

Economy and Skills Policy Committee Agenda



Date: Monday, 29 July 2024

Time: 2.00 pm

Venue: The Council Chamber - City Hall, College Green, Bristol, BS1 5TR

Distribution:

Councillors: Andrew Brown (Chair), Jenny Bartle (Vice-Chair), Kelvin Blake, Fabian Breckels, Mark Weston, Paula O'Rourke, Serena Ralston, Tom Renhard and Toby Wells

Issued by: Amy Rodwell, Policy Committee Officer

City Hall, College Green, Bristol BS1 5TR

E-mail: policycommittees@bristol.gov.uk

Date: Friday, 19 July 2024



Agenda

1. Welcome, Introductions and Safety Information

(Pages 5 - 7)

2. Apologies for Absence and Substitutions

3. Declarations of Interest

To note any declarations of interest from councillors. They are asked to indicate the relevant agenda item, the nature of the interest and in particular whether it is a disclosable pecuniary interest.

Any declaration of interest made at the meeting which is not on the register of interests should be notified to the Monitoring Officer for inclusion.

4. Chair's Announcements

To receive any announcements from the Chair.

5. Public Forum

Up to 30 minutes is allowed for this item.

Any member of the public or councillor may participate in Public Forum. Public Forum items must relate to the remit of the committee and should be addressed to the Chair of the committee.

Members of the public who plan to attend a public meeting at City Hall are advised that you will be required to sign in when you arrive. Please note that you will be issued with a visitor pass which you will need to display at all times.

Please also note:

Questions

1. Written public questions must be received by 5.00 pm, at least 3 clear working days prior to the meeting. For this meeting, this means that questions must be received at the latest by **5.00 pm on Tuesday 23rd July**. Please email questions to policycommittees@bristol.gov.uk
2. Any individual can submit up to 3 written questions.
3. Written replies to questions will be available on the Council's website at least one hour before the meeting.
4. At the meeting, questioners will be permitted to ask up to 2 oral



supplementary questions.

Statements

1. Written statements must be received at latest by 12.00 noon, at least 2 working days prior to the meeting. For this meeting, this means that statements must be received at the latest by **12.00 noon on Thursday 25th July**. Please email statements to policycommittees@bristol.gov.uk
2. Statements, provided they are no more than 1,000 words in length, will be circulated to all committee members and will be published on the Council’s website at least one hour before the meeting.

Petitions

1. Details of the wording of any petitions, and the number of signatories to petitions must be received at latest by 12.00 noon, at least 2 working days prior to the meeting. For this meeting, this means that petition details must be received at the latest by **12.00 noon on Thursday 25th July**. Please email petition details to policycommittees@bristol.gov.uk
2. At the meeting, individuals presenting petitions may be required to read out the objectives of the petition.

When submitting a question or statement please indicate whether you are planning to attend the meeting to present your statement ask your question

6. Economy and Skills Policy Committee: Annual Business Report 2024/2025

To note the Annual Business Report.

(Pages 8 - 11)

7. WE Work for Everyone Phase 3

To seek approval to hold detailed bid negotiations to secure essential grant funding from the West of England Combined Authority (WECA) to extend and maintain our specialist employment support programme designed to improve employment outcomes for Disabled people with Learning Difficulties and Autism across the West of England region.

(Pages 12 - 44)

8. Regeneration Service Update

To update committee members on the planned activity in the regeneration service.

(Pages 45 - 64)



9. Establishment of a Local Plan Working Group

To agree the re-establishment of an informal cross-party Local Plan Working Group to operate under the auspices of the Economy & Skills Committee.

(Pages 65 - 68)

EQIA to follow

10. Corporate Risk Management Report - Quarter 1, 2024/25

To provide an update on current significant strategic risks to achieving the Council's objectives, within the Economy and Skills Committee, as set in the Corporate Strategy 2022-2027 and summarises progress in managing the risks and actions being taken as at Quarter 1_2024-25.

(Pages 69 - 78)

11. Finance Report Update

To present the Economy and Skills Committee financial forecast at Period 2 / Quarter 1 (P2/Q1) against the budget as at the end of May 2024.

(Pages 79 - 84)



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 for Policy Committees are held at City Hall.

Attendance at Public meetings

Bristol City Council welcomes public attendance and participation at all of its formal committee meetings. When attending public meetings please behave with courtesy, tolerance and respect at all times to Councillors, Council Officers and other meeting participants. Attendees who cause disturbance may be asked to leave or, may be removed from the meeting.

If you're a member of the press or public and want to attend a public meeting at City Hall, you will need to **sign in** when you arrive. You will be issued with a visitor pass which you will **need to display at all times**.

Due to the maximum occupancy of the venue, you may be asked to watch the meeting on a screen in another room.

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 Policy Committee 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 Policy Committee Officer.

Public Forum

Members of the public may make a written statement, ask a question, or present a petition to most meetings. Please ensure that any submissions made are respectful, factual, and relevant.

- By contributing to the public forum process the participant acknowledges that any content submitted is at the authors own risk and the Council disclaims any obligation or responsibility for it.
- Questions, Statements and Petitions should be factually based and should not contain anything that could be construed as being defamatory, frivolous or offensive. Any



submission including such information shall be redacted prior to publication without notice to the author.

- The Council reserves the right to reject any submission it deems defamatory, frivolous or offensive at its sole discretion.
- Sensitive personal information may be deleted or redacted
- Officer's names below Head of Service, will be replaced by the Officer's job title
- Company names may be deleted or redacted

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 policycommittees@bristol.gov.uk

The following requirements apply:

- The statement is received no later than **12.00 noon two working days 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. 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 Policy Committee meetings may be 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.

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



Economy and Skills Policy Committee

29 July 2024



Report of: Tim O’Gara, Director: Legal & Democratic Services

Title: Economy and Skills Policy Committee: Annual Business Report 2024/2025

Officer presenting report: Amy Rodwell, Policy Committee Officer

Recommendations:

1. To note the membership of the Economy and Skills Policy Committee for 2024/2025.
2. To note the appointment of Councillor Andrew Brown as the Chair of the Economy and Skills Policy Committee for 2024/2025.
3. To note the appointment of Councillor Jenny Bartle as the Vice-Chair of the Economy and Skills Policy Committee for 2024/2025.
4. To note the terms of reference of the Economy and Skills Policy Committee.
5. To note the Economy and Skills Policy Committee’s meeting dates for 2024/2025.

1. Context/background

a. Membership of the Economy and Skills Policy Committee:

At the annual Full Council meeting held on 21 May 2024, the following members were appointed to serve on the Economy and Skills Policy Committee for 2024/2025:

Councillor Andrew Brown
Councillor Jenny Bartle
Councillor Paula O'Rourke
Councillor Toby Wells
Councillor Serena Ralston
Councillor Fabian Breckels
Councillor Kelvin Blake
Councillor Tom Renhard
Councillor Mark Weston

b. Chair of the Economy and Skills Policy Committee:

At the annual Full Council meeting held on 21 May 2024, Councillor Andrew Brown was appointed as Chair of the Economy and Skills Policy Committee for 2024/2025.

c. Vice-Chair of the Economy and Skills Policy Committee:

At the annual Full Council meeting held on 21 May 2024, Councillor Jenny Bartle was appointed as Vice-Chair of the Economy and Skills Policy Committee for 2024/2025.

d. Terms of reference of the Economy and Skills Policy Committee:

The terms of reference of the Economy and Skills Policy Committee, as set out in the Council's constitution, are as follows:

Terms of Reference of Policy Committees

All policy committees have the following terms of reference:

1. To deliver their functions in accordance with the Corporate Plan and any other plan or strategy approved by Full Council.
2. To take decisions above the financial threshold of £500,000 for decisions of Policy Committees and in accordance with the Council's approved budget and policy framework and decisions that are significant in terms of their effects on communities living or working in two or more wards in the city.
3. To consider matters that are referred to the Committee by the Chair of the Committee or which are escalated to the Committee.
4. To develop and agree strategies, policies and plans in respect of the areas of responsibility of the Committee.
5. To approve fees and charges.
6. To exercise statutory scrutiny functions through the appropriate Policy Committee, or Sub-Committee established for that purpose (health, flood risk management and crime and disorder).

7. To review risk management, financial management and performance reports from service areas within the areas of responsibility of the Committee.
8. To establish Sub-Committees and delegate functions to them.
9. To conduct task and finish activities to consider policy development matters. It is recommended that this be two per Policy Committee per municipal year.
10. To foster relationships with residents, businesses and stakeholders within the city and encourage them to participate in the Council's democratic processes.

Policy committees carrying out policy development

Where a policy committee is carrying out policy development, it will do so in accordance with the following principles:

11. Policy development will be carried out within the framework of the Council strategic priorities as set out in the Council's Corporate Plan.
12. Policy development will consider the Council Budget and Policy Framework and review of their impact on service delivery and outcomes for people in Bristol.
13. Consider 'city-wide issues' (and where appropriate sub regional, regional and national issues), in particular through collaborative work with local partner authorities, providers, stakeholders and members of the public.
14. Consider organisational performance (ICT, legal, financial and HR services) and commission performance reviews.

Specific functions of the Economy and Skills Policy Committee

The Economy and Skills Policy Committee is responsible for the following functions:

- Development of regional planning Strategy (including Spatial Development Strategy)
- Cross border responsibility for joint spatial planning
- Delivery of renewed Local Plan
- City resilience (delivery of City Resilience Strategy) and contingency
- The Harbour
- Flooding and flood strategy
- Development management
- Civil Contingency Planning - planning and control
- Apprenticeships, training and work experience
- Lifelong learning
- City Economy
- City Policy, Strategic Planning and Communications, Council Plan
- University Development and Student Accommodation
- Major development schemes
- Land and property allocated for housing development
- Departmental performance, budget and risk

e. Meeting dates

The meeting dates of the Economy and Skills Policy Committee for 2024/25 are (all at 2:00 pm):

- Monday 29th July 2024
- Monday 30th September 2024
- Monday 4th November 2024
- Monday 9th December 2024
- Monday 17th February 2025

- Monday 31st March 2025

2. Legal and Resource Implications

N/A

Appendices:

None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

Full Council agenda papers and minutes, 21 May 2024 [ModernGov – bristol.gov.uk](https://www.bristol.gov.uk/moderngov)



Committee Report

PURPOSE: Final Decision Report

KEY OR NON-KEY DECISION: Key decision over £500k

COMMITTEE: Economy and Skills Committee

DATE: 29 July 2024

TITLE: WE Work for Everyone Programme Phase 3 Extension

Ward(s): All Wards

Officer presenting the report: Jane Taylor

Job title: Head of Service - Employment, Skills and Lifelong Learning

Committee Chair: Councillor Andrew Brown

Executive Director lead: Hannah Woodhouse: Executive Director for Childrens and Education

Proposal origin: BCC Staff

Purpose of Report:

To seek approval to hold detailed bid negotiations to secure essential grant funding from the West of England Combined Authority (WECA) to extend and maintain our specialist employment support programme designed to improve employment outcomes for Disabled people with Learning Difficulties and Autism across the West of England region.

Evidence Base:

1. In 2019 Bristol City Council secured £2.4m external investment from the European Social Fund (ESF). £1.3m from the West of England Combined Authority (WECA) to lead and deliver the WE Work for Everyone specialist employment support programme for Disabled people with Learning Difficulties and/or Autism in Bristol and across the wider West of England.
2. The first phase of the programme completed in December 2023 and engaged 1457 participants, of which 707 live in Bristol. Despite the impact of the Covid pandemic, 334 (23%) participants secured paid employment with support from our team of navigators and specialist job coaches, including 164 living in Bristol (137% of target). As a result of this first phase, a high proportion of participants improved their basic skills (128% of target) and over 400 previously economically inactive participants have gone onto supported job searching on leaving the programme.
3. In October 2023 we received confirmation of a 1-year extension funding grant of £850,000 from WECA as part of the regional UK Shared Prosperity Fund (UKSPF) allocation. We also secured a further £214,000 from the DfE Supported Internship Pilot Programme. From January 2024, WE

Work for Everyone Phase 2 has been working with 320 people with Learning Difficulties and/or Autism to support them into paid employment across the WECA region, including 160 participants living in Bristol.

4. Research identifies that many people with a learning difficulty can and do want to work but are often denied the opportunity because there are many barriers to finding meaningful paid work. Up to 10% of the population have a learning difficulty however the employment rate in the UK for people with learning difficulties is low at 5.7% with 71% of those working for less than 16 hours per week. This compares with an average UK employment rate of 75% (Nov 23 – Jan 24) and a Southwest employment rate of 77%.
5. The SEN and Disability Code of Practice (the Code) sets out how SEN support should include planning and preparation for the movement between phases of education and preparation for adult life, so young people go on to achieve the best outcomes in employment, independent living, health and community participation. Nationally this is becoming increasingly in focus due to poor employment outcomes for young people with SEND, including a Bristol City Council Scrutiny Commission into transition pathways and support in January and a House of Lords Committee into the transition from education to employment for young disabled people in February (see Appendix A for We Work for Everyone Case Study submitted as evidence).
6. The latest Adult Social Care Outcomes Framework (ASCOF) figures show the number of Disabled people with Learning Difficulties supported by Adult Social Care (ASC) who are reported to be in employment in the West of England:

Measures from the Adult Social Care Outcomes Framework (ASCOF), England 2022-23		Bristol	Bath & NE Somerset	S Gloucs
Number of working age (18-64) service users who received long-term support with a primary support reason of learning disability who are in paid employment	All	39	48	55
	Males	24	30	37
	Females	15	18	18
Number of working age (18-64) service users who received long-term support during the year with a primary support reason of learning disability support	All	1022	461	788
	Males	624	281	474
	Females	398	180	314
Percentage in paid employment	All	3.8%	10.4%	7.0%
	Males	3.8%	10.7%	7.8%
	Females	3.8%	10.0%	5.7%

It is important to note from our own research that there is some considerable variance between local authorities due to differences in the data collection and reporting regimes. Furthermore, this data excludes those people with Learning Difficulties who are *not* known to Adult Social Care who may well be supported by other agencies such as the Bristol Autism Spectrum Service (BASS). BASS is a multidisciplinary team providing a service for adults registered with a GP in Bristol, Bath & North East Somerset, North Somerset and South Gloucestershire. In December 2023 alone, there were over 500 Adults in the WECA region who had been referred for an Autism assessment that hadn't had a contact appointment for over 13 weeks since their initial referral. This equates to a waiting list of 2-3 years, highlighting the need for us to offer support for those *without* a formal diagnosis.

7. In May 2024, Bristol City Council contributed to a WECA business case which proposed to extend WE WORK for Everyone for a further two years through their Skills Investment Fund. This

was approved and there is now an opportunity to draw down £1.7m of investment to enable us to work with 700 individuals with a Learning Difficulty and/or Autism across the West of England, (350 in Bristol). Underpinned by the principles of specialist employment support and supported internships from age 18+, 'WE Work for Everyone' can continue to improve employment outcomes through a dedicated individualised approach which will comprise intensive specialist support and an education and enterprise infrastructure, providing the depth and intensity of support many people with a Learning Difficulty need to help them work towards, find and retain paid employment.

8. It should also be noted that Bristol City Council and the Bristol North Somerset and South Gloucestershire (BNSSG) Integrated Care Partnership have also submitted a successful application to the DWP to become one of 15 Government flagship WorkWell Vanguard Partnerships. Generating a further £2.96m of investment over two years, this new programme will closely align with the objectives of WE WORK for Everyone. The aims of WorkWell are:
 - To help people with health conditions to obtain and maintain paid employment
 - To strategically join the areas of work and health across the region
 - To develop and learn from best practice through sharing with other Vanguard Partnerships.

Officer Recommendations:

That the Committee for Economy and Skills

1. Approves the proposal and authorises the Head of Service Employment, Skills and Lifelong Learning in consultation with the Committee Chair to negotiate with WECA and, if successful, to accept and spend funding of up to £1,835,500 (including procuring and awarding contracts) and lead on the regional implementation and delivery of the We Work for Everyone Phase 3 programme from January 2025 to March 2027.
2. Notes the Director of Adult Social Care and the Director of Education and Skills will support the implementation of the WE Work for Everyone Programme, in partnership with specialist providers and employers, to improve the employment outcomes of young people and adults with Learning Difficulties and Autism supported by the SEND and ASC teams.

Corporate Strategy alignment: Improving the employment of people with Learning Difficulties contributes to Bristol City Council's commitment to inclusive economic growth and social mobility. It also helps reduce the reliance of people with Learning Difficulties and Autism on public services and promotes their inclusion and citizenship, economic and social independence, health and wellbeing.

City Benefits: By implementing these recommendations, Bristol City Council can demonstrate proactive positive action to address the discrimination experienced by Disabled people, ensuring that our own workforce is reflective of the communities we serve. We can also work with other employers to improve their access to specialist support and resources so that they can fulfil their social value commitments, improve their workforce diversity and benefit from the employment of people with Learning Difficulties and Autism.

