Communities Scrutiny Commission (previously Neighbourhoods Scrutiny Commission)
Agenda

Date: Monday, 12 November 2018
Time: 10.00 am
Venue: The Writing Room, City Hall

Distribution:

Councillors: Gary Hopkins (Chair), Jo Sergeant (Vice-Chair), Carole Johnson, Hibaq Jama, Jon Wellington, Afzal Shah, Jeff Lovell, Graham Morris, Matt Melias, Martin Fodor and Charlie Bolton

Copies to: Colin Molton (Executive Director: Growth and Regeneration (Interim)), Patsy Mellor (Director: Communities), Gemma Dando, Rizwan Tariq, Kate Murray, Mark Wakefield (Service Manager - Performance & Infrastructure), Gavin Banks, Lucy Fleming (Head of Democratic Engagement), Andrew Mallin (Directorate Leadership Team Support Manager), Anne Addison, Alexis D'Orsi, Louise deCordova (Democratic and Scrutiny Manager), Johanna Holmes (Policy Advisor - Scrutiny), Dan Berlin (Scrutiny Advisor), Julian Higson (Director- Homes and Landlord Services), Penny Germon, Tom Gilchrist, Lindsay Hay and Sarah Spicer

Agenda

Up to 30 minutes is allowed for this item

 Any member of the public or Councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda. Public Forum items should be emailed to democratic.services@bristol.gov.uk and please note that the following deadlines will apply in relation to this meeting:-

 Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by 5 pm on **Tuesday 6th November 2018**

Petitions and Statements - Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by 12.00 noon on **Friday 9th November 2018**

Please note: there is a joint presentation for the Housing Crisis and Private Rented Sector Items

Public Information Sheet

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

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

You can also inspect papers at the City Hall Reception, College Green, Bristol, BS1 5TR.

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For those with hearing impairment

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

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

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting. Please submit it to scrutiny@bristol.gov.uk or Scrutiny, City Hall, College Green, Bristol BS1 5UY. The following requirements apply:

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

Statements will not be accepted after **12.00 noon on the working day before the meeting** unless they have been submitted in advance to Bristol City Council but were not received by the Democratic Services Section. Anyone submitting multiple statements for an application should note that they will only be allowed to speak once at the meeting.

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

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

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

Process during the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions. **This may be as short as one minute.**
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.

Webcasting/ Recording of meetings

Members of the public attending meetings or taking part in Public forum are advised that all Full Council and Cabinet meetings and some other committee meetings are now filmed for live or subsequent broadcast via the council's webcasting pages. The whole of the meeting is filmed (except where there are confidential or exempt items) 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.

**Bristol City Council
Minutes of the Communities Scrutiny Commission
(formally Neighbourhoods Scrutiny Commission)**

10th September 2018 at 10am

Members Present:- Cllr Gary Hopkins (Chair), Cllr Jo Sergeant, Cllr Jon Wellington, Cllr Matt Melias, Cllr Graham Morris, Cllr Jeff Lovell, Cllr Martin Fodor, Cllr Afzal Shah, Cllr Charlie Bolton

Officers in Attendance:- Penny Germon - Neighbourhoods & Communities Service Manager, Gemma Dando - Acting Director of Neighbourhood Services, Patsy Mellor - Acting Executive Director: Communities, Jim Perkins - Waste Strategic Lead, Rizwan Tariq - Acting Director: Communities Services, Stuart Pattison - Crime Reduction Manager, Julian Higson - Director of Homes & Landlord Services, Johanna Holmes – Scrutiny Advisor

1. **Welcome, Introductions and Safety Information**
   The Chair welcomed all attendees to the meeting and provided the relevant safety information.

2. **Apologies for Absence and Substitutions**
   No apologies were received

3. **Declarations of Interest**
   None

4. **Minutes of Previous Meeting**
   The draft minutes of the previous meeting were not objected to by the Members.

5. **Chair's Business**
   None

6. **Public Forum**
   The following three Public Forum Statements were received –
   - Statement 1 – from David Jepson, Clifton Down Community Association
   - Statement 2 – from Merche Clark, Clifton Down Community Association
   - Statement 3 – from David Redgewell, South West Transport Network (in attendance).

   Mr Redgewell spoke to his statement and the following points were raised and discussed:

   - A brief discussion about waste collection statistics ensued; the Chair requested the Commission be provided with mapping data and comparisons of how other councils perform – particularly core cities. Officers added that BCC had just entered a contract with BWC (Bristol Waste Company) and there is a new action plan they are working through to make improvements to the service.

ACTION: Officers to pursue comparative waste statistics with other core cities and bring these back to the Commission at the soonest opportunity.

- Street Scene; a Member raised concerns about how about how their local street scene group had now stood down and how BCC works with local groups such as these in future.
- Public Toilets: Members concurred with Mr Redgewell's statement that the current picture of availability was unclear. Also, there is no current provision at transport interchanges. One Member said that in Stockwood bus drivers are reportedly at times urinating in the bushes. Members requested that 'Public Toilets' be added to the Commission's Work Programme.

ACTION: A report on the short, medium and long-term provision as well as any disposals and mapping of the facilities to be brought to the January scrutiny meeting.

7. **Annual Business Report**
   - Vice Chair of the Commission: Cllr Jo Sergeant - who was nominated by Cllr Melias, this was seconded by Cllr Bolton
   - The Terms of Reference (ToR) for the Commission were noted.
   - The Commission's work programme and meeting dates were noted

It was confirmed that some changes in the council's directorate structure since the Full Council meeting in May means that the Commissions Terms of Reference (ToR) now needed to be slightly amended.

ACTION: Scrutiny Advisor to ensure the ToR are rechecked and Members are kept fully informed of any amendments.

8. **Waste Collection and Disposal Services in Bristol**

The Acting Executive Director: Communities said that she hoped this item would be the beginning of an ongoing conversation with Members.

The Strategic Lead for Waste gave a presentation that covered the following areas:

- The Creation and Delivery of the Waste Services Agreement 2018 (the Contract).
- Operational Performance against Contract Requirements.
- Expansion of Commercial Food Waste Service.
- BWC Commercial Offering; Direction of Travel.
- Residual Waste.
- Recycling Initiative update.
- Street Cleanliness Measurement.

Following on from the presentation the following key points were discussed and Members asked a number of questions:

- New contracts with BWC have been broken down so they can now be managed more effectively and reviewed on an annual basis more easily.
- Officers picked up on an earlier point about offensive graffiti and said they were striving to improve the timescales for removing it.

- Some of the statistics provided were questioned by Members particularly one where it stated that work was ahead of target but still getting worse. Officers said that this related to the heatwave that had resulted in 2,000 missed collections during that period.
- Officers said the issue of 'who's land is it' has now been resolved and it is being cleared straight away now.
- Current policies for different types of land process etc; officers agreed that they need to help people understand what the clearance policy is.
- The higher than average turnover of staff was highlighted. Officers said there had previously been too much reliance on agency staff but that figure is down to 4% - 5% now and that figure should now reduce quite swiftly.
- Members requested to know what is happening with regards to the Cabinet decision to provide households with an extra blue box.

ACTION: Officers to report back what the plan is with regards to the decision on the extra blue recycling box

- Members said that residents say they can't get through on the phone to report issues about waste and fly-tipping. Issues then get passed on to councillors to make the reports online which creates extra work loads for them. It was asked if a process could be devised where they could get fast tracked somehow; especially because they do so much reporting on behalf of other people. Officers said that 85% of calls were answered in line with the current service level agreement (SLA) but this would be looked into.

ACTION: Officers to report back on what can be done to support Councillors on this.

- Members requested to know about the Community Liaison Team especially where staff numbers had been reduced; will there now be 3 or 4 officers and would the boundaries be changed?

ACTION: Officers said they would confirm the situation with members as soon as possible.

- Marketing and the 20% target: A Member pointed out that the small business shouldn't be squeeze out by trying to achieve this figure. Officers said they are keen to make whole streets consistent. Particularly where there are local high streets and there is an opportunity for the whole area to have one contractor. Members said they would like the 20% data figure broken down in future.
- Members would like to see more information about income opportunities from reuse in future.
- A Member asked what the average CO_2 levels were per household. **ACTION:** Officers said they would need to look into this and report back.
- It was asked what work was taking place with independent retailers in comparison to what the Coop and others have adopted recently. Officers to look at how they can work with smaller retailers more.

9. Clean Streets - Neighbourhoods & Communities Service

Officers took the members through the presentation slides. The following points were raised and questions asked:

- Members said they were still waiting to understand how they could feed into the system and help set the priorities and how and when they will be provided with regular reports. Was it via scrutiny or separate drop-in session/s?

ACTION: Members and Officers to agree how in future regular reporting and input will happen. It was suggested that the party leads discuss with officers at the next planning meeting.

- Members asked about Kingdom – how is it tasked? Officers said they have weekly meetings, draw on data and experience and task for the following week.
- It was asked what happens to commercial food waste and how it is treated if not collected by BWC.

ACTION: Officers to report back on this

- There is currently an external company measuring cleanliness in the city. Officers will report back on the findings
- Liaison with local street scene groups: Members say there is not enough support and communication. This needs to happen as the council is losing good will from these groups.
- Members asked a number of questions about the Fixed Penalty Notices (FPN) statistics: How many weren't successful? Which five wards don't have any FPNs so far? It was explained that some numbers were low because officers had instead been going out to the less busy areas at times. It was important to strike a balance across all areas. Officers agreed to provide and break-down the information as much as they can in future
- Nuisance front gardens, particularly HMOs – were there many instances?
  ACTION: Officers will provide an update on this.
- Members asked about enforcement statistics and how many hours were spent in each ward verses how many results they have. Officers said that enforcement figures had definitely improved in the last 1-2 years. BCC also now has some tracers to use and covert cameras to install. As above, it needed to be agreed how councillors can influence the camera locations.
- The 'Man with van' and fly-tipping was raised; it was agreed that more enforcement on this is needed. It was suggested that more 'honey-trap' type targeted operations would work.

10. Safer Bristol Statistics

Officers went through the information with Members and highlighted the significant points. The following points were raised and questions asked:

- Officers explained that the figures showed long-term trends
- The Chair said that he would like to see comparative data between the police statistics and people's perceptions of crime in their areas
- Officers said that impacts were more prevalent in the most deprived wards in the city
- Criminal exploitation was on the rise but was being addressed
- It was confirmed the statistics were only from the police and not the council or housing associations
- Members asked if comparisons could be made with the Quality of Life Statistics next time.
  ACTION: Officers to look into this and report back at the next meeting

11. Communities Quarterly Performance Progress Report (Quarter 1 - 2018/19)
Members considered the report and made the following comments:
- Members asked for more information about the fuel poverty bid. It was reported that officers are bidding for funding for an officer to recruited
- The Chair reminded Members to send questions in in advance of the meeting for the standing items. One Member said they would need a reminder if this was needed to happen.
- Officers said that standing item reports will be sent out in advance

The meeting ended at 12.30pm
CHAIR _____

Communities Scrutiny Commission Action Sheet 2018/2019

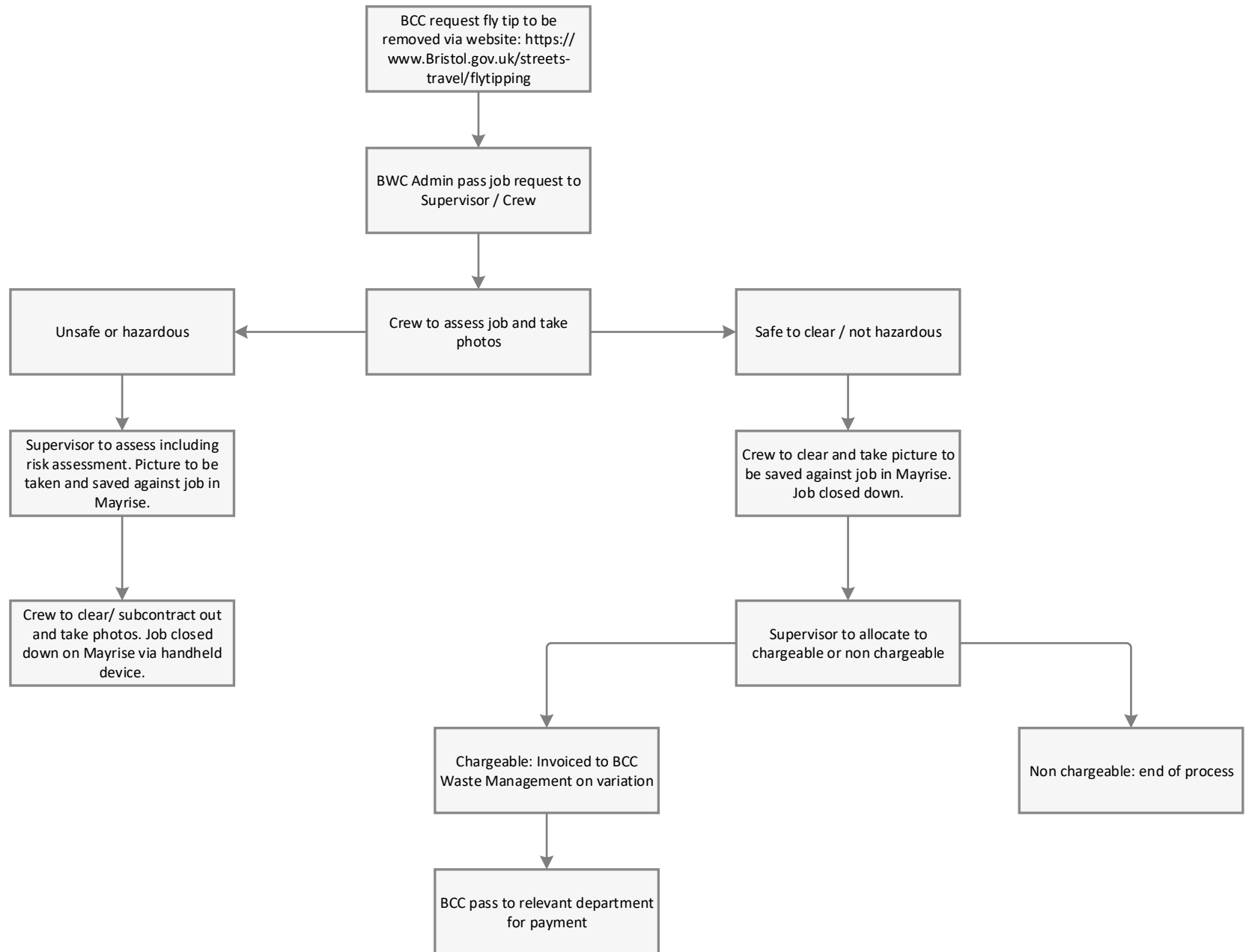| Agenda Item	Title of Report/ Description	Action and Deadline	Responsible Officer/ Member	Action taken and date completed
Action Sheet – 10th September 2018				
6.	Public Forum	Officers to pursue comparative waste statistics with other core cities and provide these to the Commission at the soonest opportunity.	Jim Perkins / Gemma Dando	COMPLETED AND ATTACHED
	Public Forum	Public Toilets: A report on the short, medium and long-term planned provision as well as any disposals and mapping of the facilities to be brought to the January Scrutiny Commission meeting.	Penny Germon	To be provided in January 2019
7.	Annual Business Report	Scrutiny Advisor to ensure the Commissions Terms of Reference (ToR) are checked and Members are kept fully informed of any changes.	Jo Holmes	Officers are currently collating a list of items in the constitution that need to be reviewed. The Scrutiny Commissions ToR have been added to this list. An update will be provided as soon as it's available.
8.	Waste Collection and Disposal Services in	Members requested to know what was happening with regards to the Cabinet decision to provide households with an extra	Gemma Dando & Jim Perkins	Can confirm that the cabinet decision stands as agreed. A plan of additional box provision is being

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		blue recycling box. Officers agreed to report back what the plan is.		formalised and will be implemented when the new fleet starts arriving – January 2019
Page 12	Waste Collection and Disposal Services in Bristol	Members asked if a process could be devised to reduce the amount of time they spend reporting waste and fly-tipping on behalf of others. Officers to report back on what can be done to support Councillors on this.	Gemma Dando Jim Perkins	New fly-tipping reporting process has been designed and is now in place (attached). Single point of reporting irrespective of land ownership
		Members requested to know what was happening with regards to the BWC Community Liaison Team especially where staff numbers had been reduced and the boundaries be changed. Officers said they would confirm the situation with members as soon as possible.	Jim Perkins / Gemma Dando	The scope and scale of the role of the Community Liaison team will remain unaltered in the short term. Its function will form part of the company wide review and restructure currently underway
		A Member what the average CO2 levels were per household. Officers said they would need to look into this and report back.	Jim Perkins / Gemma Dando	Cllrs should follow linked and use mapping tools provided http://naei.beis.gov.uk/data/local-authority-co2-map
9.	Clean Streets - Neighbourhoods & Communities Service Clean Streets - Neighbourhoods & Communities Service	Members said they were still waiting to know how they could feed into the system, help set the priorities and how and when they will be provided with regular reports. Was it via scrutiny or separate drop-in sessions? It was suggested that the Lead Members discuss with officers at the next planning meeting.	Penny Germon / Gemma Dando	Cllr Briefings Adherence to approved policies and procedures. Proposed creation of an e-newsletter by BWC to all members detailing all aspects, issues and current pressures relating to waste, recycling and clean streets. Use of dedicated member enquiries mailbox

V3 – updated 23-10-2018-db

		It was asked what happens to commercial food waste and how it is treated if not collected by BWC. Officers to report back on this	Gemma Dando & Jim Perkins	BWC do not currently offer this collection service to its commercial users. No data available on systems operators by other waste collectors serving Bristol.
		Nuisance front gardens, particularly HMOs; were there many instances? Officers will provide an update on this.	Penny Germon	Waste in gardens - April – Sept 2018 141 new cases – private housing 21 new cases BCC housing.
10.	Safer Bristol Statistics	Members asked if comparisons could be made with the Quality of Life Statistics next time. Officers to look into this and report back if this is possible	Stuart Pattison	

V3 – updated 23-10-2018-db

Core-all City data and performance comparators

Authority 2016-17	Household Tonnage	Tonnes Recycled	Dry Recyclables	Organic Recyclables	% Landfilled	Residual kg per Household per year	kg per Person per year	Recycling Performance %
Newcastle-upon-Tyne City Council MBC	119125	50432	25541	24891	21.6%	536.5kg	401.2kg	42.3%
Liverpool City Council	177070	49671	32052	17617	NA	574,9kg	364.9kg	28.1%
Manchester City Council MBC	165255	59500	30016	29500	NA	470.9kg	304.6kg	36.0%
Sheffield City Council	191317	56543	45188	11355	5.2%	553.6kg	331.5kg	29.6%
Leeds City Council MBC	313357	118914	67086	51828	11.1%	561.2kg	398.2kg	37.9%
Nottingham City Council	113192	33701	19452	14249	8.8%	588.8kg	348kg	29.8%
Birmingham City Council	414137	100916	65932	34984	7.5%	719.3kg	368.1kg	24.4%
Bristol City Council	172906	75104	46074	29030	27.7%	498.5kg	380.4kg	43.4%
Stoke-on-Trent City Council	105796	36838	19713	17125	6.8%	601.2kg	417.4kg	34.8%
Coventry City Council	131053	39213	21859	17354	7.7%	660.6kg	371.1kg	29.9%
Wakefield City MDC	153955	73180	41969	31212	20.3%	532.7kg	455.7kg	47.5%
Sunderland City Council	120444	31865	22532	9333	0.7%	696.5kg	432.1kg	26.5%
Kingston-upon-Hull City Council	108541	53752	30505	23247	4.0%	460.4kg	416.6kg	49.5%
York City Council	84785	36016	20891	15125	59.6%	557.3kg	402.2kg	42.5%
Bradford City MDC (MBC)	201190	74369	44439	29930	7.7%	593.2kg	375.9kg	37.0%
Derby City Council	103203	36444	26229	10215	33.5%	614.9kg	400kg	35.3%
Leicester City Council	123288	50141	25316	24825	32.7%	547.4kg	352.5kg	40.7%
Brighton and Hove Council	105921	28557	23787	4769	4.9%	601.9kg	362.9kg	27.0%
Southampton City Council	94919	26792	19527	7265	12.9%	648.4kg	369.9kg	28.2%
Portsmouth City Council	78271	19323	14344	4979	4.6%	654.8kg	361.5kg	24.7%
Isle of Wight Council	66620	31010	16735	14275	42.2%	506.3kg	476.4kg	46.5%
Plymouth City Council	105406	33780	25530	8251	0.1%	607kg	397.1kg	32.0%

Fly Tip Removal Process

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                              │   www.Bristol.gov.uk/streets-│
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Communities Scrutiny Commission
November 2018

Report of: Director of Homes & Landlord Services,

Title: Housing Crisis – Bristol housing market and trends

Ward: Citywide

Officer Presenting Report: Sarah Spicer

Contact Telephone Number: 0117 3525376

Recommendation: Update only for information only.

The significant issues in the report are:

Outline key information about housing issues in Bristol (including stock levels, affordability and homeless trends) and the approach to tackling the housing crisis.

The Wider Housing Market in Bristol

Bristol – Housing Stock

Numbers of Housing Stock

Valuation Office Agency figures (updated in March each year) list 200,284 residential properties for Bristol in March 2018

Types of Tenure

Even though increasingly out of date, the 2011 Census provided the most complete picture of housing tenures within Bristol, indicating 21% is social rented (15% owned by the city council, 6% by housing associations), 55% is owner occupied and 24% privately rented. A comparison with Core Cities based on the 2011 Census data indicates that rates of owner occupation vary between a low of around 38% (Manchester) up to approximately 59% (Cardiff).

The private rented sector has increased significantly since 2001. More recent analysis from the Building Research Establishment provisionally indicates that Bristol's tenure split has changed to 18% social rented, 53% owner occupied and 29% private rented.

Bristol House Prices

The UK House Price Index, compiled from Land Registry data, indicates that as of August 2018 the average house price in the UK was £232,797. For the same period, the average house price in Bristol was £282,624, some 21.4% higher than the UK average. Comparing house prices in Bristol to those in other Core Cities in the decade between August 2008 and August 2018 indicates that not only does Bristol have the highest average house price of all the Core Cities, it has also seen the highest percentage increase – over 56%, compared to a UK average increase of just over 32%.

Table 1: Average House Prices in Core Cities in decade between August 2008 and August 2018

City	August 2008	August 2018	Percentage Increase
Birmingham	£138,895	£183, 362	32%
Bristol	**£180,602**	**£282, 624**	**56.5%**
Cardiff	£160,407	£210, 975	31.5%
Glasgow	£124,028	£136, 353	9.9%
Leeds	£151,027	£183, 651	21.6%
Liverpool	£122,696	£131,811	7.4%
Manchester	£131,761	£177, 594	37.8%
Newcastle upon Tyne	£154,575	£165, 359	7%
Nottingham	£110,497	£141,294	27.9%
Sheffield	£137,842	£162, 363	17.8%
UK Average	**£176,092**	**£232,797**	**32.2%**

Source: UK House Price Index

2

Housing Affordability

Access to affordable housing is a problem for many people across the UK. Affordability can be measured by looking at the relationship between the price of the cheapest homes and the lowest level earnings in a particular area. According to data from the Office for National Statistics (ONS)[1], the ratio between lower quartile house prices to lower quartile earnings in Bristol in 1999 was 3.69. The latest data available (2017) indicates a ratio of 9.53 (ie. the cost of the cheapest Bristol home is over nine times the annual earnings of the poorest households). A slightly lower ratio applies when comparing median earnings to median house prices for Bristol in 2017 (8.99).

Private Sector Rents

Average Rent

The private rented sector represents a growing proportion of the housing market nationally and locally and the only housing option for many households priced out of owner occupation but ineligible for affordable/social housing. Valuation Office Agency data for April 2017 to March 2018 (the most recent figures available) indicate that the overall average (mean) rent for the city of Bristol (across all rented property categories - from single room rental to 4+ bedroom properties) is around £1,085 a month. For the same period, the average (mean) rent for England (across all categories) was £829 a month.

Average Private Rent in different parts of the city

Council's Private Housing Team has provided some indication how Bristol private sector rents vary across the city. Below is an indication of the average rent for one to four bedroom properties in areas of Bristol where discretionary licensing schemes have been introduced for Houses in Multiple Occupation. The evidence suggests that the impact of HMO licensing has not pushed property prices up in the areas where the Council have introduced discretionary schemes (Eastville/St George West BS5 and BS16 post code areas), as the average market rent in these areas remains below the Bristol average. The average rents in areas such as Clifton and Redland areas were already above the Bristol average.

Table 2: Average rents in different parts of the City

	BS5 (Eastville / St George)	BS16 (Fishponds/ Stapleton)	BS8 (Clifton)	BS6 (Redland)
1 Bedroom	656	703	1009	871
2 bedrooms	846	870	1268	1200
3 bedrooms	1066	1213	2051	1225
4 bedrooms	1042	1550	2563	2002

Source: BCC, Private Housing Team

Private Rents – Change over time

Between 2013/14 (the earliest date for which such data exists) and 2017/18 Bristol private sector rents increased more than the England average for properties of all sizes. So, for example, between 2013/14 and 2017/18 rents for one bedroom homes increased nationally by 10.5%, while in Bristol they increased by 24.3%. Over the same period rents for four bedroom homes increased 9.6% nationally, and by 28.9% in Bristol.

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[1] Office for National Statistics (ONS), House price to workplace-based earnings ratio

3

Private Sector Rents – Comparison with Core Cities

Home.co.uk is another source of private rented sector data. Below is a comparison of private rented sector rents across the Core Cities for one to five bedroom properties.

Table 3: Average rental costs across Core Cities

	Birmingham	Bristol	Cardiff	Glasgow	Leeds	Liverpool	Manchester	Newcastle	Nottingham	Sheffield
1 Bedroom	638	799	601	560	574	494	713	526	613	525
2 bedrooms	856	1038	846	747	745	599	892	648	764	705
3 bedrooms	862	1210	974	990	865	700	1038	797	862	733
4 bedrooms	1170	1611	1233	1506	1156	966	1315	1162	1335	836
5 bedrooms	1333	2875	1528	1851	1509	1590	1612	1519	1657	1086

Source: Home.co.uk accessed 18/10/18

Local Housing Allowance (LHA)

In 2014 measures were introduced to ensure that any increase in Local Housing Allowance (LHA) - which determines the amount of housing benefit an individual can receive if they rent from a private landlord - would be capped at actual rent inflation, or 1%, whichever is the lower figure. Despite LHA rates rising by 3% for one and three bedroom properties in April 2017, there remains a growing disparity between housing benefit rates and actual market rents across the city.

Table 4: Bristol Local Housing Allowance (LHA) and Average Bristol Private Sector Rent

Property Type	LHA Monthly Rates (2018)	Average Monthly Private Sector Rent 2017/18[2]
Shared room (single under 35)[3]	£300.69	£430
1 bedroom	£557.14	£644 – Studio Property £797 – 1 bedroom Property
2 bedroom	£676.22	£1,036
3 bedroom	£807.91	£1,253
4 bedroom	£1,081.60	£2,224

Affordable Housing Need

In the West of England two Housing Market Areas have been identified, a Wider Bristol Housing Market Area and a Bath Housing Market Area. The JSP is a statutory Development Plan Document that will provide the strategic overarching development framework for the West of England to 2036. The JSP plans to meet the needs arising from both the Bristol and the Bath housing market areas to 2036.

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[2] Source: *Valuation Office Agency: private rental market statistics*

[3] The shared room rate applies to most single people aged under 35, even if that person lives in self-contained accommodation.

4

The Strategic Housing Market Assessments (SHMAs) for the Wider Bristol and Bath Housing Market Areas (2015 and updates in 2016 and 2018) carried out by Opinion Research Services (ORS) demonstrate that there is a need for 30,065 Affordable Homes in the West of England in the period 2016-2036. The table below illustrates how this figure is broken down in each of the four West of England local authority areas:

Table 5: Breakdown of Affordable Housing Need by West of England Unitary Authority

Local Authority	Affordable Housing Need
Bath and North East Somerset	3,212
Bristol	16,228
North Somerset	4,639
South Gloucestershire	5,987
Total	**30,065**

5

Homelessness and Rough Sleeping

Homeless Presentations and Acceptances – 2014-18

The number of Part 7 homelessness acceptances in Bristol in 2017-18 was 721. In 2012-13 the number was 324. This is a 122% increase over a five year period (though lower than the 1006 acceptances in 2015-16). The increase in Part 7 housing acceptances in Bristol reflects the increase in demand for homelessness prevention services citywide throughout this period. The list below provides a breakdown by reason for the acceptance in categories required by and reported to the MHCLG each quarter.

E2: Part 7 acceptances	12-13	13-14	14-15	15-16	16-17	17-18
P7 due to emergency	0	1	1	3	3	2
With dependent children	156	255	586	677	676	519
pregnant women, no children	9	19	66	93	81	41
16 or 17 years	54	35	18	10	5	1
Formerly in care	5	8	12	8	5	7
vulnerable 'old age'	6	6	7	14	7	10
vulnerable physical disability	35	63	67	87	91	65
Mental illness or disability	0	53	49	75	79	55
other reason drug dependency	37	14	1	1	0	0
other reason alcohol dependency	0	2	0	1	0	0
other reason former asylum seeker	0	2	0	0	0	0
other	2	0	7	3	1	3
vulnerable having been in care	1	1	2	1	0	0
vulnerable having been in HM forces	0	1	0	0	0	0
vulnerable having been in custody	0	0	0	0	0	0
vulnerable having fled home due to violence	5	1	33	32	31	18
vulnerable having having fled home due to domestic violence (2)	14	30	50	30	30	15
Totals	324	491	872	1006	979	721

Table 6: Reason for homeless acceptance

The three main reasons for citizens presenting as homeless to the homeless prevention team over a five year period from 2012-17 are:

- Loss of rented or tied accommodation (Assured Shorthold private rented sector tenancy) - 1583
- Parents or other relatives not willing or able to accommodate - 1413
- Violent breakdown of relationship including partner- 317

6

Benchmarking homeless data (Oct –Dec 2017)

In the core city group and consistent with previous quarters Manchester and Birmingham and now report higher numbers of **Part 7 acceptances** and **households in Temporary Accommodation** than Bristol (per '000 households though other core cities record much lower Part 7 numbers

Bristol now reports fewer **Part 7 acceptances** (per '000 households) per quarter than most reported London Boroughs (having previously reported more) and fewer numbers of **Households in Temporary Accommodation.** LB Islington and Camden show the greatest correlation with Bristol.

When we cluster non London LA's that reported similar levels of rough sleeping (per '000 households) at the 2017 national rough sleeper count Brighton continues to record the highest level of **Households in Temporary Accommodation** followed by Bristol, Exeter and Oxford .

Sub regionally **part 7 homelessness acceptances** and **numbers in temporary accommodation** are far higher in Bristol than in the rest of the extended sub region and this considerable weighting might be referenced in any future sub regional strategies.

Numbers in Temporary Accommodation 2012-18

Table 7: Snapshot of total numbers placed in TA at the end of Q4 (2012-2017)
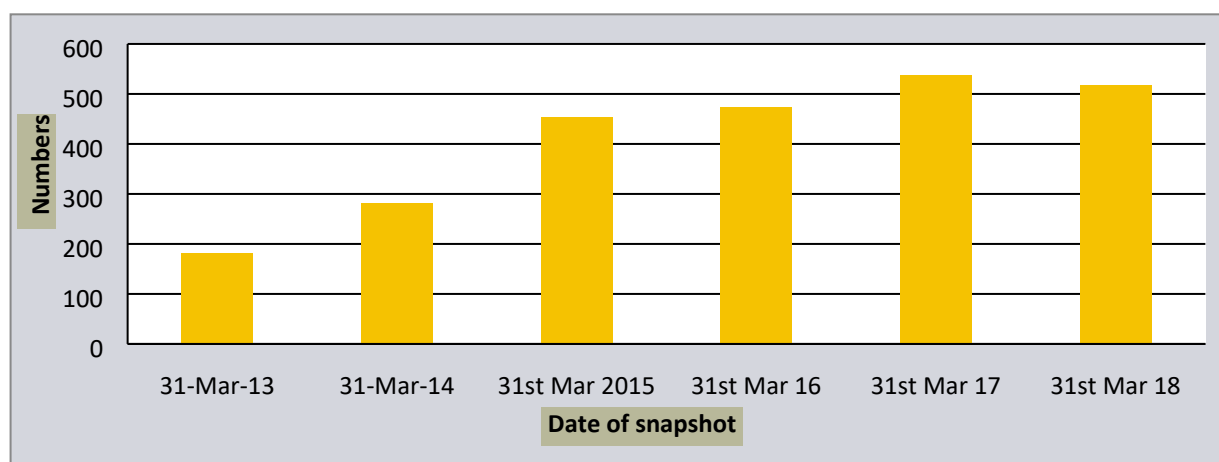
On the 31st March 2018 there were 517 households living in temporary accommodation[4]. in Bristol. On the 31st March 2012 there were 160, this is a 223% increase in use of TA over a 5 year period.

In recent years like other peer local housing authorities Bristol has become heavily dependent on the use of interim Temporary Accommodation to place people pending determination on a statutory duty to accommodate.

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[4] **Temporary accommodation** is **defined** by the **Housing** Act as **interim**. The reason it is **interim** is because the application for homelessness is being investigated. Most **accommodation** offered in an emergency in Bristol is commissioned supported hostel **accommodation** or spot purchased private sector/bed & breakfast accommodation and can be anywhere in Bristol or even outside the city boundaries

7

In terms of BCC's spend on Temporary Accommodation we are forecasting a gross spend of more than £6million in 2018-19, of which we don't expect more than a 75% recovery rate (via HB), partly due to the increase in homeless families who are waged and not entitled to full HB. This leaves a net spend of £1.5m when housing benefit subsidy is taken into account.

Number of rough sleepers

The numbers of people sleeping rough is monitored very closely in Bristol. There are monthly hotspot counts where Outreach workers engage and report monthly on the numbers of those sleeping in any one given night. The MHCLG also requires the city to report to the annual National rough sleeper count which takes place each November and is a more comprehensive citywide count. At the National Count in 2017 86 people we reported sleeping rough. The trend from 2012 shows an increase from 8 in 2012 to currently up to 100

More recent hotspot returns in Bristol suggest a continuing increase in the number of people sleeping rough and monthly hotspots are now engaging with more than 120 people sleeping rough.

Table 8: Monthly hotspot counts 2012-2017
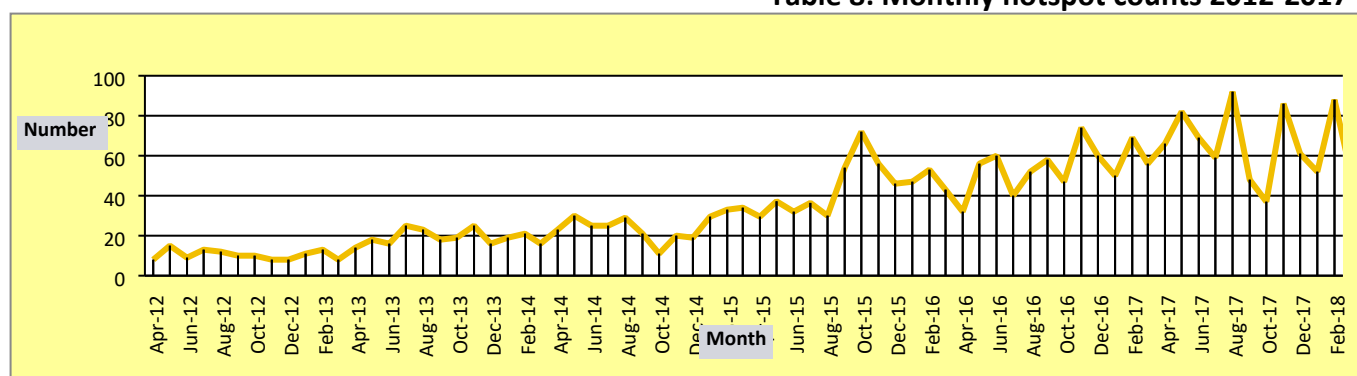
Bristol reported the sixth highest **overall number** of rough sleepers to the National Rough Sleeper count in November 2017. This is the same position as in 2016. Bristol and Manchester report very similar numbers of people sleeping rough, below is a list of the 2010 to 2017 returns for the top six in 2017. Our nearest sub regional category in this grouping is B&NES (36th).

