

HSBWOT NP Governance Working Group Report

Recommendations:

1. To **note** the report and discussion held on governance issues relating to the NP
2. To **discuss and agree** the recommendations in section 2 (1-8)
3. To **note** the reasons for proposed changes to the NP's Terms of Reference set out in section 3.0 and to **agree** the detailed changes set out in Appendix 2 (Proposed Terms of Reference).

1.0 At its meeting held on 26th January 2016, the following NP members were present:

Governance Working Group members: David Mayer, Alan Preece, Helen Furber, Andrew McGrath. **Observers:** Glenise Morgan, Alan Aburrow

The meeting was called due to the need to make clear recommendations ahead of the boundary changes taking place in spring 2016. The NP area will undergo profound changes:

- Henleaze and W-o-T wards will merge to become one ward with three councillors
- The eastern part of W-o-T ward (around Lake Rd) will become part of Southmead ward
- Part of Sea Mills will become part of Stoke Bishop ward

2.0 The Governance Working Group makes the following Recommendations:

1. The NP should retain the position of elected reps
2. The number of elected reps should be retained at 2 per councillor

3. This means that Stoke Bishop ward will continue to have 4 elected rep positions; W-o-T & Henleaze ward will have 6 elected rep positions
4. In the first year of the new boundaries, 1 Sea Mills rep will be a nominated rep on the NP. This rep will have the same status and rights as all elected reps. This rep will be in addition to the 4 elected reps for Stoke Bishop (who could also include Sea Mills residents). This is a 1 year transition period. After the first year, Stoke Bishop ward will revert to a total of 4 elected reps
5. The Stoke Bishop reps will work with councillors and officers to develop a plan to encourage involvement in the NP by Sea Mills residents. This will include encouraging potential reps from Sea Mills to come forward and stand for election, and attend meetings and working groups
6. The new merged ward of W-o-T & Henleaze should have 1 joint forum per year, which will be the forum when rep elections take place (usually May forums); and 2 or 3 separate forums per year in each of the 'old' ward areas. This is to be reviewed after one year
7. The combined forum on Wednesday 11th May 2016 (Red Maids School) will also provide an opportunity for ward councillors to brief residents on their intentions and priorities following their recent election
8. The newly elected NP reps for the new ward of W-o-T & Henleaze will be asked to agree among themselves which parts of the ward they will prioritise as reps. This division of the ward along notional boundaries does not mean that reps will ignore the other parts of the ward. It is to ensure that all parts of the ward have a rep with a strong knowledge of the priorities and needs of that particular geographic area. All gaps will be covered by agreement between the reps. This is to be reviewed on a regular basis

3.0 Proposed alterations to the NP's Terms of Reference

1.0 Due to the significant changes in the shape, size and representation of the NP, the Governance Working Group

is **recommending amendments** to the NP's Terms of Reference. Please see the attached proposed Terms of Reference and the current Terms of Reference. The proposed additions/changes are **highlighted** in **Appendix 2**. The suggested deletions/changes to the current Terms of Reference are ~~crossed through~~ at the relevant points in **Appendix 1**. This allows for a detailed comparison of the substantive changes between the current and proposed Terms of Reference

2.0 Please note that some of the changes are needed merely to update the document because of changes to the number and size of the wards in the NP and because of other factors that are no longer in place (changes to job titles etc). The other substantive proposed changes are as follows:

- Clarifying the status of 'specialist' reps (eg our Tree Champion and Neighbourhood Watch rep)
- As it's a new ward, elections for rep positions to W-o-T & Henleaze Ward, will start afresh. All 6 rep positions will be up for election in May 2016
- As a result of this change, any previous time served in previous wards will not count and will start afresh after the upcoming election for the new ward. In other words, no reps standing in the new ward should have previous terms in office in the old wards count as time served as a rep.
- The NP has to ratify Working Group Chairs who are not members of the NP. It can also remove any Working Group Chair if it deems it appropriate to do so.

