

**Bristol City Council**

**Audit Committee**

**23<sup>rd</sup> September 2014**

**Report of:** Stephen Hilton, Service Director, Bristol Futures

**Title:** Bristol European Green Capital 2015 Governance

**Ward:** Citywide

**Officer Presenting Report:** Peter Gillett, Service Director, Finance

**Contact Telephone Number:** 0117 922 3293

**RECOMMENDATION**

The Committee are asked to note the governance arrangements in place regarding European Green Capital 2015.

**Summary**

The report provides an update on the governance arrangements for Bristol's year as the European Green Capital 2015. A further more detailed report will be provided for the November meeting of the Committee.

**The significant issues in the report are:**

Bristol is the European Green Capital 2015. Institutional and governance arrangements have been created to ensure the effective management of the year and achievement of the goals.

These relate to Bristol City Council, Bristol Green Capital Partnership and Bristol 2015 Ltd.

## **Policy**

1. In June 2013 the Mayor decided to:
  - Accept the European Green Capital Award 2015 on behalf of the City of Bristol.
  - Develop a Programme for Bristol European Green Capital 2015.
  - Commence a planning and commissioning process for the Programme.

## **Consultation**

### **2. Internal**

This is an update report, however, all directorates are involved in the development of plans for 2015.

### **3. External**

This is an update report, however, a wide range of stakeholders are involved in the development of plans for 2015.

## **Context**

4. Bristol was awarded the title of European Green Capital for 2015. This is a great achievement for the city and also a great opportunity.
5. In February 2014 the Planning and Transport Scrutiny Commission received a presentation on the overall approach being taken by the City Council to realising the opportunity of the Award.
6. In July 2014 the Place Scrutiny Commission received an update on the arrangements for 2015.
7. This report is an interim update for the Committee, addressing governance, with a further report planned for November 2014.

## **Proposal**

8. There are three key institutions involved in the Green Capital initiative: Bristol City Council, the Bristol Green Capital Partnership and the Bristol European Green Capital 2015 Company.

## **Bristol City Council**

9. Bristol City Council has a key role to play in the success of Bristol's year as European Green Capital – both in working with the key partners identified here and through its own activities. Bristol City Council also has a key role in ensuring that the year has a long term impact on the future of the city.

10. Bristol City Council's management of the Bristol 2015 Ltd and the Bristol Green Capital Partnership is led by the City Director.

### **The Bristol Green Capital Partnership**

11. The Bristol Green Capital Partnership was formed in 2008 to bring together a wide range of stakeholders into a network, with the aim of making Bristol a low carbon city with a high quality of life for all. The partnership now has over 500 member organisations.
12. In January 2014 the Partnership revised its structure and this is set out in Appendix 1. In summary, the Partnership is governed by its members who directly elect the Chair and Vice Chair. The partnership is comprised of a series of Action Groups with particular foci, for example on Energy, Nature and Education. The Chairs of these Action Groups form the Steering Group, with the directly elected officials. Within this accountable and democratic structure the partnership has recently formed a Community Interest Company. All roles in the partnership are undertaken on a voluntary basis, except for one full time paid co-ordinator.
13. The City Council has played a key role in this Partnership and is represented on the Steering Group by an Assistant Mayor and by an officer – the Sustainable City Manager. It is also represented by officers on the Action Groups, as appropriate.
14. The Bristol European Green Capital 2015 Ltd is represented on the Steering Group of the Partnership.

### **Bristol European Green Capital 2015 Ltd**

15. Bristol 2015 Ltd is a company limited by guarantee and was established by Bristol City Council to lead the delivery of the 2015 Programme designed to inspire, educate and celebrate.
16. **The Bristol 2015 Board:** Bristol 2015 Ltd has an independent Board comprised of 13 Members representing a broad spectrum of Bristol City Region stakeholders, including the Mayor and the Chair of the Partnership (See Appendix 2.)
17. The Board's role is to provide strategic leadership to the Bristol 2015 Company particularly in determining the overall ambitions and outcomes, prioritisation and allocation of core strands of funding, delegating specific content and funding decisions to the Bristol 2015 Executive and ensuring that the necessary financial and human resources are in place for the company to meet its objectives.
18. In addition to leading the delivery of the 2015 programme, Bristol 2015

Ltd is also responsible for:

- Raising incremental funding and allocating these resources to support the delivery of the 2015 Programme in coordination with its key delivery partners based on objectives and priorities agreed by the Board.
- Establishing an overall strategy and framework for 2015 that facilitates the participation of the many stakeholders across Bristol and the City Region, creating a powerful marketing and communications platform that is able to tell this important story locally, nationally and internationally.
- Although Bristol 2015 Ltd's vision, objectives and desired outcomes all contribute toward establishing a tangible legacy, the 2015 Company is not responsible for leading on the legacy given that it won't exist beyond the end of March 2016. Ensuring a "platform for legacy" will be a core consideration in terms of establishing new ways of working, thinking and enabling a shift in attitudes and behaviours. There is also the potential for projects, activities and interventions that start in 2015, but are delivered over a longer period.