Table 9: Rough sleeping count

	2010	2011	2012	2013	2014	2015	2016	2017
Westminster	128	106	131	140	265	265	260	217
Brighton and Hove	14	37	43	50	41	78	144	178
Camden	11	7	5	4	5	15	17	127
Manchester	7	15	27	24	43	70	78	94
Luton	3	3	25	22	33	53	76	87
Bristol, City of	8	8	9	41	41	97	74	86

8

The 2017 figures also breakdown the figures by gender, age and nationality grouping. Of these Bristol whilst sixth overall reports the 3rd highest number of women rough sleepers. And the 4th highest number of Non EU national rough sleepers.

9

Social Housing

Social Housing Demand

Rough sleepers and households in temporary accommodation represent an element of housing need, not taking into account hidden homelessness (sofa surfing etc) and households in appropriate, or insecure accommodation.

The table below shows waiting list figures have reduce, but this reflects a change in eligibility criteria and policy. It also shows a reduction in the number council homes allocated per year.

Table 10: housing demand

Year\list	Full waiting list on 1st April	Waiting list requiring 1-bed	Waiting list requiring 2-bed	Waiting list requiring 3 -bed	Waiting list requiring >3 bed
2017-18	11,693	6,112	3,431	1,742	408
2016-17	8,871	4,320	2,798	1,429	324
2015-16	9,238	4,554	3,128	1,649	453
2014-15	7,197	3,726	2,044	719	657
2013-14	14,513	7,940	3,851	1,497	818
2012-13	14,360	8,221	3,882	1,447	395
2011-12	14,585	7,507	3,561	1,228	128

Table 11: City wide social housing allocations by band 2011-2018

		2008 - 09	2009 - 10	2010 - 11	2011 - 12	2012 - 13	2013 - 14	2014 - 15	2015 - 16	2016 - 17	2017 - 18
BCC	Band 1	129	71	91	111	89	101	93	182	204	176
	Band 2	527	403	380	414	457	529	361	752	967	800
	Band 3	565	491	567	649	569	635	702	217	189	220
	Band 4	635	895	758	598	445	389	166	195	85	105
	Band 5	159	337	213	171	139	139	88	2		
	Total	2015	2197	2009	1943	1699	1793	1410	1348	1445	1301
Housing Associations	Band 1				33	28	32	37	49	53	45
	Band 2				151	215	184	252	355	354	287
	Band 3				256	151	167	156	83	73	103
	Band 4				157	147	127	121	110	126	79
	Band 5				106	121	102	92	5		
	Total	1023	806	943	703	662	612	658	602	606	514

This chart outlines the citywide social housing allocations by band and separates social housing provider into BCC stock and Housing Association Stock. This data includes allocations to supported housing. It's worth noting that data for housing associations was recorded from 2011-12. It again reflects the overall change in the number of lettings over the 10 year period. There were significant increases in allocations from Band 1 and Band 2 and a subsequent drop in allocations from the lower bands (3 to 5).

Location of hostels and temporary accommodation

10

Geographical location of TA

There is a wide range of provision that could be termed as temporary accommodation from night shelters to individual homes let to households on assured shorthold tenancies. Information about these properties is not held in one place, the following indicates the range and location of accommodation used.

Non-commissioned hostels

License traditional hostels (non-commissioned) where non statutory homeless persons (usually singles) are provided with food as part of their weekly rent – list requested. Map to be provided

Commissioned homeless hostels

Nearly 400 unit of supported accommodation are commissioned for homelessness pathways with units provided across the City. These range in size with the largest being 56 units on Jamaica Street.

The following are hostels set up, but with management and support commissioned out, in HRA owned buildings:

Trinity House, Montpelier
Windermere, Southmead
Newland Road, Bishopsworth
St Annes House (winter shelter)

Housing Revenue Account (HRA) – acquired properties

53 HRA 'acquired' homes are currently being used for either TA or commissioned services. A further 43 'acquired' HRA properties are on long term lease agreements on to Registered Providers, granted in late 1990's/2000's. These were to be used for supported housing.

BCC/HRA –properties

There are a small number of BCC buildings be used as emergency accommodation for rough sleepers, these are being managed by St Mungo's.

Delaware House, Stockwood
Tenants centre, Hartcliffe
Sea Mills Children centre
Romney House (will shortly cease using it for this purpose)

Spot and block purchase

11

The type and cost of property used as Temporary Accommodation has changed in Bristol during the past six years. Whilst in 2012 the use of non-procured private rented sector and traditional bed & breakfast/hotel accommodation was acceptable and commonplace. By 2018 the use of traditional B&B accommodation has more or less ceased and the council has established an Emergency Accommodation Procurement Framework (in partnership with South Gloucestershire Council) to procure Temporary Accommodation. This Framework is a live Framework and housing providers submit bids through a city council procurement portal. Those providers who meet the required standard at evaluation are awarded a place on the Framework and are paid a spot purchase/nightly rate for the use of accommodation they offer to the Framework. More recently Housing Options has innovated to procure bids for TA from the RSL/Housing Association partners in the city to provide lower cost pre-paid block purchase temporary accommodation to the Framework. Further developments on the use of TA in 2019 are planned with the commissioning of family supported accommodation to add to the TA portfolio.

The so called spot and block purchased accommodation units are geographically dispersed with concentrations in the inner-city northern and eastern wards of the city and some to the south of the city centre. There are some units located on and beyond the South Gloucestershire line and a few in North Somerset towards the airport.

Real lettings

Real Lettings is a social lettings agency and is part of the homelessness charity, St Mungo's.

The homes allocated are not actually temporary accommodation or hostel provision. Real Lettings works with the local authority to provide tenancies for vulnerably housed people. These are for an initial period of 12 months on an assured shorthold tenancy, which could then continue on a rolling monthly contract. During this time low level support is provided.

The Real lettings, co-ordinated by St Mungos Bristol, focusses on buying 'street properties' to use as move an accommodation short periods of time (18 months) before the properties are re-sold. Properties have been purchased over a number of locations in Bristol, and on the authority fringes in areas such Yate and Warmley. So far 95 units have been purchase, predominantly 2 & 1 bedroomed and a few 3-beds.

Please see Appedix 1 for a map of 'real lettings' homes locations.

Spend

12

In terms of BCC's spend on Temporary Accommodation we are forecasting a gross spend of approximately £5.5million in Housing Benefit during 2018-19, of which we expect more than a 50% recovery rate (via Department for Work and Pensions subsidy payments), leaving an estimated net spend of £2.3m when housing benefit subsidy is taken into account. This is broadly in line with 2016/17 expenditure. There is an additional potential cost to Housing Options due to homeless families who are either not entitled or partially to full HB.

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Housing delivery (development of new)

Table 12: Affordable housing supply 2008–18

Year	Affordable Homes				Total Affordable	Total Market Homes	Grand Total
	Social Rent	Affordable Rent	Shared Ownership	Comments			
2008/09	351	107	125	184 AH S106, 399 BCC/HCA grant funded	548	2,124	**2,672**
2009/10	292	130	131	64 AH S106, 489 BCC/HCA grant funded	539	1,769	**2,308**
2010/11	334	21	47	53 AH S106, 349 BCC/HCA grant funded	402	1,416	**1,818**
2011/12	263	39	63	113 AH S106, 212 BCC/HCA grant funded plus 40 BCC funded	365	1,537	**1,902**
2012/13	180	80	30	64 AH S106, 489 BCC/HCA grant funded	290	725	**1,015**
2013/14	72	26	4	30 AH S106, 66 BCC/HCA grant funded plus 6 Council Homes	102	1,218	**1,320**
2014/15	26	208	6	20 AH S106, 220 BCC/HCA grant funded	240	1,263	**1,503**
2015/16	29	106	7	40 AH S106, 88 BCC/HCA grant funded plus 14 HCA funded Council Homes	173	1,443	**1,616**
2016/17	17	109	73	66 AH S106, 133 BCC/HCA grant funded	199	1,809	**2,008**
2017/18	78	79	31	55 AH S106, 133 BCC/HCA grant funded	184	1,475	**1,659**
2018/19	43	137	81	AH projection based on actual delivery & forecast delivery	261	*Data to be available in early 2019	-
2019/20	160	307	33	AH projection based on forecast delivery	500		-
2020/21	228	365	207	AH projection based on forecast delivery	800		-

HRA delivery and borrowing

Up until this point the HRA new build programme has been financed using HRA revenue as 95% of the HRA borrowing capacity has been utilised.

Earlier this year Local Authorities were invited to submit bids for additional borrowing headroom for development on named sites. Bristol developed and submitted 11 bids by the deadline on 30th Sep 2018. The subsequent announcement that the borrowing cap would be removed nullifies these bids. A financial appraisal of the opportunities this presents is now being undertaken.

Meanwhile construction is underway on 64 new council homes, across 4 sites located in Henbury and Brislington.   Development is about to commence on 133 new council homes in Ashton Vale (Alderman Moores).

Consideration is now being given to securing finance to progress development on the 11 sites appraised for the additional borrowing headroom bids.

15

What is happening to address these issues?

2000 homes, 800 affordable

As indicated on page fourteen the City is on track to deliver 800 new affordable homes in 2020/21, in-line with the target set by the political administration. A significant factor in achieving this has been the additional resources within the Council dedicated to enabling the acceleration and increased development of new homes. As well as traditional methods of securing affordable homes, such as through section 106 agreements, a range of methods have been utilised as explored below.

Enabling grant and land disposal: Supported the development of affordable homes by Registered Providers through the provision of enabling grant, and through a land disposal programme.

The creation of a Local Housing Company: Through the housing company we can borrow money via the council's general fund. The company can be set up as a joint venture vehicle, enabling us to bring in finance from the private sector, helping unlock building potential on larger sites. The Company allows the City Council to have influence over what's built, how its built and when its built. The first sites to be developed will be:

Site 1 - Romney House, Lockleaze
- Former school playing field, planning for up to 268 homes across the site.
- 30 % affordable housing.

Site 2 – Baltic Wharf Caravan Club site
- Adjacent to the sailing club on Spike Island, waterfront site.
- 40% affordable housing

Housing Revenue Account (HRA) direct development (new council homes): A programme for the development of new council homes, financed through the Housing Revenue Account, commenced in 2015. To date the programme has delivered 81 new homes on small parcels of land owned by the HRA. A further 24 properties are expected to be delivered in 2018/19, and plans are approved for a further 178 homes to be delivered across three sites including Alderman Moores (79 for private sale and 99 council homes).

The programme target is to build 60 homes a year going forward, but it has taken 3 years to build up the momentum from not having a development team or strategy, to delivering the homes. The opportunity to review this target is being assessed following the Government's decision to lift the HRA borrowing cap.

Homelessness and Rough Sleeping Services

Rough Sleeping: In essence Bristol offers rough sleepers in the city and the sub region a wide range of services and continues to look at extending and innovating in order to meet the government target of halving rough sleeping by 2022 and eradicating it by 2027 including:

- Night Shelters (including safer off the streets project) provided by St Mungo's, The Julian Trust, Caring in Bristol and Crisis Centre Ministries
- Safer off the streets – fundraiser for night shelter provision in the city
- No second night out project- 3 year collaboration between Bristol and North Somerset to target rough sleepers new to the street

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➢ Social Impact Bond project – 3 year social investment bond collaboration between the council, homelessness providers funded through ethical and social investors to target a cohort of 125 rough sleepers and remove from the streets
➢ Severe Weather Emergency Provision shelters (cold weather) funded through the council – annual emergency provision.
➢ St Mungos rough sleeping outreach team- commissioned by the council engaging directly with entrenched rough sleepers and responsible for all hotspot counts
➢ Hospital Discharge Team BRI- NHS/Social Care/St Mungos collaboration managing hospital discharge for those sleeping rough and homeless
➢ Compass Health(GP) Service Jamaica Street- NHS funded GP service for rough sleepers and homeless
➢ Golden Key programme – big lottery funded service targeting rough sleepers with complex needs
➢ Housing First pilot- collaboration between Golden Key providers and BCC targeting the delivery of supported housing and tenancy sustainment support specifically for those people sleeping rough
➢ Streetlink – charity for people to contact if they are concerned about a person they have seem sleeping rough

Homelessness:
➢ Bristol has a strong history of collaborative, multi-agency working to tackle homelessness and rough sleeping
➢ Homeless services and commissioning have been extensively reviewed to deliver best working practices and value for money, and to prepare for the additional responsibilities bought by the Homeless Reduction Act
➢ Homeless Prevention Trailblazer - a two year funded initiative to identify, and target interventions at, households in the Private Rented Sector at risk of homelessness
➢ Work with Private Rented Sector to help identify sustainable housing solutions for households that are homeless or at risk of homelessness
➢ Creating a business case to purchase 30 homes on the open market, using general fund borrowing, to be used as temporary accommodation for households with no, or low, support needs. This has the potential to save the general fund up to £300,000 per year in the cost of temporary accommodation provision.

Other housing initiatives

Targeting empty homes: The number of empty properties in the City varies with time, but at any one point there are usually around 1,120 properties that are empty and unfurnished on the Council Tax list for more than 6 months. Every year targeted action help bring hundreds of empty homes back into use in the city, helping to manage the high housing need.

Performance Empty Homes brought back into use after Council involvement 2010 - 2018

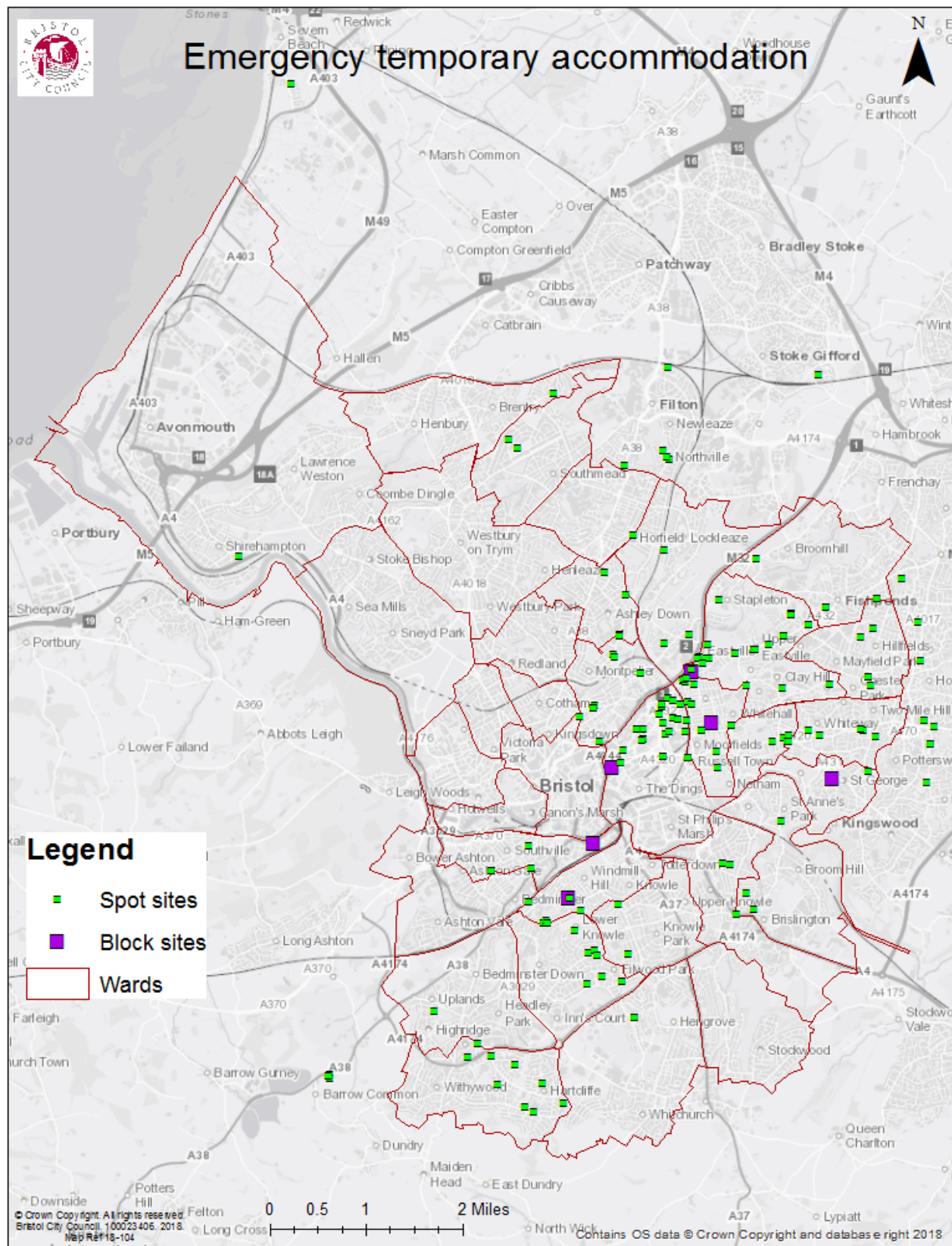| 2008/9	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
312	390	443	508	677	744	666	602	477	381

17

Appendix 1: 'Real lettings' property locations
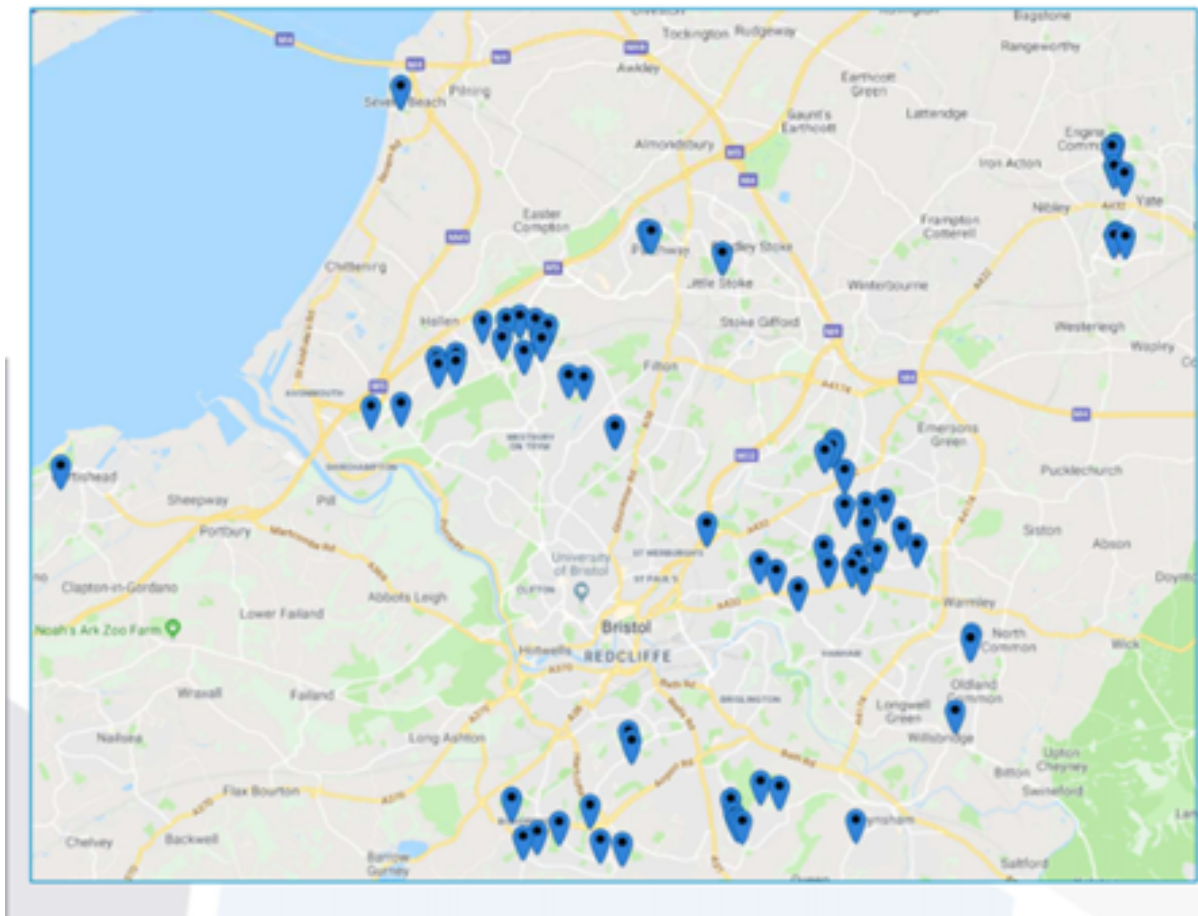
Appendix 2: Map of non-commissioned hostels

Appendix 3: Spot and block purchased temporary accommodation

Communities Scrutiny

November 2018

Tackling the housing crisis and Private Rented Sector

Sarah Spicer – Business Planning and Service Development Manager

Tom Gilchrist - Private Housing and Accessible Homes Manager
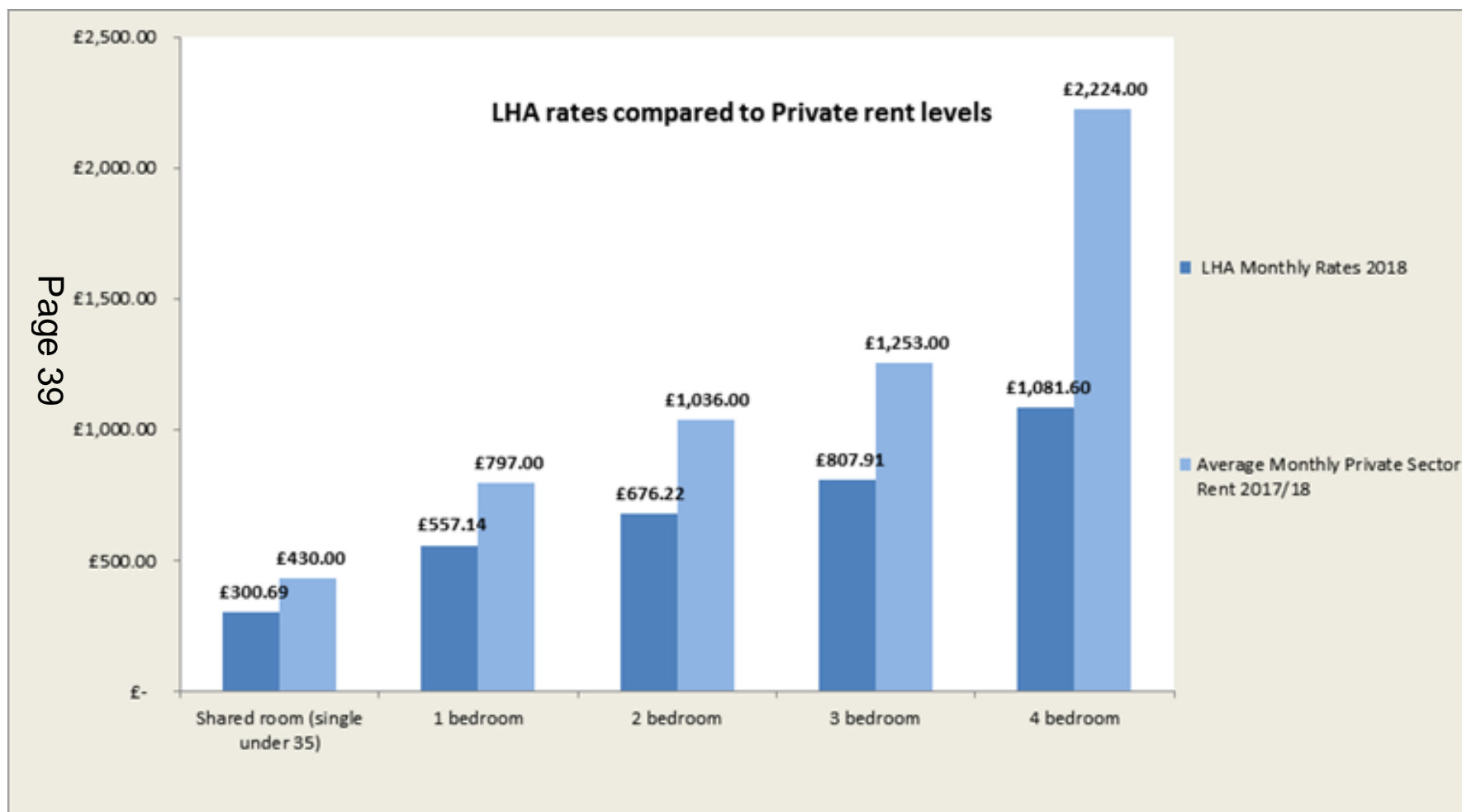
Bristol's Housing Market

- 200, 284 residential properties (Valuation Office)

- 18% social rent, 53% owner occupation and 29% private rented sector (Building Research Establishment)

- Average Bristol house price £283k

- Average rent in Bristol is £1085

House prices

City	August 2008	August 2018	Percentage Increase
Birmingham	£138,895	£183, 362	32%
Bristol	**£180,602**	**£282, 624**	**56.5%**
Cardiff	£160,407	£210, 975	31.5%
Glasgow	£124,028	£136, 353	9.9%
Leeds	£151,027	£183, 651	21.6%
Liverpool	£122,696	£131,811	7.4%
Manchester	£131,761	£177, 594	37.8%
Newcastle upon Tyne	£154,575	£165, 359	7%
Nottingham	£110,497	£141,294	27.9%
Sheffield	£137,842	£162, 363	17.8%
UK Average	£176,092	£232,797	32.2%

Rents and Local Housing Allowance

LHA rates compared to Private rent levels

Page 39

Total Part 7 acceptances by year 2012-17

Page 40

No of acceptances

324 — 12-13
491 — 13-14
872 — 14-15
1006 — 15-16
979 — 16-17
721 — 17-18
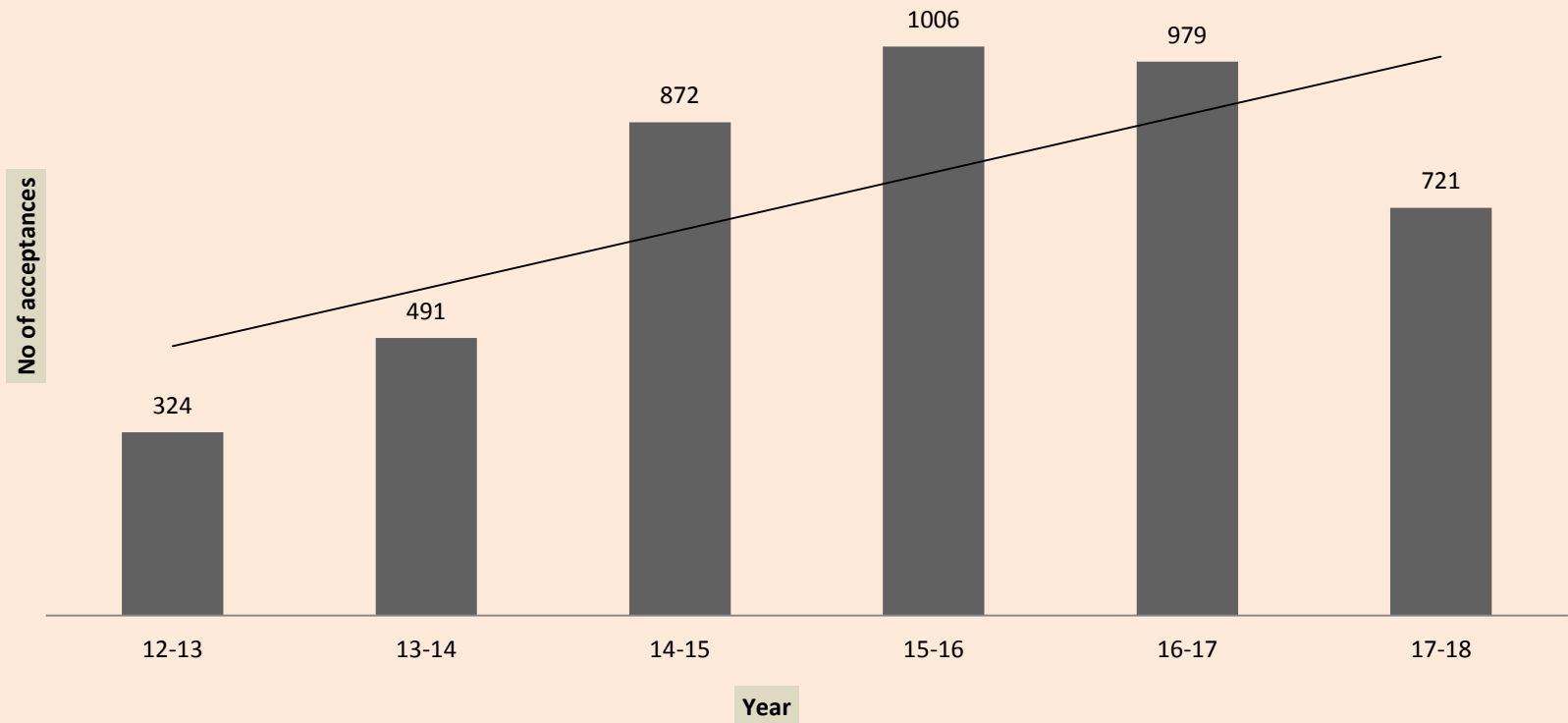
Year

Rough Sleeping Count
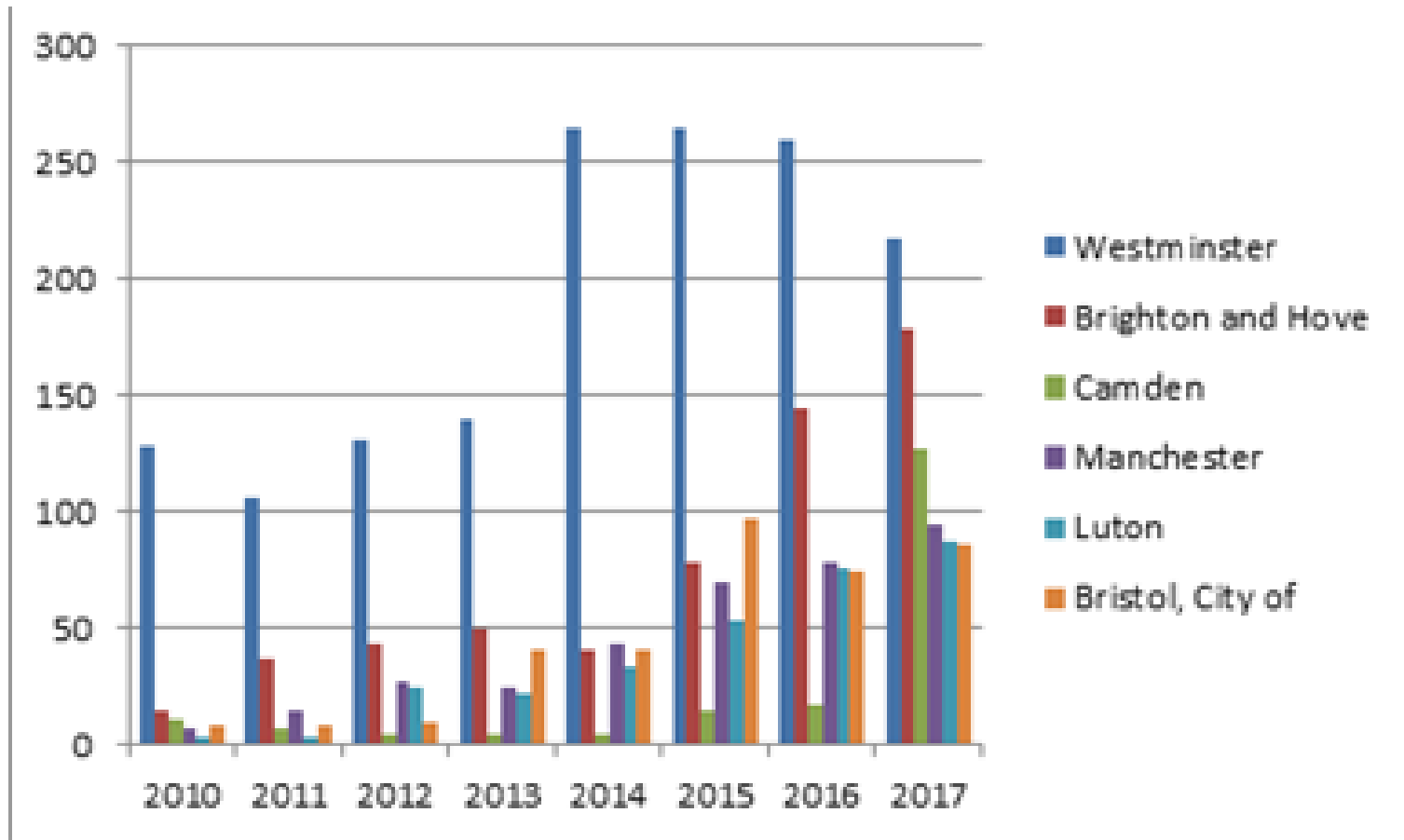
Households in TA at the end of Q4
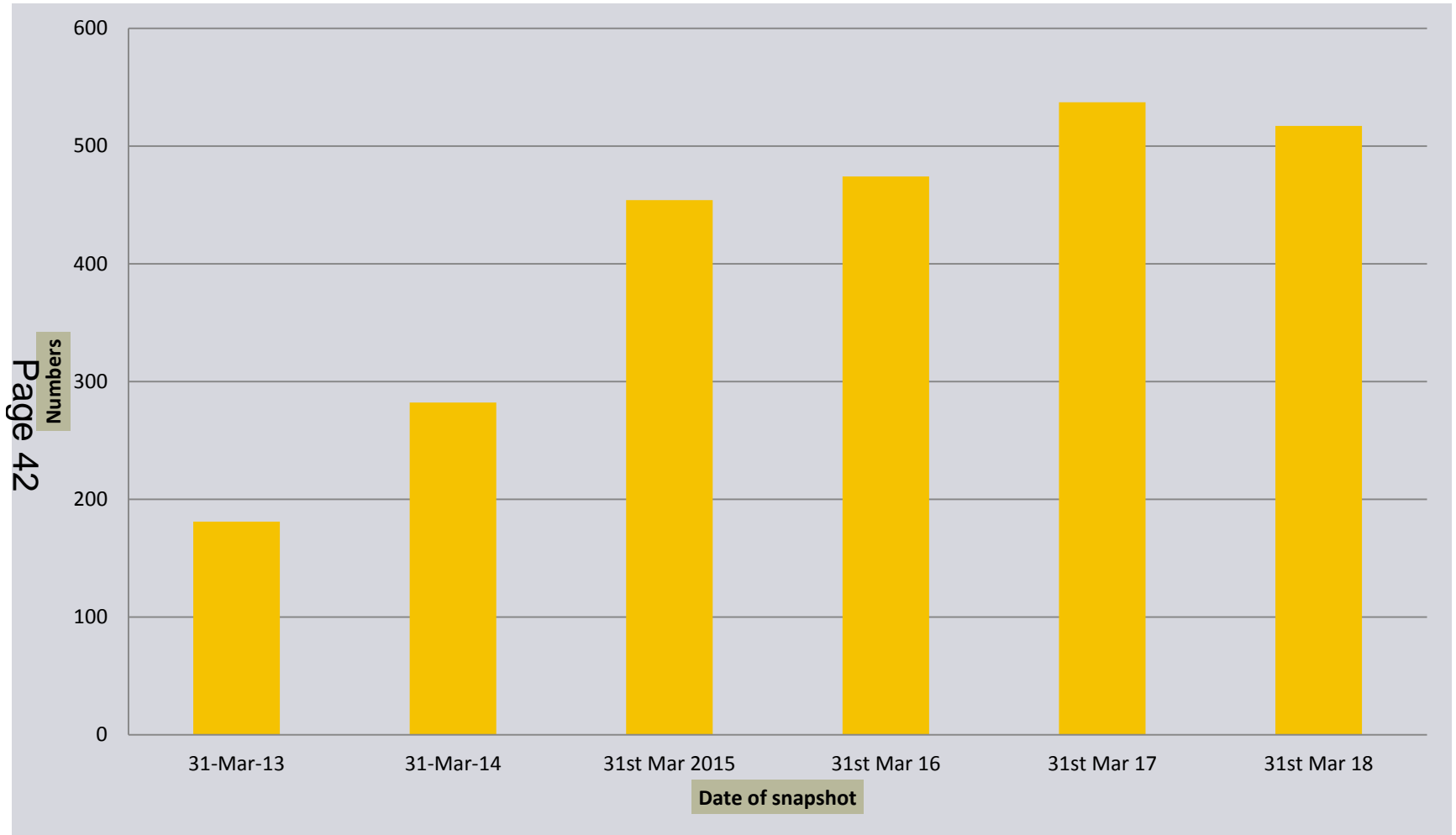
Social Housing – Allocations (Bristol)