Consultation Details: Several consultation activities have taken place, including: a workshop with WECA and partner local authorities; discussions with our SEND Employer Forum and the SEND Parent Carer Forum; engagement with WE Work clients and Supported Interns; discussions with all local authority

Adult Social Care, Education and Skills Teams and Bristol Autism Spectrum Service; consultation with third sector specialist providers

Background Documents:

1. Cabinet Paper WE Work for Everyone Phase 2

[Final WE Work for Everyone Phase 2 Decision Pathway Report v1.docx](#)

2. Cabinet Paper WorkWell

[Work Well Partnership Decision Pathway Report RA edits 120224.docx](#)

Revenue Cost	£1, 835,500	Source of Revenue Funding	WECA Skills Investment Fund (£1,701,500) DFE LDD Employment Support Grant (£135, 000)
Capital Cost	£	Source of Capital Funding	N/A
One off cost <input checked="" type="checkbox"/> Ongoing cost <input type="checkbox"/>		Saving Proposal <input type="checkbox"/> If yes - existing or new saving? <input checked="" type="checkbox"/> OR Income generation proposal <input checked="" type="checkbox"/>	Choose an item.

Professional comments section:

1. Finance Advice: This £1.7m WECA grant application will support the Service to deliver the Council’s commitment to inclusive economic growth and social mobility, will directly benefit people with learning needs and/or autism (circa 350) as well as providing support to employers facilitating workforce change. The financial commitment to Bristol is the £135K (or 8%) cash spending will be used as match funding from Learning Disability Support budget.

Finance Business Partner: Travis Young, Finance Business Partner, 15/05/2024

2. Legal Advice: The submission of bids for grant funding raises no particular legal issues. If successful, the procurement process must be conducted in line with the 2015 Procurement Regulations and the Councils own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements.

Legal Team Leader: Husinara Jones, Team Manager/Solicitor, 14th May 2024

3. Implications on IT: There are no implications for IT

IT Team Leader: Alex Simpson – Lead Architect, 15/05/2024

4. HR Advice: There are no significant HR issues arising from this report.

HR Partner: Lorna Laing – HR Business Partner, 15/05/2024

APPENDICES

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Equality Impact Assessment (EqIA)	YES
Appendix C – Environmental Impact Assessment	YES
Appendix D – Risk assessment	YES
Appendix E – Exempt Information	NO
Appendix F – Details of consultation carried out - internal and external	NO
Appendix G – Options appraisal matrix	NO
Appendix H – Business case / financial analysis	NO

Case Study – WE Work for Everyone, Bristol City Council

Introduction

Bristol City Council leads the WE Work for Everyone (WWfE) programme supporting Disabled people with Learning Difficulties and Autism into paid work. A WWfE Navigator started supporting Joe in July 2021. He was a recent college leaver when he joined the programme. Joe has a diagnosis of autism spectrum disorder and dyslexia. He had studied IT for 3 years at college. He had been volunteering for years in a charity shop so had some customer service, shop floor and till experience. He has a passion for computer hardware and had built 3 computers at home in own time from scratch using second-hand parts.

The challenge

Joe came onto our programme saying he wanted either a job or an apprenticeship in IT. After profile building and job searching, we applied for an IT apprenticeship in October 2021. Joe had an interview with the apprenticeship provider which I attended with him online. He was successful in being offered the apprenticeship by the training provider but was required to find an employer to take him on for the workplace element of the apprenticeship. He also explained to the apprenticeship provider that his main interest was in hardware, not software, and that he wanted to build and repair computers, not provide over the phone first line response in IT support. This apparently made it more challenging for the apprenticeship provider and Joe to find a job to match him with, as most roles were for IT support over the phone. Joe also didn't want to travel over a certain distance to work.

The solution

So, we started to discuss what reasonable adjustments he would need in place to be supported in working on the phones, taking calls, describing to the caller how to fix their IT problem. For example, we started thinking about voice to text software. Then a full-time role was advertised as a 'PC Build Technician' and was for Joe's dream job - building and repairing computers for a company in Bristol. Joe applied and was offered an interview I contacted the company to introduce myself as his Employment Navigator and with Joe's permission, disclosed his autism spectrum disorder and ask for the interview questions in advance, the response I got was positive. Joe's interview went really well and he was offered the job.

Once Joe got the job he was handed over to the Supported Employment Navigator to arrange what in work support (if any) he would need. We took a social model of disability approach and looked at what processes and systems were in place in the company and how these could be adapted to ensure Joe was supported in the most appropriate way. Joe had been very clear about coping strategies he employed in his daily life (EG – taking short walks if he felt stressed) and his employer had confirmed that he was fine with this. Joe did concede that he may find the first weeks very tiring but would soon adjust. This topic was discussed with Martyn who was fine with doing slightly reduced hours for the first few weeks as long as he was gradually bought up to full time hours when appropriate. The employer had identified a natural workplace mentor for Joe and they quickly bonded over baffling tech talk.

Funding

Dedicated funding to support individuals with learning difficulties in gaining employment is crucial for fostering inclusivity and empowering Disabled people like Joe to thrive in the workforce. This level of support requires a comprehensive approach that combines financial support, and collaborative partnerships. The funding that enabled Joe to have support of an Employment Navigator to help successfully secure employment and then a Supported Employment Navigator to be available to consolidate the employment once it had started was covered by 3 years of funding from ESF and the West of England Combined Authority. Without it, Joe would have had to navigate the pathway from education to employment alone. The project has secured a further 12 months of funding from UKSPF that is being administered by WECA. This length of funding does not reflect the level of support that is needed by people like Joe to successfully gain and maintain employment. One of the key lessons identified in the first delivery period of We Work for Everyone was that our participants need more than 12 months support to progress (maximum length allowed on project)

Impact

Despite the impact of the Covid 19 pandemic, this first phase programme has engaged 1272 participants, of which 699 live in Bristol. By August 2023, 201 participants have entered paid employment, 95 of which live in Bristol. The programme has achieved significant success in engaging with participants without basic skills (128) and supporting economically Inactive participants into job search on leaving (130). Overall, the WE Work for Everyone has been a unique and successful driver of change. We have worked with Disabled people with Learning Difficulties to raise their employment aspirations, with their parents and carers, and support professionals. We have worked with a wide range of employers including Aardman Animation, Bromford, Our Media, Bristol Zoo, Airbus, Boeing and the Avon Centre to promote the benefits of employing people with learning difficulties.

The WWfE Team has taken steps to work with the Council's Adult Social Care Team (ASC) to shape and deliver the programme. Following a data match of WE Work participants with the ASC LAS (Logic Adult Care System) we can see that 312 participants have had at least one contact with ASC, of which 101 are registered as having a Learning Difficulty. Of these, 49 were referred directly from ASC and 52 have come into the programme through external marketing and with the support of our partner supply chain. The local authority must submit an annual report to government and quarterly data returns of the number of Disabled adults with Learning Difficulties supported by social care who are in employment.

Lessons learned

The participant journey from enquiry/referral to outcome has been streamlined and evidenced now with written guidance and instructions for delivery.. Over the length of the project, it became evident with an increase in referrals and reduction in specialist provision, programme navigators needed to be flexible and multifunctional with how they delivered the programme to participants, added to this was the confusion that regular handovers caused our participants. Individual 1:1 support is the model that has proven to work. Specialist provision that was part of the original programme did not become a reality until the second year and has proved to be essential for participants that need additional and intensive support. Specialist provision needs to be more reflective of the participants individual needs around securing employment and having an in-work support option available to consolidate continuous employment. A more targeted referral pathway that is administered through the lead accountable body and the confirmed local authority partners will identify the Disabled participants with Learning Difficulties in most need of support to secure employment.

More intensive caseload reviews, and peer led share of good practice, together with involvement in multi-agency reviews of our clients have significantly increased the quality of our service.

WWfE is keen to be recognised as a specialist employability support programme that is aimed solely at Disabled people who have a Learning Difficulty - creating an additional barrier to employment. We will re-focus marketing towards referral hot spots within the community and less visible and historic referral points such as DWP Job Centres.

Understanding the additional needs of our participants needs to be reflected in performance targets and the specialism that WWfE can deliver. Outcomes need to be reflective of improvements in wellbeing, confidence, and movement towards the labour market. Future funding agreements need to be for multiple years as this cohort needs a sustained period of support to achieve their potential.

Contact for more information:

Simon.bayliss@bristol.gov.uk
07468750800

For more information about the WWfE programme, go to: [Home - We Work For Everyone](#)

Equality Impact Assessment [version 2.12]



Title: WE WORK for Everyone Phase 3	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Paul Gaunt
Service Area: Employment, Skills and Learning	Lead Officer role: Employment Support Manager

Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Equality and Inclusion Team early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

In 2019 Bristol City Council secured £2.4m external investment from the European Social Fund (ESF). £1.3m from the West of England Combined Authority (WECA) to lead and deliver the WE Work for Everyone specialist employment support programme for Disabled people with Learning Difficulties and/or Autism in Bristol and across the wider West of England.

The first phase of the programme completed in December 2023 and engaged 1457 participants, of which 707 live in Bristol. Despite the impact of the Covid pandemic, 334 participants secured paid employment with support from our team of navigators and specialist job coaches, including 164 living in Bristol (137% of target). As a result of this first phase, a high proportion of participants improved their basic skills (128% of target) and over 400 previously economically inactive participants have gone onto supported job searching on leaving the programme.

In October 2023 we received confirmation of a 1-year extension funding grant of £850,000 from WECA as part of the regional UK Shared Prosperity Fund (UKSPF) allocation. We also secured a further £214,000 from the DfE Supported Internship Pilot Programme. From January 2024, WE Work for Everyone Phase 2 has been working with 320 people with Learning Difficulties and/or Autism to support them into paid employment across the WECA region, including 160 participants living in Bristol.

In May 2024, Bristol City Council contributed to a WECA business case which proposed to extend WE WORK for Everyone for a further two years through their Skills Investment Fund. This was approved and there is now an opportunity to draw down £1.7m of investment to enable us to work with 700 individuals with a Learning Difficulty and/or Autism across the West of England, (350 in Bristol). Underpinned by the principles of specialist employment support and supported internships from age 18+, 'WE Work for Everyone' can continue to improve employment outcomes through a dedicated individualised approach which will comprise intensive specialist support and an education and enterprise infrastructure, providing the depth and intensity of support many people with a Learning Difficulty need to help them work towards, find and retain paid employment.

The purpose of this Equalities Impact Assessment is to support the Committee Paper that has been submitted to the Committee for Economy and Skills recommending that it ...

1. Approves the proposal and authorises the Head of Service Employment, Skills and Lifelong Learning in consultation with the Committee Chair to negotiate with WECA and, if successful, to accept and spend funding of up to £1,835,500 (including procuring and awarding contracts) and lead on the regional implementation and delivery of the We Work for Everyone Phase 3 programme from January 2025 to March 2027.
2. Notes the Director of Adult Social Care and the Director of Education and Skills will support the implementation of the WE Work for Everyone Programme, in partnership with specialist providers and employers, to improve the employment outcomes of young people and adults with Learning Difficulties and Autism supported by the SEND and ASC teams.

The WE Work for Everyone Programme specifically targets Disabled people with learning difficulties to support them to move closer to or achieve and maintain paid employment, supported by a specialist employment support Navigator on a 1 to 1 basis. People with any kind of impairment – learning difficulty, neuro diversity, mental health issue physical or sensory -are disabled not by their impairments but by cultural, economic, political, and social barriers which cause inherent and institutionalised discrimination.

WE WORK for Everyone utilises local provision, driven by a single delivery model and underpinned by a single “Menu of Opportunity” – (access to a range of services delivered through specialist agencies and training organisations). The programme is a collaborative partnership between the Local Authority areas of Bristol, South Gloucestershire, Bath & North East Somerset and with the West of England Combined Authority, four local colleges and the Department for Work and Pensions.

The project will meet the objectives by improving and increasing the employment outcomes. It will promote social inclusion for people with learning difficulties through an individualised programme which will focus on their specific needs, and identify pathways (specific support, vocational and education opportunities, career planning, on the job coaching) to move them towards or into paid and sustainable employment. People with learning difficulties are far from the labour market and require more in-depth interventions to enable them to access paid employment. Through an individualised approach, this programme will increase participation in the labour market, improve social inclusion, self-esteem, social mobility, and the well-being of people with learning difficulties.

1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
--	------------------------------------	-----------------

The programme will enable Bristol City Council and partner providers to fulfil social mobility commitments within it’s Corporate Strategy by working with 700 individuals across the West of England, (350 living in Bristol), with

learning difficulties and / or autism to support them into paid employment. The Council’s Employment Support Team will continue their joint delivery plan with the Adult Social Care Teams as well as the City’s VCS organisations and employers. WE WORK for Everyone will result in participants enhancing their employment prospects and skills levels, increased income and a reduction in the dependency upon benefits and Council assistance.

Step 2: What information do we have?

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
2021 Census	<p>53% of women work full time compared to 70% of men</p> <p>The proportion of men in manager, director and senior official roles is 12% compared to 8% women. The proportion of people in these senior roles varies according to ethnic origin – e.g. 4% people identifying as Black/Black British African compared to 12% Asian or Asian British Chinese and 11% White British</p> <p>18% of Disabled people 16-64 have no formal qualification compared to 9% of Non-Disabled people.</p> <p>Qualification levels vary significantly between different ethnic groups – for example: those people identifying as white gypsy or Irish traveller (27%), white Roma (22%), Bangladeshi (21%) and Black/Black British African (21%) have the highest reported ‘no qualifications’ and White Irish (63%), Asian/Asian British Chinese (59%), Indian (55%) report Level 4 qualifications and above.</p> <p>This data underlines the on-going critical need for positive action BCC’s Employment, Skills and Learning Team’s programmes and services. This includes the specialist employment support provided for people with learning difficulties so that people with protected characteristics</p>

	<p>who face a glass ceiling in employment can gain paid employment and development opportunities that lead to better work, improved skills/qualifications and access to higher level and higher paid roles.</p>
<p>Stat Explore and Nomis data 2023</p>	<p>There are consistently high and increasing numbers of universal credit claimants including those claiming unemployment benefits in Bristol's most deprived wards, including: Avonmouth and Lawrence Weston; Ashley; Easton; Eastville; Filwood; Hartcliffe and Withywood; Lawrence Hill.</p> <p>This data underlines the need for WE WORK for Everyone, (together with our other employment support programmes), to be targeted at employees who live in neighbourhoods with the highest levels of Universal Credit claimants</p>
<p>ONS Annual Population Survey 22/23</p>	<p>Employment gap analysis shows that Disabled people have a -30 gap. Other equalities groups with an employment gap include lone parents, Black, Asian and minoritised communities, 50-64 year olds, women and people living in lower employment areas.</p> <p>This data underlines the need for targeted and specialist employment support programmes for all the identified equalities groups that have an employment gap due to systemic discrimination.</p>
<p>BCC Adult Social Care Data (not publicly available)</p>	<p>Provides the programme with detailed information regarding potential clients who are known to Adult Social care including recommendations around their employment aspirations, the individual's needs for reasonable adjustments and the ability to record WE WORK outputs against their ASC record.</p>

2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We currently collect varying levels of protected characteristic data across all of our Employment Support Team activities.

In preparing the partnership application we have also had access to Adult Social Care data through the BCC ASC teams.

We intend to work across all of our programmes to ensure that data is comprehensively and consistently collected, analysed and acted upon to ensure that our services are targeted at and delivered to protected characteristic groups that represent Bristol's population. This work will be started Q2 2024-25.

There are gaps in overall diversity data at a local and national level for some characteristics e.g. gender reassignment – especially where this has not historically been included in statutory reporting e.g. for sexual orientation. As council we rarely monitor marriage and civil partnership. There is a corporate approach to diversity monitoring for service users and our workforce, however the quality of available evidence across various council service areas is variable. No robust data on gender identity exists. Gaps in data will exist as it becomes out of date or is limited through self-reporting.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing a change process or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The initial proposal to use West of England Combined Authority funds for this proposal was discussed and agreed with WECA and member authorities. This proposal has also been discussed and developed with lead managers and budget holders in the City Council who are currently responsible for services to improve employment outcomes for people with learning difficulties. It has been discussed with external bid partners: Bath & North East Somerset and South Gloucestershire; Further Education Colleges; the Department for Work and Pensions; Voluntary and Community Sector Providers, including specialist agencies with expertise in providing employment support to people with learning difficulties. In preparing our funding application we also talked to Disabled people with learning difficulties and their parents / carers as well as local employers.

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

As part of the development of the Employment and Skills Plan for Bristol, we recently undertook wide number of consultations including surveys with funders, stakeholders, employers, VCS organisations and three Community Conversations in September 2023 with groups of individuals drawn from the very communities that we wish to engage. The Community Conversations were held in South, North and East / Central Bristol and were facilitated by the Community Development Team. Each had an average of 20 attendees at each session. The findings will be published in April 2024 in the Bristol Employment, Skills and LifeLong Learning Plan – 2024 – 2029. We will seek to continue these conversations and consultations on an annual basis, (in September each year), within the wider Employment, Skills and Learning Team in inform current and future work.

