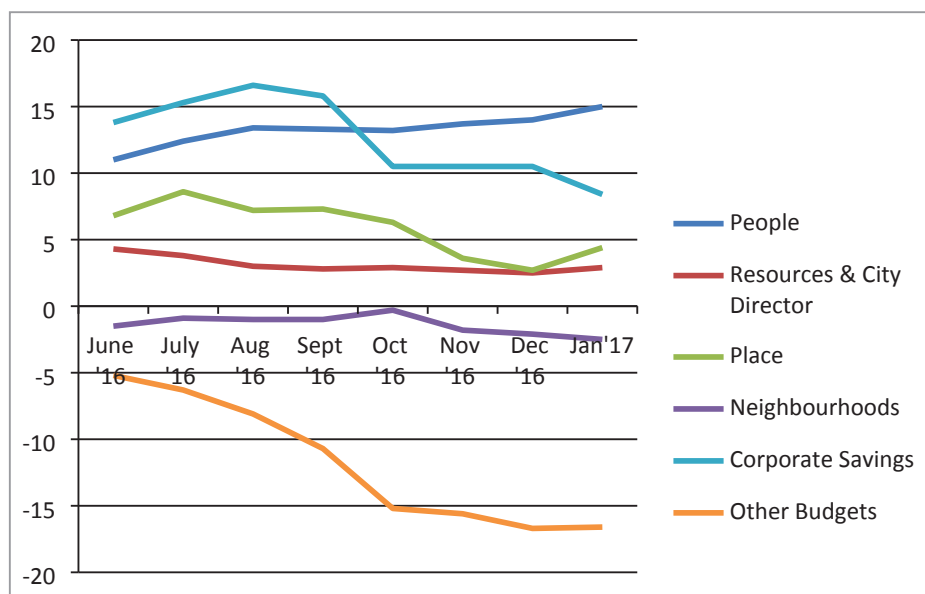
9. The above forecasts are based on actual expenditure to the end of January 2017 and Budget Managers' estimates of future spending for the rest of the financial year, as approved by each DLT. The net overall forecast outturn of £11.6m represents 2.7% of the General Fund net revenue budget.

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

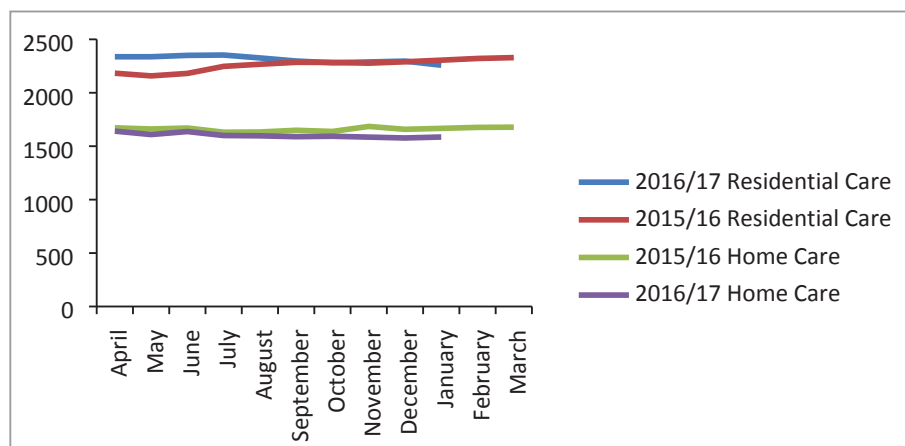
There are significant pressures in demand for services as set out above and specifically due to the increasing numbers of frail older people, people living longer with dementia and people living longer with lifelong conditions, which require significant input from health and social care services. Care 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 backdrop 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 back drop 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

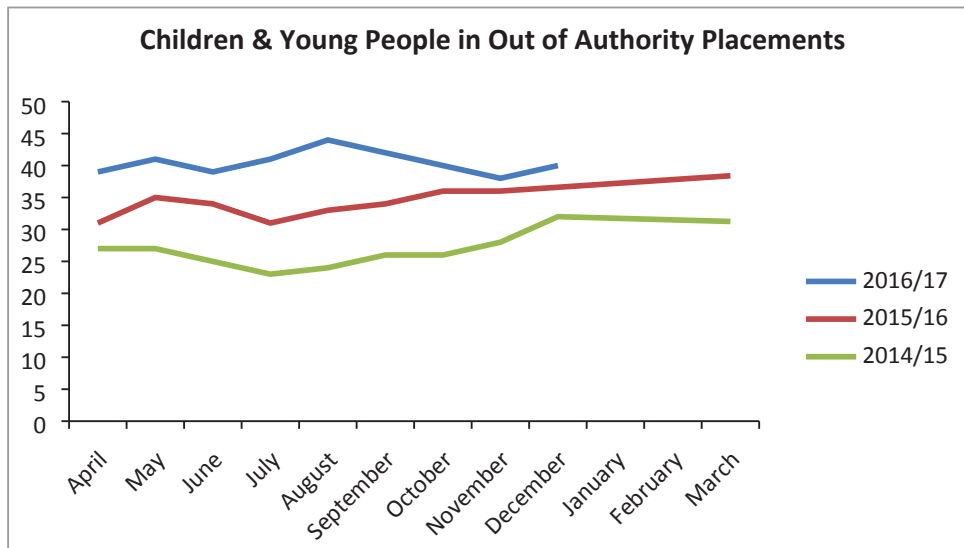
In the context of both a rising child population and increasing complexity of need in a number of cases, budget pressures are being faced in Children in Care.

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

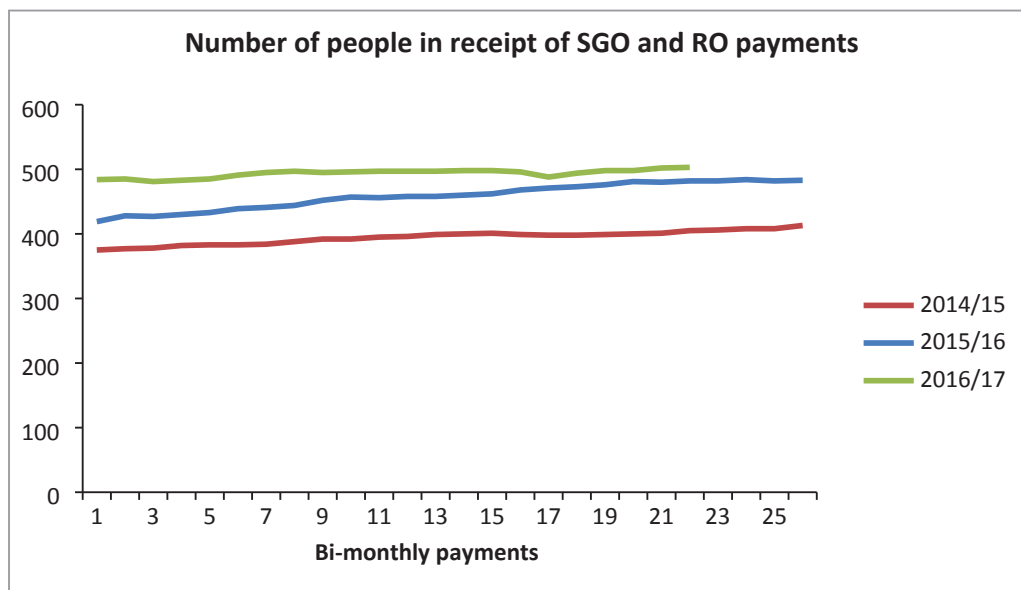
Chart 3: Children and Young People in Out of Authority Residential Placements



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:
- a. 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;
 - b. Higher dividend income than expected (£1.1m) from the Bristol Port Company;
 - c. 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
Service		£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
CIPFA description		£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
Service		£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
CIPFA description		£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 overspends 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
Service		£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
CIPFA description		£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 from 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

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	Forecast Outturn	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
161 Early Years Learning	4,515	4,642	127	6,488	5,418	5,587	5,560	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

CIPFA Description	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Forecast Outturn	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)

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		
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)

CIPFA Description	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	1,960	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 (£1.1)m 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

Service	2016/17 - Year to date			2016/17 - Full Year			Period 9 Forecast		
	Revised Budget	Net Expenditure 2016/10	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

CIPFA description	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		
200 Employees	2,272	2,213	(60)	2,726	2,727	2,565	(162)	2	2,563
201 Premises-Related Expenditure	0	2	2	0	0	2	2	0	2
301 Transport-Related Expenditure	3	0	(3)	4	4	0	(3)	0	0
401 Supplies & Services	135	378	243	170	162	73	(89)	(56)	129
501 Third Party Payments	1,624	1,600	(24)	1,949	1,949	1,948	(1)	(5)	1,953
701 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
901 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
Service		£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
CIPFA description		£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.

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

CIPFA Description	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	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 MTF5 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) 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.

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		£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)

CIPFA Description	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		£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.

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		
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

CIPFA Description	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	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.

Service	2016/17 - Year to date			2016/17 - Full Year			Period 9 Forecast		
	Revised Budget	Net Expenditure 2016/10	Variance	Approved Budget	Revised Budget	Forecast Outcome	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

CIPFA Description	2016/17 - Year to date			2016/17 - Full Year			Period 9 Forecast		
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outcome	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 £4.7k 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

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

CIPFA description	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		
Employees	1,900	2,037	136	2,478	2,248	2,045	(203)	3	2,042
Transport-Related Expenditure	0	1	1	0	0	1	1	1	1
Supplies & Services	5	1	(4)	8	6	4	(3)	(7)	11
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
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.