CURRENT TERMS OF REFERENCE

Neighbourhood Partnerships in Bristol

Terms of Reference

Henleaze, Stoke Bishop and Westbury on Trym

Introduction:

The 14 Neighbourhood Partnerships in Bristol are each unique, having developed in response to local needs, in different ways and at different rates. ~~These Terms of Reference have been developed over the first two years of the Henleaze, Stoke Bishop and Westbury on Trym Neighbourhood Partnership.~~

1. Name

The name of the Neighbourhood Partnership shall be **Henleaze, Stoke Bishop and Westbury on Trym Neighbourhood Partnership** and it will cover the wards of:

- a) Henleaze
- b) Stoke Bishop
- c) Westbury on Trym

known as “the Neighbourhood” or “NP3”.

2. Purpose

The Henleaze Stoke Bishop and Westbury on Trym Neighbourhood Partnership (hereafter “the Partnership”) aims to improve the quality of life for residents in the neighbourhood so that satisfaction levels increase, and also increase civic pride, community cohesion and community involvement by:

- a) Developing a local action plan and identifying local solutions to local problems wherever possible.
- b) Encouraging public, private and community and voluntary organisations to work together to deliver improvements to residents’ quality of life.
- c) Tackling deprivation and discrimination in the neighbourhood, and promoting equality of opportunity for all those living or working there.
- d) Considering proposed decisions of the Neighbourhood Committee and influencing such so as to use resources to best meet the needs of the neighbourhood.
- e) Receiving reports from service delivery bodies and influencing service priorities within the neighbourhood in accordance with identified needs and priorities.
- f) Actively engaging with local people across the neighbourhood, seeking their views and active participation in improving their quality of life. This includes seeking the views and participation of residents that are hard to reach.

- g) Co-ordinating community engagement, approving an annual multi-agency community engagement plan for the Neighbourhood, accompanied by a local communication strategy to raise awareness of engagement opportunities as widely as possible, in accordance with the Bristol Community Engagement framework.
- h) Considering regularly the results of community engagement activities, ensuring that wherever possible action is taken in response to the issues raised.
- i) ~~Supporting and promoting locally the aims of the Bristol Partnership as set out in the Bristol 20:20 Plan.~~

3. We Value:

- a) Civic pride, protecting our public realm, improving it and making it sustainable
- b) Respect and Compassion
- c) Aspiration, energy, enthusiasm and creativity
- d) Personal responsibility and accountability
- e) Community development / involvement and 'grass-roots' action

4. Membership of the Neighbourhood Partnership

The requirements for our Neighbourhood Partnership are:

- a) All Members of the NP, except elected councillors, will be expected to live in the Ward that they represent.
- b) The Partnership may co-opt non-voting members during the year to provide specialist expertise from time to time on a needs basis.
- c) The quorum for meetings of the Neighbourhood Partnership will be one third of voting members, to include at least two ward councillors, and at least one resident representative from each ward.
- d) Observers are always welcome to Neighbourhood Partnerships, which are public meetings.
- e) Any changes to this ToR can be made at the AGM.

Neighbourhood Partnership (NP3)	
Attendance	Number
(i) All ward councillors	6
(ii) Equalities Forum Rep – to be sole observers until June 2011	2
(iii) Young Persons rep – we will work towards a young persons forum which will report back to the NP	
(iv) 4 Representatives from each ward – — may be from Residents or local voluntary group	12
(v) Other members as decided by the NP (e.g. vol sector, business, arts, environment etc)	To be co-opted as and when

5. Neighbourhood Committees

- a) Neighbourhood Committees are committees of Bristol City Council. They comprise the councillors elected to serve the wards within the Neighbourhood. Neighbourhood Committee meetings will normally take place jointly with meetings of the Neighbourhood Partnership. All Neighbourhood Committee members will also be members of the Neighbourhood Partnership.
- b) Neighbourhood Committees have delegated power to take a range of council decisions relating to their respective Neighbourhoods (e.g. expenditure of certain council budgets). Neighbourhood Partnerships may consider matters that are to be decided by its Neighbourhood Committee and may seek to influence the Neighbourhood Committee as to how it exercises its powers. The Neighbourhood Committee must take into account any relevant views of the Neighbourhood Partnership **but the final decision is taken by the councillors on the Neighbourhood Committee.**

