Committee Model Working Group

Date: Friday, 26 May 2023
Time: 11.00 am
Venue: The Bordeaux Room, 1st Floor, City Hall, BS1 5TR

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Agenda

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

2. **Apologies for absence**

3. **Declarations of interest**

4. **Minutes from the previous meeting and decisions log**

5. **Public Forum**

   Up to 30 minutes is allowed for this item.

   Any member of the public or Councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda.

   Public Forum items should be emailed to committeesystem@bristol.gov.uk and please note that the following deadlines will apply in relation to this meeting:

   Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office **at the latest by 5pm on Monday 22nd May 2023**.

   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 Noon on Thursday 25th May 2023.**

6. **One City Report**

7. **Mayoral Commissions Update**

8. **Local Decision Making**

(Pages 63 - 68)

9. **Work Programme - for noting only**

(Pages 69 - 71)

Committee Model Working Group Minutes

Friday 28th April 2023

Attendees: Councillor Jenny Bartle, Councillor Geoff Gollop, Councillor Nicola Beech, Councillor Marley Bennett, Councillor Richard Eddy (left at 11.45am), Councillor Gary Hopkins (arrived at 10.30am), Councillor Helen Holland, Councillor Tim Kent, Councillor Lorraine Francis, Councillor Heather Mack (substituting for Councillor Makawi), Councillor Steve Pearce, and Councillor Guy Poultney.

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

The Chair welcomed those present and introductions were made.

2. **Apologies for absence**

Apologies were received from Councillor Makawi who was substituted by Councillor Mack.

3. **Declarations of interest**

There were no declarations of interest.

4. **Minutes from the previous meetings and decisions log**

The minutes of the meeting on 31st March 2023 were approved subject to:

- The inclusion of Councillor Gary Hopkins in the list of attendees
- It was agreed that the discussion around the need to ensure all Cabinet Member portfolios were incorporated into the Policy Committees, particularly in relation to cross cutting areas had not been adequately captured.

Members noted the decision log.

RESOLVED: That the minutes from the previous meeting be approved, subject to the amendments above.

5. **Public Forum**

The following public forum questions and statements were received for the meeting.

Questions (and answers)

No.	Name	Question
PQ 01	Dan Ackroyd	**Q1. Meetings in Bristol City Council have a recurring problem with senior council members talking out of turn, to talk over other people, and currently the people chairing meetings seem to take no action against this disruption. What changes are going to be made to how meetings are run to make this less of an issue under the committee system?** A1. This is a question for the Committee Members to answer.

PQ 02	Clive Stevens	**Q2. Agenda item 4 - decisions log: In the February sessions you decided to constitute an Escalations Panel. This was in response to issues about scrutiny and ensuring decision making is to the best benefit of the public as a whole. I do not see from the Work Programme that you have allocated time for further discussion about this valuable new addition to Bristol City Council's system of governance. Could you consider including time for further discussion and decisions please to refine the workings of the Escalations Panel? (I would be very happy to furnish some examples of why it is an important addition to the Committee System).** A2. In July 23, the CMWG will be agreeing the remainder of their Work Programme for 23/24. Items will include consideration of any areas, such as the Escalation Panel, where more details may be required before redrafting or preparing the relevant parts of the Constitution can commence.
PQ 03	Clive Stevens	**Q3. Agenda item 7 – Roles and Responsibilities of Councillors: There doesn't appear to be any mention in the current report of councillors' requirements to scrutinise the information provided to them. Given that you have decided to build scrutiny into the job tasks of each committee, could you consider adding this job to committee members please?** A3. Members of the CMWG are invited to share their views on this suggestion.
PQ 04	Clive Stevens	**Q4. Agenda item 7 - Appendix A part 6 - Chair of a Policy Committee – Generic Chairs' Responsibilities. (Para 2, top of page 8 of 11). This paragraph requires the chair of a policy committee to be impartial. I don't think this is possible in many cases and could become grounds for challenge. The chair needs to be fair and run a meeting in such a way as to facilitate open discussions etc. Clearly a chair mustn't be pre-determined but I don't think they need to pretend to be impartial, being fair is sufficient. Please consider the use of the word impartial in that specific clause?** A4. The Nolan Principles state that 'holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.' Therefore, use of the term impartial is consistent.
PQ 05	Clive Stevens	**Q5. Agenda item 7 - Appendix A part 6 - Chair of a Policy Committee – Generic Chairs' Responsibilities. (Para 2, top of page 8 of 11).** **In the future you may decide you need to add the requirement that a chair allows a minority report (or however you call it) from a few councillors on a Policy Committee to go to the Escalations Panel. Could you confirm with the Monitoring Officer that an amendment like this could be added in at a later date please?** A5. Members have not yet finalised the arrangements for the Escalation Panel and will consider this in due course.
PQ 06	Suzanne Audrey	**Q6. The paper on the roles and responsibilities of councillors seems to focus on the practicalities of who does what, and that is obviously important. There is some reference to 'high standards of ethical conduct', but there is nothing in the paper to say what those standards are. Is it possible to include a paragraph referring to the 'Nolan principles' and Bristol City Council's Member Code of Conduct?** A6. Members of the CMWG are invited to share their views on this suggestion.
PQ 07	Suzanne Audrey	**Q7. I see that the current member Code of Conduct states: This code of conduct is to be signed immediately by you upon being sworn office and this will be done by the Monitoring Officer. What training is provided to councillors about the content and meaning of the member Code of Conduct, and could it be improved under the new committee system?** A7. All Councillors are provided with training on the Code of Conduct as part of their induction and we will be working with Members to design the training programme for 2024 in due course.

Statements

Number	Name
PS 01	Suzanne Audrey
PS 02	David Redgewell
PS03	Clive Stevens
PS04	Martin Fodor

The following information was provided in response to supplementary questions:

- A comprehensive Member Induction Programme will be delivered to the 2024 cohort of Members which will include sessions on chairing skills training and the Code of Conduct.
- Attendees were reminded that all Members sign the Member Code of Conduct, and the Monitoring Officer is available to provide advice and guidance when required. It is the responsibility of Members to ensure all appropriate interests are declared.
- Committee Chairs are required to ensure that any disruption in meetings is kept to a minimum, and that Members are working as a cohesive group.
- The Escalation Panel would be discussed in further detail at a later meeting, to include consideration of the composition and how decisions will be referred.

RESOLVED: That the public forum be noted.

6. **Committee Structure; to determine the number of Committees and their general responsibilities**

The Head of Democratic Engagement provided a brief introduction to the report and reminded the Committee of what was discussed at the previous meeting. The Group went onto consider the report, commenting as follows:

- The responsibilities of each Policy Committee as set out were broadly acceptable, however, there were concerns about the need to ensure public health was given sufficient prominence. In view of this, it was agreed that there should be an eighth Policy Committee 'Public Health and Communities' and the 'Homes and Communities' Policy Committee would be changed to 'Homes and Housing Delivery.' It was noted that this would increase the number of seats each Group was required to fill, however, it was also noted that not all Policy Committees would need to meet with the same frequency.
- The Group heard from a Councillor on the need for the Health and Wellbeing Policy Committee to have a clear focus on Adult Social Care, as this was where the majority of the Council's budget was utilised. The Group was reminded of the statutory requirement to have a separate Health and Wellbeing Board, made up of Members and external partners.
- Members discussed the option of establishing any standing Sub-Committees and agreed that from the outset there should be one relating to budget matters, which would report to the Strategy and Resources Policy Committee, with another covering Health, which would report to the Public Health and Communities Policy Committee. Any other Sub-Committees would be agreed in due course.

- Consideration was given to local decision making with differing views about if and when the current arrangements should be reviewed and potentially expanded. Members noted that this would be subject to in-depth discussion at their meeting on 26th May 23.
- It should be noted that the Local Plan Working Group would be retained in the new model.
- The Group agreed that a forum should exist for all Policy Committee Chairs and senior officers to meet regularly to discuss key strategic matters. These would not be formal, decision-making meetings but would enable a cohesive approach.
- Members went on to consider the arrangements for review of the Council's monitoring of risk, performance and budgets and agreed that each Policy Committee should receive reports in these areas, with oversight being the responsibility of the Strategy and Resources Policy Committee.
- It was noted that the Policy Committees would need to be politically proportionate, and Members agreed that the Chairs and Vice-Chairs of all Committees (including the regulatory ones) would be appointed at Full Council.
- The group agreed that the Strategy and Resources Committee does not have to exclusively be made up of Policy Committee Chairs, with appointments to be made by the Whips in due course.

RESOLVED: That the following recommendations be made to Full Council:

- That there would be standing Sub-Committees relating to Health and Budgets, reporting to the Communities and Public Health and Strategy and Resources Committee respectively.
- That there be 8 Policy Committees as follows:
    - Adult Social Care
    - Children and Young People
    - Economy and Skills
    - Environment and Sustainability
    - Homes and Housing Delivery
    - Public Health and Communities
    - Strategy and Resources
    - Transport and Connectivity

7. Roles and Responsibilities of Councillors under the Committee Model of Governance

The Director of Legal and Democratic Services provided a brief introduction to the report.

It was noted that consideration was needed for who would agree decisions in the period between the Mayor stepping down and the Council Leader being elected.

Members suggested the following amendments be made to the report:

Roles and Functions of All Councillors

- Item 4: Addition of 'act as community champion and encourage community cohesion' and change to 'all Councillors must advise local individuals and interest groups in their dealings with the Council where appropriate'
- Item 7: Inclusion of a line to reflect the requirement for all Councillors to examine and challenge issues.
- Item 8: Include reference to the Member Code of Conduct.

- Item 9: Add the requirement to uphold the Public Sector Equalities duties.

Leader of the Council

- Include the role of Chair of the Strategy and Resources Committee.

Chairs and Vice Chairs

- All Chairs and Vice-Chairs will be appointed by Full Council.

RESOLVED: That the following recommendations be made to Full Council:

- That the Chairs and Vice Chairs of all Committees in the Committee system would be appointed by Full Council.
- The Strategy and Resources Committee will have oversight of the Councils Corporate Finances and will be Chaired by the Leader of Council.
- The Strategy and Resources Committee does not have to exclusively be made up of Policy Committee Chairs, with appointments to be made by the Whips in due course.
- Risk and performance will be monitored by individual Policy Committees. The Strategy and Resources Committee will monitor corporate risk and performance.

8. **Stakeholder engagement feedback - standing item**

No updates were provided.

9. **Work Programme - for noting only**

Members noted the Work Programme.