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	Forecast Outturn	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
531 Energy Programme Manager (Corporate)	1,570	1,258	(312)	2,713	1,880	1,752	1,752	(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

CIPFA description	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Forecast Outturn	Movement in Forecast	Forecast Outturn
	£000s			£000s				£000s	
1 Employees	1,347	1,224	(122)	1,658	1,612	1,464	1,464	(115)	1,578
2 Premises-Related Expenditure	7,400	5,336	(2,064)	8,880	8,880	8,297	8,297	(189)	8,486
3 Transport-Related Expenditure	17	2	(15)	20	20	142	142	0	142
4 Supplies & Services	341	1,057	717	416	409	426	426	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	10	38	(28)
8 Depreciation and Impairment Losses	(453)	0	453	(543)	(543)	222	222	2,844	(2,622)
X Capital Financing Costs	134	0	(134)	161	161	161	161	0	161
Expenditure	8,929	11,682	2,753	11,388	10,711	15,200	15,200	5,310	9,890

9 Income	(7,054)	(11,724)	(4,670)	(8,264)	(8,464)	(14,191)	(14,191)	(5,605)	(8,587)
Income	(7,054)	(11,724)	(4,670)	(8,264)	(8,464)	(14,191)	(14,191)	(5,605)	(8,587)
N Income & Expenditure outside of Net Cost of Service	42	0	(42)	0	50	50	50	0	50
Transfer to \ from reserves	42	0	(42)	0	50	50	50	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		
	Revised Budget	Net Expenditure 2016/10	Variance	Approved Budget	Revised Budget	Forecast	Outturn
Service	£000s			£000s		£000s	
133 Safer Bristol (Crime & Substance Misuse)	2,891	1,567	(1,325)	3,582	3,470	3,425	(45)
231 Revenue, Benefits & Rent	4,145	7,791	3,646	5,229	4,973	5,070	96
232 Customer Service Operations	2,931	4,384	1,453	3,961	3,517	3,956	(161)
333 Regulatory Services	264	74	(190)	371	310	632	321
Total Citizen Services	10,231	13,815	3,584	13,143	12,270	12,482	212

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
CIPFA description	£000s			£000s		£000s	
1 Employees	13,582	13,654	72	16,526	16,291	16,240	(51)
2 Premises-Related Expenditure	8	92	84	7	9	12	2
3 Transport-Related Expenditure	65	60	(5)	92	78	83	5
4 Supplies & Services	2,841	2,053	(788)	3,888	3,410	3,168	(242)
5 Property Payments	10,670	11,904	1,234	12,923	12,804	13,333	529
6 Trading Payments	157,507	143,101	(14,405)	189,008	189,008	187,557	(1,452)
7 Support Services	366	652	286	567	439	553	114
Expenditure	185,039	171,517	(13,522)	223,012	222,039	220,944	(1,095)
9 Income	(174,469)	(157,701)	16,767	(209,407)	(209,362)	(208,570)	792
Income	(174,469)	(157,701)	16,767	(209,407)	(209,362)	(208,570)	792
N Net Charge & Expenditure outside of Net Cost of Service	(339)	0	339	(462)	(407)	108	515
Transfer to / from reserves	(339)	0	339	(462)	(407)	108	515
NET Expenditure	10,231	13,815	3,584	13,143	12,270	12,482	212

Movement in Forecast	Period 9 Forecast	
	Forecast	Outturn
	£000s	
(213)	2	16,453
2	2	10
(439)	2	81
8	8	3,607
(88)	0	13,325
(729)	(88)	187,557
(174)	(729)	221,673
(174)	(174)	(208,396)
504	504	(396)
(398)	(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 £55.2k 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 £17.5k to £8.8k, saving £90k; the Local Crisis Prevention Fund is forecasting that it will underspend by a further £99k (so now totalling £1.85k) 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 totalling (£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 (£1.28k) 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 (£1.85k), 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 £1.60k, 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.

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

CIPFA description	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.

Service	2016/17 - Year to date		2016/17 - Full Year		Period 9 Forecast	
	Revised Budget	Net Expenditure 2016/10	Approved Budget	Revised Budget	Forecast	Forecast
	£000s		£000s		Outturn	Outturn
	Variance		Forecast	Outturn	Variance	Outturn
321 Strategy, Planning & Governance	(88,944)	(116,981)	(103,803)	(106,623)	(107,972)	(107,972)
322 Responsive Repairs	25,046	22,833	30,113	30,040	30,508	30,588
323 Planned Programmes	13,933	10,027	16,965	16,703	14,567	14,702
324 Estate Management	11,831	8,448	11,031	14,187	13,774	13,808
Total Housing Services - HRA	(38,135)	(75,672)	(45,693)	(45,693)	(49,122)	(48,875)

CIPFA description	2016/17 - Year to date		2016/17 - Full Year		Period 9 Forecast	
	Revised Budget	Net Expenditure	Approved Budget	Revised Budget	Forecast	Forecast
	£000s		£000s		Outturn	Outturn
	Variance		Forecast	Outturn	Variance	Outturn
1 Employees	23,687	23,036	24,911	28,426	27,470	27,400
2 Premises-Related Expenditure	33,097	27,635	39,699	39,712	36,459	36,813
3 Transport-Related Expenditure	117	108	129	140	130	117
4 Repairs & Services	7,230	6,040	9,395	8,676	8,830	8,788
5 Third Party Payments	6,420	658	11,549	8,331	8,192	8,192
6 Other Payments	0	596	0	0	0	0
7 Depreciation	16,847	4,469	20,616	20,958	22,152	22,170
8 Depreciation and Impairment Losses	27	0	33	33	33	33
X Capital Financing Costs	62	3	74	74	74	74
Expenditure	87,487	62,543	106,405	106,351	103,339	103,587
9 Income	(125,773)	(138,216)	(152,280)	(152,226)	(152,643)	(152,643)
Income	(125,773)	(138,216)	(152,280)	(152,226)	(152,643)	(152,643)
NET Expenditure	(38,135)	(75,672)	(45,693)	(45,693)	(49,122)	(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 stationary 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 programmes 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.

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		
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

CIPFA description	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	11,941	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 NH Party Payments	4,531	3,922	(609)	4,926	5,437	4,269	(1,169)	45	4,224
7 Transport 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)
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		£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		£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

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	
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

CIPFA description	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 remises-Related Expenditure	0	3	3	0	0	0	0	0	0
4 Supplies & Services	4	0	(4)	5	5	5	0	0	5
Expendable	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

Service	2016/17 - Year to date			2016/17 - Full Year			Period 9 Forecast		
	Revised Budget	Net Expenditure 2016/10	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
£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

CIPFA description	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									
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

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	Movement in Forecast	Forecast
	£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

CIPFA description	2016/17 - Year to date			2016/17 - Full Year				Period 9 Forecast	
	Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast	Outturn	Movement in Forecast	Forecast
	£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 Utilities & Services	535	400	(134)	720	642	570	(71)	(117)	687
5 Land 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
Service		£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
CIPFA description		£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
Service		£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
CIPFA description		£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
Service		£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	
		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	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	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
Service		£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	
		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	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
Service		£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
CIPFA description		£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	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
Service		£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	
		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	1,421	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

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									
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

CIPFA description	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									
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	
		Revised Budget	Net Expenditure 201610	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
Service		£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	
		Revised Budget	Net Expenditure	Variance	Approved Budget	Revised Budget	Forecast Outturn	Outturn Variance	Movement in Forecast	Forecast Outturn
CIPFA description		£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

APPENDIX C

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.

Overview and Scrutiny Management Board

24th April 17



Report of: Barra Mac Ruairi – Strategic Director Place

Title: Hengrove Park and Hartcliffe Campus Community Engagement Strategy

Ward: Hengrove and Whitchurch Park

Officer Presenting Report: Emily Price

Contact Telephone Number: 0117 9224721

Recommendation

It is recommended that the Overview and Scrutiny Management Board consider and endorse the Hengrove Park and Hartcliffe Campus Community Engagement Strategy.

Summary

The Hengrove Park and Hartcliffe Campus Community Engagement Strategy sets out the Council's commitment to engaging with the local community to help shape the proposals for the development of Hengrove Park and Hartcliffe Campus.

The Overview and Scrutiny Management Board requested sight of the Hengrove Park and Hartcliffe Campus Community Engagement Strategy at the Call-In meeting of 27 March 2017.

The Community Engagement Strategy is attached as Appendix 1.

Background

1. On [7 March 2017](#) Bristol City Council Cabinet agreed to secure the necessary planning consents for development at Hengrove Park and Hartcliffe Campus.
2. The primary purpose of the Cabinet Report was to seek authorisation for officers to develop proposals leading to the preparation and submission of planning applications for both Hengrove Park and Hartcliffe Campus. Between now and the date the planning applications are submitted, there will be a number of opportunities for the community to engage with the design team to help shape the proposals.
3. Appendix A sets out the Council's commitment and strategy to public consultation and engagement as the project develops.

Consultation

4. Consultation on the Community Engagement Strategy has taken place with colleagues in Planning, Neighbourhoods and Policy, Strategy and Communications teams.

Context

5. The Overview and Scrutiny Panel Call In Sub Group requested sight of the Community Engagement Strategy at the Call In Meeting on 27th March 2017.
6. The strategy has been informed by the Council's Statement of Community Involvement and the Code of Good Practice on Consultation.

Proposal

4. It is recommended that the Overview and Scrutiny Management Board:
 - Consider and endorse the Hengrove Park and Hartcliffe Campus Community Engagement Strategy.

Other Options Considered

5. None.

Risk Assessment

6. Not applicable – see Cabinet Report dated 7 March 2017

Public Sector Equality Duties

- 7 See Cabinet Report dated 7 March 2017

Legal and Resource Implications**Legal**

Not applicable

Financial

Not applicable

Land

Not applicable.

Personnel

Not applicable.