6. Practical arrangements

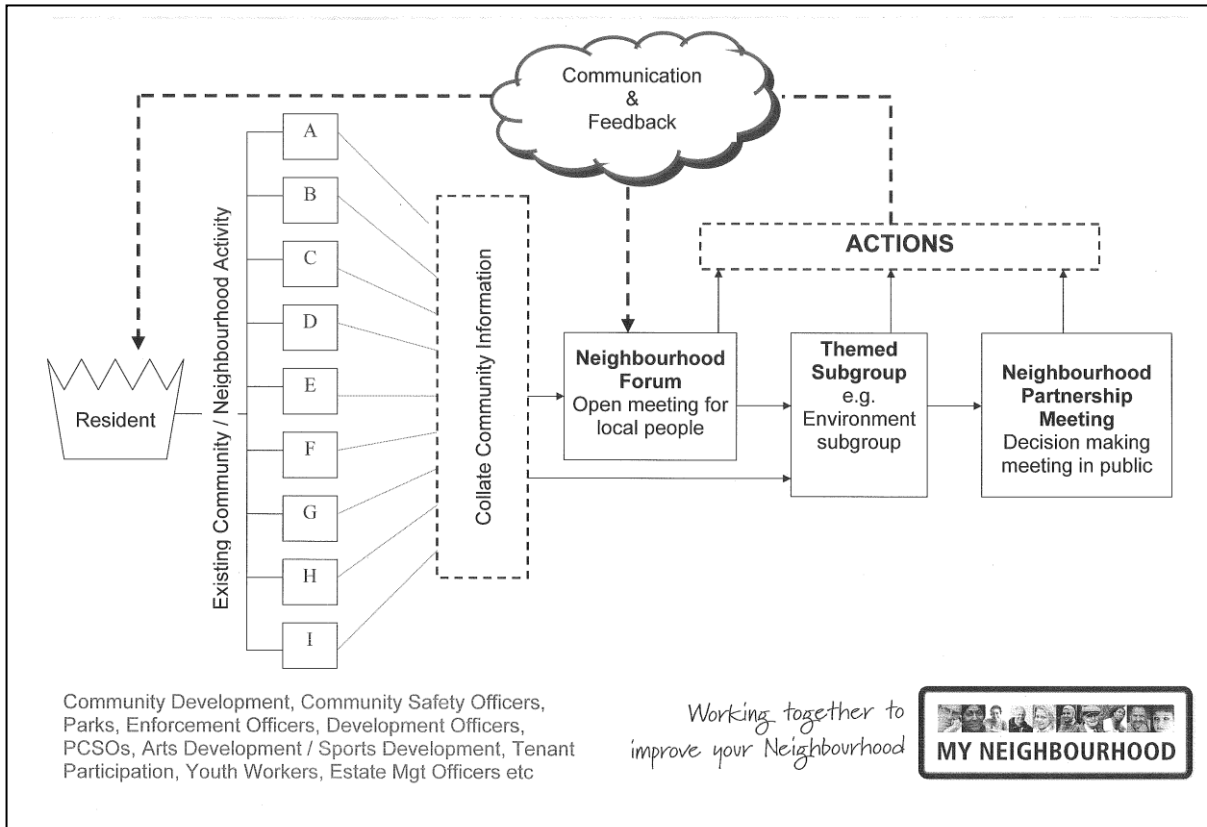
- a) The Neighbourhood Partnership will meet in public at least four times per year but may of course choose to meet more frequently.
- b) One of these meetings will include an Annual General Meeting, ~~for which the quorum shall be at least three councillors and a Ward Rep from each Ward (6 people).~~
- c) The Partnership will elect a Chair and Vice Chair at the Annual meeting, by simple majority of those present and eligible to vote. (In the event of a tie, each shall take each office for 6 months).
- d) The Partnership may elect other officers as it decides are required (e.g. treasurer, secretary etc).
- e) Neighbourhood Partnerships may also wish to consider co-options in order to make the partnership more balanced; e.g. by gender, age, ethnicity, geography.
- f) The Partnership may establish working groups, task groups etc as required and not limited to Neighbourhood Partnership members only.
- g) Minutes of the Neighbourhood Partnership meetings will be taken by BCC officers and made public (including within public libraries) within one month of the Partnership meeting.
- h) An agenda showing time and place of the meeting will be published (including within public libraries) at least two weeks prior to the Partnership meeting.
- i) All meetings will be open to the public, unless there is a specific reason (such as data protection) and formal vote to allow closed session. This should be avoided wherever possible.

