

Overview and Scrutiny Management Board



Date: 2 March 2016

Time: 6pm

Venue: Brunel House, St Georges Rd, Bristol BS1 5UY

Labour

Liberal Democrat

Conservative

Green

Councillors:-

Councillors:-

Councillors:-

Councillors:-

Pearce

Hopkins

Goulandris

Telford

Holland

Negus

Alexander

Bolton

Hickman

Melias

Mongon

Lovell

If you have any questions about this agenda please contact the officers shown below.

Scrutiny Co-ordinator: Lucy Fleming

Contact tel no: 92 22483

www.bristol.gov.uk

Twitter: [@bristolscrutiny](https://twitter.com/bristolscrutiny)

Democratic Services Officer: Allison Taylor

Contact tel no: 92 22237

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Produced by Democratic Services

Floor 4, Brunel House (Clifton Wing), PO Box 3176 Bristol BS3 9FS

E-mail: democratic.services@bristol.gov.uk

Agenda



Public Information Sheet

The attention of the public is drawn to the sheet at the back of the agenda giving information on the emergency evacuation procedures, attending meetings and inspecting reports and background papers.

1. Apologies for absence, substitutions and introductions

2. Public forum

(Time limit for this item: 30 minutes)

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. 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 Thursday 25 February 2016**.

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 Tuesday 1 March 2016**.

The notice should be addressed to Legal & Democratic Services, c/o the Democratic Services Team, Brunel House St Georges Road Bristol BS1 5UY, and marked for the attention of Allison Taylor or send to allison.taylor@bristol.gov.uk

3. Declarations of interest

To receive any declarations of interest by Members of the Commission.

4. Minutes of 4 February 2016. TO FOLLOW

5. Action Sheet of 4 February 2016

Page No 7



6. Chair's business
(Time limit for this item – 5 minutes)

To receive brief announcements or information updates from the Chair as appropriate

- | | | |
|---|---------------|--------------------|
| 8. Bristol's Environmental Trends 2005 – 2014 | 6.30pm | Page No. 9 |
| 9. Review of European Green Capital 2015. | 6.45pm | Page No. 19 |
| 10. Green Capital - maintaining the momentum – presentation and discussion | 7.45pm | |
| 11. Scrutiny Resolution and Full Council Motion Tracker | 8.45pm | Page No. 49 |
| 12. Dealing with 'exempt' information. | 8.50pm | Page No. 61 |
| 13. Date of next meeting – To be confirmed. | 9pm | |



Public Information Sheet

Inspection of Papers - Local Government
(Access to Information) Act 1985

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You can also inspect papers at either the Brunel House Reception or at our Record Office, "B" Bond Warehouse, Smeaton Road, Bristol, BS1 6XN; e-mail bro@bristol.gov.uk; telephone 0117 92 24236.

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For those with hearing impairment

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Public Forum

Members of the public may make a written statement or present a petition to most meetings, provided that:

- the statement, or in the case of a petition the subject matter, is received by Democratic Services no later than **12.00 noon on the working day before the meeting** and
- the statement or petition is about a matter which is the responsibility of the committee concerned.

Statements and the subject matter of petitions should be e-mailed to democratic.services@bristol.gov.uk or sent to Bristol City Council, Democratic Services Section, Brunel House St Georges Road Bristol BS1 5UY, or faxed to 0117 92 22146.

Any statement submitted should be no longer than one side of A4 paper. If the statement is longer than this, then for reasons of cost, only the first sheet will be copied to Members of Council and made available at the Meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded in the papers circulated to the committee. This information will also be made available at the meeting to which it relates and placed in the official minute book as a public record.



We will try to remove personal information such as contact details. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement contains information that you would prefer not to be in the public domain. Public Forum statements will not be posted on the council's website. Other committee papers may be placed on the council's website and information in them may be searchable on the internet.

Process during the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions before the meeting.
- You do not have to speak or even attend the meeting at which your public forum submission is being taken. However, if you do not present it, then it will not be read out. It will nevertheless be noted by Members.

Register of Interests

The Register of Interests for Members is available on our website at www.bristol.gov.uk

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Members of the public attending meetings or taking part in Public forum are advised that all Full Council and Cabinet meetings and some other committee meetings are now filmed for live or subsequent broadcast via the council's [webcasting pages](#). The whole of the meeting is filmed (except where there are confidential or exempt items) and the footage will be available for two years. If you ask a question or make a representation, then you are likely to be filmed and will be deemed to have given your consent to this. If you do not wish to be filmed you need to make yourself known to the webcasting staff. However, the Openness of Local Government Bodies Regulations 2014 now means that persons attending meetings may take photographs, film and audio record the proceedings and report on the meeting (Oral commentary is not permitted during the meeting as it would be disruptive). Members of the public should therefore be aware that they may be filmed by others attending and that is not within the council's control.





**DEMOCRATIC SERVICES
ACTION SHEET – OSMB – 4 February 2016**

Agenda Item No. 5

Agenda Item No.	Title of Report	Action and Deadline	Responsible officer	Action taken and date completed
4A	Mins of 3 Sept	<p>To check that Extract Minute on Devolution was circulated to FC as per the resolution.</p> <p>The minutes be amended and work programme updated to reflect that a further report on exempt material be considered by OSMB.</p> <p>NOTE – item above is on agenda for 2 March 2016</p>	<p>A Taylor</p> <p>A Taylor</p>	<p>This Extract Minute was tabled at FC though not it was not stated in the minutes.</p> <p>Mins of 3 Sept amended accordingly</p>
7	Scrutiny Resolution and FC Motion tracker	<p>FC Motion – 10.11.15 – Standing against the Trade Union Bill – to check query re Union dues being no longer deducted.</p> <p>The status of other outstanding Full Council resolutions is to be established and an update is to be provided to the Board in due</p>	<p>Max Wide</p> <p>Lucy Fleming</p>	<p>Bristol City Council has not informed employees that they could no longer have their Union dues automatically deducted from their wages.</p> <p>Complete – please see ‘Resolution Tracker’ for updates.</p>

		course. Letter to Councillor Negus from the Department of Communities and Local Government is to be appended to the minutes from the meeting for information purposes.	Lucy Fleming/Allison Taylor	Complete –please see minutes.
8	Delivering the Corporate Plan - Performance Report 2015/16	OSMB to see quality of life indicators as soon as possible and in any event before pre-election period Future Work Programmes to be amended to reflect desire that OSM only receives an annual performance report in future	M Wakefield Lucy Fleming	The information will be circulated in week commencing 22 nd February 2016. Complete
9	Work Programme – and discussion re 16/17 and beyond	to write to Whips to seek opinion regarding the proposal to form OSMB and Chairs of Scrutiny in May 2016, but delay setting up the other Scrutiny Commissions until the Autumn, which would enable more time for the Work Programme to be set.	Andrea Dell	The letter is due to be issued in week commencing 22 nd February 2016
10	Devolution	Andrea Dell to write to PGL to advise of the current situation regarding devolution and to ask for comments on the report being prepared by Phil McCourt.	Andrea Dell	The letter is due to be issued in week commencing 22 nd February 2016

BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

2nd March 2016

Report of: Stephen Hilton, Service Director Bristol Futures

Title: Bristol's Environmental Trends 2004-2014

Ward: Citywide

**Officer Presenting Report: Alex Minshull,
Sustainable City Manager**

Contact Telephone Number: 0117 922 4453

RECOMMENDATION

The Overview and Scrutiny Management Board are asked to note the progress of Bristol's environmental trends based on the 12 topics set out by the European Green Capital Award scheme.

Summary

The significant issues in the report are:

- Ten years ago Bristol set its self an ambitious goal to make the city more sustainable and to improve the quality of life of citizens. It encapsulated this goal in a phrase "Green Capital".
- Bristol has made significant progress towards becoming a sustainable city. We are the UK's most sustainable major city and now recognised as one of Europe's leading green cities.
- The European Commission set out 12 environmental topics against which it assesses cities for the European Green Capital Award. This report provides a brief overview of progress against those topics.
- Bristol has improved its performance across all 12 topics over the past decade.
- More detailed consideration of each topic is undertaken by the relevant scrutiny commissions of the city council and this summary is to provide context for the discussion of the European Green Capital year.

1. Context and Background

- 1.** In 2004 Bristol adopted its Community Strategy which set out a goal for Bristol to become a green capital in Europe, creating sustainable communities and tackling climate change. Work initiated in the following years has made Bristol a more sustainable city.
- 2.** In 2008 the European Commission created an award scheme – the European Green Capital Award. This set up an assessment process based on 12 themes, with more detailed indicators for each topic.
- 3.** Bristol won the European Green Capital Award based on a technical submission in October 2012. This 32,000 word bid set out the city's performance against 12 topics. These described the city's performance over the previous 5-10 years, current performance and future plans. Bristol was awarded the title based on its strong track record and ambitious future plans.
- 4.** The bid to be European Green Capital made no new commitments about the city's environmental performance.
- 5.** European Green Capitals are expected to report to the European Commission on progress against these topics, and the more detailed indicators, 5 years after holding the title. Therefore Bristol will produce a report for June 2020, showing data up to 2019.
- 6.** This report was requested by members of OSM shortly before this meeting and seeks to give an overview of the trends in the 12 European Green Capital topics.
- 7.** It is not a comprehensive report on progress and crucially it does not include data for 2015 as many of the dataset are not yet ready.
- 8.** Most of the specific topics which are council led areas, such as transport or land use, within the remit of the Place and Neighbourhoods Scrutiny Commissions and this discussion is not intended to duplicate with those discussions.
- 9.** This paper is only intended to help inform consideration of Bristol's year as European Green Capital and inform the debate about future priorities for Bristol's environment.

2. The 12 Topics

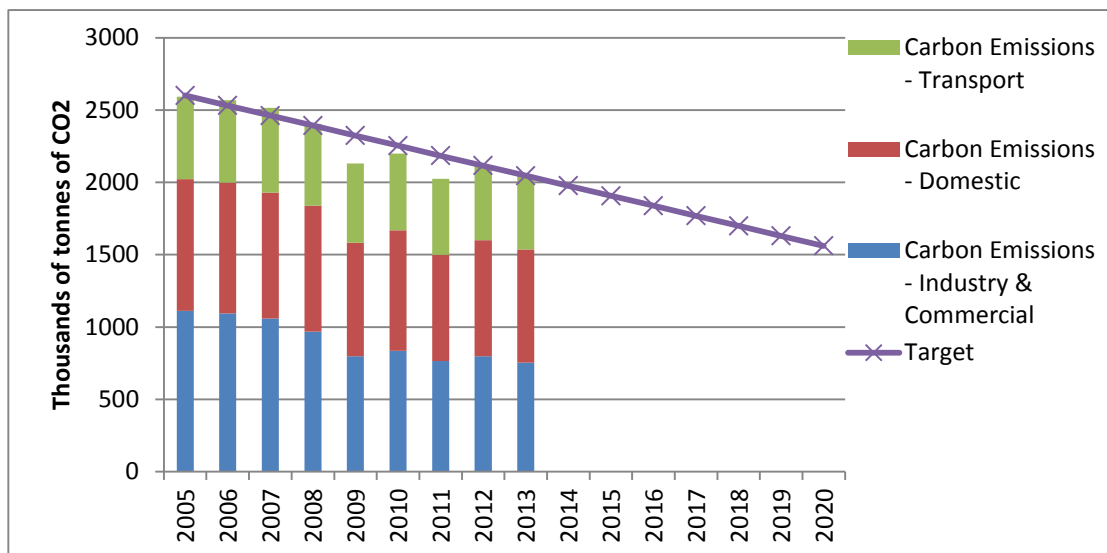
Environmental Management of the local authority

- 10.** Bristol City Council set out an ambition to lead by example by improving its own environmental performance. It has set a whole suite of targets addressing its key impacts and has its performance independently assessed through the Eco Management and Audit Scheme. It reports its performance annually and more details can be found on the council's website.
- 11.** One of these targets was to reduce the city council's own CO2 emissions by 40% by 2020, from 2005, to mirror the target for the city as a whole (see later). The city council has achieved this target in 2015/16 – some 5 years early.
- 12.** Energy use in public buildings and street lights is decreasing, water use is reducing on the councils main sites, and waste recycling rates are improving and have reached 90%. Van and car miles driven for council business are steadily reducing.

Climate Change

13. Bristol has successfully reduced its CO₂ emissions by 21% between 2005 and 2013. This is one of the fastest rates of reduction in the UK and Bristol continues to have the lowest carbon emissions per person of any major UK city.
14. Bristol has invested in measures to reduce carbon emissions and the City Council has focused on reducing energy use in homes, creating new renewable energy generation in the city and sustainable transport investment. These are addressed in more detail later in this report.
15. The City Council is consulting on a new Climate and Energy Security Framework which sets out the strategy and action plan for achieving targets by 2020 and beyond to proposed goal of carbon neutrality by 2050.