Committee Model Working Group

Decisions Log

Topic	Decision	Date	Note
Leader/Deputy Leader	Leader and Deputy Leader to be in place, appointed by Full Council. Roles and responsibilities to be confirmed at 14th April 23 meeting.	270123	Some concerns about the 'strong' leader model
Key decision threshold	Details TBC. £500k minimum.	270123	Current political oversight of decisions to be maintained or increased.
Forward Plan	Forward plan (s) to be in place – details TBC.	270123	
Emergency Decision Making	Assume APR 15 and 16 will be replicated but to be agreed once more details of how the arrangements operate have been provided.	270123	
Officer Delegated Decisions (OEDs)	Chairs/VCs to be consulted on OEDs in advance. May be a requirement to publish them before the decision and introduce the option for Call In.	270123 240223	
Local Decision Making	To be confirmed after the substantive discussion on 26th May 23.	270123	
Budget and Policy Framework	Deferred to a later meeting.	270123	Decision to be made after details of the policy committee structure is available.
Member Forum/Public Forum	To be retained in the new model and may be expanded e.g., more time.	270123	Some concerns about the right balance between managing the business of the meeting and enabling additional engagement. Chairs' discretion to manage the meeting remains key.
Petition Debates	CMWG to review the threshold and agree pathway for debate and responses.	270123	
Agenda Settings	Leads to be invited to agenda setting meetings – draft reports to be available.	270123	
Briefings	Chairs/VCs to attend current Cabinet Member briefings. Details for briefings for Policy Committee Members TBC	270123 240223	
Scrutiny	All scrutiny functions to be incorporated into the Policy Committees, including task and finish/inquiry day activities.	240223	
Escalation Panel	To be included in the new model and established by Full Council. Its purpose will be to consider decisions made by Policy Committees based on the grounds set out in Article 14 of the Constitution. All other arrangements to be confirmed	240223	
Policy Development	The process for policy development needs further consideration. Should include use of task and finish groups/inquiry days.	240223	
Audit Committee	Role and remit to be considered at a later date.	240223	

Policy Committees	There will be seven Policy Committees based on the Council's Corporate Themes, all reporting to Full Council. With the exception that the 'Effective Organisational Development' theme would become the 'Strategy & Resources Policy Committee'. Further details to be agreed at the CMWG's meeting on 28th April 23.	310323	
Delegations	Full Council are able to delegate powers to Committees, who in turn can delegate powers to sub-Committees	310323	
Subcommittee Membership	Membership of Subgroups could be any Councillor and did not need to be taken from the parent body	310323	
Frequency of Policy Committees	That the indicative frequency of Policy Committees would be every 6-8 weeks dependent on business.	310323	
Subcommittees	That there would be standing Sub-Committees relating to Health and Budgets, reporting to the Communities and Public Health and Strategy and Resources Committee respectively.	280423	
Policy Committees	That there be 8 Policy Committees as follows: 1. Adult Social Care 2. Children and Young People 3. Economy and Skills 4. Environment and Sustainability 5. Homes and Housing Delivery 6. Public Health and Communities 7. Strategy and Resources 8. Transport and Connectivity	280423	
Chair/Vice-Chair	That the Chairs and Vice Chairs of all Committees in the Committee system would be appointed by Full Council.	280423	
Policy Committees	The Strategy and Resources Committee will have oversight of the Councils Corporate Finances and will be Chaired by the Leader of Council.	280423	
Policy Committees	The Strategy and Resources Committee does not have to exclusively be made up of Policy Committee Chairs, with appointments to be made by the Whips in due course.	280423	
Policy Committees	Risk and performance will be monitored by individual Policy Committees. The Strategy and Resources Committee will monitor corporate risk and performance.	280423	

Public Information Sheet

You can find papers for all our meetings on our website at www.bristol.gov.uk.

Public meetings

Public meetings including Cabinet, Full Council, regulatory meetings (where planning and licensing decisions are made) and scrutiny will now be held at City Hall.

Members of the press and public who plan to attend City Hall are advised that you may be asked to watch the meeting on a screen in another room should the numbers attending exceed the maximum occupancy of the meeting venue.

COVID-19 Prevention Measures at City Hall (June 2022)

When attending a meeting at City Hall, the following COVID-19 prevention guidance is advised:
- promotion of good hand hygiene: washing and disinfecting hands frequently
- while face coverings are no longer mandatory, we will continue to recommend their use in venues and workplaces with limited ventilation or large groups of people.
- although legal restrictions have been removed, we should continue to be mindful of others as we navigate this next phase of the pandemic.

COVID-19 Safety Measures for Attendance at Council Meetings (June 2022)

We request that no one attends a Council Meeting if they:
- are required to self-isolate from another country
- are suffering from symptoms of COVID-19 or
- have tested positive for COVID-19

Other formats and languages and assistance for those with hearing impairment

You can get committee papers in other formats (e.g. large print, audio tape, braille etc) or in community languages by contacting the Democratic Services Officer. Please give as much notice as possible. We cannot guarantee re-formatting or translation of papers before the date of a particular meeting.

Committee rooms are fitted with induction loops to assist people with hearing impairment. If you require any assistance with this please speak to the Democratic Services Officer.

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee Members and will be published on the Council's website before the meeting. Please send it to committeesystem@bristol.gov.uk

The following requirements apply:

- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned.
- The question is received no later than **5pm three clear working days before the meeting**.

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, it may be that only the first sheet will be copied 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 and circulated to the Committee and published within the minutes. Your statement or question will also be made available to the public via publication on the Council's website and may be provided upon request in response to Freedom of Information Act requests in the future.

We will try to remove personal and identifiable information. 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. Other committee papers may be placed on the council's website and information within them may be searchable on the internet.

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. **This may be as short as one minute.**
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.
- Under our security arrangements, please note that members of the public (and bags) may be searched. This may apply in the interests of helping to ensure a safe meeting environment for all attending.

- As part of the drive to reduce single-use plastics in council-owned buildings, please bring your own water bottle in order to fill up from the water dispenser.

For further information about procedure rules please refer to our Constitution
https://www.bristol.gov.uk/how-council-decisions-are-made/constitution

Webcasting/ Recording of meetings

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). 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.

The privacy notice for Democratic Services can be viewed at www.bristol.gov.uk/about-our-website/privacy-and-processing-notices-for-resource-services

Member Committee Working Group
Agenda Briefing 12 May 2023

Report of: Head of City Office

Title: City Office - Report for Members Committee Working Group

Ward: Citywide

Member Presenting Report: Head of City Office

Recommendation
For the Members Committee Working Group to note the contents of this report and it's appendices for their future work and decision making on partnership working under the Committee System model of governance.

Summary
One City is a citywide partnership involving approx. 1000 partners and 150 Board Members across public, private and voluntary, community and social enterprise sectors in Bristol. The City Office helps to catalyse, enable and support the One City work. Bristol City Council is one of six co-funders and the host of the City Office. The Council currently actively supports One City and it underpins the council's Corporate Strategy 2022-2025.

The Committee System in the future may wish to consider Bristol City Council's role; funding and hosting of the City Office and engagement/support to the One City concept; with One City. It should be noted that the council is one of many partners. Partners could continue the model on without the local authority, noting however that this would likely reduce the partnership's capacity to break down sector silo's and collaborate to respond to key challenges facing the city.

This paper provides a summary of One City and the operations of the City Office and is designed to inform the Committee Working Group's approach to One City.

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Policy – not applicable

Consultation
Internal – not applicable
External – not applicable

Context
This paper sets out a summary of the One City, the One City Partnership Structure and the City Office with the following appendices:

A. Introduction to City Office – a short presentation used previously for Elected Member inductions and briefings.
B. One City Board Members and City Partners Group Members and breakdown by sector.
C. Timeline of the One City Initiative.

The One City Initiative
The One City initiative was first established in July 2016 with the formation of the City Office, designed to be a hub that brought together city partners to work together on city challenges. The rationale for the initiative was to:

- Provide a framework for city partners and city leaders from different sectors and organisations to come together regularly to share information and consider city challenges and opportunities in a holistic manner.
- To try and collate resource capacity to solve city challenges as a collective.

Feedback from city partners was that there was a desire to create a meeting framework that brought people together regularly and to create a shared vision through which strategies from different organisations and institutions could be aligned. This evolved into the One City Plan and the One City Governance Structure that were launched in January 2019.

One City sits in the wider framework of partnership working across the city council and the city and the details of that wider framework are scheduled for the Committee Working Group's July meeting.

City Partners Group
This group was established in December 2018 initially as an informal group of senior officers/chairs from the city's public sector institutions and representatives from key sectors such as the Chamber of Commerce, Transport Providers, the VCSE sector and Environment Sector. During the pandemic this group had a weekly call with the Director of Public Health to help share information across the city through their networks and to be able to support one another with the response to the crisis. In Sept 2021 this group agreed a Terms of Reference which can be found here. The group continues to meet every two weeks at the invite of the Mayor. As set out in the Terms of Reference this is an informal group of volunteers that has decided to meet regularly, and the group has no formal decision-making authority.

One City Plan
First launched in January 2019 the One City Plan has been refreshed in 2020 and 2021. The plan sets out an overarching vision for the city by 2050 underpinned by six themes, each of which has a timeline of activity setting out goals every year up until 2050. The goals are an attempt to sequence activity recognising that issues such as carbon neutrality need to have activity occurring every year, by a wide

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variety of organisations, in order to achieve the goal of a carbon neutral city by 2030. Every goal is underpinned by the UN Sustainable Development Goals.

The timelines are owned by the One City Boards who also lead on the refresh of their goals. Progress against the goals is set out in the Annual Report for the City Office. It is also recorded, where appropriate, in the council's Business Planning where goals align with council activity.

Following a workshop with academics, community groups and board membership to review the One City Plan refresh process the decision was taken to refresh the plan every two years. The 2023 refresh is scheduled to be launched on Wednesday 7 June. The refresh has been done with input from:
- The Youth Council
- Council service areas workshop
- VCSEs sector strategy group
- Bristol Women's Commission
- Bristol Disability Equalities Commission
- Bristol Commission on Race Equality
- Bristol Advisory Committee on Climate Change (BACCC)
- Community Development workers
- Bristol Older People's Forum
- All City Board Members

A briefing session and a workshop was also held for elected members and 25 councillors attending representing all 5 parties which has helped inform the plan.

City Gathering
The City Gatherings are events that are held a minimum of twice a year. They bring together city stakeholders from across the city around specific themes and to showcase different work happening in the city. Designed to be fast-paced, they typically include a wide range of speakers from community groups, front-line services and city organisations, as well as national and international speakers. With the onset of the pandemic the Gatherings moved online and typically have had 300-400 attendees.