Furthermore we will maintain engagement through:

- Individuals participating in our service delivery, customer feedback forms and evaluations of each programme.
- Individuals and Communities – Though further annual Community conversations held in September each year
- We will continue to hold quarterly strategic meetings with a City Leaders Group comprising representation from agencies including DWP, the Probation Service, Public Health, the West of England Combined Authority, the City of Bristol College to focus on the emerging employment and skills related needs of the City.

Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com)

3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)	
The programme may have both positive and adverse impacts on various groups based on protected or relevant characteristics. Mitigations should be tailored to address the specific needs and challenges of different groups to ensure equity and inclusivity in the programme.	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Young people may benefit from early intervention and support to enter or remain in the workforce, gaining valuable skills and experience. Adverse Impact: Young people might face challenges due to lack of experience or discrimination in the job market.
Mitigations:	Provide targeted mentorship and training opportunities tailored to the needs of young participants to address barriers to employment.

Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Older individuals may bring extensive experience and knowledge to the workforce, contributing to workplace diversity and productivity. Adverse Impact: Older workers may face age discrimination or struggle to adapt to changing job requirements.
Mitigations:	Implement age-inclusive hiring practices and offer retraining programmes to help older workers update their skills.
Disability	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: The programme can empower Disabled individuals by providing accommodations and support to access employment opportunities. Adverse Impact: Discrimination, inaccessible workplaces, and lack of understanding about disability-related needs may hinder participation and success.
Mitigations:	Ensure reasonable adjustments in programme delivery and working with employers, offer disability awareness training to employers, and advocate for inclusive workplace policies.
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: The programme should promote gender equality in employment by addressing systemic barriers and biases. Adverse Impact: Gender discrimination in hiring and workplace harassment may impede the progress of individuals.
Mitigations:	Implement gender-sensitive policies, provide support for victims of discrimination or harassment, and offer training to combat unconscious bias.
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: The programme should promote gender equality in employment by addressing systemic barriers and biases. Adverse Impact: Gender discrimination in hiring and workplace harassment may impede the progress of individuals
Mitigations:	Implement gender-sensitive policies, provide support for victims of discrimination or harassment, and offer training to combat unconscious bias.
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Supporting pregnant individuals and new parents can facilitate their continued participation in the workforce. Adverse Impact: Discrimination, lack of accommodations, and societal stereotypes may lead to barriers in employment and advancement.
Mitigations:	Ensure maternity leave rights are protected, provide flexible work arrangements, and address biases against pregnant individuals.
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Creating an inclusive environment can support individuals undergoing gender transition to feel respected and supported at work. Adverse Impact: Discrimination, lack of understanding, and harassment may create significant barriers to employment and retention.
Mitigations:	Provide training on transgender inclusion, offer support networks, and enforce anti-discrimination policies.
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Promoting racial diversity in the workforce can enhance creativity, innovation, and productivity. Adverse Impact: Systemic racism, unconscious bias, and discriminatory practices may limit opportunities for individuals from marginalized racial groups.
Mitigations:	Implement diversity initiatives, offer cultural competency training, and ensure equal access to resources and opportunities.
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Accommodating religious beliefs and practices can create an inclusive environment where individuals feel respected and valued. Adverse Impact: Discrimination, lack of understanding, and hostile work environments may marginalise individuals based on their religious beliefs.

Mitigations:	Promote respect for diverse beliefs, and address harassment or discrimination based on religion.
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Recognising and supporting diverse family structures can contribute to a more inclusive and supportive workplace culture. Adverse Impact: Discrimination or lack of recognition for non-traditional partnerships may create barriers for individuals.
Mitigations:	Ensure equal treatment for all types of partnerships, provide family-friendly policies, and address biases related to marital status
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Providing support for individuals from deprived backgrounds can help address socio-economic inequalities and promote social mobility. Adverse Impact: Limited access to education, resources, and opportunities may perpetuate cycles of poverty and exclusion.
Mitigations:	Offer targeted support and resources for individuals from deprived areas, including access to education, training, and employment opportunities.
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Positive Impact: Recognising and supporting the needs of carers can enable them to balance work and caring responsibilities effectively. Adverse Impact: Lack of flexibility, understanding, and support may lead to difficulties in managing work and caring duties.
Mitigations:	Provide flexible working arrangements, caregiver support programs, and promote awareness of carer rights and needs in the workplace.
Other groups [Please add additional rows below to detail the impact for any other relevant groups as appropriate e.g. asylum seekers and refugees; care experienced; homelessness; armed forces personnel and veterans]	
Potential impacts:	<ul style="list-style-type: none"> Positive impact: Individuals experiencing ill health and are unemployed through their condition can access support to break the cycle of by gaining skills and support to manage their health condition, gain or maintain employment, leading to improved financial and health well-being for themselves and their families. Potential issue: Persistent structural inequalities may limit the job opportunities available to participants with health conditions, exacerbating socioeconomic disparities.
Mitigations:	Provide targeted support and resources for participants with health conditions, collaborate with community organisations to address systemic issues, and advocate for policies that promote economic inclusion.

3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Improving the employment of people with learning difficulties contributes to the Council's commitment to inclusive economic growth and social mobility. It also helps reduce the reliance of people with learning difficulties on public services and promotes their economic and social independence, health and wellbeing.

By implementing these recommendations, Bristol City Council can lead the way in relation to our employment practices – we can demonstrate proactively how we are taking positive action and **not** discriminating against Disabled people, and how our workforce is reflective of the communities we serve. We can also work with other employers to improve their access to specialist support and resources so that their workforce and business can benefit from the employment of people with learning difficulties. By implementing these recommendations, Bristol City Council can lead the way in relation to our employment practices – we can demonstrate proactively how we are taking positive action and **not** discriminating against Disabled people, and how our workforce is reflective of the communities we serve. We can also work with other employers to improve their access to specialist support and resources so that their workforce and business can benefit from the employment of people with learning difficulties.

Step 4: Impact

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:

When the decision to progress the programme is agreed, focus will move to refining and implementing delivery plan to achieve the strategic aims of the programme.

Consultation highlighted the need for better communication and ongoing community engagement with the programme. Therefore we will explore ways of making the programme more accessible through working with our stakeholders, delivery partners, employers, Adult Social Care teams / their commissioned providers the VCS and will further involve citizens in the development of the delivery plan and monitoring of its progress.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

The WE WORK for Everyone programme will work with 700 unemployed individuals who have a learning difficulty and / or autism. By working with and supporting them to increase their skills and employment opportunities, it will lead to improved direct impacts of a greater quality of life and better standard of living together with the indirect outcomes of improved health and education.

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Work across the Employment Support Team's range of programmes to implement improvements in the collection and reporting of protected characteristic data	Support Manager / Programme Managers	April 2024
The actions and outcomes identified in the WE WORK for Everyone Programme implementation plan and any actions and outcomes identified in subsequent delivery plans will be monitored by the Programme's Steering Group, the DWP and the West of England Combined Authority through an established monitoring plan.	Programme Manager	Ongoing
Performance targets and monitoring against Equalities groups will feed into the quarterly formal review of the delivery plan and subsequent strategies	Programme Manager	Ongoing

Improvement / action required	Responsible Officer	Timescale
Participation in the annual Employment, Skills and Lifelong Learning Community Conversations to inform further development of the programme	Head of Service / Programme Manager	September annually

4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

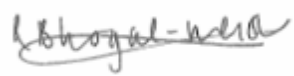
We will know that we have been successful when the programme achieves all it's key performance indicators for helping people with a learning difficulty into paid employment. Furthermore we would have also achieved the actions and improvements outlined above.

This will be monitored regularly and scrutinised through the programme's governance process

Furthermore, through monitoring and reporting against equalities data consistently across all Employment Support programmes and developing action plans where appropriate to ensure that our services are representative of all equalities groups within Bristol.

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director¹.

Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off: 
Date: 14.05.2024	Date: 23.05.2024

¹ Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



Environmental Impact Assessment [version 1.0]

Proposal title: WE WORK for Everyone – Specialist employment support for people with a learning difficulty and / or autism		
Project stage and type: <input type="checkbox"/> Initial Idea Mandate <input type="checkbox"/> Outline Business Case <input checked="" type="checkbox"/> Full Business Case		
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Changing
<input type="checkbox"/> Other [please state]	<input type="checkbox"/> Already exists / review	
Directorate: Children and Education	Lead Officer name: Paul Gaunt	
Service Area: Employment, Skills and Lifelong Learning	Lead Officer role: Employment Support Manager	

Step 1: What do we want to do?

The purpose of this Environmental Impact Assessment is to help you develop your proposal in a way that is compliant with the council’s policies and supports the council’s strategic objectives under the [One City Climate Strategy](#), the [One City Ecological Emergency Strategy](#) and the latest [Corporate Strategy](#).

This assessment should be started at the beginning of the project proposal process by someone with a good knowledge of the project, the service area that will deliver it, and sufficient influence over the proposal to make changes as needed.

It is good practice to take a team approach to completing the Environmental Impact Assessment. See further [guidance](#) on completing this document. Please email environmental.performance@bristol.gov.uk early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Please use plain English, avoiding jargon and acronyms.

The intended aim of WE WORK for Everyone is to support those who have a learning difficulty and / or autism into paid employment. The intended outcome is that those supported by a WE WORK Employment navigator will achieve improved knowledge, skills and confidence to improve their employment prospects and ultimately enter paid employment.

In 2019 Bristol City Council secured £2.4m external investment from the European Social Fund (ESF). £1.3m from the West of England Combined Authority (WECA) to lead and deliver the WE Work for Everyone specialist employment support programme for Disabled people with Learning Difficulties and/or Autism in Bristol and across the wider West of England.

The first phase of the programme completed in December 2023 and engaged 1457 participants, of which 707 live in Bristol. Despite the impact of the Covid pandemic, 334 participants secured paid employment with support from our team of navigators and specialist job coaches, including 164 living in Bristol (137 % of target). As a result of this first phase, a high proportion of participants improved their basic skills (128% of target) and over 400 previously economically inactive participants have gone onto supported job searching on leaving the programme.

In October 2023 we received confirmation of a 1-year extension funding grant of £850,000 from WECA as part of the regional UK Shared Prosperity Fund (UKSPF) allocation and a further and £214,000 from the DfE Supported Internship Pilot. From January 2024, WE Work for Everyone Phase 2 has been working with 320 people with Learning Difficulties and/or Autism to support them into paid employment across the WECA region, including 160 participants living in Bristol.

In May 2024, Bristol City Council contributed to a WECA business case which proposed to extend WE WORK for Everyone for a further two years through their Skills Investment Fund. This was approved and there is now an opportunity to draw down £1.7m of investment to extend WE WORK for Everyone to work with 700 individuals with a Learning

Difficulty and/or Autism across the West of England, (350 in Bristol). Underpinned by the principles of specialist employment support and supported internships from age 18+, 'WE Work for Everyone' can continue to improve employment outcomes through a dedicated individualised approach which will comprise intensive specialist support and an education and enterprise infrastructure, providing the depth and intensity of support many people with a Learning Difficulty need to help them work towards, find and retain paid employment.

1.2 Will the proposal have an environmental impact?

Could the proposal have either a positive or negative effects for the environment now or in the future? If 'No' explain why you are sure there will be no environmental impact, then skip steps 2-3 and request review by sending this form to environmental.performance@bristol.gov.uk

If 'Yes' complete the rest of this assessment.

Yes No [please select]

It is hoped that the WE WORK for Everyone will have a positive effect for the environment over its 24 month delivery period, with mitigating actions in place to address any potential harmful effects. This plan covers an integrated offer of careers advice, employment support, adult learning and skills services targeted at adults who have a learning difficulty and / or autism. Our offer includes, courses and projects designed to provide an inclusive career pathway into clean energy jobs, the promotion of home saving energy support and grants as well as including opportunities to promote and support healthier and more sustainable behaviours with our service users, staff and partners.

1.3 If the proposal is part of an options appraisal, has the environmental impact of each option been assessed and included in the recommendation-making process?

If 'Yes' please ensure that the details of the environmental impacts of each option are made clear in the pros and cons section of the [project management options appraisal document](#).

Yes No Not applicable [please select]

If 'No' explain why environmental impacts have not been considered as part of the options appraisal process.

Step 2: What kinds of environmental impacts might the project have?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered. See detailed [guidance documents](#) for advice on identifying potential impacts.

Does the proposal create any benefits for the environment, or have any adverse impacts?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our corporate environmental objectives and the wider [One City Climate and Ecological Emergency strategies](#).

Consider how the proposal creates environmental impacts in the following categories, both now and in the future.
Reasonable efforts should be made to quantify stated benefit or adverse impacts wherever possible.

Where the proposal is likely to have a beneficial impact, consider what actions would enhance those impacts. Where the proposal is likely to have a harmful impact, consider whether actions would mitigate these impacts.

Enhancements or mitigation actions are only required when there is a likely impact identified. Remember that where enhancements or mitigation actions are listed, they should be assigned to staff and appropriately resourced.

GENERAL COMMENTS (highlight any potential issues that might impact all or many categories)

- WE WORK for Everyone Phase 3 will be delivered through the Employment Support Team which sits within the Council's Employment, Skills and Lifelong Learning Service. This overall ESLL service has a strong commitment to achieving a just shift to clean energy and environmental sustainability. Managers and team members are well informed and are passionate about saving the planet from climate change and environmental degradation. ESL resources are a powerful lever for change – both in our delivery model and also the content of our programmes. This commitment will be shared with our key stakeholders, delivery partners and supply chain

ENV1 Carbon neutral: Emissions of climate changing gases

BCC has committed to achieving net zero emissions for its direct activities by 2025, and to support the city in achieving net zero by 2030.

Will the proposal involve transport, or the use of energy in buildings? Will the proposal involve the purchase of goods or services? If the answer is yes to either of these questions, there will be a carbon impact.

Consider the scale and timeframe of the impact, particularly if the proposal will lead to ongoing emissions beyond the 2025 and 2030 target dates.

[Further guidance](#)

No impact

Benefits	<ol style="list-style-type: none"> 1. WE WORK for Everyone and the wider ESLL service is committed to raising awareness of clean energy challenges and opportunities within the community and with business. 2. We are able to address the disproportionate impact of climate change and transition to clean energy on more vulnerable residents 3. Both the WE WORK for Everyone / Employment Support teams and the wider ESLL service will provide opportunities for people to train and retrain so they can work in the clean energy sector 4. We will encourage increased healthier and sustainable behaviours with services users, team members, and partners
Enhancing actions	<ol style="list-style-type: none"> 1. Through the delivery of the WE WORK for Everyone programme, participants will be able to find out about and consider future clean energy careers. 2. We will actively ensure that we promote the use of sustainable transport options to staff and service users and that they are supported to learn about Bristol's climate change emergency and how they can implement small changes to help the city achieve net zero 3. We will actively signpost service users to energy saving schemes and grants including insulation and boiler replacement grants to support savings in their energy usage and carbon emissions
Persistence of effects: <input type="checkbox"/> 1 year or less <input checked="" type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years	
Adverse impacts	Potential increase in transport related fuel consumption by service users and staff as they travel across Bristol to access or deliver WE WORK for Everyone services
Mitigating actions	Encourage services users and staff to use public transport, cycle and walk to sites providing WE WORK for Everyone work and health related services
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years	

ENV2 Ecological recovery: Wildlife and habitats
 BCC has committed to 30% of its land being managed for nature and to halve its use of pesticides by 2030.

Benefits	<ol style="list-style-type: none"> 1. The WE WORK for Everyone service will promote increased healthier and sustainable behaviours with services users, team members, and partners
-----------------	---

<p>Consider how your proposal can support increased space for nature, reduced use of pesticides, reduce pollution to waterways, and reduce consumption of products that undermine ecosystems around the world.</p> <p>If your proposal will directly lead to a reduction in habitat within Bristol, then consider how your proposed mitigation can lead to a biodiversity net gain. Be sure to refer to quantifiable changes wherever possible.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Enhancing actions</p>	<p>1. Provide participants with learning and skills opportunities to engage with nature, make healthy choices and be more physically active – e.g. through gardening and community green spaces programmes as well as green volunteering activities</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>	
	<p>Adverse impacts</p>	
	<p>Mitigating actions</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>ENV3 A cleaner, low-waste city: Consumption of resources and generation of waste</p> <p>Consider what resources will be used as a result of the proposal, how they can be minimised or swapped for less impactful ones, where they will be sourced from, and what will happen to any waste generated</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	<p>The wider ESLL service is actively engaged in resource recycling e.g. laptops. The WE WORK for Everyone Programme will be able to access the Laptop Scheme.</p>
	<p>Enhancing actions</p>	<p>Continue to seek funding and donations to recycle and distribute laptops to address digital poverty in Bristol</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input checked="" type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>	
	<p>Adverse impacts</p>	<p>Potential generation of waste as a result of the delivery of WE WORK for Everyone services e.g. production of flyers and handouts for clients/learners</p>
	<p>Mitigating actions</p>	<p>Ensure that WE WORK for Everyone shifts to using digital information/teaching and learning materials, and also recycle materials where they can (e.g. paper/plastics/glass etc)</p>
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input checked="" type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>ENV4 Climate resilience: Bristol’s resilience to the effects of climate change</p> <p>Bristol’s climate is already changing, and increasingly</p>	<p>Benefits</p>	<p>Ensure that the WE WORK for Everyone Programme complies with the wider ESLL Business impact assessment and business continuity plan which includes detailed remedial actions in relation to maintaining services in the event of extreme weather events</p>

<p>frequent instances of extreme weather will become more likely over time.</p> <p>Consider how the proposal will perform during periods of extreme weather (particularly heat and flooding).</p> <p>Consider if the proposal will reduce or increase risk to people and assets during extreme weather events.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Enhancing actions</p>	<p>Build on proven agile delivery models developed through the Covid pandemic including a shift to online and blended/hybrid delivery methods</p> <p>Carry out venue assessment checks includes building susceptibility to overheating/cold and potential impact on services users</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>	
	<p>Adverse impacts</p>	
	<p>Mitigating actions</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>Statutory duty: Prevention of Pollution to air, water, or land</p> <p>Consider how the proposal will change the likelihood of pollution occurring to air, water, or land and what steps will be taken to prevent pollution occurring.</p> <p>Further guidance</p> <p><input checked="" type="checkbox"/> No impact</p>	<p>Benefits</p>	
	<p>Enhancing actions</p>	
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>	
	<p>Adverse impacts</p>	
	<p>Mitigating actions</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		

Step 3: Action Plan

Use this section summarise and assign responsibility for any actions you have identified to improve data, enhance beneficial, or mitigate negative impacts. Actions identified in section two can be grouped together if named responsibility is under the same person.

