

# Summons to attend meeting of Full Council



**Date:** Tuesday, 18 July 2017

**Time:** 6.00 pm

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

**To: All Members of Council**

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

**Issued by:** Ian Hird, Democratic Services

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**Date:** Monday, 10 July 2017



# Agenda

## 1. Welcome and safety information

Members of the public intending to attend the meeting are asked to please note that, in the interests of health, safety and security, bags may be searched on entry to the building. Everyone attending this meeting is also asked please to behave with due courtesy and to conduct themselves in a reasonable way.

Please note: if the alarm sounds during the meeting, everyone should please exit the building via the way they came in, via the main entrance lobby area, and then the front ramp. Please then assemble on the paved area in front of the building on College Green by the flag poles.

If the front entrance cannot be used, alternative exits are available via staircases 2 and 3 to the left and right of the Council Chamber. These exit to the rear of the building. The lifts are not to be used. Then please make your way to the assembly point at the front of the building. Please do not return to the building until instructed to do so by the fire warden(s).

## 2. Apologies for absence

## 3. Minutes of previous meetings - to be confirmed as a correct record (Pages 14 - 27)

- a. Minutes of Annual Full Council meeting – 23 May 2017
- b. Minutes of Extraordinary Full Council meeting – 27 June 2017

## 4. Declarations of interest

To note any declarations of interest from the Mayor and 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.



## 5. Lord Mayor's business

## 6. Public forum (public petitions, statements and questions)

Please note:

Up to 30 minutes is allowed for this item. Public forum items should be e-mailed to [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk)

Public forum items can be about any matter the Council is responsible for or which directly affects the city.

Please note that the following deadlines apply to this meeting:

a. Public petitions and statements: Petitions and written statements must be received by 12 noon on Monday 17 July 2017 at latest.

One written statement per member of the public is permitted.

b. Public questions: Written public questions must be received by 5.00 pm on Wednesday 12 July 2017 at latest. A maximum of 2 questions per member of the public is permitted.

## 7. Petitions notified by councillors

Please note:

Up to 10 minutes is allowed for this item.

Petitions notified by councillors can be about any matter the Council is responsible for or which directly affects the city.

The deadline for the notification of petitions to this meeting is 12 noon on Monday 17 July 2017 at latest.

## 8. Petition debate: "Let Bristol breathe clean air" (Pages 28 - 29)

## 9. "Clean air now for Bristol" - report back (for information) from Mayor on action taken in response to motion approved at Full Council on 8 November 2016 (Pages 30 - 36)



- 10. Update report on Bristol education funding (Pages 37 - 41)**
- 11. Audit Committee - annual report 2016-17 (Pages 42 - 54)**
- 12. Appointment of Interim Director of Adult Social Services (Pages 55 - 56)**

### **13. Dates and times of Full Council meetings**

At the annual Council meeting on 23 May, dates of Full Council meetings for the remainder of 2017-18 were approved, but it was also agreed that the Mayor and party group leaders should further discuss the start times of meetings.

Full Council is asked to note that following further discussions, the following start times will apply:

6.00 pm, Tuesday 12 September 2017

6.00 pm, Tuesday 14 November 2017

2.00 pm, Tuesday 12 December 2017

2.00 pm, Monday 15 January 2018

2.00 pm, Tuesday 20 February 2018 (budget Council meeting)

6.00 pm, Tuesday 20 March 2018

### **14. Motions**

#### **Note:**

**Under the Council's constitution, 30 minutes are available for the consideration of motions. In practice, this realistically means that there is usually only time for one, or possibly two motions to be considered. With the agreement of the Lord Mayor, motion 1 below will be considered at this meeting, and motion 2 may be considered subject to time. Details of other motions submitted, (which, due to time constraints, are very unlikely to be considered at this meeting) are also set out for information.**



## 1. VOTES AT 16

Motion to be moved by: Cllr Jude English, Green, Ashley ward

“Full Council notes:

1. That currently 1.5 million 16 and 17 year olds are denied the vote in public elections in the UK.
2. That 16 and 17 year olds are able to vote in local elections in Scotland, and in elections to the Scottish and Manx Parliament.
3. That the campaign to lower the voting age is supported by thousands of young people across the UK, as well as a wide range of youth and democracy organisations and hundreds of MPs and elected representatives across the UK, and that following a nationwide consultation, the UK Youth Parliament voted it as their national campaign for 2017, and that it is also an integral part of the Bristol Youth Manifesto.

Full Council believes that:

1. 16 and 17 year olds are knowledgeable and passionate about the world in which they live and are as capable of engaging in the democratic system as any other citizen;
2. Lowering the voting age to 16, combined with strong citizenship education, would empower young people to better engage in society and influence decisions that will define their future;
3. People who can consent to medical treatment, work full-time, pay taxes, get married or enter a civil partnership and join the armed forces should also have the right to vote.

Full Council resolves to call on the Mayor to:

1. Publically support votes at 16 and join the Votes at 16 Coalition;
2. Inform local MPs and the media of this decision and work with them in support of this campaign;
3. Promote this policy through council communications;
4. Run activities to raise awareness of and support for Votes at 16 in Bristol;
5. If Bristol pilots e-voting, to commit to including 16 and 17 year olds for demonstration purposes, and further extend e-voting to Bristol City Youth Council elections, demonstrating innovation in digital democracy;
6. Formally request to government that Bristol be used as a pilot to trial Votes at 16 in council elections.”



## 2. MITIGATION OF UNIVERSITY EXPANSION

Motion to be moved by: Cllr Anthony Negus, Liberal Democrat, Cotham ward

“Full Council notes the benefits that the Universities bring our City: vibrancy, earnings, new value added businesses, employment opportunities and a source of civic pride. But there are downsides too and as recent growth has been high and is expected to reach 60,000, these new generally short term residents are increasing the severe strain on council services, the housing market and longer term residents in high-density student areas.

Particular groups are disproportionately affected:

- Anyone renting, due to increased demand for accommodation and so paying higher rents, and this includes university staff and their post and undergraduates too.
- Residents living in communities which are affected by high concentrations of this one demographic.
- Council finances; the provision of services to tens of thousands of students. These services used to be funded by the Government from a block grant but this is being cut to zero.

Full Council therefore asks the Mayor to:

- 1) In conjunction with other Council Leaders, engage with the Government, to highlight that the current approach to university growth is creating unsustainable pressure on Council resources; having to service 100% of its population with only 85-90% of them paying council tax. Adequate funding arrangements will probably require changes to planning obligation and taxation advantages given to university and student accommodation of all sizes. A grant or a means of local collection and redistribution of taxes needs to be put in place so Councils can provide services like street cleaning and implement the housing and transport solutions required to ensure balanced communities and mitigate the effects of university expansion on the housing market.

In addition Full Council agrees that necessary work should be done locally in Bristol and in the Combined Authority to update the Universities’ masterplans so as to deliver sustainable future expansion, housing and transport solutions. Co-operative recording and planning policies need to be updated and true recognition given to the impact that unbalanced communities bring to all residents.

Further Full Council requests the Mayor to instruct officers to:



- 2) Develop a bespoke SPD which looks at best practice around the country, uses up to date data from Universities on their impact, both positive and negative and seeks to improve the amenity of everyone’s lives in areas hard hit by current and future growth in numbers.
- 3) Require the Universities to support transport and housing solutions for more than just first years.
- 4) Set up an all-party commission to oversee the above processes and liaise with Universities to progress other possible approaches, and keeping members informed.”

**Details of other motions submitted, (which, due to time constraints, are very unlikely to be considered at this meeting) are set out below for information:**

### **3. SAVING BRISTOL’S STREET TREES**

Motion submitted by: Cllr John Goulandris, Conservative, Stoke Bishop ward

“Council is extremely concerned about the hasty decision by Highways drastically to reduce - by 78% - departmental spending on the Street Tree Management Programme.

This move is said to be part of wider savings to be achieved within the highways maintenance budget. However, there seems to have been no prior consultation either within the Council with tree officers or externally with residents and other stakeholders. It would appear that no proper consideration has been given to the efficacy of such action or whether such savings are sustainable. For example, the relevant line in the Mayor’s budget last February simply states ‘reduce revenue funding by £1.7m’. This clearly does not articulate sufficiently how such a saving proposal was to be made or the likely impact it could have on the city’s treescape.

Council seriously questions the wisdom of such a sudden and massive spending cut on essential tree maintenance, which raises issues over public safety, increased pollution, damage to roads, pavements and property, as well as leading to a potential rise in compensatory insurance claims and payments. Short term savings in year 1 could well be outweighed by long term costs in future years.

Savings do, of course, have to be found by Bristol City Council. At a recent public meeting to discuss future street tree maintenance,



residents stated that they would much prefer available money being redirected from over engineered traffic management/highways projects e.g. unnecessary traffic light installations and instead put towards helping to maintain our tree canopy, which is environmentally invaluable in helping to absorb CO2 and maintain air quality.

Accordingly, Council calls on the Mayor to reinstate street tree maintenance funding, until such time as a proper evaluation of the implications of this cut has been undertaken and a new street tree policy – formulated with the help of experienced bodies like the Bristol Tree Forum and the Council’s in house tree officers – is adopted.”

#### **4. LITTER ENFORCEMENT**

Motion submitted by: Cllr Tony Carey, Conservative, Brislington East ward

"Council very much welcomes the 'Clean Streets' campaign launched last year in an effort to encourage people to do more in tackling Bristol's annual waste mountain.

Inevitably, rigorous enforcement of the litter laws through the issuing of fixed penalty notices (fines) will be a significant factor in the effectiveness of this strategy and in deterring littering and other anti-social behaviours.

To date, this Authority has not been as active in this regard as some others. For example, Wirral Borough Council has achieved tremendous results through outsourcing its environmental protection services to a specialist private company. Remarkably, the adoption of a zero-tolerance policy and regular, dedicated, patrols brought in £281,000 in fines for the first three months of operation under this new regime. Sadly, such an approach and outcome contrasts markedly to the situation which persists in our city.

Accordingly, Council calls on the Mayor to look into the above example of best practice and consider adopting a similar model here to really achieve a cleaner, greener Bristol.”