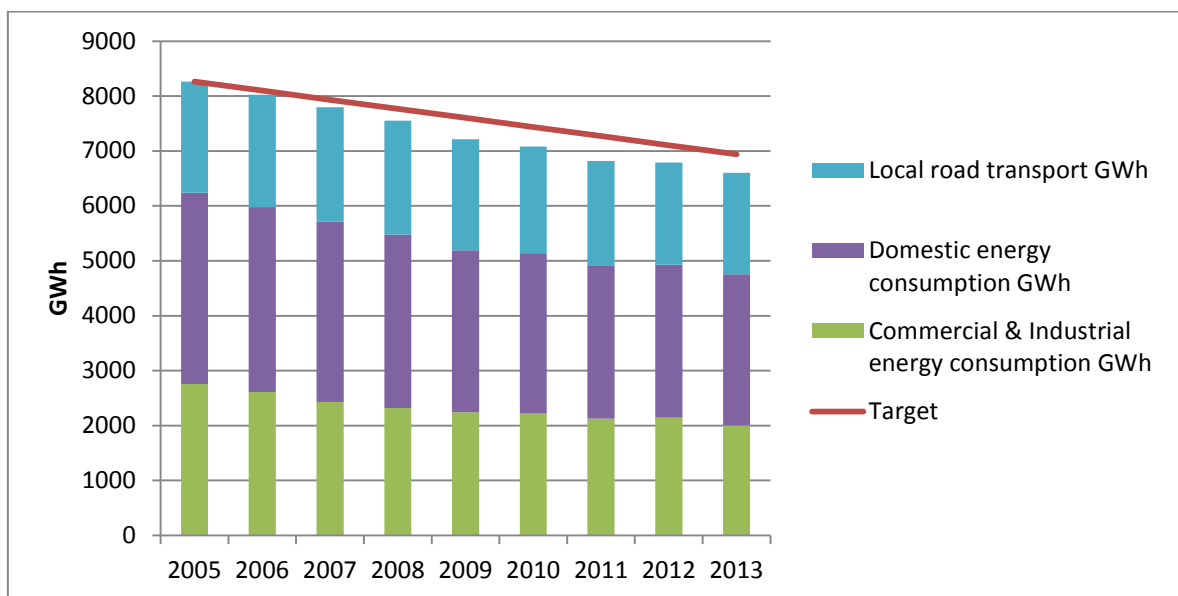
Figure 1: Bristol's carbon emissions from energy and transport



Energy

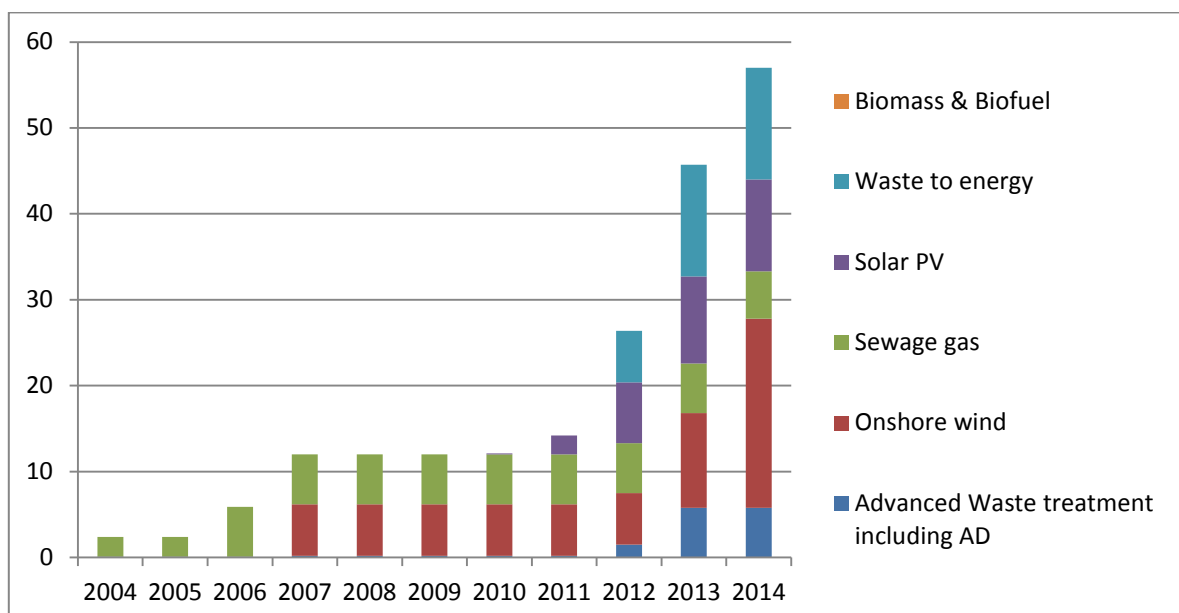
16. Bristol has successfully reduced its energy demand by 16% between 2005 and 2013. This is one of the fastest rates of reduction in the UK and Bristol continues to have the lowest energy demand per person of any major UK city.
17. Bristol City Council is implementing a substantial energy programme, investing to make homes more energy efficient and to create new sources of renewable energy generation in the city. It has also created a new energy company, Bristol Energy.

Figure 2: Bristol's energy consumption



18. In addition, Bristol has seen a rapid growth in renewable energy investment in the city.

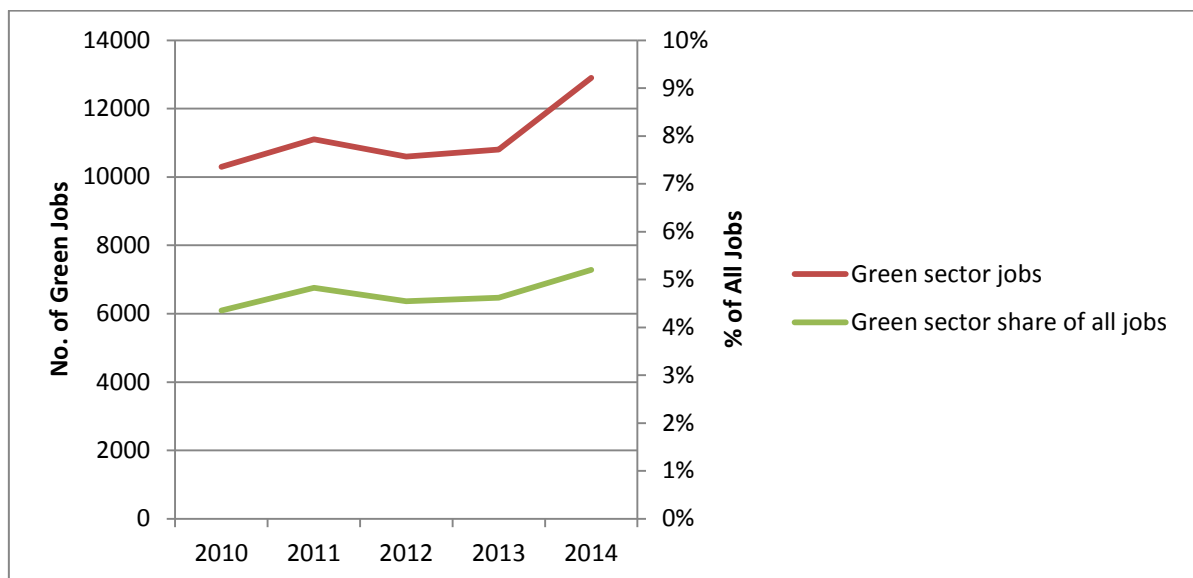
Figure 3: Bristol's renewable energy generation capacity



Green Jobs and Eco Innovation

19. A range of jobs in the environmental technology and services sectors exist in Bristol, with one of the largest clusters of businesses in this sector in the UK, including some global leaders such as DNV GL. There are also many other jobs which are achieving improved environmental outcomes, such as in an organic food business or a business delivering parcels by bike rather than a van, but these are not identifiable in the UK government datasets.

Figure 4: Jobs in the environmental technology and services sector



Transport

20. The transport indicators used by the European Green Capital Award are also showing improvement in Bristol over the past decade and in the last few years in particular. There are decreasing levels in the peak hour morning flow of traffic into the city centre accompanied by (Figure 5) increasing levels of cycling (Figure 6) and bus patronage (Figure 7).
21. The last few years have seen the implementation of a comprehensive programme of transport initiatives including:
- control of commuter parking in residential areas,
 - 20mph speed limits introduced on nearly 1,000km of roads, and
 - construction of the Metrobus rapid transit network.
22. There has also been substantial investment from the bus companies in new vehicles, for example, First Bus have invested in over 50 new buses in 2015 and have seen a 25% increase in passengers since

2013. This increase is not yet fully reflected in the data below.

Figure 5: Central area vehicle traffic

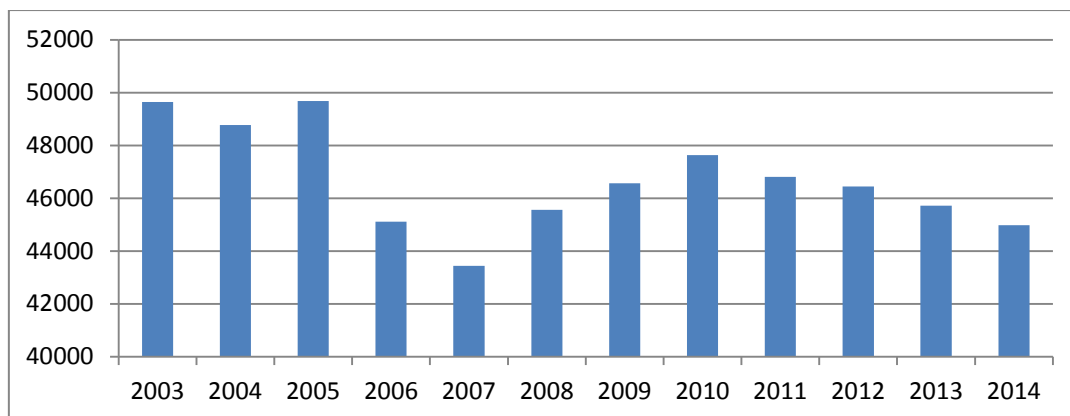


Figure 6: Cycling growth from 2003/4

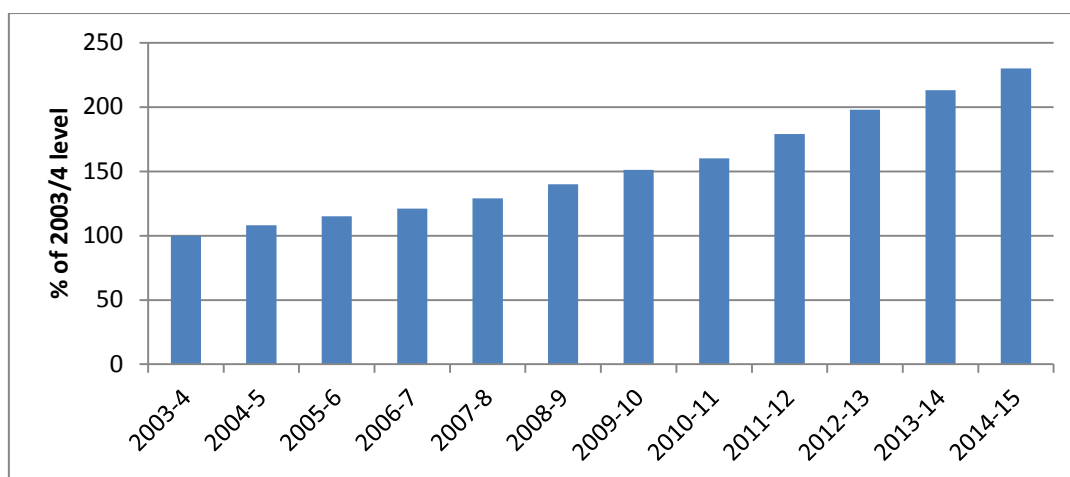
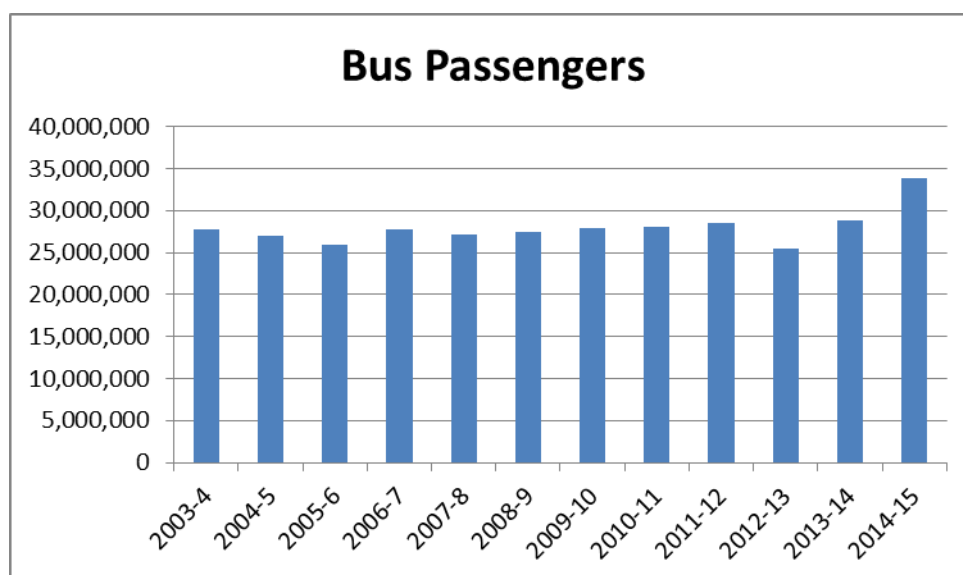


Figure 7: Bus passengers



Air Quality

- 23.** Bristol suffers from air pollution from traffic in the central area and along its main arterial roads. We have defined an Air Quality Management Area for these parts of the city and continuously monitor pollution levels. In some areas Bristol exceeds European and national objectives for Nitrogen Dioxide.
- 24.** The trends in air quality over the past decade are largely static with a slight improvement in central areas but the anticipated benefits of newer cleaner engines not yet showing significant improvements in overall air quality.