7. Officers of Statutory Bodies

- a) The following officers are expected to attend all meetings of the Neighbourhood Partnership in a non voting capacity to provide support and assistance as required:
 - i. ~~Bristol City Council Area Coordinator (or their representative)~~
 - ii. ~~The Neighbourhood Police Inspector (or their representative)~~
 - iii. ~~NHS Bristol~~
 - iv. ~~A representative of the most relevant Children and Young People's Partnership (CYPP)~~

- b) Officers of other bodies (e.g.; Avon and Somerset Fire and Rescue) may choose to attend Neighbourhood Partnership meetings if aspects of the agenda are relevant to them, or if invited by the Neighbourhood Partnership.

8. How do residents and service providers and other partners work together?



9. Neighbourhood Partnership Terms of Reference - Guidance Notes

- a) Name: The Neighbourhood Partnership name will be decided by the Neighbourhood Partnership at its annual meeting.
- b) Frequency of meetings: Based on current practice, up to 6 meetings per year can be supported by the Council, in terms of room rental and note-taking, although it is expected that most will opt for 4 per year. This will be reviewed at the end of the year.

10. Election of Ward Reps

- a) Ward Reps will be elected at the relevant Neighbourhood Forum prior to the Partnership AGM, where the newly elected Ward Reps shall be endorsed. ~~In 2011, as agreed, all 12 Ward Rep places were open for election.~~ In subsequent years, 2 Ward Rep places shall come up for election in ~~each~~ Ward. The ~~two~~ Ward Reps that get the least votes will have a 1-year term in the first cycle of elections.

- b) Nominations will be received and each prospective Ward Rep shall submit an application form by an agreed date prior to the relevant Forum.
- c) Ward Reps can stand for a maximum of 5 years, ~~however it is envisaged that 4 years shall be the norm. When a Ward Rep has been in the role for 5 years, they must stand down for at least 12 months.~~ Addendum (agreed at 2nd December 2013 NP meeting): *In the event that there are fewer ward rep candidates than vacant positions in any of the NP wards, one or more of the current ward reps who have served for at least 4 consecutive years may ask the Neighbourhood Partnership to allow them to continue for a further year. In the event that more ward reps than the number of vacant positions available are willing to continue for the further year, these ward reps are expected to agree amongst themselves who shall offer themselves for the further year. If they are unable to do so, all of the NP reps shall vote to select the ward rep.*
- d) All Resident NP Members (Ward Reps) of the NP will be expected to live in the Ward that they represent.
- e) In the event that only 4 people are nominated there will be no election, however lots will be taken to decide the term of service (either one or two years).

11. Role of Ward Reps

- a) The Role of a Ward Rep is to actively attend meetings, research information, work with service providers, make recommendations to the Neighbourhood Committee, market the work of the Neighbourhood Partnership and Neighbourhood Forums, and in some cases (e.g. ~~The Elderly Peoples Working Group~~) co-ordinate some activities.
- b) Ward Reps will be expected to attend at least three quarters of all meetings; this will include the Neighbourhood Partnership meetings, the Pre-Meetings and the relevant Neighbourhood Forums.
- c) Ward Reps ~~will not~~ send substitutes if they cannot attend meetings.
- d) Ward Reps will also be expected to be an active member of at least one Working Group and may be asked to chair or take notes.
- e) If a Ward Rep resigns, the vacant place can be offered on a co-opted basis; however this place will have no voting rights. The co-opted resident can then stand for election at the next opportunity.

12. Equalities

The Bristol Equalities Forum will nominate one or two representatives from the Neighbourhood who will seek to make a contribution for all equalities groups. Support will be provided. The term and method of appointment will be discussed at a later date.