This action plan should be updated at each stage of the project. Please be aware that the Sustainable City and Climate Change Service may use this action plan as an audit checklist during the project’s implementation or operation.

Enhancing / mitigating action required	Responsible Officer	Timescale
Through the delivery of the WE WORK for Everyone programme, support participants to find out about and consider future clean energy careers and pathways	Programme Manager Programme delivery staff	On-going
Ensure all service users and staff are supported to learn about Bristol's climate change emergency and how they can implement small changes to help the city achieve net zero	Programme Manager / Programme delivery staff	On-going
Encourage WE WORK for Everyone services users and staff to use public transport, cycle and walk to sites providing services (e.g. careers coaching; community learning etc)	Programme Manager / Programme delivery staff	On-going
Provide adults with learning and skills opportunities to engage with nature, make healthy choices and be more physically active – e.g. through green volunteering programmes	Programme Manager Programme delivery staff	On-going
Continue to seek funding and donations to recycle and distribute laptops to address digital poverty in Bristol	Programme Manager	On-going
Ensure that all ESL teams & WE WORK for Everyone shift to using more sustainable digital information/teaching and learning materials, and also recycle materials where they can (e.g. paper/plastics/glass etc)	Programme Manager	On-going
Build on proven agile delivery models developed through the Covid pandemic including a shift to online and blended/hybrid delivery methods	Programme	On-going

Step 4: Review

The Sustainable City and Climate Change Service need at least five working days to comment and feedback on your impact assessment. Assessments should only be marked as reviewed when they provide sufficient information for decision-makers on the environmental impact of the proposal.

Please seek feedback and review by emailing environmental.performance@bristol.gov.uk before final submission of your decision pathway documentation¹.

Where impacts identified in this assessment are deemed significant, they will be summarised here by the Sustainable City and Climate Change Service and must be included in the 'evidence base' section of the decision pathway cover sheet.

Summary of significant beneficial impacts and opportunities to support the Climate, Ecological and Corporate Strategies (ENV1,2,3,4):

Summary of significant adverse impacts and how they can be mitigated:

Environmental Performance Team Reviewer:

Submitting author:

¹ Review by the Sustainable City and Climate Change Service confirms there is sufficient analysis for decision makers to consider the likely environmental impacts at this stage. This does not constitute an endorsement or approval of the proposal.

Nicola Hares – Environmental Performance Officer	Paul Gaunt
Date: 15/05/2024	Date: 1st February 2024

Decision Risk Assessment [Version 1.0]

Title of Report	WE WORK for Everyone Phase 3: Risk Assessment Template
Report Author	
Date of Completion	
Purpose of this risk assessment	
<p>Risk Management supports good corporate governance which in turn supports effective decision making and improved performance. Applying risk management processes will help strategic decision makers make informed decisions about of policy decisions and service delivery options.</p> <p>Risk is the chance of something happening that will have an impact on achievement of the council's aims or objectives. Risk can be both Positive Opportunities (for example, pursuing a grant or changing a way of working to increase efficiencies) and Negative Threats (such as the risk of financial loss or reputational damage to the council).</p> <p>Risk management is the identification, evaluation, management and review of these opportunities or threats.</p> <p>This risk assessment is intended to:</p> <ul style="list-style-type: none"> • Demonstrate that all significant risks related to the decision have been considered. • Provides evidence that the decision maker has been provided with sufficient information about risks in terms of probability and impact • Explain how the risks will be managed. 	
Guidance	<p>The assessment requires the report author to record 'significant' risks identified in relation to the decision.</p> <ul style="list-style-type: none"> •Section 1 – Threat Risks - Identify and record the threat risks in relation to taking the proposed recommendation(s) (including the risks of implementation), and the risks of not taking the recommended action. •Section 2 – Opportunity Risks - Identify and record the opportunity risks related to taking the proposed recommendation. <p>When identifying risks consider the type of risk – these can be related to finances, reputation, governance, technology, etc In addition, consider the actions and controls that serve to mitigate the risk or increase the opportunity.</p> <p>Please contact riskmanagement@bristol.gov.uk for further support.</p>
Further risk management guidance can be found on the Source	https://bristolcouncil.sharepoint.com/sites/Corporate/SitePages/risk-management.aspx

WE Work for Everyone Phase 3 Programme Risk Register 21052024

Updates automatically

Updates automatically

Threat Risks														
Risk Title	Risk Description	Key Causes	Key Consequences	Status Open / Closed	Risk Category	Key Mitigations	Current Risk Level				Monetary Impact of Risk	Council Risk Appetite for the risk type identified	Does the risk exceed the council's risk appetite?	Financial Risk Exposure
							Likelihood	Impact	Risk Rating	Risk Level	£k			
Delivery Risk	Delays in recruiting staff, key staff leaving (permanently or temporarily);	Lack of staff to deliver programme at launch date	Delays in delivery and consequent missed targets	Open	Programme/Project Management	Utilise and re direct existing staff who can provide cover while recruitment continues/takes place. Consider home working, temporary staff.	1	3	3	Minor		Open	#N/A	£0.00
Delivery Risk	Staff shortage	Loss of up to 50% of staff at short notice due to, e.g., transport issues, severe weather or Pandemic flu.	Appointments with participants and service level targets for referrals would be missed. Backlog of participants starting on programme. Delays in checking eligibility compliance	Open	Programme/Project Management	Staff will have participant's contact details to reschedule interviews for another day. Involve other staff in auditing paperwork.	2	1	2	Minor		Open	#N/A	£0.00
Delivery Risk	Delays in implementation;	Delays in implementation due to late signing of Grant Agreement or Committee sign off	Delays in delivery and consequent missed targets	Open	Programme/Project Management	Put systems and promotional materials in place before delivery starts. Have clear timetable with all dates forward planned from inception	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Too much demand	Too many people sign up to the programme at once	Overstretched staff leading to burnout or poorer quality employment support and project delivery	Open	Programme/Project Management	Close control on marketing enabling us to "turn on tap" when required. Maintain appropriate levels of caseload and keep a minimal waiting list	2	3	6	Medium		Open	#N/A	£0.00
Delivery Risk	Failure to engage enough participants	Not enough people coming onto the programme	Failure to meet targets leading to reduced income from WECA	Open	Programme/Project Management	Review marketing and comms plan. Review referral processes and work with agencies to identify potential participants.	2	3	6	Medium		Open	#N/A	£0.00
Delivery Risk	High rate of drop outs before completing programme	Drop out rate is higher than anticipated	Failure to meet target outcomes and results, leading to reduced income from ESIF	Open	Programme/Project Management	Review support measures and increase, intensify or adapt one-to-one support . Ensure the Employment Navigators get feedback and evaluative information from exit interviews	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Health and safety and safeguarding risks for users and staff;	Failure to adhere to safeguarding policies	Damaged reputation and possible insurance claim - potentially very high impact if staff accused of failing to protect or safeguard vulnerable adults	Open	Programme/Project Management	Enhanced DBS checks of all staff in contact with vulnerable adults, close supervision, promotion of whistleblowing policy, robust health and safety and Safeguarding policies implementation	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Lack of co-ordination across supply chain partners	Unclear expectations regarding collaboration and joint working to reach and support target clients	Poor levels of referrals, competitive recruitment processes, mismatched participant solutions, lack of employment progression	Open	Programme/Project Management	Investment in good quality and frequent communications. Ensure good representation of delivery providers at delivery partner meetings.	1	1	1	Minor		Open	#N/A	£0.00

Delivery Risk	Lack of support from key strategic delivery organisations and partners	Failure of other support agencies and organisation to collaborate	Places barriers on reaching and working with potential participants with consequent possible failure to reach targets.	Open	Programme/Project Management	Investment in good quality and frequent communications. Regular briefings held and	2	1	2	Minor		Open	#N/A	£0.00
Delivery Risk	Not meeting recruitment targets of participants	Failure to meet contracted recruitment targets for older people, BME and females	Reduced income from WECA	Open	Programme/Project Management	Regularly review participant recruitment and put in place Action Plans to address any under-recruitment of target groups.	2	3	6	Medium		Open	#N/A	£0.00
Delivery Risk	Loss of workspace for programme staff	No notice loss of access to usual workplaces for up to 5 days due to e.g. fire, flood	Appointments with participants may be unable to go ahead.	Open	Programme/Project Management	All appointments to take place in various locations. Staff will have participants' contact details to reschedule appointments for another day or move to another venue.	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Loss of delivery partner(s)	Contract breaches, failure of delivery partner to achieve contracted targets, failure of partner to properly deliver their contract	Participants will not either be engaged onto the programme or will not have full access to the programme.	Open	Programme/Project Management	Many alternative providers exist. Regular meetings will be scheduled with the Project Manager and Project Officer to ensure any problems are aired in a timely manner. Go out to tender.	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Loss of IT Services	No notice loss of IT services due to, e.g. systems failures, fire, flood, cyber attack	Loss of access to all data on IT systems. Issues with scheduling appointments, resources for project team, submitting timely data	Open	Programme/Project Management	Phone numbers from paperwork will still be available to workers to reschedule appointments. Ensure that all IT is backed up regularly. Provide a secure online portal for delivery partners and project team to store documentation.	1	1	1	Minor		Open	#N/A	£0.00
Delivery Risk	Service users unable to achieve paid employment	Participants will not be able to progress into paid employment	A lack of paid job opportunities, inadequate support in role, lack of parental support, transport issues	Open	Programme/Project Management	Actively research and engage with employers through channels including Disability Confident, Unions, Chambers of Commerce and employer networks.	2	3	6	Medium		Open	#N/A	£0.00
Financial Risk	Costs being higher than estimated;	Potential programme overspend	Consequent need to review budget lines and move money across budget lines.	Open	Financial Loss/Gain	Work closely with WECA and partner Local Authorities to reprofile. Move money from underspent budget lines to overspent ones. Identify and bid for other sources of funding. Consider potential early closure or redundancies	1	3	3	Minor	£100,000	Cautious	#N/A	£10,000.00
Financial Risk	Costs being lower than estimated	Potential programme underspend	Consequent need to review budget lines and move money across budget lines.	Open	Financial Loss/Gain	Commission additional activities to add value to the programme Seek permission from WECA to extend the programme	2	1	2	Minor		Cautious	#N/A	£0.00
Financial Risk	Poor management of match funding arrangements	Potential to exhaust one funding pot before others are maximised leading to matched funding issues	Consequent need to establish clear budget and projected timetable of spend against each funding stream. Need to review budget lines and move money across budget lines. Potential early closure due to lack of money.	Open	Financial Loss/Gain	Ensure that all programme management staff are familiar with the granular budget of the programme and maintain a managerial insight into whether the funding is being drawn and claimed from the correct pots within quarterly returns	1	1	1	Minor	£100,000	Cautious	#N/A	£10,000.00

Financial Risk	Audit of claims highlights ineligible expenditure	Risk of claims being delayed or programme expenditure not being financed through the funder	Clear written agreement of eligible expenditure against funding streams. Consequent need to review budget lines and move money across budget lines. Potential early closure due to lack of money.	Open	Financial Loss/Gain	Ensure that all programme comply with programme funding eligibility requirements and do not commit project funds to ineligible areas	1	3	3	Minor	£200,000	Cautious	#N/A	£20,000.00
Financial Risk	Delays in submitting financial claims	Risk of claims being delayed resulting in potential in financial year losses	Consequent need to review budget lines and move money across budget lines and financial years	Open	Financial Loss/Gain	Ensure that claims are prepared according to a timetable and that appointments with S151 Officer are pre booked for the entire life of the project from Inception stage	2	1	2	Minor	£100,000	Cautious	#N/A	£30,000.00

Opportunity Risks											Updates Automatically	Updates Automatically
Opportunity Risk Title	Risk Risk Description	Key Causes	Key Consequence	Status Open / Closed	Risk Category	Key Mitigations	Current Risk Level				Monetary Impact of Risk	Financial Opportunity Exposure
							Likelihood	Impact	Risk Rating	Risk Level	£k	
Programme Delivery	Over achievement of targets	By effectively managing provision, there is the possibility of overachieving targets whilst remaining within budget	Increased reputation of the Council, making it more attractive to strategic partners and external funders. Furthermore, if any of the two partner local authorities underperform, BCC will be able to increase it's delivery capacity through the re allocation of grants by the funder.	Open	Programme/Project Management	Effective management of programme delivery staff and supply chain to ensure that they are performing to or above profile Incentivise supply chain through introducing Payment By Results, weighted more heavily on the into work success rate than enrollments	2	1	2	Minor		£0.00
Programme Delivery	Increase in number of people with learning difficulties in paid employment (ASCOP figures)	By getting 80 people with LD into paid employment in Bristol we shall see a 4% rise in this ASCOF indicator	Increased reputation, greater joined up work with Adult Social care Teams. Better national rankings	Open	Programme/Project Management	Ensure that all clients on programme that are known to Adult Social Care have their records updated on the LARS system	2	3	6	Medium		£0.00
Financial	Adult Social Care budget savings due to people with LD that are known to ASC Teams securing paid employment	By getting 80 people into paid employment that are known to Adult Social Care	Reduction in ASC Day care and other support budgets	Open	Financial Loss/Gain	Ensure that all clients on programme that are known to Adult Social Care have their records updated on the LARS system	2	3	6	Medium		£0.00
								0	FALSE		£0.00	
								0	FALSE		£0.00	
								0	FALSE		£0.00	
								0	FALSE		£0.00	
								0	FALSE		£0.00	

Threat Risks	
Number of Open Risks	19
CRITICAL	0
HIGH	0
MEDIUM	2
LOW	0
Cost Risk Exposure	£0.00
Number of risks exceeding risk appetite	0
Number of risks within risk appetite	0

Opportunity Risks	
Number of Open Risks	3
SIGNIFICANT	0
HIGH	0
MEDIUM	2
LOW	0
Cost Opportunity Exposure	£0.00

LIKELIHOOD AND IMPACT RISK RATING SCORING CRITERIA

Likelihood Guidance

Likelihood	Likelihood Ratings 1 to 4			
	1	2	3	4
Description	Might happen on rare occasions.	Will possibly happen, possibly on several occasions.	Will probably happen, possibly at regular intervals.	Likely to happen, possibly frequently.
Numerical Likelihood	Less than 10%	Less than 50%	50% or more	75% or more

Severity of Impact Guidance (Risk to be assessed against all of the Categories, and the highest score used in the matrix).

Impact Category	Impact Levels 1 to 7			
	1	3	5	7
Service provision	Very limited effect (positive or negative) on service provision. Impact can be managed within normal working arrangements.	Noticeable and significant effect (positive or negative) on service provision. Effect may require some additional resource, but manageable in a reasonable time frame.	Severe effect on service provision or a Corporate Strategic Plan priority area. Effect may require considerable /additional resource but will not require a major strategy change.	Extremely severe service disruption. Significant customer opposition. Legal action. Effect could not be managed within a reasonable time frame or by a short-term allocation of resources and may require major strategy changes. The Council risks 'special measures'. Officer / Member forced to resign.
Communities	Minimal impact on community.	Noticeable (positive or negative) impact on the community or a more manageable impact on a smaller number of vulnerable groups / individuals which is not likely to last more than six months.	A more severe but manageable impact (positive or negative) on a significant number of vulnerable groups / individuals which is not likely to last more than twelve months.	A lasting and noticeable impact on a significant number of vulnerable groups / individuals.
Environmental	No effect (positive or negative) on the natural and built environment.	Short term effect (positive or negative) on the natural and or built environment.	Serious local discharge of pollutant or source of community annoyance that requires remedial action.	Lasting effect on the natural and or built environment.
Financial Loss / Gain	Under £0.5m	Between £0.5m - £3m	Between £3m - £5m	More than £5m
Fraud & Corruption Loss	Under £50k	Between £50k - £100k	Between £100k - £1m	More than £1m
Legal	No significant legal implications or action is anticipated.	Tribunal / BCC legal team involvement required (potential for claim).	Criminal prosecution anticipated and / or civil litigation.	Criminal prosecution anticipated and or civil litigation (> 1 person).
Personal Safety	Minor injury to citizens or colleagues.	Significant injury or ill health of citizens or colleagues causing short-term disability / absence from work.	Major injury or ill health of citizens or colleagues may result in. long term disability / absence from work.	Death of citizen(s) or colleague(s). Significant long-term disability / absence from work.
Programme / Project Management <i>(Including developing commercial enterprises)</i>	Minor delays and/or budget overspend but can be brought back on schedule with this project stage. No threat to delivery of the project on time and to budget and no threat to identified benefits / outcomes.	Slippage causes significant delay to delivery of key project milestones, and/or budget overspends. No threat to overall delivery of the project and the identified benefits / outcomes.	Slippage causes significant delay to delivery of key project milestones; and/or major budget overspends. Major threat to delivery of the project on time and to budget, and achievement of one or more benefits / outcomes.	Significant issues threaten delivery of the entire project. Could lead to project being cancelled or put on hold.