#### **5. POLICING TRAVELLER TRESPASS**

Motion submitted by: Cllr Steve Jones, Conservative, Stockwood ward

“Council remains concerned over the recent plethora of illegal traveller encampments set up around the city.

Whilst these transgressions are normally a seasonal phenomenon associated with the traditional travelling months beginning in the spring





and running through to the Autumn, it is recognised that Bristol’s valued open and green spaces are vulnerable to such incursions all year round.

Council notes that whilst there are a range of effective statutory powers available to provide a quick remedy (eviction), regrettably there is a shortage of equivalent provisions at the disposal of the private citizen. Instead, such persons are expected to seek repossession of their land through the civil law route. This can be a time-consuming and expensive process.

Consequently, Council calls on the Mayor to (i) lobby Central Government to issue new guidelines on the application of sections 61-62 of the Criminal Justice & Public Order Act 1994 to the effect that, operationally, there is to be a presumption in favour of the use of this police enforcement power and (ii) that he liaise with the Police & Crime Commissioner for Avon & Somerset Constabulary to change the local culture or approach taken by her Force in such matters to intervene and use these public order provisions in most cases of traveller trespass.”

## **6. FUTURE OF THE LIBRARY SERVICE**

Motion submitted by: Cllr Geoff Gollop, Conservative, Westbury-on-Trym and Henleaze ward

“Council very much regrets the decision taken by the Mayor and his Labour colleagues to reduce the Library Service Budget by £1.4m over the next three years, and to cut its immediate funding by £300k.

Sadly, alternative options put forward by Opposition Members, which would have removed this threat to the city’s current branch network - by redirecting existing resources - were not supported by the controlling Labour group. Now, Council is concerned over the risible options presented as part of the latest public consultation over the future of this important and valued community service.

As a result, if any of the three poor choices presented are implemented, Bristolians will see some extremely popular libraries closed whilst other, little used buildings, are bizarrely kept open.

Moreover, Council is disturbed that the Mayor seems to have discarded the use of different models of provision – such as involving volunteers in the running of libraries - which has proved so successful in other parts of the country. For example, (Conservative controlled) Suffolk County Council has managed to retain all of its 44 branches in this way and by operating them through an ‘arms-length’ independent body (Industrial Provident Society).

Accordingly, Council calls on the Mayor discard the limited options contained in the ‘Your Neighbourhood’ consultation and adopt more imaginative and innovative solutions – including technological advances



like extended access as used in South Gloucestershire and a greater role for volunteers – which could both cut costs and keep more of our existing library network open.”

## **7. CLIMATE CHANGE AND THE PARIS AGREEMENT**

Motion submitted by: Cllr Gary Hopkins, Liberal Democrat, Knowle ward

“This council requests that our city Mayor writes to the American White House to express our extreme concern about the reckless and irresponsible action of President Trump in withdrawing from the Paris climate agreement. The impact of this will affect Bristol as a sustainable city, as it will affect other cities worldwide.

In writing we would associate ourselves with the letter from Nancy Polanski and the many city and state leaders in the United States who have urged him to reconsider and pledged their areas to continuing and speeding up responsible action.

Whilst this sort of letter should normally come from national government, the present British government has failed to act so we, as a sustainable city, must lead.”

## **8. PROPORTIONAL REPRESENTATION**

Motion submitted by: Cllr Eleanor Combley, Green, Bishopston and Ashley Down ward

“Following the recent general election, Full Council notes that the 'First Past the Post' voting system:

1. Has again failed to live up to its reputation to provide strong and stable government, delivering the second minority government in a decade;
2. Has again yielded a wildly disproportionate allocation of seats with, for example, the Democratic Unionist Party gaining 10 seats from 292,316 votes compared with 12 seats from 2.4 million votes for the Liberal Democrats;
3. Has spectacularly failed to match votes to seats with 27,930 votes required to elect one MP from the Scottish National Party compared with 525,371 votes to elect one Green Party MP;
4. Has resulted in 68% of votes being ‘wasted’ i.e. having no effect on the outcome of the election.

Full Council believes:

1. That a Parliament that more accurately reflects the views of the nation is more likely to develop an economic, social and environmental agenda that benefits Bristol’s residents;
2. That enabling people to feel that their votes count would increase



- voter engagement and participation;
3. Recognises that a robust democracy must include a fair voting system and that nobody should be disenfranchised because of where they live;
  4. Applauds the many groups and organisations campaigning for fair votes including the Electoral Reform Society, Make Votes Matter and the Labour Campaign for PR;
  5. Notes that the Single Transferable Vote system is already used for local elections in Scotland and in both Northern Irish local elections and the Northern Ireland Assembly while proportional electoral systems are used to elect the devolved parliaments and assemblies in Scotland, Wales and London;
  6. Therefore calls for the introduction of a proportional voting system
    - a. for local elections in England and Wales;
    - b. for Westminster elections.

Full Council resolves to call on the Mayor to:

1. Publically support proportional representation as the national electoral system;
2. Inform local MPs and the media of this decision and work with them in support of this campaign;
3. Forward a copy of this motion to the Leaders of all political parties represented in the UK Parliament, and to all Bristol MPs.”

## 9. PAVEMENT PARKING

Motion submitted by: Cllr Charlie Bolton, Green, Southville ward

“Full Council notes:

The campaign by the Bristol Walking Alliance on pavement parking, and in particular its petition which states:

‘We call on the Mayor to ban parking on pavements in Bristol.

In particular, we ask the Mayor, councillors, officers, partner agencies and Bristol's four MPs to:

1. Raise public awareness about the negative impacts of pavement parking for all residents, but especially people with sensory or mobility impairments, children, parents and carers, frail and elderly people and other pedestrians who are either forced to walk in the road or are unable to access their destination;
2. Support proactively the Local Government Association's initiative to make pavement parking a clear offence;
3. Until such legislation is in place, use existing new Traffic Regulation Orders to end the damage to pavements, to social inclusion and to public health caused by parking on Bristol's pavements.



This will give residents of Bristol the same benefits as those living in London where legislation already bans pavement parking.’

Full Council resolves to call on the Mayor to endorse the campaign and implement its recommendations.”

## **10. LIBRARY CONSULTATION**

Motion submitted by: Cllr Tim Kent, Liberal Democrat, Hengrove and Whitchurch Park ward

“This Council notes the consultation on the future of library services in the city.

This Council regrets that the only option being consulted with residents is to remove all funding from 17 of the council's 28 libraries, closing them.

Council is gravely concerned that other viable alternatives have not been fully explored or considered.

This Council believes the consultation being run is premature and misleading. Council has not yet made a decision on the medium term financial plan or on the total funding for libraries for the future. The consultation claims that on "21st February 2017 Full Council decided to save £1.4m from the Library service budget" - this is an untrue and misleading statement as no such decision was made. A reduction of £300,000, voted through by Labour councillors, was agreed.

Council calls for the Cabinet Member for Neighbourhoods to issue an apology for this premature and misleading consultation. Council further calls on her and the Mayor to withdraw the consultation and proposals for library cuts and instead engage in meaningful dialogue with all councillors and the scrutiny commission for neighbourhoods into other options.”

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Signed



Proper Officer  
Monday, 10 July 2017





## Bristol City Council Minutes of the Full Council (annual meeting)

23 May 2017 at 5.30 pm



### **Present:**

Jeff Lovell, outgoing Lord Mayor; Lesley Alexander, incoming Lord Mayor; Marvin Rees, Mayor of Bristol

**Councillors:** Peter Abraham, Donald Alexander, Nicola Beech, Nicola Bowden-Jones, Harriet Bradley, Mark Brain, Charlie Bolton, Fabian Breckels, Tom Brook, Clare Champion-Smith, Craig Cheney, Barry Clark, Jos Clark, Stephen Clarke, Harriet Clough, Eleanor Combley, Asher Craig, Chris Davies, Mike Davies, Carla Denyer, Kye Dudd, Richard Eddy, Martin Fodor, Geoff Gollop, John Goulandris, Claire Hiscott, Helen Holland, Chris Jackson, Hibaq Jama, Carole Johnson, Steve Jones, Tim Kent, Gill Kirk, Cleo Lake, Mike Langley, Brenda Massey, Olly Mead, Matt Melias, Graham Morris, Anthony Negus, Paula O'Rourke, Steve Pearce, Celia Phipps, Ruth Pickersgill, Kevin Quartley, Liz Radford, Jo Sergeant, Paul Smith, Clive Stevens, Jerome Thomas, Mhairi Threlfall, Estella Tincknell, Jon Wellington, Mark Weston, Lucy Whittle, Chris Windows and Mark Wright

**Aldermen:** M Bailey, R Griffey, A Massey, J McLaren, C Smith, CJN Williams

### **1. Welcome and safety information**

The Lord Mayor welcomed all attendees to the meeting, and made a safety announcement in relation to the fire/emergency evacuation procedure.

### **2. Apologies for absence**

Apologies for absence were received from Councillors Bradshaw, Godwin, Goggin, Hance, Hickman, Hopkins and Keen.

### **3. Election of Lord Mayor**

Councillor Weston moved that Councillor Lesley Alexander be elected as Lord Mayor for the 2017/18 municipal year.

Councillor Massey seconded the motion.



Upon being put to the vote, it was

**RESOLVED:**

**That Councillor Lesley Alexander be elected as Lord Mayor of the City and County of Bristol for the 2017/18 municipal year.**

Councillor Alexander then signed the declaration of acceptance of the office of Lord Mayor of the City and County of Bristol.

The incoming Lord Mayor then took the chair for the remainder of the meeting.

The Lord Mayor then referred to the attack that had sadly taken place in Manchester on the previous evening. On behalf of Full Council, the Lord Mayor expressed condolences to the families of the victims of this attack. At the invitation of the Lord Mayor, the Mayor and Councillors Beech, Weston, Combley and Negus (on behalf of their respective political groups) also spoke on this matter, expressing solidarity with Manchester and adding their support and sympathy to the families of the victims and all those involved.

The Full Council then observed a minute's silence in memory of the victims of the Manchester attack.

The Lord Mayor then made her inaugural speech to Full Council. At the conclusion of the speech, Miles Chambers delivered a poem welcoming the appointment of the Lord Mayor.