Appendices:

Appendix A – Hengrove Park and Hartcliffe Campus Community Engagement Strategy

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

'Hengrove Park and Hartcliffe Campus Housing Delivery' [Item 11, Cabinet](#), 7 March 2017

Bristol City Council [Statement of Community Involvement](#) November '15

Bristol City Council [Code of Good Practice](#) on Consultation

Appendix 1 - Hengrove Park and Hartcliffe Campus Community Engagement Strategy

Background

Bristol's Mayor has pledged to deliver 2000 homes of which 800 are affordable a year by 2020. The Council is committed to delivering new homes in the South Bristol and has recently agreed to develop proposals for Hengrove Park and Hartcliffe Campus sites which will lead to planning applications for both.

This paper sets out the Council's commitment to engaging with the community as it develops proposals for Hengrove Park and Hartcliffe Campus. It will also form the brief for the Multi-disciplinary team who will work with the Council and community to develop the planning applications. A detailed community engagement programme will be produced once the Multi-disciplinary team have been appointed.

What is the purpose of the engagement?

1. To enable those living, working and operating in the area to inform the future development
2. To create a sense of ownership and involvement by real participation of the community in the planning and development process
3. To identify any areas of concern and address them in advance of submission of planning proposals.
4. To provide a clear and transparent process of engagement
5. To find out what the stakeholders and general public feel about the evolving proposals and to be able to update them on progress and feedback changes
6. To demonstrate that the proposals have benefited from the contributions of stakeholders, consultees and the public.

Who will we engage with:

We will endeavour to engage with all members of the community and interest groups, but recognise that we will not be able to have detailed engagement with everyone on each issue. Therefore three levels of consultees will be established to inform the project.

1. We will establish a **Focus Group** to work with the Council and the project team to guide the process of consultation, and to act as a sounding board and link to the community surrounding Hengrove Park and Hartcliffe Campus. The focus group will comprise civic, political, professional, economic and social groups from a local area:
 - a. 3 x Hengrove & Whitchurch Park Ward Members
 - b. 1 x Filwood Ward Member
 - c. 1 x Hartcliffe & Withywood Ward Member
 - d. 3 x Hengrove & Whitchurch Park Planning Forum representatives
 - e. Phase 1 operators – Leisure Centre, Hospital, Skills Academy, TBYS
 - f. Local business rep
 - g. Ecology rep eg Avon Wildlife Trust
 - h. Young people rep
 - i. Knowle West Media Centre
 - j. Hartcliffe & Withywood Community Partnership
2. We will identify **key stakeholders** of the area – Appendix A shows draft list of key stakeholders
3. We will engage with the **general public** at key stages before the planning applications are submitted.

How will we engage?

Group	Method	What
Focus Group	Email communications Meetings Face to face discussions Workshops	Detailed, specific queries Sounding board Options and proposals
Key stakeholders	Email communications Newsletters Project specific web pages Meetings	Topic discussions Options and proposals
General Public	Online newsletters Online surveys Project specific web pages Promotion of events through social media Press releases Consultation Finder Events / Exhibitions	Feedback from focus group and key stakeholders Options and proposals Exhibitions

How will the Hengrove Park and Hartcliffe Campus project address the Council's 7 Consultation principles?

1. Time consultations well and allow sufficient time to respond

- a. Public consultations will last a minimum of 6 weeks
- b. Public consultations will avoid school and public holidays (unless appropriate to host during this time eg specific consultations with young people)

2. Clearly present information and encourage informed opinion

- a. Consultations will provide opportunity for the public to be informed of the constraints and opportunities of both Hengrove Park and Hartcliffe Campus schemes, as well as programme
- b. Consultation materials will be clear, relevant and in Plain English

3. Be well targeted and reach out to hard to reach groups

- a. Consultation event formats will be chosen to best suit the groups involved and will be held at accessible venues, such as Hengrove Leisure Centre, St Augustine's Church, Filwood Green Business Park, Bridge Learning Campus, Hengrove Play Park.
- b. An Equalities Impact Assessment has identified Age and Disability as the protected groups on which the scheme will have most impact.
- c. Consultations will endeavour to engage with all members of the community. To facilitate this it may be appropriate to engage specialist facilitators to consider specific areas of concern.

4. Offer genuine options and ask objective questions

- a. Consultations will clearly identify the scope of the consultation (ie areas where the consultation can influence).
- b. Consultations will clearly identify areas which the consultation process cannot influence
- c. Consultations will ask objective questions

5. Be well planned, managed and co-ordinated

- a. Once the multi-disciplinary team are appointed a detailed programme of consultation will be published.
- b. An independent facilitator will be appointed to run, monitor and report on all of the consultations.
- c. Each communication will give a clear indication as to what consultees might expect, the timeframe of each consultation period, to whom and how best to communicate their views and proposed next steps.

6. Be listed on the Consultation Finder and be well communicated

- a. All public consultation opportunities will be listed on Bristol City Council's Consultation Finder
- b. Information about the Hengrove Park and Hartcliffe Campus project and notification of consultation events will be posted on the Bristol City Council website and news releases will be issued by the Council press office
- c. Information will be advertised at key community locations such as Hengrove Leisure Centre, Family Cycle Centre, Libraries, Asda Whitchurch and through local newsletters such as The Knowledge newsletter, VOSCUR newsletter, Neighbourhood Planning Network.
- d. Information of consultation events will be circulated to those people who sign up to a project contact database

7. Provide fair, accessible feedback

- a. At each stage of the consultation, the project team will provide a response to the previous consultation in the form of a report on the project website www.bristol.gov.uk/sbhz.
- b. A Statement of Community Involvement will be produced and submitted with the planning applications. This will document the consultation events, results and demonstrate how the project has responded to the consultation.

Headline programme of engagement before the planning applications are submitted

April	Seek feedback on the Engagement Strategy Overview & Scrutiny
May '17	Establish Focus Group
May '17	Undertake Park User Research / fact finding exercise
Summer '17	Agree detailed consultation programme with consultant team
Summer '17	Engagement with Key Stakeholders
Autumn '17	Seek feedback on concept designs
Winter '17	Pre application designs and feedback
Spring '18	Outline planning consent

Further details of each stage of consultation will emerge once the multi-disciplinary design team are appointed.

Involvement when the planning applications have been submitted

Once the planning applications have been submitted, the Council will publicise and seek comments on the planning application(s). The period in which to make comments is normally 21 days.

The council publicises planning applications by:

- a. Placing them on the 'Planning Online' webpages of the council's website. As well as viewing the application's details, these webpages allow the public to submit online comments;
- b. Writing to properties neighbouring the application site and relevant statutory and non-statutory consultees;
- c. Displaying a site notice;
- d. Placing advertisements in local newspapers.

Making a decision on the application

Following the end of the consultation period, the council considers the comments received and makes a decision on the planning application having regard to development plan policies and all other relevant planning considerations.

Due to the scale of the development at Hengrove Park and Hartcliffe Campus, it is likely that development proposals will be decided by elected councillors at a Development Control Committee meeting. This is a public meeting with the opportunity for members of the public to speak by prior arrangement.

Officers' reports setting out delegated decisions or recommendations to the Development Control Committee summarise the comments received from consultation on the planning application. For major applications, officers' reports also summarise the involvement undertaken by the applicant and how it has influenced the proposed development.

Officers' reports and decision notices on whether to grant planning permission are placed on the council's website.

Appendix A – Draft Key Stakeholder List

Avon and Somerset Constabulary
Avon Bat Group
Avon Fire & Rescue
Avon Scouts - 21st
Avon Scouts - 256th Hengrove
Avon Wildlife Trust
BPAC
Bridge Farm Primary School
Bridge Learning Campus - Primary School
Bridge Learning Campus - Secondary School
Bristol Civic Society
Bristol Cycling Campaign
Bristol Neighbourhood Planning Network - Hengrove Planning Group
Bristol Urban Design Forum
BT/Open Reach, Western Power (?others)
Christ Church Toddler Group
Cater Road Business Improvement District
Counterslip Baptist Church
Environment Agency
Filwood Green Business Park
First Group
Hartcliffe Community Park Farm
Hartcliffe Health & Environmental Action Group (HHEAG)
Hengrove & District Community Association/Community centre`
Hengrove and Whitchurch Park Neighbourhood Planning Forum
Hengrove Healthcare Clinic
Hengrove Park Leisure Centre
Highways England
HWCP (CATT Bus Service) @symes Community Building
Karin Smith MP - House of Commons
Knowle West Media Centre
Natural England
Neighbourhood Partnerships – emerging structures
New Fosseway School
Oasis Academy John Williams
Perry Court Infant School
Perry Court Junior School
Perry Court Primary School
South Bristol NHS Community Hospital
South Bristol Skills Academy
South West Ambulance Service NHS Trust
St Augustine's Church
St Bernadette Catholic Secondary School
St Bernadette Roman Catholic Primary School
St Bernadette's Rugby Club
SUSTRANS
Transport for Greater Bristol Alliance
U3A

Wansdyke Primary School
Wessex Water
West of England LEP
Whitchurch Health Centre
Whitchurch Library
Whitchurch Local History Society

Overview and Scrutiny Management Board

24th April 2017



Report of: Shahzia Daya, Service Director - Legal and Democratic Services

Title: Scrutiny Structures and New Ways of Working – Hothouse Outcomes

Ward: N/A

Officer Presenting Report: Andrea Dell, Service Manager, Democratic Engagement

Contact Telephone Number: 0117 9222483

Summary;

Following a request from the Overview and Scrutiny Management Board (OSMB), Bristol City Council's Scrutiny Service is being reviewed in order to identify whether there are more effective ways of working.

OSMB agreed to explore the options for Scrutiny via a 'hothouse' event, which took place on 5th April 17.

The outcomes from the event are being collated and a report of progress will be provided to the Board before 24th April 17.