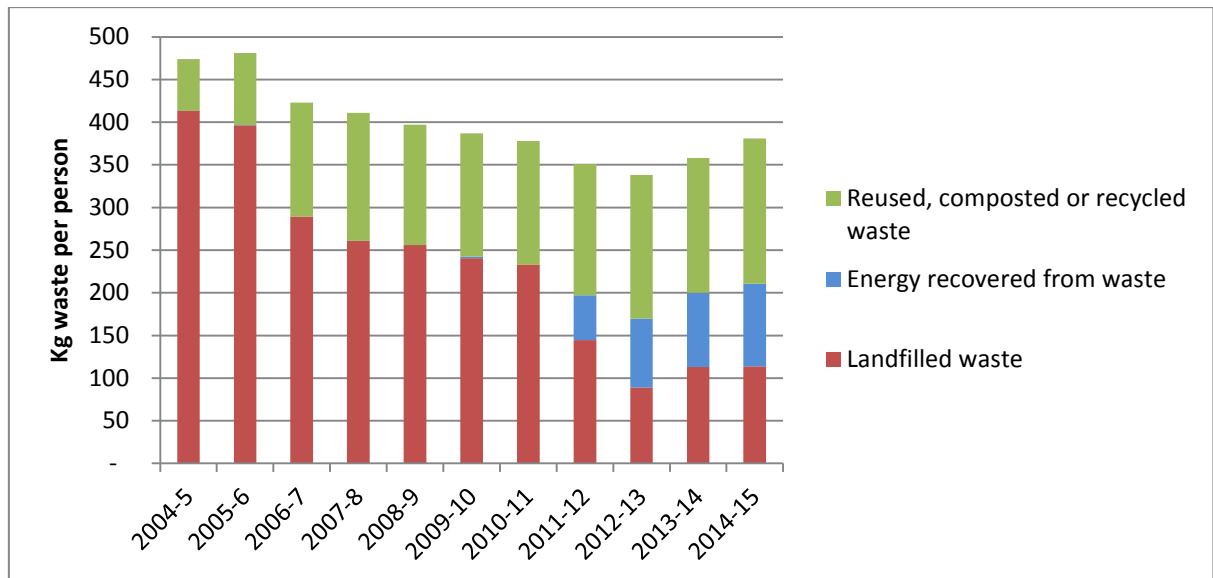
Quality of the Acoustic Environment

- 25.** Overall noise levels in Bristol are not a local authority duty and the national government has developed action plans for each major city.
- 26.** Bristol's work to reduce traffic volumes and traffic speeds will improve the overall noise environment of the city by reducing noise from road traffic. However the noise from aircraft, railways and motorways are the responsibility of national government. They have developed an action plan for Bristol.

Waste

- 27.** Over the past decade Bristol has successfully reduced the amount of waste produced per person and increased the proportion of waste recycled or used for energy, thereby reducing the amount of waste going to landfill.
- 28.** Unfortunately, from 2013/14 to 2014/5 there was a 16% rise in the amount of waste produced by residents, increasing from 145,000t to 171,000t. This has been a UK wide issue and indeed Bristol is one of the later cities to see this increase happen. In relation to the proportion of waste going to landfill, it remains static at 28%.
- 29.** This target has not been achieved primarily due to unforeseen delays in the completion of the general waste contract with Boomeco. This is due to the acquisition of Boomeco (and all its assets / contracts) by one of the major waste service providers in the marketplace and during this process only limited treatment capacity were available to BCC
- 30.** Bristol is developing a new waste strategy for adoption by Cabinet on 1st March 2016 and this sets new targets and plans for the coming decade to achieve.

Figure 8: Waste and recycling



Green urban areas incorporating sustainable land use

31. Bristol is a rapidly growing city and substantial amounts of new housing and commercial development have taken place in the last decade. Over 90% of development has taken place on previously developed, brownfield, sites helping to protect green spaces. A new spatial for the West of England is being developed which will determine the strategic locations for new development.
32. Most Bristol residents live close to a green space with nearly 90% within 300m and approximately 80% of the respondents to the Quality of life survey are satisfied with green spaces in the city.

Nature and Biodiversity

33. Bristol has a long history of wildlife management and in recent years has been making real progress, improving both the quantity and quality of nature reserves in the city. In 2015 Bristol City Council designated a further four local nature reserves as part of its green capital programme.

Water Supply

34. Water in Bristol is supplied by a private company, Bristol Water. Water demand is now at the lowest level in 20 years despite an increase in Bristol's population size. Over £200m of investment has taken place to improve the water network, treatment systems and water efficiency.

Waste Water

35. Bristol sewage is treated by Wessex Water and meets the EU Urban Waste Water Treatment Directive. New facilities to capture biogas from the sewage and from food waste have been installed and this is being

used to power the treatment works and generate additional power for buses. A pilot of the Poo-bus has proved very successful and a bid for additional funding for more bio-gas powered buses has been submitted to government.

BRISTOL CITY COUNCIL
Overview and Scrutiny Management
2nd March 2016

Report of: Stephen Hilton, Service Director Bristol Futures

Title: Review of European Green Capital 2015

Ward: Citywide

Officer Presenting Report: Alex Minshull, Sustainable City Manager

Contact Telephone Number: 0117 922 4453

RECOMMENDATION

The Overview and Scrutiny Management Board are asked:

- To note the progress of the overall Green Capital Initiative.
- To note the progress against the objectives set for Bristol's year as European Green Capital 2015.
- To note the details of the Bristol 2015 Programme as summarised in this report.

Summary

This report reviews Bristol's year as European Green Capital 2015 and presents an analysis of the realisation of the objectives for the programme.

The report sets out:

- The background and history of the Bristol Green Capital Initiative
- The objectives of the European Green Capital Programme
- Activity and progress against those objectives

The report draws from a Citywide Review which is currently being drafted.

It will be complemented by a report to Audit Committee which will address issues of Governance and Finance.

It does not include all activities that took place in 2015

The significant issues in the report are:

- Ten years ago Bristol set its self an ambitious goal to make the city more sustainable and to improve the quality of life of citizens. It encapsulated this goal in a phrase “Green Capital”.
- Bristol has made significant progress towards becoming a sustainable city. We are the UK’s most sustainable major city and now recognised as one of Europe’s. Bristol has improved its performance across the environmental topics.
- We secured the title of European Green Capital 2015 and used this award as a catalyst for accelerating improvements in the city – whether that’s inspiring a generation of school children, being able to support local communities to improve their neighbourhoods or securing multi-million pound investment in the city.
- Bristol has successfully secured support from UK Government and leading businesses for its European Green Capital programme to multiply the City Council’s funding more than tenfold – higher than any previous European Green Capital city.
- Bristol has successfully achieved its three principle objectives:
 1. **Local Empowerment.** Bristol has developed a substantial programme to empower local people, communities and businesses. It has reached every neighbourhood in the city and supported over 200 local community led projects. The programme has reached more local people than any previous European Green Capital’s programme.
 2. **Sustainability Leadership.** Bristol has fulfilled its responsibilities as European Green Capital and in doing so contributed to the wider sustainable development of Europe as well as boosting our reputation.
 3. **International Profile.** Bristol has boosted its international engagement this year, reaching a global audience. We have accelerated our work developing partnerships which we will us to secure funding and investment in the future.
- The project has not been without challenges. A key one is the notice which a city has between winning the award and the start of the year. This makes it hard for the city to secure the resources and develop the programme in parallel and then implement it rapidly.
- Bristol is well placed to build on the momentum achieved this year through focused action by the council and partners. What we do in 2016 will determine whether the success of Bristol 2015 is translated into sustained benefits which we will look back on in 2020.

Contents

1. Context and Background	4
2. Objectives for the Year	5
3. Progress against objectives	7
3.1. Securing Additional Resources	7
3.2. Objective 1: Local Empowerment	8
Raising Awareness and Inspiring Engagement.....	9
Empowering Action.....	10
Ensuring that the programme was accessible to all residents.....	18
3.3. Objective 2: Sustainability Leadership	21
International visitors.....	21
The Bristol Method	22
Summits	22
3.4. Objective 3: International Profile	24
4. Discussion of Programme.....	25
4.1. Balance of the Programme between the Objectives.....	25
4.2. Arts based activity in the Programme.....	26
5. Long term impacts	26

Glossary
Bristol Green Capital Initiative – the long term initiative started in 2007 to make Bristol a more sustainable city and which continues post 2015.
Bristol European Green Capital Project – the project which we initiated in July 2013 with the acceptance of the Award of European Green Capital.
Bristol 2015 Programme – the programme of activities and events organised for Bristol’s year as European Green Capital. It includes a number of subsidiary programmes, for example grants, events, schools.

1. Context and Background

1. A vision: Bristol's aspiration to be a green capital was first set out in 2003 in the Bristol Community Strategy: "*Bristol; a green capital in Europe – creating sustainable communities and improving the quality of life*". The Local Strategic Partnership responsible for the strategy was a statutory partnership and comprised public, private, business, voluntary and community organisations.
2. **Partnership:** A collective approach to Bristol's environment has been one of the key strengths and contributors to Bristol's success. The setting up of the Bristol Green Capital Partnership, by Cllr Janke, Leader of the City Council and Chair of the Bristol Partnership, was an important step in translating that aspiration into reality. It brought together some of the key organisations already working to make Bristol a greener city.
3. The growth of this partnership into the largest of its kind in the world shows us both the commitment of Bristol but also the success of this initiative. Throughout different administrations Bristol City Council played a key role in the development of this partnership approach and of the Bristol Green Capital Partnership in particular.
4. **A better environment:** Bristol is the UK's most sustainable city, and over the past decade we have become a greener city, right across the board. This hard work from many organisations and people across the city is the bedrock of our green capital initiative. Improving Bristolians' quality of life and reducing Bristol's environmental footprint have been strategic priorities which have been implemented by successive political leaders.
5. **The catalyst:** The creation of the European Green Capital Award was the third critical ingredient of success. The aim of the Award is to identify cities which can act as a role model for other cities. They need to have a proven track record of good environmental performance and ambitious plans for the future, and a willingness to share their learning across the Europe. The independent expert assessment which came with the Award enabled us to compare performance against other European cities, identifying our strengths and weaknesses and helping us to focus our learning and improvement.
6. The Award also gave us a short term focus; not a goal, but a clear focus which many stakeholders could relate to much better than the long term goal of creating a sustainable city. It is crucial that we remember that winning the award was never Bristol's primary goal, it was an enabler, a convenor and a catalyst for change in our city. These changes can then realise that original aspiration of creating sustainable communities and improving the quality of life.