**Vote of thanks to the retiring Lord Mayor, retiring Lady Mayoress, retiring Deputy Lord Mayor and retiring Deputy Lady Mayoress:**

On the motion of Councillor Jackson, seconded by Councillor Campion-Smith, and upon being put to the vote, it was

**RESOLVED:**

**That a vote of thanks be approved by the Full Council to the retiring Lord Mayor, retiring Lady Mayoress, retiring Deputy Lord Mayor and retiring Deputy Lady Mayoress in recognition of their work and duties carried out during the last municipal year.**

Councillor Lovell, as retiring Lord Mayor, then addressed the Full Council.

#### **4. Election of Deputy Lord Mayor**

Councillor Holland moved that Councillor Jeff Lovell be elected as Deputy Lord Mayor for the 2017/18 municipal year.



Councillor Fodor seconded the motion.

Upon being put to the vote, it was

**RESOLVED:**

**That Councillor Jeff Lovell be elected as Deputy Lord Mayor of the City and County of Bristol for the 2017/18 municipal year.**

Councillor Lovell then signed the declaration of acceptance of the office of Deputy Lord Mayor of the City and County of Bristol.

The Full Council then adjourned for 5 minutes.

## **5. Minutes of previous meetings**

### **a. Minutes – Extraordinary Full Council – 14 March 2017**

On the motion of the Lord Mayor, seconded by Councillor Eddy, it was

**RESOLVED:**

**That the minutes of the meeting of the Extraordinary Full Council held on 14 March 2017 be confirmed as a correct record and signed by the Lord Mayor.**

### **b. Minutes – Full Council – 14 March 2017**

On the motion of the Lord Mayor, seconded by Councillor Weston, it was

**RESOLVED:**

**That the minutes of the meeting of the Full Council held on 14 March 2017 be confirmed as a correct record and signed by the Lord Mayor.**

## **6. Declarations of interest**

There were no declarations of interest.





## 7. Lord Mayor's business / announcements

The Lord Mayor referred to the recent deaths of former councillor, Alderman Joyce Fey, and former councillor, Alderman John Bees.

The Full Council then stood and observed a minute's silence in remembrance of Alderman Joyce Fey and Alderman John Bees.

Councillor Abraham then addressed the Full Council, paying tribute in remembrance of Alderman Joyce Fey and Alderman John Bees. Councillor Holland also addressed the Full Council, paying tribute in remembrance of Alderman John Bees.

## 8. Establishment of committees and terms of reference

The Full Council considered a report of the Service Director - Legal and Democratic Services on the establishment and terms of reference of committees.

The Lord Mayor advised Full Council that, as per the details included in the report, the Overview and Scrutiny Management Board was currently undertaking a review of the Council's scrutiny arrangements. The recommendations from that review, including recommendations on a future scrutiny structure, would be reported to a future Full Council meeting. The proposal included in today's report was that the current scrutiny structure should be retained, pending the outcome of the scrutiny review. The arrangements set out in the report were also subject to any changes that may arise from the current review of the Council's constitution.

Councillor Jackson then moved the report and the recommendations set out therein.

Councillor Goulandris seconded the motion.

Upon being put to the vote, it was:

### **RESOLVED:**

**1. That the following committees be established, noting that the arrangements are subject to the changes that may arise from the current constitutional review and any recommendations from the current review of scrutiny arrangements, which will be reported to a future Full Council meeting:**

**a. Overview and Scrutiny bodies:**

- Overview and Scrutiny Management Board
- Resources Scrutiny Commission
- Neighbourhoods Scrutiny Commission
- People Scrutiny Commission
- Place Scrutiny Commission



**Joint scrutiny bodies:**

- **Joint Health Scrutiny Committee**
- **Joint Health Overview and Scrutiny Committee for the purpose of jointly scrutinising the Bristol, North Somerset and South Gloucestershire Sustainability and Transformation Plans**
- **West of England Joint Scrutiny Committee**
- **West of England Combined Authority Overview and Scrutiny Committee and Audit Committee**

**b. Regulatory Committees:**

- **Development Control Committee A**
- **Development Control Committee B**
- **Public Safety and Protection Committee**
- **Public Rights of Way and Greens Committee**

**c. Appeals Committee**

**d. Other non-executive committees:**

- **Audit Committee**
- **Human Resources Committee**
- **Selection Committee**

**e. Performance Management Panel**

**f. Licensing Committee and Health and Wellbeing Board (noting that these statutory committees remain extant).**

**2. That the terms of reference of committees be approved, as set out in the appendices.**

**3. That the Chairs of the Overview and Scrutiny Commissions be appointed as follows:**

- **Overview and Scrutiny Management Board - Councillor Gollop**
- **Resources Scrutiny Commission - Councillor Morris**
- **Neighbourhoods Scrutiny Commission - Councillor Negus**
- **People Scrutiny Commission - Councillor Massey**
- **Place Scrutiny Commission - Councillor English**

**4. That members be appointed to the Overview and Scrutiny Management (OSM) Board (to include the chairs of the scrutiny commissions referred to in 3. above) as follows:**

**Councillor D Alexander**  
**Councillor Bolton**  
**Councillor Brook**  
**Councillor English (Chair, Place Scrutiny Commission)**  
**Councillor Gollop (Chair, OSM Board)**  
**Councillor Keen (Vice-Chair, OSM Board)**



**Councillor Kirk**  
**Councillor Massey (Chair, People Scrutiny Commission)**  
**Councillor Morris (Chair, Resources Scrutiny Commission)**  
**Councillor Negus (Chair, Neighbourhoods Scrutiny Commission)**  
**Councillor Threlfall**

## **9. Allocation of committee seats and appointment of members to committees**

The Full Council considered a report of the Service Director - Legal and Democratic Services seeking agreement on the size of committees and the allocation of seats to political groups in accordance with the political balance rules, and approval of the appointment of members to serve on committees (and substitution arrangements).

The Lord Mayor advised Full Council that the arrangements set out in the report were subject to changes that may arise from the current scrutiny and constitutional reviews.

Councillor Denyer moved the report and the recommendations set out therein.

Councillor Kent seconded the motion.

Upon being put to the vote, it was

### **RESOLVED:**

**Noting that arrangements are subject to any changes that may arise from the current scrutiny and constitutional reviews:**

**1. That approval be given to the allocation of seats on committees as set out in the report.**

**2. That 15 members be appointed to the Licensing Committee as follows:**

**Councillor Abraham**  
**Councillor Beech**  
**Councillor B Clark**  
**Councillor Clough**  
**Councillor Combley**  
**Councillor C Davies**  
**Councillor Eddy**  
**Councillor Jama**  
**Councillor Khan**  
**Councillor Langley**  
**Councillor Massey**



**Councillor O'Rourke**  
**Councillor Whittle**  
**Councillor Windows**  
**One vacancy**

**3. That all members of Council be appointed to serve on the Appeals Committee, comprising of any 3 members of the Council, subject to them having first received the necessary training and not having been involved in the original decision which is subject to appeal.**

**4. That the Council be represented (as per paragraph 15 of the report) on the following joint scrutiny bodies:**

- Joint Health Scrutiny Committee**
- Joint Health Overview and Scrutiny Committee for the purpose of jointly scrutinising the Bristol, North Somerset and South Gloucestershire Sustainability and Transformation Plans**
- West of England Joint Scrutiny Committee**
- West of England Combined Authority Overview and Scrutiny Committee and Audit Committee**

**5. That the membership of the Performance Management Panel be noted, as per paragraph 16 of the report.**

**6. That the membership of the Health and Wellbeing Board be noted, as per paragraph 17 of the report.**

**7. That named members be provided for the committees by the group whips (to be sent to the Monitoring Officer). If named substitutes are not also provided, then any councillor of the relevant group may attend a meeting as a substitute other than in the case of (a) a Development Control committee, where the substitute must be a member of another Development Control committee (and be appropriately trained) or (b) any scrutiny committee, where the substitute may not be a member of the executive.**

## **10. Appointment of Statutory Scrutiny Officer**

The Full Council considered a report of the Service Director - Legal and Democratic Services seeking approval of the appointment of the authority's Statutory Scrutiny Officer.

Councillor Jackson moved the report and the recommendation set out therein.

Councillor Goulandris seconded the motion.

Upon being put to the vote, it was



**RESOLVED:**

**That Andrea Dell, Service Manager – Democratic Engagement be appointed as the authority’s Statutory Scrutiny Officer.**

**11. Dates of Full Council meetings 2017-18**

The Full Council considered a report of the Service Director - Legal and Democratic Services seeking approval of the dates and times of meetings of the Full Council for the 2017/18 municipal year, and the date and time of the 2018/19 annual Council meeting.

Councillor Kent moved a revised recommendation as follows:

“That the dates of Full Council meetings as set out in the report be agreed as follows:

- 6.00 pm, Tuesday 27 June 2017 – Extraordinary Full Council
- 4.00 pm, Tuesday 18 July 2017
- 4.00 pm, Tuesday 12 September 2017
- 4.00 pm, Tuesday 14 November 2017
- 4.00 pm, Tuesday 12 December 2017
- 4.00 pm, Monday 15 January 2018
- 2.00 pm, Tuesday 20 February 2018 (budget Council meeting)
- 4.00 pm, Tuesday 20 March 2018
- 2.00 pm Tuesday 22 May 2018 (2018-19 annual Council meeting)

but that the Mayor and party group leaders be requested to review the proposed 4.00 pm start time of the meetings on 18 July 2017, 12 September 2017, 14 November 2017, 12 December 2017, 15 January 2018 and 20 March 2018 with a view to these start times being reviewed and formally confirmed at the Extraordinary Full Council meeting on 27 June 2017.”

Councillor Combley seconded the revised recommendation.

Upon being put to the vote, it was

**RESOLVED:**

**That the dates of Full Council meetings as set out in the report be agreed as follows:**

- 6.00 pm, Tuesday 27 June 2017 – Extraordinary Full Council
- 4.00 pm, Tuesday 18 July 2017
- 4.00 pm, Tuesday 12 September 2017
- 4.00 pm, Tuesday 14 November 2017
- 4.00 pm, Tuesday 12 December 2017
- 4.00 pm, Monday 15 January 2018
- 2.00 pm, Tuesday 20 February 2018 (budget Council meeting)
- 4.00 pm, Tuesday 20 March 2018



• **2.00 pm Tuesday 22 May 2018 (2018-19 annual Council meeting)**

but that the Mayor and party group leaders be requested to review the proposed 4.00 pm start time of the meetings on 18 July 2017, 12 September 2017, 14 November 2017, 12 December 2017, 15 January 2018 and 20 March 2018 with a view to these start times being reviewed and formally confirmed at the Extraordinary Full Council meeting on 27 June 2017.

