

Committee Model Working Group Agenda



Date: Friday, 28th July 2023

Time: 11.00am

Venue: The Bordeaux Room, 1st Floor, City Hall, BS1
5TR

Distribution:

Councillors: Helen Holland, Jenny Bartle (Chair), Nicola Beech, Marley Bennett, Richard Eddy, Lorraine Francis, Geoff Gollop (Vice-Chair), Gary Hopkins, Tim Kent, Mohamed Makawi, Steve Pearce and Guy Poultney

Issued by: Democratic Services
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Date: 20th July 23



Agenda

1. **Welcome, Introductions, and Safety Information**
2. **Apologies for absence**
3. **Declarations of interest**
4. **Minutes from the previous meeting and decisions log** **(Pages 3 - 9)**
5. **Public Forum** **(Pages 10 - 12)**
6. **External Partnerships Report** **(Pages 13 - 35)**
7. **Local Decision Making - Verbal update from the Chair of the Area Committees Working Group**
8. **Work Programme - August to November 23** **(Pages 36 - 40)**
To approve the updated work programme



Committee Model Working Group – 30th June 2023 Minutes

Attendees: Councillor Jenny Bartle (Chair), Councillor Geoff Gollop (Vice-Chair), Councillor Nicola Beech, Councillor Marley Bennett, Councillor Gary Hopkins, Councillor Mark Weston (substituting for Councillor Eddy), Councillor Tim Kent, Councillor Mark Bradshaw (substituting for Councillor Holland), Councillor Lorraine Francis, Councillor Martin Fodor (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, substituted by Councillor Fodor
- Councillor Eddy, substituted by Councillor Weston
- Councillor Holland, substituted by Councillor Bradshaw.

3. Declarations of interest

There were no declarations of interest.

4. Minutes from the previous meeting and decisions log

The minutes from the 26th May 2023 were approved as a correct record.

Members noted the decision log.

Public Forum

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

No.	Name	Questions (and answers)
PQ 01	Clive Stevens	<p>Q1. Time needs to be set aside another day for discussion on the working of the Escalation Panel process which may be triggered in a timely manner by a group of councillors who disagree for good reason with a committee decision (to be made or made). I read in Agenda 6 (item 4) that officers have given an example of needing 10 signatories, some cross party, to bring an issue to the Escalation Panel. Are the requirements of 10 signatories and cross party just “random” suggestions or have they been researched and are being put forward as considered proposals?</p> <p>A1. The proposals in the report relating to the number of signatories and the need for cross-party support for escalation are only suggestions for the Working Group to consider. There may be alternative views about the criteria to refer decisions to the Escalation Panel</p>
PQ 02	Sian Ellis-Thomas	<p>Q2. Can the committee please explain how the new committee system model will hold Councillors to account when there are serious or multiple accounts of misconduct against them?</p> <p>A2. Under s.27 of the Localism Act 2011, the Council is required to adopt a Code of Conduct for councillors. This will continue to be the case under the Committee model of governance. The current Code of Conduct will be the subject of review at a future meeting of the Working Group. The current procedure for the consideration of complaints against councillors sets out the potential sanctions that can be imposed when there is a breach of the Code of Conduct and it is anticipated that similar arrangements will be in place under the Committee model of governance. The current potential sanctions are as follows:</p>

		<ul style="list-style-type: none"> • To Report on findings to Full Council i.e. “naming and shaming”. • To Recommend to a Group Leader that the member concerned be removed from any committee or sub-committee. • To recommend, In relation to any members of the executive that the member concerned be removed from the Executive. • to recommend the Monitoring Officer to arrange appropriate training for the member concerned. • to recommend removal of any member concerned from any outside body appointments. • to require the withdrawal of Council facilities e.g. use of computer or internet. • to exclude a member from the Council’s offices or other premises except for the purpose of attending formal meetings.
PQ 03	Sian Ellis-Thomas	<p>Q3. Given the current rather lame sanctions that are in place, can the committee also explain how improvements to sanctions for misconduct can be such that they result in a significant incentive for better adherence to the Code?</p> <p>A3. The Working Group may wish to review the potential sanctions that might be imposed for a breach of the Code of Conduct for councillors when it’s reviewed in due course.</p>

Statements	
Number	Name
PS01	Sian Ellis-Thomas
PS02	Clive Stevens
PS03	Suzanne Audrey
PS04	David Redgewell and Gordon Richardson

In response to PQ03, it was confirmed that the work programme from August to May 2024 would be confirmed at the July public meeting.

Following PQ02, a supplementary question was asked seeking to clarify whether members of the public could input into the content of the Member Code of Conduct and any relevant sanctions which would be considered by the CMWG in autumn 2023. It was confirmed that public forum could be submitted for public meetings or emails could be sent directly to democratic.services@bristol.gov.uk. Members went on to discuss the LGA Model Code of Conduct and were advised that a report would be brought to a future meeting to consider whether to adopt this in due course.