Total Number of allocations

Year	Allocations
2008 - 09	3038
2009 - 10	3003
2010 - 11	2952
2011 - 12	2646
2012 - 13	2361
2013 - 14	2405
2014 - 15	2068
2015 - 16	1950
2016 - 17	2051
2017 - 18	1815
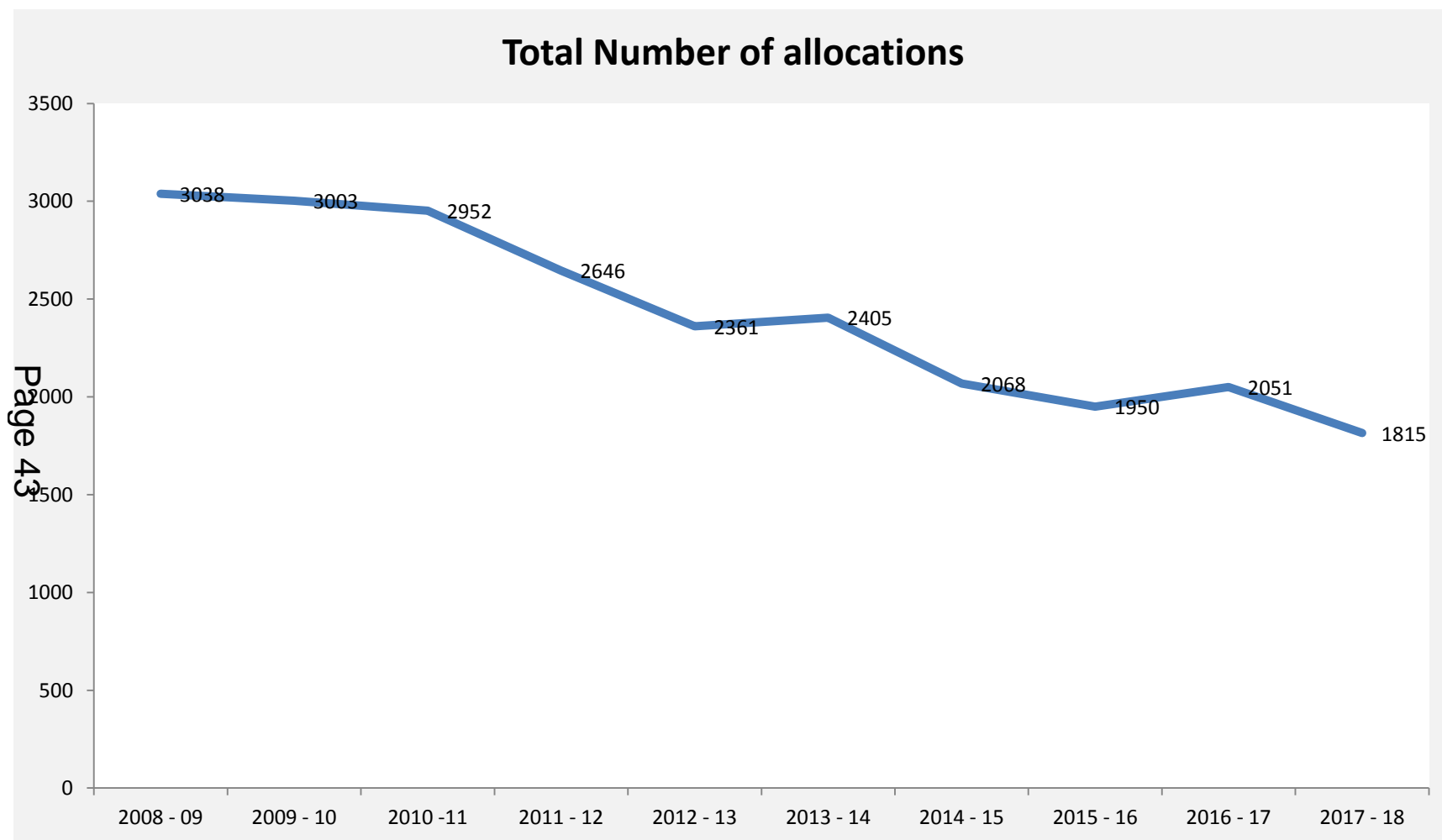
Housing Delivery – Affordable housing supply

Housing Supply							
Year	Affordable Homes					Total Market Homes	Grand Total
	Social Rent	Affordable Rent	Shared Ownership	Comments	Total Affordable		
2008/09	351	107	125	184 AH S106, 399 BCC/HCA grant funded	548	2,124	**2,672**
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2020/21	228	365	207	AH projection based on forecast delivery	800		-

Increasing the housing supply

- 2000 new homes – 800 affordable by 2020

- Section 106

- Enabling grant and land disposal

- Local Housing Company

- New council housing programme

HRA Development (council homes)

Rough sleeping and homelessness

- Strong partnership approach

- Extensive service provision

- Innovation and new approaches

PRS - Background

- Bristol's Private Rented Sector (PRS) was 28.9% (58,093) of all housing stock in 2017

- 20 wards in Bristol have PRS levels above the 20% national average level

- 2017 BRE stock modelling report identified:

- HMOs in the private rented sector are generally in poorer condition than non-HMOs

- Levels of serious hazards are higher in HMOs (22% compared to 13% for non- HMOs)

- Approx. 12,500 Houses in Multiple Occupation (HMO's) – 62% concentrated in the proposed new licensing area

Property Licensing

- There are 3 licensing types under the Housing Act 2004:
    - Mandatory – HMOs of 5 or people in 2 or more households (storey criteria recently removed)
    - *Additional – HMOs with 3 or more people in two or more households
    - *Selective – all other housing not covered by Mandatory or additional licensing

    * LA's can designate all or a part of their areas for property licensing, subject to meeting various criteria to improve housing conditions and poor property management

Property licensing in Bristol

- Mandatory licensing covers 2,515 properties

- Stapleton Road licensing scheme – finished April 18 covered 1,226 properties

- Eastville/St George West licensing scheme – Started July 2016 covers approx. 2,800 properties

- Consulted on a 12 ward HMO licensing scheme between May – September 2018. 69% response in favour of proposal

- Following High Court case, will be re-consulting on fees

- Plan to take recommendation to cabinet in April 2019

licensing scheme outcomes

Stapleton Road

- 845 (69%) of properties required improvements to meet licensing conditions

- 445 hazards resolved in 396 properties (Category 1 hazards – 266, Category 2 hazards – 179) with 572 informal and formal notices served.

- 481 referrals made to various agencies regarding ASB/nuisance issues relating to 439 properties

Eastville and St George West Wards

- 646 (43%) properties have required improvements to meet licensing conditions.

- 14% of properties inspected have had a category 1 or 2 hazard resolved

- 408 informal and formal notices served requiring property improvements

- 192 referrals made to various agencies regarding ASB/nuisance issues relating to 136 properties

Enforcement

– Response to tenant complaints relating to property standards and poor management and enforcement action against those landlords who fail to meet minimum standards

– Range of enforcement action can be taken where landlords will not undertake repairs:

   - Serve formal notices

   - Issue civil penalty notices

   - Prosecution

– Redress Scheme: Civil Penalties issued for not registering

– Project to target Rogue Landlords following successful bids for DCLG funding

   • Serial offenders are investigated and their properties inspected

   • Multi partnership inspections undertaken out of hours

   • Tenancy Relations serious breaches in tenancy law are pursued

   • Trading Standards breaches investigated

Questions

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Communities Scrutiny Commission

November 2018

Report of: Director of Homes & Landlord Services

Title: Private Rented Sector update

Ward: Citywide

Officer Presenting Report: Tom Gilchrist

Contact Telephone Number: 0117 352 1975

Recommendation: Update only for information only.

The significant issues in the report are:

Outline the growth of private rented sector and the work being undertaken to improve housing conditions and poor property management in this sector.

The impact that property licensing schemes and other interventions can have on tackling issues in the Private Rented Sector.

1. **Context**

1. **Background of PRS (Private Rented Sector)**

1.1 Privately rented housing accounts for 28.9% (58,093) of the city's housing stock (Building Research Establishment (BRE) Bristol Housing Stock Report, August 2017) - a growth of 4% since the Census 2011 and 9% above the national average of 20%. 20 out of 34 wards in Bristol have a percentage of private rented sector dwellings in excess of the national average. The sector continues to grow as house prices have increased and access to social housing remains difficult as demand far outstrips supply. Appendix 1 shows the tenure profile in Bristol and Appendix 2 gives a comparison of market rent levels across the core cities. Bristol has the highest of the entire core Cities and licensing is unlikely to be an influence on rent levels in the City.

1.2 The private rented sector (PRS) offers flexibility enabling people to move their accommodation to meet their requirements e.g. changes to employment, personal circumstances, access to schools and moving closer to family and friends.

1.3 Although many landlords provide a good standard of accommodation to their tenants, there are a substantial number who do not. Given the demand for housing in the city, unscrupulous landlords take advantage of those who have least choice in the market and offer substandard and poorly managed accommodation.

1.4 The Government recognises that problems of poor management and housing conditions are not just confined to larger HMOs (Houses in Multiple Occupation) and they introduced powers to Councils to declare areas where landlords are required to licence other rented properties in their areas, under the Housing Act 2004.

1.5 The BRE recently reported that "HMOs in the private rented sector in Bristol are generally in poorer condition than non-HMOs. The levels of serious hazards are notably higher for HMOs especially for fall hazards. Levels of disrepair are also higher for HMOs compared to non-HMOs)".

2 Conditions in the PRS - BRE Integrated Dwelling Level Housing Stock Modelling and Database for Bristol City Council

2.1 The Housing Act 2004 requires local housing authorities to review housing information and statistics in their district. The council commissioned the BRE in 2017 to undertake a stock condition report with particular focus on the private rented sector.

2.2 The primary tool to assess property condition is the Housing Health and Safety Rating System. The Housing Health and Safety Rating System (HHSRS) is a risk-based evaluation tool to help local authorities identify potential risks and hazards to health and safety from any deficiencies identified in dwellings. It was introduced under the Housing Act 2004 and applies to residential properties in England and Wales. The HHSRS assesses 29 categories of housing hazard. Each hazard has a weighting which will help determine whether the property is rated as having a category 1 (serious) hazard (Bands A-C) or category 2 hazards (Bands D-J).

2.3 In Bristol Bands A-D are considered actionable hazards under Bristol's enforcement policy, and enforcement action is taken when these are found.

2.4 BRE Headline results for Bristol – HMOs and licensing:

2.4.1 Overall the percentage of dwellings in the private rented sector across Bristol is 28.9% compared to the national average of 20%. The private rented sector is generally considered to be in the poorest physical condition and suffer from variable property management standards. The combination of a transient

population with little or no connection with an area can lead to an increase in anti-social behaviour and crime.

2.4.2 There are an estimated 12,559 HMOs in Bristol. In terms of concentration of HMOs, 62% of all HMOs in Bristol are contained within the central area of the City. A public consultation as recently been completed on whether to introduce a new licensing area (see map in Appendix 2). More detail on this proposal is covered in section 5.

2.4.3 Just over 2,500 HMOs in Bristol are licensable under the current national mandatory licensing scheme. Under the revised definition of mandatory licensing criteria the BRE estimated number of HMOs in Bristol which must have a mandatory licence will increase to 2,831, and action is underway to find these unlicensed properties.

2.4.4 HMOs in the private rented sector are generally in poorer condition than non-HMOs. It is estimated that there are higher levels of serious hazards in HMOs compared to non HMO's The Levels of disrepair are also 50% higher for HMOs than for non-HMOs.

Table 1: BRE stock modelling database outlining property defects in HMO's and non HMOs

Table 1		Private Rented Stock			
		HMOs		Non HMOs	
		No	%	No	%
Number of dwellings		12,559	22%	45,480	78%
HHSRS Category 1 Hazards	All Hazards	2,738	22%	5,827	13%
	Excess Cold	500	4%	1,200	3%
	Fall Hazards	1,941	15%	2,111	5%
Disrepair		1,176	9%	2,793	6%
Fuel poverty (10%)		2,269	18%	5,704	13%
Fuel poverty (Low income / High costs)		2,066	16%	4,683	10%
Low income households		1,839	15%	6,743	15%

2.4.5 There will be properties in the table above that have multiple hazards, however the box 'All hazards' is the total number of dwellings with at least one hazard.

2.4.6 Given the numbers of serious hazards (category 1) it is reasonable to assume that there will also be a significant percentage of high category 2 hazards present as well which will require inspection to determine if action was necessary to resolve these.

2.4.7 The levels of management problems dealt with by the Private Housing Service are shown in Table 2 below.

The proposed Additional (HMO) licensing area are shown in Appendix 2

Table 2: Private Housing complaints received in the five-year period to December 2017	Citywide Total	HMOs citywide	HMOs in Proposed area
Private housing complaints received	8,244	2,768 (34%)	1,470 (18%)
Actions against poor management	1,678	1,481 (88%)	1,206 (72%)

Actions to resolve poor housing conditions	2,787	602 (22%)	427 (15%)

2.5 Summary of BRE evidence

2.5.1 BRE recommendation: "Potential areas for investigation within Bristol – additional HMO licensing." The BRE have identified that wards with high levels of HMOs and with high proportions of hazards or in disrepair may be a starting point when considering areas which could be suitable for Additional HMO licensing. These wards are mainly in the central Bristol wards as identified in Appendix 2

2.5.2 Bristol City Council's evidence shows that in the last five years (see table 2 above) the area proposed for Additional Licensing received more than half of the Private Housing complaints than outside the area and 18% of these relate to HMOs.

3 Property Licensing

3.1 Bristol City Council undertakes reactive work across the city to tackle the problems in private rented sector. Over the last 5 years 34% of all complaints have been about HMOs, with 88% relating to poor management and 22% poor condition (NB some property complaints are about both issues). The majority of complaints relate to properties in the proposed additional licensing area which we are hoping to bring to Cabinet early in 2019.

3.2 Under the Housing Act 2004 property licensing was introduced to deal with issues in the private rented sector. There are different types of property licensing for different types of rented accommodation.

3.3 Mandatory Licensing: Part two of the Housing Act2004 introduced mandatory licensing, covering large Houses in Multiple Occupation (HMOs) with 5 or more people, from 2 or more households over three or more storeys. Bristol City Council has operated a mandatory licensing scheme since 2006, licensing ~1,500 larger HMOs every five years. From the 1st October 2018 mandatory licensing was extended to include all HMOs with 5 or more people in 2 or more households irrespective of the number of storeys, except for purpose built self-contained flat(s) in blocks of 3 or more self- contained flats.

3.4 965 extended mandatory applications were received by the 1st of October with a further 300 properties that appear to meet criteria and for which no application was received. These properties will be subject to licensing investigation. It is an offence to operate a licensable property without a licence. The penalty for not licensing is an unlimited fine or Civil Penalty up to £30,000.

3.5 Part 3 of the Housing Act 2004 introduced discretionary property licensing which can be used by local authorities to designate the whole area or parts of an area as subject to either Additional licensing of HMOs or Selective licensing of other privately rented accommodation.

3.6 **Additional Licensing** : The Housing Act 2004 enables a LA to designate the whole of Bristol or a particular area to be subject to Additional licensing relation to a description of HMO's specified in the designation i.e. all other HMOs not covered by mandatory licensing criteria.

3.7 In order to do so the council must consider that:

- a significant proportion of those HMOs described in the recommendation are being managed sufficiently ineffectively to give rise to (or be likely to give rise to) one or more particular problems either for the occupying tenants or to members of the public;

- the proposal must seek to adopt a coordinated approach;

- there must be consistency with the Council's overall current housing strategy;

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- The council must consider whether there are any other courses of action available to it of whatever nature that might provide an effective method of dealing with the problems and that the designation will significantly assist the council in dealing with the problems identified.

3.8 **Selective Licensing:** If certain conditions are satisfied the Council has the power to designate the whole of Bristol or a particular area to be subject to Selective licensing.

Selective licensing applies to privately rented accommodation other than those properties licensable under mandatory or additional licensing scheme and would require them to apply for a license to operate. This would include family accommodation. Area based selective licensing schemes cannot exceed:

- either a geographical area of 20% of the City

- or would affect more than 20% of privately rented homes in the local authority area. If a proposal exceeded this limit, approval must be sought from the Secretary of State.

3.9 The conditions to be considered in designating a selective licensing scheme are:

(a) that the area contains a high proportion of properties in the private rented sector, in relation to the total number of properties in the area;

(b) that those properties are occupied under assured tenancies or licences to occupy;

(c) that one or more of the following conditions are satisfied:

(i) low housing demand;

(ii) a significant and persistent problem caused by anti-social behaviour;

(iii) poor property conditions;

(iv) high levels of migration;

(v) high level of deprivation or

(vi) high levels of crime.

310 We have approved two discretionary licensing schemes in Bristol since 2013:

3.10.1 Stapleton Road scheme:

• Both Additional and selective licensing scheme were approved under the anti-social behaviour criteria

• Covered 1,226 properties (1,023 Selective licensed and 203 Additional licensed).

• It ran for five years and was completed in April 2018.

• 845 (70%) of properties required improvements to meet licensing conditions

• 517 formal and informal notices were served requiring improvement

• 32.3% of licensable properties had a category 1 or 2 hazard present that were resolved in 396 properties (Category 1 hazards – 266, Category 2 hazards- 179)

• 481 referrals were made to various agencies to tackle a series of ASB issues. These referrals related to 439 properties.

3.10.2 Eastville and St George

• Both additional and selective licensing scheme and approved under poor property conditions criteria

• Covers approximately 2,800 properties

• Came into force on 1 July 2016 and will run until 30 June 2021.

• 2,454 licenses have been issued so far (selective 2,284 and Additional 170)

• So far 1496 properties have been inspected and 646 (43%) have required improvements to meet licensing conditions

• So far 221 properties have had a category 1 or 2 hazard resolved (Category 1 hazards – 81, Category 2 hazards – 140)

• 381 formal and informal notices have so far been served requiring improvements to property conditions.

• 192 referrals have so far been made to various agencies to tackle a series of ASB/nuisance issues. This referral related to 136 properties in the licensing area.

4. How could licensing be improved?

4.1 The Ministry of Housing, Communities and Local Government has announced that it will review Selective licensing sometime in 2018, although an announcement has not yet been made. Bristol City Council would like to see the following changes introduced to reduce an overly bureaucratic process and the costs of operating a scheme. Our suggested changes to licensing are outlines in Appendix 4

5 Proposal to introduce additional licensing to 12 central Bristol wards.

5.1 Recently consulted on a proposal to introduce another additional licensing scheme in 12 wards in the Central Bristol area covering the wards in appendix 3.

5.2 The area has been chosen based on the recommendation of the BRE report (see Section 9 later in this report) and on other data that we have considered to rank areas which we believe would most benefit from licensing intervention. See table in Appendix 4.

5.3 The licensing consultation ran for 12 weeks from 19th February to 13th May 2018. Analysis has been completed and a Consultation Report will shortly be published on the Consultation Hub pages of the Council's website. A report is planned to come before Cabinet on 2nd April 2019 with our findings and recommendations.

5.4 Response to the consultation. We received:

• 2,746 responses (2,679 online, 67 paper copies) –

• 1,095 residents,

• 808 Landlords/Agents,

• 607private tenants living in area and

• 244 others (including councillors, landlord and tenant organisations and landlords who do not own property in the area).

• 739 emails and 65 letters

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5.5 107,346 letters were sent to residential addresses in the proposed area and to relevant known private landlords and agents; 5,136 emails to landlords and agents on the Landlord Liaison database; 20,000 postcards distributed and 203 paper copies were sent by post or collected from public buildings.

6 Consultation Results

6.1 The key survey outcomes:

> 69.6% strongly agreed or agreed with the proposal

> 8.33% neither agreed nor disagreed with the proposal

> 22.08% strongly disagreed or disagreed with the proposal

> 12.38% thought the unlicensed fee (£1,660) was too low

> 45.75%% thought the licensing fee with no reduction (£1,660) was about right

> 41.88% thought the fee with no reduction (£1,660) was too high

> 12% thought the compliant licensing fee without discounts (£1,085) was too low

> 47% thought the compliant licensing fee without discounts (£1085) was about right

> 41% thought the compliant licensing fee without discounts (£1085) was too high

6.2 Other consultation comments included:

> 24% of landlords /agents had experienced damage to their rented properties

> 36.2% of tenants said their landlord did not respond to requests for repairs

> 19% of tenants said there were inadequate amenities in their rented property

> 8% of tenants have no written tenancy agreement

> 10% of tenants have suffered harassment from their landlord

> 22% of tenants had no emergency contact details for their landlord

> 35% of residents had made a complaint about noise from an HMO in the area

> 35% of residents had made a complaint about rubbish/waste from an HMO in the area

6.3 Since the consultation was completed a recent case Gaskins v Richmond LBC heard in the High Court clarified the rules for setting licensing fees. From 1st August 2018 fee for application, enforcement and other scheme costs must be in two parts. We are reviewing our proposed fee structure and re-calculating. The new fees will be released later this year and the revised fee will become payable on all license applications made since 1st August.

6.4 The new fees will apply to the proposed new additional licensing area. We have been advised to undertake a further six week consultation just on the new fee structure only.

6.5. The consultation responses will feed into the next stage of the decision making process when a decision will be taken on whether the original proposals need to be changed. It is proposed to take a cabinet report on the licensing consultation in April 2019 where a decision will be made on whether to proceed or not with a new property licensing scheme.

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6.6 If Cabinet approval is given, the new scheme cannot begin any earlier than three months after the Cabinet decision date and the intention is to write to those who have participated in the consultation and those we believe may require a licence.

7 Enforcement

7.1 There is a Private Housing Enforcement Policy on how the organisation will respond to property standards and poor management and for tenancy relations. Enforcement is pursued when landlords fail to comply with their responsibilities of licensing conditions, poor property standards or tenancy relations breaches.

7.2 The full range of enforcement powers in the Housing and Planning Act 2016 have been introduced including Civil Penalties and Rent Repayment Orders
https://democracy.bristol.gov.uk/ieDecisionDetails.aspx?AIId=8684

7.3 Residential Letting and Managing Agents are required to be members of a Government approved redress scheme if not they are liable to a penalty charge of up to £5000. We have reviewed compliance with this requirement in Bristol and a number of final notices have been served on agents who are not members of the scheme. 7.4 The Ministry of Housing, Communities and Local Government are currently considering introducing a wide range of other powers to manage the rented sector. Potential new powers currently being considered include:

- Five yearly checks on electrical installations in private rented accommodation;
- Letting agents fees bill: will ban letting fees being charged at the start of a tenancy;
- Review of the Deregulation Act 2015 powers on retaliatory eviction;
- Requirement for landlords to be part of an ombudsman service;
- Private members bill called: Homes Fitness for Human Habitation (and liability for housing standards) bill: enabling tenants to take action themselves against their landlord for poor property standards;- the Introduction of a new 'specialist' housing court

8 Rogue landlords

8.1 Bristol has made two successful bids for funding to pay for action to target poor landlords Bristol and a further bid in 2017 for funding to tackle issues of migration impact fund in the PRS. A further outline bid has just been made for funding in 2019.

8.2 The project has targeted rogue landlords who let properties above poor quality cafes, restaurants and takeaways in poor condition and badly managed.

8.3 The team has also dealt with problems of antisocial behaviour, Council Tax and Housing Benefit fraud, criminal activity, nuisance, undocumented immigrants, human trafficking and child sexual exploitation and have worked in partnership with the police, the South West Immigration, Compliance and Enforcement team, HMRC and other council departments including planning, trading standards and benefits.

8.4 Inspections and raids have been carried out with partner organisations at times when we'd expect to gain access, including evenings and weekends.

8.5 A social media campaign has been running at the same time. Targeted Facebook advertisements, in a variety of languages, has informed communities of the work we're doing and give tenants and local residents the opportunity to engage with us and help as tackle rogue landlords.

8.6 Community development organisations and groups will be informed of our work, and given information on the work we do. As part of this campaign the public would be given the opportunity to anonymously report rogue landlords to us.

8.7 As a result of this we would expect that tenants would be aware of their rights and landlords their responsibilities.

2. Consultation

a) Internal
not applicable

b) External
Consultation a proposal to introduce additional licensing to 12 central Bristol wards was undertaken 19th February to 13th May 2018.

3. Public Sector Equality Duties

3a)   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.

3b)   This report is for information only. A full EQIA will be undertaken before a formal proposal is taken to Cabinet in April 2019.

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Appendices:

> **Appendix 1: Bristol City Council – Tenure profile**
> **Appendix 2: Market rents across the core cities**
> **Appendix 3: Map of the proposed additional licensing area**
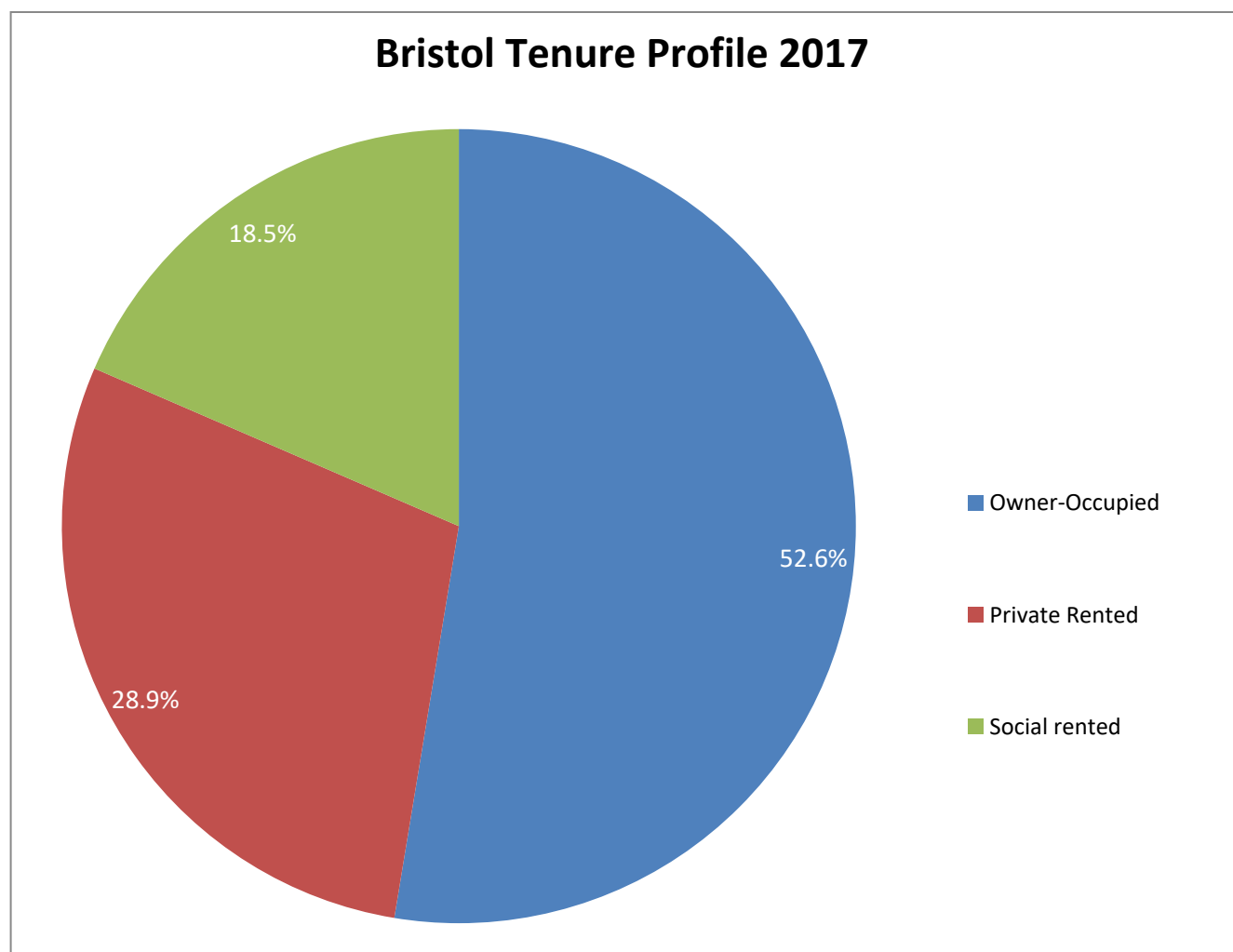> **Appendix 4: Table of analysis by ward of issues in the PRS**
> **Appendix 5: Our suggested changes to licensing**

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

None

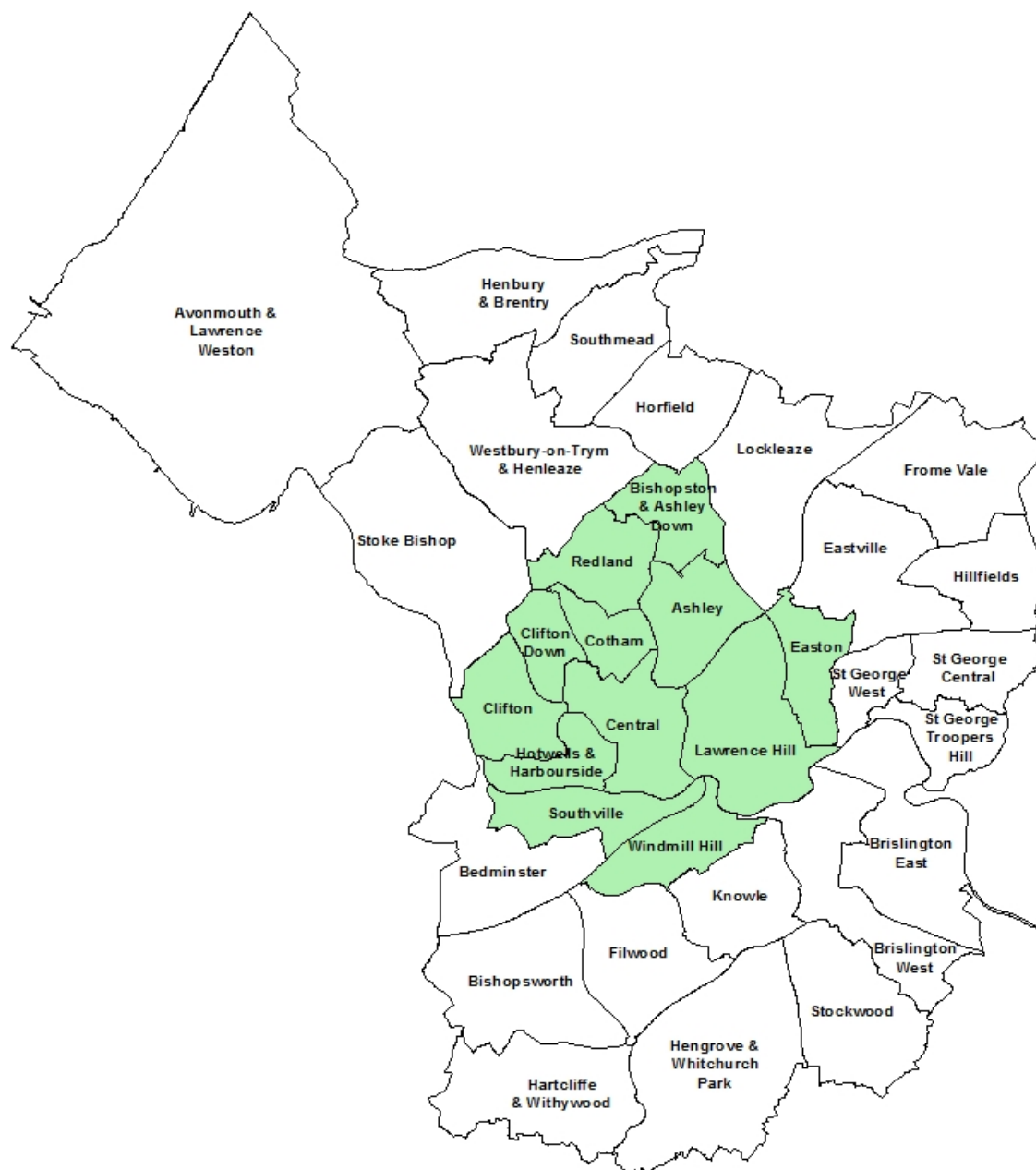## Appendix 1: Bristol City Council tenure profile from BRE report 2017

Bristol Tenure Profile 2017

- Owner-Occupied
- Private Rented
- Social rented

Appendix 2: Market rent levels across the core cities.

Average property rent by number of bedrooms (source: Home.co.uk 18.10.18)

	Birmingham	Bristol	Cardiff	Glasgow	Leeds	Liverpool	Manchester	Newcastle	Nottingham	Sheffield
1 Bedroom	638	799	601	560	574	494	713	526	613	525
2 bedrooms	856	1038	846	747	745	599	892	648	764	705
3 bedrooms	862	1210	974	990	865	700	1038	797	862	733
4 bedrooms	1170	1611	1233	1506	1156	966	1315	1162	1335	836
5 bedrooms	1333	2875	1528	1851	1509	1590	1612	1519	1657	1086

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Appendix 3: Proposed licensing area

Proposed Additional Licensing Scheme 2018
Wards from May 2016

Appendix 4: Analysis of evidence by ward for potential licensing schemes.