13. Community engagement, Neighbourhood Forums, Working Groups

- a) Neighbourhood Forums will be held at ward level, four times per year.
- b) Chairing of the Forums will be decided locally. In some cases the elected Members may chair, in others the Ward Reps.
- c) The Police in some cases may provide administrative support and provide a note taking service. In some cases residents may be asked to do this.
- d) The Neighbourhood Partnership may decide that other formats are more effective for enabling resident engagement than a standard meeting format. Whilst it will need to ensure that agreed elements, such as progress updates

from previous meetings, or consultation activities are retained. The emphasis should be on providing opportunities that provide the greatest level of engagement (for example, neighbourhood walkabouts with agencies in attendance, market place drop in sessions, or meetings led by young people, may from time to time be deemed more appropriate formats).

- e) ~~Twice a year, the Partnership will receive a report highlighting the issues raised during community engagement activities in the Neighbourhood (You said. We did).~~
- f) The Partnership has lead responsibility for the quality of community engagement in its neighbourhood, and is advised to regularly consider how it may improve further.
- g) Interested residents may join any of the working groups ~~but may not chair.~~
- h) Working Groups will be convened by the Neighbourhood Partnership and will be expected to report to the Neighbourhood Partnership and, if directed, to the Neighbourhood Forums.
- i) All working group recommendations must be agreed by the Neighbourhood Partnership before they are actioned, unless they are explicitly empowered to act by the Neighbourhood Partnership.

14. The Henleaze, Stoke Bishop and Westbury on Trym Neighbourhood Partnership currently has the following Working Groups

Well-being Working Group (Chair: Area Co-ordinator), Transport Working Group (Chair: Alan Aburrow), Environmental Working Group (Chair: ~~Vacant~~), Communications Working Group (Chair: ~~Vacant~~), ~~Elderly Peoples Working Group (Chair: Vacant)~~. In time, depending on need, we will form a Young People's Working Group.

PROPOSED TERMS OF REFERENCE

Neighbourhood Partnerships in Bristol

Terms of Reference

Stoke Bishop, Westbury-on-Trym & Henleaze

Introduction:

The 14 Neighbourhood Partnerships in Bristol are each unique, having developed in response to local needs, in different ways and at different rates. **These Terms of Reference have been updated to reflect the 2016 ward boundary changes**

1. Name

The name of the Neighbourhood Partnership shall be **Stoke Bishop, W-o-T & Henleaze Neighbourhood Partnership** and it will cover the wards of:

- a) Stoke Bishop
- b) Westbury-on-Trym & Henleaze

known as “the Neighbourhood” or “NP3”.

2. Purpose

The Stoke Bishop and Westbury-on-Trym & Henleaze Neighbourhood Partnership (hereafter “the Partnership”) aims to improve the quality of life for residents in the neighbourhood so that satisfaction levels increase, and also increase civic pride, community cohesion and community involvement by:

- a) Developing a local action plan and identifying local solutions to local problems wherever possible.
- b) Encouraging public, private and community and voluntary organisations to work together to deliver improvements to residents’ quality of life.
- c) Tackling deprivation and discrimination in the neighbourhood, and promoting equality of opportunity for all those living or working there.
- d) Considering proposed decisions of the Neighbourhood Committee and influencing such so as to use resources to best meet the needs of the neighbourhood.
- e) Receiving reports from service delivery bodies and influencing service priorities within the neighbourhood in accordance with identified needs and priorities.
- f) Actively engaging with local people across the neighbourhood, seeking their views and active participation in improving their quality of life. This includes seeking the views and participation of residents that are hard to reach.

- g) Co-ordinating community engagement, approving an annual multi-agency community engagement plan for the Neighbourhood, accompanied by a local communication strategy to raise awareness of engagement opportunities as widely as possible, in accordance with the Bristol Community Engagement framework.
- h) Considering regularly the results of community engagement activities, ensuring that wherever possible action is taken in response to the issues raised.