RESOLVED: That the public forum be noted.

5. Council Procedures under the Committee Model of Governance

The Director of Legal and Democratic Services introduced the report which set out a variety of details for the Group to discuss. The Group went onto consider the report, commenting as follows:

Terms of Reference of Policy Committees (including sub-committees)

- The Committee agreed with the proposal for shared Terms of Reference and common ways of working, with the caveat that each Policy Committee would have unique elements.
- The group discussed the future production of the Corporate Plan, noting that the existing Plan would remain in place until a replacement could be agreed at Full Council.

- The Director of Legal and Democratic Services confirmed that any decision between £100k and £500k (i.e., below the 'Key Decision' threshold) would be made by officers in consultation with the Chair or Vice-Chair of each relevant Policy Committee.
- It was agreed that the agendas for the Policy Committee Chairs/Vice Chairs meetings would be shared with Members of the relevant Committee, including details of any decisions that would be considered in order to provide the opportunity for advance comment.
- The Group agreed that the Key Decision threshold should continue to include the current requirement for matters that would 'be significant in terms of its effects on communities living or working in two or more wards in the city.'

Policy Committee Procedure Rules

- The Committee agreed they would need to consider the options for enabling additional public forum contributions, such as amendments to publication dates, amending speaking times and production of increased information for the public about how to engage.
- It was agreed that Public Forum submissions for the Policy Committees must relate to the Terms of Reference for each body but did not need to be restricted to items on the agenda.
- The Group discussed the Finance Sub-Committee and the breadth of work it would be responsible for. In view of this it was agreed that the Sub-Committee be a standing body.
- Members were reminded that Policy Committee Chairs would have a casting vote. If the Chair does not wish to exercise this casting vote, the decision falls.
- Members requested that relevant briefings from officers were scheduled into the Committees work programmes, to ensure Members had the right expertise to make informed decisions.
- It was agreed that more detail should be added regarding the Forward Plans including that items be added with as much notice as possible.

Escalation Panel Procedure Rules

- Members considered the proposals in relation to the Escalation Panel and agreed that in order to escalate a decision 10 or more Councillors would need to request this, from Members of at least two political groups. They also agreed that the original decision makers could not be involved in reviewing the decision.

RESOLVED

- There must be 10 Member Signatories, from at least 2 Party Groups for a decision to be escalated.
- That Escalation Panel Members must not have been involved in making the original decision.

Forward Plan and Decision Pathway

- Forward Plans will be developed by regular cross-party workshop meetings.
- Members were reminded that public consultation happens on a variety of policies.
- Where Committees want to see a specific report or decision in more detail, they can request it comes to the relevant Policy Committee.
- Members would like to see multiple proposed options in the reports, with an officer recommendation. This could also include options that have been considered but are not feasible.
- The group requested a separate diagram showing how Policy Development occurs and where Member involvement sits within this.

Petitions Scheme

The Committee discussed a variety of options for changing the threshold for a petition. The Working Group agreed that 1000 signatures would be required for a Policy Committee debate and 3500 signatures for a Full Council.

It was noted that any petitions that didn't meet the threshold for debate could still be submitted as public forum in the usual way.

RESOLVED: That petition debates could take place at both Policy Committees and Full Council. The respective thresholds would be 1000 and 3,500 signatures.

6. Work Programme - for noting only

The Committee noted the Work Programme.

7. Verbal Update from Area Committee Working Group

Members were advised that the Working Group, which was chaired by Councillor Tim Kent, had met twice to date, with further meetings planned into the early autumn. Various options to expand local decision making were being explored and further updates would be provided in due course.

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 14 th 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 26 th 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: <ol style="list-style-type: none"> 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	
Partnerships	That a further discussion on One City take place at the July meeting of the Committee Model Working Group, which would ask Members to confirm the arrangements for the 24/25 Municipal Year.	260523	
Local Decision Making	That the CMWG establish a Working Group to consider how to increase local decision making through the existing Area Committees. The Area Committees Working Group would aim to complete their review in autumn 23, and would provide progress updates at each meeting of the CMWG.	260523	
Partnerships	That further consideration to the approach to the Mayoral Commissions be considered at the July meeting of the Committee Model Working Group.	260523	
Escalation Panel	There must be 10 Member Signatories, from at least 2 Party Groups for a decision to be escalated.	300623	

Escalation Panel	That Escalation Panel Members must not have been involved in making the original decision.	300623	
Petitions	That petition debates could take place at both Policy Committees and Full Council. The respective thresholds would be 1000 and 3,500 signatures.	300623	

Public Information Sheet

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

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-notice-for-resource-services



Committee Model Working Group

28 July 2023



Report of: Director – Legal and Democratic Services

Title: External Partnerships

Ward: All

Officer Presenting Report: Director – Legal and Democratic Services

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 the different types of external partnerships that the Council has in place and how these could be managed under the Committee Model of governance.