7. **The Award:** Applications to be European Green Capital were made under administrations lead by Cllr Helen Holland, Cllr Barbara Janke and Mayor George Ferguson and received cross-party support. Whilst the city council played a crucial role, providing consistent political leadership, much of the evidence and technical information, and the bulk of resource, other partners were also critical. The senior support, staff time, and financial resources of water companies, the universities and leading environmental organisations all played very important roles.
8. Bristol applied to be European Green Capital three times and this process of applying, even when unsuccessful, was valuable for us. Reaching the final in the first entry helped to build our confidence and our reputation and we used these to start to develop more ambitious programmes, such as our energy programme, with the support from the European Investment Bank.
9. So, in June 2013, Bristol was delighted to hear that it had been successful in bringing together the strong environmental performance as a city and the collective energy of hundreds of organisations and thousands of people to win the award for 2015. Winning the Award was recognition for the hard work of many people and organisations across the city and the year has partly been a celebration of that – but a celebration with a purpose.
10. **The opportunity and the challenge:** We applied to be European Green Capital as part of our goal of creating sustainable communities and improving the quality of life in our city. The Award was a huge boost to this and a significant opportunity for the city. We had great commitment to this from all around the city but making the most of this opportunity also needed time and money, both of which were limited!
11. **Our strategy:** Many discussions were held with stakeholders around the city to develop our strategy, which was to add to our partnership arrangements with a new temporary organisation which could bring together the expertise of key leaders in the city, attract significant additional funding from Government and the private sector and move rapidly to plan and deliver a programme. The independent Bristol 2015 company was the vehicle that was created.

2. Objectives for the Year

12. Through further discussions with a wide range of stakeholders from across the city, we developed three objectives for the Bristol 2015 programme:
 - Local Empowerment: Empower existing initiatives, networks and communities to help change attitudes and behaviours.
 - Sustainability Leadership: Exchange sustainability expertise

between cities and contribute to the 2015 UN climate change conference.

- International Profile: Build a global profile to support appropriate exports, inward investment, tourism and economic growth.

13. To be able to achieve these three objectives we also set a fourth objective:

- Secure significant additional resources for the programme from UK Government, businesses and national and local organisations.

14. This combination of objectives is similar to other European Green Capitals.

3. Progress against objectives

3.1. Securing Additional Resources

15. We discuss this objective first because success in realising this affects the approach taken to the other objectives.
16. The European Green Capital Award comes with no financial resources from the European Commission or other source and the winning city is responsible for funding the programme.
17. In considering our applications for the award (during 2011 and 2012) we consulted previous European Green Capitals on the level of additional resources they had been able to secure. Based on this, in our initial planning for the bids for 2014 and 2015 we envisaged raising £0.50-£1 for every £1 of BCC funding. After winning the award the Mayor set out to improve this ratio significantly.
18. Bristol has been the most successful European Green Capital in terms of attracting additional resources to its programme. We have raised over £11 for each £1 of the city council's money. Of this over £4million was from private sector sponsors.
19. In addition, significant other resources have been secured or contributed by partners, for example:
 - The Universities secured £250,000 for their *Green Capital: Student Capital* project and contributed substantial resources of their own, as well as generating over £1,000,000 worth of student volunteering;
 - The Bristol Cultural Development Partnership, with Bristol 2015 Ltd, secured £744,564 from Arts Council England.
20. Numerous organisations have secured match funding for green capital grants. Many grant funded projects have not yet made their end of project reports, and so we do not yet have comprehensive data on the scale of match funding and in-kind contributions. However, based on those we have received it is likely to be very significant and valued at £1-2 m of value.
21. Thus the total resources of the programme were approximately £14-15 million pounds of cash and in-kind with a further £1-2 million pounds of volunteer time.
22. Further details of the funding generated for the programme will be reported to the Audit Committee on 10th March 2016 when the financial aspects will be considered in more detail.
23. We have exceeded the fund raising objective set for this programme,

secured the largest amount of private sector funding and in this regard been the most successful European Green Capital. This success provides the basis for achievement of the other objectives.

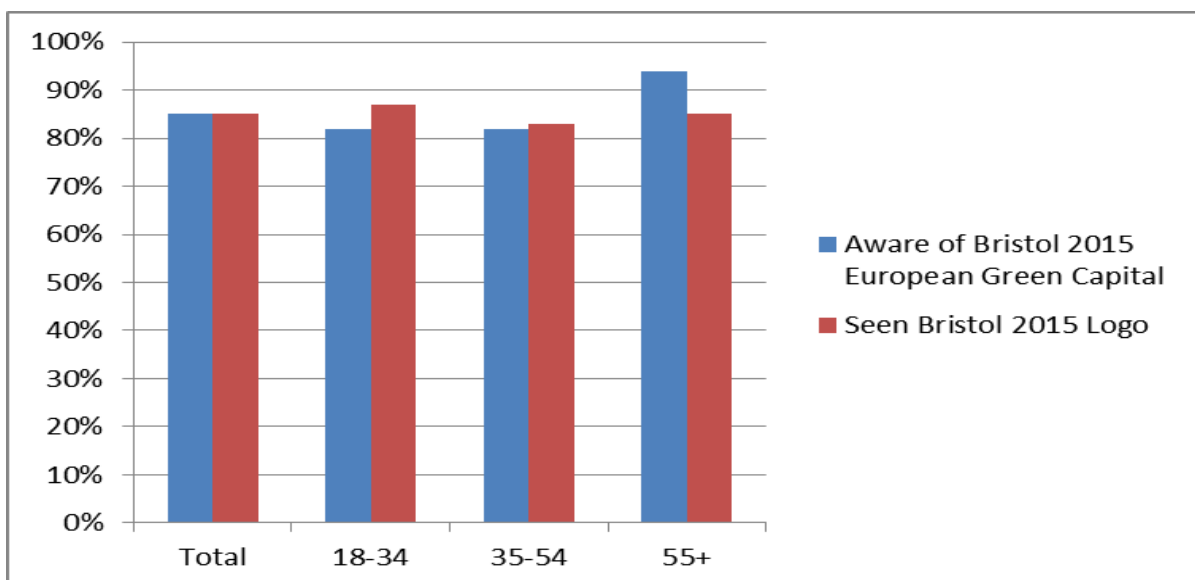
3.2. Objective 1: Local Empowerment

- 24.** Empowering existing initiatives, networks and communities to help change attitudes and behaviours has been the major focus of the programme, receiving more than half of the spending.
- 25.** In early discussions the Mayor, Councillors and others were clear that they wanted the programme to both:
 - enable those who were already engaged in this area to do more
 - AND
 - to reach individuals, communities and organisations which were not.
- 26.** However, 'green' and 'sustainability' can be difficult issues – climate change is complicated, scary and distant, while being asked to 'reduce your carbon footprint' can sound like being told to 'have less fun'. The strategy which developed from many conversations in the city was aimed at creating the conditions for everyone to want to be more sustainable.
- 27.** This strand sought to raise awareness, encourage engagement and empower action.

Raising Awareness and Inspiring Engagement

28. One of the key priorities in this was to raise citizens', businesses' and other organisations' awareness that Bristol was European Green Capital and to encourage them to take part in events and activities.
29. Key elements of this were:
- Opening Ceremony – which was watched by 30,000 people in person, reached 600,000 through social media and reached 36 million people through the media.
 - Dressing the city – from lighting up buildings green and logos on every First Bus in the city, to Young Bristol's creative outreach campaign in communities across the city the Programme aimed to ensure that there was widespread awareness.
 - A website full of stories and some 800 events, many free, gave people a rich source of information, inspiration and opportunities to get further involved. There were over 140,000 unique page views of the Bristol 2015 website and over 26,000 watched videos on the Bristol 2105 YouTube channel.
 - Media and social media activities played an important part of the awareness campaign for Bristolians.
30. Research undertaken in February 2016 shows that 85% of Bristolians know we are European Green Capital 2015. This is higher than the results for previous European Green Capitals.
31. The level of awareness was high in all adult age groups – with 82% of people aged 18-34 and 35-54 aware of our status and 94% of those over 55 years of age. See Figure 1.

Figure 1: Public Awareness in Bristol



32. Thousands of local people have taken part in Bristol 2015 grant funded projects but we do not yet have the data on overall participation as the projects don't report until the end of March.
33. In addition, thousands of people have attended events put on as part of the overall programme by partners, and advertised through the Bristol 2015 website.
34. The Arts programme in particular has reached large numbers of people with over 160,000 people choosing to visit Arcadia, Withdrawn, Richard Long and Sanctum and over 900,000 people experiencing the Bristol Whales and Fog Bridge.

Empowering Action

35. We wanted to bridge the gap between intentions and action, encouraging people to take an active part in making Bristol a happier and healthier city. We asked them to do this as individuals, as communities and as businesses and their response has been resounding.

Do15 in 2015

36. This campaign sought to get the people of Bristol to make their lives and their city happier, healthier and more sustainable. Messages were targeted at the key themes of the year and were designed to be simple actions which most people could do. It was intended to reach a mainstream audience, who may be in the early phase of greening their lifestyles.
37. The campaign was championed a wide range of people including big celebrity names, local sporting heroes, local media personalities and even Shaun the Sheep.
38. The campaign was taken right around the city on billboards but also by Young Bristol's team which attended over 20 community events and ran creative outreach projects in each of the Neighbourhood Partnership Areas.
39. The themes and suggested actions of the Do15 campaign were targeted at key issues in the city, such as travel, waste and energy, in consultation with City Council staff and other experts.
40. Over the course of the year 17,000 people pledged to make a sustainable change in their behaviour, and many more took part at public events.

Volunteering

41. Volunteers play an important role in making Bristol the city that it is; in 2015 they played a vital role in delivering Bristol's Green Capital year. Thousands of people gave many thousands of hours of their time, collectively, in support of projects and programmes across the city and throughout the year.
42. Three main types of volunteering were enabled:
 - Bristol 2015 Volunteers who served as part of the welcome team; provided information at events; and supported the Sustainable Shaun programme.
 - Student Volunteering organised by UWE and University of Bristol's *Green Capital: Student Capital* project has involved over 1,000 students taking part in nearly 100,000 hours of student volunteering that has contributed to 180 organisations.
 - Community volunteering as part of grant funded projects. We do not yet have comprehensive data for this as the projects are not required to report until the end of March 2016. However, this is likely to be over 50,000 hours of additional volunteer time.
43. Thanks to the universities Bristol has had the largest volunteering programme of any European Green Capital to date, and importantly the universities are committed to maintaining volunteering in future years.

Bristol 2015 Grants Scheme

44. Bristol has many organisations already working to help make Bristol a greener city; empowering them and encouraging more to join them was a key priority. The grants were a key mechanism and the largest single element of the Bristol 2015 Programme expenditure.
45. The Programme has provided grants to 204 projects, creating the largest green grants scheme Bristol has ever seen and we believe to be the largest in the UK.
46. The Bristol 2015 Grants Scheme was by far the largest scheme of its kind offered by a European Green Capital.
47. To ensure maximum reach the funds were organised in three strands – neighbourhood, small, and strategic. A database and map of all the grant funded projects has been developed and is available at <http://arcg.is/1PwC6HE>

Fund	Total Spending	No. Projects Funded
Neighbourhood	£250,000	133
Small	£250,000	39
Strategic	£1,500,000	32

The Grants Process

- 48.** A suite of consistent but flexible criteria were developed to guide the three grants scheme element ensuring that all projects contribute to the strategic goals. Whilst guided by these goals, the Neighbourhood Partnerships were given a lot of flexibility to respond to local priorities and this is reflected in the diversity of projects.
- 49.** The Neighbourhood Grants scheme was managed by the city council and Neighbourhood Partnerships. Neighbourhood officers provided significant amounts of support to communities in the bidding process which was kept as simple as possible to ensure the widest possible accessibility.
- 50.** The Small Grants were managed by the Quartet Foundation because of their experience in reaching out across the city and the support they were able to offer grant applicants. Quartet convened independent evaluation panels of sustainability experts to advise them on the projects. The funding was released in two phases, which one phase held back to allow chance for a wider range of groups to hear about the funding opportunities or for projects to be better developed.
- 51.** The Strategic Grants were managed by the City Council with a dedicated grants officer and management support. An assessment process was undertaken including assessment of financial aspects by the city council and of the projects overall by KPMG. A panel then considered each application and the assessment information and recommended 32 projects for funding.
- 52.** The decision to award strategic grants funding was taken at a specially convened Cabinet on 16th December 2014. The Mayor noted a conflict of interest and so stepped down from this decision which was then taken by the Deputy Mayor Geoff Gollop. Other members of cabinet duly identified any interests and relationships they had with projects proposed for funding.
- 53.** Concern was raised that the organisations which members of the Board of Directors of the Bristol 2015 Ltd work for, or have family connections with, benefitted from the allocation of funding through the grants

scheme and it was suggested publicly that this was inappropriate. **The members of the board of directors of the company did not make any awards of funding in the grants scheme.**

54. The Board of directors of Bristol 2015 Ltd include senior staff from some of the leading environmental charities in Bristol and the UK to ensure that Bristol 2015 had relevant expertise in its governance structure. It is not surprising that some of these organisations also produced the best applications for funding and indeed it would have been odd, and potentially detrimental to the year, if we had not made use of those organisations expertise and experience.