Recent Gatherings have focused on Recognising the loss through COVID, COVID recovery, Economic Recovery from COVID, Cost of Living Crisis, Climate and Ecological Emergencies. The most recent was held in person in March 2023, with 300+ attendees and focused on reconnecting the city. Each Gathering also contains a Many Neighbourhoods, One City community video that highlights work happening in different wards in the city (moved on rotation) related to the theme. An example can be found here.

The One City Boards (full membership is available in Appendix B)
There are seven One City Partnership Boards. Below sets out a summary of each board, how they are supported and chaired. Further information on the boards is available on the One City website here. The title of each Board listed below also contains a hyperlink to the relevant page on the website. Barring the Health and Wellbeing board which has a statutory function, all Boards have undergone an expression of interest process to invite representatives from relevant organisations to join the Boards with a panel of equalities representatives and technical experts making recommendations to City Office on appointments. This was conducted in 2021.

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- **Children and Young People's Board** – re-launched in 2021 via an expression of interest process, meetings are open to the public with agenda and minutes available on the One City website - the Board has no delegated decision making authority. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively. Has responsibility for the One City Belonging Strategy.
  Chairs: Cllr Asher Craig and TBC (Youth Mayor). Clerk: City Office. Board Support Officer: currently City Office. BCC Directors: Reena Bhogal-Welsh (Education) and Abi Gbago (Executive Director Children).

- **Economy and Skills Board** – re-launched via an expression of interest process in 2022 with the first meeting held in April 2022, meetings are open to the public with agenda and minutes available on the One City website – the board has no delegated decision-making authority. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively. Has responsibility for the Economic Recovery and Renewal Strategy.
  Chairs: Cllr Craig Cheney and Victoria Matthews (Business West) and. Clerk: currently City Office. Board Support Officer: City Office currently. BCC Director: John Smith, delegated to Anesa Kritah, Economic Development Manager.

- **Environment Board –** formed via an expression of interest process in 2019 with the first meeting in July 2019, minutes available on the One City website - the Board has no delegated decision making authority. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively. Has responsibility for the Climate and Ecological Strategies.
  Chairs: Cllr Kye Dudd and Ann Cousins (Arup) . Clerk: Bristol Green Capital Partnership. Board Support Officer: Bristol Green Capital Partnership. BCC Directors: John Smith delegated to Alex Minshull, Sustainable City and Climate Change Service Manager.

- **Health and Wellbeing Board** – statutory committee formed under 2012 in line with legislation – run as a democratic committee of the council with public forum, agenda and minutes available on the council's website. Membership by health partners is determined by legislation.
  Chairs: Cllr Helen Holland and ICP Partnership Representatives. Clerk: Democratic Services. Board Support Officer: Mark Allen (Public Health). BCC Directors: Christina Gray, Hugh Evans, and Stephen Beet.

- **Homes and Communities Board** – re-launched via an expression of interest process with the first meeting happening in March 2022, agendas and minutes available on the One City website – the Board has no delegated decision-making authority. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively. Chairs: Cllr Tom Renhard and Oona Goldsworthy (Brunel Care). Clerk: City Office. Board Support Officer: City Office currently. Directors: Donald Graham and Penny Germon.

- **Transport Board** – re-launched via an expression of interest process in 2022 and held its first meeting in March 2022, agendas and minutes are available on the One City website – the Board has no delegated decision making authority. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively. Chairs: Cllr Donald Alexander and

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Melanie Watson (Transport Focus) . Clerk: City Office. Board Support Officer: Jacob Pryor (Transport Team). Directors: John Smith, delegated to Adam Crowther.
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- Culture and Creative Industries Board - established in 2020, this Board does not have a timeline in the One City Plan but instead supports delivery across all the Boards and acts as an information hub for different culture organisations in the city. The Board refreshed its membership in Summer 2022 via an expression of interest process. It makes recommendations on what challenges and ambitions should be included in the One City timelines, how goals should be delivered and how issues and opportunities can be addressed collaboratively.
Chairs: Marvin Rees and Lynn Barlow (UWE) . Clerk: City Office. Board Support Officer: currently City Office. Director: Patsy Mellor.

The City Office
Established in 2016, the City Office acts as the catalysing and enabling hub for the One City Approach. The office leads and coordinates a wide variety of activity including but not limited to:

- Coordinating, supporting and clerking the seven One City Partnership Boards.[1]
- Coordinating and leading the work programme for the City Partners Group.
- Coordinating and providing technical expertise on Sustainable Development Goals including running the SDG Alliance and co-production of the Voluntary Local Reviews.
- Overseeing the One City Plan including refresh, monitoring and tracking and oversight of the five One City Strategies: Economic Recovery, Climate, Ecology, Belonging and Good Food 2030.
- Stakeholder Management of 1000+ partners.
- Leading key projects such as Bloomberg Harvard Collaboration Programme, UN Habitat Nesta Climate Smart Cities Challenge initiative and the Living Rent Commission, amongst others.
- Championing One City locally, nationally and internationally including all communications, website, dashboard, branding etc.
- Delivery of key events including City Gatherings, partnership events, city challenge sessions (e.g. Waste Summit, Violence Reduction Summit) etc.

- The outputs of the City Office, including the delivery against the One City Plan Goals, are documented in the following documents:
- Annual Report 2019
- Annual Report 2020

City Office Background and staffing

- Prior to May 2019, the City Office operated on a secondment basis with individuals being seconded from different organisations across the city. The City Office had no budget at this time and any costs (for events, materials etc.) were met from the Mayor's discretionary budget.
- In February 2019, Full Council approved a one-year budget of £190k for the City Office and a £95k budget for the following three years (2020-2023). This budget funded a small core team of three posts, appointed through the local authority's recruitment processes, and a small operating budget for printing, design, a website and events.

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[1] It should be noted that the Health and Wellbeing Board and the Environment Board have distinct arrangements as the former is a statutory requirement of the local authority and the latter is managed by the Bristol Green Capital Partnership using part of their grant from Bristol City Council.

- In October 2019, the City Office were prize winners from the European Capital of Innovation and secured £85k which supported the Office's funding in accordance with the terms of the prize.
- During the COVID pandemic the team was expanded, using COVID funding, to five posts plus one full-time placement in order to manage the increased workloads as the City Office pivoted to support the city's COVID response and recovery.
- In 2021-22, funding agreements were confirmed on a three-year (until 2024) basis with University of Bristol, University of West of England, Avon and Somerset Constabulary (for one year only), University Bristol Hospital Trust, North Bristol Hospital Trust and City of Bristol College.
- The City Office core team currently includes the following posts:
  - 1 FTE - Head of City Office
  - 1x FTE and x 0.8 FTE– Operations and Stakeholder Managers
  - 1x FTE – Business Support Adviser (vacant since January 2023 due to the vacancy freeze)

Board Support Officers were introduced for every board in 2022; officers based within technical service areas within Bristol City Council who contributed approximately one day a week to supporting the One City Partnership Boards and running the 18 task and finish groups on the One City Plan goals. This was in recognition that the core team was at capacity and needed additional support to manage the growing remit. The City Office however still retains the administration functions (minutes, scheduling) and the cross-board work and attends all agenda setting and Board meetings. City Office will also perform the function of the Board Support Officer in the event there is a vacancy.

During the last four years the City Office has also hosted a number of student placements, interns and apprenticeships and regular work experience placements.

City Office - current position
All four posts within the City Office core team will be vacant from June 2023. The current core team is funded from contributions from partners including Bristol City Council with any shortfall being met by income generation (e.g. our work on the SDG Voluntary Local review) or Bristol City Council (recharging for work on other projects e.g. the Council's budget process) to date. The cost of the core team, as per current arrangements, is £263.9k staffing costs.

It has been agreed with all funders to continue to the current funding arrangements for 2023-24 and City Office will recruit to three core roles, a reduction to align with the current funding available: Head of City Office, Operations and Stakeholder Manager and Business Support Advisor. These will all be fixed term posts until 01 June 2024.

There is active engagement with key partner over potential secondments into the City Office to support particularly projects and Board Support functions (as a number of the Board Support Officer have left the local authority).

Current funding arrangements.

Partner	Costs	Comment
Bristol City Council - General Fund	£77k	Confirmed for 2023-24. Budget for 2024 onwards will be determined via the new Committee System's budget.
Dedicated Public Health Grant	£30k	Three years of funding 2021-22, 2022-23, 2023-24
University of Bristol	£25k	Three years of funding 2021-22, 2022-23, 2023-24
UWE	£25k	Three years of funding 2021-22, 2022-23, 2023-24

UHBW	£25k	Three years of funding 2021-22, 2022-23, 2023-24
NHBT	£25k	Three years of funding 2021-22, 2022-23, 2023-24
City of Bristol College	£10k	Three years of funding 2021-22, 2022-23, 2023-24
Total	**£217k**	

Proposal

For the Members Committee Working Group to review this report for their Agenda Conference and provide a steer on any specifics (key information, steers etc.) they require for the Public Reports.

- **Other Options Considered** – not applicable

- **Risk Assessment** – not applicable

- **Summary of Equalities Impact of the Proposed Decision – not applicable**

- **Legal and Resource Implications**
    - **Legal** – not applicable
    - **Financial** – not applicable
    - **Land** – not applicable
    - **Personnel** – not applicable

Appendices:

A. Introduction to City Office – a short presentation used previously for Elected Member inductions and briefings.
B. One City Board Members and City Partners Group Members includes definitions and breakdown of membership by sector.
C. Timeline of One City

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
Background Papers:
N/A

One City

Introduction to Bristol One City

BRISTOL ONE CITY

Definitions

- **ONE CITY APPROACH – term applied to projects/initiatives that are cross sector & cross organisation; used by a wide range of organisations in the city not necessarily involving the local authority or City Office team**

- **ONE CITY – shorthand to cover the structures, One City plan, ethos and/or the City Office**

- **CITY OFFICE – staffing team that coordinates, catalyses and enables the One City work**

BRISTOL ONE CITY

WHAT ARE WE TRYING TO SOLVE?