Table Legend:

Pink = Highest concentration of PRS and recommended by BRE for licensing scheme

Green = Next highest level of PRS and recommended by BRE for licensing scheme

Blue = Consider as a 2nd priority area for licensing by BRE

White = Areas not suitable for HMO licensing

Wards (May 2018)	Ward Code (2016)	Dwellings - All Stock	Dwellings - Private Sector	Dwellings - PRS	% PRS	ALL HMOs	% HMOs	Mandatory Licensable HMOs	ML Already licensed Licensable (Civica)	Potential Additional Licensable HMOs	AL Already licensed/ licensable/ Exempt (Civica)	Potential Selective Licensable Property	SL Already licensed/ licensable/ Exempt (Civica)	HHSRS Category 1 Hazard	Disrepair	PRS Complaints	...of which were HMO complaints	Breach in Mgt conditions H88	% Mgt Cond in AL	Hazards Resolved HD9HD9	% Hazards in AL	PRS Domestic Noise	PRS Domestic Waste complaints
Clifton Down	W10	5291	5196	3575	68%	684	13%	177	186	507		2891		14%	9%	230		148	29.19%	73	14.40%	31	24
Central	W08	9325	7935	6111	66%	636	7%	155	139	541		5415		12%	7%	447		98	18.11%	70	12.94%	49	7
Cotham	W11	4740	4570	2878	61%	839	18%	334	265	505		2039		16%	9%	282		194	38.42%	56	11.09%	150	20
Clifton	W09	6484	6062	3874	60%	442	7%	140	90	302		3432		13%	8%	213		71	23.51%	69	22.85%	28	19
Hotwells & Harbourside	W21	3094	2881	1637	53%	213	7%	80	64	133		1424		9%	4%	68		46	34.59%	12	9.02%	30	4
Southville	W27	5680	4941	2397	41%	711	12%	72	54	639		1686		17%	8%	205		43	6.73%	71	11.11%	0	14
Ashley	W01	8278	6740	3149	38%	843	10%	187	134	656		2306		18%	8%	452	116	122	18.60%	185	28.20%	333	15
St George West**	W30	3318	2878	1254	38%	205	6%	9	10	196	41	1049	890	16%	7%	283		55	28.06%	82	41.84%	1	5
Bishopston & Ashley Down	W04	5043	4945	1870	37%	858	17%	150	103	708		1012		17%	8%	235	81	78	11.02%	54	7.63%	139	21
Redland	W25	5421	5313	1953	36%	408	8%	132	115	276		1545		15%	7%	167		67	24.28%	53	19.20%	46	4
Easton*	W12	6188	5560	2189	35%	626	10%	26	22	600	104	1563	384	21%	10%	820		111	18.50%	401	66.83%	62	32
Lawrence Hill*	W23	8411	4935	2948	35%	684	8%	40	34	644	112	2264	724	12%	6%	796		178	27.64%	455	70.65%	67	19
Windmill Hill	W34	6220	5405	2124	34%	576	9%	58	33	518		1548		20%	9%	159		33	6.37%	66	12.74%	0	2
Eastville**	W13	6263	5454	2006	32%	584	9%	124	103	460	200	1422	1199	14%	7%	790		163	35.43%	208	45.22%	74	30
Bedminster	W03	5518	5223	1762	30%	356	6%	21	17	335		1406		16%	6%	101	20	17	5.07%	53	15.82%	106	8
Horfield	W20	5465	4366	1555	28%	682	12%	101	51	581		873		16%	6%	167		43	7.40%	70	12.05%	28	10
St George Central**	W28	5880	5154	1545	26%	288	5%	14	14	274	19	1257	601	17%	7%	323		30	10.95%	120	43.80%	10	8
Brislington West	W07	5246	4618	1143	22%	187	4%	14	9	173		956		15%	6%	99	19	12	6.94%	54	31.21%	15	3
Frome Vale	W15	5638	4587	1264	22%	367	6%	66	34	301	3	897	53	16%	6%	195		34	11.30%	66	21.93%	20	10
St George Troopers Hill	W29	2628	2560	553	21%	75	3%	0	0	75		478		10%	4%	51		33	1.33%	13	17.33%	4	2
Hillfields	W19	5549	4222	933	18%	232	5%	17	12	215		761		16%	7%	260		17	7.91%	90	41.86%	21	10
Brislington East	W06	5281	4375	952	18%	163	3%	9	7	154		789		13%	4%	109		5	3.25%	33	21.43%	15	8
Lockleaze	W24	5260	3735	963	18%	319	6%	18	11	301		644		16%	5%	182		7	2.33%	47	15.61%	33	2
Knowle	W22	5463	4524	913	17%	189	3%	23	15	166		724		16%	6%	115		11	6.63%	40	24.10%	21	10
Westbury on Trym & Henleaze	W33	8414	8117	1362	16%	196	2%	31	18	165		1166		14%	6%	84		17	10.30%	15	9.03%	3	2
Bishopsworth	W05	5322	4563	812	15%	99	2%	1	0	98		713		10%	4%	64		0	1.02%	24	24.49%	7	4
Henbury & Brentry	W17	5799	4054	835	14%	112	2%	5	8	107		723		11%	3%	94		0	0.00%	41	38.32%	17	2
Southmead	W26	5313	3254	770	14%	189	4%	7	4	182		581		16%	5%	134		2	1.10%	47	25.82%	0	4
Avonmouth & L. Weston	W02	9254	6181	1213	13%	282	3%	17	16	265		931		18%	6%	162	19	11	4.15%	43	16.23%	182	24
Filwood	W14	5503	3057	724	13%	143	3%	1	1	142		581		18%	5%	153		0	0.00%	47	33.10%	21	13
Stoke Bishop	W32	4507	3914	570	13%	69	2%	0	1	69		501		14%	5%	26		1	1.45%	11	15.94%	1	1
Hengrove & Whitchurch Park	W18	7750	6592	915	12%	128	2%	1	1	127		787		13%	4%	123		1	0.79%	56	44.09%	16	4
Stockwood	W31	5100	4116	539	11%	79	2%	4	1	75		460		12%	3%	71		4	5.33%	23	30.67%	0	2
Hartcliffe & Withywood	W16	8017	3721	691	9%	83	1%	0	0	83		608		13%	4%	96		0	0.00%	41	43.40%	20	3
BRISTOL TOTAL		200945	163758	58039	29%	12607	6%	2034	1571	10573	479	45432	3851			7726	280	1621	15.33%	2789	26.38%	1590	345

Appendix 5: Our suggested changes to licensing

1. Bureaucracy: On declaration we have a duty to publish a notice of designation in a specified manner. The notice must be published in two local papers over a period of 12 weeks. The initial advert must be in print within 7 days of the confirmation of the designation and repeated a further 5 times in the same publications with an interval of no less than 2 weeks and no more than 3 weeks apart. The whole advertising process is very expensive, problematic to get right and hard to do as there are no longer 2 local papers that cover the Bristol area. The whole thing is very prescriptive of what needs to be put in the notice and its publication.

2. The cost of publishing the designation notices in our first area based scheme in Stapleton Road was £18K and £11K for the second area based scheme in Eastville and St George West and there is a question mark on whether you can recover these costs in the license fee.

3. The length of time from initial idea to a scheme coming into force can be up to 18 months in Bristol's experience. The steps we have to go through to declare a new area are:

    i.   Initial political decision to consult….you need to collect evidence and prepare the case to take to Cabinet lead to approve consultation as well as legal and financial sign off;

    ii. Developing the consultation paperwork and marketing strategy;

    iii. Consultation needs to be carried out for a minimum 10 week period - all other consultations in Bristol are held for 6 weeks;

    iv. Analyse the consultation report. The time taken can depends on the level of responses and number of free text responses. We received 2,700 separate responses from our last licensing consultation;

    v.   Then we have to take a report to Cabinet - the reporting process for in Bristol can take 12 weeks;

    vi. Then there is a 12 week statutory period between declaration and the start of scheme.

4. Application information - if the prescribed information required to make a license application could be streamlined to issue a licence this could reduce the whole process and make it easier for landlords to apply for a licence. In Bristol we have done a lot of work on this with our on-line processes but this has been time consuming and costly but the old paper application form was 56 pages long with 20+ advisory notes on completing the form.

5. The information needed to collect to produce a licence is significant However it would be beneficial if the prescribed information on a licensing application could be reduced to the following:

    •   The owner/landlord name and address details;

    •   Details of those with a legal interest;

    •   The property address with the number of occupiers and household composition;

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- Equalities information and the signed declaration.

6. Evidence to meet criteria - the evidence base needed for a declaration is significant and there is no guidance on what is acceptable.

7. For our latest proposal we commissioned the Building Research Establishment (BRE) to produce a stock analysis report on conditions in the private rented sector. This cost £47k. There is also an annual update charge to keep the data relevant for future schemes of £32k.

8. We also used information on the PRS from Council Tax, Housing Benefit, our own complaints records, Energy performance data, Tenancy Deposit Protection Scheme information and yet we have still been challenged on our evidence base, many of which end up at the LG Ombudsman and take a huge amount of officer time to justify and there is still a possibility of receiving a Judicial Review.

9. If we could have clear guidance from The Ministry of Housing, Communities and Local Government (MoHCLG) on what would be acceptable evidence for all of the possible areas of declaration, and this would help enormously.

10. Fee structures - the whole issue about what can be included into the fee structure is questionable. There are significant costs just to work up proposed schemes and there are question marks about whether these can be recovered. The recent Richmond v Gaskin case has raised questions about whether the preparation costs for a licensing scheme can be incorporated into the licensing fee along with all of the officer time to analyse the results, undertake the consultation and prepare the licensing reports. This is an enormous deterrent to LA's to consider implementing licensing schemes unless they are able to underwrite all of these initial upfront costs. Clarification from MoHCLG on whether these costs can be incorporated in the licensing fees would be extremely helpful.

11. Issuing the license - The time involved in sending copies of proposed and then full licences to all interested parties is considerable. This will require a change to the legislation, but it would be less bureaucratic if we could just serve a proposed licence with the 14/28 day representation period, and if no representation received, the licence is deemed to be served. This would mean most licence paperwork (5 separate documents – notice, licence, letter, schedule and conditions) is only issued once. It is extremely rare to receive representations that need to be considered before the full license is granted.

12. This is similar for revocations and variations of licences, where proposed documents have to be sent before the formal revocation/variations can be served on all interested parties.

Communities Scrutiny Commission

12th November 2018

Report of: Acting Executive Director: Communities

Title: Vehicle Dwellers Encampment Policy Consultation

Ward: City wide

Officer Presenting Report: Penny Germon, Neighbourhoods & Communities Service Manager

Contact Telephone Number: 0117 9224284

Recommendation

To note the consultation report and comment on the proposed policy approach to vehicle dwelling encampments on the highway.

1. **Context**

   The number of people living in vehicles on the streets of Bristol has increased significantly. There is an existing policy for encampments on other public or private land which but currently no policy for encampments on the highway.

   The strategic context is set out in the Corporate Strategy and Homelessness Strategy which states: ' *We want to minimise incidences of rough sleeping and homelessness in Bristol and enable citizens in housing need to access affordable housing that meets their needs'.*

2. **Policy**

See above.

3. **Consultation**

Consultation on the draft policy took place 29 June - 26 August 2018.
The consultation report is appended to this report and is available on the council website

4. **Public Sector Equality Duties**

5a) 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.

5b)   An Equalities Impact Assessment has been carried out and will be further informed by the consultation. The proposed policy is seeking to take account of impact on the vehicle dwelling community and people who may be impacted by vehicle dwelling encampments on the highway.

Appendices:
Appendix 1: Consultation report
Appendix 2: Draft Policy

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

None.

Neighbourhood Services

Vehicle Dwelling Encampments Policy Consultation

Final Report v1.0
October 2018

Contents

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Executive Summary

ES1   The Vehicle Dwelling on the Highway Encampments Policy

The council is formalising its approach to vehicle dwelling encampments on the highway. Vehicle dwelling is increasing significantly in Bristol. The proposed policy sets out how we will manage encampments on the highway. There is an existing policy for encampments on other public or private land. [ADD LINK]

ES1.1 Proposed approach

The council proposes to adopt an approach to vehicle dwelling which aims to promote the health and wellbeing of communities. The approach is set out in the diagram (appendix 3] of the draft policy document [ADD LINK]. The policy seeks to provide a framework which can be understood by all interested parties and will make clear the decision making process. The key proposals are:

- That people live in vehicles for a number of different reasons and each case should be treated individually. The aim is to manage encampments through discussions and negotiation with those living in vehicles and provide. housing and health related support and advice in the first instance.

   o Any instance where Bristol City Council establishes a vehicle is being lived in, will be considered an encampment. An assessment will be made of the level of impact [link]. Action will be taken if the encampment is creating a high impact on the local environment or community. An encampment may include one or more vehicles, caravans or tents.

   o Each encampment will be assessed individually and proportionately and a number of factors will be considered. These include welfare needs, impact of the encampment, whether there is any associated anti-social behaviour and the size and location of the encampment.

ES2   The Vehicle Dwelling Encampments Policy consultation

The Vehicle Dwelling Encampments (VDE) Policy consultation was open between 29 June 2018 and 26 August 2018 and sought views from the public (including those living in vehicles) about the draft policy.

The VDE consultation comprised an online questionnaire. Paper copies of the survey and alternative accessible formats were available on request. Paper copies of the questionnaire were also available in all libraries and were distributed to agencies who support those dwelling in vehicles and at four area drop-ins Easy read versions of the policy and questionnaire were also available at the drop ins.

Opportunities to ask questions about the policy and consultation and to have help completing the questionnaire was provided at the drop-ins and via support agencies outreach. Locations of the drop –ins were chosen to be as accessible as possible to those living in vehicles. The consultation was widely publicised through the press and broadcast media, social media, postcard distribution and communications with the public, including partner organisations and other stakeholders.

ES2.1 Response rate

808 responses were received to the VDE survey, via the online and paper-based surveys, including alternative formats. 9 (1%) respondents completed the survey on paper and 799 (99%) self-completed it online.

Of the 789 respondents to the survey who described their housing situation, 7% described themselves as living in vehicles, 68% as owner occupied 20% as private rented 4% as socially rented 1% as living in temporary accommodation, 2% of no fixed abode and 5% as 'other'.

Of the 554 respondents who gave their postcode, one third were from two wards; Easton (22%) and Ashley (11%). Another third did not provide a postcode.

 A map of response rate by ward for the Bristol responses is presented in chapter 3 of the full report along with the details of age profile, gender and other respondent characteristics

ES2.2 Survey responses to the VDE consultation

- Similar numbers of respondents (2 in 5) agree and disagree that the proposed approach balances the needs of those living in vehicles and members of the wider community; Responses were similar across all housing situations, including those living in vehicles, with the exception of those describing themselves as living in 'other' who more strongly disagreed
- A clear majority of respondents agreed with each of the ten proposed criteria for assessing whether an encampment was high or low impact. The criterion with lowest support (58% agree) was assessment of the welfare needs of vehicle occupants.

Other criteria were suggested; the most frequently suggested were:

  - that the impact should not be assessed because encampments should never be tolerated (25%):
  - that the impact on available parking facilities should be considered;
  - that obstruction of the highway should be taken into account

- More people agreed that facilities should be provided for tolerated encampments (52%) than disagreed (43%) There was a marked variation in response to this question between different housing situations For example of those describing themselves as home owners 45% agreed whilst 96% of people living in a vehicles agreed

- A majority of people (60%) agreed that parking restrictions could be introduced to enable parking enforcement to manage encampments in certain locations. 28% disagreed There was a marked variation in response to this question between different housing situations. For example of those describing themselves as home owners 72% agreed but only12% of those living in a vehicle agreed.

- 59% of respondents provided further free text comments on the draft policy.The comments are categorised in 4.5. The greatest number of comments was on the following themes:

  - 148 (31%) stated that VDEs should not be tolerated;
  - 85 (18%) thought BCC should provide designated sites
  - 51 (11%) said BCC should build more affordable houses and or cap rents

Full detail of the results are found in chapter 4 of the full report

ES3   Other related consultations

The Rough Sleeping Encampments consultation was open over the same period and sought feedback from the public on proposals to formalise the council's approach to rough sleeping encampments.

ES4   Scope of this report

This report describes the methodology and presents the findings of the VDE consultation. It includes feedback received in 808 responses to the VDE survey and other relevant correspondence received between 29 June 2018 and 26 August 2018.

This report does not contain the council officers' assessment of the feasibility of any of the suggestions received nor officers' proposals for the delivery of future services, having considered the consultation feedback.

ES5   How the report will be used

This report will be taken into account as the final policy is developed by officers to recommend to Cabinet. This consultation report will also be considered by Cabinet in making its decisions about the Vehicle Dwelling Encampments on the Highway policy later in the year. Cabinet decisions will be published through normal procedures for Full Council and Cabinet decisions at democracy.bristol.gov.uk.

Full report

1 Introduction

1.1 Context

Vehicle Dwelling Background

The city has experienced a relatively high level of encampments including those of vehicle dwelling and gypsies and travellers – some of these have caused considerable social tensions and environmental impact which needs effective management. Between January 2016 and November 2017 Bristol City Council had approximately 80 vehicles being lived in on the highway at any one time and the number is increasing. There were also 21 Gypsy, Roma and Traveller encampments across the city during this period. There is currently no agreed policy or approach to managing encampments on the highway as there is for unauthorised encampments on public and private land.

There is recognition that the issues surrounding the vehicle dwelling population in Bristol are extremely complex and sensitive for a number of reasons – including:

- A lack of decent affordable housing in the city;
- Variations within the vehicle dweller community from those who are very vulnerable to those who are in employment but can't afford house prices or rents and who see this as a preferred way of living;
- There is not a designated site for vehicle dwellers in the city;
- Bristol is a desirable location in the South West and attracts people living in vehicles to relocate here, where they can contribute to the economic and cultural life of the city.

Vehicle dwelling is increasing and sometimes this comes with a range of welfare needs for those individuals living in vehicles, which need to be considered when deciding on action to be taken in moving people on. There is also a recognition that living in a vehicle brings with it various environmental health concerns for the individuals and the settled community, businesses and schools due to the lack of water supply, waste (human and general) facilities and potential fire risk.

1.2 The Corporate Strategy 2018-2023

Tackling homelessness and rough sleeping is a key commitment of the Corporate Strategy 2018-2023:

- Reduce the overall level of homelessness and rough sleeping, with no-one needing to spend a 'second night out'.

This commitment is expanded in Theme 1: Empowering and Caring, which says we want to minimise incidences of rough sleeping and homelessness in Bristol and enable citizens in housing need to access affordable housing that meets their needs. This includes action planning with, and supporting vulnerable people to sustain their tenancies, maximise their income and access employment. We will do this within the guidance of the Homelessness Reduction Act 2017.

This policy also supports our Preventing Homelessness Strategy 2013. which is due to be updated soon

1.2.2 Policy Statement(s)

The Corporate Strategy 2018-2023 states:

Bristol has one of the highest rates of homelessness in the country. Some 979 households in the city were accepted to be statutorily homeless in 2016–17. This figure was down on the 1,006 homeless households recorded for the previous year, but it still means that around one in every 198 households in the city were homeless in 2016/17.

We want to minimise incidences of rough sleeping and homelessness in Bristol and enable citizens in housing need to access affordable housing that meets their needs. This includes action planning with, and supporting vulnerable people to sustain their tenancies, maximise their income and access employment. We will do this within the guidance of the Homelessness Reduction Act 2017.

Working alongside our internal and external partners and following the actions within our Trailblazer programme, we will identify and offer support to households who are at potential risk of homelessness within the city.

1.3 The Vehicle Dwelling encampments on the Highway draft policy

The VDE Consultation survey sought views on draft Vehicle Dwelling Encampments Policy which outlines:

- The policy outlines how we propose to manage vehicle dwelling encampments on council land in order to achieve the following aims;
  - To ensure that the needs of those living in vehicles are balanced with the needs of the wider community
  - To ensure that appropriate measures are in place to support people who are living in vehicles to move into alternative accommodation
  - To ensure that when an encampment is assessed as having a high impact the response is timely.

1.4 Other related consultations

One other consultation commenced on 29 June 2018 which requested feedback from the public on proposed specific measures that the council would take to formalise its approach to rough sleeping encampments.

1.5 Scope of this report

This consultation report describes the methodology and results of the VDE consultation.

It summarises and quantifies the views expressed in the consultation survey responses and in other written correspondence received between 29 June 2018 and 26 August 2018.

1.6 Structure of this report

- Chapter 2 of this report describes the VDE consultation methodology.
- Chapter 3 presents the VDE survey response rate and respondent characteristics.
- Chapter 4 describes the survey feedback on the VDE Draft Policy.
- Chapter 5 details other correspondence on the VDE consultation
- Chapter 6 describes how this report will be used and how to keep updated on the decision-making process.

2 Methodology

2.1 Survey

2.2 Online survey

An online VDE consultation survey was available on the city council's Consultation Hub (www.bristol.gov.uk/consultationhub) between 29 June 2018 and 26 August 2018. The online survey pages contained:

- Vehicle Dwelling Encampments Policy.
- Vehicle Dwelling Encampments Policy FAQs.

Respondents could choose to answer some or all of the questions in any order and save and return to the survey later.

2.2.1 Paper copies

- The same documents were also available in paper copies, which were also made available with Freepost return envelopes in all libraries and on request by email and telephone.

2.2.2 Alternative formats

The following alternative formats were available on request. None were requested:

- Braille;
- Large Print;
- Easy Read;
- Audio file;
- British Sign Language (BSL) videos;
- Translation to other languages.

2.3 Other correspondence

Emails and letters were logged during the consultation and are summarised in chapter 7. This feedback will be considered in formulating final proposals.

2.4 Media relations

A press briefing was held on 29 June which was attended by BBC TV, ITV, Made in Bristol, Bristol Post, Bristol Cable, and Bristol 24/7 - all of whom covered the story.

Press releases were distributed on 29 June 2018 with a follow up sent out to promote the last few weeks of the consultation – this also went to community newsletters

2.4.1 Objective

The programme of activity detailed below aimed to meet the following objectives:

- Encourage people to take part in the consultation to inform the final policy and its implementation
- To communication the aims of the policy to enable people to actively participate in the consultation
- To engage with a wide section of the population alongside the affected groups

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- To educate people about the support currently available
- To try and convey how difficult this situation is
- To make clear we understand that we are dealing with human beings, and every case is unique

Information was shared across a wide range of channels promoting the online survey,

2.4.2 Bristol City Council channels

Copy and electronic material were shared via the following council and partner channels and networks:

- Our City Newsletter – 1,332 recipients
- Ask Bristol Bulletin – 1,700 recipients
- Email including a marketing toolkit was sent to partners and stakeholder organisations to share details of the consultation through their networks
- Millennium Square and CSP digital screen displays
- Internal screens at Temple Street and City Hall
- Internal News Release on the 'The Source'
- BCC website – home page promotion
- Social media – Facebook and Twitter as detailed below

Copy and electronic material were shared via the following council and partner channels and networks:

2.4.3 Members

Copies of all survey materials were provided to the party offices for members to collect and distribute.

All members were sent a marketing toolkit which included resources to help them promote the consultation through their networks. This included template articles, posters and suggested social media posts.

2.4.4 Bristol City Council partners

The marketing toolkit including template articles, posters and suggested social media posts was shared with the council's partners including the police, charities involved in supporting those rough sleeping and/or living in vehicles. In addition, this went to equalities organisations, the business community and voluntary sector organisations.

2.4.5 Social Media – posts, outreach and advertising

Regular posts on Bristol City Council's social media channels (Twitter and Facebook) were made for the duration of the consultation

14 tweets in total resulting in 44,625 impressions with 0.81% average engagement.

18 Facebook posts reached 47,328 people and resulted in 3% average engagement.

Facebook advertising also took place. The vehicle dwelling advert performed well, reaching 15,044 people and generating 549 unique click throughs to the consultation webpage.

In addition the Neighbourhoods and Communities Team publicised the VDE consultation via Facebook and emails to contacts and groups (Table 1).

Table 1: Facebook and email publicity by Neighbourhoods and Communities Team

Date	Publicity	Reach
3 Aug 2018	Neighbourhood Enforcement Team	70
3 Aug 2018	South Bristol	33
3 Aug 2018	North Bristol	21
3 Aug 2018	Avonmouth and Lawrence Weston	13
5 Aug 2018	Fishponds People	134
8 Aug 2018	East Central Bristol	19
14 Aug 2018	Neighbourhood Enforcement Team	581
14 Aug 2018	South Bristol	181
14 Aug 2018	North Bristol	253
14 Aug 2018	Avonmouth and Lawrence Weston	64
14 Aug 2018	Fishponds People	493
14 Aug 2018	East Central Bristol	177
21 Aug 2018	Emails to 650 contacts and groups	

2.4.6 Materials distribution

Postcards - postcards were produced for different purposes

- General postcard (relating to VDE and the rough sleeping encampments consultation) – 20,000 targeted at the wider public and distributed citywide via Pear distribution, through libraries, CSP and via council officers
- Vehicle dwelling postcard – 6,000 targeted at those living in vehicles and those living near larger encampments. These held information about specific drop-ins for those living in vehicles or living near encampments. These were hand-delivered to vehicles and relevant households

Posters were put up in libraries, Citizens Service Point, community notice boards, Cabot Circus and distributed via St Mungo's.

2.4.7 Public meetings and drop-ins

Opportunities to ask questions about the policy and consultation and to have help completing the questionnaire was provided at 4 drop-ins at Romney House, Lockleaze, St Anne's Church Eastville, St Werburgh's Community Centre and City Hall. Locations were chosen to be as accessible as possible to those living in vehicles. Council officers also attended two meetings of the Gypsy, Roma and Travellers (GRT) Voices group during the

consultation period and a residents association in Greenbank. Workers from St Mungo's and Golden Key also visited people living in vehicles to raise awareness of the consultation and to offer support completing the survey. Golden Key workers used their networks to try to communicate with those known to be living away from Bristol during the summer

3   Survey response rate and respondent characteristics

3.1   Response rate to VDE Survey

808 responses were received to the VDE survey, via the online and paper-based surveys, including alternative formats and face-to-face interviews. 9 (1%) respondents completed the survey on paper and 799 (99%) self-completed it online.
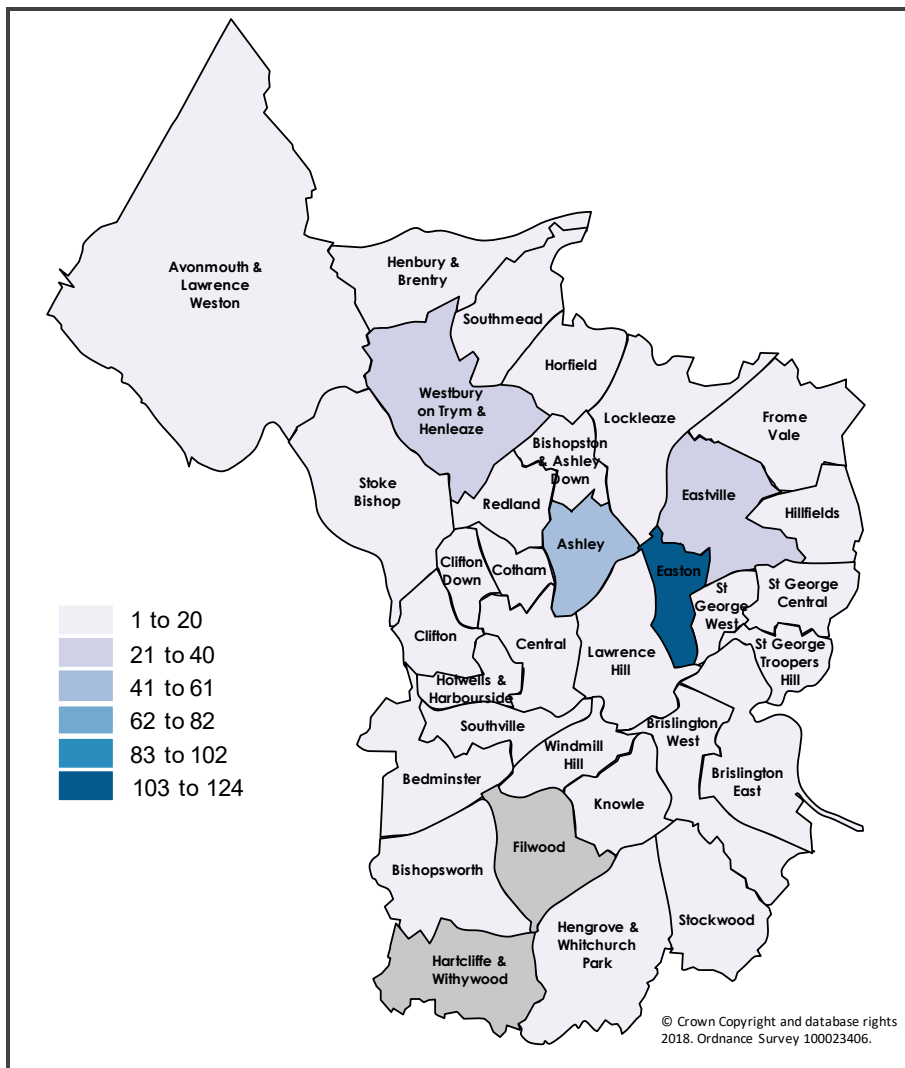
3.2   Geographic distribution of responses

410 responses (51%) were received from postcodes within the Bristol City Council area, 1 (0.1%) was from North Somerset, 2 (0.2%) from Bath & North East Somerset (B&NES) 4 (0.5%) South Gloucestershire, 137 (17%) postcodes were from further afield or were unidentifiable, and 254 (31%) respondents did not provide a postcode.

The geographic distribution of responses from within Bristol is shown in Figure 1.

Of the 554 respondents who gave their postcode the highest number were from Easton ward 124 (22%) followed by Ashley 59 (11%), Westbury on Trym and Henleaze 39 (7%) and Eastville 24 (4%)

Figure 1: geographic distribution of VDE responses in Bristol

Legend:
- 1 to 20
- 21 to 40
- 41 to 61
- 62 to 82
- 83 to 102
- 103 to 124

Ward labels:
Avonmouth & Lawrence Weston, Henbury & Brentry, Southmead, Horfield, Westbury on Trym & Henleaze, Lockleaze, Frome Vale, Bishopston & Ashley Down, Eastville, Hillfields, Stoke Bishop, Redland, Ashley, Easton, St George West, St George Central, Clifton Down, Cotham, St George Troopers Hill, Clifton, Central, Lawrence Hill, Hotwells & Harbourside, Southville, Brislington West, Windmill Hill, Brislington East, Bedminster, Knowle, Bishopsworth, Filwood, Hengrove & Whitchurch Park, Stockwood, Hartcliffe & Withywood

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3.3 Characteristics of respondents

3.3.1 All VDE survey respondents

790 (98%) people answered one or more of the equalities monitoring questions.

The most common age of respondents was 25-44 years (38%), followed by 45- 64(35%). The proportion of responses in the age categories 45-64 years, and over 64 was higher than these age groups' proportion of the population in Bristol. Survey responses from children (under 18) and young people aged 18-24 were under-represented. Responses from people aged 25-44 years and over 75 closely matched these age groups' proportion of the population in Bristol.

46% of responses were from women and 42% were from men. (12% preferred not to say.)

Disabled respondents (7%) were under-represented compared to the proportion of disabled people living in Bristol[1].

Respondents included a higher proportion of White British respondents than the Bristol population. Black/Black British and Asian/Asian British citizens were under-represented. Response rates for Other White, Mixed / Dual Heritage and Other Ethnic Group were similar to these citizens' proportion of the population in Bristol.

People with no religion were over-represented and Christians, Hindus, Sikhs and Muslims were under-represented.

A full breakdown of respondent characteristics is found in Table 2 and Figure 2.

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[1] Data on numbers of Disabled people in the Bristol population are based on people who identified in the 2011 Census that their day-to-day activities are limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months.
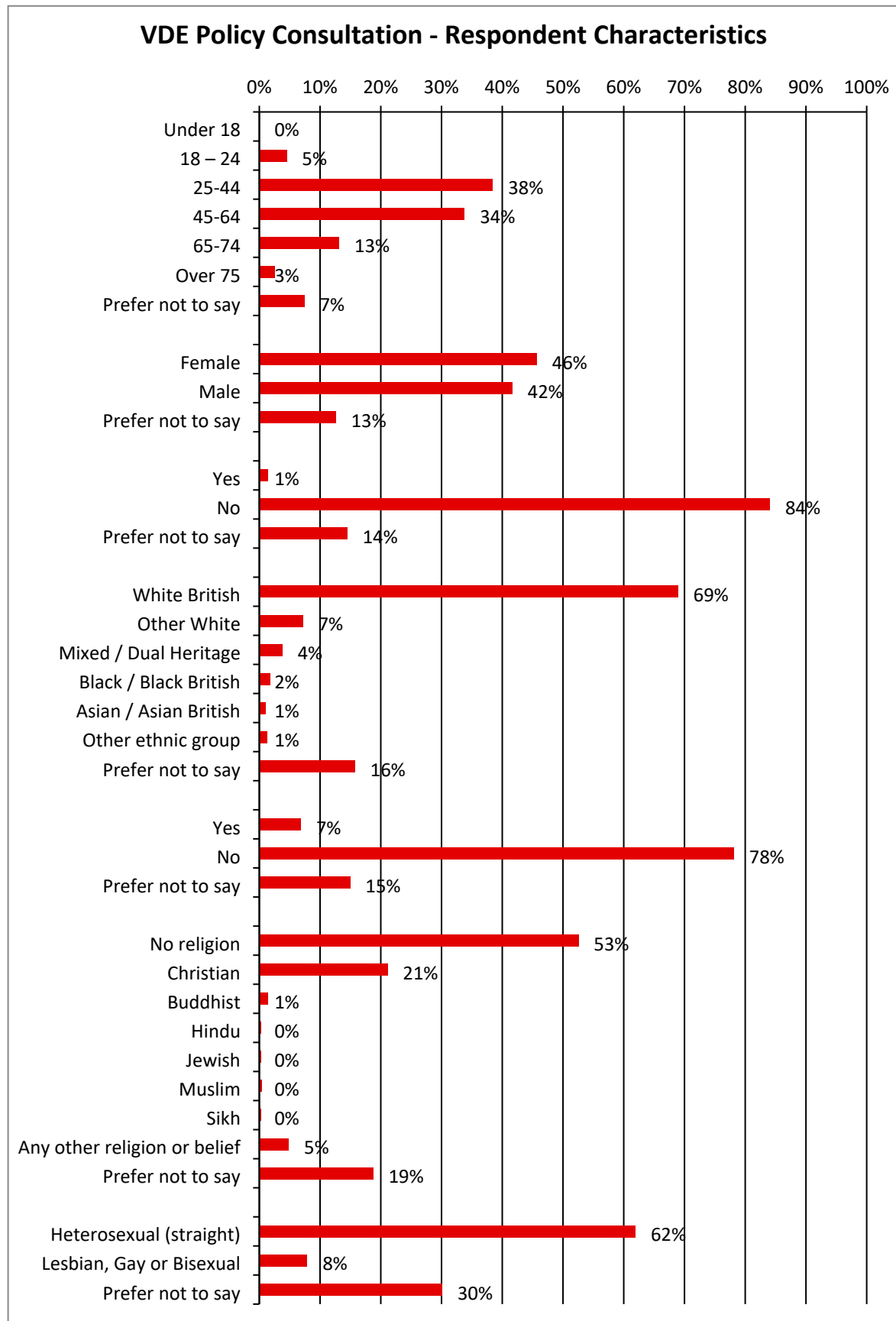
Table 2: respondent characteristics - all responses to the survey

	Respondent characteristic	Number of responses to VDE survey	% responses to equalities question
Age	Under 18	0	0.00%
	18 – 24	34	4.53%
	25-44	289	38.48%
	45-64	254	33.82%
	65-74	99	13.18%
	Over 75	19	2.53%
	Prefer not to say [1]	56	7.46%
	No response to question [2]	57	
Gender	Female	341	45.71%
	Male	311	41.69%
	Prefer not to say [1]	94	12.60%
	No response to question [2]	62	
Transgender	Yes	10	1.42%
	No	592	84.09%
	Prefer not to say [1]	102	14.49%
	No response to question [2]	104	
Ethnicity	White British	507	68.98%
	Other White	53	7.21%
	Mixed / Dual Heritage	28	3.81%
	Black / Black British	13	1.77%
	Asian / Asian British	8	1.09%
	Other ethnic group	10	1.36%
	Prefer not to say [1]	116	15.78%
	No response to question [2]	73	-
Disability	Yes	50	6.87%
	No	569	78.16%
	Prefer not to say [1]	109	14.97%
	No response to question [2]	80	-
Religion	No religion	378	52.57%
	Christian	152	21.14%
	Buddhist	10	1.39%
	Hindu	2	0.28%
	Jewish	2	0.28%
	Muslim	3	0.42%
	Sikh	2	0.28%
	Any other religion or belief	35	4.87%
	Prefer not to say [1]	135	18.78%
	No response to question [2]	89	-
Sexual orientation	Heterosexual (straight)	446	61.94%
	Lesbian, Gay or Bisexual	57	7.92%
	Prefer not to say [1]	217	30.14%
	No response to question [2]	88	

Note 1: Respondents who selected 'Prefer not to say' from the list of options;
Note 2: Respondents to the VDE survey who declined to answer the equalities question.