The Nature of the Grant Funded Projects

55. Concern has been expressed about the nature of some of the projects funded through the grants scheme with some media attention focused in particular on one or two arts-led communication projects. This is addressed in the issue of Arts in para. 36 of this report.
56. Most of the strategic grants projects focused on education, practical action and building future capacity of organisations. Only 3 or 4 of the 32 strategic projects were arts-led communication projects, including the Solar Tree installation in Millennium Square built by recovering drug users.

Reporting of Grant Funded Projects

57. Many projects are continuing into 2016 but projects were asked to report completion or progress to the city council by the end of March 2016. This means that we do not yet have a full picture of the impact of the projects. As reports are received they will be published on our website as above. A supplementary report on the grants scheme will be produced in September 2016.
58. At this point we are able to confirm:
- The grants scheme has reached every Neighbourhood Partnership in the city – through direct funding of projects based in those communities and through activity delivered in those areas delivered on a more city-wide basis.
 - Priorities of local communities and the citywide objectives were addressed through the use of central criteria and local flexibility.
 - All five Bristol 2015 themes were addressed reasonably evenly.
 - Hundreds of organisations were funded through the programme with many of the larger projects having multiple partners. This included some of the local organisations with proven track records of delivering successful environmental projects and organisations

which were relatively new to the environmental agenda.

- The funded projects represent a balanced portfolio of practical, communication, education and capacity building projects.

Future funding for projects

59. Bristol communities generated far more ideas that we were able to support, even with the UK's largest city environment grant scheme. We have investigated other funding sources to support community-led green projects in the city.
60. The Quartet Community Foundation, who administered the Green Capital Small Grants fund, have secured an endowment fund of £250,000, from an unnamed benefactor. They are currently seeking match funding from individuals, companies and other philanthropic sources to increase the size of this fund. This offer is available until October 2016 and will help to establish both a long term, sustainable source of support for environmental projects as well as provide much-needed short term funding to sustain the gains of Bristol's year as European Green Capital. <http://quartetcf.org.uk/general/quay-environment-fund-challenge/>
61. Two crowd-funding platforms are being piloted where local projects can be matched with individuals, companies and other organisations who wish to donate resources, volunteers and or funding to support good causes.
 - Neighbourly', a local collaborative Bristol based social media platform, is being piloted by the City Council's Neighbourhoods team.
 - The Bristol Green Capital Partnership has joined forces with Crowdfunder UK and the aim of raising £1m for projects and businesses with social and environmental impact. This could support projects that are seeking to continue their work beyond Green Capital year or new projects that have been inspired by the work undertaken in 2015. Over £100,000 has been raised to date.
 - In addition, several projects have been able to secure additional funding directly from funders, such as the Big Lottery.

Bristol Green Capital Partnership

62. The Bristol Green Capital Partnership was created in 2007 with a vision to help make Bristol a low carbon city with a high quality of life for all. The Partnership was instrumental in helping Bristol win the European Green Capital Award, pulling together the work, impact and expertise of

many organisations. The Partnership was also critical to the success of Bristol's year as European Green Capital.

63. During 2015, the Partnership engaged and empowered its members through projects, events and communication, and facilitated collaboration and expertise-sharing through networks and groups. It also supported Bristol 2015's work, communicating information, stories and opportunities to its members and wider audiences.
64. The Partnership, and its theme group members, organised hundreds of meetings and events during 2014 and 2015. For example, it organised Bristol's first Healthy City Week which brought together over 90 of its member organisations to run over 100 events attended by over 3,000 people. Over two thirds of attendees said it had inspired them to change their behaviour in their personal or professional life. Many of the events were free.
65. The number of organisations in the Partnership increased from c.120 when we applied for the 2015 Award to c.850 today. Many of these organisations are using their own resources to contribute to the goal. As far as we are aware the Partnership is the largest and most diverse network of organisations committed to creating a sustainable city in any UK or European city.
66. During 2014 and 2015, the Partnership also changed how it worked. It developed from a partnership to a leadership organisation, run by a Community Interest Company. It is busy amplifying the change created by its members, and connecting NGOs, city leaders, neighbourhoods and communities to better influence, drive and transform positive change.
67. Working in partnership with other organisations is an important part of the approach taken by other European Green Capital. Most have focused on bi-lateral arrangements between the city council and partners. No other city has been able to build a cross-sector partnership of the scale and diversity of Bristol's.

GO Green for Business

68. Businesses are key parts of the city – both through their own activities and their employees. The business engagement scheme in Bristol 2015 Programme was Go Green. It helps businesses, charities and organisations take practical steps to becoming greener. It is run and managed by Business West and Low Carbon South West.
69. Businesses progress along an easy-to-follow pathway, from Say It, to Do It, to Prove It. So far, 1,224 businesses have signed up and made their initial commitment, 269 businesses are at the second stage of 'doing it', and 29 have proved their progress.

70. Other European Green Capitals have developed programmes to green their business sectors. In particular Vitoria-Gasteiz ran a pledge scheme which attracted pledges from 700 businesses and Nantes ran an eco-label for businesses and 105 organisations secured that in their year. More Bristol businesses have pledged to take action and are implementing action plans as a consequence of a year as European Green Capital than in any previous city.
71. In 2016 Go Green intends to continue, getting more businesses to Do It and Prove It. www.gogreenbusiness.co.uk

Universities

72. The universities have been part of the green capital initiative since the beginning and have made a substantial contribution to its success and are playing an active role in the future of the Green Capital Partnership.
73. The universities have:
- continued impressive environmental performance in their own operations – such as staff and student work, energy efficiency and tree planting;
 - made ambitious commitments for the future, such as the University of Bristol’s goal of carbon neutral campus by 2030;
 - organised academic events for Bristol and for international audiences with hundreds of attendees;
 - organised events for students and the community, from seminars and exhibitions to concerts and carol services – with green elements, attended by over 15,000 people;
 - encouraged over 200 of their academics to get involved in projects for the benefit of the city; and
 - run a very successful student volunteering programme (para.46) involving 1,000 students.

The Schools Programme

74. The schools programme is one of the largest elements of the Bristol 2015 Programme. www.bristol2015.co.uk/schools
75. When it comes to improving the future of our planet there’s no better investment than our children’s education. Evidence shows that children of 7-11 are the most receptive to the topic of sustainability and most likely to adopt long lasting eco-friendly behaviours. Research also shows that 90% of primary school teachers want to include sustainability in the class room and 76% say they don’t have the

resources.

76. The schools programme is built on a set of lesson plans, or sustainability workshops, which can be used across multiple subject areas and curriculum objectives. They aim to weave the narrative of greener living across each child's learning, not just into one lesson.
77. The programme includes a series of Best of Bristol video field trips sharing with children some of the many inspirational projects taking place around Bristol.
78. The programme also included an award winning game with a purpose – Sustainable Shaun, developed with Aardman animations and Bristol school children. www.sustainableshaun.com
79. The best resources from the Schools Programme have now been made available to teachers nationally via dedicated website: www.sustainablelearning.com. They are supported by additional resources, a calendar of key events and a selection of local experts around the country which can support schools with sustainability learning.
80. We will continue to support the Bristol and National programme for 2 years ensuring it becomes firmly established part of the curriculum with funds from the 2015 funding.
81. The Bristol 2015 Schools Programme is the most ambitious and comprehensive education programme by a European Green Capital.
82. The schools programme has reached 14,300 children so far in Bristol with 2,774 attending field trips and 10,220 attending workshops at the Festival of Nature. Over 8,000 sessions have been delivered on the Sustainable Learning Website and over 50,000 people have played Sustainable Shaun, from 150 different countries.

Bristol City Council Projects

83. Bristol City Council commissioned Bristol 2015 Ltd to secure funding, develop the programme and deliver the core programme. In addition we have played a key role during the year in supporting delivery of that programme.
84. Bristol City Council managed the majority of the Grant funds and the Neighbourhood teams played a key role in supporting community projects through the bidding and delivery process. They helped to ensure that some groups which may have found it more difficult were successful with their projects.
85. Bristol City Council officers from many departments have also assisted and facilitated with the delivery of the Programme. Whether that is

through licensing and enabling events in parks and public spaces across the city, encouraging public participation in events through their day to day work or simply committing to 'Do 15 in 15'.

86. Bristol City Council has also implemented a range of projects in 2015 which will continue to have an impact into 2016 and beyond – they are helping ensure that, for Bristol, 'It Doesn't Stop Here'.

Events

87. Over 1,000 events have been part of the Bristol 2015 Programme. Events were from a range of sources:

- The Bristol 2015 team,
- Programme partners, some commissioned,
- Grant funded projects
- Other organisations adding new or existing events to the programme through the open platform created by Bristol 2015 to enable this.

88. The Bristol 2015 website played a key role in helping to promote events organised by partners across the city.

89. In order to make the Programme as accessible as possible and because no funding was being provided to many of these events we did not ask event organisers to provide monitoring data on the attendees or impact of their events.

Ensuring that the programme was accessible to all residents

90. The Programme has been designed to be widely accessible and in particular to reach beyond those people and organisations who were already engaged in green activities. Key ways it sought to do this were:

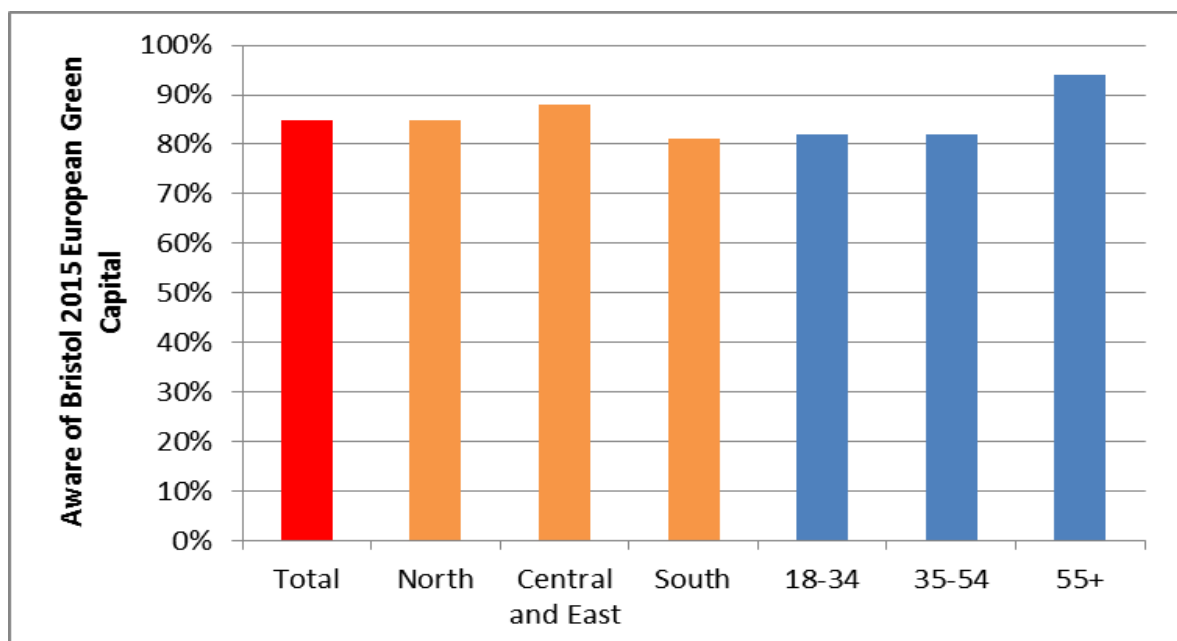
- The school programme offered to every primary school in the city and which has involved 14,300 key stage 2 children in the city.
- The One Tree Per Child scheme run with every primary school in the city and reaching all Primary school children
- A public awareness and engagement campaign which has been run in every neighbourhood, attended over 20 neighbourhood events and run city-wide poster campaigns.
- A Neighbourhood Arts programme which gave each Neighbourhood control over its project, and ran over 200 workshops with local people and reached 50,000 people.

- Free arts events such as the Whales, Sanctum and Harbour Festival light show which reached a combined audience of approximately 1 million people.
- A Neighbourhood Grants scheme where each Neighbourhood Partnership was given a budget, with the most deprived Neighbourhood Partnerships receiving 50% additional funding. This has led to over 130 individual projects run by local people.
- A Small and Strategic Grants scheme which prioritised those projects working with disadvantaged communities or those who were less engaged in the environmental agenda.
- Nearly 400 free events promoted through the website, including free events in every Neighbourhood Partnership area. There are also hundreds of free events as part of Grant Funded Projects.

91. One of the key ways in which the programme sought to reach the whole city was through the grants scheme. As previously stated we have asked grant funded projects to report by the end of March 2016 and so data is not yet available for these projects. Equalities monitoring data has been requested in these reports, at a level of detail commensurate with the funding.

92. Research in February 2016 has shown that awareness of the fact that Bristol was European Green Capital was high, above 80% for all adult age groups and in different parts of the city.