**12. Urgent item - Appointment of Returning Officer**

The Full Council considered a report of the Strategic Director – Resources seeking approval of the appointment of the Electoral Registration and Acting Returning Officer for Bristol City Council for the parliamentary election to be held on 8 June 2017.

The Lord Mayor moved the report and the recommendation set out therein.

Councillor C Davies seconded the motion.

Upon being put to the vote, it was

**RESOLVED:**

**That Shahzia Daya, Service Director - Legal and Democratic Services be appointed Electoral Registration Officer and Acting Returning Officer for Bristol City Council for the parliamentary election to be held on 8 June 2017.**

Meeting ended at 6.50 pm

**CHAIR** \_\_\_\_\_



# Bristol City Council

## Minutes of the Extraordinary Full Council

27 June 2017 at 6.00 pm



### **Present:**

Lesley Alexander, Lord Mayor; Marvin Rees, Mayor of Bristol

**Councillors:** Peter Abraham, Donald Alexander, Nicola Bowden-Jones, Mark Brain, Charlie Bolton, Fabian Breckels, Tom Brook, Clare Champion-Smith, Tony Carey, Craig Cheney, Barry Clark, Jos Clark, Stephen Clarke, Eleanor Combley, Asher Craig, Chris Davies, Kye Dudd, Jude English, Martin Fodor, Helen Godwin, Paul Goggin, Geoff Gollop, John Goulandris, Fi Hance, Claire Hiscott, Helen Holland, Gary Hopkins, Chris Jackson, Carole Johnson, Steve Jones, Anna Keen, Tim Kent, Gill Kirk, Mike Langley, Jeff Lovell, Brenda Massey, Olly Mead, Matt Melias, Graham Morris, Anthony Negus, Paula O'Rourke, Steve Pearce, Celia Phipps, Ruth Pickersgill, Liz Radford, Jo Sergeant, Afzal Shah, Paul Smith, Clive Stevens, Jerome Thomas, Mhairi Threlfall, Jon Wellington, Mark Weston, Chris Windows and Mark Wright

**Aldermen:** N Barton, A Massey, J McLaren, B Price

### **1. Welcome and safety information**

The Lord Mayor welcomed all attendees to the meeting, and made a safety announcement in relation to the fire/emergency evacuation procedure.

### **2. Apologies for absence**

Apologies for absence were received from Councillors Beech, Bradley, Clough, M Davies, Denyer, Hickman, Jama, Khan, Lake and Quartley and Tincknell.

### **3. Declarations of interest**

There were no declarations of interest.



#### 4. Lord Mayor's business

The Lord Mayor referred to recent events including terror attacks that had taken place and the Grenfell Tower fire. The Full Council then stood and observed a minute's silence in memory of the victims of these incidents.

At the invitation of the Lord Mayor, Cllr Smith, Cabinet member for Housing gave an update in relation to the fire safety of Bristol's tower blocks.

#### 5. Public forum

##### **Public statements:**

The Full Council received and noted the following statements (which were also referred to the Mayor for his consideration/information):

PS 6.1 – Sandra Wye re: Jubilee pool

PS 6.2 – Stephen Trebaczyk re: Jubilee pool

PS 6.3 – Roger Tunstall – re: Jubilee pool

PS 6.4 – Anne Marie Capstick re: Jubilee pool

PS 6.5 – Stuart Capstick re: Jubilee pool

PS 6.6 – Caroline Black re: Jubilee pool

PS 9.1 – David Redgewell re: Response to the Bundred review

Statements were presented by individuals present at the meeting.

##### **Public questions:**

The Full Council noted that the following written questions had been submitted:

PQ 6.1 – Question from Sarah Pigott re: Jubilee pool

PQ 6.2 – Question from Stephen Trebaczyk re: Jubilee pool

PQ 6.3 – Question from Roger Tunstall re: Jubilee pool

PQ 6.4 – Question from Tasha Cooper re: Jubilee pool





The Mayor responded verbally to these questions and to supplementary questions asked.

## **6. Petitions with 3500+ signatures**

### **a. Petition – “Save Jubilee pool”**

The Full Council considered a report of the Service Director - Legal and Democratic Services setting out details of a petition entitled “Save Jubilee pool.” The petition had reached the threshold (3,500 signatures from people who live, work or study in Bristol) to qualify for a Full Council debate.

Nicola Skinner (on behalf of Cllr Hopkins, the petition organiser) was invited by the Lord Mayor to present the objectives of the petition.

The Full Council then debated the petition.

Following the debate, it was:

#### **RESOLVED:**

**That the petition be noted and referred to the Mayor for consideration and response.**

### **b. Petition – “Scotland Lane”**

The Full Council considered a report of the Service Director - Legal and Democratic Services setting out details of a petition entitled “Scotland Lane.” The petition had reached the threshold (3,500 signatures from people who live, work or study in Bristol) to qualify for a Full Council debate.

The petition organiser, Cllr Morris, formally presented the petition to Full Council. In so doing, Full Council noted that due to the fact that a funding application regarding Scotland Lane (and other roads) had been submitted to the Department for Transport for consideration, he was not seeking a debate on the petition at this stage.

#### **RESOLVED:**

**That the petition be noted.**

## **7. Bristol City Youth Council manifesto**

The Full Council received and noted a document setting out the Bristol City Youth Council manifesto / priorities for the year ahead.

The manifesto / priorities were presented at the meeting by Youth Council representatives.



Councillors Godwin, Hiscott, England and J Clark then responded to the Youth Council representatives regarding their manifesto, on behalf of their respective political groups.

The Mayor then also responded.

On behalf of the Full Council, the Lord Mayor thanked the youth representatives for their presentation, and suggested that it would be appropriate for a progress report to be brought back to the Full Council later in the year.

**ADJOURNMENT** – At this point the Lord Mayor advised that the Full Council meeting would adjourn for a 20 minute refreshment break.

## **8. The Mayor of Bristol's annual statement to Full Council**

The Full Council received and noted the annual statement from the Mayor of Bristol, Marvin Rees, outlining his key aims and priorities for the year ahead.

Councillors Dudd, Weston, Combley and Hopkins then responded to the Mayor's statement on behalf of their respective political groups.

The Mayor then made a final response and summed up.

## **9. Response to the Bundred review - for information**

The Full Council considered a report advising members that the Cabinet had approved (on 16 May 2017) the response to the Bundred review, as set out in appendix 1 of the report.

Cllr Cheney, Cabinet member for Finance, Governance and Performance introduced the report.

Following debate, it was

### **RESOLVED:**

**That the Cabinet response to the Bundred review (as set out at Appendix 1 to the report) be noted, including the timescale for implementing the recommendations to improve corporate governance and performance.**

Meeting ended at 9.42 pm

**CHAIR** \_\_\_\_\_





## Full Council 18 July 2017



**Report of:** Shahzia Daya, Service Director – Legal & Democratic Services

**Title:** **Petition debate – “Let Bristol breathe clean air”**

**Ward:** Citywide

### **Recommendation**

**That Full Council debates the petition and refers it to the Mayor / relevant Cabinet member for a formal response.**

### **Summary**

Under the Council’s petitions scheme, where a petition has 3,500 or more signatures from people who live, work or study in Bristol, the petition organiser can request a Full Council debate.

The Council has received a petition entitled “Let Bristol breathe clean air”

The petition organisers have requested that Full Council debates the petition.



## Details of the petition

1. The wording of the petition is as follows:

Petition title / subject: "Let Bristol breathe clean air"

Petition wording:

"Bristol's air pollution is above legal and safe limits and urgently needs to be reduced.

Air pollution causes permanent lung damage in babies and young children and exacerbates lung and heart disease in older people, and particularly affects people living in the city centre and near busy roads. It leads to an estimated 300 premature deaths in Bristol each year. This compares to about 9 people a year killed in road traffic accidents in the city.

London and other cities are implementing Clean Air Zones. Bristol should not be left behind. The people of Bristol deserve healthy, clean air.

We call on the Mayor to take steps to implement a Clean Air Zone in the city, including measures to make the bus fleet less polluting, to discourage the most polluting motor traffic in the city centre and near schools, and to prioritise strong measures to promote walking, cycling and public transport."

2. The petition organiser is Jane Stevenson.
3. The petition secured 4,370 signatures.
4. The Full Council is asked to debate the petition.
5. Under the petition scheme, the petition organiser is permitted up to 5 minutes to present and speak to the petition. The petition organiser has advised that Jon Eccles will present the petition at the meeting. The petition scheme allows a further period of up to 15 minutes for discussion of the petition by councillors at the Full Council meeting.
6. The Full Council has agreed the following in relation to dealing with petitions with over 3500 signatures:  
The topic of the debate should be referred to the Mayor/Cabinet, or other relevant body with the petitioner views and Full Council's views.

## RECOMMENDATION

**Following the debate, the Full Council is recommended to refer the petition to the Mayor, in order that the Mayor can consider his response, in liaison with the relevant Cabinet member(s).**

## Full Council 18 July 2017



**Report of:** The Mayor

**Title:** “Clean air now for Bristol” – Report back (for information) from Mayor on action taken in response to motion approved at Full Council on 8 November 2016

**Ward:** Citywide

### Recommendation

**That Full Council notes the progress made following their passing of the motion to support action to improve air quality in Bristol.**

### Summary

In November 2016 Full Council unanimously passed a motion calling for action on air quality in Bristol. This report provides a progress report on action taken by the Mayor following that motion.