Overview and Scrutiny Management Board
24th April 2017



Report of: Shahzia Daya, Service Director, Legal and Democratic Services

Title: Mayor's Forward Plan (Standing Item)

Ward: City Wide

Officer Presenting Report: Andrea Dell, Service Manager, Policy, Scrutiny, Research and Executive Support

Contact Telephone Number: 0117 9222483

Recommendation

That the Board receive the current edition of the Mayor's Forward Plan of Key Decisions to help inform the Scrutiny Work Programme for 2016/17 and beyond.

Summary

The report provides the latest version of the Mayor's Forward Plan

The significant issues in the report are:

The Board will wish to identify any forthcoming Key Decisions that will require input from Scrutiny.



Background

1. The Mayor's Forward Plan is published monthly to give notice of key decisions that will be considered by the Cabinet, Health & Wellbeing Board or Learning City Partnership Board. A key decision is defined as one which;

- Will result in expenditure of £500K or over
- Will result in savings of £500K or over
- Be significant in terms of its effects on communities living or working in two or more wards in the city

2. The Overview and Scrutiny Management Board (OSMB) will wish to review the list of forthcoming Key Decisions to ensure any relevant items can be considered by Scrutiny.

The latest version of the report can be found at appendix A.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: None.

Appendix A – Mayor's Forward Plan

Forward plan



THIS DOCUMENT GIVES NOTICE OF
ANTICIPATED KEY DECISIONS TO BE TAKEN
AT CABINET AND OTHER MEETINGS

This update published 5 April 2017

Democratic Services

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Tel: 0117 92 22828

**BRISTOL CITY COUNCIL - FORWARD PLAN
INDEX OF PROPOSED KEY DECISIONS**

The Forward Plan gives notice of anticipated key decisions to be taken at Cabinet, Health and Wellbeing Board and Learning City Partnership Board meetings. It will be updated and published on the Council website www.bristol.gov.uk on a monthly basis.

Key Decision

Under the Council's constitution, the definition of a key decision is a decision which is likely to:

- 1) Result in expenditure of £500,000 or over.
- 2) Result in savings of £500,000 or over.
- 3) Be significant in terms of its effects on communities living or working in two or more wards in the city.

Non-key Decision

For additional information and completeness the Forward Plan also contains those items which are outside the definition of a key decision.

Cabinet Meetings

The Cabinet will normally meet on a Tuesday on a six weekly cycle. Meetings start at 4pm and are currently held at City Hall, College Green Bristol, BS1 5TR. Meetings of the Cabinet are open to the public with the exception of discussion regarding reports which contain exempt/confidential, commercially sensitive or personal information which will be identified in the Mayor's Forward Plan).

Reports submitted to the Mayor and Cabinet will be available on the council's website 5 clear working days before the date the decision can be made. If you would like a copy by email please contact democratic.services@bristol.gov.uk

Glossary:

HWB Health and Wellbeing Board
LCPB Learning City Partnership Board

Description of Exempt Information :- England, Part 1 of Schedule 12A of the local Government Act 1972

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; Or (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.

Cabinet Members

- Marvin Rees (Lab) - Mayor of Bristol
- Cllr Craig Cheney (Lab) – Designated Deputy Mayor – Finance, Governance and Performance
- Cllr Asher Craig (Lab) – Deputy Mayor (with special responsibility for Communities - Public Health, Public Transport, Libraries, Parks)
- Cllr Mark Bradshaw (Lab) – Cabinet Member for Transport
- Cllr Helen Godwin (Lab) – Cabinet Member for Children and Young People
- Cllr Fi Hance (Green) – Cabinet Member for Energy, Waste and Regulatory Services
- Cllr Claire Hiscott (Con) – Cabinet Member for Education and Skills
- Cllr Helen Holland (Lab) – Cabinet Member for Adult Social Care
- Cllr Paul Smith (Lab) – Cabinet Member for Homes
- Cllr Estella Tincknell (Lab) – Deputy Mayor (with special responsibility for Democracy, Culture, Policy, Strategy & Communications, International)

The City Council's website www.bristol.gov.uk contains all supporting documents and decisions for formal meetings and lots more about the City Council.

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
Gillian Douglas gillian.douglas@bristol.gov.uk	<p>Homelessness Prevention and Reduction Funding Approval sought to procure a delivery partner and contract with them to deliver a service to reduce rough sleeping, funded by a Social Impact Bond to the value of £1.125M</p> <p>Also to note the receipt of funding and any grant conditions, and agree delivery programme for all 3 elements.</p> <p>Open</p>	Cabinet 16 May 2017	Councillor Paul Smith	Neighbourhoods Scrutiny Commission
Paul Jacobs Paul.jacobs@bristol.gov.uk, Alistair Reid alistair.reid@bristol.gov.uk	<p>Integrated Education Capital Programme Update To note the progress made on delivering the Integrated Education & Capital Strategy</p> <p>To delegate authority to the Strategic Director People to progress the expenditure of up to £5m on agreed urgent, essential projects to meet the need set out in the Integrated Education & Capital Strategy</p> <p>Part exempt 3</p>	Cabinet 16 May 2017	Councillor Claire Hiscott	People Scrutiny Commission
Tom Rhodes tom.rhodes@br	Preventing homelessness accommodation services for homeless families and adults (22+)	Cabinet 16 May	Marvin Rees	People Scrutiny Commission

Lead Officer	Title and summary of Decision	Meeting date	Decision taker	Scrutiny Remit
istol.gov.uk	<p>To approve a commissioning plan for homelessness services, entailing around £5 million annual spend.</p> <p>Open</p>	2017		

Overview and Scrutiny Management Board

24th April 2017



Report of: Shahzia Daya, Interim Service Director: Legal and Democratic Services

Title: Scrutiny Work Programme – 2016/17

Ward: City Wide

Officer Presenting Report: Andrea Dell – Service Manager, Democratic Engagement

Contact Telephone Number: 0117 92 22483

Recommendation

The Overview and Scrutiny Management Board (OSMB) are asked to note the Scrutiny work programme attached as appendix A.

Summary

This report provides details of the work programme 2016/17 that was unanimously agreed by the Scrutiny councillors at the work planning workshop on the 9th September 2016.

The significant issues in the report are:

As the parent committee with overall responsibility for scrutiny, the OSMB will regularly receive the programme. The work programme shows details for each Commission;

- Overview and Scrutiny Management Board
- Resources
- Place
- People
- Neighbourhoods.



Policy

1. Under the Local Government Act 2000, Bristol City Council is required to establish an Overview and Scrutiny function.
- 1.1. Councillors from the Overview and Scrutiny Management Board (OSMB) are responsible for agreeing a single Overview and Scrutiny work programme at the start of the Municipal Year

Consultation**Internal**

2. The work programme was discussed and agreed by the Scrutiny Members at the workshop.
- 2.1 The Mayor and Cabinet Members attended the workshop. The Mayor presented a number of priorities areas to be considered for the work programme and the Cabinet Members participated in the discussions.

External

3. The People Scrutiny Commission has the statutory responsibility for health scrutiny and therefore colleagues from the Bristol Clinical Commissioning Group were invited to participate in the workshop discussion.
- 3.1 Items suggested by the Bristol Youth Council (BYC) have been incorporated into the work programme.

Context

4. At the Scrutiny workshop on the 9th September Members were presented with a range of potential scrutiny items and a variety of background information. Members discussed and created a work programme, supported by senior officers from each directorate and scrutiny policy advisors.
- 4.1 Scrutiny Chairs can agree necessary changes to individual work programmes when required. All amendments will be recorded and presented to OSMB. OSMB retain overarching responsibility for the work programme.

Proposal

5. The Overview and Scrutiny Management Board (OSMB) are asked to note
 - a) The Scrutiny work programme attached as appendix A
- 5.1 The work programme will be presented to OSMB at regular intervals.

Other Options Considered

6. Not applicable.

Risk Assessment

7. Overview and Scrutiny plays a pivotal role in delivering local accountability. It is therefore essential to ensure there are effective overview and scrutiny arrangements in Bristol which can contribute positively to good governance, as well as potentially increase public confidence and involvement in the democratic process.

Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to -
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - tackle prejudice; and
 - promote understanding.
- 8b) The Scrutiny function plays an important part in assisting the Council in meeting its public sector equality duties and ensuring that the views of different communities and members of the public are taken into account in the development and delivery of services. Scrutiny work streams need to ensure that assessments of equalities impacts are an integral part of their work both in terms of scoping topics, gathering evidence and formulating recommendations.

Legal and Resource Implications

Legal

9. Legal Services have been involved in the formulation of the strategic priorities that will form

the basis of the work programme. They will continue to be consulted as appropriate.

Financial

(a) Revenue

10. Not applicable

(b) Capital

10.1 Not applicable

Land

11. Not applicable

Personnel

12. Not applicable.

Appendices:

Appendix A – Work programme

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: None.