Figure 2 Public awareness across the city



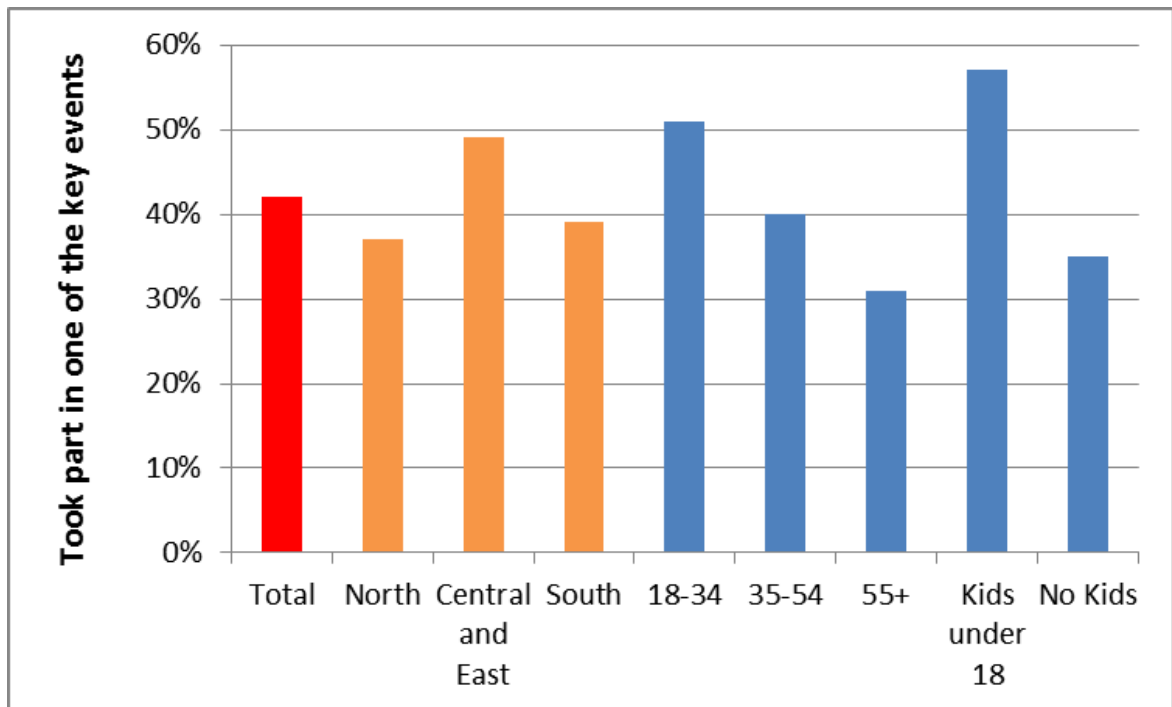
93. We know that many people in different parts of the city and from different communities have taken part in events and projects organised through the grants programme and neighbourhoods arts work.

However concern was raised that some of the city centre events would not be accessible to the whole city and citizens were asked whether they had been involved with any of the following events:

- Bristol Whales
- Bristol Lab
- Sustainable Sean
- Do15 in 15
- Arcadia
- Opening Ceremony

94. Some 42% of citizens surveyed had taken part in at least one of these events. Over 1/3 of people in each area of the city had attended and over 30% in any age group with the over 55's being the least well represented. People with children under 18 were much more likely to have attended one of the events than people without children. See Figure 2.

Figure 3 Indicator of public involvement across the city



3.3. Objective 2: Sustainability Leadership

95. The European Green Capital Award was created to share knowledge from the greenest cities in Europe with cities across Europe. We have set ourselves an even more ambitious objective to not only exchange sustainability learning between Bristol and other cities but to raise the voice of cities as part of the UN climate talks COP21 in December 2015. This objective links very closely with the objective to raise Bristol's international profile.

International visitors

96. The main knowledge-sharing mechanism for previous European Green Capitals was the hosting of conferences and study tours from other cities, enabling others to learn from and see the experience of Bristol. Bristol was successful in attracting 74 delegations to visit the city to learn from our experiences. Delegations were responsible for their own travel and accommodation with Bristol hosting meetings and field trips around the city.
97. This is in line with the number of delegations received by Copenhagen in 2014 and shows that Bristol has already achieved strong recognition internationally as a sustainable city.
98. The European Green Capital status attracted national and international conferences to come to the city, giving us ready-made audiences to share Bristol's sustainability learning with through the conference presentations or field trips. These included:
- **National Sustainable Schools Conference 2015** - Hosted by University of Bristol brought together primary and secondary school leaders.
 - **UK Routes to Clean Air**- The Institute of Air Quality Management and UWE's 2 day conference sharing the latest work to improve urban air quality.
 - **UN Faith in the Future** – United Nations Faith and Sustainable Development Goals conference for senior religious leaders from around the world.
 - **International Making Cities Liveable Conference** - A five-day international conference looking at multi-disciplinary solutions and creative strategies, tools and design solutions for achieving green, healthy cities.
 - **International Fair Trade Towns Conference** – Organised by the Bristol Fair Trade Network the conference linked Fair Trade with the UN Sustainable Development Goals. Some 240 delegates

saw the launch of the Bristol Resolution – calling on Fair Trade Towns and Cities to make new commitments to fair trade procurement.

The Bristol Method

- 99.** We wanted to reach out beyond the few thousand people who were able to visit Bristol for a conference or event, by creating a new resource – the Bristol Method.
- 100.** The Bristol Method was created as a knowledge sharing platform to enable Bristol to share its experiences through a series of case studies on creating a how Bristol has made itself a more sustainable city and how we have run our year as European Green Capital. The Bristol Method is available – for free – on the Bristol 2015 website and will be maintained throughout 2016, continuing our impact. Other organisations are using the Method to generate case studies about Bristol, continuing this sharing process for us.
- 101.** So far, the Method has been read by people in at least 56 countries, so is already increasing our international reach and helping other cities on their sustainability journey.
- 102.** The Bristol Method also describes how we have undertaken our year as European Green Capital and is designed to assist future applicant cities and successful green capitals or those cities wishing to for example develop a grants scheme or use arts to engage citizens.

Summits

- 103.** The Bristol 2015 Programme included a series of high profile events through 2015 – from the Youth Summit in April to COP21 in December.

Youth Summit

- 104.** Over 1,000 young people from Bristol attended this daylong event to learn about, explore and discuss the environmental issues most important to them. The programme was drawn up with young people in Bristol and its outputs were used to help design the later summits.

Business Summit and City Leaders Summit

- 105.** The Business Summit on 22nd October brought together over 200 decision-makers and thought leaders, offering a broad spectrum of viewpoints and experiences from 11 countries.
- 106.** Speakers included Sir Ranulph Fiennes OBE and leaders of the Bristol 2015 Commercial Partners, FirstGroup, KPMG and Skanska who shared how their businesses were accelerating change and working with city governments to co-create the cities of the future. Delegates

also took part in sessions on Smart Money, Sustainable Thinking and Innovation with leading experts in these fields

107. Day 2 saw the City Leaders Summit explored the role of cities and of city governance in creating a sustainable future.
108. The summits concluded that a renewable energy revolution was upon us and that collaboration between cities and the private sector will be vital for positive change. There was strong agreement that sustainability was a significant business opportunity and many delegates left committed to taking action in their businesses.
109. Further details can be found at: www.bristolsummits.co.uk

Festival of the Future City

110. Bristol's first Festival of the Future City took place over 4 days in November, thanks to the Arts Council Exceptional Award funding. Led by Bristol Cultural Development Partnership it brought together a range of partners including Innovate UK, Foresight, Future Cities Catapult and Centre for Cities amongst others. Over 7,000 people attended the 68 events.
111. There were sessions on healthy cities, age-friendly cities, smart cities, cities for all, new thinking about cities, world cities, nature-rich cities, resilience, inequality and social mobility, city thinkers of the past and what they can offer now, future work, utopian cities, the future of the High Street, immigration and cities, arts and playable cities, housing, and more.
112. Further details at: www.bristol2015.co.uk/events/festival-of-the-future-city

COP21

113. We realised early on that Bristol had a unique opportunity and responsibility in being European Green Capital during 2015 when COP21 took place. This is the UN Climate Summit at which the first Global agreement on climate change would be signed. Not only is the most important environmental conference of the decade it was taking place in Europe when Bristol was Europe's green city ambassador.
114. The potential of being able to include COP21 as part of the programme was valued by partners and a key reason for UK Government funding.
115. The Bristol presence at COP21 consisted of four elements:
 - Hosting the Cities and Regions Pavilion with Paris with dedicated time slots and high profile promotion of the city.

- A prominently located Bristol stand adjacent to the Pavilion, so that we could have a permanent presence throughout the conference.
- Bristol speakers at events in and around COP21.
- Media communications.

- 116.** These elements were mutually supportive – the hosting of the pavilion led to speaking opportunities, and these in turn generated media opportunities. This multi-pronged approach ensured that we maximised the value of the opportunity.
- 117.** The Bristol presence at COP21 had a media reach of 18 million and social media reach of 104,000. It generated 20 minutes coverage on BBC Breakfast TV and 10 minutes on primetime Canadian TV.
- 118.** Bristol has successfully undertaken its responsibilities as a role model for green cities, not just in Europe but internationally. We have exceeded the expectations of the European Commission.
- 119.** Not only did Bristol effectively promote itself through COP21 we were able make an effective contribution to the climate agenda.

3.4. Objective 3: International Profile

- 120.** We set ourselves the objective to use the Award to build a global profile for Bristol to support appropriate exports, inward investment, tourism and economic growth to benefit the whole city. Building a profile of a city takes time to see the results in the city, however there are some short term measures which allow us to understand how we have made progress on this objective. This objective links very closely with the objective of Sustainability Leadership and much of the work under that objective has been designed to help raise Bristol's international profile.
- 121.** Bristol City Council's European and International Service worked in partnership with Bristol 2015 Ltd and other partners across the city to run a programme of international events and host over 70 delegations. Although Bristol's reputation for sustainability has been growing nationally and internationally for at least a decade, we used our year as European Green Capital to accelerate this journey.
- 122.** Bristol City Council is actively developing the relationships started or enhanced during 2015. Bristol will build on its successful track record of securing European Union funding for environmental projects in the city. These include a grant of over £2m from the European Investment Bank which kickstarted our energy programme and a share in €25m innovation funding for smart energy and transport.

123. The Green Tech Festival was a key part of how the programme promoted Bristol and West of England businesses. Venturefest was the centrepiece of 2015's GreenTech Festival. 1,200 entrepreneurs, innovators, investors and thought leaders from local start-ups through to international businesses met for the day-long event at Bristol's tech hub, the Engine Shed. The Venturefest event achieved a media reach of 15 million people.

4. Discussion of Programme

124. During the various meetings with Scrutiny Commissions and Overview and Scrutiny Management Board during 2014 and 2015 several issues have been raised and these are addressed in the following review of the Project.

4.1. Balance of the Programme between the Objectives

125. Councillors expressed the view that too much money was being spent on the Sustainability Leadership and International Profile objectives, with high profile events and international facing activity, and insufficient being spent on the Local Empowerment objective.

126. The objectives were developed to reflect:

- The core purpose of the award, for Bristol to share its experiences with cities across Europe so that they can become greener.
- The opportunity that the Award gave Bristol to showcase our businesses and promote itself to the world as a city to invest in
- The interests of UK Government on the activities which would raise the profile of Bristol and the UK and be most likely to generate investment and jobs.

127. In response to priorities identified by Councillors and others and the level of commercial sponsorship which was attracted for the business facing events funds were reallocated and the changes agreed with DECC.

128. We have compared the Bristol programme with those of previous green capitals. Bristol spent far more on locally run projects in the city than any other predecessor.

4.2. Arts based activity in the Programme

- 129.** Concern has been expressed about the amount of funding used for Arts based activities in the Bristol 2015 Programme.
- 130.** Less than 10% of the total funding for the Programme has been directed towards arts-led activities, and less than 5% of the funding from sources other than the Arts Council England. The key ones are:
- Six Projects funded by Arts Council England
 - 14 Neighbourhood Arts Projects
 - A few projects funded through Bristol 2015 grants
- 131.** Bristol was fortunate in securing £744,564 from the Arts Council England. This funding which was, as its name suggests, for Arts activity and was not transferrable to other types of projects.
- 132.** Some of the funds earmarked for communication activities in the DECC funding was reallocated to Neighbourhood based projects. Each Neighbourhood Partnership was given fund to commission an artist to work with them on an issue of local interest. All of the Neighbourhood Partnerships took advantage of this opportunity.
- 133.** The Neighbourhood Arts Programme has engaged nearly 10,000 people directly through some 38 events and 221 workshops. It has reached nearly 50,000 people as audience members and continues to reach an estimate 20,000 people. It has helped increase the accessibility of the programme and of environmental issues to people across the city.