<p>Reputation</p>	<p>Minimal and transient loss of public or partner trust. Contained within the individual service.</p>	<p>Significant public or partner interest although limited potential for enhancement of, or damage to, reputation.</p> <p>Dissatisfaction reported through council complaints procedure but contained within the council.</p> <p>Local MP involvement.</p> <p>Some local media/social media interest.</p>	<p>Serious potential for enhancement of, or damage to, reputation and the willingness of other parties to collaborate or do business with the council.</p> <p>Dissatisfaction regularly reported through council complaints procedure.</p> <p>Higher levels of local or national interest.</p> <p>Higher levels of local media / social media interest.</p>	<p>Highly significant potential for enhancement of, or damage to, reputation and the willingness of other parties to collaborate or do business with the council.</p> <p>Intense local, national and potentially international media attention.</p> <p>Viral social media or online pick-up.</p> <p>Public enquiry or poor external assessor report.</p>
-------------------	--	---	---	--



Committee Report

PURPOSE: Final Decision Report

KEY OR NON-KEY DECISION: Non-key decision

COMMITTEE: Economy and Skills Committee

DATE: 29 July 2024

TITLE: Regeneration Service Update

Ward(s): Central, Windmill Hill, Southville, Lawrence Hill,
Hotwells & Harbourside

Officer presenting the report: Abigail Stratford

Job title: Head of Regeneration

Committee Chair: Cllr Andrew Brown

Executive Director lead: John Smith: Executive Director for
Growth & Regeneration

Proposal origin: Committee Chair

Purpose of Report:

To update committee members on the planned activity in the regeneration service.

Evidence Base / Options to consider:

The Regeneration Service:

1. In June 2021 Cabinet authorised the creation of a new regeneration service. The regeneration service works collaboratively with communities, stakeholders, developers and landowners within the following Areas of Growth and Regeneration:

Central Bristol which incorporates;

- **City Centre:** to guide growth to deliver the transformation of Broadmead in line with the [City Centre Development and Delivery Plan](#) ('DDP') approved by Cabinet in December 2023
- **Western Harbour:** to develop a masterplan for Western Harbour informed by the [Western Harbour Vision](#)

- **Harbour:** to develop a place shaping strategy for the Harbour
- **Frome Gateway:** to guide growth in line with the [Frome Gateway Regeneration Framework](#) approved by Cabinet in February 2024

Central Bedminster which incorporates;

- **Bedminster Green:** to guide growth in line with the [Bedminster Green Framework](#) approved by Cabinet in March 2019 and the [East Street Vision](#).
- **Whitehouse Street:** to guide growth in line with [Whitehouse Street Regeneration Framework](#) approved by Cabinet in March 2023.

Temple Quarter: In March 2023 the Bristol Temple Quarter LLP was established to deliver the transformation of Bristol Temple Quarter. The regeneration service delivers a client function role providing strategic support and co-ordination to the Bristol Temple Quarter LLP.

2. The Regeneration service seeks to work in partnership to harness the regeneration benefits of growth in line with the Council's objectives to enable residents, businesses and communities to thrive, prosper and enjoy a high quality of life. The service encourages and shapes growth through:
 - Taking a place-based approach to regeneration, promoting inclusive and sustainable growth
 - Promoting a range of housing to meet local housing need, including affordable housing
 - Promoting high quality developments, public realm and place making
 - Promoting local employment, training and apprenticeships
 - Supporting local businesses, high streets and the night-time economy
 - Responding to the climate and ecological emergencies
 - Identifying and delivering the physical, social and community infrastructure required to support growth.
3. Within Central Bristol, Central Bedminster and Temple Quarter, investors and developers continue to acquire and bring forward land for development. Collectively across these areas the regeneration service is working in partnership to enable the delivery of over 13,000 new homes and employment spaces supporting over 23,000 jobs across a wide range of sectors.
4. The regeneration service works across the Council, improving internal systems and co-ordination to provide a single coherent voice for the Council when working with communities, developers, stakeholders and partners.
5. Regenerating and transforming places can be difficult and can raise complex issues and challenges. Since the inception of the regeneration service in June 2021, consultation and engagement activity led by the service have been designed to listen to those who know an area best, learning from past experience in Bristol and elsewhere to improve this aspect regeneration projects. We work with local communities to tell stories about the places we want to make and shape together, in order to build support for positive change.
6. To achieve the aspirations of sustainable and inclusive growth set out in the associated regeneration frameworks, the Council needs to work with communities, developer partners and stakeholders in order to secure the funding required to deliver the physical, social and community infrastructure needed to support our growing population.
7. Within Central Bristol and Central Bedminster, the regeneration service has identified a number of priority projects which would be beneficial to progress, in order to accelerate

delivery by either; informing development proposals, bidding for further external funding or delivering the required place based physical, social or community infrastructure required to support the planned growth.

Accelerating Delivery

8. The regeneration service recently secured £260k revenue funding from Homes England, which combined with regeneration services annual budget will enable the delivery of the following priority projects in 24/25 which will help accelerate delivery.

Project:	Purpose / output
City Centre	
Co-living design guide	Developers may seek to bring forward Co-living homes in Central Bristol and Central Bedminster. Bristol lacks any policy on the requirements for co-living housing. A Co-living design guide is needed to set the city standards for this relatively new residential use type to ensure that appropriate standards of accommodation are delivered in urban areas.
Broadmead design guide and city-wide family living policy.	Create a consolidated Broadmead design guide and city-wide family living residential charter to ensure that appropriate types and standards of accommodation are delivered.
Community and cultural space strategy	<p>The DDP sets out the requirement for 10% of new GF developments to be allocated for community/cultural uses at an affordable rent. The purpose is to ensure community-focused activities and organisations can still thrive as values go up in the regional centre.</p> <p>Undertake an options appraisal to identify an appropriate vehicle to procure, operate and manage these spaces. A Community Land Trust is a potential solution. The options appraisal will need to consider the parameters for this vehicle, map existing community organisations and assets and develop a tool for linking demand with supply. This mechanism must also ensure that the operation and management is robust, inclusive and accessible to ensure units aren't vacant and instead offer a highly valuable asset to this future neighbourhood.</p>
City Centre Culture and Public Art Plan	To create a coherent strategy for the delivery of public art and cultural activation in the DDP area. Identified projects will be used by developers to deliver their planning requirements and by partners where funding opportunities are identified. The work will support enhancement of the City Centre during transformation (as meanwhile projects) and leave legacy projects as part of the regeneration.
Frome Gateway	
Wellington Road Depot site – Meanwhile Use Business Case	The Wellington Road Depot is a BCC freehold site within the Frome Gateway regeneration area. The site is currently used by the Housing and Revenue Account (HRA), the joinery shop makes fire doors for Council homes. It is intended this use will remain on site as long as it is required by the HRA. Cabinet previously committed

	<p>to delivering affordable, family homes on this site in the medium-long term, to be co-located with an energy centre for the Frome Gateway District Network.</p> <p>If the site were to come vacant in the short-medium term, this business case would explore if there is a viable and deliverable meanwhile use on site that could help unlock early delivery and regeneration objectives. For example, could the site facilitate early business retention and relocation needs, accommodate a temporary energy centre, and/or create community space in advance of its redevelopment.</p>
Wellington / Eugene Street public realm design	<p>Detail design of Wellington and Eugene Street, including design details for the connecting new pedestrian bridge.</p> <p>Design is required to inform developers proposal facing onto these streets what they need to deliver as part of, and at the interface with, the public realm.</p>
Frome Gateway Culture and Public Art Plan	<p>Co-developed with community and cultural organisations and developers in the Frome Gateway area. The Plan will set out requirements for public art and cultural activation at all stages of the regeneration process (short, medium and long-term projects) to ensure the area's character and identity is embedded by all stakeholders as the area changes. Identified projects will be used by developers to deliver their planning requirements and by partners where funding opportunities are identified.</p>
Bedminster Green	
Strategic Transport Assessment	<p>Update the Bedminster Green Strategic Transport Assessment in autumn 2024.</p>
Whitehouse Street	
Industrial Intensification feasibility and capacity study	<p>The Whitehouse Street Framework allocates a BCC-owned site for industrial intensification to support retention of light industrial space and local employment in the area, while reducing the requirement for employment re-provision on residential-led, mixed-use schemes to support viability.</p> <p>This is a new employment concept in Bristol, the feasibility study will consider the design requirements, cost for scheme and potential operating and delivery models.</p>
Central plaza design guidance	<p>The central plaza is a focal point of the Whitehouse Street Regeneration Area, which interacts with 4 different land ownerships and active travel infrastructure.</p> <p>Design guide is required to inform developers proposal facing onto these streets what they need to deliver as part of, and at the interface with, the public realm.</p>

9. Alongside delivering the priority projects noted above, within 24/25 the regeneration service will also:
- procure a contractor to deliver the river restoration project in Bedminster Green

- procure a design team and secure planning permission to transform Castle Park
- consult and finalise the Harbour Place Shaping Strategy
- consult and finalise the Western Harbour Masterplan
- support the Temple Quarter LLP to procure a developer partner
- continue to lead negotiations, in conjunction with property colleagues on lease re-gears in Central Bristol and Central Bedminster
- working in partnership with Vattenfall to deliver projects to support Bristol's transition to net zero
- working with partners and local stakeholders, support community cohesion by preparing to welcome new residents into Bedminster Green
- working with partners and local stakeholders, support community wealth building by delivering meanwhile and permanent social infrastructure to ensure local people feel the benefits of regeneration.

10. The regeneration service will continue to submit external funding bids to deliver projects identified within the City Centre DDP, Frome Gateway Regeneration Framework, Whitehouse Street Framework, Bedminster Green Framework and the emerging Harbour Place Shaping Strategy.

Lawrence Hill

8. Bristol draft Local Plan Policy DS6 identifies Lawrence Hill as an Area of Growth and Regeneration, suitable for redevelopment to deliver a mix of homes, workspace and community uses. The draft Local Plan notes the development of Lawrence Hill will be expected to accord with a regeneration framework which will coordinate the approach to development across the area and the relationship with surrounding locations.
9. Landowners and developers are starting to express interest in development within Lawrence Hill. A regeneration framework, informed by community engagement, an integrated transport assessment and local employment land strategy, is urgently needed to shape and guide the planned growth.
10. The regeneration service will be submitting a funding bid to the Combined Authority to develop a Regeneration Framework for Lawrence Hill.

Officer Recommendations:

That the Economy and Skills Committee:

1. Note the planned activity in the regeneration service as outlined in this report including securing £260k Homes England Funding to deliver priority projects within Bedminster Green, Whitehouse Street, Frome Gateway and the City Centre.
2. Note the regeneration service will be submitting external funding bids to deliver projects identified with the City Centre Development and Delivery Plan, Frome Gateway Framework, Whitehouse Street Framework, Bedminster Green Framework, and the emerging Harbour Place Shaping Strategy.

- Note the regeneration service will be submitting a funding bid to the Combined Authority to develop a Regeneration Framework for Lawrence Hill.

Corporate Strategy alignment: The regeneration service activities align with the following themes in our Corporate Strategy:

- Economy and Skills:** Economic growth that builds inclusive and resilient communities, decarbonises the city and offers equity of opportunity.
- Homes and Communities:** Healthy, resilient and inclusive neighbourhoods with fair access to decent, affordable homes
- Transport and Connectivity:** A more efficient, sustainable and inclusive connection of people to people, people to jobs and people to opportunity

City Benefits: The Regeneration Service will seek to harness the benefits for growth to deliver;

- Inclusive, sustainable developments and neighbourhoods
- A range of housing to meet local housing need including affordable housing
- Employment, training and apprenticeship opportunities
- Support for local businesses, high streets and the night time economy
- Sustainable transport and improved connectivity
- Liveable neighbourhoods

Consultation Details: Details of the consultation undertaken on each project being delivered by the regeneration service are available here:

- Frome Gateway: [Statement of Community Involvement](#), [Formal Consultation Report](#), [Formal Consultation Response](#)
- Whitehouse Street: [Formal Consultation Report](#), [Formal Consultation Response](#)
- City Centre Development & Delivery Plan: [City Centre Development and Delivery Plan - Consultation Report](#)
- Western Harbour: [The vision \(harbourhopes.co.uk\)](http://harbourhopes.co.uk)
- Harbour Place Shaping Strategy: [Harbour Place Shaping Strategy - Engagement to date | Ask Bristol Consultation and Engagement Hub](#)
- Bedminster Green: [East Street - high street engagement and plans \(bristol.gov.uk\)](#), [Bedminster Green River Restoration and Transport Consultation | Ask Bristol Consultation and Engagement Hub](#) - <https://www.ask.bristol.gov.uk/17582/widgets/50004/documents/61998>

Background Documents:

- [Regeneration Funding Cabinet Report](#)
[Western Harbour Masterplan Cabinet Report](#)

Revenue Cost	£ 410k	Source of Revenue Funding	£260k Homes England Grant Funding £150k Regeneration Service Budget
Capital Cost	£ 0	Source of Capital Funding	N/A
One off cost <input type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/> If yes - existing or new saving? OR Income generation proposal <input type="checkbox"/>	

Professional comments section:

1. Finance Advice: There are no specific financial implications arising from this report. Any changes to the funding plans as laid out in the report would require approval.

Finance Business Partner: Ben Hegarty, Finance Business Partner Growth and Regeneration, 4 July 2024.

2. Legal Advice: There are no specific legal implications arising from this report. Any funding bids submitted over the key decision threshold will require Committee approval in accordance with the decision pathway, if this is not already in place.

Legal Team Leader: Husinara Jones, Team Manager/Solicitor 3 July 2024

3. Implications on IT: I can see no implications on IT regarding this activity.

IT Team Leader: Alex Simpson – Lead Enterprise Architect 4th July 2024

4. HR Advice: There are no HR implications associated with this report

HR Partner: Celia Williams, HR Business Partner 4 July 2024

APPENDICES

Appendix A – Further essential background / detail on the proposal	NO
Appendix B – Equality Impact Assessment (EqIA)	YES
Appendix C – Environmental Impact Assessment (Environmental Impact Assessment	NO
Appendix D – Decision Risk Assessment	NO
Appendix E – Exempt Information	NO
Appendix F – Details of consultation carried out - internal and external	NO
Appendix G – Options appraisal matrix	NO
Appendix H – Business case / financial analysis	NO



Title: Regeneration Service Update	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input checked="" type="checkbox"/> Other: Update	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth and Regeneration	Lead Officer name: Abigail Stratford
Service Area: Economy of Place	Lead Officer role: Head of Regeneration

Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

<p>To accompany the Regeneration Service Update. The Update seeks to update committee members on the planned activity in the regeneration service.</p> <p>It will highlight the equalities implications of the work done by the Regeneration Team so that the projects can work towards positive outcomes and avoid creating or entrenching any harms.</p> <p>Key Actions:</p> <ol style="list-style-type: none"> 1. To update committee members on the planned activity in the regeneration service 2. To note the regeneration service has secured £260k Homes England Funding to deliver priority projects within Whitehouse Street, Frome Gateway and the City Centre 3. To note the regeneration service will be submitting external funding bids to deliver projects identified with the draft Harbour Place Shaping Strategy, City Centre Development and Delivery Plan, Frome Gateway Framework and Whitehouse Street Framework 4. To note the regeneration service will be submitting a funding bid to the Combined Authority to develop a Regeneration Framework for Laurence Hill
--

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
---	-----------------------------	-----------------

Note that EQIAs accompany and inform each individual Regeneration Project.