People Scrutiny Work Programme Items	Neighbourhoods Scrutiny Work Programme Items	Place Scrutiny Work Programme Items	Resources Scrutiny Work Programme Items	Overview & Scrutiny Management Board Work Programme Items
September 2016				
Performance monitoring	Annual Report from Director of Public Health Suggested methodology: Report to meeting (People commission invited to attend)	Local Flood Risk Management Strategy Suggested Methodology: report to meeting	Q1 Finance Monitoring for Business Change	Audit Referral re Public Engagement
Risk Register	Sexual Health Re-procurement (People commission invited to attend)	Residents Parking Schemes	Q1 Performance Report for Business Change	Cabinet Referral re the Elimination of the Gender and Race Pay Gap
BCC Adult Social Care Strategic Plan	Mental Health & Neighbourhoods (already agreed by Chair)	Q1 Performance Report	Business Change Directorate Risk Register	BCC International Strategy (Place)
Children Services Improvement Plan Year 2	Risk Register		Quarterly Update re Outcomes of Legal Cases (will be part of performance report) - TBC	Mayor's Response re Cabinet Referral - Budget Timetable and Mayor's Forward Plan
Bristol's Strategy for Children, Young People and Families & Children and Family Partnership work programme (N'ds Commission invited to attend)	NPs positioning briefing (no paper or dem services deadlines) to determine dates and format of further NP scrutiny through the municipal year			Scrutiny Work Programme - standing item
				Mayor's Forward Plan – standing item
				Scrutiny Resolution and Full Council Motion Tracker – standing item
				Protocol for dealing with exempt items
				Delivering the Corporate Plan – Outturn Performance Report for 2015/16
				Performance Indicators – Agreeing the best approach
				Q1 Financial Monitor

People Scrutiny Work Programme Items	Neighbourhoods Scrutiny Work Programme Items	Place Scrutiny Work Programme Items	Resources Scrutiny Work Programme Items	Overview & Scrutiny Management Board Work Programme Items
October 2016				
The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22 (1 of 2)	The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22	The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22	The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22	
Models of Health and Social Care a) Better Care, b) Three tier model (to be preceded by an informal briefing regarding good practice in involving disabled people in service design and evaluation and co-production).	Budget Analysis for Neighbourhoods	Public Transport Information Strategy	Up-date: - Member's ICT Issues	
Re-commissioning Bristol Youth Links	Playing Pitch Strategy	Resilience Strategy		
	Herbicide Safe Alliance			
	Young People's Housing Pathway Plan			
November 2016				
The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22 (2 of 2)	Housing Delivery - positioning update paper	Joint Spatial Plan (WoE Joint Scrutiny)	Business Change Finance Information (extracted from Cabinet Report)	The draft Corporate Strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18 – 2021/22
Annual Safeguarding Adult's Report	Libraries of the Future – update to Scrutiny	Joint Transport Study (WoE Joint Scrutiny)	In-depth Review: Bristol Workplace Programme (BWP). • To include up-date on Romney House Situation	Mayor's Forward Plan – standing item
Corporate Parenting Panel Annual report	Urban Parishes (information item)	Up-date on previous Transport Inquiry Day Recommendations	BCC Procurement - up-date	Scrutiny Resolution and Full Council Action Tracker – standing item
Annual Safeguarding Children's Report		MetroBus (WoE Joint Scrutiny)		Scrutiny Work Programme - to approve the outcomes from the workshop
Bristol as City of Sanctuary and Supporting refugees and asylum		Supported Bus Services		Democratic Engagement

People Scrutiny Work Programme Items	Neighbourhoods Scrutiny Work Programme Items	Place Scrutiny Work Programme Items	Resources Scrutiny Work Programme Items	Overview & Scrutiny Management Board Work Programme Items
seekers, including unaccompanied minors / care leavers				
Home Care update		Cabinet Member Q&A Session		Preparing for Future Devolution Deals
23rd Nov - Meeting in common with South Gloucestershire Health Scrutiny Committee to receive an update on the University Hospitals Bristol response to the Verita Independent Report.				
December 2016				
Briefing workshop (ahead of Feb Inquiry Day) School places and admissions, to include information on exclusions and the Integrated Education and Capital Strategy (All Councillors invited to attend)	**No Neighbourhoods meeting in December**	Q2 Performance Monitoring	Business Change Finance Information (extracted from Cabinet Report) • to include ICT Spending Pressure	Budget Scrutiny
		Directorate Risk Register	Q2 Performance Report for Business Change. To include - Quarterly Update of Outcomes of Legal Cases	Democratic Engagement Select Committee Terms of Reference
1st December – Meeting in common with South Gloucestershire Health Scrutiny Committee and North Somerset Health Committee: Bristol, North Somerset and South Gloucestershire Sustainability and Transformation Plan (STP) (Neighbourhoods Scrutiny Councillors invited to attend)		Update on the Council's property portfolio	Debt Collection – what is/isn't being collected	Mayor's Forward Plan – standing item
		Cabinet Member for Place - Q&A Session		Scrutiny Work Programme - standing item
		Place Financial Monitoring -		Scrutiny Resolution and Full

People Scrutiny Work Programme Items	Neighbourhoods Scrutiny Work Programme Items	Place Scrutiny Work Programme Items	Resources Scrutiny Work Programme Items	Overview & Scrutiny Management Board Work Programme Items
		Period 6 (extracted from Cabinet Report)		Council Action Tracker – standing item
January 2017 – Note two OSM Meetings (5th and 19th)				
Update on the Crisis Line	Neighbourhood Partnerships	<i>Meeting Cancelled</i>	<i>Meeting Cancelled</i>	5 th Jan - Companies' Business Plans (to include exempt information)
Annual Education Performance – All Key Stages	Review of the Housing Revenue Account Business Plan			19 th Jan - Budget Scrutiny – to consider and endorse the draft response to Cabinet
Performance monitoring Q2	Voluntary and Community Sector			
Commissioning approach	Supermarkets dealing with waste - update on current position			
Page 118	Finance Update (to include the context of Actions and Objectives set out for Neighbourhoods in the Corporate Strategy and Business Plan)			
	Performance Information - Q2			

February 2017				
3rd Feb – Inquiry Day School place planning and school admission arrangements (all Cllrs invited to attend)	Review of Parks - positioning statement	Air Quality (N'ds SC invited to attend)	Business Change Finance Information (P8 extracted from Cabinet Report) • to include ICT Spending Pressure	Elimination of the Gender and Race Pay Gap
27th Feb Meeting in common with South Gloucestershire Health Scrutiny Committee to receive an update on the University Hospitals Bristol response to the Independent Review of Children's Cardiac Services in Bristol and a Review of pre-	Local Housing Company Strategic Business Case	Cultural Strategy - Plus up-date on the Dec 15 Culture Inquiry Day Recommendations	Procurement & Social Value Policy – Up-date	Feedback Regarding Budget Process

operative, perioperative and postoperative care in cardiac surgical services.				
	Housing Delivery Plan	Cabinet Member Q&A Session (Cllr Tincknell)	Channel Shift	Scrutiny Structures and Ways of Working
	Budget Issues (to include an assessment of the impact of budget decisions on Neighbourhoods)	Community Assets - Overview		Scrutiny Resolution and Full Council Action Tracker – standing item
	Bristol Waste Company			Inquiry Day Recommendation Tracker
				Scrutiny Work Programme - standing item
				Mayor's Forward Plan – standing item

March 2017

Page 19	Performance monitoring Q3	Performance Information - Q3	Climate Change and Energy Security Framework	Resources Finance Information (extracted from Cabinet Report) <ul style="list-style-type: none"> to include ICT Spending Pressure 	Independent Review of Green Capital
	Risk Register	Risk Register	Energy Services	Q3 Performance Report for Resources <ul style="list-style-type: none"> Quarterly Update re Outcomes of Legal Cases 	Independent Review into the Council's Financial Position
	Mental health working group action plan update (Neighbourhoods Scrutiny Cllrs invited to attend)	Finance Update	Warm Up Bristol	Change Governance and Support	Financial Monitors – P8 and P9
	Plans for improving the experience that people and organisations have of S136 of the Mental Health Act (previously titled the use of Police custody as a place of safety)	Local Council Tax Reduction Scheme	ELENA Programme Update	Capturing Commercialisation	Process for Dealing with Exempt Material
	<i>Information items:</i>	MUGA at Manor Farm – Briefing	Heat Networks		Mayor's Forward Plan – standing

<ul style="list-style-type: none"> Home Care Update People Directorate Budget Savings - Update on Engagement and Consultation 				item
	Neighbourhood Partnerships	Performance Monitoring		Scrutiny Work Programme - standing item
	Update on Libraries consultation			Minutes and action sheets from meetings December 16 to February 17 – <i>note unavailable at previous meetings due to time constraints</i>
				Scrutiny Structures and New Ways of Working – Hot House Proposal
				Decision Pathway
April 2017				
Page 120	Parks	Joint Spatial Plan & Joint Transport Study (Information paper) (WoE Joint scrutiny)	Capital Programme	Financial Monitor – P10
	Tree Services	Colston Hall	Resources Finance Information (extracted from Cabinet Report) <ul style="list-style-type: none"> to include ICT Spending Pressure 	Hengrove Park Consultation
	Trial of Glyphosate -Free Weed Treatment - Report back	Arena Update (WoE JS also looking at this)	Business Rate Retention	Scrutiny Structures and New Ways of Working – Outcomes from the Hothouse
	(For information only) Homelessness Prevention and Reduction funding	North Fringe and Cribbs Patchway New Neighbourhood	Resources Directorate Risk Register	Scrutiny Work Programme – standing item
	(For information only) Preventing homelessness accommodation services for homeless families and adults	Prince Street Bridge Report		Mayor’s Forward Plan – standing item
				Scrutiny Tracker; <ul style="list-style-type: none"> Meeting Resolutions Full Council Actions

				- Inquiry Day Recommendations
May 2017				
2 x May meetings; <ul style="list-style-type: none"> 1 x meeting in common with South Gloucestershire Health Scrutiny Committee 1 x People Scrutiny Committee 		Visit to the Bottle Yard Studios and Filwood Green Business Park (TBC)		
Meeting in common (with South Gloucestershire Health Scrutiny Committee) <ul style="list-style-type: none"> Health Providers - Quality Account reports Other health updates (Members to highlight required information) 				
Education themed meeting Learning City Board Work programme				
Scrutiny report on School Admission Arrangements in Bristol				
SENCO responsibilities, SEND reforms and High Needs funding, Alternative Learning update (including information on exclusions)				
Employment and Skills strategy (to include information on work experience) – all Councillors to be invited				
<i>Briefing note - Update on work related to Bristol as City of Sanctuary and Supporting refugees and asylum seekers, including unaccompanied minors</i>				