Figure 2: respondent characteristics - all responses to the survey

VDE Policy Consultation - Respondent Characteristics

Characteristic	Percentage
Under 18	0%
18 – 24	5%
25-44	38%
45-64	34%
65-74	13%
Over 75	3%
Prefer not to say	7%
Female	46%
Male	42%
Prefer not to say	13%
Yes	1%
No	84%
Prefer not to say	14%
White British	69%
Other White	7%
Mixed / Dual Heritage	4%
Black / Black British	2%
Asian / Asian British	1%
Other ethnic group	1%
Prefer not to say	16%
Yes	7%
No	78%
Prefer not to say	15%
No religion	53%
Christian	21%
Buddhist	1%
Hindu	0%
Jewish	0%
Muslim	0%
Sikh	0%
Any other religion or belief	5%
Prefer not to say	19%
Heterosexual (straight)	62%
Lesbian, Gay or Bisexual	8%
Prefer not to say	30%

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16

4   Survey responses to the VDE consultation
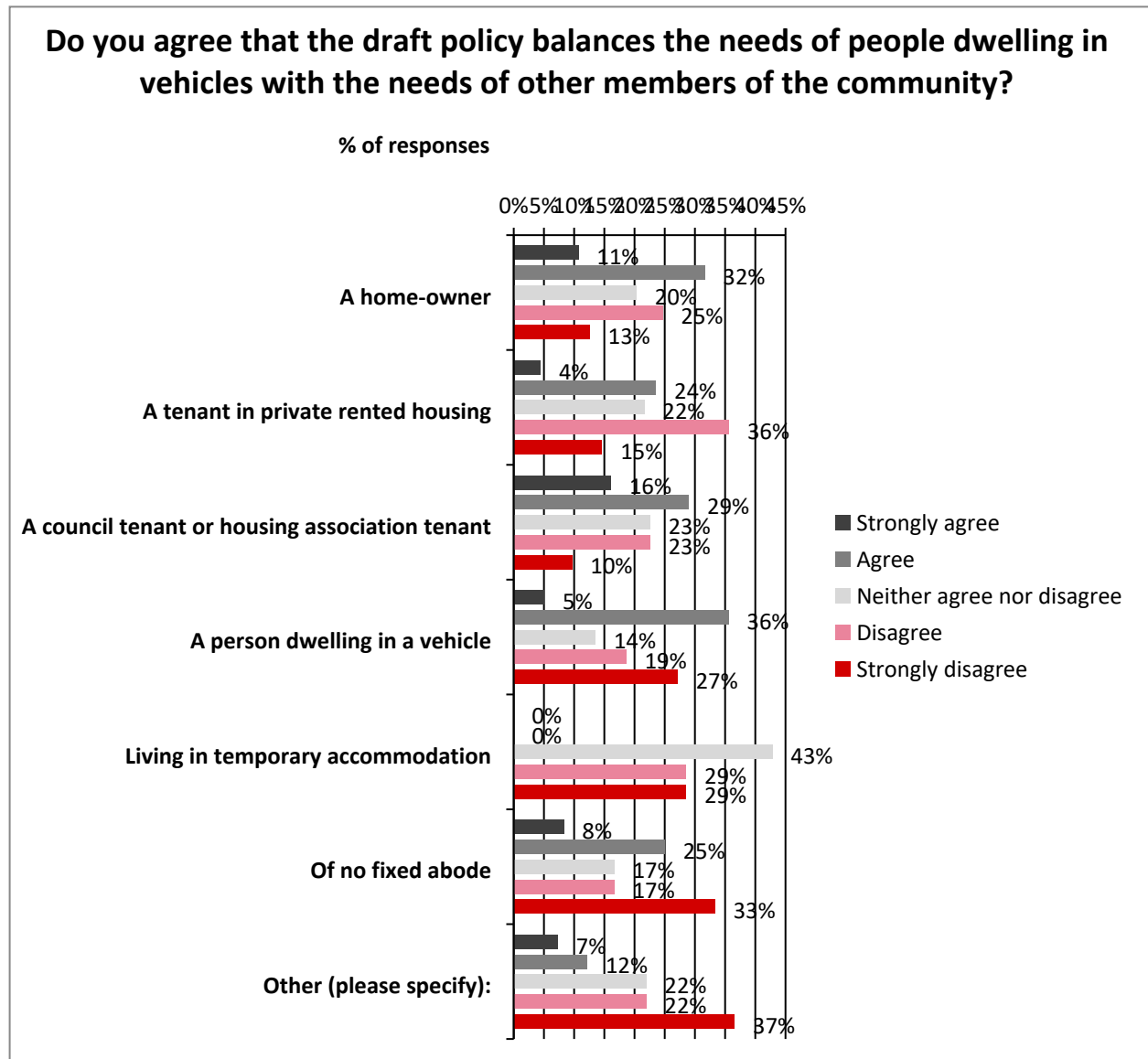
4.1.1   All respondents

Respondents were asked do you agree that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community. Of the 808 who responded to the VDE consultation 790 (97%) answered this question

Of the 790 people who responded to this question:

74 (9%) strongly agreed

232 (29%) agreed

162 (21%) neither disagreed or agreed

211 (27%) disagreed

111 (14%) strongly disagreed

Figure 4 shows how people responded. 18 people did not answer this question.

Figure 3: Do you agree that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community?

1. Do you agree that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community?			Response Percent	Response Total
1	Strongly agree		9%	74
2	Agree		29%	232
3	Neither agree nor disagree		21%	162
4	Disagree		27%	211
5	Strongly disagree		14%	111
			answered	790
			skipped	18

Of the 789 people who described their housing situation the following responses were received:

- 225 (43%) of home owners strongly agreed or agreed that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community198 (38%) strongly disagreed or disagreed.
- 44(46%) of tenants in private rented housing strongly agreed or agreed. 79 (51%) strongly disagreed or disagreed.
- 12 (45%) council or housing association tenants strongly agreed or agreed and 10 (33%) strongly disagreed or disagreed.
- 24(41%) people dwelling in a vehicle strongly agreed or agreed and 27 (46%) strongly disagreed or disagreed,
- 0 (0%) people living in temporary accommodation strongly agreed or agreed 4 (48%) strongly disagreed or disagreed,
- 3 (33%) of people of no fixed abode strongly agreed or agreed 6 (50%) strongly disagreed or disagreed,

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- 8 (19%) people in 'other' housing situations strongly agreed or agreed and 24 (59%) strongly disagreed or disagreed.

Figure 4. Response to question 1 by housing situation

Do you agree that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community?

% of responses

Legend:
- ■ Strongly agree
- ■ Agree
- □ Neither agree nor disagree
- ■ Disagree
- ■ Strongly disagree

Values by housing situation:

A home-owner: 11%, 32%, 20%, 25%, 13%

A tenant in private rented housing: 4%, 24%, 22%, 36%, 15%

A council tenant or housing association tenant: 16%, 29%, 23%, 23%, 10%

A person dwelling in a vehicle: 5%, 36%, 14%, 19%, 27%

Living in temporary accommodation: 0%, 0%, 43%, 29%, 29%

Of no fixed abode: 8%, 25%, 17%, 17%, 33%

Other (please specify): 7%, 12%, 22%, 22%, 37%

4.2 Criteria to assess high or low impact

The survey also asked respondents whether they agreed that certain criteria should be used to assess whether an encampment was high or low impact. Of the 808 who responded to the VDE consultation between 779 (96%) and 732 (90.5%) answered the following questions

- The welfare needs of the occupants: 449 (58%) of those who answered responded yes this criteria should be used and 330 (42%) responded no it shouldn't

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- The nature, suitability or obtrusiveness of the encampment: 602(82%) of those who answered responded yes this criteria should be used and 131(18%) responded no it shouldn't

- The level of any nuisance including noise: 647(88%) of those who answered responded yes this criteria should be used and 88(12%) responded no it shouldn't

- The number, validity and seriousness of any complaints: 611(84%) of those who answered responded yes this criteria should be used and 119 (16%) responded no it shouldn't

- The level of damage caused by the occupiers: 665 (91%) of those who answered responded yes this criteria should be used and 68 (9%) responded no it shouldn't

- Proximity to residential properties: 547 (71%) of those who answered responded yes this criteria should be used and 222 (29%) responded no it shouldn't

- Proximity to schools, children's play and other public amenities: 514 (69.5%) of those who answered responded yes this criteria should be used and 226 (30.5%) responded no it shouldn't

- The size and concentration of the encampment: 540(74%) of those who answered responded yes this criteria should be used and 192 (26%) responded no it shouldn't

- Human and domestic waste management 672 (92.%) of those who answered responded yes this criteria should be used and 61 (8%) responded no it shouldn't

- General crime and public order offences: 633 (86%) of those who answered responded yes this criteria should be used and 101(14%) responded no it shouldn't.

Figure 5. Do you agree that the following criteria should be used to assess if an encampment is High Impact or Low Impact?

2.1. The welfare needs of the occupants		Response Percent	Response Total
1	Yes	58%	449
2	No	42%	330
		answered	779

2.2. The nature, suitability or obtrusiveness of the encampment		Response Percent	Response Total
1	Yes	82%	602
2	No	18%	131
		answered	733

2.2. The nature, suitability or obtrusiveness of the encampment		Response Percent	Response Total
1	Yes	82%	602
2	No	18%	131
		answered	733

2.3. The level of any nuisance including noise		Response Percent	Response Total
1	Yes	88%	647

2.1. The welfare needs of the occupants			Response Percent	Response Total
2	No		12%	88
			answered	735

2.4. The number, validity and seriousness of any complaints			Response Percent	Response Total
1	Yes		84%	611
2	No		16%	119
			answered	*730*

2.5. The level of damage caused by the occupiers			Response Percent	Response Total
1	Yes		91%	665
2	No		9%	68
			answered	733

2.6 Proximity to residential properties			Response Percent	Response Total
1	Yes		71%	547
2	No		29%	222
			answered	740

2.7. Proximity to schools, children's play and other public amenities			Response Percent	Response Total
1	Yes		69%	514
2	No		31%	226

2.8. The size and concentration of the encampment			Response Percent	Response Total
1	Yes		74%	540
2	No		26%	192
			answered	732

2.9. Human and domestic waste management			Response Percent	Response Total
1	Yes		92%	672
2	No		8%	61
			answered	733

2.10. General crime and public order offences			Response Percent	Response Total
1	Yes		86%	633
2	No		14%	101
			answered	734

4.3 Other criteria

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Respondents were asked to list any other criteria they thought should be considered in assessing the impact of an encampment on the highway.

There were 367 free text responses to this question (45% of the 808 VDE respondents), which are categorised below[2]

Proposed additional criteria

110 (30%) of respondents made suggestions about other criteria that should be considered when assessing a VDE. Of these:

- 14 (4%) obstruction of highway including access for emergency vehicles;

- 3 (1%) obstruction of pavements

- 12 (3%) contribution to the community of the encampment;

- 3 (1%) local connections/ employment/strong community within encampment;

- 4 (1%) impact on settled residents including impact on property prices (devaluation);

- 16 (4%) condition/appearance of vehicles/aesthetics;

- 3 (1%) welfare of animals

- 15 (4%) availability of alternative campsites

- 10 (3%) availability of affordable accommodation locally

- 13 (3%) length of time encampment established in any one location

- 3 (1%) views/aspirations of local settled residents

- 7 (2%) views/aspirations of those living in vehicles

- 22 (6%) impact on available parking facilities

Other suggested criteria

- 2 (0.5%) access to water

- 1 (0.25%) Proximity to commercial premises, especially shops and cafes.

- 1 (0.25%) Loss of amenity particularly impact on parks and green spaces

- 1 (0.25%) Nature of the occupant (traveller, local worker, refugee....)

---

[2] The number of categorised comments is more than the 367 free text responses because some responses included comments in more than one category. Percentages are expressed as % of the 367 responses.

- 1 (0.25%) Changes to nature of street

- 1 (0.25%) Impact on local foodbanks already under increasing strain.

- 1 (0.25%) whether VDE is in a conservation area

- 1 (0.25%) Number of leisure campervans already parked in an area

- 1 (0.25%) third party insurance for damage caused by VDE

Criteria proposed in the draft policy

60 (16%) of the free text comments related to the criteria already detailed in the draft policy for assessing the impact of a VDE in the survey:
- 9 (2%)of respondents made further comment on the welfare needs of the occupants:
  - 7 (2%) should be a priority
  - 2 (0.5%) should not be a priority

- 5 (1%) The nature, suitability or obtrusiveness of the encampment should be considered

- 4 (1%) The level of any nuisance including noise should be considered :

- 6 (1.5%) The number, validity and seriousness of any complaints:

- 13 (3%)Proximity to residential properties:
  - 7 always considered high
  - 1 (0.25%) need guidelines on distance
  - 1 (0.25%) shouldn't be a criteria

- 1 (0.25%) Proximity to schools, children's play and other public amenities:
  - 1 (0.25%) Is discriminatory

- 1 (0.25%) The size and concentration of the encampment:

- 7 (2%) Human and domestic waste management:

- 22 (6%) General crime and public order offences:

Against assessing the impact of an encampment
- 91 (25 %) commented that the impact should not be assessed because encampments should never be allowed/ tolerated or that they should always be allowed/ tolerated

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- 12 (3%) were opposed to any vehicle encampments because it was unfair to Council Tax payers/ those who pay for amenities;

- 67 (16%) thought all encampments were by their nature high impact and **should not** be tolerated;

- 12 (3 %) thought encampments **should** be tolerated/assessing their impact was discriminatory;

Other comments

30 (10%) respondents made other comments as follows:

- 4 (1%) consider impact of encampments on land other than highways such as the Downs

- 2 (0.5%) Any criteria could/ should be used to assess a VDE as high impact

- 2(0.5%) Assess individuals not whole VDE

- 5 (1%)Support VDEs which are assessed as low impact to manage sites/ have permits

- 3 (1%)Consider underlying reasons why people live in vehicles

- 1 (0.25%) RPZs have concentrated VDEs in certain areas

- 3 (1%)Certain areas are disproportionately affected

- 1 (0.25%) 24 hour eviction notice unreasonable

- 1(0.25%) Unoccupied vehicles also have an impact

- 3 (1%) VDEs disproportionately affect certain areas of the city

- 1(0.25%) Police may not follow guidelines

- 1(0.25%) Consider individual vehicle not just encampments

- 1(0.25%) Assessments should be objective/ measurable

- 1 (0.25%) Don't depend on complaints/ hard to keep complaining

- 1 (0.25%) Impact on property values should not be considered

- 1 (0.25%) Establish if lived in

4.4 Alternative approaches to the management of vehicle dwelling encampments

790 (98%) of the VDE respondents provided their views on two alternative approaches to managing encampments

Of the 790 people who responded to the VDE consultation that services should be provided for tolerated encampments:

- 258 (33%) strongly agreed
- 155 (20%) agreed
- 38 (5%) neither agreed nor disagreed
- 80 (10%) disagreed
- 259 (33%) strongly disagreed

Figure 6. Provide services for tolerated encampments such as recycling, waste collection and toilet facilities this could prevent an encampment becoming High Impact

	4.1. Provide services for tolerated encampments such as recycling, waste collection and toilet facilities this could prevent an encampment becoming High Impact.		Response Percent	Response Total
1	Strongly agree		33%	258
2	Agree		20%	155
3	Neither agree nor disagree		5%	38
4	Disagree		10%	80
5	Strongly disagree		33%	259
			answered	790

There was a marked variation in response to this question between different housing situations

Of the 789 people who described their housing situation the following responses were received:

- 242 (45%) of owner occupiers strongly agreed or agreed that services for tolerated encampments such as recycling, waste collection and toilet facilities should be provided, 259 (49%) strongly disagreed or disagreed.
- 89 (56%) of tenants in private rented housing strongly agreed or agreed, 64 (41%) strongly disagreed or disagreed
- 19 (16%) of council or housing association tenants strongly agreed or agreed. 11 (35%) strongly disagreed or disagreed.
- 57 (96%) people dwelling in a vehicle strongly agreed or agreed 0 (0%) strongly disagreed or disagreed,
- 7 (88%) people living in temporary accommodation strongly agreed or agreed 1 (13%) strongly disagreed or disagreed,
- 12 (100%) of people of no fixed abode strongly agreed or agreed 0 (0%) strongly disagreed or disagreed,
- 30 (73%) people in 'other' housing situations strongly agreed or agreed 9 (22%) strongly disagreed or disagreed,

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Figure 7. **Response to provide services for tolerated encampments such as recycling, waste collection and toilet facilities this could prevent an encampment becoming High Impact by housing situation**

Response to provide services for tolerated encampments such as recycling, waste collection and toilet facilities this could prevent an encampment becoming High Impact by housing situation

% of responses

25
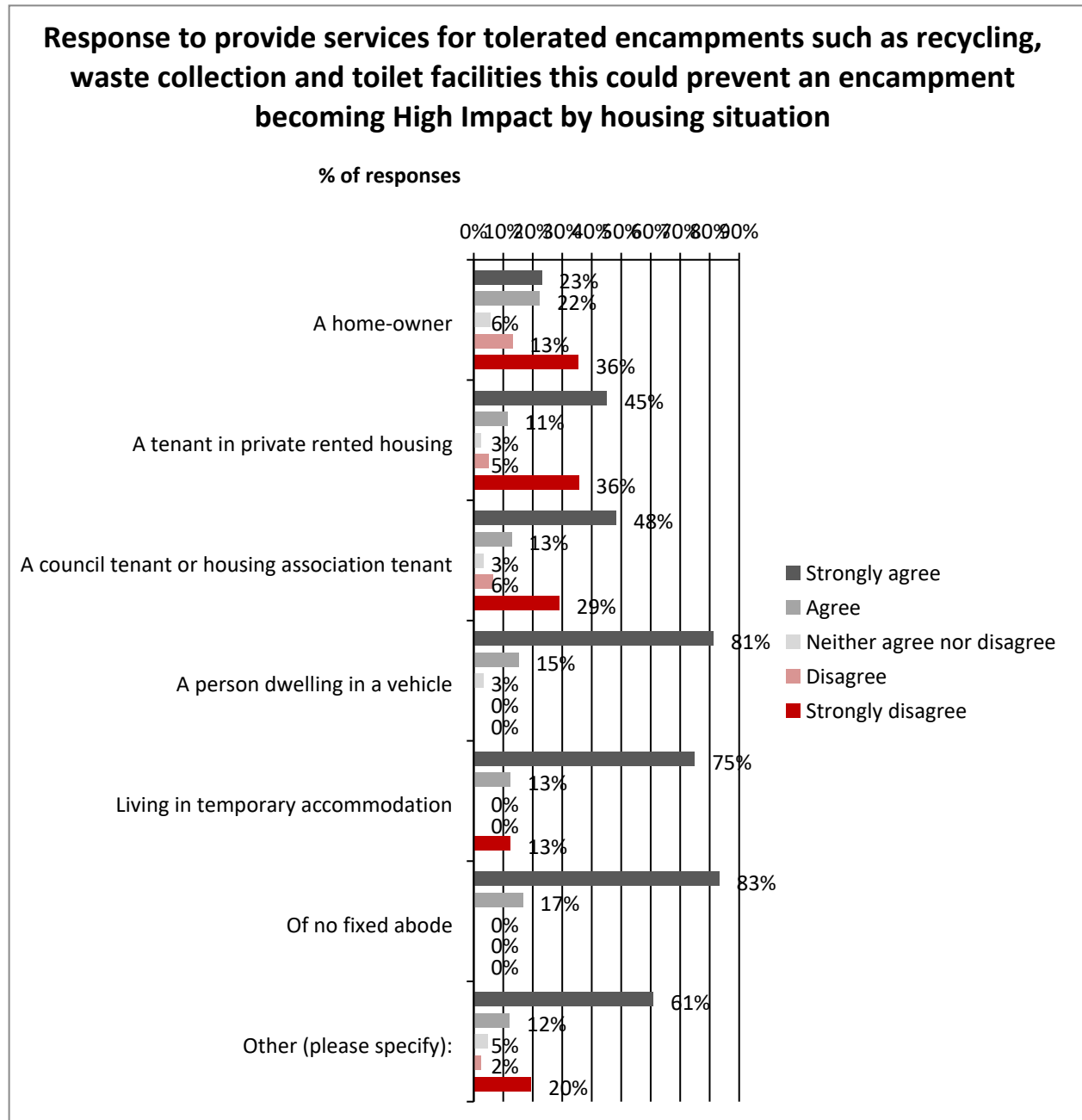
Of the 791 people who responded to the VDE consultation that parking restrictions could be introduced to enable parking enforcement to manage encampments in certain locations

- 288 (36% %) strongly agreed
- 187 (24%) agreed
- 97 (12%) neither agreed nor disagreed
- 82 (10%) disagreed
- 137 (17%) strongly disagreed

Figure 8 Introduce parking restrictions in appropriate locations. This would enable the council to use parking enforcement to manage encampments in inappropriate locations.

4.2. Introduce parking restrictions in appropriate locations. This would enable the council to use parking enforcement to manage encampments in inappropriate locations.			Response Percent	Response Total
1	Strongly agree		36%	288
2	Agree		24%	187
3	Neither agree nor disagree		12%	97
4	Disagree		10%	82
5	Strongly disagree		17%	137
			answered	791

There was a marked variation in response to this question between different housing situations

Of the 789 people who described their housing situation the following responses were received:

- 484 (72%)of home owners strongly agreed or agreed that parking restrictions could be introduced in appropriate locations to enable the council to use parking enforcement to manage encampments 94 (18%) strongly disagreed or disagreed.
- 63 (40%) of tenants in private rented housing strongly agreed or agreed. 67 (42%) strongly disagreed or disagreed
- 13 (42%) of council or housing association tenants strongly agreed or agreed 11 (35%) strongly disagreed or disagreed.
- 7 (12%) people dwelling in a vehicle strongly agreed or agreed 45 (77%) strongly disagreed or disagreed,
- 0 (0%) people living in temporary accommodation strongly agreed or agreed 6 (75%) strongly disagreed or disagreed,
- 1 (8%) of people of no fixed abode strongly agreed or agreed 8 (67%) strongly disagreed or disagreed,
- 11 (24%) people in 'other' housing situations strongly agreed or agreed 24 (57%) strongly disagreed or disagreed

Figure 9 Response to Introduce parking restrictions in appropriate locations by housing situation

Introduce parking restrictions in appropriate locations. This would enable the council to use parking enforcement to manage encampments in inappropriate locations.

% of responses

A home-owner: 47%, 25%, 10%, 7%, 11%

A tenant in private rented housing: 14%, 26%, 17%, 17%, 25%

A council tenant or housing association tenant: 29%, 13%, 23%, 16%, 19%

A person dwelling in a vehicle: 2%, 10%, 12%, 24%, 53%

Living in temporary accommodation: 0%, 0%, 25%, 0%, 75%

Of no fixed abode: 0%, 8%, 25%, 17%, 50%

Other (please specify): 19%, 7%, 17%, 19%, 38%

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

4.5 Other comments or suggestions about the draft policy on vehicle dwelling encampments

Of the 808 people who responded to the VDE consultation 478 (59%) made comments and suggestions about the draft policy summarised as follows

- 148 (30%) VDEs **shouldn't** be tolerated
  - 110 at all
  - 3 in residential areas
  - 13 unless on designated sites
  - 22 unfair to other occupants who pay for services/ abide by planning law

- 24 (5%) VDEs **should** be tolerated

- 22 (5%)BCC **shouldn't** provide more facilities for VDEs
  - 10 will encourage more encampments

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- o 12 it wasn't fair to those who pay council tax
  - ▪ 4 hard to implement/ health impact

- 26 (5%)BCC **should** provide more facilities for VDEs

- 34 (8%) commented on parking issues
  - o 5 RPZs have concentrated VDEs in certain areas
  - o 4 VDE reduce already scarce parking spaces
  - o 11 parking restrictions wouldn't help
  - o 10 parking restrictions would help
  - o 1the parking restrictions should be clearly defined as not staying for more than 24 or 48 hours.
  - o 1 use dropped kerbs to move VDEs from schools and older peoples' homes

- 6 (1%) The closure of public toilets has made the impact of VDEs higher

- 14 (3%) VDE are a consequence of the high cost of living/lack of affordable housing

- 51 (11%) BCC should provide more affordable housing/ more support for those living in vehicles
  - o 51 build more affordable housing
  - o 25 cap rents

- 10 (3%) VDEs have a disproportionate impact on particular areas of the city
  - o 4 strain on community facilities
  - o 2 strain on local food banks
  - o 8 VDEs should be dispersed throughout the city

- 3 (1%) Need to distinguish between lived in vehicles and those used for recreation/travel

- 3 (1%) manage encampments on the highway e.g. permit schemes/restricted numbers

- 85 (18%) BCC should provide more designated sites for VDEs

- 27 (6%) Criteria to be considered for assessing impact of VDE
  - o 3 complaints should be verified
  - o 1 investigate the source of environmental issues/ don't assume it's the VDE
  - o 1 proximity to amenities and schools should not be an issue with low impact encampments.
  - o 2 proximity to amenities and schools should be automatically high impact
  - o 2 welfare need of VDE occupants should be paramount unless a significant public risk
  - o 4 VDEs should be short term/ moving date established

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- 1 the policy should specify if criteria are either or i.e. one criteria could constitute a high impact
  - 1 no need to stipulate a date to move
  - 1 if no complaints don't assess
  - 4 maximum size for an encampment should be specified
  - 1 the size of the vehicles irrespective of the conduct of occupants
  - 1 parking on the Downs should always be assessed as high impact
  - 1 loss of light/ amenity to neighbouring homes
  - 2 parking on the pavement
  - 3 safety/condition of vehicles

- 19 (4%) More consistent/ effective enforcement required
  - 16 needs to be consistent across all parts of the city
  - 3 needs to reflect the fair approach of the policy/ not punitive

- 4 (1%) concerns about increase amount of human waste linked to VDEs

- 10 (3%) Target individuals causing problems not the whole encampment

- 9 (2%) Better engagement would help

- 10 (3%) Inequitable/ unfair to Council Tax payers/ service should be paid for

- 3 (1%) Proposed approach will just be moving the problem around
  - Identify measures to prevent of repeat offenders returning to the same location after a set period of time

- 4 (1%) commented on the survey
  - 1 focuses on negative/ doesn't ask about positive impacts
  - 1 too much focus on complaints about VDEs
  - 1 word limit restrictive
  - 1 link is marked 'draft' policy marked as 'final'

- 3 (0.5%) VDs shouldn't be prioritised for help over others.
  - Often VDEs are 'Trustafarians'/have access to family support
  - Disputes that VDs come to Bristol to work

- 2 (0.5%)Fear of repercussions if reported concerns

- Other (single responses)
  - PSPOs aren't appropriate means to manage VDEs
  - Policy is fundamentally biased against vehicle dwelling
  - Policy doesn't consider contribution of VD
  - VDEs shouldn't be allowed to tax or insure their vehicles if no plans to move
  - The wishes and needs of the existing local community should take priority.

- o Provide more advice on where is good to park
- o 24 hours' notice for abandoned vehicles is too short
- o Provide special protection for areas of natural beauty/ cemeteries
- o Provide special protection for the Downs
- o The policy is good/ balanced
- o Patronising/ discriminatory to say all should live in bricks and mortar accommodation
- o More protection for those in vehicles
- o Find ways to keep VDE occupants informed of changes
- o Page 13 the intervention is not listed correctly. CPW is community protection warning/notice. Not crime prevention warning
- o Proceed with PSPO
- o There are different categories of people living in vehicles with different needs
- o NET are not the right people to manage this issue
- o Policy is fair but will it be enforced fairly?
- o Improve means of reporting of encampments
- o Caravans have been parked on Kellway Ave behind work vehicles and I can assume they work locally and live further afield.

4.6. Which of the following best describes your housing situation?

Of the 808 people who responded to the VDE consultation 789 (98%) answered this question

Compared to the tenure break down in the Bristol City (2017 Building Research stock analysis report) a disproportionately high number of home owners responded 68% (52.6% are owner occupied) and disproportionately lower privately rented 20% (28.9% private rented) and socially rented 4% (18.5% social rented). Data on the number of people living in vehicle is not available 7% of those who responded described themselves as a person living in a vehicle

Figure 11 Which of the following best describes your housing situation?

5. Which of the following best describes your housing situation? (tick all that apply)			Response Percent	Response Total
1	A home-owner		68%	535
2	A tenant in private rented housing		20%	157
3	A council tenant or housing association tenant		4%	31
4	A person dwelling in a vehicle		7%	59
5	Living in temporary accommodation		1%	8
6	Of no fixed abode		2%	12
7	Other (please specify):		5%	42
			answered	789
			skipped	19

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4.7. Have you ever had to report your concerns about a vehicle dwelling encampment (e.g. caravan, vehicle, etc.) on the highway? This could include, if you are living in a vehicle, your concerns about someone else who is living in a vehicle

Of the 785 people who answered this question

- 212 (27%) said yes they had reported concerns
- 573 (73%) said no they had not

Figure 12 Have you ever had to report your concerns about a vehicle dwelling encampment (e.g. caravan, vehicle, etc.) on the highway?

6. Have you ever had to report your concerns about a vehicle dwelling encampment (e.g. caravan, vehicle, etc.) on the highway? This could include, if you are living in a vehicle, your concerns about someone else who is living in a vehicle.			Response Percent	Response Total
1	Yes		27%	212
2	No		73%	573
			answered	785
			skipped	23

4.8. If yes, please say what concerns.

Of the 231 respondents who completed this question the concerns reported were as follows:

- 56 (24%) litter/waste/fly tip
- 51 (22%) how human waste was being disposed
- 47 (20%) ASB/crime incidents including the intimidation of local residents
- 30 (13%) noise
- 25 (10%) drug taking
- 24 (10%) obstruction of highway
- 22 (105) drug dealing
- 15 (6%) reported concerns but nothing happened/ need more effective enforcement
- 15 (6%) safety concerns - gas canisters stored near homes/ fire risk/ unsafe power supplies
- 12 (5%)condition/ appearance of vehicles
- 12 (5%) pressure on parking facilities
- 11 (5%) growing numbers of occupied vehicles - no specific concern
- 10 (4%) abandoned vehicle
- 10 (4%) concentration/size of VDE
- 10 (4%) no concerns
- 9 (4%) smoke nuisance
- 8 (4%) concerns for the health and well-being of those living in VDEs
- 7 (3%) unauthorised encampment on land other than highway

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- (3%) obstruction of pavement

- (3%) public defecation/ urination

- (3%) length of stay

- 6 (3%) more support for VDEs
- 6 (3%) impact on children and their safety/ loss of freedom
- 5 (2%) uncontrolled dogs/ dog fouling/dog attacks
- 4 (2%) growing number of VDEs on the Downs
- 4 (2%) associated increase in prostitution
- 4 (2%) tolerating encampments is unfair/ shouldn't be allowed
- 3 (1%) damage to local facilities
- 2 (1%) don't know who occupants of VDEs are
- 1 (0.5%) use of local facilities
- 1(0.5%) impact on privacy
- 1(0.5%) impact of unoccupied vehicles parked for a long time
- 1 (0.5%) car racing
- 1(0.5%) gypsies
- 1 (0.5%) environmental design can reduce numbers of VDEs

4.9. If 'yes' how often did you complain when the problem was happening

Of the 222 people who responded to this question

- 37 (17%) said they complained most weeks

- 40 (18%) once a month

- 41 (18%) once year

- 104 (47%) at other frequencies

Figure 13. If 'yes' how often did you complain when the problem was happening

	8. If 'yes' how often did you complain when the problem was happening:		Response Percent	Response Total
1	Most weeks		17%	37
2	Once a month		18%	40
3	Once a year		18%	41
4	Other (please specify):		47%	104
			answered	222
			skipped	586

4.10. If yes, who did you contact for information and/or support?

Of the 213 respondents who answered this question the following were contacted for information and support

- 134 (63%) Bristol City Council
- 1 (1%) SARI
- 15 (7%) MP
- 57 27% Local Councillor
- 86 (40%)Police
- 1 (1%) Voluntary and Community and Social Enterprise Sector (VCSE)
- 20 (9%) Community / residents' group
- 26 (12%) Other

Figure 14. If yes, who did you contact for information and/or support?

	9. If yes, who did you contact for information and/or support? (Please tick all that apply)		**Response Percent**	**Response Total**
1	Bristol City Council		63%	134
2	SARI		0.5%	1
3	MP		7%	15
4	Local Councillor		27%	57
5	Police		40%	86
6	Voluntary and Community and Social Enterprise Sector (VCSE)		0.5%	1
7	Community / residents' group		9%	20
8	Other (please specify):		12%	26
			answered	213
			skipped	595

4.11 Are there any barriers which make reporting difficult?

Of the 441 respondents who answered this question

- 244 (55%) said yes they did have barriers to reporting
- 197(45%) said no they did not

Figure 15 Are there any barriers which make reporting difficult?

	10. Are there any barriers which make reporting difficult?		Response Percent	Response Total
1	Yes		55.33%	244
2	No		44.67%	197
			answered	441
			skipped	367

4.12. If yes, please say what barriers

Of the 274 people who responded to this question the following were recorded as barriers to reporting

- 2 (1%) Reading or language barriers
- 130 (47%) Don't know who to report the problem to
- 31 (11%) Not enough time (e.g. due to work or domestic/caring responsibilities)
- 75 (27%) Concern about what would happen if other people found out you had complained
- 93 (34%) Mistrust of the council/police
- 110 (40%) Lack of support or feedback about what was done when you have complained previously
- 57 (21%) Other barriers

Figure 16. If yes, please say what barriers

	11. If yes, please say what barriers:		Response Percent	Response Total
1	Reading or language barriers		1%	2
2	Don't know who to report the problem to		47%	130
3	Not enough time (e.g. due to work or domestic/caring responsibilities)		11%	31
4	Concern about what would happen if other people found out you had complained		27%	75
5	Mistrust of the council/police		34%	93
6	Lack of support or feedback about what was done when you have complained previously		40%	110
7	Other (please specify):		21%	57
			answered	274
			skipped	534

5 Other correspondence on the VDE consultation

5.1 Overview

4 emails were received in response to the VDE consultation, outside of the consultation survey format 3 from members of the public and one representing those living in the encampment at Romney House.

- One respondent commented that the poster used to publicise the consultation could have been clearer.
- One respondent made suggested changes to the proposed VDE monitoring and enforcement process (appendix 3 of the proposed VDE policy) and suggested more sites where VDEs would be tolerated and better engagement with those living in vehicles would be helpful.
- One respondent representing those living in the encampment at Romney House, Lockleaze, wanted to clarify the terms on which they occupied the site and that all occupants were in work
- One respondent who lived in a vehicle felt the draft policy was balanced and fair but was concerned that enforcement should reflect the same approach i.e. that well managed encampments should be differentiated from those individuals and groups who were not behaving responsibly.

6 How will this report be used?

This report will be taken into account in drafting the final Vehicle Dwelling Encampments on the Highway Policy which will be considered by Cabinet early next year.

Cabinet decisions will be published through normal procedures Cabinet decisions at democracy.bristol.gov.uk.

13.1 How can I keep track?

You can always find the latest consultations online at www.bristol.gov.uk/consultationhub, where you can also sign up to receive automated email notifications about consultations.

All decisions related to the proposals in this consultation will be made publicly at future Cabinet meetings.

You can find forthcoming meetings and their agenda at democracy.bristol.gov.uk.

Any decisions made by Cabinet will also be shared at democracy.bristol.gov.uk

BRISTOL CITY COUNCIL'S POLICY FOR VEHICLE DWELLING ENCAMPMENTS ON THE HIGHWAY

CREATED IN PARTNERSHIP WITH BRISTOL CITY COUNCIL AND AVON AND SOMERSET POLICE

Bristol City Council and Avon and Somerset Police both recognise the role that each has to play and will comply with the government recommendations and good practice guidance in order to effectively manage occupied vehicles and caravans

Both organisations are committed to ensuring vehicle dwelling encampments are dealt with in a professional manner, taking into account the needs of all individuals concerned and ensuring, wherever practicable, that their actions are reasonable and proportionate.