3. We Value:

- a) Civic pride, protecting our public realm, improving it and making it sustainable
- b) Respect and Compassion
- c) Aspiration, energy, enthusiasm and creativity
- d) Personal responsibility and accountability
- e) Community development / involvement and ‘grass-roots’ action

4. Membership of the Neighbourhood Partnership

The requirements for our Neighbourhood Partnership are:

- a) All Members of the NP, except elected councillors, will be expected to live in the Ward that they represent.
- b) The Partnership may co-opt non-voting members during the year to provide specialist expertise from time to time on a needs basis.
- c) The NP may adopt specialist rep positions to the NP. These positions are to have the same rights and status as elected reps. These positions to be reconfirmed at each Partnership Annual General Meeting (AGM).
- d) The quorum for meetings of the Neighbourhood Partnership will be one third of voting members, to include at least three ward councillors, and one resident representative from Stoke Bishop ward and two from Westbury-on-Trym & Henleaze ward.
- e) Observers are always welcome to Neighbourhood Partnerships, which are public meetings.
- f) Any changes to this ToR can be made at the AGM.

Neighbourhood Partnership (NP3)	
Attendance	Number
All ward councillors	5
Equalities Reps	2
Neighbourhood Inspector	1
Young Persons rep –	1
4 Elected Reps from Stoke Bishop ward; 6 elected reps from Westbury-on-Trym & Henleaze ward	10
Other members as decided by the NP (see 4c above)	To be co-opted as and when Currently 3

5. Neighbourhood Committees

- a) Neighbourhood Committees are committees of Bristol City Council. They comprise the councillors elected to serve the wards within the Neighbourhood. Neighbourhood Committee meetings will normally take place jointly with meetings of the Neighbourhood Partnership. All Neighbourhood Committee members will also be members of the Neighbourhood Partnership.
- b) Neighbourhood Committees have delegated power to take a range of council decisions relating to their respective Neighbourhoods (e.g. expenditure of certain council budgets). Neighbourhood Partnerships may consider matters that are to be decided by its Neighbourhood Committee and may seek to influence the Neighbourhood Committee as to how it exercises its powers. The Neighbourhood Committee must take into account any relevant views of the Neighbourhood Partnership **but the final decision is taken by the councillors on the Neighbourhood Committee.**

6. Practical arrangements

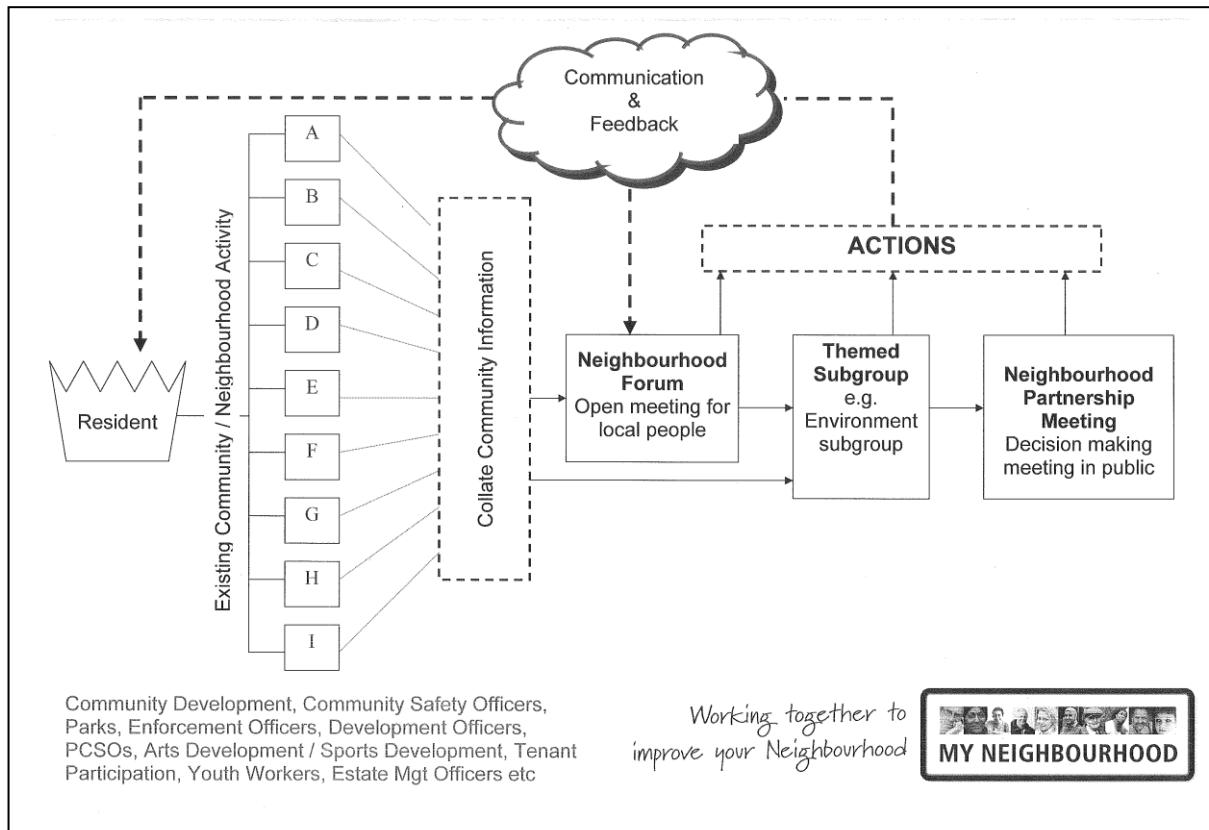
- a) The Neighbourhood Partnership will meet in public at least four times per year but may of course choose to meet more frequently.
- b) One of these meetings will include an AGM, for which the quorum shall be as per 4d above.
- c) The Partnership will elect a Chair and Vice Chair at the AGM, by simple majority of those present and eligible to vote. (In the event of a tie, each shall take each office for 6 months).
- d) The Partnership may elect other officers as it decides are required (e.g. treasurer, secretary etc).
- e) Neighbourhood Partnerships may also wish to consider co-options in order to make the partnership more balanced; e.g. by gender, age, ethnicity, geography.
- f) The Partnership may establish working groups, task groups etc as required and not limited to Neighbourhood Partnership members only.
- g) Minutes of the Neighbourhood Partnership meetings will be taken by BCC officers and made public (including within public libraries) within one month of the Partnership meeting.
- h) An agenda showing time and place of the meeting will be published (including within public libraries) at least two weeks prior to the Partnership meeting.
- i) All meetings will be open to the public, unless there is a specific reason (such as data protection) and formal vote to allow closed session. This should be avoided wherever possible.