/ care leavers				
June 2017				
2 x June meetings				
Targeted Youth Services Plan - update following consultation				Financial Monitor
Children Services Improvement Plan Year 2				
Youth Offending Team update (to include information about CYP in Gangs)				
Bristol Community Links – update following consultation				
Family Hubs (Early Help and Children’s Centres) - update following consultation				
Page 122 Joint meeting with the Neighbourhoods Scrutiny Commission: <ul style="list-style-type: none"> • The Health and Wellbeing Board work programme (to be presented by the Chairs of the Board) • Update on the Mental Health and Wellbeing Strategy. 	Joint meeting with the People Scrutiny Commission: <ul style="list-style-type: none"> • The Health and Wellbeing Board work programme (to be presented by the Chairs of the Board) • Update on the Mental Health and Wellbeing Strategy. 			
Items to be scheduled				
Further scrutiny of the Sustainability and Transformation Plan (STP)	Provisional - TBC by Strategic Director - Briefing on Information, Advice and Guidance Review	Long Ashton Park and Ride - Management		<i>Provisional item</i> – Update (s) from the Future of Devolution Working Group
	VCS	MetroWest (WoE Joint Scrutiny)		<i>Provisional item</i> – Update (s) from the Democratic Engagement Select Committee
Jan / Feb 2018 - Meeting in common with South Gloucestershire Health Scrutiny Committee to receive a one year update on the University	Libraries	Bristol Transport Plan		Outcome of the external review of elections (note – report may also be shared with the Democratic Engagement Select Committee)

<p>Hospitals Bristol response to the Independent Review of Children's Cardiac Services in Bristol and a Review of pre-operative, perioperative and postoperative care in cardiac surgical services.</p> <p><i>Update visit prior to this also to be arranged.</i></p>				
<p>Support for Children in Care and Care Leavers</p>		<p>City Centre Movement Strategy and City Centre North East Spatial Framework</p>		<p>Green Capital – Maintaining the Momentum (<i>suggested date summer 2017</i>)</p>
				<p>Inquiry Day Outcomes – update reports to come back to OSM with a view to being referred onto the Mayor</p>
				<p>Budget Setting Timeline 2017/18</p>
<p>Page 123</p>				<p>Update Regarding the Elimination of Gender and Race Pay Inequalities (<i>suggested date summer 2017</i>)</p>
				<p>Annual Performance Report (suggested date autumn 17)</p>
				<p>Future of Performance Reporting</p>

Rolling Scrutiny Resolution Tracker 2016/17 – Updated April 2017

Commission & date	Report title	Purpose of the report / proposed resolution	Outcome of discussion and resolutions	Progress since the meeting
OSMB 11/3	Democratic Engagement Select Committee	The Board considered a report setting out the proposal that Scrutiny undertake a piece of work to improve democratic engagement	<ol style="list-style-type: none"> 1. That it be noted that the Overview and Scrutiny Management Board had agreed, as part of their work programme, to review and improve the City Council's approach to securing public engagement in democracy; 2. That a Select Committee was the most suitable method for taking this work forward; 3. That as the work of the Constitution Working Group was reviewing the Council's Constitution had a work stream on public engagement and there was an independent review of the 2016 election processes the Select Committee needed to align its work to complement these two work streams and that this be specified in the terms of reference; 4. That the Terms of Reference for the Select Committee be prepared, in consultation with relevant stakeholders, for consideration at the next meeting of OSMB. 	The Select Committee arrangement will be considered following the completion of the scrutiny review (currently ongoing).
OSMB 11/3	Devolution Working Group	The Board noted the proposal to set up a working group to work collaboratively with the Executive to engage members in the shaping of any future devolution deal and to act as a point of reference for the Executive.	<ol style="list-style-type: none"> 1. That the OSMB set up a cross party scrutiny working group to examine the potential for further devolution deals in the West of England region and the potential areas of focus for any deals, once clarification about its public accessibility status had been determined; 2. That it be noted that this proposal was identified as a priority for the 2016/17 Scrutiny work programme at the Scrutiny Workshop on 9th September, and that the Mayor had also proposed this as an area where Scrutiny could add value. 	Discussions to take place with OSM Chair to determine best way forward, potentially in conjunction with the WECA Scrutiny Committee.
OSMB 09/2	Scrutiny Structure and Ways of Working	The Board were invited to consider whether a Hothouse	1. That an informal workshop ('hothouse') take place between 13 March Extraordinary OSMB and the scheduled OSMB on 6 April in order to develop a proposal for the	The Hothouse will take place on 5 th April and a statement has been

		event should be arranged in order to consider revising the structure of scrutiny and developing new ways of working	scrutiny structure and new ways of working. 2. That the Board notes that the Constitution allows it to determine how Scrutiny operated. 3. That a Statement be submitted to the Parliamentary Select Committee's Review of Overview and Scrutiny advising that Bristol's Scrutiny structure and ways of working were being revised. 4. That the Council engage with the Department for Communities and Local Government on this matter.	sent to DCLG.
OSMB 13/03	Scrutiny Structure and Ways of Working	Members considered a report suggesting a way forward for the Scrutiny Hothouse	A Hothouse event will take place in early April and the findings will be reported to Full Council on 23rd May 2017.	In progress – the event will take place on 5 th April
Place 11/17 Page 125	Consultation on 'Towards the Emerging Spatial Strategy' for the West of England Joint Spatial Plan and Joint Transport Study Sarah O'Driscoll Adam Crowther	Place Scrutiny members were invited to consider the documents in advance of the meeting to inform a response from Scrutiny to be submitted to the consultation.	Resolved: response from Scrutiny Members to be collated, agreed and then submitted towards the consultation	Officers preparing a draft response. A response was prepared and agreed by Members and duly submitted to the consultation process. Officers will be providing a further written up-date for the Commission Members in April 17.
Place 11/17	Cabinet Member Q & A Session	Q & A Session The Scrutiny Commission Members agreed to write a letter to the DfT / Minister for	Recent Mayoral letter to Department for Transport regarding the situation on the electrification of railway lines circulated to Members - for information.	Mayor's letter circulated to the Commission. Members have written their own letter which is currently being agreed and will be sent

		Rail		<p>to the DfT early December 16.</p> <p>The Commissions letter was sent to the Minister who responded on the 20/12/16. The response was forwarded to the Commission Members.</p>
<p>Neighbourhoods 02/16</p> <p>Page 126</p>	<p>Supermarkets dealing with waste: evidence session</p>	<p>The Scrutiny Commission held an evidence session concerning the role of Supermarkets in dealing with waste.</p>	<p>Officers investigate the most effective way to establish structured dialogue between local authorities and supermarkets – officers will respond with suggestions.</p>	<p>The Commission made a referral to the Mayor to ensure that this work was followed up and that further engagement with the supermarkets was pursued.</p> <p>Staff changes and new structures are in place, and a named officer has now been identified to take this work forward with the Core Cities and within Bristol.</p> <p>This was reported to the Neighbourhoods Scrutiny Commission at its meeting on 31st March 2017.</p>
<p>People & South Gloucester-</p>	<p>Independent Reports relating the Bristol</p>	<p>Second follow up meeting to receive an update on</p>	<p>Councillors were satisfied that the action plans were being implemented.</p>	<p>The next update would be required in 12 months.</p>

shire meeting in common	Hospital for Children 2016 – Six month review.	actions.		
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Scrutiny Inquiry Day Outcomes – 2014/15 to 2016/17 – Updated April 2017

Commission & Date	Inquiry Day	Link to Report	Progress to Date
Neighbourhoods Scrutiny 17/11/2014	How do we Keep our Parks and Green Spaces Safe for Everyone?	Parks and Green Spaces Inquiry Report	Following revision and amendment of the byelaws, a further delay in DCLG approval was caused by DCLG revising regulations. Approval was subsequently given by DCLG on 26/11/2016. The proposed byelaws were approved by Full Council on 14 th March 2017. The byelaws will now come into force on a date to be specified, which is to be not less than 14 days after the Full Council meeting.
Neighbourhoods Scrutiny 22/01/2015	How do we Redesign the Library Service to Ensure it is Fit for the Future?	How do we Redesign the Library Service to Ensure it is Fit for the Future?	The recommendations fed into consultation around the future of libraries that took place in 2015.
People Scrutiny (joint with Neighbourhoods) 27/01/2015	Employment and Skills for All	Employment and Skills for All – Report of the Scrutiny Inquiry Day	The Information gathered clearly identified that Bristol required an Employment and Skills Strategy. See Appendix A - Bristol City Council Employment and Skills Positioning Statement Year 1 Progress Report
People Scrutiny (joint with Neighbourhoods) 12/15 and 02/16	Mental Health Services Working Group	Mental Health Working group report	Councillors requested an update on the action plan in six months. An update report is due to be presented to the People Scrutiny commission in March 2017.