- Hundreds of unaligned city strategies – most of which end in five years or less

- No framework to easily bring together city leaders
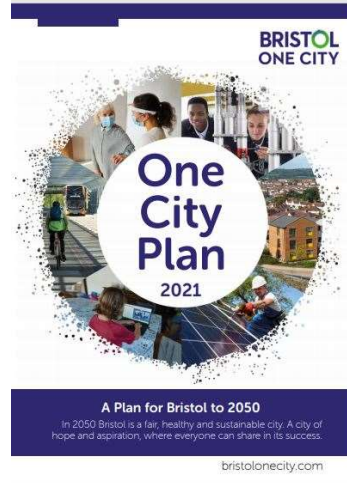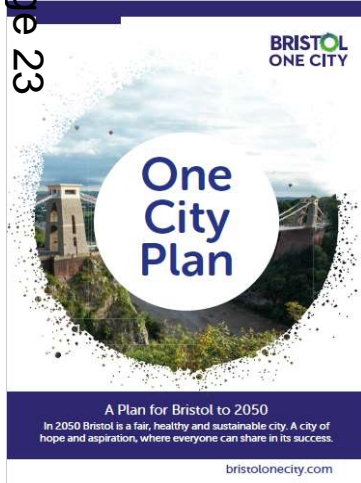
HOW ARE WE TRYING TO SOLVE THIS?

- A One City vision and plan; that sequences activity up until 2050; to attempt to bring focus, long-term strategies and prompt debate

- The establishing of a city leadership framework

Our hope - to harness the potential of our collective power to benefit the city

BRISTOL ONE CITY

One City Vision

In 2050, Bristol is a fair, healthy and sustainable city.

A city of hope and aspiration, where everyone can share in its success.

Children and Young People	Economy and Skills	Environment	Health and Wellbeing	Homes and Communities	Transport
By 2050 everyone in Bristol will have the best start in life, gaining the support and skills they need to thrive and prosper in adulthood	By 2050 everyone in Bristol will contribute to a sustainable, inclusive and growing economy from which all will benefit	By 2050 Bristol will be a sustainable city, with low impact on our planet and a healthy environment for all	By 2050 everyone in Bristol will have the opportunity to live a life in which they are mentally and physically healthy	By 2050 everyone in Bristol will live in a home that meets their needs within a thriving and safe community	By 2050 everyone will be well-connected with digital services and transport that is efficient, sustainable and inclusive; supporting vibrant local neighbourhoods and a thriving city centre

Enabler: Culture Board

BRISTOL ONE CITY

The One City Approach Network

CITY OFFICE FORUMS

☐ **City Partners Group**

🎨 Multi Board

🔴 Children & Young People's
🟢 Economic & Skills
🟪 Environment
🔵 Health & Wellbeing
🟠 Homes & Communities
🟩 Transport
🟡 Culture

⬆️ **Board Task & Finish Groups**

CITYWIDE FORUMS

Bristol Advisory Committee on Climate change	International Board
Night Time Economy Panel	Learning City Partnership
SDG Alliance	Bristol Innovation Group
Women's Commission	Commission on Race Equality
Race Strategic Leaders Group	Disability Commission
City Fellows	Domestic Abuse Commission
Older People's Forum	

CITYWIDE TASK & FINISH

- Liveable Cities Steering Group
- VCSE Recovery Steering Group
- Legacy Commission
- History Commission
- Living Wage Working Group
- Citizens' Assembly

CITY GATHERING NETWORK

CITY FUNDS

BRISTOL ONE CITY

One City Boards

WHAT: Informal Partnership Boards covering seven key city systems (Children & Young People, Culture, Economy & Skills, Environment, Health & Wellbeing, Homes & Communities, Transport)

PURPOSE: To coordinate action from partners in the different thematic areas including the goals in the One City plan and One City Strategies with the aim of breaking down sector and city silos in the city

WHO: Members appointed via Expression of Interest Process (with some direct appointments) / chaired by One City Partners + Cabinet Member / attendance by relevant BCC director (or Head of Services)

KEY POINTS:

- Boards developed at different times, as of March 2022 all have consistent Terms of Reference, support functions and membership approach and membership numbers

- Minutes & Agendas on One City Website – clerked by City Office (minus Environment & Health)

- Have no formal decision making authority (minus Health & Wellbeing)

- Cllrs + public are able to attend if they wish to do so - please contact City Office

BRISTOL ONE CITY

Children and Young People's Board

CHAIR: Youth Mayor Jeremiah Dom-Ogbonna & Cllr Asher Craig

SET UP: January 2021 by City Office - refreshed March 2022

MEMBERSHIP:

- **Bristol Sport Foundation**
- **Children's Services – Bristol City Council**
- **Creative Youth Network**
- **Education Specialist**
- **Off the Record (OTR)**
- **Public Health England**
- **Empire Fighting Chance**
- **The Prince's Trust**
- **University of the West of England (UWE)**
- **Youth Moves**

Bristol's Disability Equality Commission
City of Bristol College
Education & Skills – Bristol City Council
Growing Futures UK
Playful Bristol
Raised in Bristol
The MAZI Project
University of Bristol (UoB)
Wellspring Settlement

BRISTOL ONE CITY

Culture Board (non-thematic)

CHAIR: Lynn Barlow (UWE) and Mayor Marvin Rees

SET UP: August 2020 by City Office, Membership refreshed June 2022

MEMBERSHIP:

- **Watershed**
- **WECIL**
- **Knowle West Media Centre**
- **Bristol Old Vic**
- **BBC England**
- **DIY Arts Network**
- **University of Bristol**
- **Independent Actor and Equity Representative**
- **The Hippodrome**
- **St George's Bristol**
- **BCC Night Time Economy Advisor**

Trinity Centre

Bristol Ideas

Filwood Community Centre

Disability Equality Commission

Rising Arts Agency

Bricks

St Paul's Carnival

Noods Levels Radio

BCC Head of Cultural Services

BRISTOL ONE CITY

Economy & Skills Board

CHAIR: Victoria Matthews and Cllr Craig Cheney

SET UP: September 2019 by City Office, Membership refreshed March 2022

MEMBERSHIP:

- **Babbasa**
- **Bristol Creative Industries**
- **City of Bristol College**
- **Federation of Small Businesses (fsb)**
- **BCC - Night Time Economy Advisor**
- **BCC - Skills Head of Service**
- **The West of England Centre for Inclusive Living (WECIL)**
- **Trades Union Congress (TUC)**
- **UpReach**
- **Visit West**

Black South West Network (BSWN)

Bristol's Women's Commission

BCC Economic Development Head of Service

Hargreaves Lansdown

Paragon Costs Solutions (Law Society Rep)

The Lloyds Bank South West

University of Bristol (UoB)

We The Curious

BRISTOL ONE CITY

Environment Board

CHAIR: Ann Cousins (Arup) and Cllr Kye Dudd

SET UP: July 2019 by City Office & Bristol Green Capital Partnership (clerks along with Bristol Advisory Committee of Climate Change)

MEMBERSHIP:

- **Avon Wildlife Trust**   **Black and Green Ambassador Alumni**
- **Black and Green Ambassador Alumni**   **BCC Director of Place**
- **Bristol Disability Equality Forum**   **Bristol Waste Company**
- **Bristol Green Capital Partnership (directors' representative)**
- **Bristol Water**   **Centre for Sustainable Energy**
- **Environment Agency**   **Future Economy Network**
- **Jacobs Engineering**   **Natural History Consortium**
- **North Bristol NHS Trust**   **University of Bristol (UoB)**
- **Wessex Water**

**BRISTOL
ONE CITY**

Health & Wellbeing Board (Statutory)

CHAIR: Cllr Helen Holland

SET UP: on the integration of Public Health into local authorities (2012)

MEMBERSHIP:

- **BCC – Public Health**   **Healthwatch (Carers Support centre)**
- **Integrated Care System (inner city and East) Integrated Care System (north & west)**
- **Voluntary Sector Assembly Member**   **Nilaari & Chair of BME Mental Health Group**
- **BCC – Children & Families**   **AWP NHS Mental Health Trust**
- **North Bristol Hospital Trust**   **Sirona Care & Health**
- **BCC – Adult Social Care**
- **Commission on Race Equality**

BRISTOL ONE CITY

Homes & Communities

CHAIR: Oona Goldsworthy (Care Network) & Cllr Tom Renard

SET UP: 2014 by Mayor Ferguson, refreshed in March 2022

MEMBERSHIP:

- **1625 Independent People**   **Ashley Community Housing**
- **Brighter Places**   **Bristol Community Land Trust**
- **Bristol Association of Letting & Management Agents (BALMA)**
- **Bristol Community Land Trust**   **Bristol Housing Festival**
- **Bristol Older People's Forum (BOPF)**   **City of Bristol College**
- **BCC - Homes and Landlord services**   **inHope**
- **Jones Lang LaSalle (JLL & Women in Property Rep)**
- **BCC - Neighbourhoods and Communities**   **Quartet Community Foundation**
- **University of Bristol (UoB)**   **Eastside Community Trust**
- **Vistry Partnerships** (Development Forum Rep) **SARI**   **Missing Link**
- **Womble Bond Dickinson (Development Forum rep)**

BRISTOL ONE CITY

Transport Board

CHAIR: Melanie Watson (Transport Focus) & Cllr Don Alexander

SET UP: Jan 2019 as evolution of Mayor's Congestion Task Group, refreshed March 2022

MEMBERSHIP:

- Bristol City Youth Council   Bristol Community Transport
- Bristol Cycling Campaign   Bristol Older People's Forum (BOPF)
- Bristol Walking Alliance   Bristol's Disability Equality Commission
- Bristol's Women's Commission   Bus Users/Equalities Rep
- Enterprise Holdings   First West of England
- Great Western Railway   Network Rail
- Hartcliffe and Withywood Community Partnership
- Highways England   Priority Express
- BCC - Strategic Transport – Bristol City Council
- Sustrans   Unite the Union
- University Hospitals Bristol and Weston NHS Foundation Trust (UHBW)