CONTENTS

Introduction:

Bristol City Council is aware there are increasing numbers of people living in vehicles parked on the highway in the City of Bristol. There are other cities in the UK with similar levels of lived in vehicles including Brighton and Hove and Blackpool.

The Council acknowledges that the issues surrounding people dwelling in vehicles (vehicle dwelling encampments) in Bristol are complex and sensitive for the following reasons:

- There is a shortage of decent affordable housing in the city and private rent levels are high, with few rental agencies accepting people on benefits or low incomes without substantial deposits or guarantors;

- People dwelling in vehicles are not a single homogenous group. People adopt the way of life for very different reasons (e.g. some for a few years, some for a lifetime, some because they cannot afford to rent and some are very vulnerable and choose to live with a group);

- Many people dwelling in vehicles come to Bristol looking for work and/or a sense of community;

- Many people living in vehicles take part in the economic and cultural life of the City;

- Establishing occupation: some of the adapted vehicles on the city's streets are not lived in; many have road tax and are registered to local people and are simply parked on the street, until needed.

Bristol City Council notes that where people living in vehicles do not self -describe as Gypsies Roma's and Travellers, local authorities have no specific duties towards them such as the provision of a designated transit site. Bristol City Council has a separate protocol with the police for managing unauthorised Gypsy, Roma and Traveller encampments https://www.bristol.gov.uk/policies-plans-strategies/managing-unauthorised-encampments-policy

Whilst it is legal to park a taxed and MOT'd vehicle on the highway any instance where Bristol City Council establishes a vehicle is being lived in it will fall within this policy

Aims of the Policy

There is currently no approved policy for how the city council will deal with vehicle dwelling encampments on the public highway, although there are clear policies as to how the city council will deal with serious instances of anti-social behaviour.

The expectations and standards of behaviour that are applied to people living in vehicles should be the same standard as that expected of all of citizens. Anti-social behaviour and criminal activity is not acceptable from any section of the community. Many people living in vehicles find such behaviour as unacceptable as any other person, but they often move on and away from the problems.

Dealing with criminal behaviour is almost invariably the responsibility of the police. Other agencies may be involved, depending upon the nature of the crime.

People living in vehicles also have a right to the protection of the law and to be dealt with in the same way as other citizens and the proposed policy outlines how the city council will manage the growing number of residents living in this way, balancing their needs against those of the wider community.

The council is committed to promoting equality of opportunity for all and it is our commitment to ensure that we consider the needs of individuals and how they can best access support and services.

Links to the Corporate Plan

The policy for vehicle dwellers encamped on the highway and the procedures it contains links closely to:

Theme 1 in the Corporate Strategy: "Empowering and Caring "

- Minimising rough sleeping and homelessness in Bristol and enabling citizens in need of housing to access affordable, appropriate accommodation;

- Making sure that vulnerable people in the city continue to be protected and cared for.

Theme 4 "Wellbeing".

- Embedding health in all our policies, in order to reduce inequalities that exist across the city and reduce the demand for acute services through the One City Plan by improving the health of Bristol's population through partnership working and using assets effectively across the city.

Definitions of Terms:

Vehicle

For the purpose of this policy, vehicle will be defined as any vehicle, whether or not it is in a fit state for use on roads, and includes any body, with or without wheels, appearing to have formed part of such a vehicle, and any load carried by, and anything attached to, such a vehicle; and a caravan as defined in section 29(1) of the Caravan Sites and Control of Development Act 1960

Gypsy Roma Traveller

The term Gypsy, Roma and Traveller (GRT) is a collective term used to describe a wide variety of distinct cultural and ethnic groups. Ethnicity can be understood based on certain shared characteristics such as cultural customs, values, language and through self-identification. Defining a person as a Gypsy, Roma or Traveller is a matter of self-description and does not exclude those who are living in houses as the person's ethnic identity is not lost when members of the communities settle, but it continues and adapts to the new circumstances (NATT, 2010).

NET

Bristol City Council's Neighbourhood Enforcement Team

NEO

Bristol City Council's Neighbourhood Enforcement Officer

The Policy

When to intervene:

1. In considering any vehicle dwelling encampments a balance will be maintained between the rights of those encamped and the rights of the landowner, including the Highways Authority, those lawfully entitled to use the public highway and the local community. Each encampment will be considered on its own merits and officers will   act in a neutral, objective and open way. Avon and Somerset Police officers will not proactively seek out encampments but will wait until the Local Authority contacts them. A joint protocol will be maintained between Bristol City Council and Avon and Somerset Police to ensure effective partnership and management of encampments citywide.

2. Each encampment will be individually considered before a decision is taken on whether enforcement action will be taken. Each encampment will be assessed and categorised as either 'High Impact' or 'Low Impact' taking into account the following factors:

Relevant factors:

- The nature, suitability or obtrusiveness of the encampment.
- The level of any nuisance including noise.
- The number, validity and seriousness of any complaints.
- The level of damage caused by the occupiers.
- Proximity to residential properties; schools, children's play and public amenities
- The size and concentration of the encampment
- Human and domestic waste management
- General crime and public order offences.

Full assessments of welfare, education and health needs of the people living in the encampments will be conducted before any action is taken. The occupiers will be signposted to sources of support and advice including St Mungo's outreach service

Definition of High and Low impact encampments:

Bristol City Council in partnership with Avon and Somerset Police will determine whether the encampment is evaluated as a high impact or low impact based on the following.

High Impact

High impact encampments are those where:

- There are other activities in the encampment, such as serious breaches of the peace, disorder, criminal activity or anti-social behaviour (ASB) which would necessitate police involvement under their wider powers;

- The encampment has an unacceptable impact on the environment and the local community because of

- the size and concentration of the encampment;

- its location in close proximity to residential properties, schools, children's play and amenities;

- how waste (human and general), is disposed of;

- high noise or smoke levels.

- If the vehicle is parked in what is considered to be a dangerous location to either or both the vehicle dwellers and road users i.e. on a busy road or junction etc.

- The council and/or police will take prompt action for every encampment evaluated as 'high impact'.

Low Impact

Low impact encampments are those where:

- The people dwelling in vehicles indicate that it is their intention to stay in an area for a short period, and they are unlikely to cause disruption or damage during their stay. (A departure date should be agreed with the stipulation that staying beyond the stated date may trigger legal action);and

- The encampment does not cause significant impact to the local environment or community (e.g. noise, waste, ASB, etc.)

Where the encampment is assessed to be Low Impact, the local authority may   take the decision to tolerate the encampment and not take legal action, for the time being. The local authority will ensure that other relevant bodies are informed. (Relevant bodies include elected members and relevant ward members, the public, complainants and local education, health and/or welfare agencies). The definition of high and low impact follows government and police guidance on effective management of encampments.

Process to be followed in the event of an encampment:

Bristol City Council has a separate protocol with the police for managing unauthorised encampments on public land other than the highway:

https://www.bristol.gov.uk/policies-plans-strategies/managing-unauthorised-encampments-policy

Local authority enforcement and police powers: these are outlined in Appendix 1 and 2.

The process that will be followed in the event of an Encampment is outlined in Appendix 3.

Links to other policies

There are existing policies within the council's Preventing Homelessness Strategy 2013-18 which address rough sleeping. This does not specifically refer to vehicle dwelling on the highway; however, anyone living in a vehicle who requires housing advice or is homeless can access services through the Housing Options Service.

Appendix 1: Local authority powers

Local Authority Powers	
POWER	WHEN CAN THE POWER BE APPLIED?
LOCAL BYELAWS	Councils can make byelaws for the good rule and governance of the whole and any part of the district and for the suppression and prevention of nuisances. Such byelaws include noise in streets and other public places, urinating in public place, etc. Section 150 of the Police Reform and Social Responsibility Act 2011 enables LAs to attach powers of seizure and retention of any property in connection with any breach of a byelaw made under Section 235 and enables the courts to order forfeiture of any such property on conviction for contravention of any byelaw. LAs could use this byelaw as a pre-emptive tool to prohibit encampments, if the LA considers it has an area at risk of encampment protest. This will save having to go through costly injunctions after any encampments have been set up. LAs should consider this option as part of their local risk assessment and mitigation plan; as such a byelaw would still be required to go through the normal processes for amending or introducing new byelaws.
POWERS OF LA TO DIRECT UNAUTHORISED CAMPERS TO LEAVE	Where people are residing in vehicles (including caravans) on land the Section 77 of the Criminal Justice and Public Order Act 1994 gives LAs in England and Wales power to give a direction to leave the land. The power applies only to land forming part of a highway, any other unoccupied land or occupied land on which people are residing without the consent of the occupier. It is an offence to fail to comply with such a direction. If the direction is not complied with, the LA can apply to a magistrates' court for an order requiring the removal of vehicles and any occupants from the land (Section 78). Responsibility for eviction lies with the LA. Officers or agents of the LA may use reasonable force to evict. It is usually recommended that the police attend such evictions in order to prevent a breach of the peace. Please note this power

	does not apply to other campers (i.e. those sleeping under canvas).
ADDRESSING OBSTRUCTIONS OF THE PUBLIC HIGHWAY	If tents and other structures are erected on the public highway, so as to constitute a 'nuisance', the relevant highway authority may serve a notice requiring their removal under the Highways Act 1980 (England and Wales only). If the recipient fails to comply, the highway authority can apply to the Court for a removal and disposal order. The key issue is the need to demonstrate that the tents, etc. that are deposited on the highway are causing a clear, actual obstruction (a 'nuisance'). Under Section 137, it is the duty of the highway authority to protect the rights of the public regarding the use and enjoyment of the highway and to prevent the obstruction of the highway. This allows the authority to seek an injunction in relation to the protests on the highway that restrict public use or create an obstruction.

PUBLIC SPACE PROTECTION ORDER UNDER SECTION 59 OF THE ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014.	1. The Public Space Protection Order under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014 means that PSPO's can be made if the local authority is satisfied on reasonable grounds that two conditions are met.
	
	 I. **The first condition is that:**
	
	    a. Activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality; or
	
	    b. It is likely that activities will be carried on in a public place within that area and that they will have such an effect
	
	 II. **The second condition is that the effect, or likely effect, of the activities:**
	
	    a. Is, or is likely to be, of a persistent or continuing nature
	
	    b. Is, or is likely to be, such as to make the activities unreasonable, and
	
	    c. Justifies the restrictions imposed by the notice

The PSPO can restrict access to public spaces where that space is being used to commit anti-social behaviour. So an order restricting the overnight parking of a caravan or vehicle converted for living purposes are restrictions which could be imposed assuming there is clear evidence linking those caravans/vehicles to anti-social behaviour.

Breach of a PSPO is a summary only offence punishable on conviction to a fine not exceeding £1,000.

2. An additional power that can be used by a local authority is a Community Protection Notice under Section 43 of the Anti-social Behaviour, Crime and Policing Act 2014. A CPN can be issued to a person over the age of 16 if an authority is satisfied on reasonable grounds that:

   i.   The conduct of the individual is having a detrimental effect, of a persistent nature or continuing nature, on the quality of life of those in the locality; and

   ii. The conduct is unreasonable.

The individual can be required take or refrain from certain actions which are linked to the anti-social behaviour. Failure to comply with a CPN is a summary only offence punishable on conviction to a fine not exceeding £2,500.

	POWER TO SEIZE A VEHICLE	From 6th April 2015 where a vehicle is suspected of being involved in the commission of an offence relating to the illegal deposit of waste or other waste offences (e.g. breach of duty of care, carrying controlled waste while unauthorised to do; operating an illegal waste site), a LA or the Environment Agency or Natural Resources Wales may instantly seize a vehicle and its contents in accordance with the provisions of the Control of Pollution (Amendment) Act 1989 / the Environmental Protection Act 1990 and the Control of Waste (Dealing with Seized Property) (England and Wales) Regulation 2015. Move to LA powers

The power can be used where a vehicle is suspected of having been involved in the commission of an offence but there is insufficient information concerning who committed the offence. It can also be used to 'flush out' owners where it is unclear who is the registered keeper and to disrupt and prevent illegal waste activities, reducing the impact of waste crime on the environment.

see Central Government Report on Powers

Appendix 2: Police Powers

Police Powers	
POWER	WHEN CAN THE POWERS BE APPLIED?
ASB POWERS	Tackling anti-social behaviour Action against anti-social behaviour may be particularly difficult where problems are being caused by short-term unauthorised encampments. Effective management of issues as may arise will depend on strong, local partnerships that have the expertise to address complex problems within and in company with, the affected communities. In order for this policy to be used most effectively, it must be supported by a co-ordinated strategy. In particular: There needs to be good co-operation between local authorities and the police, the Environment Agency and others, supported where appropriate by this protocol so that appropriate action can be taken to address or prevent anti-social behaviour and also criminal behaviour when the line between the two is crossed, such as in cases of hate crime, untaxed vehicles, fly tipping and unlicensed waste carriage. This policy in no way effects the responsibility on the Police to deal with reports of Crime and disorder in the same way regardless of whether the location may be an unauthorised, authorised or settled community of any description. The Police responsibility to all communities in regard to recording and investigating crime and criminality remain unchanged. Relevant Authorities will need to regard issues as a whole with the involvement of housing, planning, education, health, social services, and environmental health/ protection in conjunction with any Police Enforcement Action http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted The above link offers guidance and information around legislation Police and Partners can use in issuing Acceptable Behaviour Contracts (ABC) Crime Prevention Warnings(CPW) and Crime Prevention notices (CPN) as a graduated response

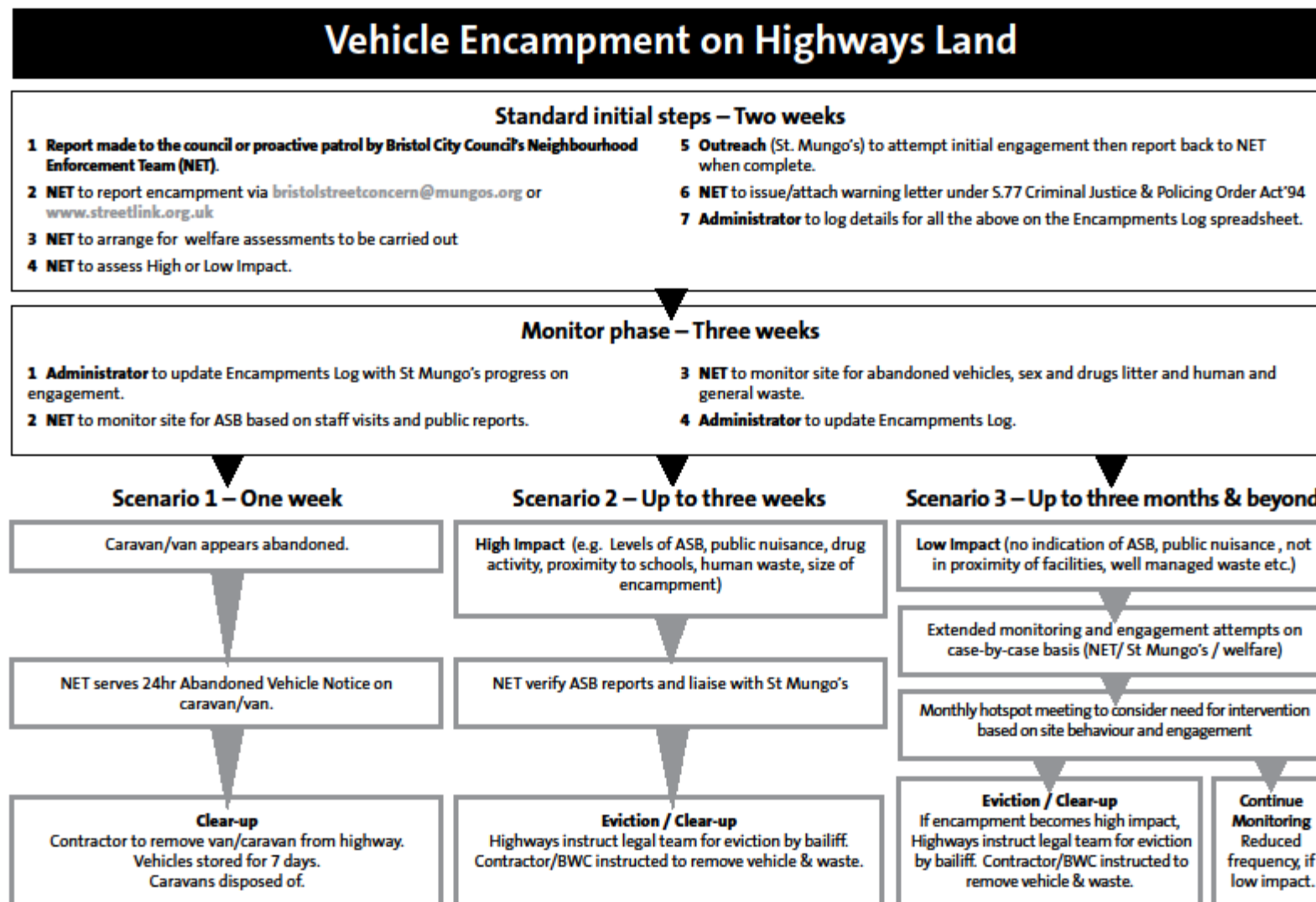|	
	to issues as may arise and can lead to or assist with obtaining an injunction at Court if necessary
OBSTRUCT THE HIGHWAY	The main point required to prove an offence of unlawful obstruction of the pavement is that the obstruction is actual and not merely perceived
POWER TO SEIZE A VEHICLE	The main point required to prove an offence of unlawful obstruction of the pavement is that the obstruction is actual and not merely perceived Offences of unnecessary and wilful obstruction sit in the Police domain. Proceedings for obstructing the highway (including pavements) can be instituted under the following legislation: Wilful Obstruction of the Highway • Section 137 Highways Act 1980 https://www.legislation.gov.uk/ukpga/1980/66/section/137 • Fixed Penalty Summary Offence. Unnecessary Obstruction • Section 42 Road Traffic Act 1988

https://www.legislation.gov.uk/ukpga/1988/52/section/42

- Fixed Penalty Summary Offence.

Leaving Vehicles in Dangerous Position

- Section 22 Road Traffic Act 1988

https://www.legislation.gov.uk/ukpga/1988/52/section/22

- Fixed Penalty Summary Offence that carries 3 penalty points and requires service of a Notice of Intended Prosecution.

Vehicle Encampment on Highways Land

Standard initial steps – Two weeks

1 **Report** made to the council or proactive patrol by Bristol City Council's **Neighbourhood Enforcement Team (NET)**.

2 **NET** to report encampment via bristolstreetconcern@mungos.org or www.streetlink.org.uk

3 **NET** to arrange for welfare assessments to be carried out

4 **NET** to assess High or Low Impact.

5 **Outreach** (St. Mungo's) to attempt initial engagement then report back to NET when complete.

6 **NET** to issue/attach warning letter under S.77 Criminal Justice & Policing Order Act'94

7 **Administrator** to log details for all the above on the Encampments Log spreadsheet.

Monitor phase – Three weeks

1 **Administrator** to update Encampments Log with St Mungo's progress on engagement.

2 **NET** to monitor site for ASB based on staff visits and public reports.

3 **NET** to monitor site for abandoned vehicles, sex and drugs litter and human and general waste.

4 **Administrator** to update Encampments Log.

Scenario 1 – One week

Caravan/van appears abandoned.

↓

NET serves 24hr Abandoned Vehicle Notice on caravan/van.

↓

Clear-up
Contractor to remove van/caravan from highway. Vehicles stored for 7 days. Caravans disposed of.

Scenario 2 – Up to three weeks

High Impact (e.g. Levels of ASB, public nuisance, drug activity, proximity to schools, human waste, size of encampment)

↓

NET verify ASB reports and liaise with St Mungo's

↓

Eviction / Clear-up
Highways instruct legal team for eviction by bailiff. Contractor/BWC instructed to remove vehicle & waste.

Scenario 3 – Up to three months & beyond

Low Impact (no indication of ASB, public nuisance, not in proximity of facilities, well managed waste etc.)

↓

Extended monitoring and engagement attempts on case-by-case basis (NET/ St Mungo's / welfare)

↓

Monthly hotspot meeting to consider need for intervention based on site behaviour and engagement

↓

Eviction / Clear-up
If encampment becomes high impact, Highways instruct legal team for eviction by bailiff. Contractor/BWC instructed to remove vehicle & waste.

Continue Monitoring
Reduced frequency, if low impact.

Vehicle Dweller Encampment Policy Consultation

Penny Germon, Neighbourhoods & Communities Service Manager

Lindsay Hay, Neighbourhood Services Manager

Presentation

- Background

- Key findings – consultation

- Next steps

- Feedback from scrutiny about the implementation of the policy.

Communities

Neighbourhoods & Communities

BRISTOL CITY COUNCIL

Background

☐ Numbers of vehicle dwellers have increased significantly.

☐ We need a policy for managing vehicle encampments on the highway.

☐ Consultation on draft policy -29 June - 26 August 2018

☐ Strategic context : Corporate plan and Homelessness Strategy

' We want to minimise incidences of rough sleeping and homelessness in Bristol and enable citizens in housing need to access affordable housing that meets their needs'.

Communities

Neighbourhoods & Communities

Proposed Vehicle Dwelling Encampment on the Highway Policy

The policy outlines how we propose to manage vehicle dwelling encampments on the highway.

Key elements

- Balance the needs of those living in vehicles with the needs of the wider community

- Offer housing and health support from first contact

- Support to help vehicle dwellers move into alternative accommodation

- Assess impact of each encampment against agreed criteria

- High impact – take action in timely fashion

- Low impact - monitor

Communities

Neighbourhoods & Communities

BRISTOL CITY COUNCIL

Proposed Vehicle Dwelling Encampment on the Highway Policy

For the purposes of the policy:

Any vehicle being lived in on the highway will be considered an encampment

Communities

Neighbourhoods & Communities

Slide 5

BRISTOL · CITY COUNCIL

Consultation – we wanted to find out

Does the draft policy balance the needs of people in vehicle encampments with the needs of others?

Are criteria for assessing the impact of an encampment right?

Are there alternative approaches we should consider?

If respondents have had to report concerns about vehicle dwelling.

Any other comments or suggestions

Consultations on Bristol City Council's approach to rough sleeping encampments and vehicle dwelling encampments

Toolkit information: for organisations interested in rough sleeping and vehicle dwelling encampments

Consultation outcomes

A similar number agreed and disagreed with the proposed approach
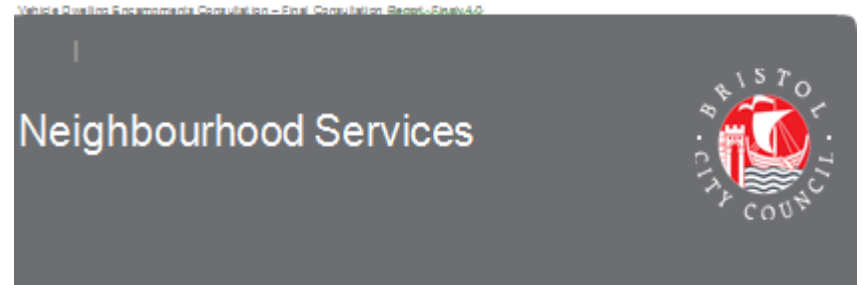
- Encampments should never be tolerated

- Vehicle dwelling is a consequence of the lack of affordable housing / viable life style and therefore should be tolerated

Neighbourhood Services

Vehicle Dwelling Encampments Policy Consultation

Final Report v1.0
October 2018

Communities

Neighbourhoods & Communities

Slide 7

Consultation outcomes

	1. Do you agree that the draft policy balances the needs of people dwelling in vehicles with the needs of other members of the community?		Response Percent	Response Total
1	Strongly agree		9%	74
2	Agree		29%	232
3	Neither agree nor disagree		21%	162
4	Disagree		27%	211
5	Strongly disagree		14%	111
			answered	790
			skipped	18

BRISTOL CITY COUNCIL

Consultation outcomes

(Of those who supporting the policy) Clear majority support 9 out of the 10 criteria to assess impact:

✓ The nature, suitability or obtrusiveness of the encampment.

✓ The level of any nuisance including noise.

✓ The number, validity and seriousness of any complaints.

✓ The level of damage caused by the occupiers.

 Proximity to residential properties

Proximity to schools, children's play and public amenities

✓ The size and concentration of the encampment

✓ Human and domestic waste management

✓ General crime and public order offences.

Fewer people supported 'welfare of occupants' as a criteria.

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Consultation outcomes

- 25% said that the impact should not be assessed because encampments should never be tolerated.

- Clear majority supported parking restrictions to manage encampments

- Similar numbers agreed and disagreed that facilities should be provided for tolerated encampments

- Provision of sites for vehicle dwellers was the most popular alternative option (about a fifth of those suggesting alternative measures).

Communities

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Next Steps

- Make any changes to policies in light of consultation

- Cabinet – aiming for Feb 2019

- Implementation

Communities

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Considerations/Questions

Feedback about the implementation of the policy

Key Considerations

Resources to implement the policy

(waste, nuisance, licensing, animal welfare)

Communities

Neighbourhoods & Communities

Communities Scrutiny Commission

November 2018

Report of:	Elena Vultur
Title:	Safer Bristol Quarter 2 Data
Ward:	**Citywide**

Officer Presenting Report: Stuart Pattison

Contact Telephone Number: 0117 3525249

Recommendation

Communities Scrutiny Committee is asked to note the current trends and volume of crime and anti-social behaviour in Bristol.

The data is extracted from official Police crime and incident reports.

Page 2

Reported incidents of crime by volume and type in previous full quarter (July 2018- Sept 2018), % change in the last quarter compared to the last quarter of last year.

Page 3

Number of occurrences (no ASB) per month in Bristol (Apr 2015-Sept 2018)

Page 4

Change present/last year's quarter (Calendaristic Q3/2018 compared with Q3/2017) by offence group

Page 5

 Victims of crime demographics Oct 2017-Sept 2018

Page 6

Offenders of crime demographics Oct 2017-Sept 2018

Page 7

Crime rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

 Page 8

ASB incidents per month in Bristol Apr 2015-Sept 2018

Page 9

%Change in ASB incidents Q2/2018 (July-Sept 2018) vs Q2/2017(July-Sept 2017) by ASB type

Page 10

ASB rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

Page 11

Hate crime occurrences by type per month in Bristol Apr 2015-Sept 2018

Page 12

Hate crime by type in the last 12 months Oct 2017-Sept 2018

Page 13&14

Victims of hate crime demographics Oct 2017-Sept 2018

Page 15&16

 Offenders of hate crime demographics Oct 2017-Sept 2018

Page 17

Hate crime rates per 1,000 population by ward in Bristol in the last 12 months
(Oct 2017- Sept 2018)

 Page 18-21

 Public perception – Quality of Life survey 2017/2018, 6 crime and safety selected questions, % respondents by ward compared to the average

Summary

Overall Recorded Crime in Bristol

1. It looks like overall crime volume in Bristol have fallen in Q2 but in reality a lot of the occurrences which happened in September 2018 are ongoing cases. The data in this report includes only occurrences that have been closed and finalised.
2. The attached graph shows the long-term trend in recorded crime from April 2015 until September 2018
3. Crime rates per 1,000 population are the highest in Central and Hotwells & Harbourside wards. The reason behind it is because the number of companies, restaurants and pubs is very high, so there are not that many inhabitants and Night Time Economy is concentrated around these 2 wards.

Overall Recorded Anti-Social Behaviour in Bristol

1. Recorded incidents of anti-social behaviour have increased in Bristol in Q2. This reflects a seasonal trend.
2. There was a reduction in both environmental and personal anti-social behaviour and an increase in nuisance anti-social behavior reported compared to the same quarter from last year.
3. The breakdown of all crime and anti-social behaviour reported by ward shows that Central Bristol and Hotwells & Harbourside are outliers in terms of reported incidents. Lawrence Hill ward has the third highest incidence of reported crimes and anti-social behaviour.

Overall Reported Hate Crime in Bristol

1. Reports of hate crime fell in Q2 compared to the previous quarter. Rates of reported incidents were higher than in the same quarter in the previous year.
2. The vast majority of the hate crime occurrences (60%) are falling in the racial category being followed by sexual orientation (10%).

Bristol Crime Stats - @30/09/2018

Data in this document are **not official statistics**; these are unaudited figures extracted from a live Police dataset; owing to the ongoing nature of Police investigations, these figures may be subject to change

Front Page

Previous Quarter this year is the previous full quarter July/August/September 2018

Anti Social Behaviour Prev Quarter

3,956 4%
% Change in ASB Prev Q vs Prev Q Last Year

Crimes Prev Quarter

12,015 -14%
% Change in Crimes Prev Q vs Prev Q Last Year

Hate Crime Prev Quarter

384 -22%
% Change in HC Prev Q vs Prev Q Last Year

Offenders Prev Quarter

2,974 -0.24
% Change in Offenders No Prev Q vs Prev Q Last Year

First Time Entrants data covers 04/04/2016 - 28/03/2018

First Time Entrants last full Quarter (Q4 2017)

12 -72%
% Change in FTE Prev Q vs Prev Q Last Year

Occurrences (no ASB) per month in Bristol Apr 2015-Sept 2018

Occurrences Per Month (no ASB)
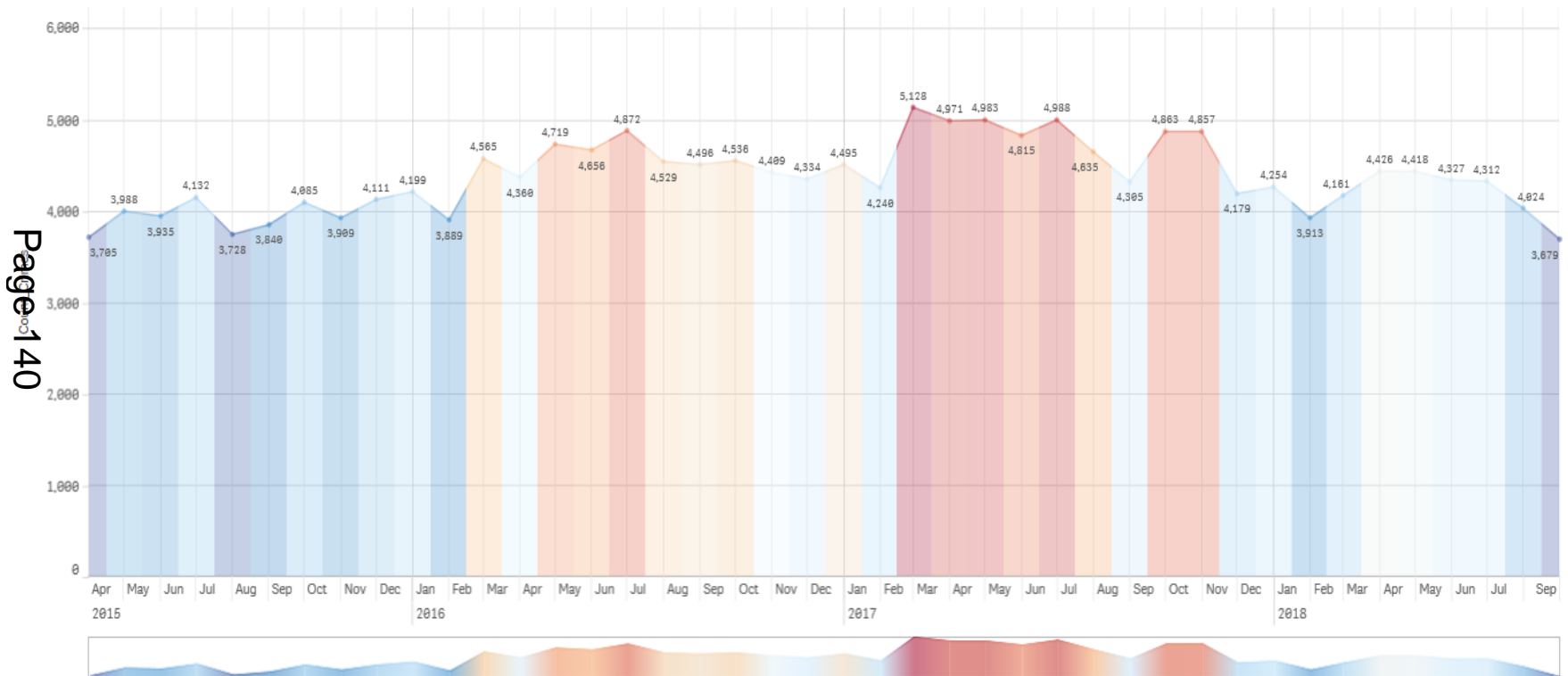
# Change present/last year's quarter (Q2/2018 compared with Q2/2017) by offence group
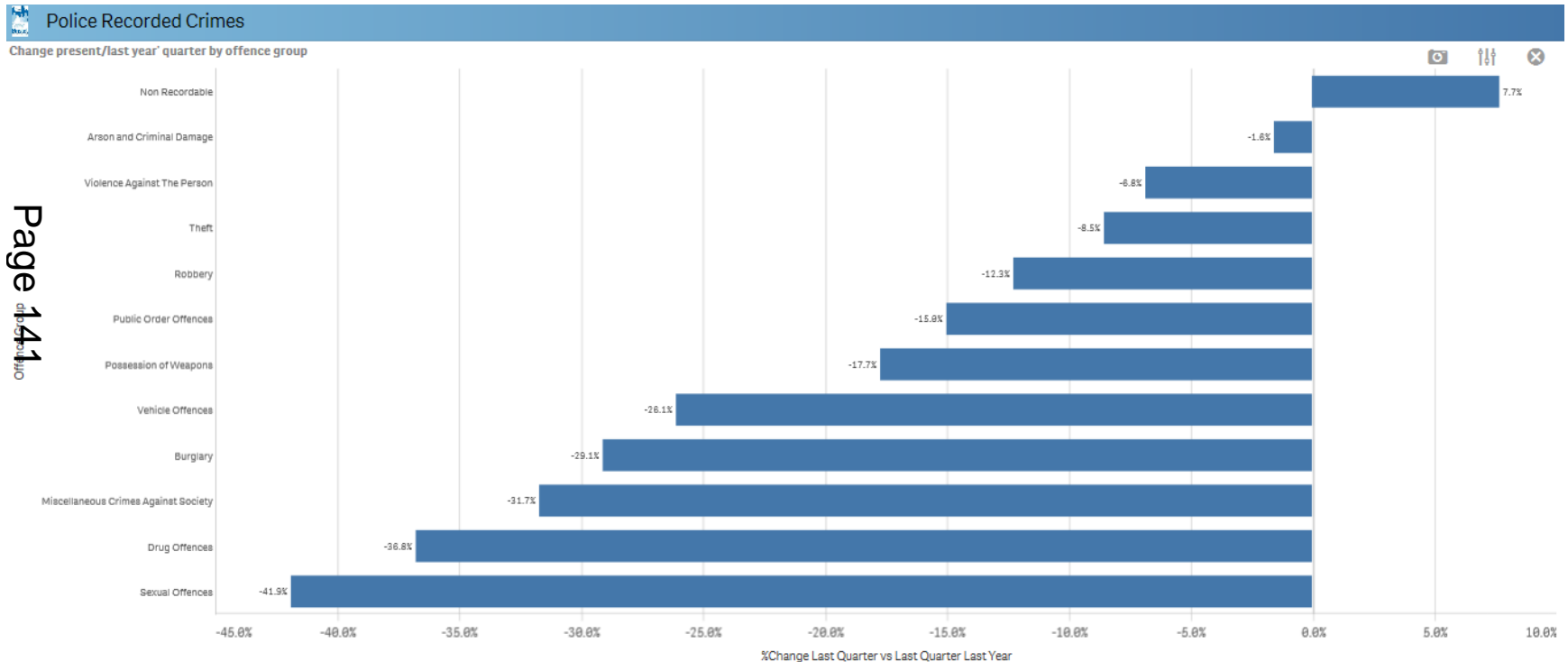
Police Recorded Crimes