<p>1st ID - jointly with Place but lead by Neighbourhoods</p> <p>26/11/2014</p> <p>2nd ID - Place Scrutiny</p> <p>18/03/2015</p>	<p>What are the current waste disposal technologies and process and how can Bristol best utilise these?</p> <p>Managing the City's Waste</p>	<p>Waste Inquiry Day Outcomes</p>	<p>A report of the inquiry days recommendations was presented to Neighbourhoods Scrutiny in July 2015 and fed into the creation of a new Waste Strategy.</p> <p>The Neighbourhoods Scrutiny Commission has focused on developing a dialogue with supermarkets via an in-depth piece of work on 'Supermarkets and Dealing with Waste' in February 2016. The Commission made a referral to the Mayor to ensure that this work was followed up and that further engagement with the supermarkets was pursued. A named officer has now been identified to take this work forward with the Core Cities and within Bristol.</p>
<p>Neighbourhoods and Place Scrutiny</p> <p>02/10/2015</p> <p>Page 129</p>	<p>How can Better Housing Delivery Secure the Best Outcomes for Bristol?</p>	<p>How can Better Housing Delivery Secure the Best Outcomes for Bristol?</p>	<p>The Inquiry Day was part of a number of strands of work looking at housing. Many of the recommendations were accepted by the Mayor, the most notable of these being in relation to setting up a municipal housing company. The recommendations are now being taken forward as part of the Joint Spatial Plan, and the revised Local Plan. A new multidisciplinary housing team will be creating a programme of work identifying priority sites for housing and preparing a new policy framework.</p> <p>In March 17, Bristol City Council's Housing Delivery Plan went to Cabinet as part of a series of work, including updates on the Local Housing Company.</p>
<p>Place Scrutiny</p> <p>05/03/2015</p>	<p>Integrated Public Transport</p>	<p>Transport Inquiry Day - Final Report to Place Scrutiny</p>	<p>The Inquiry Day recommendations fed in to an Officer Action Plan that was presented to the Commission in April 2015. The Officer Action Plan was brought back to the Place Scrutiny Commission in November 2016 for a progress up-date. It was noted that the majority of the recommendations to officers and their responses have fed into the Joint Transport Study (JTS) and will be considered in more detail as part of that. Members felt that this work should continue to link in with the JTS.</p>

<p>Business Change Scrutiny</p> <p>20/04/2015</p>	<p>Making our Money go Further – Social, Economic and Environmental Procurement</p>	<p>Making our Money go Further Inquiry Day Report</p>	<p>The inquiry day identified a set of key principles which should underpin the City Council’s Social Value Policy.</p> <p>The policy was subsequently adopted and the Resources Scrutiny Commission has continued to receive updates on its implementation.</p>
<p>Place Scrutiny</p> <p>10/12/2015</p>	<p>The Case for Culture: How can we support Bristol’s cultural sector to continue to grow and flourish?’</p>	<p>Culture Inquiry Day - Final Report to Place Scrutiny</p>	<p>The Commission considered the proposed report of the Culture Inquiry Day and associated Recommendations in March 2016.</p> <p>The Commission accepted the report and recommended it to Cabinet and Full Council (July 16) for debate and discussion.</p> <p>At the February 2017 Place Scrutiny meeting the Service Manager for Culture provided the Scrutiny Commission with a full up-date on the inquiry day recommendations. At the same meeting the Cabinet Member for Culture also provided an up-date on the status of a cultural strategy for Bristol. Although much of the work is on-going, Members resolved that much progress had already been achieved in line with the Commission’s recommendations.</p>

FULL COUNCIL MOTION AND PETITION TRACKER

Date	Motion/Petition Details	Progress
<p>17/01/17</p>	<p>Motion: Bristol Sustainability and Transformation Plan (STP) – protect our NHS and social care services</p> <p>Motion approved as follows:</p> <p>“Full Council notes that:</p> <ol style="list-style-type: none"> 1. The government is dividing the NHS in England into 44 areas or 'footprints', each of which has a 'Sustainability and Transformation Plan' (STP). 2. Government requires these STPs to deliver collective cuts of at least £2.5bn nationally this year, and £22bn within the next five years, to wipe out the NHS’ ‘financial deficit’ by implementing ‘new models of care’. 3. The former head of NHS commissioning, Julia Simon, has denounced the STP process as 'shameful', 'mad', 'ridiculous' and the plans as full of lies [1]. 4. Locally it is envisaged that there will be a cumulative funding gap of about £305 million by 2020-21 and that the STP will need to change service provision to eliminate it [2]. 5. Demands for the area STPs have been imposed by NHS England, with short deadlines, and senior health staff and managers have been expected to pull complex plans together, without the time or resources to carry out proper consultation with clinical staff, councillors or the public. This has led to a lack of transparency, and loss of trust in a process that has been imposed top down. The documentation made publicly available has been lacking detail and though an initial report on the STP has been made to council scrutiny committees there has been insufficient clarity about the power of democratically elected councillors to adapt, amend or influence the plan and its implementation. 6. Although closer integration between health services and the local authority is in principle a sound idea likely to result in better outcomes for residents, it cannot be achieved whilst at the same time making the huge cuts demanded by central government. It will be impossible for the STP for the area to make these cuts without measures which will seriously impact on the health and welfare of the local population. Pressure on acute services will not be reduced unless councils get the extra investment in social care, public health and early interventions to prevent ill health. 	<p>Update 10/4/17</p> <ol style="list-style-type: none"> 1. Letter of thanks sent to BNSSG STP group for their efforts on the 14/3 2. Government Ministers were informed of the motion in a letter 14/3 3. The Mayor wrote to the Bristol MPs regarding the STP on the 14/3 <p>Scrutiny bodies should feel empowered to take the necessary actions.</p> <p>The Mayor is meeting with Chief Executive of NHS England Simon Stevens in mid-May and will use as an opportunity to discuss.</p>

This Council believes:

1. That the cuts demanded by central government of £305 million are unfeasible and that there is no safe way of implementing such reductions.
2. That the only way to provide adequate integrated health and social care is through adequate funding.
3. That central government should increase NHS funding to at least 10.1% of GDP, to match the average of other EU countries.
4. That the government must address the crisis in social care funding, to allow councils to provide the adult social care needed to keep people well in their own homes and reduce the unnecessary costs of keeping people in acute hospitals when they could be supported in the community.
5. The STP does not have democratic accountability. BCC will have no accountability for the STP as it is 'owned' by Health. We are named as a delivery partner but our only entitlement is to question and scrutinise. We are expected to participate in a cost cutting process that will negatively impact on the health and wellbeing of our citizens, with no democratic power to change it, to pass it or reject it. This disempowers democratically elected councillors and the public.
6. Although the authors of the local STP have tried to minimise the impact of these cuts, published the plan in full and opened it to democratic scrutiny, any consultation on the plan or on individual elements of the plan is essentially meaningless if there is no option to refuse the cuts. The only way to resist these cuts, which will seriously damage the health of the people of Bristol, is for the people of the City to learn what is being planned and to be able to respond vigorously.

Full Council resolves to ask the Mayor to:

1. Write to thank the BNSSG STP group for their efforts in trying to meet impossible demands.
2. Write to the relevant government Ministers to make them aware of this motion and of our opposition to their unreasonable funding cuts.
3. Write to the City's MPs asking for their support. Particularly in pressing for cross party talks to resolve long term issues of health and social care funding and in calling for an increase to NHS funding.

	<p>4. Empower the appropriate Scrutiny bodies (being the Health & Wellbeing Board, and People and Neighbourhoods Scrutiny in the case of Bristol) to identify the health impacts of changes outlined in the proposed plan, and to collaborate with neighbouring Councils by establishing a formal joint Scrutiny process to be set up as a matter of urgency.</p> <p>5. Publicise likely impacts on key services and our opposition to these funding cuts to the people of Bristol and encourage them to make their views known and campaign against the national cuts to the NHS.</p>	
<p>13/12/16</p> <p>Page 133</p>	<p>Motion: Bristol's Schools Funding</p> <p>Council views with great concern the impending cuts in funding to Bristol schools' budgets.</p> <p>Over the last 15 years, Bristol schools have dramatically improved, being previously judged one of the worst services it is now performing far better than equivalent areas. Huge effort, over a prolonged period, with all party support, has produced a dramatic positive change and over the last few years the pupil premium has helped to reduce inequalities in results and improve funding in Bristol schools.</p> <p>The freezing of school budgets by the new government has presented challenges to schools but this is added to dramatically by the huge threat to school grants at present. Along with most core cities, Bristol has been funded above the national average of all local authorities. However a move to a single national funding formula is likely to result in a substantial reduction in funding for Bristol schools.</p> <p>The Council notes the previous coalition Government and the current Government have not increased the national allocation to the Schools Block. With pressure from staff increments and other inflationary pressures, this freeze on income represents a real terms cut for our schools.</p> <p>Council also notes with concern the pressure on the SEN budget, that large cuts to SEN funding continue to be implemented to cope with increasing demand and underfunding by Westminster. We further note Bristol, along with most local authorities, is experiencing pressure on its High Needs block spending. As a result, we note the Schools Forum has agreed to reduce the funding allocated for individual top up applications. This represents an additional cut in income for most schools in Bristol.</p> <p>In addition we note the Council has historically received an Education Services Grant to fund the Council's education duties. The Government has announced that this Grant will be ended. In 2017/18 the Grant level will reduce significantly and be taken from the Dedicated Schools Grant which will further reduce the funding</p>	<p>The Mayor's office has been asked to arrange a potential meeting with Government Ministers and will seek to confirm ASAP.</p> <p>The Mayor has recently met with Justine Greening Shadow Minister for Education and Skills last week and discussed education in Bristol Schools.</p> <p>The Mayor will be meeting with the Secretary of State for Communities and Local Government at a future Core Cities meeting.</p>

	<p>available for per-pupil formula.</p> <p>The Council Resolves to:</p> <ul style="list-style-type: none"> • Calls on the Mayor and the Cabinet member for Education and Skills to meet with Government Cabinet Members to argue that funding for Bristol schools is increased to take into account inflationary pressures and levels of deprivation, and is protected in the proposed revisions to the National Formula. • Calls on the Mayor and the Cabinet member for Education and Skills to join with other core cities to lobby for a more realistic level of funding for students with High Needs, based on their explicit needs. <p>Calls on the Mayor and Cabinet member to report back with a written report to Full Council within 4 months detailing the results of any talks, and the impact of any changes on Bristol’s schools.”</p>	
<p>13/12/16</p> <p>Page 134</p>	<p>Motion: Affordable Housing Strategy</p> <p>“This Council notes that:</p> <ol style="list-style-type: none"> 1. The Mayor of London has set out a long-term strategic objective to make half of all new homes built in London affordable. 2. In Bristol, the figure for permissions granted for affordable homes in 2015/16 is only 21% and, of those actually built, less than 10% were affordable. 3. There have been a number of very high profile recent developments where the schemes have included very few affordable homes (culminating in the Chocolate Factory scheme in Easton which initially offered zero). 4. The current viability reporting process which is used to decide on the percentage of affordable housing delivered through the planning system is secretive, open to varying interpretation and widely mistrusted by citizens affected by these decisions. <p>This Council believes that:</p> <ol style="list-style-type: none"> 5. The Mayor of Bristol should be no less ambitious than the Mayor of London in his vision for affordable homes in this city. 6. The viability process needs a significant overhaul to make it fit-for-purpose. 7. A ‘one size fits all’ approach does not help achieve our ambition of more balanced communities. 	<p>The Mayor has met with planning officers regarding these resolutions to monitor progress, and is meeting with the Chief Executive of the Housing and Communities Board (HCA) as soon as possible in order to further them.</p> <p>The review of the Bristol Local Plan is being arranged and Party Group Leaders will shortly be asked for their input.</p> <p>Regarding point 8 – The Council has started publishing viability assessments.</p> <p>Regarding point 10 – Officers are collating a list of asks for negotiation with government.</p> <p>Regarding point 11 - Officers have drawn up a list of sites and properties to make available to the HCA and the Cabinet</p>