5. Long term impacts

- 134.** The Green Capital Initiative is a long term one. The winning of European Green Capital 2015 has given us an enormous boost and strengthened our ability to ensure long term impact on the city of Bristol, provided the achievements leading up to and in the year are built on and the ambition is shared by all partners including the city council.
- 135.** The full and comprehensive effects on the city from the year as European Green Capital will not be fully visible for some years. The European Commission has recognised this in its reporting requirements – with an initial review of the year after (Our Citywide Review) and a 5 Year Report, which we will produce in 2020.
- 136.** The discussion of what we do next to build work so far will be the subject of the next agenda item.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

Previous council meetings are listed in **Appendix 1**.

End of year reports of previous European Green Capitals can be found at: <http://ec.europa.eu/environment/europeangreencapital/index.html> The post assessment reports are given for each city under the link “Winning Cities”.

Appendix 1: Scrutiny and Audit Committee Meetings on European Green Capital

From June 2013 European Green Capital has reported to the following:

27th June 2013: Cabinet

13th February 2014: Sustainable Development & Transport Scrutiny

31st July 2014: Place Scrutiny

23rd September 2014: Audit Committee

16th October 2014: Overview & Scrutiny Management Board

7th November 2014: Audit Committee

14th November 2014: Overview and Scrutiny Management Board

16th December 2014: Cabinet

24th April 2015: Audit Committee

27th November 2015: Audit Committee

2nd March 2016: Overview and Scrutiny Management Board

Papers for all these meeting can be found on the City Council's website:

<https://www2.bristol.gov.uk/committeeMeetingFinder>

Appendix 2: Communication with Councillors

Regular communication has been undertaken with Councillors on the development and delivery of the Project. During the development phase this was primarily with Scrutiny – regarding the approach to delivery, institutional arrangements and programme development. As we moved towards delivery the focus has been fortnight newsletters to all councillors and regular face to face briefings.

Communication with Councillors in Scrutiny

During the Planning Phase of the Project the project was brought to the City Council's Scrutiny Committees on 5 occasions:

- February 2014: Planning and Transport Scrutiny Commission (subsequently replaced by the Place Scrutiny Commission), Presentation and discussion on overall approach to delivery of the award, including the institutional arrangements.
- July 2014: Place Scrutiny, Report on institutional arrangements and governance, funding and the outline programme.
- October 2014: Overview and Scrutiny Management Board, Report in response to questions from the Chair of the Overview and Scrutiny Management Board
- November 2014: Audit Committee, Report on governance arrangements in place in relation to Bristol 2015 Ltd and a financial update on grant funding and external sponsorship.
- November 2014: Overview and Scrutiny Management Board, Report on the process for the grant programme including application and decision processes.

The Scrutiny process has operated in its normal way and no special rules have been imposed. Questions have also been asked and responded to at various Full Council and Cabinet meetings.

Cross-Party Working Group

Councillors from each Party Group and the Lord Mayor have been on a working group which has met monthly since July 2014. Their primary focus has been on ensuring that the Council played its role in the European Green Capital year effectively. They complement the Scrutiny function.

Communication with Councillors as a whole

All Councillors have been invited to a series of briefings since Sept 2014. The briefings were held twice each time to assist councillors. Between 5 and 25 councillors have attended each briefing. Follow up copies of slides etc have been provided to all councillors by email.

Written briefings were provided from September 2014 and fortnightly updates direct from Bristol 2015 team were provided through the year of 2015.

BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

2nd March 2016

Report of: Patricia Greer - Interim Service Director- Policy, Strategy and Communications

Title: Scrutiny Resolution and Full Council Motion Tracker

Ward: Citywide

Officer Presenting Report: Lucy Fleming, Scrutiny Co-ordinator – Policy, Scrutiny and Research & Executive Support

Contact Telephone Number: 0117-92-22483

RECOMMENDATION

To note the Scrutiny resolution and Full Council motion tracker.

Summary

The tracker has been created at the request of the Overview and Scrutiny Management Board (OSMB) to provide a summary of Scrutiny resolutions and Full Council motions, and progress to date. It is complimentary to the Scrutiny Commission action sheets produced for each meeting, which record actions and tasks in detail.

The significant issues in the report are:

1. The resolution tracker provides a summary of formal resolutions agreed and progress to date.
2. The tracker also details progress following Full Council motion/budget amendments.

Policy

Consultation

1. Internal

N/A

2. External

N/A

3. Context

At the Scrutiny work planning workshop in June 2015, the OSMB Members requested regular updates on the resolutions agreed at each Scrutiny Commission meeting for information only. Subsequently it was agreed that this would include progress of Full Council motions/budget amendments. This report is complimentary to the action sheets provided for each Scrutiny Commission meeting and does not reference resolutions that merely noted reports.

Proposal

4. Members are asked to note the resolution/motion tracker.

Other Options Considered

5. N/A

Appendices:

- A. Scrutiny Resolution Tracker
- B. Full Council Motion/Budget Amendment Tracker

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

N/A

Rolling Scrutiny Resolution Tracker 2015/16 – September to February 2016

Appendix A

Commission & date	Report title & presenting Officer	Purpose of the report / proposed resolution	Outcome of discussion and resolutions	Progress since the meeting
OSMB 09/15 (m 11)	Dealing with exempt/confidential information Strategic Director – Business Change	A report on the process applied when taking information in exempt/confidential session	Officers develop a mechanism for Councillors to challenge Monitoring Officer decisions with respect to decisions on exempt information	The report will be considered by OSMB on 2nd March.
OSMB 02/16				At the time of publication, the minutes from the meeting on 4th February 16 were not yet available.
People 09/15 (m 9)	Bristol Safeguarding Children Board 2014 – 2015 Annual Report Sally Lewis OBE Independent Chair	The Ofsted inspection directed that improvements were to be made in the way the annual report was presented directing the Board to give greater emphasis to the work done by partner agencies in their provision of safeguarding.	That the Commission endorsed the appointment of a Data Analyst to provide proper integrated business information.	The Commission's comments were relayed and the appointment is underway.
People 11/15 (m 11)	Corporate Parenting Strategy and Pledge to Children in Care and Care Leavers	The Commission received a report from the Interim Service Director Children and Family with Anne Farmer Service Manager on the launch of the Corporate Parenting Strategy and Pledge to Children in Care and Care Leavers.	The Commission endorsed the Corporate Parenting Strategy and Pledge to Children in Care and Care Leavers as part of our Children's Services Improvement Plan	The Strategy and Pledge were published and launched in 2015. Work continues to monitor implementation of the strategic objectives through the governance arrangements outlined in the report. The Pledge will be monitored via an annual survey and on-going review.

People 12/15 (m 11)	Adult Care Community Support Services Commissioning – Update on formal consultation process	Update report as requested at People Scrutiny July 2015 when a paper was submitted about the intention to commission. The interim report provided info about the process to date and an opportunity for Scrutiny Commission input to the consultation.	Time would not allow for a full discussion on the consultation questions so Members agreed to feedback via the online consultation portal	Formal consultation closed on January 7th 2016. Findings from the consultation process will be considered in drafting a final Community Support Services Commissioning Strategy and in preparing the service specification and tender process for this commissioning. A tender process is expected to commence in Spring 2016.
People 02/16				At the meeting, a number of reports were considered and noted, but no formal resolutions that required follow up action were made.
Place 01/16 (m 8)	Consultation on Our Resilient Future: A Framework for Climate and Energy Security Service Manager: Sustainable City and Climate Change	The consultation would close on 16 th March with a decision sought following the May election. It was agreed that the Place Scrutiny Commission would submit written collective feedback.	The consultation draft of Our Resilient Future: A Framework Climate Change and Energy Security was noted, along with the new 2050 goal for carbon emission reduction.	In progress – consultation set to close on 16 th March
Place 02/16 (m 9)	Transport Poverty Public Health Support Officer for Strategic Transport	Report outlining the background and research surrounding transport poverty.	Safety on buses and in particular the safety of women to be added to the list of possible work programme items for the next municipal year.	Complete - item added to the list of potential items for 2016/17 Scrutiny Work Programme
Place 02/16 (m 9)	Transport Poverty Public Health Support Officer for Strategic Transport	Report outlining the background and research surrounding transport poverty.	Information to be circulated regarding output reports for LSTF schemes providing access to transport services in job poor neighbourhoods in order to assist job seeker access to the labour market.	Complete - information sent to Commission Members 23/02/16

Place 02/16 (m 10)	Community Transport Service Director: Transport	A report to consider the current community transport provision and upcoming changes.	Information to be circulated regarding whether any funding from Public Health was included within the proposed grant for Community Transport.	Complete - information sent to Commission Members 23/02/16
Neighbourhoods 11/15 (m 9)	Bristol Waste Company Performance Report Quarter 1 Tracey Morgan	Officers presented the Bristol Waste Company performance report for the first quarter of delivery	Officers to provide additional information within next report	To be included in next Bristol Waste Company Performance report to Commission in March 2016.
Neighbourhoods 11/15 (m 11)	Byelaws Update Alison Comley	Members considered a report responding to a number of additional questions and issues which had arisen after the Commission's consideration of the draft Full Council report in October. The report included a revised timeline proposed for consideration by Full Council.	That officers provide a written response to Cllr Denyer in reference the use of lanterns and windbreaks in parks and green spaces.	Proposal to take byelaws to Full Council in January 2016 was subsequently deferred due to the introduction of a new byelaws process to be issued by DCLG early in 2016. We are currently awaiting clarification of timelines for the new process. Response provided to Cllr Denyer.
Neighbourhoods 01/16 (m 9)	Update on Libraries Head of Libraries	Update report	<ol style="list-style-type: none"> 1) That a future update report be prepared which includes detailed information concerning details of discussions with organisations on future use of buildings in different areas of the city and of community offers throughout the city 2) That an update report be prepared for Monday 21st March 2016 including details of capital spend 	Resolution to be addressed in report going to 21 st March Neighbourhoods Scrutiny Commission.

Neighbourhoods 02/16				At the time of publication, the minutes from the meeting on 16th February 16 were not yet available.
Business Change & Resources 11/15	Income Generation Update Peter Gillett	Presentation covered progress to date to secure income work streams and savings targets, identified additional income sources and confirmed next steps to inform the development of an income generation strategy for the Council	The next update to include analysis of recommendations from the KPMG review	A report will be considered by the Commission at the March 16 meeting.
Business Change & Resources 01/16				At the meeting, a number of reports were considered and noted, but no formal resolutions that required follow up action were made.
Business Change & Resources 02/16	Social Value Policy and Toolkit Allison Slade - Interim Service Manager, Strategic Commissioning and Procurement	The Interim Service Manager, Strategic Commissioning and Procurement introduced the report and invited questions.	To approve the approach outlined in the Social Value Policy and Toolkit for implementation from 1 April 2016, in consideration of the points raised in discussion.	Complete – the Social Value Policy and Toolkit went to the Business Change and Resources Scrutiny Commission in February 16 and will be going to Cabinet in March 16.

FULL COUNCIL: 15 SEPTEMBER 2015

Motion title: Secondary School Places (Motion A, Minute 46)

Motion approved as follows: The School Organisation Plan went to cabinet in October 2013 and made the following statement about secondary school places:

‘Although there are sufficient secondary school places across the City to 2017, the primary pupil numbers which will move through the year groups are significantly greater than the numbers currently available in secondary schools. For example, there are approximately 4,000 places in Year 7 (the first year of entry to secondary school) and there are more than 5,000 pupils in the Reception Year (the first year of entry to primary school).’

The Education and Capital Strategy document goes for consultation soon and confirms the need for extra secondary places.

Council notes that local authorities retain the responsibility for the planning of school places but the Secretary of State determines admission numbers for academies and the Education Funding Agency has responsibility for large capital projects in academies. 18 of the 21 secondary school in Bristol are academies. Council further recalls that it agreed to £20m extra capital for primary places in the budget passed in February 2012 and that this, combined with cross-party lobbying of central government, gave Bristol record levels of investment for primary places.

Council wishes to give confidence to parents and local councillors that Bristol children will be given an acceptable offer of a place at a Bristol secondary school if they so wish. Council therefore requests that the Mayor write to the Secretary of State and the Regional Commissioner explaining the situation, expressing our concerns and asking for the most accurate information available on their plans for the provision of places.

Council also requires that the Mayor brings a report to Full Council which includes details of council capital investment on school places since October 2013 and the plans for expansion/new build of secondary places to meet the expected numbers.

Resolution:

- Paul Jacobs to liaise with the Mayor’s officer re: sending the requested letter from the Mayor to the Secretary of State and Regional Commissioner.
- Paul Jacobs to liaise with the Mayor and advise the likely timing of a report back to Full Council – likely to be January 2016.