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 considers a range of matters relating to external partnerships that the Council has in place and how these might be managed under the Committee Model of governance. This report also provides two specific briefings relating to the One City arrangements and the West of England Combined Authority.

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. Detail of report

The Council has a range of external partnerships and relationships with other individuals and organisations. Some of those relationships are currently maintained by the Mayor and Cabinet members. There are also external partnerships and relationships with a wide range of outside bodies and all councillors have the opportunity to sit on these outside bodies. Appendix 1 sets out the detail of the current external partnerships and relationships and gives an indication as to how some of these partnerships will be maintained under the Committee Model of governance, for example the Chairs of Policy Committees will have a key role to play in maintaining a number of these external partnerships and relationships.

3. One City

The Working Group received a briefing on the current One City arrangements at its meeting in May, noting that the council is a participant and majority funder, rather than the owner, of the One City Approach. Members noted the distinction between the city-wide strategic planning focus of One City and the grassroots community partnership working and local decision making, and the requirement for the city as a system to benefit from each of these facets of partnership working.

Members were mindful of the need to engage with partner institutions and of the benefits brought by working well together with other institutions in the city and wider region. The Working Group has expressed a desire to send a clear message to partners about the council's intention to continue working collectively and constructively on shared long-term aims for the city and its immediate challenges.

Since the May meeting of the Working Group, vacant roles within the City Office have been successfully recruited to on a fixed-term basis after partners agreed to continue co-funding the model. 2.6FTE post-holders have now joined the City Office on secondment, and a fixed-term Head of City Office is anticipated to join in early September.

With a wide range of different partnerships, networks, stakeholders, groups and boards operating within the wider governance structures of both the city and City Council, Members expressed a wish

for a thorough review, clarification and classification exercise which explored the roles, responsibilities, functions and powers of different groups, including the Mayoral Equality Commissions. The Working Group noted that this would be a complex process and permanent future arrangements across all models of partnership working would need to be a matter for a future Administration following the adoption of the Committee System.

With partnership funding of One City agreed in principle, staff members available to assist reviews, a stated desire by the council to continue close partnership working and an existing agreement to work with equalities groups in the spirit of ‘nothing about us without us’, Officers recommend that the Working Group makes an in-principle recommendation to continue participation in the One City Approach and hosting the City Office for the 2024/25 municipal year, subject to the budget setting process for that financial year confirming that council funding is available. This would provide continuity to strategic planning and partnership working, whilst also providing the staff resources required to convene partners to participate in a further review. An alternative would be a fuller review of the arrangements and provision of formal options prior to (or in time for) May 2024, but this is not the preferred option because any such review would benefit from both the City Office staff and the future Administration having longer to experience the system working in practice and to co-design future options with those affected by them.

The Working Group is invited to provide its view on these options.

4. West of England Combined Authority & West of England Joint Committee

One of the specific partnerships that the Council has is as a constituent authority of the West of England Combined Authority and the West of England Joint Committee. The Working Group will receive a briefing on how the West of England Combined Authority functions and how the Council interacts with the Combined Authority and the West of England Joint Committee, as set out in Appendix 2.

The West of England Combined Authority Committee is chaired by the Metro Mayor, and is made up of the Leaders and Mayor from our three constituent councils: Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council.

The West of England Joint Committee is made up of the Leaders from the West of England councils: Bath & North East Somerset Council, Bristol City Council, South Gloucestershire Council and North Somerset Council. It is chaired by one of the leaders who has been elected to chair the meeting. The Chair of the West of England Local Enterprise Partnership (LEP) also attends committee meetings in a non-voting capacity.

The Working Group will need to consider how the Council will interact with the Combined Authority under the Committee Model of governance and who will be appointed to represent the Council at formal meetings of the Combined Authority and what decision-making authority they will have when attending meetings of the West of England Combined Authority Committee and West of England Joint Committee.

The Working Group will also need to consider who will be appointed to represent the Council at the following Combined Authority Boards:

- Infrastructure Board

- Business Board
- Skills Board

These Boards provide strategic guidance and advice to the West of England Combined Authority, Joint West of England Committee and Local Enterprise Partnership on Housing, Planning & Transport, Business and Skills matters.

The Advisory Boards do not make decisions and operate within the remit approved by the West of England Combined Authority or Joint Committee as appropriate. These Boards principally provide direction and support in relation to the development delivery and implementation of policies, strategies schemes being promoted by the West of England Combined Authority or Joint Committee as appropriate. They also provide specialist and technical advice on projects and investment programmes. The Boards are an important forum where political representatives (principally Members representing the administration from the Unitary Authorities) can meet to identify opportunities for joint working and to discuss management of key challenges. This provides Members who are chosen to represent their administrations with oversight of projects and programmes; raising issues and giving their views to the West of England Combined Authority, Joint West of England Committee and Local Enterprise Partnership.