BRISTOL ONE CITY

One City Partners Group

WHAT: Informal group that meets twice a month (formerly weekly during COVID)
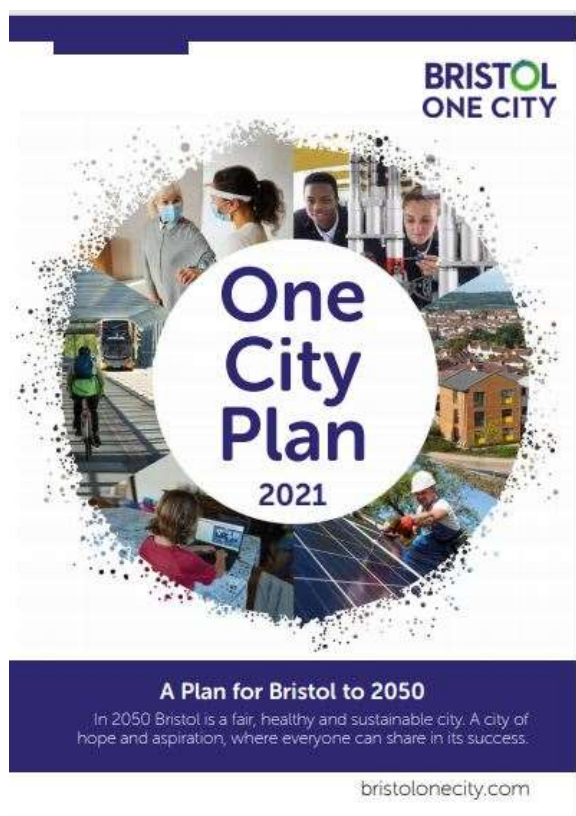
PURPOSE: To share information from their sectors/organisations, identify shared issues (e.g. COVID) & opportunities to collaborate to solve challenges

WHO:

- Mayor of Bristol
- Avon Fire & Rescue Service (AF&RS)
- Bristol Crown Court
- Business West
- City Funds
- Diocese of Bristol
- Local Enterprise Partnership (LEP)
- Police & Crime Commissioner (PCC)
- University Hospitals Bristol NHS Trust
- University of the West of England (UWE)

Ashley Community Housing
Bristol Airport
Bristol Green Capital Partnership
Bristol Ideas
City of Bristol College
First West of England
North Bristol NHS Trust
Public Health – BCC
University of Bristol
Voscur

Avon & Somerset Police
Bristol City Council
Business in the Community
Care Network
City Office
Integrated Care System (ICS)
Oasis Academies
TUC

BRISTOL ONE CITY

One City Plan

- The plan sets out our city's key challenges up to 2050, and brings the city together around a shared vision.
- It contains an interconnected, sequenced set of 18 goals per year from now until 2050 over six key thematic areas
- Drawing from feedback, input and consultations with city partners, in 2021 the City Office produced the third iteration of the One City Plan.
- The next plan will be produced for Summer 2023.

- ➡ One City Plan 2021

City Office

WHAT: One City core staffing team reporting to Director of Policy, Strategy & Digital

PURPOSE: To enable, coordinate and catalyse the One City Approach and to oversee the coordination of the One City structures, One City Plan, SDG oversight, One City projects and events.

WHO: Team of four officers based in City Hall, to be three posts going forward.

KEY POINTS:

- Co-funded by Bristol City Council, Police, University of Bristol, UWE, North Bristol Hospital Trust and University Hospital's Bristol & Weston Trust

- Hosted by Bristol City Council and Bristol City Council employees within the Policy Strategy and Digital directorate with the Mayor as Cabinet Lead

BRISTOL ONE CITY

Outcomes

- **Strategies**
- **UN Sustainable Development Goals**
- **Snap Shot**
- **Case Studies**

BRISTOL ONE CITY

One City Strategies

BRISTOL ONE CITY

One City Climate Strategy

A strategy for a carbon neutral, climate resilient Bristol by 2030

BRISTOL ONE CITY

One City Ecological Emergency Strategy

A strategy for an ecologically resilient, wildlife-rich Bristol by 2030

A One City economic renewal

Healthy. Open. Productive. Equal. Sustainable. Bristol HOPES.

OPEN

BRISTOL ONE CITY

A One City
Economic Recovery and Renewal Strategy

BRISTOL ONE CITY

Bristol's Belonging Strategy for Children and Young People: Vision Statement 2021 – 2024

BRISTOL ONE CITY

➡ One City Strategies

BRISTOL ONE CITY

A One City
Economic Recovery and Renewal Strategy

BRISTOL
ONE CITY

Climate Smart Cities Challenge
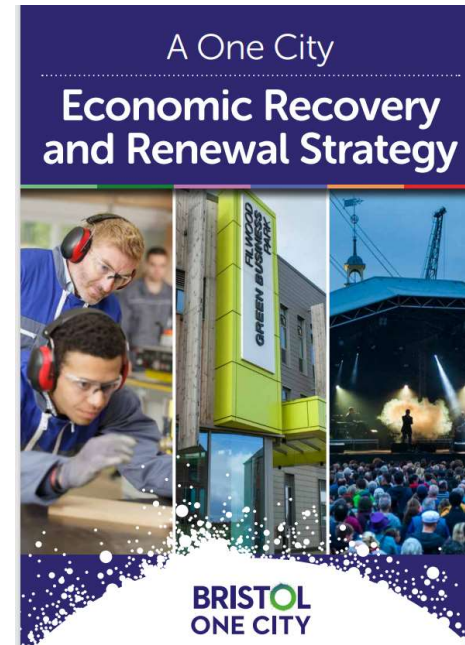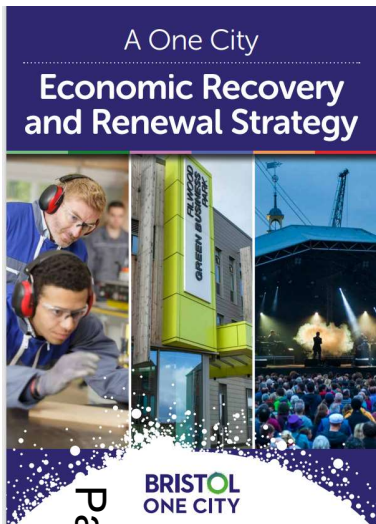
BLOOMBERG HARVARD
City Leadership Initiative
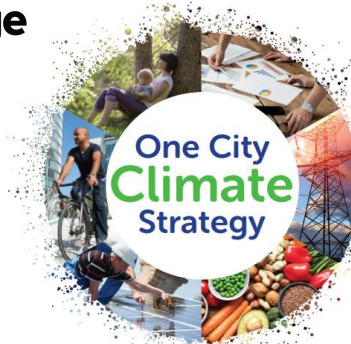
BRISTOL
ONE CITY

One City Climate Strategy

A strategy for a carbon neutral, climate resilient Bristol by 2030

BRISTOL
ONE CITY

One City Ecological Emergency Strategy

an ecologically resilient, wildlife-rich Bristol by 2030

BRISTOL AND
A VOLUNTAR
REVIEW OF

BRISTOL AND THE SDGs:
2022 REVIEW OF PROGRESS, CHALLENGES AND OPPORTUNITIES

2022

E·S·R·C
Cabot Institute for the Environment

Cabot Institute

BRISTOL
ONE CITY

SUSTAINABLE
DEVELOPMENT GOALS

'Many Communities, One City' - A view from Southmead

ONE CITY
Many Neighbourhoods

EUROPEAN CAPITAL OF INNOVATION AWARDS
#iCapitalAwards

European Commission

4 ALL THE UK

CityFunds
Funding Bristol's Brighter Future

FEEDING BRISTOL
A FEEDING BRITAIN PILOT

Period friendly BRISTOL

City reignite interest in striker

Bristol POST

CAN YOU CHANGE A LIFE?

foster with bristol
BRISTOL CITY COUNCIL

Bristol's Voluntary Local Review

BRISTOL AND THE SDGs:
**2022 REVIEW OF PROGRESS,
CHALLENGES AND OPPORTUNITIES**

Page 40

- In March 2019, the **University of Bristol** received Economic Social Research Council funding to produce a VLR for Bristol

- Reviewed city to review **all 17 SDGs**
  - Used data for **over 140 indicators** to provide **comprehensive baseline**

- Consulted **city partners** not just city government
  - Activities of 90 organisation represented in the VLR

- First city in the UK to complete a VLR second in Europe, one of first globally

- We have launched our second VLR to update the data from the initial report and provide insights on the SDG challenges faced by UK cities

BRISTOL
ONE CITY

Period Poverty

Details   Approximately 140,000 girls nationwide missed school last year due to Period Poverty.

Offer   We want a city free from Period Poverty. Bristol City Council has committed £25,000 to ensure that free sanitary protection will be available in all schools for children from years 5 - 13.

Ask   Can you make a financial contribution – we need £25,000 per year for the next ten years – to end Period Poverty? And/or put a donation box for sanitary products in your work space?

Contact   Helen Godwin – cllr.helen.godwin@bristol.gov.uk

BRISTOL ONE CITY

Education Programme

Page 42

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@BristolOneCity

Page 43

Periodfriendlybristol.org

#BristolOneCity
@BristolOneCity

BRISTOL ONE CITY

Adoption and Fostering

Details 620 children are currently in care who need the local authority to act as their parent. We simply don't have enough foster carers in Bristol.

Offer Bristol to be a city where every child lives with a family.

Ask Support us to recruit 77 new carers to give children in our care the chance to live in Bristol, to stay at their school and in touch with family and friends.

Contact fostering.adoption@bristol.gov.uk

Fostering Friendly employers' status

- A joint campaign between Bristol Live/Post and Bristol City Council

- The aim was to find Bristol's next 70 foster carers

- Employers pro-actively changing their own employment policies.

#BristolOneCity

BRISTOL
ONE CITY

Going for Gold

Bristol was awarded Gold Sustainable Food City status in May 2021 by the UK's independent, Sustainable Food Places Board.

Bristol was awarded Gold for of our innovative approach and continuing commitment to:

- reduce food waste
- grow the city's good food movement
- address food inequality
- increase urban food growing
- improve catering and procurement
- tackle the impacts of our food system on public health, nature, and climate change

Living Rent Commission

- Started in June 2022, working with Cllr. Tom Renhard, the Homes and Communities Board, the Mayor's Office and housing officers within Bristol City Council.
- Collaboration and design with academics at the University of Bristol and partners across the sector.
- The Living Rent Commission has investigated the issue of affordable housing in Bristol's private rental market and what opportunities there are to take action.
- This has included over 2000 respondents surveyed
- The final report is currently being finalised.