Change present/last year' quarter by offence group

Offence group	% Change
Non Recordable	7.7%
Arson and Criminal Damage	-1.6%
Violence Against The Person	-6.8%
Theft	-8.5%
Robbery	-12.3%
Public Order Offences	-15.0%
Possession of Weapons	-17.7%
Vehicle Offences	-26.1%
Burglary	-29.1%
Miscellaneous Crimes Against Society	-31.7%
Drug Offences	-36.8%
Sexual Offences	-41.9%

%Change Last Quarter vs Last Quarter Last Year

The data analysed in these graphs is covering the last 12 months Oct 2017-Sept 2018

Crimes Demographics Victims
Police Recorded Crimes by Victim age group

The data analysed in these graphs is covering the last 12 months Oct 2017-Sept 2018
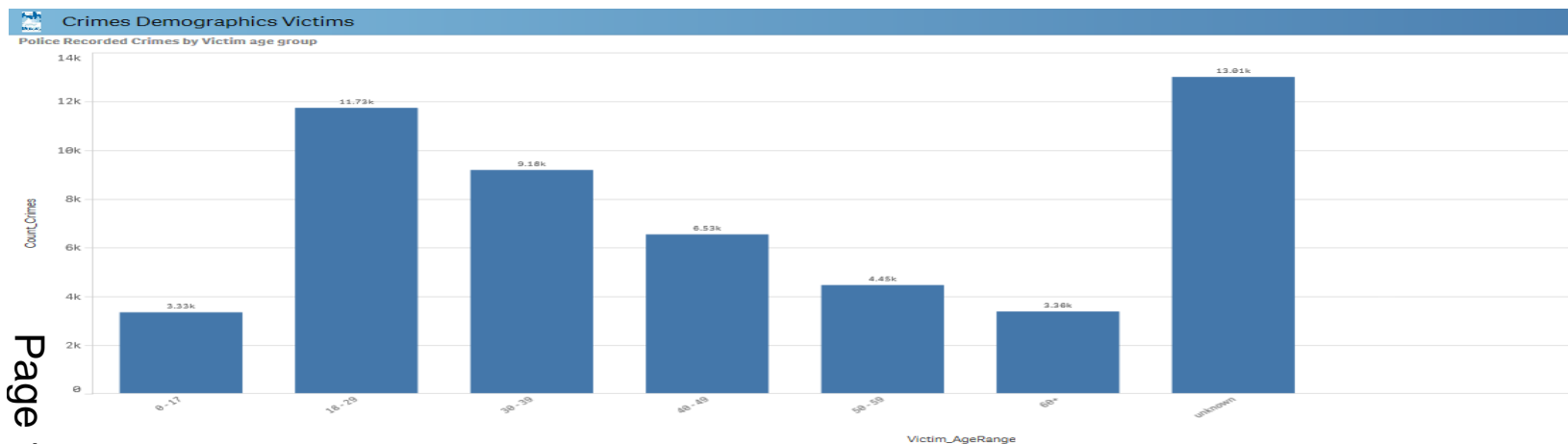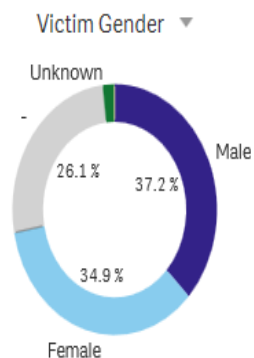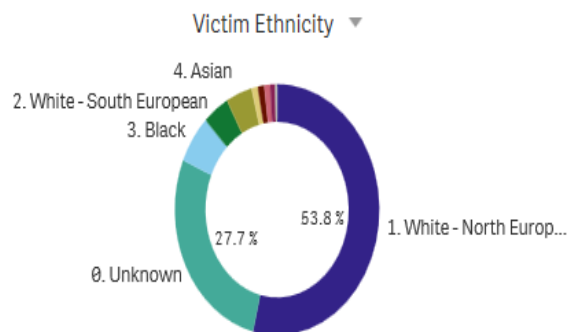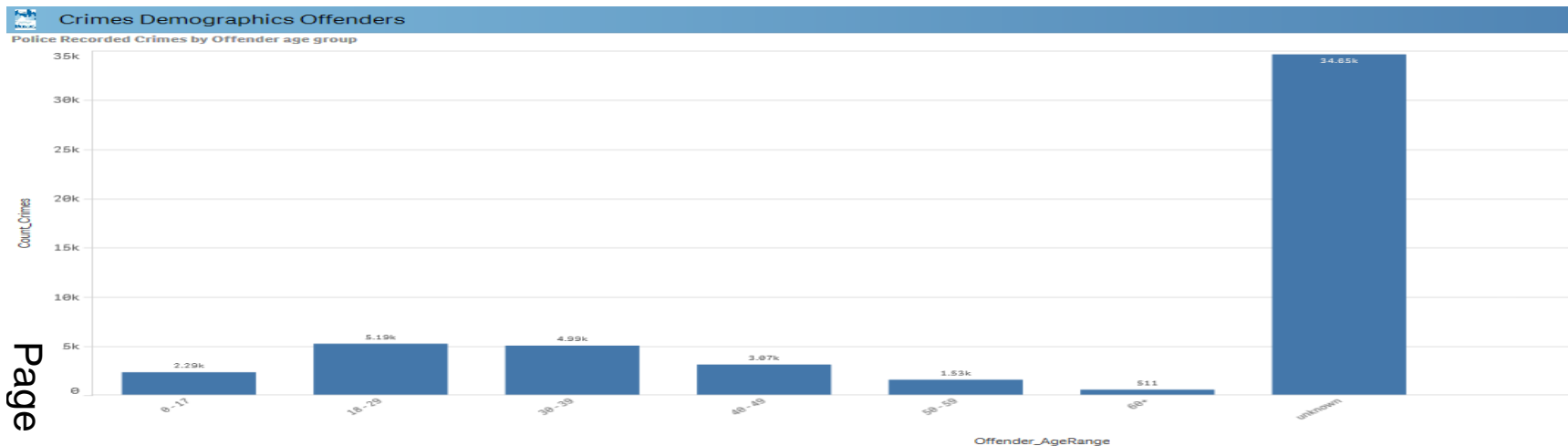
Page 143
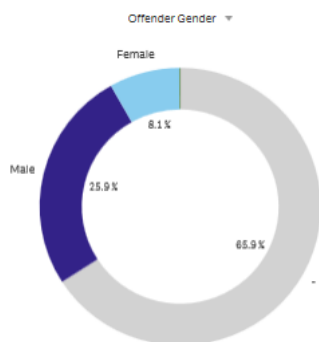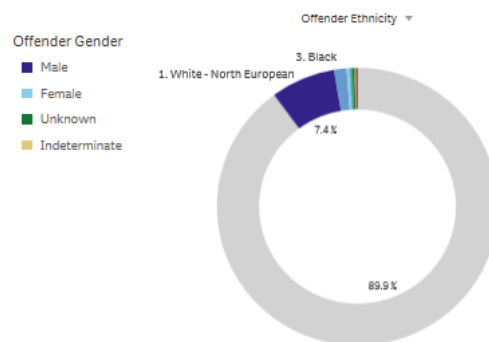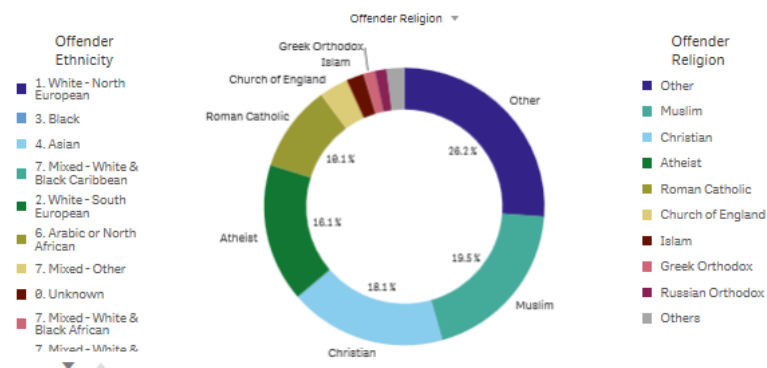
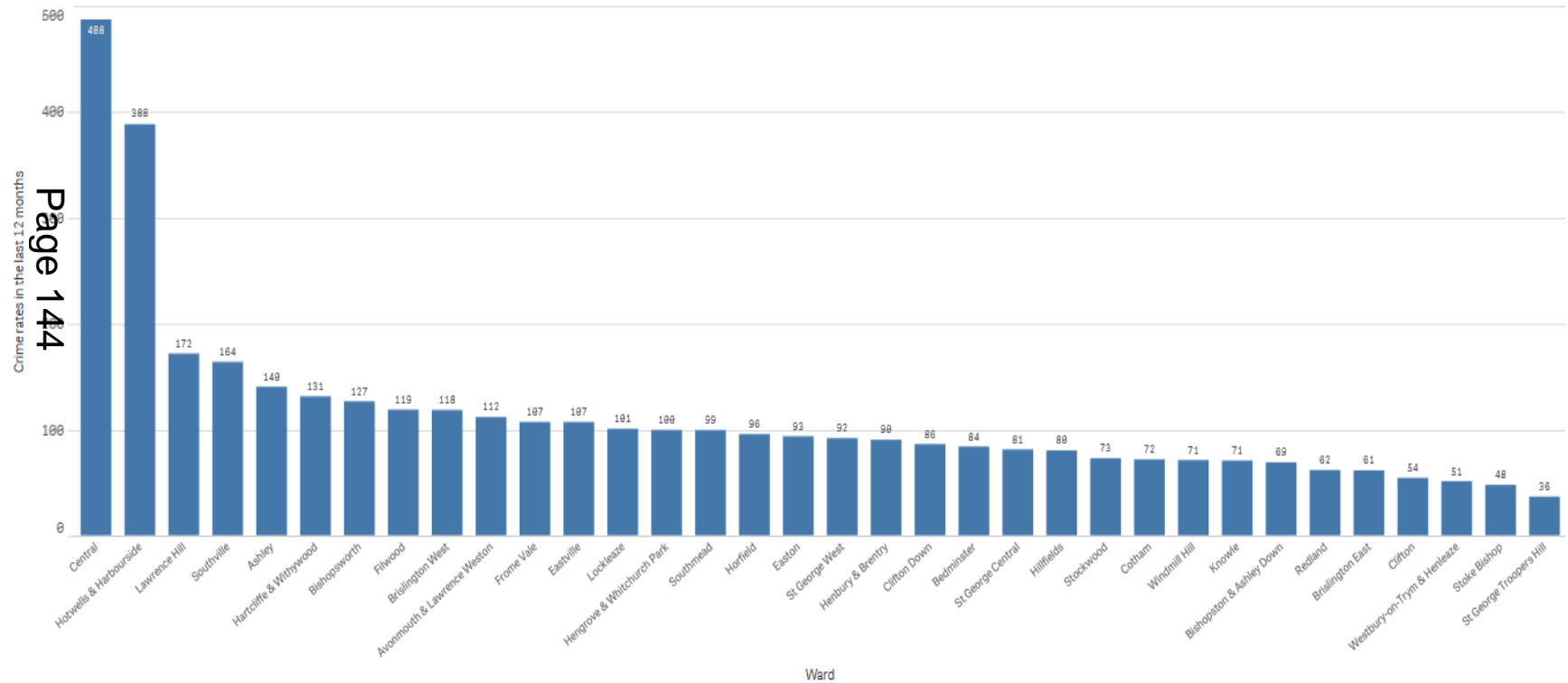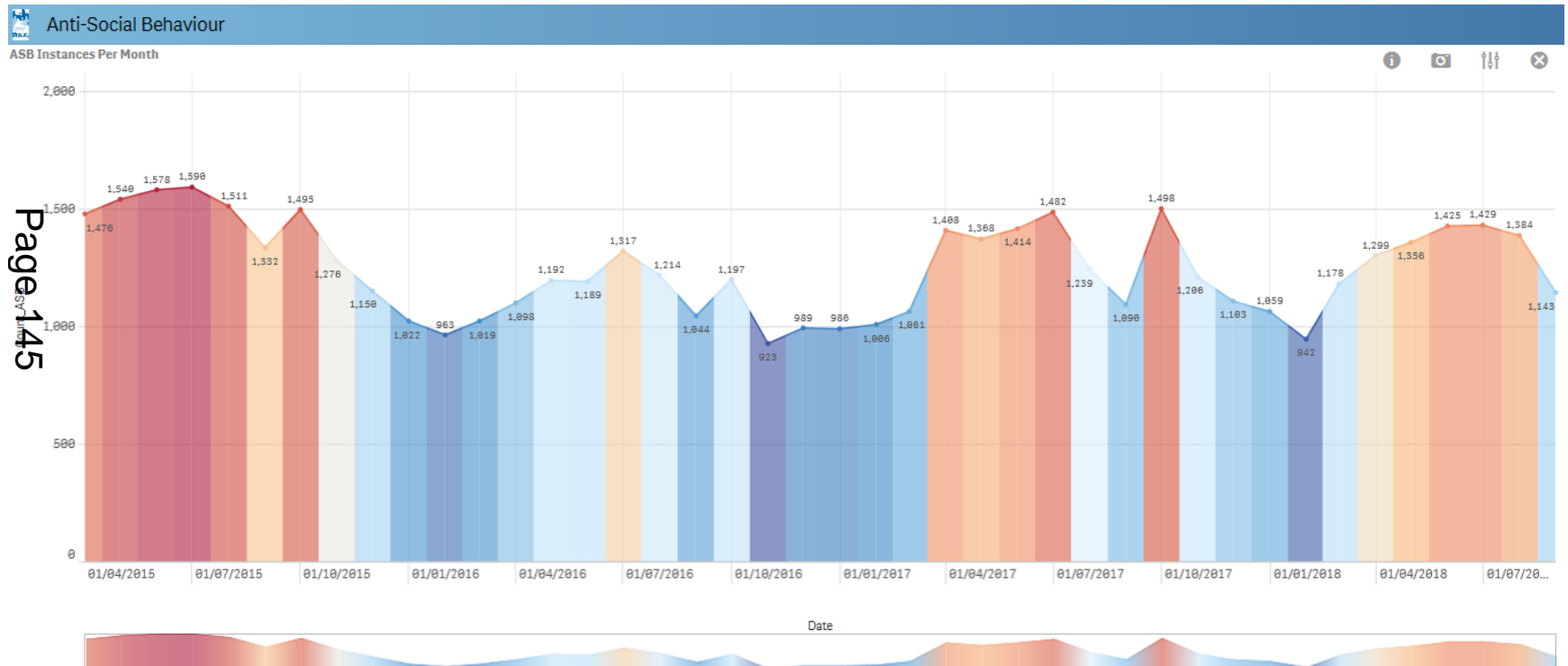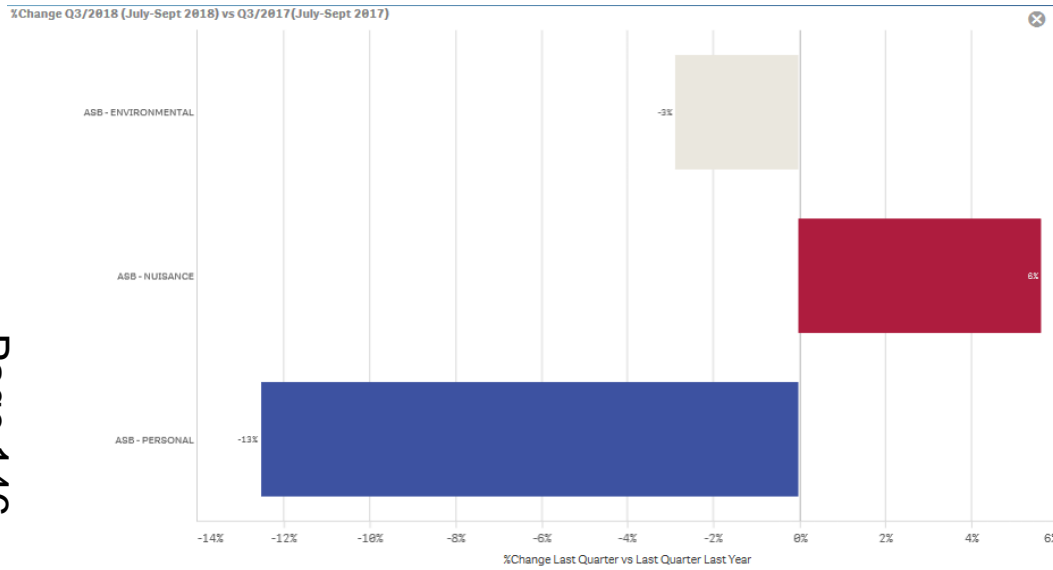# Crime rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

ASB incidents per month in Bristol Apr 2015-Sept 2018

Anti-Social Behaviour

ASB Instances Per Month

Page 145

%Change in ASB incidents Q2/2018 (July-Sept 2018) vs Q2/2017(July-Sept 2017) by ASB type

%Change Q3/2018 (July-Sept 2018) vs Q3/2017(July-Sept 2017)

ASB Type	%Change
ASB - ENVIRONMENTAL	-3%
ASB - NUISANCE	6%
ASB - PERSONAL	-13%

%Change Last Quarter vs Last Quarter Last Year

ASB rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

Page 147
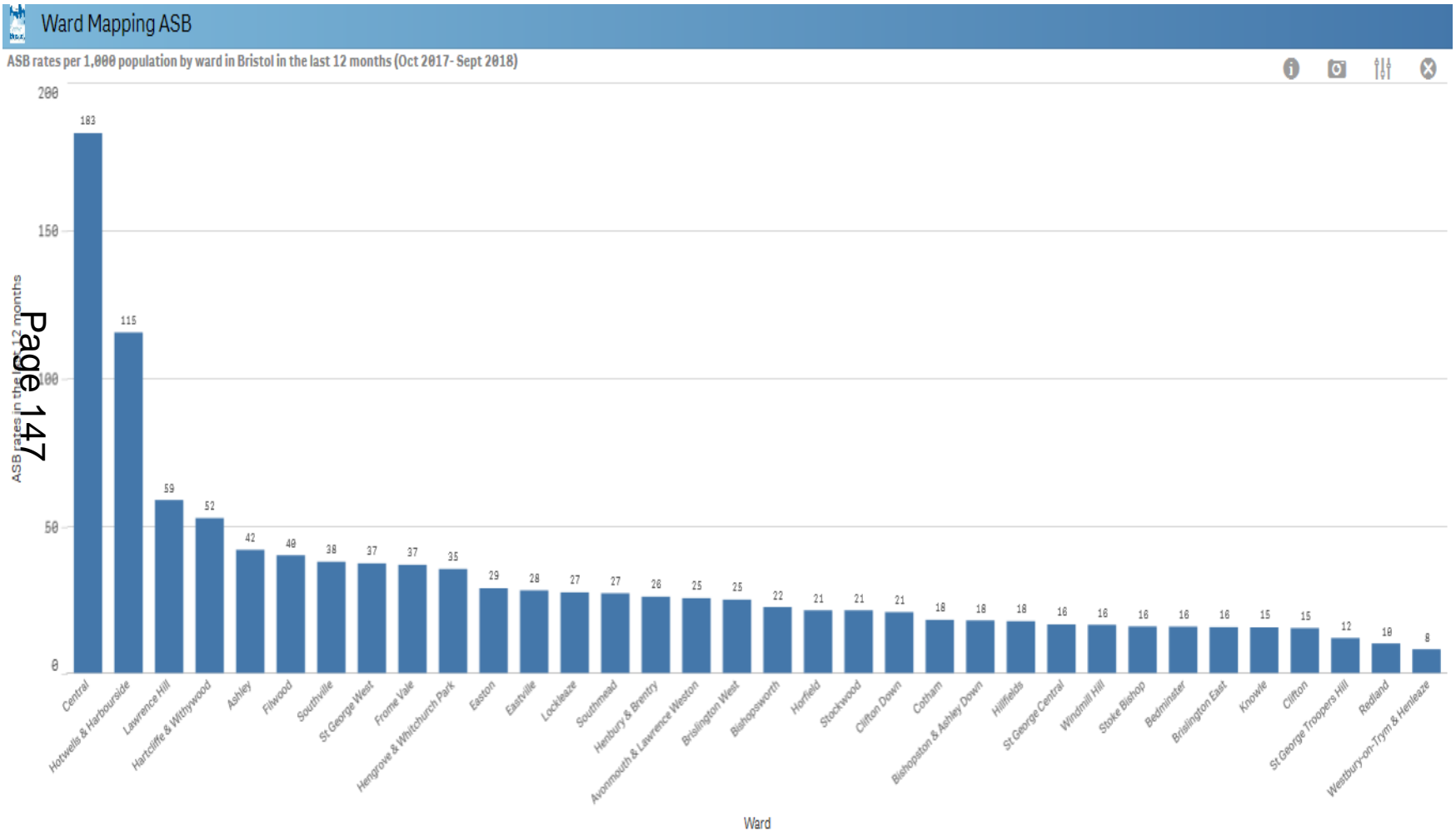
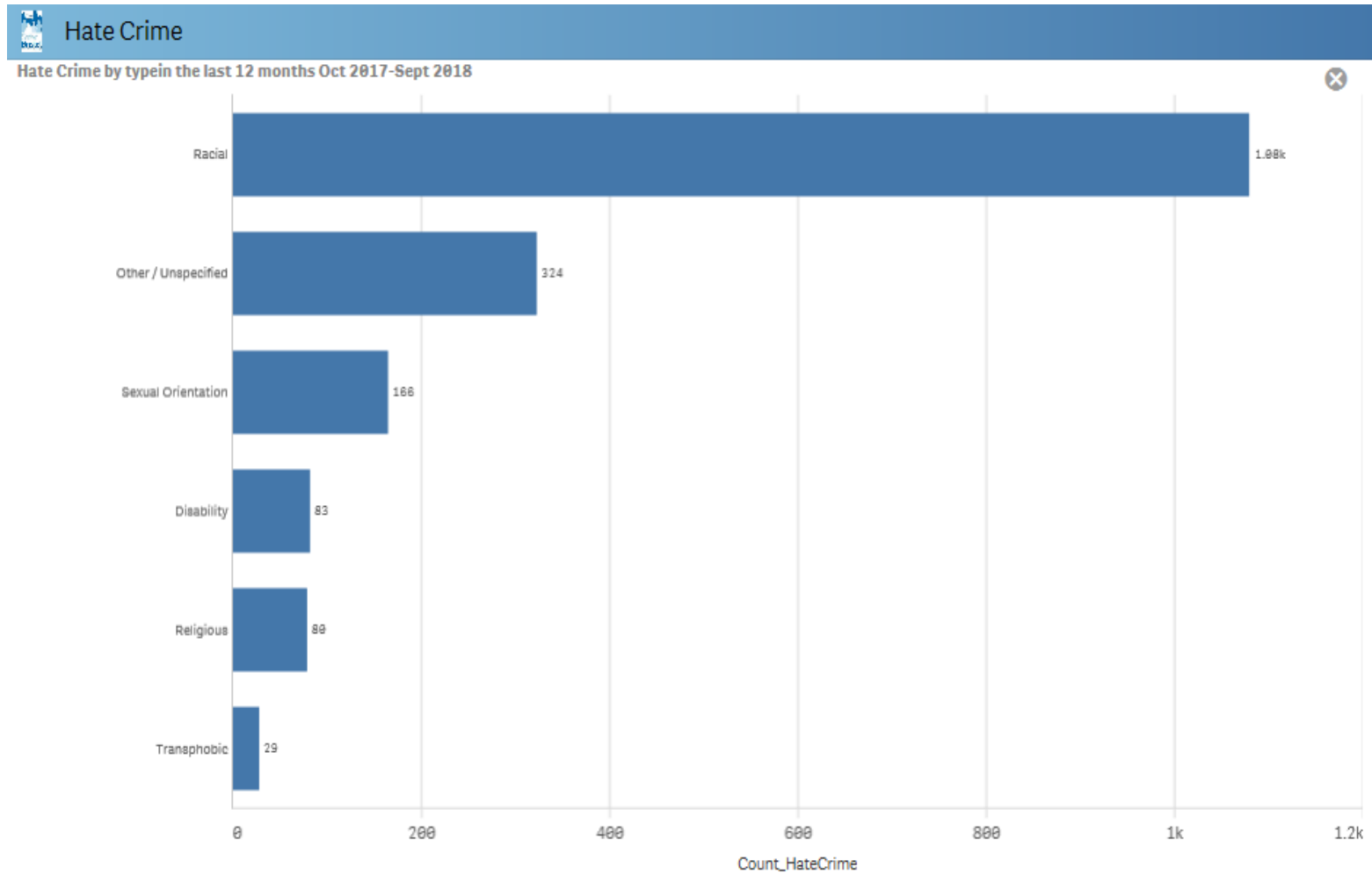# Hate Crime occurrences by type per month in Bristol Apr 2015-Sept 2018

Hate Crime by type in the last 12 months Oct 2017-Sept 2018

Hate Crime

Hate Crime by typein the last 12 months Oct 2017-Sept 2018

Type	Count
Racial	1.08k
Other / Unspecified	324
Sexual Orientation	166
Disability	83
Religious	80
Transphobic	29

Count_HateCrime

The data analysed in these graphs is covering the last 12 months Oct 2017-Sept 2018

Victims by religion *

Victim Religion ▼

Roman Catholic

7.1 %

Jewish

14.3 %

Other

14.3 %

Muslim

42.9 %

Christian

21.4 %

Victim Religion

■ Muslim
■ Christian
■ Other
■ Jewish
■ Roman Catholic
■ Atheist
■ Church of England
■ Islam
■ Agnostic

▼ ▲
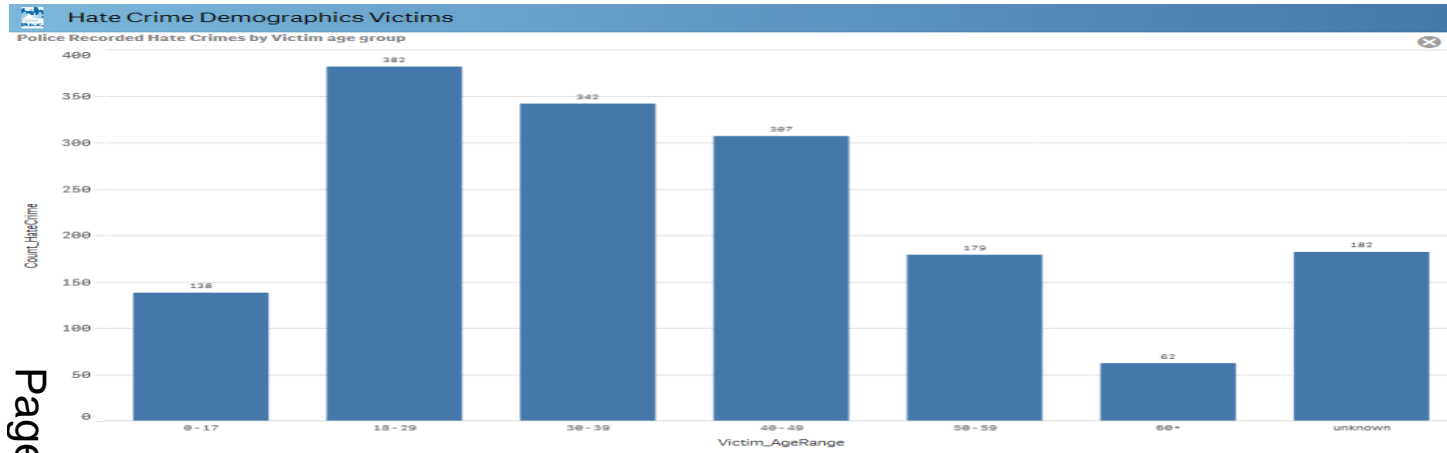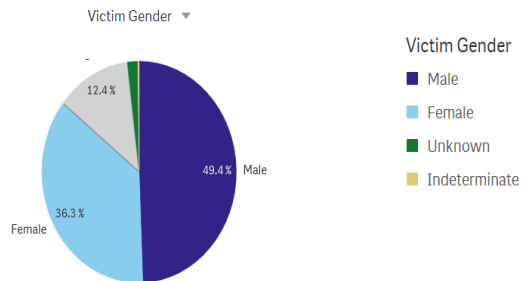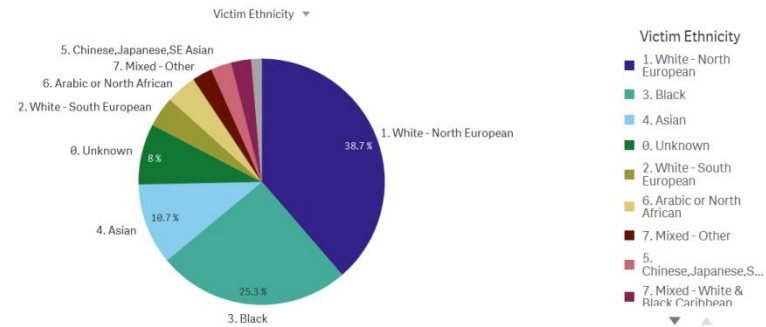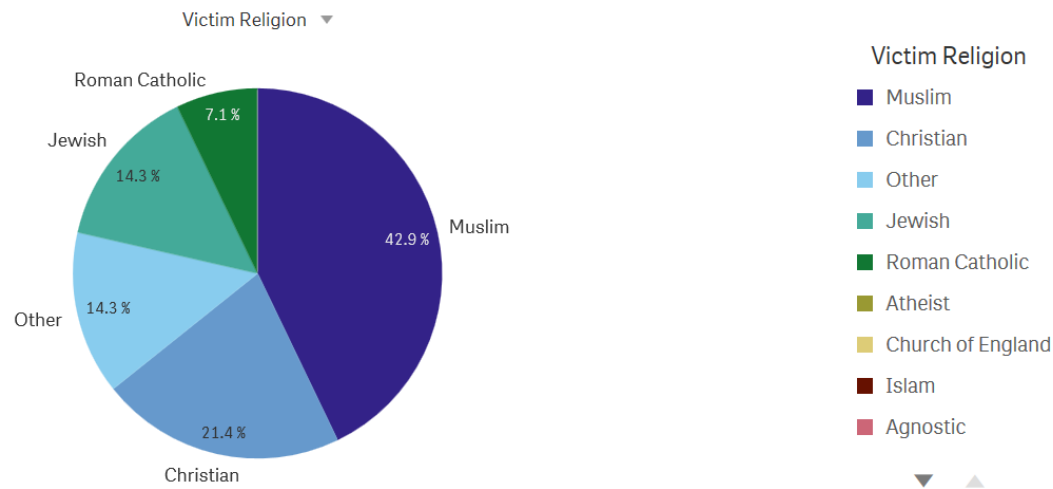
The data set contains negative or zero values that cannot be shown in this chart.

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The data analysed in these graphs is covering the last 12 months Oct 2017-Sept 2018

Offender_Ethnicity ▾

4. Asian
3. Black
1. White - North European
7.5 %
90.4 %
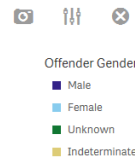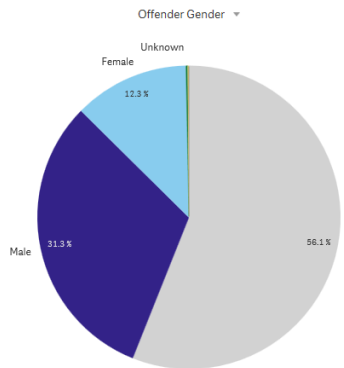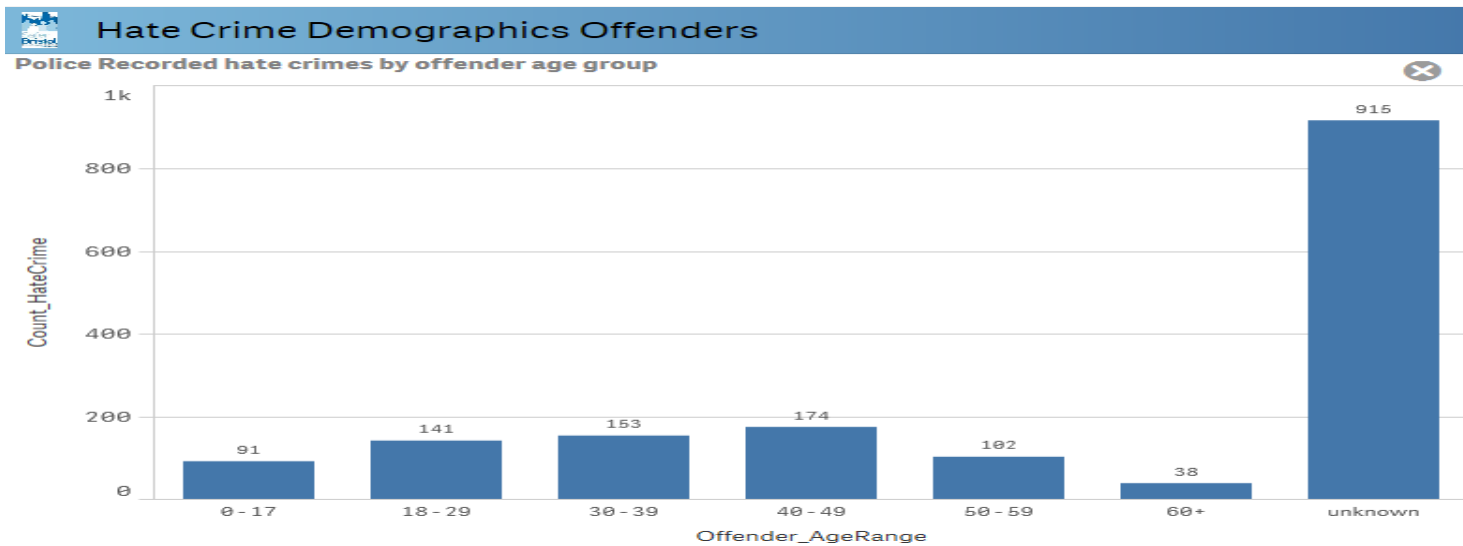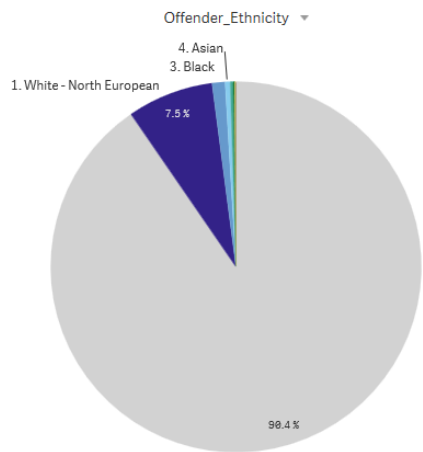
Offender_Ethnicity

- 1. White - North European
- 3. Black
- 4. Asian
- 7. Mixed - White & Black Caribbean
- 6. Arabic or North African
- 7. Mixed - Other
- 2. White - South European
- 7. Mixed - White & Black African
- 0. Unknown
- 7. Mixed - White & Asian
- 5. Chinese,Japanese,S...