The Committee Model Working Group will need to consider how the Council will interact with these Advisory Boards. The Combined Authority's Constitution states that for matters that relate to the discharge of functions of the West of England Combined Authority the membership of these Advisory Boards shall be the Executive Member(s) from each of the Constituent Council who have responsibility for the Portfolio(s) relevant to the individual Advisory Board.

For matters that relate to the functions of the Joint Committee the membership shall be the Executive Member(s) from each of the Constituent Council and North Somerset who have responsibility for the Portfolio(s) relevant to the individual Advisory Board and Business

The Working Group will also need to consider how the Council engages and participates with the West of England Combined Authority's Overview & Scrutiny Committee and Audit Committee.

The Overview & Scrutiny Committee is made up of 11 councillors drawn from across the three constituent councils. Its role is to review and scrutinise the work of the Combined Authority; it can also make reports or recommendations to the decision-taking committees. The Audit Committee comprises 12 members, 11 councillors drawn from across our three constituent councils and one independent member. Its role is to provide independent assurance to the Combined Authority on its governance, internal control and risk management arrangements and to oversee the statutory financial reporting process.

5. Legal and Constitutional matters

There are no specific legal or constitutional matters arising from this report.

6. 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.

1. Are the proposals for how external partnerships and relationships will be maintained appropriate?
2. Does the Working Group have any recommendations about how the One City arrangements will function under the Committee Model of governance?
3. Does the Working Group recommend that the Council continues to participate in the One City Approach and that the Council continues to host the City Office for the 2024/25 municipal year?
4. Who will be appointed to represent the Council at formal meetings of the West of England Combined Authority and the West of England Joint Committee and what powers will they have to negotiate with the Combined Authority and the other Local Authorities?
5. How will Combined Authority Business be considered by BCC members ahead of any Committee meeting?
6. How will Bristol City Council set its own strategic priorities with regards to the Combined Authority?
7. Who will attend the Combined Authority Advisory Boards?
8. How will business from the Combined Authority Boards be communicated back to BCC?
9. Who will attend LEP Board meeting on behalf of the Council?

Appendices:

Appendix 1 – External partnerships and relationships

Appendix 2 – Presentation on WECA

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

None

All meetings covered by Elected Members

Meeting	Who attends?	Purpose	Cabinet Member	Councillor	CMWG Option	Notes
3ic Advisory Board	Mayoral Appointment		Mayor		Leader of the Council	
Adult Lead Members Network Meeting	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Adult Social Care Equalities Forum	Cabinet Member	Meeting with providers and equalities groups	Cllr Holland		Adult Social Care Chair	
Adult Social Care Performance Transformation Board	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Adult Social Care Staff Engagement meetings	Cabinet Member	Meetings with staff to brief them and hear from them	Cllr Holland		Adult Social Care Chair	
Allotments forum	Cabinet Member		Cllr King		Public Health & Communities Chair	
BNSSG Integrated Care Partnership Board	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Bristol Buildings Preservation Trust	Councillor (Company Director)			Cllr Massey Cllr L Alexander Cllr Stone Cllr Varney	Continue with Councillor representation	
Bristol Carers Voice	Cabinet Member	Meeting with members of the council, the Care Forum and carers	Cllr Holland		Adult Social Care Chair	
Bristol Developers' Forum	Cabinet Member		Cllr Beech			
Bristol Fast Track City steering group	Cabinet Member	HIV Prevention Programme	Cllr King		Public Health & Communities Chair	
Bristol Good Food 2030 steering group	Cabinet Member		Cllr King		Public Health & Communities Chair	
Bristol Green Captial Partnership	Cabinet Member	Regular update meetings on activities	Cllr Dudd			
Bristol Ideas (previously Bristol Cultural Development Partnership Ltd)	Councillor (Company Director)			Cllr Edwards	Continue with Councillor representation	Outside Body*
Bristol Music Trust Board	Mayoral Appointment (delegated)		Cllr Cheney		Strategy and Resources Chair	Outside Body*
Bristol Nights Board	Cabinet Member		Cllr Beech		Strategy and Resources Chair	
Bristol Partnership Collective Board	Cabinet Member	Meeting of the ICB chairs and Delivery Directors	Cllr Craig Cllr Holland		Adult Social Care Chair	
Bristol Port (First Corporate Shipping Limited Board Meeting)	Cabinet Member and Councillor (Company Director)	Council appointed director on the Board of the Port	Cllr Alexander	Cllr Geater	Transport & Connectivity Chair and Councillor representation	Outside Body*
Bristol Race and Health Equity group	Cabinet Member		Cllr King Cllr Craig		Public Health & Communities Chair	Meetings run until middle of September 2023 equalities.team@bristol.gov.uk
Bristol Race Equality Strategic Leaders' Group	Cabinet Member		Cllr Craig		Public Health & Communities Chair	
Bristol Schools Forum	Cabinet Member		Cllr Craig		Children and Young People Policy Committee	
Bristol Trust for the Deaf	Councillor (Company Director)			Cllr Ali Cllr Windows Cllr Dyer	Continue with Councillor representation	Outside Body*
Bristol Women's Commission	Both		Cllr Holland	Cllr Bailes Cllr L Alexander Cllr Classick	Continue with Councillor representation	