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## Details of the motion

1. In November 2016 Full Council debated a Motion from Councillor Bolton entitled “Clean Air in Bristol”. The Motion was supported by all political parties represented on Council and was passed unanimously.
2. The motion stated:

*Full Council notes that:*

1. *Bristol’s air pollution urgently needs to be reduced.*
2. *In many parts of Bristol, especially near our busy roads and in the city centre, air pollutants exceed legal and safe European and World Health Organisation limits.*
3. *Air pollution impacts on the health of people in our city, especially the most vulnerable. It can cause permanent lung damage in babies and young children and exacerbates lung and heart disease in older people, leading to an estimated 300 premature deaths in Bristol each year.*
4. *Other English cities such as Southampton and Nottingham are introducing Low Emission Zones or Clean Air Zones to reduce the level of these pollutants to safe and acceptable levels. Bristol is not one of these cities.*
5. *National legislation is anticipated which could enable Bristol City Council to implement its own Clean Air Zone. In the interim there are other steps that could be taken to improve Bristol’s air.*

*Full Council believes that:*

1. *It is unfair for Bristol residents to be left behind breathing polluted air, when other major cities have Clean Air Zones planned.*
2. *A Clean Air Zone should be introduced in Bristol’s Air Quality Management Area to ensure Bristol’s air quality is within safe and legal limits by 2020.*
3. *Action on air pollution cannot wait for national legislation to be in place and we must take steps now.*

*Full Council resolves to ask the Mayor to:*

1. *Immediately take all steps needed to reduce deaths and illness linked to polluted air. This should include, but not be limited to:*
  - a. *restricting the most polluting vehicles from entering Bristol, and supporting transition of deliveries with freight consolidation centre;*
  - b. *cleaning up the bus fleet, working with Bristol’s major bus providers;*
  - c. *supporting taxis to meet clean emission standards;*
  - d. *promoting and incentivising the use of electric vehicles and car clubs, and ensuring that Council vehicles are electric where possible;*
  - e. *promoting walking and cycling.*
2. *Lobby the appropriate government minister to ensure that new air pollution legislation is introduced in a timely fashion to ensure that all affected cities can introduce Clean Air Zones.*
3. *Commit to implementing a Clean Air Zone in Bristol once the appropriate legislation is in place so that the people of Bristol are not left breathing polluted air.*
4. *Commit to immediately develop an updated Bristol-wide strategy to bring air quality within safe and legal limits.*

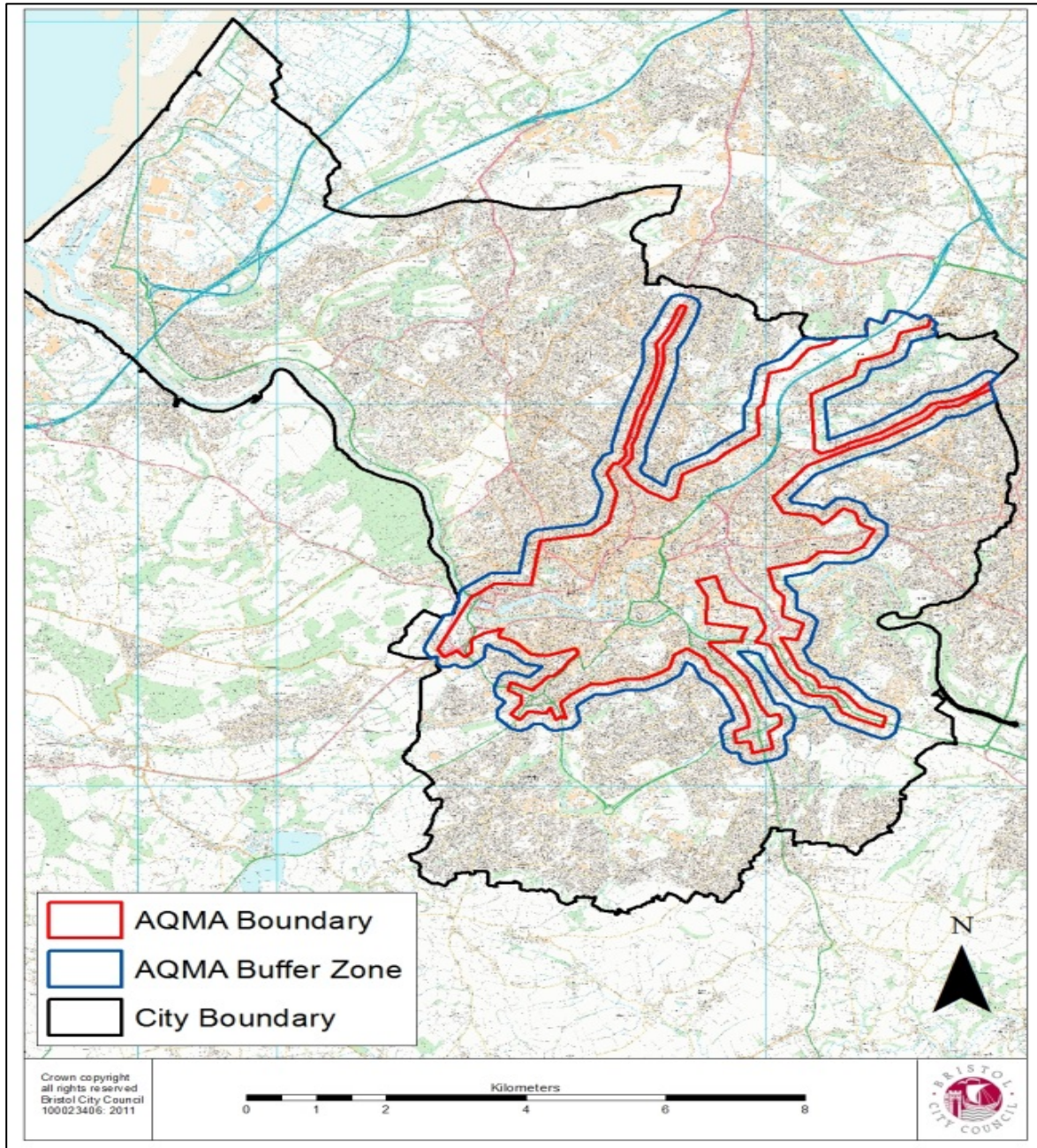
- 
5. *Ensure work to bring dangerous air pollution within safe and legal limits is adequately resourced.*
  6. *Include key air pollution targets in the development of Bristol's 50 year plan, including a target to ensure air quality is within safe and legal limits by 2020 at the latest.*
  7. *Initiate an educational campaign to highlight to the general public the impact of air pollution on public health and the economy.*
  8. *Report back to Full Council on the progress made on these actions by no later than May 2017.*

### **Background to Air Quality in Bristol**

3. Air Pollution is a long standing problem in Bristol, and all UK cities. In Bristol an Air Quality Management Area was declared in 2001 because of breaches in the legal standards of Nitrogen Dioxide. Nitrogen dioxide is limited under UK and EU law because of the impacts it has on human health.
4. This Air Quality Management Area (shown in Figure 1) covers the whole central area of the city and all the major arterial routes. Approximately 100,000 people live within the AQMA and it includes the whole central business and shopping districts, major hospitals and dozens of schools and so many more people are exposed to the air pollution.

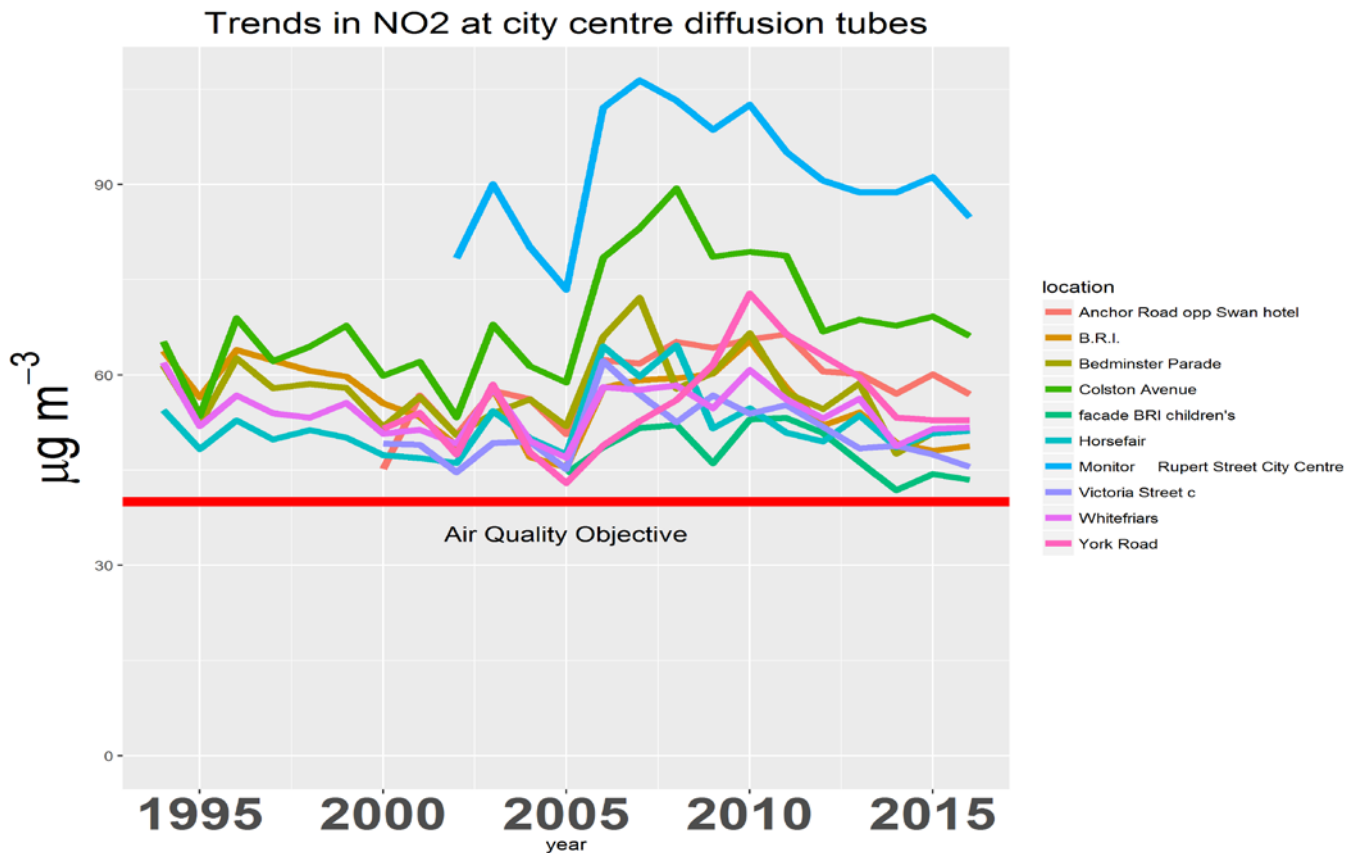


Figure 1: Bristol's Existing Air Quality Management Area



5. Levels of nitrogen dioxide ( $\text{NO}_2$ ) are affected by the weather and can change significantly from year to year. However looking at the overall the general trend of nitrogen dioxide pollution in the city we can see not significant improvement in pollution levels which remain above the legal limit values. Figures 2 shows monitoring results for central Bristol.