**19.** Bristol 2015 Ltd's vision is for Bristol to become one of the global leaders in sustainable urban living. Its specific objectives are:

- **Local Empowerment:** To work with existing initiatives and networks and with communities in the Bristol area to ensure that the value of sustainable living is delivered across neighbourhoods, businesses and the voluntary sector, resulting in attitude and behaviour change.
- **International Reach:** To build Bristol's global profile as the UK's most pioneering, sustainable city region to drive appropriate exports, inward investment, tourism and economic growth.
- **Sustainability Leadership:** For Bristol to become the leading forum for UK, European and Global exchange in sustainability expertise in the lead up to the 2015 UN Conference on Climate Change.

**20. Theme Groups:** These are Advisory Committees to the Board for five themes identified as core areas within which Bristol 2015 will support significant activity through the year: Resources, Energy, Transport, Food and Nature. The Committees will advise the Board on matters relating to its own Theme. Decisions with respect to funding, support, promotion, or endorsement will be made by the board, but the Board will rely on advice from the Committee.

- 21. The Bristol 2015 Team:** This team is responsible for the delivery of key elements of the Bristol 2015 Programme and working with other key partners across the Bristol City Region to create a year of activities and events that help achieve the three goals of local empowerment, international reach and sustainability leadership. This team is also responsible for leading incremental revenue generation and marketing of the Bristol 2015 Programme locally, nationally and internationally.
- 22. Commercial Partners:** In parallel with the approach to securing Government funding, Bristol 2015 is running a Commercial Sponsorship Programme to encourage private sector to provide both cash and value-in-kind to projects and activities during 2015. With a three tier structure for procuring private sector sponsorship, most efforts have thus far been focused on 'Tier One Partners' and at the time of writing the confirmed commercial partners are First Group and KPMG.

### **Other Options Considered**

- 23.** This report is an update on progress.

### **Risk Assessment**

- 24.** This report is an update on progress.

### **Public Sector Equality Duties**

- 25.** This report is an update on progress.

### **Legal and Resource Implications**

This report is an update on progress.

### **Appendices:**

- 1: Bristol Green Capital Partnership
- 2: Bristol European Green Capital 2015 Company

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 Background Papers:**

None

## **Appendix 1: Bristol Green Capital Partnership**

The Bristol Green Capital Partnership is a network of organisations committed to turning the vision of a 'low carbon city with a high quality of life for all' into a reality. It's focus is broadening engagement and deepening legacy. The Partnership exists to support the collaboration, connection and participation needed for diverse plans and projects across the city to achieve their potential.

It was created in 2008 and predates and will continue past the European Green Capital Award Year.

The Partnership is legally constituted as a Community Interest Company. The Board of the CIC is comprised of the Chair and Vice Chair of the Partnership and others appointed by the Steering Group.

Full details at: <http://bristolgreencapital.org/about/>

### **Chair and Vice-Chair**

Voluntary roles elected annually by the organisational members of the Partnership. The maximum term of office is 2 years. After holding office, a previous incumbent cannot return to office for 1 year.

The Chair undertakes to:

- Represent and advocate for the Partnership, acting on behalf of its members.
- Help build a simple, transparent and effective organisation.
- Widen engagement in the Partnership.
- Facilitate communication within and beyond the Partnership.
- Help secure resource for the Partnership.
- Be the primary point of contact with the Bristol 2015 Company, and sit on it's board.

The Vice-Chair undertakes to:

- Deputise for and support the Chair and in particular to be the primary point of contact for the Partnership's Action Groups and actively support them to fulfil their role effectively.

### **Steering Group**

The Steering Group provides a cross-cutting, long-term, strategic view, and helps cross-fertilise ideas, resources and capacity between the different areas of activity and change.

It consists of the leader or deputy leader of each Action Group. Additional

members of the SG include: the Chair and Vice Chair, an elected member of Bristol City Council (Cllr Hoyt), an officer of Bristol City Council (Alex Minshull), a representative from the 2015 Company (Savita Custead)

The SG has three main functions:

- To facilitate cross-communication between the AGs, and with the elected representatives of the Partnership, Bristol City Council and 2015 Company.
- To prioritise and decide on cross-cutting issues and opportunities for the Partnership, including managing resource coming in to the Partnership, legal constitution, vision and ways of working, infrastructure and support.
- To prioritise issues and opportunities for the 2015 Company.

The SG meets once per month.

## **Action Groups**

Action Groups (AGs) are formed by Partnership member organisations around specific topics or themes. AGs are the primary vehicle for Partnership activity, and are an integral part of the long-term sustainable future of our city.

Quality standards and Governance standards are set for the Action Groups.

Action Groups work to develop an agreed shared vision of key change sought in their area of focus, map main areas of activity, success and innovation in the city, and prioritise the outcomes of this mapping exercise.

## **Partnership Co-ordinator and Administration Apprentice**

The partnership's paid officer post, reporting to the Chair. Their role is to co-ordinate communications, undertake the administrative functions of the Partnership help to plan and facilitate Partnership events and meetings, liaise and support liaison with Bristol 2015 Company and Bristol City Council.

## **Appendix 2: Bristol European Green Capital 2015 Company**

### **Board Members of Bristol 2015 Ltd**

Andrew Garrad (Chair)

George Ferguson

Carolyn Hassan

Malcolm Shepherd

Peninah Achieng-Kindberg

Bevis Watts

Jane Stephenson

Guy Orpen

Helen Browning

Steve West

Philippa Bayley

Kulveer Ranger

Alan Barr