Children Lead Members Network meetings	Cabinet Member		Cllr Craig		Children and Young People Chair	
City Funds IAC	Cabinet Member		Cllr Cheney		Strategy and Resources Chair	
City Partners Conference Call	Cabinet Member		Mayor Cllr Cheney		Leader of the Council	
Clean Air Zone Board	Cabinet Member		Cllr Alexander		Transport & Connectivity Chair	This meeting is now finished
Community Learning Advisory Board	Cabinet Member		Cllr Craig		Public Health & Communities Chair	
Community Resilience Fund Equalities meetings	Cabinet Member		Cllr Craig		Public Health & Communities Chair	
Community Safety Partnership group (KBSP)	Cabinet Member		Cllr King		Public Health & Communities Chair	
Core Cities Cabinet	Mayoral Appointment		Mayor		Leader of the Council	Outside Body*
Core Cities Transport meeting	Councillor representative		Cllr Alexander		Transport and Connectivity Chair	Not related to Cabinet role
Cost of Living - Coordination group	Cabinet Member		Cllr King		Public Health & Communities Chair	
Delivery Executive	Cabinet Member		Cllr Cheney		Strategy and Resources Chair	
Devon and Severn Inshore Fisheries Conservation Area	Mayoral Appointment (delegated)			Cllr Goggin	Continue with Councillor representation	Outside Body*
Drug and Alcohol Strategy meeting	Cabinet Member	Strategic oversight of the Preventing Drugs Partnership work, the Drugs and Alcohol Strategy and the Drugs and Alcohol Reprourement.	Cllr King		Public Health & Communities Chair	Chaired by Supt. Mark Runacres
Estate Strategy Board	Cabinet Member		Cllr Cheney		Homes and Housing Delivery Chair	
Food Equality Strategy Steering Group	Cabinet Member		Cllr King		Public Health & Communities Chair	Only 2 meetings in the diary.
Freight Task and Finish Group	Cabinet Member	Working group of transport board.	Cllr Alexander		Transport and Connectivity Chair	
Frome Gateway Regeneration Board	Cabinet Member		Cllr Cheney			
Global Future Council for Cities	Mayoral Appointment		Mayor		Leader of the Council	
Goram Homes Board Meeting	Councillor representative	To manage and direct the Goram Homes operation	Cllr Alexander		Homes and Housing Delivery Chair	Not related to Cabinet role
Health and Social Care Inclusive Careers Project Board	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Health and Wellbeing Board	Cabinet Member	Statutory Board for public oversight and some decision making over health related matters. Also a One City Board.	Cllr King Cllr Craig Cllr Holland		Public Health & Communities Chair	Alternates between public, decision making meetings and non-public development sessions
Housing Forum	Cabinet Member		Cllr Renhard		Homes and Housing Delivery Chair	
Housing IT Transformation Programme Board	Cabinet Member		Cllr Renhard		Homes and Housing Delivery Chair	
Housing management board	Cabinet Member		Cllr Renhard		Homes and Housing Delivery Chair	
ICS People Committee	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Inclusive Cities Stakeholders meetings	Cabinet Member		Cllr Craig			
Integrated Care Partnership Leadership meetings	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Keeping Adults Safe Meeting	Cabinet Member		Cllr Holland		Adult Social Care Chair	
Keeping Bristol Safe Partnership	Mayoral Appointment (delegated)	Outside Body*	Cllr Craig		Public Health & Communities Chair	
LGA General Assembly	Mayoral Appointment (delegated)	Outside Body*	Cllr Holland		Continue with Councillor representation	
LGA Lead Members meetings	Mayoral Appointment		Mayor		Leader of the Council	