BRISTOL ONE CITY

Our City 2030

- Started in Dec 2021, when Babassa decided to take on the OCP Goal of 2029: 'All inner city homes should include at least one person earning a median salary'
- Collaboration with many partners, including Business West, Universities, schools, ARUP.
- Launched in Wills Memorial building in Nov 22.
- The OurCity2030 project plan is detailed on their website
- It's a long-term project that understands the steps needed to make this goal a reality
- The aim is to focus on black and minoritised young people initially, and then shared for others who have barriers to employment

ETHNIC EMPLOYMENT
GAP
TWICE
THE NATIONAL
AVERAGE

BRISTOL
ONE CITY

More Information

WEBSITE: **www.bristolonecity.com**

- **For all Terms of Reference, membership details and details of task and finish groups**

- **One City Plan + One City Dashboard (tool for exploring the plan)**

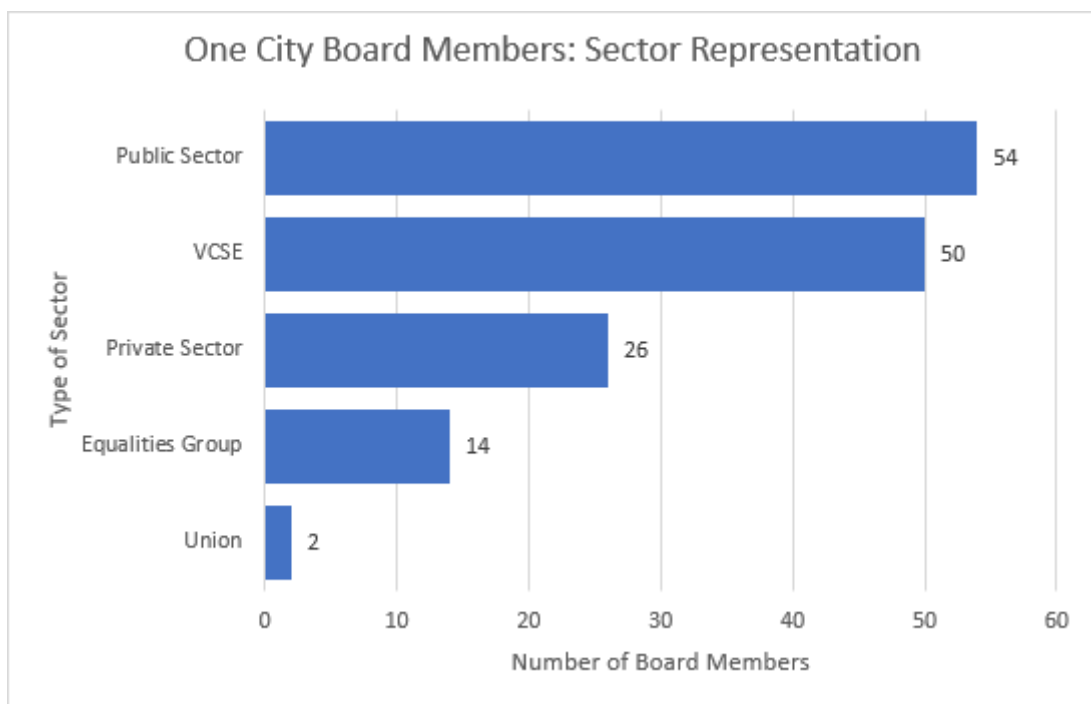EMAIL: **city.office@bristol.gov.uk**
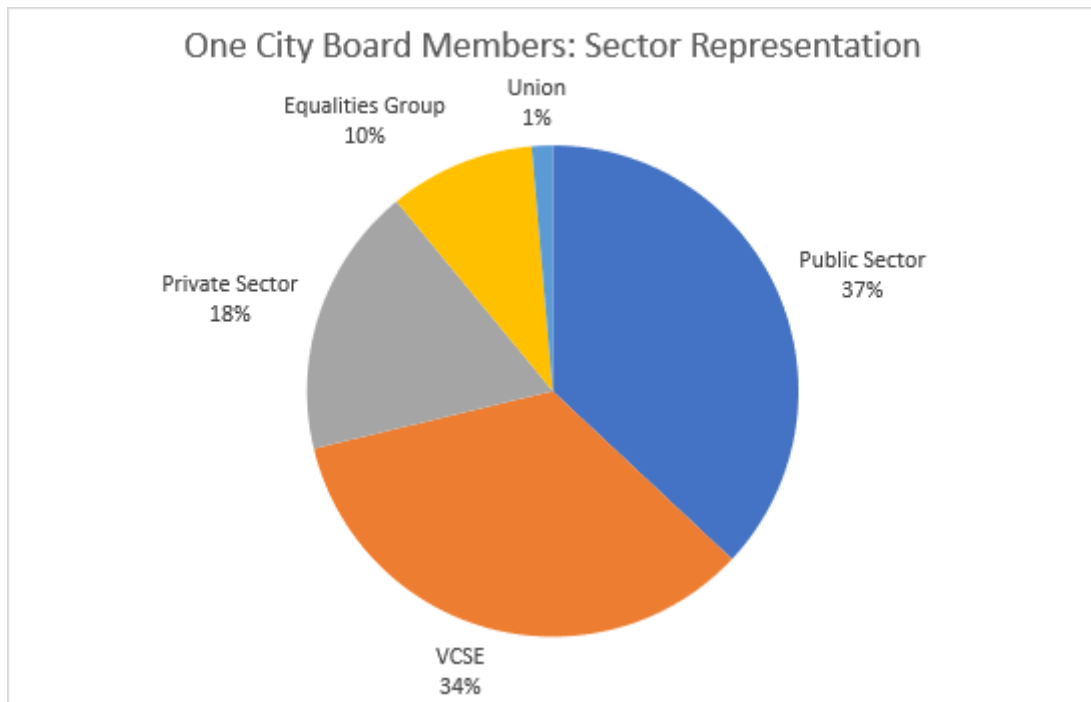
**BRISTOL
ONE CITY**

Appendix B - One City Partnership Boards and City Partners Group

This paper provides easy access to the Board Membership.

Committee Group Working Members requested the classifications we have used to approach funders. At this stage we have only sought funding from one group which can be classified as:

One City Anchor Organisation - These are large, spatially immobile, not-for-profits which play a significant and recognised role in the locality by making a strategic contribution to the local economy and/or to public service.

Breakdown of One City Board Membership by sector (does not include the City Partners Group)

One City Board Members: Sector Representation

1

One City Board Members: Sector Representation

- Public Sector 37%
- VCSE 34%
- Private Sector 18%
- Equalities Group 10%
- Union 1%

Children and Young People's Board

CHAIR: Youth Mayor TBC & Cllr Asher Craig

SET UP: January 2021 by City Office - refreshed March 2022

MEMBERSHIP:

Bristol Sport Foundation	**Bristol's Disability Equality Commission**
Children's Services – Bristol City Council	**City of Bristol College**
Creative Youth Network	**Education & Skills – Bristol City Council**
Education Specialist	**Growing Futures UK**
Off the Record (OTR)	**Playful Bristol**
Public Health England	**Raised in Bristol**
Empire Fighting Chance	**The MAZI Project**
The Prince's Trust	**University of Bristol (UoB)**
University of the West of England (UWE)	**Wellspring Settlement**
Youth Moves	

Culture and Creative Industries Board

CHAIR: Lynn Barlow (UWE) and Mayor Marvin Rees

SET UP: August 2020 by City Office, Membership refreshed June 2022

MEMBERSHIP:

• **Watershed**	**Trinity Centre**
• **WECIL**	**Bristol Ideas**
• **Knowle West Media Centre**	**Filwood Community Centre**
• **Bristol Old Vic**	**Disability Equality Commission**
• **BBC England**	**Rising Arts Agency**
• **DIY Arts Network**	**Bricks**
• **University of Bristol**	**St Paul's Carnival**
• **Independent Actor and Equity Representative**	**The Hippodrome**
• **St George's Bristol**	**Noods Levels Radio**
• **BCC Night Time Economy Advisor**	**BCC Head of Cultural Services**

Economy and Skills Board

CHAIR: Victoria Matthews and Cllr Craig Cheney

SET UP: September 2019 by City Office, Membership refreshed March 2022

MEMBERSHIP:

• **Babbasa**	**Black South West Network (BSWN)**
• **Bristol Creative Industries**	**Bristol's Women's Commission**
• **City of Bristol College**	**BCC Economic Development Head of Service**
• **Federation of Small Businesses (fsb)**	**Hargreaves Lansdown**
• **BCC - Night Time Economy Advisor**	**Paragon Costs Solutions (Law Society Rep)**
• **BCC - Skills Head of Service**	**The Lloyds Bank South West**
• **The West of England Centre for Inclusive Living (WECIL)**	
• **Trades Union Congress (TUC)**	**University of Bristol (UoB)**
• **UpReach**	**Visit West**
• **We The Curious**	

Environment Board

CHAIR: Ann Cousins (Arup) and Cllr Kye Dudd

SET UP: July 2019 by City Office & Bristol Green Capital Partnership (clerks along with Bristol Advisory Committee of Climate Change)

MEMBERSHIP:

- Avon Wildlife Trust   Black and Green Ambassador Alumni

- Black and Green Ambassador Alumni   BCC Director of Place

- Bristol Disability Equality Forum   Bristol Waste Company
- Bristol Green Capital Partnership (directors' representative)
- Bristol Water   Centre for Sustainable Energy
- Environment Agency   Future Economy Network
- Jacobs Engineering   Natural History Consortium

- North Bristol NHS Trust   University of Bristol (UoB)

- Wessex Water

Health and Wellbeing Board

CHAIR: Cllr Helen Holland

SET UP: on the integration of Public Health into local authorities (2012)

MEMBERSHIP:

- BCC – Public Health   Healthwatch (Carers Support centre)
- Integrated Care System (inner city and East)   Integrated Care System (north & west)
- Voluntary Sector Assembly Member
- Nilaari & Chair of BME Mental Health Group
- BCC – Children & Families   AWP NHS Mental Health Trust
- North Bristol Hospital Trust   Sirona Care & Health
- BCC – Adult Social Care   Commission on Race Equality

Homes and Communities Board

CHAIR: Oona Goldsworthy (Care Network) & Cllr Tom Renard

SET UP: 2014 by Mayor Ferguson, refreshed in March 2022

MEMBERSHIP:

- 1625 Independent People   Ashley Community Housing

- Brighter Places   Bristol Community Land Trust

- Bristol Association of Letting & Management Agents (BALMA)

- Bristol Community Land Trust   Bristol Housing Festival

- Bristol Older People's Forum (BOPF)   City of Bristol College

- BCC - Homes and Landlord services   inHope

- **Jones Lang LaSalle (JLL & Women in Property Rep)**

- **BCC - Neighbourhoods and Communities   Quartet Community Foundation**

- **University of Bristol (UoB)   Eastside Community Trust**

- **Vistry Partnerships (Development Forum Rep) SARI**
- **Missing Link**

- **Womble Bond Dickinson (Development Forum rep)**

Transport Board

CHAIR: Melanie Watson (Transport Focus) & Cllr Don Alexander

SET UP: Jan 2019 as evolution of Mayor's Congestion Task Group, refreshed March 2022