Progress since meeting:

- Letter sent to Secretary of State on 4th February 2016. On the same date the Mayor also wrote to the four Bristol MPs about this topic.
- Members have been sent a copy of the correspondence.
- Item confirmed on the Full Council agenda for 15th March 2016

FULL COUNCIL: 15 SEPTEMBER 2015

Motion title: Altered motion – City of sanctuary status – housing refugees (Motion C, Minute 46)

Altered motion approved as follows: This Council calls on the Mayor to give real meaning to our “City of Sanctuary” status by working with housing providers, charities, faith organisations and other partners to ensure that Bristol City Council plays its part in housing refugees caught up in the current humanitarian crisis.

We especially call on the Mayor to agree as a matter of urgency to authorise officers to accept refugees from Syria under the government’s Vulnerable People Resettlement scheme. We are aware that this issue was raised with the Mayor as early as February of this year, and would therefore urge him to take immediate action.

Bristol City Council, as a City of Sanctuary must agree to play a significant role in accepting refugees. Glasgow, Kingston (London), Birmingham and Edinburgh have already agreed to take 50 refugees each. As one of the larger cities in the UK, Bristol City Council should immediately pledge to take 50 refugees as a starting point towards playing our part in hosting refugees fleeing conflict from across the world.

This Council further asks the Mayor to write to HM Government asking them to support cities and communities who want to make a difference at least for some of these refugees.

Resolution:

Mike Hennessey to liaise with the Mayor to determine action to be taken forward.

Progress since meeting:

- In November the Mayor wrote to Richard Harrington (Parliamentary Under Secretary of State for Syrian Refugees) on 4th November outlining his political will and urging government to double the number of Syrian refugees the UK takes.
- Members have been sent copies of the correspondence.

FULL COUNCIL: 10 NOVEMBER 2015

Motion title: Standing against the Trade Union Bill (Motion A, Minute 58)

Motion approved as follows: Bristol City Council recognises the positive contribution that trade unions and trade union members make in our workplaces. We value the constructive relationship that the City Council has with our trade unions and we recognise their commitment, and the commitment of all our staff, to the delivery of good quality public services in Bristol.

We acknowledge that there are around 100,000 trade union members in the Bristol area and we recognise that many hardworking Bristol City Council employees have exercised their right to be a member of a trade union. We reaffirm our commitment to support and promote trade union activities in the workplace.

We note with concern the Trade Union Bill which is currently being proposed by the Government would affect this Council's relationship with our trade unions and our workforce. Furthermore we believe the Government's plans will lead to a more confrontational relationship between the Council and its employees which could damage the public services we provide.

This Council believes that facility time, negotiated and agreed by us and our trade unions to suit our joint needs, has a valuable role to play in the creation and delivery of good quality and responsive services for the residents of Bristol. Moreover we believe that facility time should not be determined or controlled by Government in London.

This Council is content with the arrangements we currently have in place for deducting trade union membership subscriptions through our payroll. We see this as an important part of our positive industrial relations and a simple way to administer a system that supports our employees. This system is an administrative matter for the Council and should not be interfered with by the Government in Westminster.

We call upon the Mayor to:

1. Publically reject the Government's attack on Trade Unions and its attack on our right to manage our own affairs
2. Write to the Secretary of State for Business, Innovation and Skills stating the Council's opposition to the Government's Trade Union Bill.
3. Continue its own locally agreed industrial relations strategy, take every measure possible to maintain its autonomy; (i) To maintain the current facility that recognised trade unions can have subscriptions deducted through payroll, (which is, de-facto zero cost to the Council) unless legally obliged to, in which case we will support trade unions' efforts to move members onto direct debit. (ii) Maintain the current level of release time for Trade Union representatives.
4. Write to all Bristol MPs informing them of Bristol City Council's position and encouraging them to oppose the Trade Union Bill.
5. Protect Bristol City Council employees' right to strike by committing to refusing to use agency workers to cover permanent staff during industrial action.

Resolution:

Mayor to consider his response to points 1-5 as listed.

Progress since meeting:

- The Mayor wrote to Sajid Javid in November relaying Councillors' concerns. Nick Boles (Minister of State for Skills) responded in January.
- Members have been sent copies of the correspondence.

FULL COUNCIL: 15 DECEMBER 2015

Motion title: Making Avon pension fund a fossil-free fund (Motion A, Minute 70)

Amended motion approved (note: the Labour amendment was approved) as follows:

This Council notes:

1. That there is increasing recognition that fossil fuel assets and investments are likely to become 'stranded assets' with 75% having to be kept in the ground to prevent runaway climate change (ref1).
2. Many international experts and investors are warning of the risks of fossil fuel investments, and at the same time the increasing attractiveness of renewable energy technologies, with wind power being the cheapest form of onshore generation now (ref2). Other funds and Universities are increasingly divesting (ref3).
3. The city and its sub region are an area of international expertise in renewable energy technologies. Locally we are also an area with a very strong track record of community sustainable energy initiatives, typified by the work of Bristol Energy Network members, the Bristol Community Strategy for Energy, and the projects supported by Bristol 2015.
4. Bristol Unison branch passed a motion in July for the LGPS to divest from fossil fuels and then wrote to the chair of the Avon pension fund committee conveying that decision in July. Pension fund boards have now been established and UNISON has a seat on the board.

This Council recognises that:

1. The past industrial and economic base of the Bristol and Avon area was in part based on coal and fossil fuels.
2. The future industrial and economic base of Bristol and surrounding authorities will in part be based on energy efficiency and renewable energy technologies.
3. The interests of the pension fund and its pensioners both present and future will increasingly be served by investments that reflect the nature of the fund's liabilities, having particular regard to potential future interest rates and inflation.

4. With many other pension funds divesting and switching to renewables it may be time for Avon Pension Fund to consider following suit if doing so is in the best interests of the scheme and its members. The experience of the award winning Environment Agency PF (a local authority scheme) and other public sector funds are positive lessons we can draw on (ref4) (ref 5).

This Council therefore resolves to ask the Mayor to write to the Avon Pension Fund calling for it to:

1. Request a position statement on the potential impact divesting from fossil fuel assets will have on the Avon Pension Fund and to asked the Avon Pension Fund to report on the scale of its investments in fossil fuels, giving reference to level and scale of the such investments and the impact divesting will have on the future liability profile of the fund.
2. Work with the Council's representative on the Avon Pension Fund to maintain a strong position against further investment in fossil fuels and to provide an annual report evaluating of the viability and risk of investing in any extractive industry, including metal and mineral mining, as well as fossil fuels.
3. Work with Trade Union representatives and the workforce to involve them in divestment and diversification plans and to provide them with a full comprehensive assessment of the impact of divesting from fossil fuel assets could have on their pensions.

Resolution:

Mayor to consider request to write to Avon Pension Fund.

Progress since meeting:

In progress. Officers have drafted a letter which is awaiting Mayor sign off. Once sent, Members will be sent a copy of the correspondence.

FULL COUNCIL BUDGET AMENDMENTS – FEBRUARY 16

The following budget amendments were accepted and progress of their implementation will be monitored via the tracker.

1. 2% Adult Social Care Precept
2. East Bristol Pool
3. Hartcliffe Way Recycling Centre
4. Diamond Card
5. Mental Health Projects
6. Get Bristol Building
7. Environmental Enforcement
8. Bristol Pride
9. Welfare Rights and Money Advice Service (RAMAS)

BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

2nd March 2016

Report of: Shahzia Daya - Interim Service Director- Legal & Democratic Services

Title: Dealing with 'exempt' information

Ward: Citywide

Officer Presenting Report: Shahzia Daya

Contact Telephone Number: 0117 922 2413

1. Background

- 1.1 At its meeting of 3rd September 2015, the Overview and Scrutiny Management Board received a discussion paper on dealing with exempt/confidential information at meetings.
- 1.2 That paper set out the process applied when taking a report to a committee which contained information that would be considered in exempt/confidential session, being that part of the meeting that the Committee had resolved should be exempt from access by public and press and held in private.
- 1.3 The report concerned the steps taken in publishing reports and agenda in advance of meetings that were 'not for publication'. The report explained the legal tests and made reference to those parts of the Council's Constitution concerning the Access to Information Procedure Rules, the Member/Officer Protocol and application of the public interest test when considering disclosure of sensitive information.
- 1.4 Members questioned further how the assessments are made and the part that members have to play in being able to make these judgements. As an outcome of that discussion, it was resolved that:

Officers develop a mechanism for Councillors to challenge Monitoring Officer decisions with respect to decisions on exempt information

2. Context and Issues

- 2.1 The decision on whether or not information is exempt or not is one for the committee deliberating on that item of business, not officers.
- 2.2 The duty to allow members of the public and press access to a meeting, and also the papers provided to that meeting, are contained in the Local Government Act 1972 (as amended and as applied to the elected mayor and cabinet). The power to decide that an item of business on an agenda is 'exempt' from this duty resides in the Committee deliberating on that item.
- 2.3 These provisions are set out at section 100A (Admission to meetings of principal councils), which states that
- (1) *A meeting of a principal council shall be open to the public except to the extent that they are excluded (whether during the whole or part of the proceedings) under subsection (2) below or by resolution under subsection (4) below.*
- ...
- (4) *A principal council may by resolution exclude the public from a meeting during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I below.*
- (5) *A resolution under subsection (4) above shall—*
- (a) *identify the proceedings, or the part of the proceedings, to which it applies, and*
- (b) *state the description, in terms of Schedule 12A to this Act, of the exempt information giving rise to the exclusion of the public, and where such a resolution is passed this section does not require the meeting to be open to the public during proceedings to which the resolution applies.*
- 2.4 This decision is one for that meeting alone. The process for officers therefore is, in effect, to work backwards from this decision. Officers are in the position that they must consider whether or not it is likely that a Committee will resolve to go into private session and, therefore, not publish the papers in advance as they would otherwise do.
- 2.5 The process before a meeting reflects the decision, and legal tests associated with that, to be made by the Committee. In this instance, the law places that responsibility upon the 'proper officer' who, in Constitutional terms, is the monitoring officer.
- 2.6 These provisions are set out at section 100B (Access to agenda and connected reports)

- (1) *Copies of the agenda for a meeting of a principal council and, subject to subsection (2) below, copies of any report for the meeting shall be open to inspection by members of the public at the offices of the council in accordance with subsection (3) below.*
- (2) *If the proper officer thinks fit, there may be excluded from the copies of reports provided in pursuance of subsection (1) above the whole of any report which, or any part which, relates only to items during which, in his opinion, the meeting is likely not to be open to the public*

- 2.7 Whilst what is likely or not likely to be determined as being exempt information at the meeting will be discussed in the Chair's pre-meeting, it is the monitoring officer who is the final arbiter, as proper officer, who must take the decision over what is or is not likely to result in a resolution to exclude the public and press. That translates in practical and real terms to a professional determination over what will or will not meet the, now fairly clear, legal tests in terms of what is exempt from public access in a report before a meeting takes place.
- 2.8 The key word in the above, however, is 'before'. That role then changes from one of arbiter to one of advisor at the committee meeting itself. The monitoring officer will duly advise on the matter, sometimes with some force, but the law is quite clear that the decision on the application of the legal test set out above is one for the Committee or Cabinet to make in voting on whether or not to exclude the public.
- 2.9 It is this point which answers the question raised by OSM Board at 1.4 above, because the final and actual decision of whether or not papers are exempt from public access is for the Committee or Cabinet to make, not the monitoring officer.
- 2.10 If a meeting makes a decision to remain in public session, the reports and papers previously marked 'not for publication' in the likelihood of them being exempt, would be duly made available to the public with immediate effect and then published in the normal way.
- 2.11 If a Member is unhappy with that decision of the committee or cabinet, there are two potential courses of action.
 - a) The first is judicial review of the Committee or Cabinet's decision, dependent on the nature of the decision.
 - b) The second is a request for the information under FOI. As the access to information regime is aligned with the provisions of the Freedom of Information Act, the response should be the same. That process has the advantage of complaint and recourse to the Information Commissioner's Office, which may ultimately lead to the Information Tribunal(s)

3. Other Issues

- 3.1 Once made, the effect of passing of such a resolution is it removes the provision that the meeting is open to anyone but the membership of that committee and those persons expressly invited to attend.
- 3.2 This decision includes Members of the Council who are not members of that committee. Each council will have its own protocol on how other members may or may not be then a party to that exempt discussion, but the law is clear that it does exclude any other Member not part of that committee.
- 3.3 There are separate rights for Overview and Scrutiny Committees to demand information about executive meetings. There are also rights for individual Members, which are discussed elsewhere.

4. Recommendation

- 4.1 That the Overview and Scrutiny Management Board request officers to arrange a training and briefing session on the issues set out in the report, both specifically for Scrutiny and also for all Members..