	<p>This Council resolves:</p> <ol style="list-style-type: none"> 8. In the case of schemes which do not comply with the Council’s guidance on affordable homes; to instruct planning officers to make all information used in the viability process, whether it arises from a council appointed surveyor or a third party, available publicly in good time before a planning application is to be considered. 9. To instruct council planning officers to continue to look for innovative ways to encourage and incentivise developers to include a mix of affordable and mixed tenure homes in their plans. 10. To make strong representations to central government to: <ol style="list-style-type: none"> a. remove the borrowing cap on the Housing Revenue Account and b. allow the council to charge Council Tax on plots in Bristol with planning permission which have not been built on if they have not been developed within a reasonable timescale. c. provide greater flexibility to spend right-to-buy income on developing or commissioning new homes. d. devolve more authority to Bristol over the spending and priorities of the Homes and Communities Agency. 11 To develop a programme of compulsory purchase orders for stalled housing sites where the owners have no clear intention to develop new homes.” 	<p>Member for Housing and Communities will approach officers for a briefing on progress.</p> <p>Update 10/4/17</p> <p>Regarding point 4 - The Cabinet member for Housing is having a briefing on viability statements this week (13/4/17), which will look at making the statements public as well as making them multi-phase.</p>
<p>20/11/16</p>	<p>Motion: Clean Air in Bristol - Councillor Bolton</p> <p>Full Council notes that:</p> <ol style="list-style-type: none"> 1. Bristol’s air pollution urgently needs to be reduced. 2. In many parts of Bristol, especially near our busy roads and in the city centre, air pollutants exceed legal and safe European and World Health Organisation limits. 3. Air pollution impacts on the health of people in our city, especially the most vulnerable. It can cause permanent lung damage in babies and young children and exacerbates lung and heart disease in older people, leading to an estimated 300 premature deaths in Bristol each year. 4. Other English cities such as Southampton and Nottingham are introducing Low Emission Zones or Clean Air Zones to reduce the level of these pollutants to safe and acceptable levels. Bristol is not one of these cities. 5. National legislation is anticipated which could enable Bristol City Council to implement its own Clean Air Zone. In the interim there are other steps that could be taken to improve Bristol’s air. <p>Full Council believes that:</p>	<p>The Mayor has established a Working Group to develop air quality plans and proposals for a Clean Air Zone (CAZ), which had its first meeting on 10th November 16 to establish terms of reference and commence the work on improving air quality. It is being led by Councillors Bradshaw and Hance. This working group will bring recommendations to the Mayor in due course, based on a thorough consideration of the costs and benefits of potential actions.</p> <p>At the Core Cities Cabinet meeting on 29th November 16, the Mayor and other Leaders considered a paper on Air</p>

1. It is unfair for Bristol residents to be left behind breathing polluted air, when other major cities have Clean Air Zones planned.
2. A Clean Air Zone should be introduced in Bristol's Air Quality Management Area to ensure Bristol's air quality is within safe and legal limits by 2020.
3. Action on air pollution cannot wait for national legislation to be in place and we must take steps now.

Full Council resolves to ask the Mayor to:

1. Immediately take all steps needed to reduce deaths and illness linked to polluted air. This should include, but not be limited to:
 - a. restricting the most polluting vehicles from entering Bristol, and supporting transition of deliveries with freight consolidation centre;
 - b. cleaning up the bus fleet, working with Bristol's major bus providers;
 - c. supporting taxis to meet clean emission standards;
 - d. promoting and incentivising the use of electric vehicles and car clubs, and ensuring that Council vehicles are electric where possible;
 - e. promoting walking and cycling.
2. Lobby the appropriate government minister to ensure that new air pollution legislation is introduced in a timely fashion to ensure that all affected cities can introduce Clean Air Zones.
3. Commit to implementing a Clean Air Zone in Bristol once the appropriate legislation is in place so that the people of Bristol are not left breathing polluted air.
4. Commit to immediately develop an updated Bristol-wide strategy to bring air quality within safe and legal limits.
5. Ensure work to bring dangerous air pollution within safe and legal limits is adequately resourced.
6. Include key air pollution targets in the development of Bristol's 50 year plan, including a target to ensure air quality is within safe and legal limits by 2020 at the latest.
7. Initiate an educational campaign to highlight to the general public the impact of air pollution on public health and the economy.
8. Report back to Full Council on the progress made on these actions by no later than May 2017."

Quality which proposed the creation of a Task and Finish Officer Group to share good practice on Air Quality/CAZ and develop a consistent policy position which can be used to lobby Government on this issue. An update will be provided in due course.

<p>08/11/16</p>	<p>Motion: Prince Street Bridge – Cllr Goulandris</p> <p>Council is concerned over the latest attempt to get motorised transport barred from using the Prince Street Swing Bridge when it eventually reopens after extensive refurbishment.</p> <p>Since the closure in August 2015 of this crucial crossing point over the floating harbour, travel in this part of the city has significantly worsened, with traffic often brought to a complete standstill for long periods throughout the day but particularly during early morning and evening commutes.</p> <p>Uncertainty over the future of this bridge was meant to have ended in March when the previous City Mayor gave a public assurance that, once restored, it would continue to cater for all types of road-user (including light vehicles) because of its strategic importance to the road network.</p> <p>Accordingly, Council calls on the Mayor to confirm that Prince Street Bridge remains a key component in our city’s traffic network and that any decision on its use after the essential repairs are completed will reflect this.</p>	<p>The city’s entire traffic network will be considered by the Mayor’s Congestion Task Group, which is currently being formed. Key components of infrastructure, such as Prince Street Bridge, will be looked at strategically as part of this and updates will be provided in due course.</p>
<p>13/09/16</p> <p>Page 137</p>	<p>Motion: Opposing Forced Academisation – Cllr Pickersgill</p> <p>“Bristol City Council notes that, despite significant opposition from professionals across the political spectrum to the proposals in the White Paper, <i>Educational Excellence Everywhere</i>, (March 2016), the Government has reiterated that it wants all schools to become academies within multi-academy trusts (MATs) by 2022. This Council further notes the Government plan to force schools to become academies if they are considered to be ‘under-performing’ or even, in some cases, just ‘coasting.’</p> <p>Bristol City Council notes with concern that if the Government deem that a local authority can ‘no longer viably support its remaining schools because a critical mass of schools in that area has converted’ this will trigger conversion of all its schools.</p> <p>As a Council we note Cllr. Roy Perry, Conservative Chair of the LGA opposition to forced academisation and welcome his view that ‘schools should have the choice to stay with their own Council’.</p> <p>As a Council we recognise forced academisation will not only take away the LA’s ability to plan strategically and carry on supporting our schools in their successful journey of improvement, but will also remove the power from those who have the best knowledge of the school (the Head, staff and parents/carers) to determine how they want to be governed.</p>	<p>A letter from the Mayor was sent out to schools on 22nd November 17 to address these points.</p>

We believe that these plans:

- **Are not a good use of scarce resources.** The NUT estimates the cost of forced academisation to the taxpayer as high as £1.3 billion, at a time when funding per pupil in real terms is set to fall by as much as 8% per cent or more, and Bristol is likely to experience reduced funding due to the new National Funding formula, alongside a cut in the Education Services Grant.
- **Will not improve standards.** Ofsted judged around 81% of local authority maintained schools as good or outstanding, compared to 71% of academies. Even the House of Commons Education Select Committee (2015) says 'We have sought but not found any convincing evidence of the impact of academisation on attainment'.
- **Reduce accountability to the community.** Academies will no longer be required to have elected parents on their governing body. (They are already not required to have staff, local authority or community representatives if they do not want to).
- **Will have an adverse impact on teachers' pay and conditions.** Academy trusts or individual academies will make decisions at a school level and can vary salary levels and terms of employment and employ unqualified staff.
- **Make it harder for the LA to plan strategically for the new school places** we need, as we cannot open new maintained schools and are dependent on proposals for Free Schools to emerge-not necessarily in areas where they are needed.
- **Perpetuate inequality in admissions processes.** Academies are their own admissions authorities, and the Office of the Schools Adjudicator (2015) reported concerns that they can manipulate them to their own ends. There are fears that the ground is being prepared to allow for new grammar schools.
- **Make it harder to plan for vulnerable children.** The LA has limited powers to influence the support given to children with SEND, preventing exclusions etc.in academies.

Bristol City Council therefore resolves to:

- States its clear opposition to the Government's proposals outlined in the White Paper and will work with other Councils, trade unions, parents and governor groups to campaign to oppose them.
- Write to all its maintained school governing bodies to state its position and to urge them not to rush or feel pressurised into converting to academy status.
- Explore the options for developing alternative models to MATs (such as the Schools Partnership in Tower Hamlets, Leeds Cooperative Primaries Academy).
- Highlight the Council's position on the White Paper in briefings for Heads, school staff, governors and

	parents/carers.”	
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