MEMBERSHIP:

- **Bristol City Youth Council   Bristol Community Transport**

- **Bristol Cycling Campaign   Bristol Older People's Forum (BOPF)**

- **Bristol Walking Alliance   Bristol's Disability Equality Commission**

- **Bristol's Women's Commission   Bus Users/Equalities Rep**

- **Enterprise Holdings   First West of England**

- **Great Western Railway   Network Rail**

- **Hartcliffe and Withywood Community Partnership**

- **Highways England   Priority Express**

- **BCC - Strategic Transport – Bristol City Council**

- **Sustrans   Unite the Union**

- **University Hospitals Bristol and Weston NHS Foundation Trust (UHBW)**

City Partners Group

WHAT: Informal group that meets twice a month (formerly weekly during COVID)

PURPOSE: To share information from their sectors/organisations, identify shared issues (e.g. COVID) & opportunities to collaborate to solve challenges

WHO:

- **Mayor of Bristol**
- **Ashley Community Housing**
- **Avon & Somerset Police**
- **Avon Fire & Rescue Service (AF&RS)**
- **Bristol Airport**
- **Bristol City Council**
- **Bristol Crown Court**
- **Bristol Green Capital Partnership**
- **Business in the Community**
- **Business West**
- **Bristol Ideas**
- **Care Network**
- **City Funds**
- **City of Bristol College**
- **City Office**
- **Diocese of Bristol**
- **First West of England**
- **Integrated Care System (ICS)**
- **Local Enterprise Partnership (LEP)**
- **North Bristol NHS Trust**
- **Oasis Academies**
- **Police & Crime Commissioner (PCC)**
- **Public Health – BCC**
- **TUC**
- **University Hospitals Bristol NHS Trust**
- **University of Bristol**
- **University of the West of England (UWE)**
- **Voscur**

Appendix C – Timeline of One City and City Office

- July 2016 – Gathering of 70 reps from different organisations across the city (first Gathering).
- Sept 2016 – Creation of the City Office; place for secondees/placements to work on city issues.
- Autumn 2017 - 100 beds project, City Leadership programme, Stepping Up.
- 2017-2018 – KPMG ran a series of pro-bono development sessions, workshops held citywide on the creation of the first One City Plan, City Office moves to Public Health directorate in the council.
- December 2017 City Gathering.
- July 2018 City Gathering.
- November 2018 – Bristol City Council's Delivery Unit (now disbanded) tasked with creation of One City Plan and One City Board Structure.
- January 2019 – First One City Plan, website and One City structure launched at City Gathering.
- February 2019 – One year's full funding agreed at Bristol City Council's budget meeting, with 50% funding for the next five years – City Office moves to Policy Directorate.
- April & May 2019 – Appointment of Head of the City Office (job-share) and 2x Operations and Stakeholder Managers.
- July 2019 – Launch of Bristol's first Voluntary Local Review (our progress against the SDGs).
- September 2019 – City Office prize winner at European Innovation awards, £85k used to fund the 50% funding gap.
- January 2020 – Second iteration of One City Plan launched.
- February 2020 – One City Climate Strategy launched.
- March 2020 – City Office pivots to leading stakeholder comms and engagement on COVID-19 and then into City Response and Recovery initiatives.
- June 2020 – Pandemic focused City Gathering (online).
- September 2020 – Nov 2020 - Team recruits a Communication Advisor, Business Support Advisor and Operations Advisor using COVID/BCC funding.
- September 2020 – One City Ecological Emergency Strategy launched.
- October 2020 – One City Economic Recovery and Renewal Strategy launched.
- December 2020 – Covid Recovery City Gathering.
- March 2021 – City Gathering and third iteration of One City Plan launched.
- October 2021 – Climate and Ecological Emergency City Gathering.
- 2021-22 – City Office funding agreements established with key partners.
- May 2022 – Cost of Living City Gathering.
- Spring 2022 – One City Boards are refreshed.
- September 2022 – Launch of Bristol's second Voluntary Local Review (our progress against the SDGs).
- March 2023 – City Connection City Gathering.
- April 2023 – Funders agreed to continue funding City Office to June 2024 (at a minimum).
- June 2023 – Launch of the fourth iteration of the One City Plan (scheduled).

1

Bristol's Mayoral Commissions

Background for Committee Working Group

Overview of Commissions

Commission on Race Equality :-

Context, current objectives & functions

* Established in 2016 by Mayor to address causes & effects of race & ethnicity discrimination in Bristol.

Current objectives & functions

Progressing a strategic action plan to be reviewed annually.	Influence City leaders who have significant influence in Bristol.	Uphold the Bristol Race Equality manifesto objectives – challenging & scrutinising all sector organisations.
Report on progress on race equality & the impact of inequality and discrimination.	Increase power, representation & influence of Black & racially minoritised people in the City.	Engaging with policy & strategy developers to ensure race equality is embedded into planning, delivery & outcomes.
Providing independent scrutiny, through collaboration with race focused partnership groups.	Operate at heart of Bristol's communities & institutions to prioritise race equality.	Work collaboratively with a wide range of organisations to deliver key objectives.

Bristol Women's Commission

Context, current objectives & functions

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- Bristol Women's Commission is a City-wide partnership established to address multifaceted inequality faced by women and girls in the City of Bristol

- There are five task groups: Women's Safety, Women's Safety, Women in Business, Women and the Economy and Women and girls' education. A further Task and Finish group in addition to its five Task Groups worked on a Councillor survey.

- BWC has a cross party membership of Elected Members and has been supported by Cllr Helen Holland in her role as Cabinet member Adult Social Care & Integrated Care System and women's safety.

- The commission has representatives on the Economy and Skills Board and Transport Board and several commissioners are on other boards relating to their own sectors

- Three members of BWC are on the steering group set up by the PCC and Chief Constable of Avon and Somerset Police tackling VAWG on a regional basis including a review of the Force itself.

- Bristol Women's Commission has hosted a full programme of speakers throughout the year and enabled follow up actions to support speakers in their work.

Disability Equality Commission
Context, current objectives & functions

- On 21 September 2020 Councillor Asher Craig announced the establishment of the Mayor's Disability Equality Commission in recognition of the inequalities faced by Disabled people in the city, and the negative impact the Covid-19 pandemic is having on Disabled people.

- Alun Davies was appointed chair of the commission in September 2021. Following an open recruitment process 11 Commissioners were appointed in February 2022.

- Commissioners have been appointed to a number of One City boards, including Children and Young people, Culture, Homes and Communities, Transport and Commissioners participate in the work of the Health and Wellbeing Board.

- A successful application was made to Quartet for and additional £5,000 of funding per year for the next two years.

- In August 2022, the Commission successfully applied to the National Lottery for funding to undertake an engagement exercise with Disabled people across the city. The outcome of the engagement will be used to develop the Commission's action plan, this will be launched by the end of May 2023.

- The Commission has engaged with the Council about disproportionate implications of the Clean Air Zone on Disabled people, Adult Social Care budget savings and the delivery of the Bubb report recommendations. They have engaged with WECA about the loss of the Dial-a-ride service to urge them to find another provider.

- The main issue of concern for the Commission are the impact of the cost of living crisis on Disabled people, and potential reductions in services across the private and public sector resulting from the current economic difficulties and recession. The Commission is extremely concerned that the levels of service reductions being anticipated across the private and public sector will result in significant reductions to services on which many Disabled people rely.

History Commission & Legacy Steering Group

Direction for History Commission is still to be established but it is unlikely to produce another product before the end of this Mayoral term. The Legacy Steering Group is now being hosted by Black South West Network.

Committee Model Working Group
26 May 2023

Report of: Director – Legal and Democratic Services

Title: Local Decision-making under the Committee Model of Governance

Ward: All

Officer Presenting Report: Director – Legal and Democratic Services

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Recommendations:

That the Committee Model Working Group considers and makes recommendations in respect of the matters raised in this report.

The significant issues in the report are:

This report sets out an initial range of options for the Working Group to consider relating to local decision making under the Committee Model of governance.   Members are asked to provide a steer on next steps, at which point additional work can be undertaken to scope out further details relating to the preferred option (s).

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1. Summary

As part of the preparations for the Committee Model of governance, there are a number of detailed matters that the Working Group needs to consider, which are part of the Work Programme for the Working Group during 2023.

This report provides factual information about the different forms of local decision-making that are used in local government. The Working Group will need to provide a clear steer about the type and structure of local decision-making that it would like to be considered, following which further detail can be developed, including a cost-benefit analysis of different options, funding arrangements, decision-making structures and public participation.

Therefore, this report provides an overview of the current arrangements for local decision-making through Area Committees and other mechanisms, such as the Community Resilience Fund. It goes on to consider other options for local decision-making: expanding the remit of Area Committees, consideration of the reintroduction of Neighbourhood Partnerships, implementing individual ward level decision-making with ward member budgets and the potential to establish Parish Councils through a community governance review.

It should be noted that this report only sets out the legal and constitutional matters relating to local decision-making. It has not considered the financial or wider resourcing implications of any new arrangements. That would need to be the subject of further work and would need to be developed as part of the 2024/25 budget setting process.

The Working Group will need to make recommendations about the matters raised in this report. Those recommendations, together with recommendations from other meetings of the Working Group, will be reported to Full Council in due course, where a final decision will be taken regarding the arrangements for the Committee Model of governance.

2. Local decision-making

Local decision-making can take many different forms. Formal decision-making could be taken through Area Committees or Neighbourhood Committees. However, there are other forms of community engagement and democratic participation of a more informal nature. The Working Group will need to consider which type of local decision-making it would like to see under the Committee Model of governance – a formal arrangement, akin to Area or Neighbourhood Committees or more informal arrangements for local engagement.

Central to any form of local decision-making is strong governance. There needs to be clarity about the types of decisions that will be delegated to local decision makers and the funding that will be available to those decision-makers to invest in local communities.

The types of decision that can be made at a local level include the following: transport projects (e.g. cycle paths, footpaths and parking), improvements to parks and play areas, investment in health and well-being initiatives, funding community programmes and improvements to the local area.

The funding sources for investment in local communities could include the following: Section 106 funding, Community Infrastructure Levy, the Community Resilience Fund and other potential one-off grant funding from central government.

3. Area Committees – current arrangements

Area Committees are currently responsible for local decision-making in relation to devolved s.106 monies where there is a decision to be made in relation to what and where the monies should be spent (as opposed to when the funds have already been earmarked for a specific project as part of the agreement) and expenditure of the local element of the Community Infrastructure Levy. There are currently 6 Area Committees in Bristol.