**Figure 2: Trends in NO2 at city centre monitoring sites**



- During the last 20 years Bristol and the West of England have grown, economically and in terms of population and more people are travelling along our roads and into the city centre. Increases in walking, cycling and public transport has offset an increase in motor travel, so that car traffic on the roads has remained stable.

### Progress since the motion

- I have established a Mayoral Working Group on Air Pollution, which will work closely with the Congestion Task Force. The Working Group is chaired by Councillor Fi Hance. It has received expert advice from Council Officers and external experts on air pollution, transport and public health matters. This allows for an integrated approach to planning improvements in air quality which will be set out in an Air Quality Action Plan closely linked with emerging transport plans and will also feed into the findings of the congestion task group.
- The motion requested action in several specific areas and these are reported below.
- Clean Air Zone:** The Mayoral Working Group sponsored a Bristol City Council bid to Government for funding for a feasibility study into establishing a Clean Air Zone(s). The bid was made jointly with South Gloucestershire Council to address air pollution across the whole Bristol/South Gloucestershire continuous urban area.
- We were successful in that bid and were awarded £498,600 to undertake that study. That study is now underway and will conclude in March 2018. The study will examine the current situation, future scenarios and model a range of options for a Clean Air Zone(s). In the near future, I shall

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consider the initial work of the study and determine options to progress for more detailed modelling. I will brief members in more detail as the work progresses.

11. This study will give us a firm evidence base to help inform future decision making.
12. **Freight Consolidation:** The freight consolidation centre was set up by the City Council in 2004 using European Union funding. Bristol City has supported this service and is working with the Operators, DHL for the service to continue without council funding from November 2017.
13. We are providing additional funding through the Go Ultra Low West electric vehicle project funded by the Office for Low Emission Vehicles. This is being used to provide a new electric vehicle to enable more efficient operation of the service.
14. **Improving the bus fleet:** Bristol's bus fleet is privately owned and operated. The City Council helped to secure funding from the Government Clean Bus Technology Fund. This has led to the retrofitting of 35 of the most polluting buses (emission standards Euro 2 and 3) to improve emissions of the bus fleet.
15. Government have announced that future funding for retrofit projects will be made available and BCC will consider applying for this at the relevant time.
16. First Bus is investing substantially in new clean buses which meet the latest Euro 6 emission standards. We will continue to work with Bus Operators to significantly improve emissions from the bus fleet.
17. **Improving the taxi fleet:** We have reviewed the Taxi Licencing Policy in early 2017 included changes to improve taxi fleet emissions. Under those changes, from 2018 all newly registered hackney vehicles will be required to meet the new Euro 6 emission standard. All newly licenced private hire vehicles will be required to be petrol, with the exception of some diesel vehicles for the 'executive' market where no petrol alternative exists. Other changes will also stop it being possible for very old taxis to be registered in the city with a 10/12 year age limit being implemented.
18. We submitted a bid for funding to support cleaner taxis but Bristol's was not selected for funding. We will continue to explore future Government funding opportunities to help taxi drivers make the transition to clean vehicles whilst maintaining a public service and their own livelihoods.
19. **Electric Vehicles:** We led a West of England bid to the Office of Low Emission Vehicles for £7m. The Go Ultra Low funding provides a range of measures included grants for businesses to install charge points, a doubling of the number of electric vehicle charge points in the city to make it even easy for drivers to re-charge their cars, and an increase in electric council fleet vehicles.
20. **Promoting walking and cycling:** We have a comprehensive package of measures to support walking and cycling. This includes promotion of sustainable travel through events in schools and businesses and the Travel West website.
21. We have invested in cycling infrastructure with a multi-million pound programme underway.

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- 22. Influencing Government:** With other Core Cities, Bristol City Council continues to respond to Government consultations on the national air quality action plans and the clean air zone framework and we look forward to the publication of the revised National Air Quality Action Plan in July. We remain the only core city without an effective mass transit system and we continue to consider aspirational solutions. This should be seen as key in improving both air quality and people flow and is a key priority for government engagement and inward investment.
- 23.** That National Action Plan will create the policy framework and will help to shape the emerging Bristol Air Quality Action Plan.
- 24.** Air pollution affects all citizens, and the strong cross party support for improving air quality has been key to the success of Bristol City Council in securing additional Government funding now and will be in the future.

#### **RECOMMENDATION**

**Full Council is recommended to note the progress made and contribute to the on-going work to improve air quality for the people of Bristol.**

## Full Council 18 July 2017



**Report of:** Service Director, Education & Skills

**Title:** Update Report on Bristol Education Funding

**Ward:** Citywide

**Member Presenting Report:** Cabinet Lead for Education & Skills

### Recommendation

To note this update.

### Summary

This report summarises the actions taken since December 2016 by the Mayor and Cabinet Lead for Education & Skills in relation to the Full Council motion on education funding.

### The significant issues in the report are:

The Mayor and Cabinet Lead for Education & Skills have taken a number of actions to lobby Government on Bristol education funding and officers have been seeking to support schools in managing their budgets.



## Policy

1. Not applicable

## Consultation

2. **Internal**  
Not applicable
3. **External**  
Not applicable

## Context

4.
  - 4.1. The Council passed a motion on education funding at the Full Council meeting in December 2016. (See Appendix A)
  - 4.2. The Cabinet Lead for Education & Skills established a cross-party Member task & finish group to respond to the National Consultation on the Fair Funding Formula. A collective response was submitted to the Department for Education (DfE). The DfE received a very high response rate to this national consultation is currently in the process of reviewing the responses.
  - 4.3. The Bristol Schools Forum also submitted a response to the consultation and all schools were encouraged to respond too.
  - 4.4. A meeting with the Education Minister, Nick Gibb MP, was secured by the Cabinet Lead for Education & Skills and she was joined by the Service Director, Education & Skills, at this meeting in February. The aim of the meeting was to lobby Government about education funding for Bristol both in terms of school budgets and also the High Needs funding for children with additional needs.
  - 4.5. At the May Strategic Briefing for Governors and Headteachers, the Service Director, Education & Skills provided an overview of education funding and highlighted advice and guidance to support schools in managing their budgets.
  - 4.6. The Mayor and Cabinet Lead for Education & Skills invited Headteachers of Bristol schools to meet with them on June 16<sup>th</sup> to discuss the challenges of education funding and to explore ways in which the City could support education further. Approximately, 60 school leaders attended this meeting.
  - 4.7. Following the above meeting, the Cabinet Lead has written to the Secretary of State for Education seeking clarification on the Government's Manifesto statements regarding school budgets. This letter was sent in June and the Cabinet member is awaiting a response.
  - 4.8. The Mayor has committed to working with Core City Leaders to lobby Government on funding for Cities, including the importance of education funding.
  - 4.9. The Schools Forum has received a report on 11<sup>th</sup> July summarising the overall budget position for Local Authority Maintained Schools. In summary this evidences that the net surplus at the end of the 2016/17 financial year was £4.9m Compared to £10.2m at the end of the 2014/15 financial year. The reports are available at <https://www.bristol.gov.uk/resources-professionals/schools-forum-papers-and-minutes>

## Proposal

5. The Mayor and Cabinet Lead for Education & Skills continue to promote education in Bristol and to lobby for appropriate funding for Bristol schools and the Local Authority.

### Other Options Considered

6. Not applicable

### Risk Assessment

7. Not applicable

### Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
    - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
    - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
  - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
    - tackle prejudice; and
    - promote understanding.
- 8b) Constraints on school budgets is likely to impact on the additional support provided to disadvantaged and vulnerable children and young people. This could, for example, mean that there are less support staff and fewer opportunities for curriculum enrichment. These reductions could have a disproportionate impact on children and young people from disadvantaged backgrounds or with additional needs.

**Legal and Resource Implications****Legal**

None sought

**Financial****(a) Revenue**

Schools face challenging financial circumstances. The reports to Schools Forum on 11<sup>th</sup> July 2017 indicate that levels of individual school balances had reduced to £5m at the end of March 2017, from £10m the year before. The position on the Dedicated Schools Grant showed a deficit of £1.6m at the end of March 2017, forecast to rise to £6m by the end of March 2018. Pressures are particularly acute in the High Needs Budget, which provides funding for special schools, alternative learning provision and specialist support for pupils with special educational needs in mainstream settings. The Authority is working with Schools Forum to develop a plan to get to a sustainable financial position.

**(b) Capital**

Not applicable

**(Financial advice provided by David Tully, Interim Finance Business Partner)**

**Land**

Not applicable

**Personnel**

Not applicable

**Appendices:**

Full Council Motion, December 2016

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985****Background Papers:**

None



## APPENDIX A: Full Council Motion – December 2016

Council views with great concern the impending cuts in funding to Bristol schools' budgets. Over the last 15 years, Bristol schools have dramatically improved, being previously judged one of the worst services it is now performing far better than equivalent areas. Huge effort, over a prolonged period, with all party support, has produced a dramatic positive change and over the last few years the pupil premium has helped to reduce inequalities in results and improve funding in Bristol schools. The freezing of school budgets by the new government has presented challenges to schools but this is added to dramatically by the huge threat to school grants at present. Along with most core cities, Bristol has been funded above the national average of all local authorities. However a move to a single national funding formula is likely to result in a substantial reduction in funding for Bristol schools. The Council notes the previous coalition Government and the current Government have not increased the national allocation to the Schools Block. With pressure from staff increments and other inflationary pressures, this freeze on income represents a real terms cut for our schools. Council also notes with concern the pressure on the SEN budget, that large cuts to SEN funding continue to be implemented to cope with increasing demand and underfunding by Westminster. We further note Bristol, along with most local authorities, is experiencing pressure on its High Needs block spending. As a result, we note the Schools Forum has agreed to reduce the funding allocated for individual top up applications. This represents an additional cut in income for most schools in Bristol. In addition we note the Council has historically received an Education Services Grant to fund the Council's education duties. The Government has announced that this Grant will be ended. In 2017/18 the Grant level will reduce significantly and be taken from the Dedicated Schools Grant which will further reduce the funding available for per-pupil formula.