- City Centre – [Microsoft Word - Appendix E - City Centre DDP Equality Impact Assessment - Final \(bristol.gov.uk\)](#)
- Western Harbour - [Appendix E EqIA Western Harbour Masterplan.docx](#)
- Harbour Place Shaping Strategy - [EqIA HPSS Framework Procurement - signed off.docx](#)
- Frome Gateway - [Appendix E - Frome Gateway EQIA - for Cabinet report FINAL signed-off.pdf](#)
- Bedminster Green - [Bedminster Green Equality Impact Assessment - Mar 24 - v1.docx](#)
- Whitehouse Street - <https://bristolcouncil.sharepoint.com/:b:/s/RegenerationTeam/EdllcJiOcmtCmppzbEiCdw0B7gvfleDxhmy11cuWgwlaww?e=mIngeG>
- Temple Quarter - [Appendix E - Equality Impact Assessment.pdf \(bristol.gov.uk\)](#)

An EQIA for the proposed Regeneration Framework for Lawrence Hill will be created to accompany the future funding bid to be submitted to the Combined Authority.

Step 2: What information do we have?

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](#)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
	The Regeneration projects have the potential to affect Bristol as a whole, with data for each area broken down at a more granular level in the individual project EQIAs linked above. As such data this table mainly draws from data about Bristol as a whole.
Population: Census 2021, Office for National Statistics	The population of Bristol increased by 10.3% compared with Census Day 2011. England and Wales saw a population increase of 6.3% Bristol was the fastest growing of all the Core Cities in England and Wales over the last decade.
Age: Census 2021, Office for National Statistics	Bristol has a relatively young age profile with more children aged 0-15 than people over 65 and over. The median age of people living in Bristol is 32.4 years, compared to the England and Wales median of 40.3 years.
Countries of birth: Census 2021, Office for National Statistics	18.8% of the usual residents of Bristol were born outside of the UK.
Ethnicity: Census 2021, Office for National Statistics	<p>The population of Bristol is increasingly diverse, with a Black, Asian and Minority Ethnic population accounting for 18.9% in 2021.</p> <p>The largest minority ethnic groups in 2021 were Somali (1.9%), Pakistani (1.9%) and Indian (1.8%)</p>
Language Census 2021, Office for National Statistics	<p>In Bristol 89.9% of usual residents aged three and over had English as a main language. Polish is the most common main language, accounting for 1.5% of usual residents. After this comes Spanish, Romanian, Arabic and Italian.</p> <p>In addition to spoken languages British Sign Language (BSL) was the main language of 0.04% of the population of Bristol.</p>
Long term physical or mental health conditions or illnesses: Census 2021, Office for National Statistics	<p>17.2% of the total population of Bristol has a long-term physical or mental health condition or illness which limits their day-to-day activities (England and Wales 17.5).</p> <p>A further 7% has a long term physical or mental health condition but their day-to-day activities were not limited.</p> <p>This breaks down as:</p> <ul style="list-style-type: none"> - 6.1% of all children aged under 16 - 16% of the working age population - 38.5% of older people aged 65 and over
Sexual Orientation: Census 2021, Office for National Statistics	61% of the population aged 16 and over identified with a LGB+ orientation. This is a higher proportion of the population than the England and Wales average.

<p>Gender Identity: Census 2021, Office for National Statistics</p>	<p>0.83% of the population aged 16 and over indicated that their gender identity was different from their sex registered at birth. This is a higher proportion of the population than the England and Wales average.</p>
<p>Religion: Census 2021, Office for National Statistics</p>	<p>There were more than 45 religions represented in the 2021 Census, although 51% state that they have no religion.</p> <p>The second largest group were Christian (32.2%) followed by Muslim (6.7%), with 2.8% identifying as Hindu, Buddhist, Sikh and Jewish. 0.8% of people identified with other religions.</p>
<p>Deprivation: Constituency data: Indices of deprivation (for Bristol Central, East and South which contain all current Regeneration Projects)</p>	<ul style="list-style-type: none"> - Bristol Central ward ranked 322 out of 543 constituencies. (1=most deprived) - Bristol East ward ranked 101 out of 543 constituencies. - Bristol South ward ranked 68 out of 543 constituencies. <p>This indicates that Bristol East and South in particular both experience comparatively high deprivation compared to wider UK constituencies.</p>
<p>What this tells us: That Regeneration and the engagement processes that underpin it need to ensure that they accommodate and make a range of groups feel welcome.</p>	
<p>Car ownership: Census 2021, Office for National Statistics</p> <p>Quality of Life Survey 2023/24</p>	<p>26.2% of households in Bristol have no car. Levels of car availability can vary widely across the city with many central areas of Bristol having levels of car availability below 50%</p> <ul style="list-style-type: none"> - More people aged 50 and older drive to work than young people. - Parents are more likely to drive to work than those without children. - Carers are more likely to drive to work than non-carers.
<p>Walking and cycling: Quality of Life Survey 2023/24</p>	<ul style="list-style-type: none"> - Across the city, 17.6% of Bristol residents walk to work and 14.4% of Bristol residents cycle to work. - Individuals in the 10% most deprived are less likely to walk or cycle to work. - Although Walking and cycling to work does not vary greatly between different ethnic groups, fewer Black residents are likely to walk or cycle. - Disabled people are significantly less likely to walk or cycle. - Young people (16-24 years) are much more likely to cycle or walk. - Men are much more likely to cycle than women.

<p>Taking the bus: Quality of Life Survey 2023/24</p>	<ul style="list-style-type: none"> - Black, Asian and minority ethnic people are more likely to take the bus to work than white people. - 20.9% of disabled people take the bus to work - Older people (19.9%) are more likely than younger age ranges to take the bus to work. - More people with no qualifications use the bus than those with qualifications.
<p>What this tells us: Transport issues will need to be factored into a number of the regeneration areas and also planning for in person engagement events. Different groups use transport differently, for example young people are more likely to walk or cycle to work, while parents, carers and older people may be more likely to rely on driving. Meanwhile the bus network is more used by Black, Asian and minority Ethnic people, some disabled people and those with no qualifications.</p>	
<p>Local Housing Need: City of Bristol Local Housing Needs Assessment, 2023</p>	<p>Overall, in the City of Bristol, there is a need to provide affordable housing for 13,973 households unable to afford to rent or buy over the Plan period 2020-40, which equates to 699 households per year.</p>
<p>Tenure: Census 2021, Office for National Statistics City of Bristol Local Housing Needs Assessment, 2023</p>	<p>44.9% of residents rent their accommodation (private and social), higher than the national average of 37.3%</p> <p>Since 1991 there has been a downward trend (65% to 55%) in owner occupiers, and a sharp rise in the private rented sector (9% up to 26%). The numbers of households in socially rented homes has gone down from 26% to 19%</p>
<p>Rent: City of Bristol Local Housing Needs Assessment, 2023</p>	<ul style="list-style-type: none"> - Across all property sizes, the median private rent and lower quartile private rent is higher than the maximum Local Housing Allowance (LHA) in Bristol. This means that those on housing benefit cannot afford properties of median or lower quartile rents. - For the total gross income (including housing benefit) of the Household Reference Person and partner, households renting privately spent on average 41% of their income on rent, whilst the average was 31% for households in social rent. - The EHS demonstrates that many households in both private and social rented properties currently pay considerably more than 25% of gross household income on their housing costs. Whilst it is arguable that some households currently pay too much for their rent, it is unrealistic to suggest that all households paying more than 25% are unable to afford suitable housing in the market.
<p>Cost of Home Ownership: City of Bristol Local Housing Needs Assessment, 2023</p>	<ul style="list-style-type: none"> - A notable upward divergence from the England average can be seen in Bristol beginning in 2013/14. Overall prices increased substantially in the period 2001-2008. Values then reduced from the beginning of 2008 and fell to their low point in late 2013, since when

	<p>they have grown steadily. As of 2020, prices in the Bristol exceeded their previous peak prices in 2008, reaching their highest point in mid-2021, since which there has been a modest decline.</p> <ul style="list-style-type: none"> - It is estimated that 22,879 households currently living in the Private Rented Sector in Bristol and paying their own rent that aspire to home ownership. Of these households, 61% are aged 25-34 with the substantial majority (93%) aged under 45.
<p>Gentrification: Quality of Life Survey 2023/24</p>	<ul style="list-style-type: none"> - 31% of Bristolians think their local area has changed due to gentrification - Of the people how have noticed “gentrification” taking place, 32.% of people think it has had a negative impact (up by 8.2% from the year before). Conversely, 27.2% think it’s had a positive impact (down 3.8% from the year before).
<p>What this tells us: This data shows us that there is an increasing number of those renting, alongside increasing unaffordability of private rent. It shows that many renters aspire to home ownership, with the majority of these aged under 45 (93%)</p> <p>In terms of affordable housing in particular, there is a need to provide affordable housing for 13,973 households unable to afford to rent or buy over the Plan period 2020-40, which equates to 699 households per year.</p> <p>Notably, 31% of Bristolians note a change in their area due to gentrification, with more thinking this is more of a negative trait than a positive one.</p>	
<p>Additional comments:</p>	

2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don’t have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn’t mean that you can’t complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

The Quality of Life survey data does not provide specific information about marriage or civil partnership status, or pregnancy and maternity. It is not anticipated that filling these data gaps would provide any benefit over the assumptions on impact/mitigation made in Section 3.

There are gaps in the diversity data for some protected characteristics at Ward level e.g. Learning Disabilities and Autism, Gypsy and Roma people, and LGBT+. Where Ward level data has not been available, local level data of the whole City of Bristol has been used.

There are gaps in overall diversity data at a local and national level for some characteristics e.g. gender reassignment – especially where this has not historically been included in statutory reporting e.g. for sexual orientation. As council we rarely monitor marriage and civil partnership. There is a corporate approach to diversity monitoring for service users and our workforce, however the quality of available evidence across various council service areas is variable. No robust data on gender identity exists. Gaps in data will exist as it becomes out of date or is limited through self-reporting.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing a change process or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

All Regeneration Projects have sought to engage with the communities that they serve. This ranges from a creative engagement designed to encourage a range of diverse voices to produce a Vision for Western Harbour to engagement with disadvantaged communities through youth storytellers for the Harbour Place Shaping Strategy.

Details of the consultation undertaken on each project being delivered by the regeneration service are available here:

1. Frome Gateway: [Statement of Community Involvement](#), [Formal Consultation Report](#), [Formal Consultation Response](#)
2. Whitehouse Street: [Formal Consultation Report](#), [Formal Consultation Response](#)
3. City Centre Development & Delivery Plan: [City Centre Development and Delivery Plan - Consultation Report](#)
4. Western Harbour: [The vision \(harbourhopes.co.uk\)](#)
5. Harbour Place Shaping Strategy: [Harbour Place Shaping Strategy - Engagement to date | Ask Bristol Consultation and Engagement Hub](#)
6. Bedminster Green: [East Street - high street engagement and plans \(bristol.gov.uk\)](#), [Bedminster Green River Restoration and Transport Consultation | Ask Bristol Consultation and Engagement Hub - https://www.ask.bristol.gov.uk/17582/widgets/50004/documents/61998](#)

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

Engagement with communities and stakeholders is integral to the work of the Regeneration team. Each regeneration project will seek to continue the conversation on the plans for each area as they develop.

Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)

General

It is important to remember that individuals who are living with protected characteristics can face a very different daily experiences than those who do not, this being particularly true for Disabled people, and this needs to be considered through every stage of development and implementation of the proposals.

Engagement needs to focus on including young people, ethnic minorities, and Disabled people to ensure the regeneration is led by community voices, is representative of those who live in the area, and to ensure those most affected by the proposals are heard.

Accessibility, both in terms of the quality of the built environment and public transport, is a key factor affecting equalities groups, particularly Disabled people, older people, young people, Black, Asian and Minority Ethnic people and the LGBT+ community.

Individuals can be part of multiple minority and protected groups and have combined characteristics. This can result in certain individuals experiencing several impacts across the themes explored above, to varying degrees of acuteness.

Deprivation and Gentrification

There are high levels of deprivation in some of the Regeneration Areas. Regeneration presents an opportunity to enhance socio-economic opportunity, reduce inequality when compared to the city average, and enhance the overall quality of built environment including homes and connections to neighbouring areas so that access to services, public spaces and workplaces is maximised. However, this opportunity will only be realised if regeneration proposals are developed with the needs and aspirations of the local community in mind, and if local communities are able to shape, take part in and reap the rewards of regeneration and local investment. An unintended negative consequence, for example, could be that regeneration provides new homes which are unaffordable for the local community, or existing places of employment are displaced, causing the local community and businesses to move to another part of the city, resulting in gentrification of the area. New and improved greenspaces also risk increasing problems of gentrification. Engaging local communities in the co-design of public green spaces will be important to support inclusion and feelings of local ownership.

The regeneration of each area however will lead to an increase of people living there, creating a vibrant new communities as well. Whilst it is vital we look at the current inhabitants to ensure their needs are reflected fully, we must also consider the wider Bristol population data as it is likely to be representative of the new residents.

Social infrastructure

Regeneration projects should facilitate positive outcomes for all existing and new local communities, particularly in terms of ensuring provision of access to education, healthcare and outdoor space for healthy lives.

Community Cohesion

Locally there may be conflicting views on different populations entering an area, such as students and the opportunities and challenges they'll bring to the local area.

Designing in safety

The safety of all people is of paramount importance in the design of the open space and public realm and this will be a priority in the regeneration of the specified areas, with a particular focus on creating active streets and open spaces, that are well-lit and with passive surveillance designed in.

Ongoing engagement

Engagement strategies have focused on ensuring that under-represented groups have been carefully and meaningfully included in the engagement process. This has been done through by reaching out to representatives and champions of these groups to listen, ask questions and bring them in to the conversation. It has also been done by ensuring that events and the consultation were accessible and inclusive.

PROTECTED CHARACTERISTICS

Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Regeneration should facilitate positive outcomes for all age groups through the identification of age-specific needs in line with demographic projections, including a general provision of age-appropriate housing, social infrastructure as well as more accessible public spaces and services. Particular age groups could be marginalised from the engagement and consultation process if a range of methods are not used or made accessible in various ways, particularly young people.
Mitigations:	Targeted engagement to ensure young people and organisations working with young people can influence projects
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Regeneration should facilitate positive outcomes for all age groups through the identification of age-specific needs in line with demographic projections, including a general provision of age-appropriate housing, social infrastructure as well as more accessible public spaces and services. Particular age groups could be marginalised from engagement and consultation if a range of methods are not used or made accessible in various ways e.g. if delivered all online.
Mitigations:	Ensure a mix of online and in-person engagement events were delivered to remove the barrier of digital exclusion.
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Regeneration can provide a general uplift in terms of physical accessibility (buildings and public realm design; services). Disability led groups could be marginalised from the engagement and consultation process if accessibility is not considered when designing the Comms & Engagement Plan and engagement material. Those with visual/hearing impairments find it difficult to engage if provisions such as sign language interpreters / braille aren't provided.
Mitigations:	Engagement should be targeted to ensure those with disabilities are welcomed into the engagement and consultation process.
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Regeneration is not anticipated to have any specific impact on this group, although there may be issues such as safety that are often felt more keenly by one gender over another that could be factored into the various projects.

Mitigations:	Facilitating actual and perceived public safety in the design of both public spaces and access to engagement should therefore be kept in mind.
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	No specific impact on this group. However it is noted that there has been growing trend in recent years for more hate crimes related to sexual orientation and gender identity (The Guardian, 2021).
Mitigations:	Facilitating actual and perceived public safety in the design of both public spaces and access to engagement should therefore be kept in mind.
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Pregnancy and maternity may affect the way that women and young children access and experience public spaces, services and engagement processes. There may be some crossover between pregnancy and the need to use prams with young babies and children with those with physical disabilities, e.g. the need for ramps. Parents may appreciate public space which accommodates features that may not be as relevant to those without children, e.g. play facilities, changing facilities, physical safety, shade etc.
Mitigations:	Engagement should ensure those who are pregnant, and who have young children are welcomed into the engagement and consultation process.
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	No specific impact on this group. However it is noted that there has been growing trend in recent years for more hate crimes related to sexual orientation and gender identity (The Guardian, 2021). Facilitating actual and perceived public safety in the design of public spaces should therefore be kept in mind.
Mitigations:	Facilitating actual and perceived public safety in the design of both public spaces and access to engagement should therefore be kept in mind.
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Regeneration is not anticipated to have any specific impact on this group. It is important to ensure that there is racial diversity in engagement undertaken.
Mitigations:	Ensure that people from different races feel enabled and welcome to participate in engagement.
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Regeneration is not anticipated to have any specific impact on this group.
Mitigations:	None
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Regeneration is not anticipated to have any specific impact on this group.
Mitigations:	None
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Some regeneration areas have high levels of deprivation. Gentrification of the area risks widening inequality.

Mitigations:	Engagement should seek views from a wide range of stakeholders to promote inclusivity and ensure local priorities were incorporated into the framework.
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Carers may be more difficult to include within engagement activities due to care responsibilities.
Mitigations:	A variety of times and methods of engagement (in person and online) should be employed to include views from as wide a range of people as possible.
Other groups [Please add additional rows below to detail the impact for any other relevant groups as appropriate e.g. asylum seekers and refugees; care experienced; homelessness; armed forces personnel and veterans]	
Potential impacts:	
Mitigations:	

3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Regeneration presents an opportunity to enhance socio-economic opportunity, reduce inequality when compared to the city average, and enhance the overall quality of built environment including homes and connections to neighbouring areas so that access to services, public spaces and workplaces is maximised. This must be achieved in the context of gentrification – see previous section.