7. Officers of Statutory Bodies

- a) The following officers are expected to attend all meetings of the Neighbourhood Partnership in a non voting capacity to provide support and assistance as required:
 - i. Bristol City Council Neighbourhood Coordinator (or their representative)
 - ii. Neighbourhood Police Inspector

Officers of other bodies (e.g.; Avon and Somerset Fire and Rescue) may choose to attend Neighbourhood Partnership meetings if aspects of the agenda are relevant to them, or if invited by the Neighbourhood Partnership.

8. How do residents and service providers and other partners work together?



9. Neighbourhood Partnership Terms of Reference - Guidance Notes

- Name:** The Neighbourhood Partnership name will be decided by the Neighbourhood Partnership at its AGM.
- Frequency of meetings:** Based on current practice, up to 6 meetings per year can be supported by the Council, in terms of room rental and note-taking, although it is expected that most will opt for 4 per year. This will be reviewed at the end of the year.

10. Election of Ward Reps

- Ward Reps will be elected at the relevant Neighbourhood Forum prior to the Partnership AGM, where the newly elected Ward Reps shall be endorsed. **Due to the 2016 boundary changes, leading to a new single ward where previously there were two, all 6 ward rep positions in the new Westbury-on-Trym & Henleaze ward are open for election in 2016.** In subsequent years, 3 Ward Rep places shall come up for election in **Westbury-on-Trym & Henleaze** Ward. The **three** Ward Reps that get the least votes will have a 1-year term in the first cycle of elections. The three reps with the most votes will serve a 2 year term. After the 2016 election all reps' elected terms will normally last for two years
- Nominations will be received and each prospective Ward Rep shall submit an application form by an agreed date prior to the relevant Forum.
- Ward Reps can stand for a maximum of 5 years. **Due to the boundary changes that have led to the new ward of Westbury-on-Trym & Henleaze, all previous**

terms as elected reps in the old wards of Westbury-on-Trym or Henleaze do not count as years served. **Addendum** (agreed at 2nd December 2013 NP meeting): *In the event that there are fewer ward rep candidates than vacant positions in any of the NP wards, one or more of the current ward reps who have served for at least 4 consecutive years may ask the Neighbourhood Partnership to allow them to continue for a further year. In the event that more ward reps than the number of vacant positions available are willing to continue for the further year, these ward reps are expected to agree amongst themselves who shall offer themselves for the further year. If they are unable to do so, all of the NP reps shall vote to select the ward rep.*