The Council Resolves to:

Calls on the Mayor and the Cabinet member for Education and Skills to meet with Government Cabinet Members to argue that funding for Bristol schools is increased to take into account inflationary pressures and levels of deprivation, and is protected in the proposed revisions to the National Formula.

Calls on the Mayor and the Cabinet member for Education and Skills to join with other core cities to lobby for a more realistic level of funding for students with High Needs, based on their explicit needs.

Calls on the Mayor and Cabinet member to report back with a written report to Full Council within 4 months detailing the results of any talks, and the impact of any changes on Bristol's schools.

## Full Council 18 July 2017



**Report of:** The Audit Committee

**Title:** Audit Committee – Annual Report 2016/17

**Ward:** Citywide

**Member presenting report:** Councillor Olly Mead, Chair of the Audit Committee 2016/17

### **Recommendation**

That Council accepts the report of the Audit Committee at Appendix A, and notes the assurances provided in the report.

### **Summary**

The report sets out the work and performance of the Audit Committee during 2016/17, and the extent to which the Committee's terms of reference have been met.

### **The significant issues in the report are:**

The work of the Committee as detailed in section four of Appendix A;

The evaluation of the Committee's performance at paragraph 4.7 in Appendix A.

The priorities for 2017/18 as detailed in section five of Appendix A

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## **Policy**

1. The Audit Committee's Terms of Reference are determined by Full Council and are reflected in the Risk Management Strategy and Policy Statement. The City Council has a duty to ensure adequate and effective risk management, internal control and governance arrangements and the economy, efficiency and effectiveness of its activities. The Audit Committee has a key role in assessing the extent to which this responsibility is being met and advising the Council on the adequacy and effectiveness of these arrangements.

## **Consultation**

### **2. Internal**

Internal Audit  
Audit Committee Members  
S151 Officer

### **3. External**

Not applicable

## **Context**

4. The Audit Committee was established by the City Council at its meeting on 16<sup>th</sup> May 2006. Whilst there is no statutory obligation to have such a Committee, they are widely recognised as a core component of effective governance.

## **Proposal**

5. The report of the Audit Committee, and the assurance and comments therein, is noted.

## **Other Options Considered**

Not Applicable

## **Risk Assessment**

6. The purpose, strategy and work programme for the Audit Committee mitigates against any failure by the Council to obtain independent assurance in relation to the governance processes underpinning :
  - an effective risk management framework and internal control environment
  - the effectiveness of financial and non-financial performance (to the extent it affects exposure to risk and poor internal control)
  - the Annual Governance Statement, and
  - the review and approval of the annual statement of accounts.

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## Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
    - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
    - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
  - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
    - tackle prejudice; and
    - promote understanding.
- 8b) None necessary for this report

## Legal and Resource Implications

### Legal

None sought

### Financial

None affected by this report

### Land

Not applicable

### Personnel

Not applicable

## Appendices:

**Appendix A** – Audit Committee Annual Report 2016/17

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**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**Background Papers:**

CIPFA - Toolkit for Local Authority Audit Committees 2015.

CIPFA Guidance on Audit Committee Effectiveness 2013



# **BRISTOL CITY COUNCIL**

## **AUDIT COMMITTEE**

### **ANNUAL REPORT 2016-17**

## 1. Introduction:

- 1.1 This is the annual report of the Audit Committee and covers the financial year 2016/17. The format of the report has been developed to enable the reader to form a view about the effectiveness of the Committee's activities during the year and its oversight of the Assurance and Risk Management Frameworks within which Bristol City Council operates.

## 2. Role of the Committee:

- 2.1 The Committee's approved Terms of Reference, which are detailed on the Bristol City Council website [Audit Committee Terms of Reference.pdf](#), can be summarised as providing independent assurance to the Council in relation to the:

- Effectiveness of the Council's governance arrangements, risk management framework and internal control environment;
- Overseeing of the work of Internal and External Audit;
- Effectiveness of the Council's financial and non-financial performance;
- Reviewing of the Annual Statement of Accounts and the Annual Governance Statement.

A commentary on the Committee's work during 2016/17 is set out in the following paragraphs.

- 2.2 The Audit Committee is, therefore, the primary means by which the Council ensures that adequate assurance and internal control systems are in place. It ensures that these are regularly reviewed and reflect regularity and propriety. It also oversees the Council's risk management processes, corporate governance arrangements and treasury management. The Audit Committee's responsibilities are additional and supportive to those of the Section 151 Officer.
- 2.3 A total of forty five reports were considered during the year, the details of which are provided in Appendix 1.
- 2.4 In addition to the Committee members, the Section 151 Officer, Head of Internal Audit, Monitoring Officer, representatives from External Audit (BDO LLP) and other officers, as appropriate, attended Committee meetings.

## 3. Adoption of Recommended Practice:

- 3.1 The Committee considered its effectiveness in 2016/17 against the Chartered Institute of Public Finance and Accountancy (CIPFA) Guidance on Audit Committees' 'Good Practice' checklist to ensure it operated in line with generally accepted practices. The results from the assessment will be used to inform the Committee's training strategy going forward as well as its work programme. A copy of the checklist is attached to this report for information at Appendix 2.
- 3.2 The Audit Committee also reviews the Council's Annual Governance Statement, which is consistent with the principles of the *CIPFA/SOLACE Framework: Delivering Good Governance in Local Government*.

## 4. The Work of the Committee in 2016/17:

### Has the Committee Fulfilled its Terms of Reference?

- 4.1 The specific objectives of the Committee relate to overseeing the following arrangements:

*Table 1 - Audit Committee Key Oversight:*

Oversight
Internal Control Environment
Corporate Risk Management
Regulatory Framework
Internal Audit
External Audit
Financial Reporting
Treasury Management
Members Conduct
Anti-Fraud Arrangements
Granting Dispensations
Member Complaints

- 4.2 The Committee received reports on all of these requirements in terms of relevant agenda items. Audit activity is reviewed at every meeting with plans and reports received from Internal and External Audit.
- 4.3 Specific aspects of governance which have been reviewed include risk management arrangements, whistle-blowing arrangements, and an update on the Council's financial governance arrangements. The Annual Governance Statement and the Accounts for 2015/16 were considered prior to their final production in addition to considering the related External Auditor's report.
- 4.4 The Committee received an Annual Report from the Head of Internal Audit, in line with best practice in the CIPFA Public Sector Internal Audit Standards (PSIAS). This provided an opinion on the control environment and an update on the Council's current fraud risk, together with details of the assurance, fraud/irregularity and Value for Money work which has been undertaken on the Council's behalf and the outcomes there of.
- 4.5 The Committee has also expressed an interest in the extent to which Internal Audit recommendations have been implemented. The Committee has continued to emphasise the importance of implementing Internal Audit's recommendations and has supported Internal Audit in its work to ensure control weaknesses are effectively dealt with.
- 4.6 In order for the Committee to be effective, it is necessary that the members of the Committee be apolitical and objective, have a clear understanding of risk management, internal control and governance issues and how the arrangements in place across the City Council operate. A number of Committee members were newly appointed and, during 2016/17, training was arranged to support the induction process and for existing members to reinforce the need for the Committee to be able to deliver a robust and appropriate challenge environment within the Council.



Whilst improvements have been noted, there remain a number of areas where the Committee needs to be vigilant to ensure compliance with the following responsibilities under the Committee's Terms of Reference:

- Maintaining an apolitical/independent approach to meeting agendas and items thereon.
- Providing robust challenge to determine the effectiveness of the Council's governance framework.
- Ensuring focused meetings to maximise the Committee impact

The Committee has recognised its need for further and possibly more focused / targeted training sessions and these will be jointly planned in the coming year. Details of 2016/17 training courses are outlined at paragraph 4.14 below.

### **How has the Committee Added Value?**

4.7 The Committee has been presented with a wide range of issues during the year, providing scrutiny of the governance within the Council. Outlined below are examples of where the Committee has sought to improve the governance of the Council:

- Following receipt of updates from Internal Audit on the level of implementation of their recommendations, the Committee as well as expressing dissatisfaction has, where appropriate, called officers to account.
- The Committee has requested improved tracking of whistleblowing incidences in order to ensure that matters are appropriately dealt with, lessons are learned and the whistle-blower is not disadvantaged in any way.

### **Membership of the Committee and Attendance Record**

4.8 September 2016, the Committee comprised of nine members and was chaired by Councillor Olly Mead. The other members were Councillors Clive Stevens, Vice Chair, Nicola Beech, Nicola Bowden-Jones, Helen Godwin, Liz Radford, and Gary Hopkins, plus two independent members Brenda McLennan and Ken Guy.

4.9 In September 2016 the Committee lost one of its independent members, Brenda McLennan, who was not replaced for the residual part of the year. Additionally, the other independent member of the Committee left at the end of the 2016/17 municipal year.

4.10 The Committee met formally on six occasions during 2016/17, all of which were quorate.

*Table 2 Audit Committee Attendance 2016/17:*

Member	No. of Meetings Held	No. of Meetings Attended	% of Meetings Attended
Olly Mead - Chair	6	6	100%
Clive Stevens – Vice Chair	6	4	67%
Nicola Beech	6	6	100%
Nicola Bowden-Jones	6	5	83%
Helen Godwin	6	2	33%
Liz Radford	6	6	100%
Gary Hopkins	6	5	83%
Ken Guy	6	3	50%
Brenda McLennan	3	2	67%

- 4.11 One declaration of a non-pecuniary interest was made at the September 2016 meeting. The Committee member did not take part in the discussions appertaining to that interest.