It is intended that the provision of quality housing and placemaking will ease the pressure on housing experienced by so many in the city.

The Regeneration of each area hopes to lead to improvements beyond the 'red line' boundary of each.

Step 4: Impact

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:

If equalities groups are not sufficiently engaged with they could both feel alienated from the regeneration process. Moreover an opportunity will have been missed to create places that better cater to these groups. It is important to include and cater for equalities groups in order to mitigate any risk of gentrification.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Regeneration and investment will result in the reduction of socio-economic inequality when compared against the city average and the overall improvement of quality of life and access to opportunity (notwithstanding risk of gentrification noted above).

The framework and regeneration programme should result in a general uplift in the built and natural environment which will have a knock-on impact on overall quality of life, accessibility and public health outcomes.

Regeneration and investment in public spaces and services has the potential to foster greater social integration and community cohesion.

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Continue to iteratively ensure that robust equalities assessments are included as part of each regeneration project	Regeneration Team	
Maintain and strengthen links developed through the various projects with community organisations including equalities groups.	Regeneration Team	
Collaborate with neighbouring regeneration areas to identify and maximise opportunities to improve socio-economic outcomes	Regeneration Team	
Review feedback from the formal consultations regarding how best to continue to engage the community plan to take recommendations forward	Regeneration Team	
Use BCC's role through planning (Development Management) and as freeholder of many sites to ensure that planning applications and design work is brought forward to deliver the best quality environment, taking into account the needs of all users.	Regeneration Team	


4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Further iterations of the IMD and Bristol Quality of Life Survey can be used to assess the impact of regeneration. This includes a number of social integration indicators including '% who agree people from different backgrounds get on well together in their neighbourhood'.

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director¹.

Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off: 
Date: 19/7/2024	Date: 19.7.2024

¹ Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



Committee Report

PURPOSE: Final Decision Report

KEY OR NON-KEY DECISION: Non-key decision

COMMITTEE: Economy and Skills Committee

DATE: 29 July 2024

TITLE: Establishment of Cross-Party Local Plan Working Group

Ward(s): Citywide

Officer presenting the report: Simone Wilding **Job title:** Chief Planner

Committee Chair: Councillor Andrew Brown

Executive Director lead: John Smith: Executive Director for Growth & Regeneration

Proposal origin: Other

Purpose of Report: To agree the re-establishment of an informal cross-party Local Plan Working Group to operate under the auspices of the Economy & Skills Committee.

Evidence Base / Options to consider:

1. To enable the timely examination of the local plan with member input as and when this is needed in an agile fashion, the E&S committee is requested to agree to the establishment of an informal, cross-party Local Plan Working Group. The group would receive updates on the local plan and advise officers on their response to questions which will be raised by the inspectors through the examination process. Political balance is not a requirement for such an informal working group but would seem desirable to ensure buy-in. It is therefore suggested that proportionality should be the guiding principle for allocating membership across the parties.
2. To reflect the overall proportions of full Council it is recommended to keep the local plan working group at the same size and composition as committees. ie a total of 9 members constituted of 48.57% Green (4 members), 28.57% Labour (3 members), 11.43% Liberal Democrats (1 member), 10% Conservative (1 member).
3. Suggested terms of reference for the LPWG are attached as Appendix 1 below. They are based on the previous LPWG TORs and include a role for informal advice on supplementary planning documents. The Chair of the working group will be a member of Economy and Skills Committee. The membership of the LPWG is proposed to be decided by party leads and in line with political proportionality.

Officer Recommendations:

That the Committee for Economy and Skills:

- 1. Endorses the establishment of an informal cross party Local Plan Working Group in principle in accordance with the terms of reference as set out in Appendix A.

Corporate Strategy alignment:

Provides an agile mechanism for supporting the development of the local plan which is a key instrument to ensure land use across the Council area is managed in a sustainable way.

City Benefits:

As above

Consultation Details:

Not applicable. The local plan itself has been consulted on three times and the examination of the local plan is in public with all those who have made representations to it able to participate in its examination.

Background Documents:

None

Revenue Cost	£0	Source of Revenue Funding	N/A
Capital Cost	£0	Source of Capital Funding	N/A
One off cost <input type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/> If yes - existing or new saving? Choose an item. OR Income generation proposal <input type="checkbox"/>	

1. Finance Advice: There are no specific financial implications to this proposal with all work to support the new Local Plan Working Group to be delivered with existing resources.

Finance Business Partner: Ben Hegarty, Finance Business Partner Growth and Regeneration, 5 July 2024.

2. Legal Advice: The Economy and Skills Committee is responsible for the delivery of the renewed Local Plan and its terms of reference permit it to develop and agree strategies policies and plans in respect of the areas of responsibility of the committee. The proposal of a Working Party supports the progression of the Local Plan process through its Examination in Public stage and supports a Plan the Committee is responsible for progressing to adoption by Full Council.

Legal Team Leader: Joanne Mansfield 3rd July 2024

3. Implications on IT: I can see no implications on IT regarding this activity.

IT Team Leader: Alex Simpson – Lead Enterprise Architect, 04/07/2024

4. HR Advice: There are no HR implications associated

HR Partner: Celia Williams, HR Business Partner, Growth and Regeneration – 4 July 2024

APPENDICES

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Equality Impact Assessment (EqIA)	YES
Appendix C – Environmental Impact Assessment	NO
Appendix D – Decision Risk Assessment	NO
Appendix E – Exempt Information	NO
Appendix F – Details of consultation carried out - internal and external	NO
Appendix G – Options appraisal matrix	NO
Appendix H – Business case / financial analysis	NO

Appendix A

Proposed Local Plan Working Group - Draft Aim and Terms of Reference

Background

The various documents of the Bristol Local Plan form part of the statutory development plan.

The examination of the Local Plan is on-going. It is expected that the plan will be ready to be adopted by mid-2024.

Supplementary planning documents are not part of the development plan but are prepared to provide additional information to add further detail to the policies in the development plan. They are material planning considerations.

Membership

The working group will be comprised of members nominated by party groups. The meetings will be informal and will not be held in public.

Aim

To enable all party elected member involvement in the preparation of the Bristol Local Plan and supplementary planning documents.

Terms of Reference

1. To consider, discuss and advise on the new Local Plan as it progresses.
2. To consider, discuss and advise on draft supplementary planning documents during their preparation.

The working group's discussions will be used by officers to guide their recommendations to the Policy Committee and Council.

Non-key Decision Committee Report



PURPOSE: Non-key decision update report

COMMITTEE: Economy and Skills Committee

DATE: 11 June 2024

TITLE: Q1 2024/25 Corporate Risk Report

Officer presenting the report: Joachim Adenusi **Title:** Senior Risk and Insurance Officer

Committee Chair: Cllr Andrew Brown

Executive Director lead: John Smith - Executive Director Growth and Regeneration

Purpose of Report: The report provides an update on current significant strategic risks to achieving the Council's objectives, within the Economy and Skills Committee, as set in the Corporate Strategy 2022-2027 and summarises progress in managing the risks and actions being taken as at Quarter 1_2024-25.

Evidence Base / Context

1. The Corporate Risk Report (CRR) is a key document in the council's approach to the management of risk; it captures strategic risks set out in the Corporate Strategy 2022-2027. It also provides a context through which Directorates construct their own high-level risk assessments and is used to inform decision making about business planning, budget setting, transformation, and service delivery.
2. The CRR provides assurance to management and Members that Bristol City Council's significant risks have been identified and arrangements are in place to manage those risks within the tolerance levels agreed. It should be noted that 'risk', by definition, includes both threats and opportunities, which is reflected in the CRR.
3. Ensuring that the Service Risk Registers (SRR), Directorate Risk Reports (DRR) and the Corporate Risk Reports (CRR) are soundly based will help the council to ensure it is anticipating and managing key risks to optimise the achievement of the council's objectives and prioritise actions for managing those risks.
4. The registers and reports are a management tool. They need regular review to ensure that the occurrence of obstacles or events that may put individual's safety at harm, impact upon service delivery and the council's reputation are minimised, opportunities are maximised and when risks happen, they are managed effectively to minimise the impact.
5. The CRR summary of risks is attached to this report at Appendix A1 and is the latest position following a review by managers and Directors. The risks in Appendix A1 are presented in the order of severity, starting with the highest scoring risks followed by lower scoring risks.

Summary of Corporate Risks:

6. Corporate Leadership Board (CLB) members noted the CRR as a working summary report of critical and significant risks from the Service Risk Registers as of 31st May 2024.
7. The CRR sets out the critical, significant, and high rated threats and opportunity risks. All other business risks reside on the Service Risk Registers.

8. Further programme of work with clear instructions to colleagues was undertaken to review and revise each CRR/DRR risk description, internal controls and mitigation plans and governance. The scope of this work included where possible the identification of new risks and a fresh look to confirm ongoing risks are current along with the actions to mitigate the risks.
9. Members of the Growth and Regeneration Directorate reviewed the current CRRs and the DRRs on the 5th of June 2024 to form the current CRR risks. On the 11 of June 2024, CLB members accepted the attached CRR as a working summary report of the critical and significant risks from the Service Risk Registers.
10. The Q1 24-25 Economy and Skills Committee - Corporate Risk Report (CRR) as at June 2024 contains 2 risks:

Threat Risks	Opportunity Risks	External / Contingency Risks
0 Critical 2 High 0 Medium 0 Improving Risks 0 Deteriorating Risks 0 Escalated Risks 0 De-escalated Risks	Nil	Nil

A summary of risks (Threat and Opportunities) for this reporting period are set out below:

High Threat Risks

11. Both risks are High Threat risks scoring between 14 and 28.
 - CRR12 - EPRT ability to prepare for and respond to emergencies / incidents could be overwhelmed.
 - CRR59 - Failure to deliver timely statutory planning decisions.

Mitigation Actions Update

12. Two new mitigation actions were created during the reporting period which are relevant to this committee. When completed this will result in improved risk assurance and improvement towards our tolerance levels.

Static Risks

13. Both risks have scores that have remained static over the last 3 reporting cycles including Q1 2024-25. These risks are summarised in Appendix A2 of this report. During Q4, risk owners were challenged to reduce the risk scores or justify why the scores cannot reduce. These reasons are stated in the ‘Summary of Progress’ contained in the table for each risk in Appendix A1.

Additional Information:

14. For more detail on individual risks and their management, please see the attached Appendix A1.
15. The closed risks are now reflected within individual risks across the Council’s Service Risk Registers.
16. All risks on the CRR have management actions in place.
17. It is not possible to eliminate the potential of failure entirely without significant financial and social costs. The challenge is to make every reasonable effort to mitigate and manage risks effectively, and where failure occurs, to learn and improve.
18. Completeness of risk information, including potential financial impact, will be an area of focus moving into the next quarter.

19. Risks are escalated to the Corporate Risk Report (CRR) if the risk scores higher than a 20 or if a risk is determined by CLB to remain on the corporate risk report due to monitoring its significance to the councils aims and objective.

Officer Recommendations:

That the Economy and Skills Committee note this report.

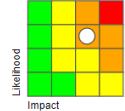
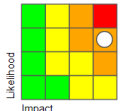
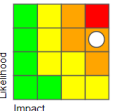
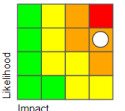
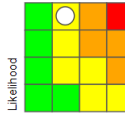
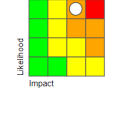
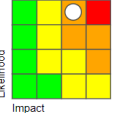
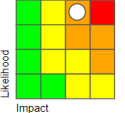
Corporate Strategy alignment: Corporate Strategy alignment: This report covers all areas of what Bristol City Council does, and therefore aligns with all themes of the Corporate Strategy. In particular, taking safe but proportionate approaches to risk aligns with Corporate Strategy Theme 7: Effective Development Organisation.

APPENDICES

Appendix A – Further essential background information and detail	YES
Appendix A1 – Q1 Economy and Skills Committee - Corporate Risk Report 2024-2025	
Appendix A2 – Static Risks Q1 2024-25 Economy and Skills Committee - Corporate Risk Report	

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024

Threat Risk Performance Summary


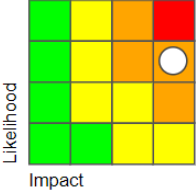
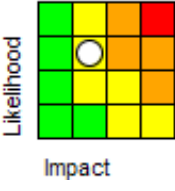
Risk	Page Number	Q2 Rating (23/24)	Q2 Matrix (23/24)	Q3 Rating (23/24)	Q3 Matrix (23/24)	Q4 Rating (23/24)	Q4 Matrix (23/24)	Q1 Rating (24/25)	Q1 Matrix (24/25)
CRR12 - EPRT ability to prepare for and respond to emergencies / incidents could be overwhelmed	2	15 ↓		21 ↓		21 ▬		21 ▬	
CRR59 - Failure to deliver timely statutory planning decisions	4	12 ▬		20 ↓		20 ▬		20 ▬	

Risk Trend Key

Arrow	Description
↑	The risk rating has improved from the previous quarter, having reduced in its severity.
↓	The risk rating has deteriorated from the previous quarter, having increased in its severity.
▬	The risk rating has not changed from the previous quarter.

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024


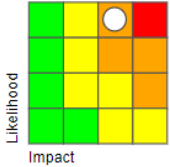

Threat Risks

Threat Risk	Trend	Current Risk Assessment		Risk Tolerance Level	
<p>Risk Title: CRR12 - EPRT ability to prepare for and respond to emergencies / incidents could be overwhelmed</p> <p>Description: The ability of BCC to meet its statutory duties as a category one responder under the Civil Contingencies Act 2004, to be prepared for and respond to a Major Incident or emergency which exceeds the response capacity of the EPRT resource (2.5 FTE). This risk is two fold; 1.Preparedness – identifying the required capabilities and resources to respond to such impacts, at a tactical and strategic level, from likely risks/hazards/threats, as well as training and exercising the organisation to deliver such during an emergency. 2. Response - In the case of Major incidents / emergencies with potential to overwhelm, this could be in terms of scope and scale, or concurrent, or sequential occurrences which the current EPRT resource levels may not be able to adequately cover and thus the requirements and BCC statutory duties under the Civil Contingencies Act 2004 could be compromised. In addition, further consequences could be litigation and reputational damage to the council for failing to meet its statutory duty as a Category 1 responder under the Civil Contingencies Act 2004.</p>	<p>Constant</p> 	<p>21</p> <p>Impact 7 = Critical Likelihood 3 = Likely</p>		<p>9</p> <p>Likelihood = 3 Impact = 3</p>	
<p>Risk Causes:</p> <ul style="list-style-type: none"> -Emergency risks not identified and prepared for. -Lack of trained and available responding staff. Emergency roles and responsibilities not embedded. 	Existing Controls		Mitigating Actions		
	Control		Action Title	Due Date	Progress
	1.24/7 Operations Centre provides effective monitoring for the city and a co-ordinary role in response and recovery		Development and roll out of the Emergency Planning e-learning package	Nov 2024	60%
	2. Active participation in the Avon and Somerset Local Resilience Forum and close working with multi-agency partners, including training and exercising		Community Resilience Mapping development	January 25	80%
	3.BCC emergency plan training and exercising in place		Emergency Training for Tactical & Strategic Response (inc Dashboard)	March 2025	40%
4. Close working with Safety Advisory Group for Events					
<p>Risk Consequences:</p> <p>Increased risk of:</p> <ul style="list-style-type: none"> - Disruption of public services; Disruption of transport networks; Death/injury - Displacement of people 	5. Corporate Resilience Group, overseeing mitigations of contingencies risks identified on the National Security Risk Assessment and delivery of Category 1 Responder duties	Plan & Deliver Corporate Emergency exercise	September 2024	20%	

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024

	6. Duty Civil Protection Officer and other duty rotas in place (Highways, Dangerous Structures, Public Health, Social Care, etc)	ERPT Resource Growth bid	March 2024	60%
	7. Duty director rota in place.	Increase Emergency Volunteers Pool	March 2025	30%
	8. Emergency Plans	Share situational awareness and prepare for emerging risks	March 2025	85%
	9. Emergency Training Dashboard	Response Capability Dashboard	June 2024	50%
	10. Horizon scanning for emerging risks, including Ukraine war (through CRG, BC Group and LRF)	COMAH Off Site Emergency Plan and Exercise	November 2024	70%
	11. Monitoring of severe weather events	Core Guidance Review and Exercising	July 2024	70%
	12. Preparedness LRF Plan	Annual Training & Exercising Programme (inc L&D budget)	June 2024	80%
	13. Public Health Demand vs standard	Corporate Log Keeping	December 2024	20%
	14. Shrinking volunteer pool	Debriefing & Joint Organisational Learning	September 2024	30%
	15. Strategic Training for preparedness	Societal Resilience	March 2028	10%
Risk Owner(s): Executive Director Growth and Regeneration, Director Management of Place.				
Committee: Economy and Skills	Summary of Progress Remains at current level due to no change in capacity, impact or likelihood. Emergency planning and response audit due in Q2 which will be an excellent exercise to support capacity and organisational maturity required related to emergency planning and response capability, engagement and grip across BCC.			
Strategic Theme: Our Organisation, Wellbeing				

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024

Threat Risk	Trend	Current Risk Assessment		Risk Tolerance Level	
Risk Title: CRR59 Failure to deliver timely statutory planning decisions	Constant 	<div style="text-align: center;"> 20 Likelihood =4 Impact = 5 </div>		<div style="text-align: center;"> 6 Likelihood = 2 Impact = 3 </div>	
Description: The DM service must determine applications in statutory time periods and failure to do this results in delays in delivering development and potentially refund of fees					
Risk Causes Inability to attract, recruit and/or retain existing suitably trained/qualified/experienced staff to support work programme and the development of the service. Small teams are less resilient than others, in some instances only one or two staff qualified to carry out services resulting in single point of failure. Jobs in the council not seen as aspirational and interest impacted by national news of council funding reductions. Salaries not as competitive as private sector. Limited opportunity for staff progression. Corporate financial pressures impacting recruitment and retention Overturns of officer recommendations by Members at DC Committee. Decisions made under delegated powers that are overturned by the Planning Inspectorate at appeal.	Existing Controls		Mitigating Actions		
	Control		Action Title	Due Date	Progress
	Backlog recovery plan of planning application decisions		Backlog recovery plan of planning application decisions	June 2024	85%
Risk Consequences: Planning & building regulation applications take longer to determine. Delays in delivering developments. Potential fee refund if extended time not agreed. Inability to complete existing projects Reduced ability to take on work and to respond to variations in workload and programmes. Loss of market share if delays not acceptable to the customer. Inability to honour career grade progression commitments.	Risk Owner(s): Director Economy of Place; Chief Planner Committee: Economy and Skills Strategic Theme Empowering and Caring; Strategic Planning and City Design Summary of Progress: Whilst substantial progress has been made in reducing the backlog (unallocated applications reduced from peak in August '23 of c1700 to currently 170), the volume of applications that are still being dealt with is so high that it remains unavoidable that some will not be possible to determine within the statutory period, particularly where applicants are not agreeable to an extension of time. However, we are on track to reducing unallocated applications to 0 by end of June and continuously improving on decision times with a view to be in a position to seek de-designation in mid-October. However, there is no timeframe for the SoS to make such a decision in and it could therefore still be only late in '24 or even early '25 before de-designation is 'granted'.				