LGA Public Transport Consortium	Mayoral Appointment (delegated)	Outside Body*	Cllr Pearce		Transport & Connectivity Chair	
Local Plan Working Group	Cabinet Member	To provide member input into the development of the Local Plan. This is not necessarily a cabinet member responsibility but membership is politically representative across groups.	Cllr Alexander Cllr Beech Cllr Renhard		Continue with Councillor representation	
No Cold Homes Steering group	Cabinet Member		Cllr King		Homes and Housing Delivery Chair	
One City Cost of Living	Cabinet Member		Cllr Renhard		Public Health & Communities Chair	
One City Living Rent Commission	Cabinet Member		Cllr Renhard		Homes and Housing Delivery Chair	
Parks forum	Cabinet Member		Cllr King		Public Health & Communities Chair	
Police and Crime Commissioner meetings	Mayoral Appointment		Mayor		Leader of the Council	
Policy and Crime Panel	Cabinet Member		Cllr Craig		Public Health & Communities Chair	
Project 1000	Cabinet Member		Cllr Renhard			
Refugee Resettlement Programme Project Board	Cabinet Member	To approve the work, current and future activity in relation to the Refugee resettlement team	Cllr Holland		Public Health & Communities Chair	
Safer and Stronger Communities Board meetings	Cabinet Member		Cllr Craig		Public Health & Communities Chair	
SEND Improvement Board	Cabinet Member		Cllr Craig		Children & Young People Chair	
Shareholder Group	Cabinet Member		Cllr Cheney		Strategy and Resources Chair	
Short Breaks Recommission Steering Group	Cabinet Member		Cllr Craig		Children & Young People Chair	
South West Strategic Migration Board	Cabinet Member		Cllr Holland			
Strategic Climate & Ecological Emergency Board	Cabinet Member		Cllr Cheney		Environment & Sustainability Chair	
Sustainable Transport Network meetings	Cabinet Member	Bristol Green Capital networking meeting	Cllr Alexander		Transport & Connectivity Chair	
Tackling Disproportionality Steering Group	Cabinet Member		Cllr Craig		Public Health & Communities	
Temple Quarter Strategic Board	Mayoral Appointment		Mayor		Leader of the Council	
Transport Operations Briefing	Cabinet Member	To obtain an update of WECA activities	Cllr Alexander		Transport & Connectivity Chair	
UK Urban Futures Commission	Mayoral Appointment		Mayor		Leader of the Council	
University of Bristol meetings	Mayoral Appointment		Mayor Cllr Cheney		Leader of the Council	
Urban Futures Advisory Board	Mayoral Appointment		Mayor		Leader of the Council	
VCSE Strategy Group	Cabinet Member		Cllr King		Public Health & Communities Chair	
Visit West Board	Cabinet Member		Cllr Cheney Cllr Holland		Strategy & Resources Chair	Leandra.Pacary@bristol.gov.uk
WE Work for Everyone Steering Group meetings	Cabinet Member		Cllr Holland		Adult Social Care Chair	
WECA Audit Committee	Councillors	Outside Body*		Cllr Goodman Cllr Rippington Cllr Gollop Cllr Wilcox Cllr Fitzjohn Cllr Brown	Continue with Councillor representation	
WECA Business & Skills Board	Cabinet Member		Cllr Cheney Cllr Craig		Economy & Skills Chair	
WECA Committee	Mayoral Appointment	Outside Body*	Mayor		Leader of the Council	

WECA Environment, Economy, Housing & Transport Board	Cabinet Member		Cllr Renhard		Environment & Sustainability Chair Transport & Connectivity Chair	
WECA Joint Committee	Mayoral Appointment		Mayor		Leader of the Council	
WECA Joint meeting of the Planning & Housing and Transport Boards	Cabinet Member	To feedback on WECA transport and planning activities	Cllr Alexander Cllr Beech		Homes and Housing Delivery Chair Transport & Connectivity Chair	
WECA Overview and Scrutiny	Councillors			Cllr Bradshaw Cllr Massey Cllr Hucker Cllr Plowden Cllr Grant Cllr Kent	Continue with Councillor representation	
Wessex Regional Flood and Coastal Committee	Cabinet Member		Cllr Beech		Environment & Sustainability Chair	
West of England Joint Committee	Cabinet Member		Cllr Beech			
West of England Local Enterprise Partnership Board	Mayoral Appointment	Outside Body*	Mayor		Leader of the Council	
West of England Unitary Authority Leaders meetings	Mayoral Appointment		Mayor		Leader of the Council	
Western Gateway Board meetings	Mayoral Appointment		Mayor		Leader of the Council	
Western Gateway Rail Steering Committee	Cabinet Member	Part of Western Gateway power house and looks at rail in the Western Gateway footprint.	Cllr Alexander		Transport & Connectivity Chair	Involves travel between Bristol and Swansea.
Western Gateway STB Board	Cabinet Member	Regional transport board which looks at regional transport issues.	Cllr Alexander		Transport & Connectivity Chair	Involves travel, generally in Trowbridge
Youth Council	Mayoral Appointment		Mayor		Leader of the Council	
Youth Moves Board meetings	Cabinet Member		Cllr Craig		Children & Young People Chair	

Overview

Overview

Devolution Deal

Combined Authority Committee

How we work with the Combined Authority behind the scenes

Advisory Boards

Joint Committee

Local Enterprise Partnership

Finances

Learning from Sheffield



Statutory body, established 1 Feb 2017

As of 2019, there are ten combined authorities in England, eight of which have directly-elected mayors. (Cornwall and West Yorkshire have agreed devolution deals that did not require a directly-elected mayor.)