The local element of the Community Infrastructure Levy can be spent on a range of local projects, for example, proposals for improvements to play areas and parks, roads/footpaths, cycle ways or local leisure, community, health and sports facilities.

4. Community Resilience Fund – current arrangements

In February 2022, Cabinet agreed to establish a Community Resilience Fund to invest on a one-off basis £4m of capital funding from 1st April 2023 to 31st March 2026 to build the resilience of the community and voluntary sector and in doing so grow the power of communities experiencing the greatest inequity. The cost of delivering the Community Resilience Fund over the three-year period will be circa £500,359 (including recurring annual staff expenditure of around £94,150). Community and voluntary organisations have been invited to put forward ideas and proposals which were then shortlisted through deliberative and participatory decision-making. Proposals included changes to buildings or purchase of equipment which improve access (e.g. for disabled people or young people), saving energy costs or increasing income streams, upgrading digital infrastructure, and environmental sustainability proposals. The Working Group may wish to consider replicating a future round of funding, subject to appropriate allocation in the Council's budget.

5. Expanding the role of Area Committees

At present, Area Committees have a defined remit in terms of devolved s.106 monies/local CIL. However, the Working Group may wish to consider whether there are other functions that could be delegated to Area Committees.

6. Reintroducing Neighbourhood Partnerships/Committees

Neighbourhood Partnerships and Neighbourhood Committees were a form of local decision-making in Bristol from circa 2008/9, which were subsequently disbanded in 2017, realising a circa £1million saving over 3 years. Area Committees were introduced to replace Neighbourhood Partnerships and Neighbourhood Committees. Previously, there were 14 Neighbourhood Partnership Areas within Bristol. The Working Group may wish to consider whether Neighbourhood Partnerships/Committees should be re-introduced and, if so, what functions should be delegated to them.

Previously, Neighbourhood Partnerships had the following remit:

a) Managing a locally developed Neighbourhood Partnership Plan
b) Developing local solutions to local problems wherever possible
c) Encouraging public, private and community and voluntary organisations to work together to deliver improvements for residents' quality of life.

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d) Tackling deprivation and discrimination in the neighbourhood, and promoting equality of opportunity for all those living or working there.

e) Considering proposed decisions of the Neighbourhood Committee and influencing such so as to use resources to best meet the needs of the neighbourhood.

f) Receiving reports from service delivery bodies and influencing service priorities within the neighbourhood in accordance with identified needs and priorities

g) Actively engaging with local people across the neighbourhood, seeking their views and active participation in improving their quality of life. This includes seeking the views and participation of residents that are hard to reach.

Neighbourhood Committees were a formal decision-making forum established by Full Council and comprised of the councillors elected to serve the wards within the Neighbourhood. Neighbourhood Committee meetings normally took place jointly with meetings of the Neighbourhood Partnership. All Neighbourhood Committee members were also members of the Neighbourhood Partnership. Neighbourhood Committees had delegated power to take a range of council decisions relating to their respective Neighbourhoods (e.g. expenditure of certain council budgets). Neighbourhood Partnerships might consider matters that were to be decided by its Neighbourhood Committee and might seek to influence the Neighbourhood Committee as to how it exercises its powers. The Neighbourhood Committee was required to take into account any relevant views of the Neighbourhood Partnership, but the final decision was taken by the councillors in the Neighbourhood Committee

7. Ward member decision making and individual ward member budgets

A number of Councils have other arrangements in place to support ward member decision making. Practice varies, however. Some Councils allocate a sum of money per ward to which local organisations and community groups can apply to. Other Councils will allocate a sum of money to individual councillors to make small awards to organisations and community groups. Robust processes and a clear decision-making framework, similar to the procedures that are currently in place for Area Committees, would need to be put in place to support this type of decision-making.

8. Parish Councils and a Community Governance Review

Bristol has a single tier of local government. However, In some local authority areas, there is more than one tier of local government, which includes Parish Councils. Where Parish Councils do not currently exist, it is necessary to undertake a Community Governance Review to consider whether Parish Councils should be established in some or all parts of a local authority area.

Parish Councils typically exercise functions such as managing parks, car parks, footpaths, community centres, cemeteries, allotments and other local amenities. In addition, Parish Councils exercise a consultative role on behalf of local people, for example they are statutory consultees in respect of planning matters.

9. Legal and Constitutional matters

The Legal and Constitutional matters raised by this report are as follows.

Area Committees

Area committees are currently committees of council and Part 3 of the Council's Constitution contains the terms of reference and rules of procedure relating to Area Committees.

Under the current mayoral system, they were set up under s.102(1A) of the Local Government Act 1972 (LGA 1972) and the Mayor delegated power to them under s.9E(2)(b)(iv) of the Local Government Act 2000.

If they continue under the committee system, they will be set up under s.102(1)(a) of LGA 1972 and power will be delegated to them by Full Council under s.101(1)(a) of LGA 1972 i.e. in the same way as all other council committees. Whilst there are different legislative mechanisms for the setting up and delegation of powers under the two different systems of governance, there will be no difference operationally to the way that the operate.

The political balance requirements under the Local Government and Housing Act 1989 do not apply to area committees by virtue of Regulation 16A of the Local Government (Committees and Political Groups) Regulations 1990.

Neighbourhood Partnerships/Committees

Neighbourhood Partnerships were non-statutory arrangements for community engagement, whereas the legal basis for the establishment of Neighbourhood Committees is the same as that for Area Committees. Under the Committee Model of governance, Full Council would delegate powers to Neighbourhood Committees in the same way that it currently does for Area Committees. It should be noted that the rules of procedure relating to Neighbourhood Committees were very similar to the rules of procedure relating to Area Committees.

Ward level decision-making

Under section 236 of the Local Government and Public Involvement in Health Act 2007, Full Council can delegate functions to individual councillors in relation to their ward or electoral area. This could include the delegation of individual ward level-budgets

Arrangements may be made in accordance with this section for the discharge of any function of a local authority by a member of the authority, to the extent that the function is exercisable in relation to the electoral division or ward for which the member is elected.

Where local ward member decisions are taken, it is necessary for a written record of any decisions to be made and details of the decision should be provided to the Council in accordance with the Exercise of Functions by Local Councillors (Written Records) Regulations 2009.

Parish Councils

In order to set up a parish council, it is necessary to undertake a community governance review (s.82 Local Government and Public Involvement in Health Act 2007 – 'the Act').

A community governance review may be triggered by either the Council itself or by the community, through the submission of a petition. The petition must be signed by at least 7.5% of the electors.

If a petition is received and validated, BCC is required to conduct a Community Governance Review within 12 months of submission.

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The electors in the area under review and any other persons or bodies with an interest in the review must be consulted and the council must take those representations into consideration (s.93(3) and (6) of the Act).   Consultation would be between 6-12 weeks.

It is then for Full Council to decide whether or not to set up a parish council, subsequent to the review and taking into account the outcome of the consultation.

10. Financial considerations

As with all spending decisions in the Council, a robust process to develop funding and budget allocations will need to be followed, with appropriate financial due diligence. Any further budget allocations to deliver some of the other proposals in this report would need to be considered as part of the 2024/25 budget development process.

11. Matters for the Working Group to consider

The Working Group should consider the following matters as part of the preparation for the Committee Model of governance.

  a.   What form (s) of local decision making would Members like officers to prepare further detail on?
  b.   What types of decisions would the Working Group like to see made at a local level?
  c.   Should the Council retain Area Committees in their current form?
  d.   Are there any additional functions that should be delegated to Area Committees?
  e.   Should the Council consider reintroducing Neighbourhood Partnerships/Committees and if so, what functions should be delegated to them?
  f.   Should the Council consider allocating individual ward member budgets to councillors and if so, what criteria will be used to govern the use of those budgets?
  g.   Should the Council carry out a Community Governance Review to consider whether Parish Councils should be established?
  h.   Does the Working Group wish to see further work developed to consider the cost and resourcing implications of any new local decision-making options?
  i.   If the Working Group consider that local decision-making arrangements should be amended, is there a preferred timeframe for any changes?

Appendices:
None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
Background Papers:
None

CMWG Work Programme 2023

Session Details	Date and time (all meetings are on Fridays)
Agenda setting 1. Annual Business Report 2. Work Programme 3. Decision-making under the current Mayor and Cabinet model of governance report 4. Community Engagement Feedback report	13th January 2023 11:00-13:00
Public Meeting 1. Annual Business Report 2. Work Programme 3. Decision-making under the current Mayor and Cabinet model of governance 4. Community Engagement Feedback	27th January 2023 11:00-13:00
Agenda setting 1. Scrutiny report(s)	10th February 2023 11:00-13:00
Public Meeting 1. Discuss options for a Scrutiny function	24th February 2023 11:00-13:00
Agenda setting 1. Chief Executive attending 2. Committee Structure report(s)	17th March 2023 11:00-13:00

3. Initial discussion on the proposals to the Independent Renumeration Panel 4. External Communications plans and launch	
Public Meeting 1. Committee Structure; to determine the number of Committees and their general responsibilities.	31st March 2023 11:00-13:00

Agenda setting
 	
   1. Councillor Roles and Responsibilities report (s)
   2. Policy Committees – Structure and Responsibilities
	14th April 2023
	11:00-13:00

Public Meeting
 	
   1. Councillor Roles and Responsibilities report
   2. Policy Committees – Structure and Responsibilities report
	28th April 2023
	11:00-13:00

Agenda setting
 	
   1. Constitution update
   2. Local Decision Making report
   3. One City report
	12th May 2023
	11:00-13:00

Public Meeting
 	
   1. Local Decision Making
   2. One City
	26th May 2023
	11:00-13:00

Agenda setting	16th June 2023 11:00-13:00

1. Constitution update 2. Corporate Policies and Processes report(s)	
Public Meeting 1. Corporate Policies and Processes	30th June 2023 11:00-13:00

Agenda Setting
 	
  1. Work Programme until May 2024
  2. External Partnerships report(s)
  3. Update from the Director of Policy, Strategy and Digital
	14th July 2023
	11:00-13:00

Public Meeting
 	
  1. Update of Work Programme until May 2024
  2. External Partnerships
	28th July 2023
	11:00-13:00

To be scheduled;

- Constitution updates
- Audit and Risk
- Escalation Panel
- CMWG sign off the revised Constitution
- Member induction programme May 2024
- Draft recommendations from the IRP
- Recommended sub-committees
- Follow up sessions in regards to matters covered between January – July 2023