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024

Risk Scoring Matrix

		Threat Impact (Negative risks)					Opportunity Impact (Positive Risk)						
Threat Likelihood	Almost certain	4	4 (Low)	12 (Medium)	20 (High)	28 (Critical)	28 (Significant)	20 (High)	12 (Medium)	4 (Low)	4	Almost certain	Opportunity Likelihood
	Likely	3	3 (Low)	9 (Medium)	15 (High)	21 (High)	21 (High)	15 (High)	9 (Medium)	3 (Low)	3	Likely	
	Unlikely	2	2 (Low)	6 (Medium)	10 (Medium)	14 (High)	14 (High)	10 (Medium)	6 (Medium)	2 (Low)	2	Unlikely	
	Rare	1	1 (Low)	3 (Low)	5 (Medium)	7 (Medium)	7 (Medium)	5 (Medium)	3 (Low)	1 (Low)	1	Rare	
			1	3	5	7	7	5	3	1			
			Minor	Moderate	Major	Critical	Exceptional	Significant	Modest	Slight			

Page 76

Threat Level	Opportunity Level	Level of Risk	Actions Required
1-4	1-4	Low	May not need any further action / monitor at the Service level.
5-12	5-12	Medium	Action required, manage and monitor at the Directorate level.
14-21	14-21	High	Must be addressed - if Directorate level consider escalating to the Corporate Risk Report, if Corporate consider escalating to the Cabinet Lead.
28	28	Critical / Significant	Action required - escalate if a Directorate level risk, escalate to the Corporate Level, if Corporate bring to the attention of the Cabinet Lead to confirm action to be taken.

Appendix A1 – Economy and Skills Committee - Corporate Risk Register Q1 2024-2025 as at June 2024

LIKELIHOOD AND IMPACT RISK RATING SCORING

Likelihood Guidance

Likelihood	Likelihood Ratings 1 to 4			
	1	2	3	4
Description	Might happen on rare occasions.	Will possibly happen, possibly on several occasions.	Will probably happen, possibly at regular intervals.	Likely to happen, possibly frequently.
Numerical Likelihood	Less than 10%	Less than 50%	50% or more	75% or more

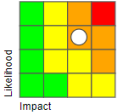
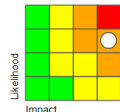
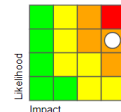
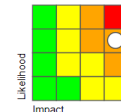

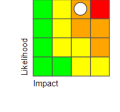
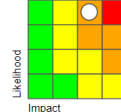
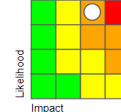
Severity of Impact Guidance (Risk to be assessed against all of the Categories, and the highest score used in the matrix).

Impact Category	Impact Levels 1 to 7			
	1	3	5	7
Service provision	Very limited effect (positive or negative) on service provision. Impact can be managed within normal working arrangements.	Noticeable and significant effect (positive or negative) on service provision. Effect may require some additional resource, but manageable in a reasonable time frame.	Severe effect on service provision or a Corporate Strategic Plan priority area. Effect may require considerable /additional resource but will not require a major strategy change.	Extremely severe service disruption. Significant customer opposition. Legal action. Effect could not be managed within a reasonable time frame or by a short-term allocation of resources and may require major strategy changes. The Council risks 'special measures'. Officer / Member forced to resign.
Communities	Minimal impact on community.	Noticeable (positive or negative) impact on the community or a more manageable impact on a smaller number of vulnerable groups / individuals which is not likely to last more than six months.	A more severe but manageable impact (positive or negative) on a significant number of vulnerable groups / individuals which is not likely to last more than twelve months.	A lasting and noticeable impact on a significant number of vulnerable groups / individuals.
Environmental	No effect (positive or negative) on the natural and built environment.	Short term effect (positive or negative) on the natural and or built environment.	Serious local discharge of pollutant or source of community annoyance that requires remedial action.	Lasting effect on the natural and or built environment.
Financial Loss / Gain	Under £0.5m	Between £0.5m - £3m	Between £3m - £5m	More than £5m
Fraud & Corruption Loss	Under £50k	Between £50k - £100k	Between £100k - £1m	More than £1m
Legal	No significant legal implications or action is anticipated.	Tribunal / BCC legal team involvement required (potential for claim).	Criminal prosecution anticipated and / or civil litigation.	Criminal prosecution anticipated and or civil litigation (> 1 person).
Personal Safety	Minor injury to citizens or colleagues.	Significant injury or ill health of citizens or colleagues causing short-term disability / absence from work.	Major injury or ill health of citizens or colleagues may result in. long term disability / absence from work.	Death of citizen(s) or colleague(s). Significant long-term disability / absence from work.
Programme / Project Management <i>(Including developing commercial enterprises)</i>	Minor delays and/or budget overspend but can be brought back on schedule with this project stage. No threat to delivery of the project on time and to budget and no threat to identified benefits / outcomes.	Slippage causes significant delay to delivery of key project milestones, and/or budget overspends. No threat to overall delivery of the project and the identified benefits / outcomes.	Slippage causes significant delay to delivery of key project milestones; and/or major budget overspends. Major threat to delivery of the project on time and to budget, and achievement of one or more benefits / outcomes.	Significant issues threaten delivery of the entire project. Could lead to project being cancelled or put on hold.
Reputation	Minimal and transient loss of public or partner trust. Contained within the individual service.	Significant public or partner interest although limited potential for enhancement of, or damage to, reputation. Dissatisfaction reported through council complaints procedure but contained within the council. Local MP involvement. Some local media/social media interest.	Serious potential for enhancement of, or damage to, reputation and the willingness of other parties to collaborate or do business with the council. Dissatisfaction regularly reported through council complaints procedure. Higher levels of local or national interest. Higher levels of local media / social media interest.	Highly significant potential for enhancement of, or damage to, reputation and the willingness of other parties to collaborate or do business with the council. Intense local, national and potentially international media attention. Viral social media or online pick-up. Public enquiry or poor external assessor report.

Appendix A2 – Economy and Skills Committee - Static Risk Report Post Q1 2024-2025 as at June 2024 Corporate Risk Register

Static Risk Definition: A Corporate Risk where the score has not changed for at least three consecutive quarters.

Threat Risks – Static Risk Summary

Risk	Q2 Rating (23/24)	Q2 Matrix (23/24)	Q3 Rating (23/24)	Q3 Matrix (23/24)	Q4 Rating (23/24)	Q4 Matrix (23/24)	Q1 Rating (24/25)	Q1 Matrix (24/25)
CRR12 - EPRT ability to prepare for and respond to emergencies / incidents could be overwhelmed	15 ↓		21 ↓		21 ▬		21 ▬	
CRR59 - Failure to deliver timely statutory planning decisions	12 ▬		20 ↓		20 ▬		20 ▬	

Legend

Code	Description	Number of Risks
Became Static in Q1	Became static for the first time in Q1 24/25 by the score remaining the same for three consecutive quarters.	2
	Total	2

Risk Trend Key

Arrow / Symbol	Description
↑	The risk rating has improved from the previous quarter, having reduced in its severity.
↓	The risk rating has deteriorated from the previous quarter, having increased in its severity.
▬	The risk rating has not changed from the previous quarter.



Committee Report

PURPOSE: Final Decision Report

KEY OR NON-KEY DECISION: Non-key decision

COMMITTEE: Economy and Skills Committee

DATE: 01 July 2024

TITLE: 2024/25 P2 Finance Forecast Report – Economy and Skills Committee

Ward(s): City Wide

Officer presenting the report: Alex Hearn **Job title:**

Economy of Place Director

Committee Chair: Cllr Andrew Brown

Executive Director lead: John Smith: Executive Director for

Growth & Regeneration

Proposal origin: BCC Staff

Purpose of Report:

1. The Council Revenue and Capital budget for 2024/25 was agreed by Full Council on 21 February 2024. This report presents to the Economy and Skills Committee the financial forecast at Period 2 / Quarter 1 (P2/Q1) against the budget as at the end of May 2024.

Evidence Base:

2. The Economy and Skills function is divided between two directorates, Economy of Place and Management of Place. Strategic City Planning, Economic Development, Development Management and Regeneration sit within the Economy of Place division. City Management and Response and the Harbour team sit within the Management of Place division.

3. General Fund

Revenue

- 3.1. The Economy and Skills revenue monitor is shown below with the total budget, forecast spend and variance along with a month by month tracker. This monitor will be populated over the year to provide a view on how variances have developed to provide an insight for future committee meetings.

Table 1 Economy and Skills Revenue Monitor

	Revised Budget	Forecast Outturn	Outturn Variance
P02	£0.6m	£0.6m	£0.0m

May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb
0.0									
▼↓									

3.2. The revenue budgets for these areas are shown in the table below. Those figures in brackets represent teams which are generating a net income rather than a cost to the Council. The differing figures in the Approved and Revised Budget columns largely represent Medium Term Financial Plan savings initially being held in holding accounts when the Budget was approved before being transferred to the appropriate team for the Revised Budget.

Table 2 Economy and Skills Revenue Budgets 2024/25

	Approved Budget	Revised Budget	Forecast	Revised Budget vs Forecast Variance	% Revised Budget vs Forecast Variance
	£'000	£'000	£'000	£'000	%
Economy and Skills					
133 – City Management & Response	351	(2)	(2)	0	0.0%
382 – Harbour	(620)	0	0	(0)	0.0%
421 – Strategic City Planning	518	518	518	0	0.0%
425 – Development Management	(880)	(590)	(590)	0	0.0%
443 – Economic Development	358	363	363	0	0.0%
452 – Regeneration	811	811	811	0	0.0%
Other	(3,014)	(506)	(506)	0	0.0%
Total Economy and Skills	(1,857)	594	594	(0)	0.0%

3.3. The Economy and Skills committee is reporting a breakeven position against its revised net expenditure budget of £0.6 million.

At P2 a £3.8 million overspend for Growth and Regeneration is forecast, this is driven by the costs of providing accommodation to those experiencing homelessness. The Economy and Skills teams have contributed opportunities to offset risk within the wider directorate and to hold the overspend to that level and will be required to deliver more in order to achieve a balanced budget across the directorate cash limit.

Table 3 Savings Delivery

Economy and Skills					
BRAG	No. of Items	Plan £'000	Forecast £'000	Of Which Verified £'000	Variance £'000
Blue	-	-	-	-	-
Green	5	2,975	2,875	-	(100)
Amber	-	-	-	-	-
Red	3	585	250	-	(335)
Total	8	3,560	3,125	-	(435)

Revenue Risks and Opportunities

3.4. The three savings rated as red in Table 3 include:

- 3.4.1. A £250k shortfall on income from E-Scooters as a result of a recent drop in ridership following the change in contractors.
- 3.4.2. A £60k shortfall on the Legible City contract owing to a series of digital screens being vandalised.
- 3.4.3. A £25k saving which relates to Temporary Accommodation that was incorrectly ascribed to this Committee. This will be adjusted for the next report.

3.5. The largest revenue challenge within these two areas is delivering increasing income targets. The Council Revenue and Capital budget for 2024/25 included policy that income targets would, in general, be increased by 6.7% (representing the 2023-24 rate of inflation). We also expect to fail to achieve the income target for Markets and there are ongoing pressures relating to the need to maintain the Operations Centre,

3.6. In terms of opportunities, we plan to mitigate these pressures by making savings on staff costs as we reduce our requirement for interim staff.

Capital

3.7. The Economy and Skills capital monitor is shown below with the total budget, forecast spend and variance along with a month by month tracker.

Table 1 Economy and Skills Revenue Monitor

Approved Budget £16.8m	Revised Budget £16.8m	Expenditure to Date £1.0m 6% of Budget	Forecast Outturn £19.0m 113% of Budget	Outturn Variance £2.2m
---	--	--	--	---

3.8. The capital budgets for these areas are shown in the table below. We have included the Harbour Operational Infrastructure in the list below as it is within the remit of this committee but should note that it is within the Harbour ringfence and therefore subject to separate governance processes. The

larger variances include:

- 3.8.1. Economy Development – ASEA 2 Flood Defences. This is a forecast overspend based on current grant allocations. Negotiations are in progress to amend the profile in line with forecast.
- 3.8.2. South Bristol Light Industrial Workspace Redevelopment. The Budget is currently being aligned to the forecast with a Change Request to be approved by the West of England Combined Authority who fund this programme.
- 3.8.3. Delivery of Regeneration of Bedminster Green. This is an underspend relating to delays in securing planning permission. Planning permission has now been secured and project milestones are being adjusted.
- 3.8.4. Cattle Market Road Site Redevelopment. Delayed due to contractual dispute and now awaiting decision on harbour dredging.

Table 4 Economy and Skills Capital Budgets 2024/25

Ref	Scheme	Budget	Expenditure to Date	Forecast	Variance	Expenditure to date	Forecast
		£'000	£'000	£'000	£'000	%	%
Economy and Skills							
CRF3	Covid Recovery Fund - Economic Infrastructure	1,618	102	1,618	0	6%	100%
GR03	Economy Development - ASEA 2 Flood Defences	2,513	55	5,250	2,736	2%	209%
GR05A	South Bristol Light Industrial Workspace Redevelopment	(147)	6	253	400	(4) %	(172) %
GR07	Areas for Growth & Regeneration - Pending Business Case Development	500	0	500	0	0%	100%
GR08	Delivery of Regeneration of Bedminster Green	7,219	399	4,927	(2,292)	6%	68%
GR08A	Delivery of Regeneration of Infrastructure Programmes	100	10	110	10	10%	110%
GR10	Improvements to Local Centres	437	0	437	0	0%	100%
GR11	Cribbs/Patchway New Neighbourhood Development (CPNN)	0	0	0	0	0%	0%
GR12	Bristol Avon Flood Strategy & Investment	0	0	0	0	0%	0%
GR16	Flood Risk Management	1,096	67	1,175	79	6%	107%
PL11A	Cattle Market Road site re-development	573	49	1,855	1,282	9%	324%
PL17	Resilience Fund (£1m of the £10m Port Sale)	19	0	19	0	0%	100%
PL34	Community Investment	629	346	629	0	55%	100%

	Scheme (Lawrence Weston)						
PL35	Harbour Operational Infrastructure	2,238	17	2,277	39	1%	102%
NH06A	Bristol Operations Centre - Phase 2	(6)	(9)	(5)	1	150%	83%
Total Economy and Skills		16,789	1,042	19,045	2,255	6%	113%

Officer Recommendations

That the Committee for Economy & Skills notes:

1. The contents of report, on the provisional P2 outturn position for budgets within the remit of the Economy & Skills Committee

Corporate Strategy alignment:

1. The Corporate Strategy underpins the council's budget

City Benefits:

1. Cross priority report that covers whole of council's business

Consultation Details:

1. N/A

Background Documents:

[Budget Report 2024/25](#)

APPENDICES

Appendix A – Further essential background information and detail

NO