### **Training and Development Activity to Support Committee Members**

- 4.12 A key requirement of an effective Audit Committee is a well-informed membership who has substantial experience of the key areas to be considered by the Committee. The training plan for 2016/17 has been aimed at assisting members to improve their knowledge and understanding of some of the complex issues; for example preparation of the Council's Annual Accounts and Annual Governance Statement and the important duty that the Committee has to perform in terms of scrutinising those accounts and passing them for external audit.
- 4.13 The Committee attended training in the following areas during the municipal year:
- The Role of the Audit Committee
  - Risk Management and Governance – the Committee's responsibilities
  - Scrutinising the Annual Statement of Accounts
  - Treasury Management
  - Governance and the Annual Governance Statement
- 4.14 Additionally, the Committee received the following CIPFA Better Governance Forum publications to aid its understanding of its role:
- Good Governance in Local Government – 2016 Framework
  - The Audit Committee and Internal Audit Quality
- 4.15 The Committees' completion of the CIPFA Self-assessment, which is provided at Appendix 2, will be utilised to inform the Committee's training programme going forward to the next municipal year.
- 4.16 The Council has an established budget for member development and training in 2017/18 and this can be accessed to support external trainers or facilitators, or to fund members' attendance on external training programmes where this is considered beneficial.

## **5. Priorities for 2017/18**

- 5.1 Looking forward, the Committee will be enhancing its effectiveness by developing in the following areas, which have been informed, in part, by its effectiveness self-assessment:
- Reviewing it's Terms of Reference in accordance with CIPFA Guidance
  - Monitoring of the Annual Governance Statement Action Plan
  - Commissioning Governance
  - Partnership Governance
  - Business Continuity Planning
  - Trading Companies (establishing Committee's role if appropriate)
  - Information Security / Strategy
  - Implementation of recommendations from both Internal and External Audit
  - Transparency and accessibility of reporting within the Council
  - The Control, Risk and Governance framework

## **6. CONCLUSION**

- 6.1 The Committee's primary contribution to the Council's objectives is to ensure that Governance, Control, Risk Management and Audit systems which underpin the work of the Council are sound, reliable, robust and secure.
- 6.2 This review gives an overview of the range of work undertaken by the Committee, which has enabled it to conclude that the Council's system of checks and balances, whilst not having been as robust as required, have been subject to some improvement during the year, with further improvements planned going forward.
- 6.3 The Committee has noted that a Governance improvement action plan has been developed and will be monitored at Member level as appropriate.
- 6.4 A review of Committee effectiveness against its terms of reference and opportunities to enhance the effectiveness of the Committee have been identified for implementation in 2017/18. The Committee recognises the significant challenges facing the Council over the coming years, and aims to promote and support good governance throughout the Council.
- 6.5 I would like to thank my Vice Chair, fellow Committee members and Officers for their support in enabling the Committee to achieve its objectives in 2016/17. I would also like to take this opportunity to thank our two independent members for their support of the Committee over the last 7 years and to wish them both well in the future.

## **7. Appendix:**

- Appendix 1 – Reports considered by the Audit Committee in 2016/17
- Appendix 2 - CIPFA 'Good Practice' checklist for Audit Committees.

### Reports Considered by the Audit Committee 2016/17

#### June 2016

Committee Work Programme 2016/17  
Committee Action Sheet  
Internal Audit Annual Plan for 2016/17  
External Audit Update Report  
Finance Improvement Project –Update  
Appointment of Alderman/Woman Nominations

#### July 2016

Committee Work Programme 2016/17  
Committee Action Sheet  
Annual Governance Statement – Action Plan Update  
Corporate Risk Register 2015/16 Update  
Internal Audit Annual Report for 2015/16  
External Audit Update Report

#### September 2016

Committee Work Programme 2016/17  
Committee Action Sheet  
Statement of Accounts for 2015/16  
Treasury Management Annual Report for 2015/16  
Treasury Management Quarter (1) Report for 2016/17  
Bank Reconciliation – verbal response to Internal Audit Recommendations  
External Audit ISA260 Report  
Final Annual governance Statement for 2015/16, plus Action Plan Update  
Revised criteria for Honorary Alderman/Woman nominations  
Local Government Ombudsman’s Annual Letter 2015/16

#### November 2016

Committee Work Programme 2016/17  
Committee Action Sheet  
External Audit – Annual Audit Letter for 2015/16  
Treasury Management – Mid-Year Report  
Process for the Appointment of the External Auditor  
Internal Audit Half-Year Report  
Nominations for Honorary Alderman/Woman  
People Directorate Risk Register  
Neighbourhood’s Directorate Risk Register

#### January 2017

Committee Work Programme 2016/17  
Committee Action Sheet

External Audit 2015/16 Grants Report  
Corporate Risk Register – Update  
Applications for Dispensation  
Place Directorate Risk Register  
Complaints received against Members Report

March 2017

Update on the Council's Control Framework – based on the work of Internal Audit  
Internal Audit Draft 2017/18 Annual Plan  
Money Laundering Policy Update  
External Audit 2016/17 Audit Plan  
External Audit Annual Fee Letter  
Honorary Alderman Nomination  
Whistleblowing Arrangements Governance

## Evaluating the Effectiveness of the Audit Committee

## Assessment key

- 5 Clear evidence is available from a number of sources that the Committee is actively supporting improvements across all aspects of this area. The improvements made are clearly identifiable.
- 4 Clear evidence from some sources that the Committee is actively and effectively supporting improvement across some aspects of this area.
- 3 The Committee has had mixed experience in supporting improvement in this area. There is some evidence that demonstrates their impact but there are also significant gaps.
- 2 There is some evidence that the Committee has supported improvements, but the impact of this support is limited.
- 1 No evidence can be found that the Committee has supported improvements in this area.

Areas where the audit committee can add value by supporting improvement	Examples of how the audit committee can add value and provide evidence of effectiveness	2016/17 Self Evaluation	2016/17 Overall assessment: 5:1 (see key above)
Promoting the principles of good governance and their application to decision making.	Providing robust review of the AGS and the assurances underpinning it.	The Committee received the updated Action plan for the 2015/16 AGS in July 2016 and the final AGS and Action Plan update in September 2016	3
	Working with key members/governors to improve their understanding of the AGS and their contribution to it.	The Committee received training on; Risk and Governance, provided by IA in July 2016, the role of the Audit Committee in January 2017 and attending Governance training in May 2017.	3
	Supporting reviews/audits of governance arrangements	The Committee receives details of the outcomes from IA reviews and, where appropriate, has raised challenge and/or requested a more in-depth report back to it. The Committee commented on the IA Governance Dashboard at its March 2016 meeting.	3
	Participating in self assessments of governance arrangements.	Completed by the Committee as part of its consideration of its annual report.	2
Contributing to the development of an effective control environment's	Encouraging ownership of the internal control framework by appropriate managers	The Committee has received reports from key officers within the Council, as in Finance, Internal Audit and Legal, as well as regular reports from the appointed external auditor.	3
	Raising significant concerns over controls with appropriate senior managers.	As above	3
Supporting the establishment of arrangements for the governance of risk and for effective arrangements to manage risks.	Reviewing risk management arrangements and their effectiveness, e.g. risk management benchmarking.	The Committee provides scrutiny and challenge for the Corporate Risk Register (CRR) which it formerly reviews every 6 months. The Committee also maintain a watching brief on Directorate Risk Registers (DRR), which it receives as information items once they have been cleared by Directorate Scrutiny Commissions.	3
	Monitoring improvements	The Committee has raised concerns with regard to the risks and mitigations contained within the Corporate Risk Register, however improvement to the CRR has yet to be achieved.	3
Advising on the adequacy of the assurance framework and considering whether assurance is deployed efficiently and effectively.	Seeking to streamline assurance gathering and reporting.	The Committee has maintained a watching brief on the resources available to Internal Audit, as well as providing feedback on the Internal Audit work plan and the feasibility of achievement.	3
	Reviewing the effectiveness of assurance providers, e.g. internal audit, risk management, external audit.	The Committee receives regular reports from both the Internal and External auditors. Both provide the Committee with their annual work programmes for scrutiny and challenge.	3
Supporting the quality of the Internal Audit activity, particularly by organising its organisational independence.	Assessing the effectiveness of Internal Audit arrangements and supporting improvements	The Committee has received update reports on the Internal Audit provision and has utilised these to assess the effectiveness of the Internal Audit service, including the level of resource and audit coverage.	3
Helping the authority to implement the values of good governance, including effective arrangements for countering fraud and corruption risks.	Reviewing arrangements against the standards set out in CIPFA's Management the Risk of Fraud (Red book 2).	The Committee receives an annual Fraud update, as part of the Internal Audit Annual report, which provides the outcomes from an annual review of the Council's fraud arrangements against relevant fraud checklists and key indicators.	3
Promoting effective public reporting to the authority's stakeholders and local community and measures to improve transparency and accountability.	Improving how the authority discharges its responsibilities for public reporting; for example, better targeting at the audience, plain English.	The Committee actively supports the need to ensure that reports are not made inaccessible due to the language/terminology used, challenging reports where the language and terminology impinges on the transparency of the published information.	3

Full Council  
18 July 2017



**Report of:** Anna Klonowski, Chief Executive

**Title:** **Appointment of Interim Director of Adult Social Services**

**Ward:** Citywide

**Recommendation:**

**Full Council is asked to approve the appointment of Terry Dafter as the authority's Interim Director of Adult Social Services (S6 Local Authority Social Services Act 1972).**



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**Context / proposal:**

The City Council must appoint named individuals to particular roles, including the role of Director of Adult Social Services (S6 Local Authority Social Services Act 1972).

The Full Council is asked to appoint Terry Dafter (Interim Service Director - Adult Social Care) as the authority's Interim Director of Adult Social Services pending the appointment of a permanent Director of Adult Social Services (the previous permanent post holder having recently left the employment of the Council).

**Legal and resource implications****Legal implications:**

Failure to ensure appointment to this role could lead to the Council being challenged for failing to meet its statutory duties.

*Shahzia Daya*

*Service Director: Legal and Democratic Services*

**Financial Implications**

None.

**Appendices**

None.