- d) All Resident Neighbourhood Partnership Members (Ward Reps) will be expected to live in the Ward that they represent.
- e) In the event that there are not more candidates than elected rep positions available in each ward, there will be no election. Candidates will automatically become elected reps for their ward. In this case, where appropriate, lots will be taken to decide the term of service (either one or two years, as per the cycle outline in 10a).

11. Role of Ward Reps

- a) The Role of a Ward Rep is to actively attend meetings, research information, work with service providers, make recommendations to the Neighbourhood Committee, market the work of the Neighbourhood Partnership and Neighbourhood Forums, and in some cases (e.g. **The Working Group for Older People**) co-ordinate activities.
- b) Ward Reps will be expected to attend at least three quarters of all meetings; this will include the Neighbourhood Partnership meetings, the Pre-Meetings and the relevant Neighbourhood Forums. Reps not able to attend meetings are expected to give their apologies. The NP retains the right to remove reps from the NP if they fail to attend regularly without giving apologies.
- c) Ward Reps **cannot** send substitutes if they cannot attend meetings.
- d) Ward Reps will also be expected to be an active member of at least one Working Group and may be asked to chair or take notes.
- e) If a Ward Rep resigns, the vacant place can be offered on a co-opted basis; however this place will have no voting rights. The co-opted resident can then stand for election at the next opportunity.

12. Equalities

The Bristol Equalities Forum will nominate one or two representatives from the Neighbourhood who will seek to make a contribution on behalf of all equalities groups. All reps are expected to support equalities legislation and good practice in the Neighbourhood Partnership.

13. Community engagement, Neighbourhood Forums, Working Groups

- a) Neighbourhood Forums will be held at ward level, **up to** four times per year.
- b) Chairing of the Forums will be decided locally.
- c) The Police in some cases may provide administrative support and provide a note taking service. In some cases residents may be asked to do this.

- d) The Neighbourhood Partnership may decide that other formats are more effective for enabling resident engagement than a standard meeting format. Whilst it will need to ensure that agreed elements, such as progress updates from previous meetings, or consultation activities are retained, the emphasis should be on providing opportunities that **enable** the greatest level of engagement (for example, neighbourhood walkabouts with agencies in attendance, market place drop in sessions, or meetings led by young people, may from time to time be deemed more appropriate formats).
- e) The Partnership has lead responsibility for the quality of community engagement in its neighbourhood, and is advised to regularly consider how it may improve further.
- f) Interested residents may join any of the working groups
- g) **The Chairs of the Working Groups will normally be members of the NP, elected by the Working Group. If a Working Group Chair isn't an NP member, their election as Chair needs to be ratified by the NP at its next meeting following the election of the Working Group Chair. The NP also retains the right to remove people as Chairs of Working Groups if it deems it necessary to do so.**
- h) Working Groups will be convened by the Neighbourhood Partnership and will be expected to report to the Neighbourhood Partnership and, if directed, to the Neighbourhood Forums.
- i) All working group recommendations must be agreed by the Neighbourhood Partnership before they are actioned, unless they are explicitly empowered to act by the Neighbourhood Partnership.

14. ~~The Stoke Bishop, Westbury-on-Trym & Henleaze Neighbourhood Partnership currently has the following Working Groups~~

Well-being Working Group (Chair: **Neighbourhood** Co-ordinator), Transport Working Group (Chair: Alan Aburrow), Environment Working Group (Chair: **David Mayer**), Communications Working Group (Chair: **Helen Furber**), Working Group for Older (Chair: **Val Bishop**), **Governance Working Group (Chair Neighbourhood Coordinator)**. In time, depending on need, we will form a Young People's Working Group.