WECA builds on the partnership working that already existed in the region

Enables the delivery of devolved powers

Single office supporting WECA, Joint Committee and LEP



invested in the West of England Single Investment Fund, to boost g

Adult Education Budget.


Enhanced powers to speed up delivery of new housing.

Responsibility for a consolidated devolved local transport budget.

Responsibility for a new Key Route Network

Employment & Skills


Key document [WEST OF ENGLAND DEVOLUTION AGREEMENT](#)



confidence in West of England working arrangements, to ensure continued access to new funding streams and policy initiatives. We also need to ensure that our priorities are aligned, and

The Committee Working Group may want to consider whether this approach needs to be revised post-May 2024.





We work closely with colleagues at the Combined Authority. There are regular meetings between leaders, CEOs, Directors and Heads of Service.

WECA Advisory Boards: Infrastructure; Business; Skills.

to discuss policy development e.g. Mass Transit, Climate Emergency
BCC Officers meet regularly to coordinate our approach and to identify

Regular Briefing for the Mayor of Bristol, Cabinet Members, OSM Members

WECA OSM and Audit Committees

Combined Authority Committee

The West of England Combined Authority Committee is chaired by the Metro Mayor and is made up of

South Gloucestershire Council.

The Committee principally makes decisions on the allocation of funding and sets the strategic and performance objectives of the Combined Authority.

Items which are considered by the Combined Authority Committee are published on a forward plan at least 21 days in advance of any committee meeting.

The business of the committee is usually developed through Advisory Boards and meetings of key officers and Executives ahead of the meeting of the Combined Authority Committee. Such engagement can help to identify and address challenges ahead of committee meetings.

Things to think about:

How will Combined Authority Business be considered by members ahead of any Committee meeting?

The role of the Leader to negotiate with other Local Authorities and the Combined Authority?

How will Bristol City Council set its own strategic priorities in regards to the Combined Authority?

Advisory Boards

Provide strategic guidance and advice to the West of England Combined Authority, Joint West of England Committee and Local Enterprise Partnership on Housing, Planning & Transport, Business and Skills

The Advisory Boards shall not make decisions and shall operate within the remit approved by the West of England Combined Authority or Joint West of England Committee as appropriate.

Executive Members from the Unitary Authorities attend advisory boards

Things to think about:

Who will attend the Advisory Boards?

How will business from the Advisory Boards be communicated back to the relevant Committee or Council?

Joint Committee

The Joint Committee is the decision-making body for issues relating to the West of England Combined Authority, Bath & North East Somerset Council, North Somerset Council and South Gloucestershire Councils, and the West of England Local Enterprise Partnership (LEP) Board.

It oversees the Economic Development Fund and other legacy funding streams such as the Revolving Infrastructure Fund.

Current Joint Committee Governance arrangements are over 7 years old and need to be reviewed. In June 2023 the Metro Mayor withdrew from

Things to think about:

Future governance arrangements of the Joint Committee.

Who will represent the Council at Joint Committee meetings?

West of England Scrutiny

of 11 members from across the Combined Authority region.

It holds powers to review or scrutinise the work of the Combined Authority and the discharge of its functions and make reports or recommendations on these or other matters which affect inhabitants of the Combined Authority area.

Where the business of the Local Enterprise Partnership relates to the discharge of the functions of the Combined Authority, the Committee holds these powers also.

North Somerset Councillors sit alongside the Committee to consider West of England Joint Committee items.

Things to think about:

Local Enterprise Partnership

The Local Enterprise Partnership (or LEP) is a partnership between businesses, businesses thrive and communities grow in a sustainable way. The LEP worked with the Combined Authority, government, and the business priorities to drive long-term growth in our economy.

Things to think about:

Future devolution arrangements regarding the LEP.

Who will attend LEP Board meetings on behalf of the Council?

Funding arrangements

Combined Authority	Joint Committee
	over 25 years)

For further information please visit the Combined Authority [Website](#)



It is understood that the Leader of Sheffield City Council attends Authority Committee meetings on behalf of the Council.

The Leader of Sheffield Council is regularly briefed on Combined Authority matters with leaders and deputy leaders of all the groups forming the administration.

Committee Chairs regularly receive updates from Officers regarding Combined Authority matters concerning matters relating within their committee.

Resources Committee



Questions?

CMWG Work Programme 2023

Session Details	Date and time (all meetings are on Fridays)
<p>Agenda setting</p> <ol style="list-style-type: none"> 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 	<p>13th January 2023 11:00-13:00</p>
<p>Public Meeting</p> <p style="font-size: 2em; transform: rotate(-90deg); position: absolute; left: -40px; top: 50%; transform: translateY(-50%);">Page 36</p> <ol style="list-style-type: none"> 1. Annual Business Report 2. Work Programme 3. Decision-making under the current Mayor and Cabinet model of governance 4. Community Engagement Feedback 	<p>27th January 2023 11:00-13:00</p>
<p>Agenda setting</p> <ol style="list-style-type: none"> 1. Scrutiny report(s) 	<p>10th February 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Discuss options for a Scrutiny function 	<p>24th February 2023 11:00-13:00</p>
<p>Agenda setting</p> <ol style="list-style-type: none"> 1. Chief Executive attending 2. Committee Structure report(s) 	<p>17th March 2023 11:00-13:00</p>

<ul style="list-style-type: none"> 3. Initial discussion on the proposals to the Independent Remuneration Panel 4. External Communications plans and launch 	
<p>Public Meeting</p> <ul style="list-style-type: none"> 1. Committee Structure; to determine the number of Committees and their general responsibilities. 	<p>31st March 2023 11:00-13:00</p>
<p>Agenda setting</p> <ul style="list-style-type: none"> 1. Councillor Roles and Responsibilities report (s) 2. Policy Committees – Structure and Responsibilities 	<p>14th April 2023 11:00-13:00</p>
<p>Public Meeting</p> <ul style="list-style-type: none"> 1. Councillor Roles and Responsibilities report 2. Policy Committees – Structure and Responsibilities report 	<p>28th April 2023 11:00-13:00</p>
<p>Agenda setting</p> <ul style="list-style-type: none"> 1. Constitution update 2. Local Decision Making report 3. One City report 	<p>12th May 2023 11:00-13:00</p>
<p>Public Meeting</p> <ul style="list-style-type: none"> 1. Local Decision Making 2. One City <p>N.B. May decisions to be reported to July Full Council meeting</p>	<p>26th May 2023 11:00-13:00</p>

<p>Agenda setting</p> <ol style="list-style-type: none"> 1. Constitution update (links to the corporate policies and processes report) 2. Corporate Policies and Processes report(s) 3. Inquiry Day preparation 	<p>16th June 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Corporate Policies and Processes 2. Forward Plan 3. PC TOR 4. PC Procedure Rules 5. Escalation Panel 6. Budget and Policy FW 7. Member Forum 8. Local decision-making update <p>N.B. June decisions to be reported to July Full Council meeting</p>	<p>30th June 2023 11:00-13:00</p>
<p>Agenda Setting</p> <ol style="list-style-type: none"> 1. Work Programme until May 2024 2. External Partnerships report(s) 3. Update from the Director of Policy, Strategy and Digital 	<p>14th July 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Update of Work Programme until May 2024 2. External Partnerships report(s) 3. Briefings on specific external partnerships (i.e. WECA) 4. Local decision-making update <p>N.B. July decisions to be reported to September Full Council meeting</p>	<p>28th July 2023 11:00-13:00</p>

Draft Work Programme: August – November

<p>Agenda Setting</p> <ol style="list-style-type: none"> 1. Member Code of Conduct 2. Member- Officer Protocol 3. Constitution Update – Part 3 Roles and Responsibilities 	<p>11 August 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Member Code of Conduct 2. Member- Officer Protocol 3. Local decision-making (verbal update) <p>N.B August decisions to be reported to September Full Council meeting</p>	<p>25 August 2023 11:00-13:00</p>
<p>Agenda Setting</p> <ol style="list-style-type: none"> 1. Delegated Officer decision-making 2. Emergency decision-making 3. Constitution Update – Part 4 Procedure Rules 4. Public engagement events update 	<p>15 September 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Delegated Officer decision-making 2. Emergency decision-making 3. Local decision-making (verbal update) <p>N.B. September decisions to be reported to November Full Council meeting</p>	<p>29 September 2023 11:00-13:00</p>

<p>Agenda Setting</p> <ol style="list-style-type: none"> 1. Local decision-making (recommendations) 2. Constitution Update – Part 5 Codes and Protocols 3. Public engagement events update 	<p>13 October 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Local decision-making (recommendations) <p>N.B. October decisions to be reported to November Full Council meeting</p>	<p>27 October 2023 11:00-13:00</p>
<p>Agenda Setting</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 70</p> <ol style="list-style-type: none"> 1. Plan for the review of arrangements post 2024 2. Any outstanding matters 3. Constitution Update – Part 1 Summary and Explanation 4. Constitution Update – Part 2 Articles of the Constitution 	<p>10 November 2023 11:00-13:00</p>
<p>Public Meeting</p> <ol style="list-style-type: none"> 1. Plan for the review of arrangements post 2024 	<p>24 November 2023 11:00-13:00</p>