Offender Religion ▾

Muslim
28.6 %
71.4 %
Roman Catholic
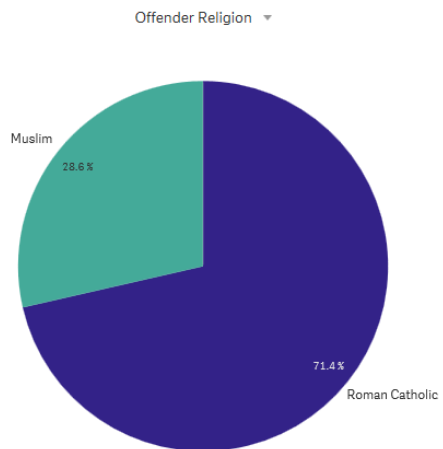
Offender Religion

- Roman Catholic
- Muslim
- Agnostic
- Atheist
- Christian
- Church of England
- Greek Orthodox
- Rastafarian
- Russian Orthodox
- Others

Hate crime rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

Ward Mapping Hate Crimes

Hate crime rates per 1,000 population by ward in Bristol in the last 12 months (Oct 2017- Sept 2018)

Public perception – Quality of Life survey 2017/2018

% respondents who feel they belong to neighbourhood

% who help out their neighbours

Easton 48, Southmead 46, Lockleaze 44, Westbury-on-Trym & Henleaze 39, Frome Vale 37, Stockwood 36, Bedminster 36, Clifton Down 36, Stoke Bishop 36, Ashley 36, Southville 35, Windmill Hill 35, Cotham 34, Bishopston & Ashley Down 34, Brislington West 32, Avonmouth & Lawrence Weston 31, Hengrove & Whitchurch Park 31, Eastville 31, Bishopsworth 31, Lawrence Hill 31, Horfield 30, St George Central 30, Henbury & Brentry 30, Clifton 29, Brislington East 29, Hartcliffe & Withywood 29, Redland 29, Hillfields 28, St George West 28, Filwood 27, Knowle 27, Central 24, St George Troopers Hill 22, Hotwells & Harbourside 19

% whose fear of crime affects their day-to-day lives

Lawrence Hill 24, Filwood 22, Hartcliffe & Withywood 20, Southmead 19, Eastville 19, Stoke Bishop 16, Horfield 15, Hengrove & Whitchurch Park 13, Easton 12, St George West 12, Bishopsworth 11, Central 11, Frome Vale 11, Westbury-on-Trym & Henleaze 11, St George Central 10, Avonmouth & Lawrence... 10, Stockwood 9, Brislington West 9, Henbury & Brentry 9, Southville 9, Hillfields 7, Knowle 7, Lockleaze 7, Ashley 7, Clifton 7, Windmill Hill 6, Brislington East 6, Bishopston & Ashley Down 4, Redland 4, Hotwells & Harbourside 2, Cotham 2, Clifton Down 2, St George Troopers Hill 2, Bedminster 1

% who feel crime and safety has got better in their area in the last 3 years

Bar chart showing percentages by area:
Easton 29, Southmead 28, Filwood 28, Lawrence Hill 25, Bedminster 25, Eastville 24, Windmill Hill 21, Hillfields 19, Lockleaze 19, Southville 19, Ashley 17, Horfield 17, Henbury & Brentry 17, Stoke Bishop 16, Hartcliffe & Withywood 16, Frome Vale 16, Brislington West 15, Avonmouth & Lawrence Weston 14, Clifton Down 14, Bishopsworth 14, St George Central 14, Knowle 13, Cotham 13, St George West 13, Brislington East 11, Hengrove & Whitchurch Park 10, Bishopston & Ashley Down 8, Redland 8, Westbury-on-Trym & Henleaze 7, Central 6, St George Troopers Hill 6, Hotwells & Harbourside 4, Stockwood 3, Clifton 3

% who feel drug use is a problem locally

Bar chart showing percentages by area:
Hartcliffe & Withywood 66, Filwood 58, Lawrence Hill 54, Ashley 49, Southmead 41, Lockleaze 40, Bishopsworth 37, Henbury & Brentry 36, Central 36, Stockwood 35, Eastville 35, Easton 34, Frome Vale 33, St George West 29, Hengrove & Whitchurch Park 29, Knowle 28, Avonmouth & Lawrence Weston 28, Brislington East 27, Southville 26, Hillfields 24, Windmill Hill 24, Brislington West 24, St George Central 23, Horfield 22, St George Troopers Hill 18, Bishopston & Ashley Down 18, Bedminster 14, Cotham 10, Hotwells & Harbourside 9, Stoke Bishop 9, Redland 8, Clifton Down 8, Clifton 5, Westbury-on-Trym & Henleaze 3

% who feel police and public services successfully tackle crime and anti-social behaviour locally

Area	%
Clifton	49
Redland	48
Stoke Bishop	46
Bishopston & Ashley Down	46
Cotham	44
Filwood	42
Westbury-on-Trym & Henleaze	41
Henbury & Brentry	40
Hotwells & Harbourside	39
Bedminster	39
Central	37
Windmill Hill	37
Knowle	34
Lawrence Hill	34
Ashley	33
Clifton Down	32
Hartcliffe & Withywood	30
St George West	29
Hillfields	27
Easton	27
Horfield	26
Frome Vale	25
Lockleaze	25
Southmead	25
Avonmouth & Lawrence Weston	25
Bishopsworth	25
St George Central	24
Eastville	24
Southville	23
Hengrove & Whitchurch Park	23
Stockwood	22
Brislington West	22
St George Troopers Hill	18
Brislington East	8

Communities Scrutiny Commission
12th November 2018

Report of: **Executive Director, Communities**

Title: **Communities Scrutiny Commission Directorate Risk Register Update**

Ward: **Citywide**

Officer Presenting Report: Executive Director, Communities

Contact Telephone Number: 0117 35 26218

Recommendation

The Communities Scrutiny Commission is asked to consider the Communities focused Risks contained within the latest iteration of the Corporate Risk Register and to comment on any areas of interest.

Summary

A number of risks contained within the register are cross cutting across directorates.

The following represent the most significant risk that are owned by the Communities Directorate as at October 2018:

1) Business Continuity and Councils Service Resilience - CRR 5 (Page 5 of attached risk register)
2) Failure to deliver suitable planning measures, respond to and manage events when they occur - CRR12 (Page 12 of attached risk register)
3) Tree Management - CRR 19 (Page 18 of attached risk register)

Appendices:

Appendix A – Corporate Risk Register

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
			Current Risk Level					Tolerance Risk Level		
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing		Likelihood	Impact	Risk Rating
CRR1: Long term commercial investments and major projects capital investment. BCC'S long term commercial investments and major projects may require greater than anticipated capital investment. Key potential causes are: • The cost is higher than expected. • The project is delivered later than planned. • The operating and maintenance cost of the asset exceeds expectations. • The demand for the asset is less than budgeted driving down income. • Strategic, geographic, social, financial and economic conditions changing over time. • Oversight of Project Interdependencies not well managed.	We have reviewed Capital Governance arrangements and have established the Growth and Regeneration Board in order to improve capital programme governance and accountability arrangements. The Board is overseen by the Delivery Executive to make improvements to capital project business cases, taking account of whole life costing principles and improving capital monitoring arrangements. We are understanding, monitoring and reporting the cost-determining factors, and seeking relevant professional advice to ensure Value for Money (VfM) by undertaking due diligence which covers the economic, financial, social and environmental case. This is ongoing. Governance arrangements are in place for the council as a Company Shareholder. The Growth and Regeneration Directorate is responsible for delivery of major infrastructure projects. Some of the key projects include: Harbour Strategy • We are looking to secure capital funding to commence in 2018/19 through a robust capital business case to make commercial improvements across areas such as new pontoons, and boaters facilities both of which will generate income and make the area more attractive economically. • We have completed a commercial benchmarking exercise in terms of charges and commercial offering using similar marina sites across the UK. • We are constructing a plan around our commercial offering, fees & charges, leases etc. to ensure we are maximising income that can be used to invest in the area. • Carrying out condition surveys to assist with the development of a robust maintenance schedule. Arena • We commissioned consultants to carry out Value for Money (VfM) studies for the Arena at Temple Meads, alternative use of the site plus an alternative scheme at Filton. Temple Quarter • For contracts we ensure that robust contingencies are built into the project costs, and secure consultant's advice relating to appropriate risk allocation and reward, and other contractual arrangements. Colston Hall • Consultants were engaged last year to undertake an options appraisal to verify the project in its current format i.e. the scope of the works and ensuring that the correct option has been chosen to make the hall financially sustainable. Cabinet has approved the underwriting of the project to a maximum of £48.8m. The project is progressed through the Southern Construction Framework (administered by Devon County Council).	⟷	3	7	21	The Capital Strategy will be developed by February 2019. Improvements to capital programme governance and accountability arrangements through Housing, Property and Growth & Regeneration Board, with tracking and delivery are overseen by Delivery Executive. The Executive Director for Growth and Regeneration has instigated a series of ongoing 'Deep Dives' with a focus on key programmes and project deliverables feedback being reviewed by the Growth and Regeneration Board and further detailed review of the capital programme to be undertaken as part of the budget process. The Growth and Regeneration Board meets monthly to continue to improve project, programme and portfolio risk management to ensure robust arrangements are in place and challenge against deliverables. We will maintain a balanced portfolio of investment assets so that exposure to particular classes of risk can be minimised. We continue to strengthen client side arrangements for companies around the: Harbour Strategy • We are working with colleagues across the Growth & Regeneration and Communities Directorates to ensure we have a joined up approach to delivering a new Harbour Strategy. This falls in to three main work streams Assets, Design and Harbour/Marina activity. Whilst these 3 pieces of work are in differing project stages, an umbrella group to act as a steering and governance forum is being established by September 2018. • As part of a robust asset management planning framework we are carrying out condition surveys on the docks walls to produce a future maintenance schedule as part of the BCC Asset Management Plan by end spring 2019. Arena • Cabinet on the 4th September agreed to look to an alternative use for the Temple Quarter site. Discussions are on-going. Colston Hall • We have engaged a consultant under a Pre-Construction Services Agreement (PCSA). We have set up a 10 point plan to address any issues by September 2018 to enable us to meet budget constraints. To assist in the process we have engaged the help of the Southern Construction Framework (SCF) administrator.		1	7	7
Risk Owner: Interim Executive Director Growth and Regeneration, Executive Director Resources and Section 151 Officer.	Action Owner: Interim Executive Director Growth and Regeneration, Director Finance.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation, Empowering and Caring, Fair and Inclusive, Well Connected, Wellbeing.				

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Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
Risk title and description	**What we have done**	Performance	**Current Risk Level**			**What we are doing**	**Tolerance Risk Level**		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR2: IT Infrastructure. If IT Infrastructure does not meet service delivery requirements then there could be serious implications for the organisation and the people it serves. Key potential causes are: • Lack of infrastructure investment in IT. • Reliance on legacy systems. • Limited integration with corporate systems. • Lack of skilled staff. • Retention of skilled staff. • Confidence in resilience of IT infrastructure response. • Limited business engagement to identify appropriate IT solutions. • Limited identity and access management.	A Future State Assessment (FSA) review has been undertaken of the performance of the IT service and the technology in use. Failure to implement the recommendations will increase the risk of system and service failure across the council May/June 2018 and will significantly impact our ability to deliver savings. An Internal Audit of FSA review was carried out May/June 2018. The IT Strategy was developed May/June 2018 and the FSA transition plan completed May/June 2018. The financial envelope created and financial review April 2018. The IT Impact assessment is in place and will be communicated and trained during Q2/3. 2018. There is an on-going programme of review relating to IT Disaster Recovery and Business Continuity.2018 Ongoing. IT resilience improvements have been made to underlying data storage, data centre capability and network resilience during 2018/19. All internal IT security incidents are logged and reviewed from an IT and wider Information Governance perspective Q2/3 2018. The FSA Rollout 2018/19 is ongoing subject to cabinet approvals and funding July 2018. FSA Project Risk Register update and quarterly reporting is ongoing during lifetime of the project.	↔	3	7	21	BCC continues to delivery against the FSA Plan to 2023 which includes the future investment, improvements to legacy IT, solution based integration to future systems, business engagement and confidence in our resilience of operational for our IT Infrastructure. A phased implementation of a series of key projects identified as part of the FSA review and prioritised to deliver mitigation against the risks identified starting in Q2. 18/19 planned completion by end 2021. Key projects include: • The Cloud migration project. • A phased Cloud productivity solution. • A phased implementation for a Customer Relationship management solution. • A single customer view. • End User Platform. • IT Security. • IT Service support. • Identity and Access Management (IDAM). • Integrated Communications. • Intranet. • IT Service Management (ITSM). • Management information and Business Information MI/BI including Knowledge Management. Progress on the data centre migration to cloud is progressing on plan. Most core systems are back on site with the last planned move October 18. Discovery phase is completed and we are in the process of building a transition plan based on system priority and minimisation of impact to the business. Core systems still on target to be in the cloud and off premise by November2018. BCC will review the skills within the IT team as set out in the FSA Plan by Q3. 2018/19. The transition planning (projects delivery) initial resources recruitment is underway Q1. 2018/19. Skills assessment of the IT is underway, and a planned restructure will be implemented to support the needed skills and resourcing profile to achieve the FSA transition plan July - December 2018. Core IT processes need to be implemented/re-engineered to drive the service towards more proactive ways of working to support the wider organisations drive to achieve savings and service change July 2018 - July 2019. The decision pathway for release of funds is underway - target completion is Q2. 2018/19. DR testing (planning) is underway with support from Resources EDM and DWG. Service assessment is also progressing to identify impact and resources needed within the services to test each DR scenario. A formalised annual DR plan is being developed and implementation to plan will follow once signed off by the wider business.	1	3	3
Risk Owner: Director - Digital Transformation.	Action Owner: Director Digital Transformation.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation, Fair and Inclusive, Well Connected, Wellbeing.			

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Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.									
			Current Risk Level				**Tolerance Risk Level**		
Risk title and description	**What we have done**	Performance	Likelihood	Impact	Risk Rating	**What we are doing**	Likelihood	Impact	Risk Rating
CRR3: Failure to Manage Asbestos. Failure to manage the asbestos management plan for properties. Key potential causes are: • Staff availability to carry out work plans in a safe way. • Lack of appropriate training. • Lack of oversight and control by local management. • Lack of information on the potential or known risks. • Inadequate contract management arrangements. • Lack of effective processes and systems consistently being applied. • Policies are not kept up to date. • Budget pressures.	We have an ongoing plan for properties to be surveyed prior to any work being undertaken by Asbestos Consultants plus an ongoing programme of surveys is being carried out. Funding for Contractor training was agreed in February 2018. There is a process for reporting Asbestos exposure incidents to the HSE via F2508 form. Asbestos incidents are reported via the Corporate health and safety accident/incident process. Asbestos incidents are investigated in-house and appropriate actions are taken. Significant asbestos issues are reported to the appropriate Health & Safety Committees, senior management and executive. Corporate Asbestos arrangements have been reviewed and published on the Source, 12th June 2018. Targeted work on asbestos has commenced.	↔	3	7	21	A corporate review of Asbestos arrangements is being carried out by end Q2 2018/19. All managers will be informed of reviewed Asbestos arrangements by use of CHaSMS by end August 2018. Housing and Property Service are reviewing and updating the service area of Asbestos arrangement procedures in December 2018. Contractor training to inform of BCC's expectations of standards, whilst on our sites arrangements is being carried out by end Q2 2018/19.	1	7	7
Risk Owner: Head of Paid Service.	Action Owner: Interim Director Workforce Change.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
Risk title and description	**What we have done**	**Performance**	**Current Risk Level**			**What we are doing**	**Tolerance Risk Level**		
			Likelihood	**Impact**	**Risk Rating**		**Likelihood**	**Impact**	**Risk Rating**
CRR4: Corporate Health, Safety and Wellbeing. If the City Council does not meet its wide range of Health & Safety requirements then there could be a risk to the safety of citizens. Key potential causes are: • If services do not have sufficient staff numbers to carry out work plans in a safe way. • If services are not able to order appropriate equipment required for staff safety. • Lack of appropriate equipment. • Lack of appropriate training. • Lack of oversight and control by local management. • Lack of information on the potential or known risks. • Inadequate contract management arrangements. • Lack of effective processes and systems consistently being applied. • Policies are not kept up to date. • Budget pressures.	The Corporate Health & Wellbeing (HS&W) team is in place to support the council and provide advice and guidance. The Corporate Policy Statement, service specific policies, procedures and systems of work and safety arrangements are in place and routinely reviewed. BCC has a Corporate Health and Safety Management System (CHaSMS) to identify and monitor hazards, risks and appropriate actions. Each manager (with staff and /or premises responsibilities) has an action plan which is completed by all Managers on a quarterly basis. Once completed the (HS&W) team check the returns, and give relevant feedback to the individual Managers and report the overall results to Senior Management. The accident/Incident reporting procedure is in place to monitor injury to colleagues and communicated. All incidents are subject to the investigation procedure to reduce potential for recurrences. Corporate procedures and a risk assessment pro-forma exist for core safety functions including arrangements for fire risk assessment of all workplaces. A register is in place for potential asbestos exposures. We have reviewed and further invested in statutory health surveillance equipment and training and a programme of work in place within council housing post Grenfell. BCC has a programme of e-learning and personal face to face course delivery available to all staff and members. Ongoing specific training on H&S and excessive pressure/ personal resilience is also available. Stress management training and stress risk assessment training is available for managers and employees. An independent occupational health support (NHS Avon Partnership Occupational Health Service) is in place to provide advice, employee support, management medical opinion and advice to support managers dealing with employee ill-health and absence. A pre-employment health screening service is in place to ensure reasonable adjustments are identified to support employees and also an HGV driver medical support service. A confidential Employee Assistance Programme, Wellbeing telephone helpline operates (24hrs / 7 days a week); this programme also includes a range of Wellbeing information via a website. Partnerships with external providers of counselling and physiotherapy services are in place to provide fast-track access to these services. The council is routinely monitoring these services. The Intelligence network including the Corporate Safety Information System is in place to share details of the addresses to the Citizens of Bristol considered to present risks to staff. Corporate Health and Safety is reported to the Leadership team quarterly using the CHaSMS to help monitor compliance. BCC also has a system of Trade Union Consultation with Health and Safety trained Representatives. Benchmarking and annual reports are provided to BCC along with the annual performance report. All contracts set up with external providers include checking their relevant Health and Safety competency. The councils audit programme monitors compliance with statutory duty and best practices.	⬌	3	7	21	A revised electronic accident /incident database will be launched in April 2019 which will inform on the annual report and action plan. A revised approach to Health and Safety compliance will be reviewed and aligned to the Corporate H&S Management System (CHaSMs) by April 2019. A review of H&S serious cases will be completed in September 2018. A review of the Directorate H&S Co-ordinators Group (DHSWCG) and its reporting of H&S issues will be carried out by September 2018. The programme of work post Grenfell which will be further developed in line with any emerging themes/outcomes from the Public Enquiry.	1	7	7
Risk Owner: Head of Paid Service.	Action Owner: Interim Director Workforce Change.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.											
Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR5: Business Continuity and Councils Service Resilience. If the council has a Business Continuity disruption and is unable to ensure the resilience of key BCC operations and business activities then the impact of the event maybe increased with a greater impact on people and council Services. Key potential causes are: • Strikes (People, Fuel). • Loss of key staff (communicable diseases and influenza epidemics). • Loss of suppliers. • Loss of accommodation to deliver key services. • Loss of equipment. • Any event which may cause major disruption. • Unavailability of IT and/or Telecoms. • Loss of staff /staff availability. • Knowledge loss. • Reduced chances of preventing/ responding to incidents due to a lack of forward planning or investment.	The council has a Corporate Resilience Group (CRG) supported by directorate representatives who meet quarterly to overseeing the council's Business Continuity arrangements and to receive significant risks outside council Control which are reflected on the Local Resilience Forum Community Risk Register. A number of Policies and procedures are in place including the Business Continuity Policy (September2016) which was communicated to relevant staffs. The Incident Response Plan updated in July 2017. Service Business Continuity Plans were in place for January 2018 the plans are undergoing a refresh in 2018. An Incident Management Team training session is planned for September 2018. A Senior Management on-call rota has been devised agreed and is regularly monitored. A successful annual recovery exercise Day Two was carried out 25th May 2018 and relevant improvements are being built into the wider council arrangements and will be briefed to the CRG. (See CRR2 for IT Infrastructure risk page 2 and CRR7 for Cyber-attack and its implications page 7).	↔	3	7	21	The Business Continuity Policy is planned to be reviewed in November 2018. The Corporate Business Continuity Plan will be reviewed in December 2018. A review of Service Level Business Continuity Plans will be carried out by January 2019. We are introducing a quality assurance approach for our business continuity plans to emphasise service accountability. The Businesses Continuity Working Group will be refreshed within the year and we are currently drafting a plan for future exercises to test different elements of BCC Business Continuity arrangements with partners. Business Continuity refresher training is planned for November/December 2018.	1	7	7
Risk Owner: Acting Executive Director Communities.	Action Owner: Civil Protection Manager.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation, Wellbeing.			

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Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.											
Risk title and description	**What we have done**	**Performance**	**Current Risk Level**			**What we are doing**	**Tolerance Risk Level**		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR6: Fraud and Corruption. Failure to prevent or detect acts of significant fraud or corruption against the council from either internal or external sources. Key potential causes are: • Failure of management to implement a sound system of internal control and/or to demonstrate commitment to it at all times. • Not keeping up to date with developments, in new areas of fraud. • Insufficient risk assessment of new emerging fraud issues. • Lack of clear management control of responsibility, authorities and / or delegation. • Lack of resources to undertake the depth of work required to minimise the risks of fraud /avoidance. • Under investment in fraud prevention and detection technology and resource.	We are continually improving the comprehensive system of control which aims to prevent fraud and increase the likelihood of detection. This includes a strong and robust policy on anti-fraud, corruption and bribery. We take a strong stance when fraud is found and seek financial recovery through a strong and effective counter fraud team. The team concentrates on areas of high fraud risk, investigates fraud promptly where suspected and sanctions appropriately. By, investing in specialist fraud prevention and detection software and utilising cross organisation data will minimise the council's exposure to fraud risk and aid early detection / prevention. An accessible route to report suspected fraud is available to both the public and employees via a Whistleblowing Policy Anti-Fraud, Bribery and Corruption Policy and web page. This ensures that the council's financial systems accurately record the financial transactions and robust control processes which are in place to maximise the opportunity to prevent and detect fraud or inaccuracies. Employees are aware of probity standards expected of them via an Employee Code of Conduct, improving awareness of fraud and compliance through a process of reminders about ethics and conduct, fraud awareness training and other publicity, continual maintenance of Counter Fraud information on Web pages and monitoring and review of the effectiveness of the Counter Fraud Arrangements. Key Counter Fraud Objectives were defined for 2018/19. Counter Fraud Performance is monitored by Audit Committee via the Annual Counter Fraud Update, periodic Internal Audit Updates and the Annual review of arrangements against CIPFA Count Fraud Assessment Tool. Improvements are highlighted an action plan which is monitored by Audit Committee.	⟷	3	5	15	We are monitoring fraud indicators (warning signs and fraud alerts) to ensure anti- fraud approach is correctly targeted. Capacity and priorities within Internal Audit are to be re-considered. The scale of whistleblowing/fraud referrals received is impacting on the team's ability to deliver preventative work and proactive fraud work which returns savings and other benefits to the council. Legal and financial support arrangements for Counter Fraud work are to be reviewed to ensure recoveries are maximised. The availability, costs and benefits of fraud prevention technology will be reviewed for potential future investment decision. A corporate project to deliver fraud and avoidance savings by March 2019 by improved use of data will be established. We will review of bribery and corruption fraud controls.	2	5	10
Risk Owner: Executive Director Resources and Director of Finance (Section 151 Officer).	Action Owner: Director of Finance and Chief Internal Auditor.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.											
			Current Risk Level					**Tolerance Risk Level**			
Risk title and description	**What we have done**	Performance	Likelihood	Impact	Risk Rating	**What we are doing**		Likelihood	Impact	Risk Rating	
CRR7: Cyber-attack threats and implications. There could be a risk if the IT service areas are unable to protect the organisation from a successful Cyber-attack, which could impact on data integrity/loss of operational systems across the City Council. This may be due to a successful deliberate or accidental infection of council systems with malware or other intrusive or destructive virus. (e.g. 'Phishing' scam) leading to loss or unauthorised access to sensitive business data, deliberate or accidental leak of sensitive information into the public domain, system security arrangements impacted, intelligence availability on latest security arrangement/threats. The impact could result in critical services and business as usual activities could be seriously disrupted, impacting on the services delivered, potential Data Protection breach, the cost of recovery from Cyber event the impact on colleagues or citizens due to their personal information being obtained along with Information Commissioners (ICO) Sanctions, financial, legal and reputational implications for the council. Key potential causes are: • Successful deliberate or accidental infection of council systems with malware or other intrusive or destructive virus (e.g. 'Phishing' scam). • Successful deliberate or accidental leak of sensitive information into the public domain. • System security arrangements not maintained or updated on a timely basis. • Lack of information or training on latest security arrangement / threats. • Human error through lack of training or poor process design.	BCC are implementing the IT Transformation Programme which includes actions to further strengthen IT resilience, with systems and software compliance against various UK Standards. The Information Security Policy as revised in August 2016 and the BCC systems have been reconfigured in line with best practice security controls proportionate to the business information being handled. Systems are risk assessed and reviewed to ensure compliance is maintained as a multi layered defence. The Policy, assessment is subject to a formal annual review. External reviews of the council's Security Compliance is carried out to maintain accreditation and confirm best practice and applied annually. An information security risk assessment was completed to identify risks, lessons learnt and an action plan developed. This assessment and plan informs on the Internal Audit plan for 2018/19. Electronic Communications Users Policy, Virus reporting procedure and Social Media Guidelines are in place. Staff/Members and Partner information security training is provided and ongoing. 'Enterprise phishing' training was carried out in 2017. BCC has in place external third party IT support for incident management. We monitor threats, network behaviours and data transfers to seek out possible breaches and take appropriate action. The Future State Assessment (FSA) Capital bid was successfully approved by cabinet to implement and fund additional security measures as part of the FSA programme.	↔	3	5	15	Annual penetration testing is now completed. This highlighted a number of risks and issues that are being reviewed, planned against and addressed. Progress to plans will be reviewed and reported on as required. Our annual PSN submission is currently underway again with appropriate assessment of risk across the whole estate. The risks continue to be identified from legacy systems operating on systems identified as a potential heightened risk. The steps to mitigate this risk are being worked through and include isolation of applications, patching, decommissioning and upgrades. These approaches are being worked through with the business and discussed externally with the PSA authority to agree appropriate mitigation and subsequent PSA sign off. We are developing and delivering new information security training throughout the year.		2	5	10
Risk Owner: Director - Digital Transformation.	Action Owner: Director Digital Transformation.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.					

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Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR8: Service Review. If the organisation is not able to redesign its leadership team quickly enough, it may result in a reduction in staffing levels. The possible loss of experienced and skilled staff will have an impact on service delivery, and on remaining staff. Key potential causes are: • Staff leaving due to service redesign, reduction/ceasing of some service areas, automation of processes, pace of change, efficiency/savings requirements. • Poor morale due to the impact of change and the working environment. • Potential increased staff sickness levels.	A senior management restructure is almost complete which will bring permanency and stability for the leadership team. A new Leadership Framework sets out the leadership behaviours and qualities expected of our managers and aspiring managers. Applicants for senior leadership roles are tested against these qualities. An organisation-wide leadership development and engagement programme will support colleagues during the time of transition. The Leadership Framework will be rolled out to provide support to enable our staff to become confident and supportive leaders for our workforce. To promote a positive culture within the organisation, a set of organisation values and behaviours has been created in collaboration with staff focus groups; this will help set the tone of the organisation and assist, in conjunction with the Corporate Strategy priorities, in providing clarity of purpose. It will link directly through to a new performance framework that will provide clarity to staff about the expectations and how their work contributes to the success of the organisation. This will feature in the Workforce Plan which is currently being drafted. Learning and development is available to support staff to meet the expectations of the organisation. The Corporate Strategy and associated Business Plans will provide clarity on priorities and help our workforce focus its attention and resources on the areas that derive greatest results for our communities and residents. A new Leadership Framework is in place and used as the assessment framework to recruit new senior leaders against. A refreshed internal communication and engagement strategy was received by to CLB in August 2018.	↔	3	5	15	The senior leadership restructure is complete with recruitment underway for remaining vacant roles. A full permanent team will be in place by January 2019 and appropriate arrangements are in place to cover vacant roles whilst we are recruiting. The organisation values and behaviours have been adopted as part of Corporate Strategy and are being rolled out to all employees via team workshops. New leadership Framework is used as the assessment framework to recruit new senior leaders against. A development programme for the new team is in the planning stages - to help the new team work effectively together. A leadership development programme is underway for team leaders and managers (4/5 tiers), with 148 currently on the programme and further intakes to follow. Leadership development planning is underway for third tier managers. Learning and development support available to all staff to help them develop their skills and confidence in their roles, with additional funding identified for 2018/2019. The provision of L&D support around diversity and inclusion is currently being reviewed. A performance appraisal cycle is underway for 2018/19 with individual objectives set against business plan objectives from the Corporate Strategy. A new approach to performance and talent management is being developed for launch in April 2019. Regular communication with staff and key stakeholders is made to keep them up to date with organisational priorities and progress on recruitment of the senior leadership team. The Workforce Plan will detail the actions we will take to meet the future needs of the organisation and equip colleagues to contribute to the delivery of the corporate strategy priorities. It has a focus on six cross-cutting themes - organisational culture; structure, pay and policy; diversity and inclusion; health and wellbeing; performance and talent management; employer brand and recruitment.	2	5	10
Risk Owner: Head of Paid Service.	Action Owner: Director of Workforce Change.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation, Wellbeing.			

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			Current Risk Level					Tolerance Risk Level			
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing		Likelihood	Impact	Risk Rating	

Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing	Likelihood	Impact	Risk Rating
CRR9: Safeguarding Vulnerable Children. The council fails to ensure that adequate safeguarding measures are in place, resulting in harm or death to a vulnerable child. Key potential causes are: • Safeguarding arrangements do not meet the requirements of the Children Act and associated legislation, guidance and regulations. • Inadequate controls result in harm. • Poor Management and operational practices. • Demand for services exceeds its capacity and capability. • Inability to recruit/retain social care staff in competitive market. • Poor information sharing. • Strategic commissioning arrangements do not meet identified need and our ability to commission safe care for children is impaired.	We provide regular analysis of performance and reports to Cabinet Members and Directors regarding safeguarding performance and progress. The Safeguarding Children's Board provides independent scrutiny of children's safeguarding arrangements in the city and holds BCC and partner agencies to account. There has been a review of arrangements to meet the Prevent Duty and the Safer Bristol Board has adopted an Improvement Plan to deliver better outcomes in service provision quality and safety. BCC works with partners to effectively identify victims and perpetrators of CSE and take action to disrupt and protect. Multi Agency Public Protection Arrangements are in place (MAPPA) with BCC contributors at every level to support family safeguarding. The Safeguarding and Quality Assurance Service has been remodelled to secure additional capacity (Independent reviewing officer and Child Protection Chairs) and has the Local Authority Designated Officer for allegations against people who work with children. Comprehensive training and development offer, together with publication of Bristol's policies and procedures and monthly professional supervision help ensure safe practice and adequate control of risks. This is monitored and tested through a performance framework and quality assurance framework. Based on analysis and self-evaluation a transformation and improvement plan are in place to address areas identified for improvement (these incorporate actions in response to learning from Ofsted Inspections, Peer Review, Serious Case Review, complaints and other feedback received). For children with complex needs and disabilities, management and practice arrangements have been strengthened. Bristol's Strengthening Families transformation programme is taking a whole system approach to meeting the needs of children and families at the earliest point. In this way we aim to manage demand and maintain capacity within the system. Universal services may be supported by early help and targeted services, including a team around the school offer. Bristol has an active strategy in place to attract, recruit and retain social workers with a particular emphasis on recruiting and retaining excellent, experienced social workers. The Management Team monitors social work vacancies and agrees strategies for urgent situations. Competent agency social workers and managers are used on temporary basis to fill vacancies. A number of further measures are being progressed with the aim of improving the retention of social workers. A robust social worker caseload monitoring framework is in place. Information sharing protocols are in place with services taking action to comply with GDPR where sensitive data is stored/processed. Children's strategic commissioning team have a work plan in place. BCC commissioners work closely with operational services to identify need and ensure appropriate service commissioning. Due diligence and quality checks of all commissioned services for vulnerable children are in place.	↔	2	7	14	Safeguarding Board and related arrangements are under review, with the aim of improving efficiency and effectiveness, and ensuring robust governance arrangements continue to hold multiagency partners (inc. BCC) to account. Ongoing action is being taken to extend information sharing arrangements and improve response to children at risk of criminal exploitation and going missing following CSE/Missing National Working Group recommendations. Under the delivering of Strengthening Families Programme we have an ongoing plan to: • Reduce caseloads of social care practitioners. • Ensure purposeful practice that supports Children to live safely within their families and provide local authority care for those who need it. • Ensure effective management oversight is evident on all children's records. Measures to improve recruitment and retention of Social Workers will be presented through the Decision Pathway in September 2018. This should allow us to work proactively where poor practice is identified.	1	7	7
Risk Owner: Executive Director, Adults, Children and Education.	Action Owner: Director for Children's and Families Services.				Portfolio Flag: Children and Young People.	Strategy Theme: Our Organisation, Empowering and Caring, Wellbeing.			

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			Current Risk Level				Tolerance Risk Level			
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing	Likelihood	Impact	Risk Rating	
CRR10: Safeguarding Vulnerable Adults. The council fails to ensure adequate safeguarding measures are in place, resulting in harm or death to a vulnerable Adult. Key potential causes are: • Adequacy of its controls. • Management and operational practices. • Demand for its services exceeded its capacity and capability. • Poor information sharing. • Lack of capacity or resources to deliver safe practice. • Failure to commission safe care for vulnerable adults and the elderly. • Failure to meet the requirements of the "Prevent Duty "placed on Local Authorities.	The Safeguarding Vulnerable Adults Board is an independent scrutiny board led by BCC working in partnership with key agencies. There has been a multi-agency led review of existing arrangements led by BCC in light of the new Prevent Duty and the Board has adopted an Improvement plan to deliver better outcomes in service provision quality and safety. The Board is now on a statutory footing following implementation of the Care Act 2014. The Multi Agency Public Protection arrangements are in place (MAPPA) and BCC and the multi-agency Board work in conjunction with the Learning Disability and Mental Health services. The Bristol Safeguarding Adults Board Learning and Development Competence Framework has been reviewed and will be reviewed on an annually basis to ensure continued best practice. Safeguarding improvement plans are in place for Older People, Physical Disability and Disabled Children and the Capability framework for safeguarding and the mental capacity act have been introduced. The Adult Change Programme ' Better Lives' - Transforming Care Programme has been established to implement policy objectives of moving people into more suitable care settings. We have an active strategy in place to attract, recruit and retain social workers through a variety of routes with particular emphasis on experienced social workers. The Adult South West Recruitment and Retention Strategy has been drafted, the risks and costs identified. The strategy will be presented through the Decision Pathway. Regular strategies and campaigns support the recruitment and retention of high calibre social workers and managers, with competent agency social workers and managers used on temporary basis to fill vacancies. All key staff working with people directly at risk are trained in the essentials of safeguarding and BCC has an ongoing awareness-raising 'Prevent' training programme. Regular reporting on safeguarding is taking place quarterly for Directors and Cabinet Members, with an annual report for elected Members to allow for scrutiny of progress. The quality assurance framework and performance framework is routinely monitored and reported on.	↔	2	7	14	The Adults Major Change programmes (Better Lives) launched in Autumn 2017 and led by Bristol City Council involving all partners with a safeguarding responsibility will be reviewed in November 2018. Through the Better Lives Programme we are reducing caseloads, ensure purposeful practice that supports Adults and elderly people to have safety within their families and provide local authority care for those who need it and ensuring effective management oversight. We are increasing capacity this year in the commissioning team to lead on monitoring quality in the care sector.	1	7	7	
Risk Owner: Executive Director, Adults, Children and Education.	Action Owner: Interim Director Adult Social Care.	Portfolio Flag: Adult Social Care.				Strategy Theme: Our Organisation, Empowering others and Caring, Fair and Inclusive, Well connected, Wellbeing.				

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.

Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR11: Bristol City Council (BCC) Infrastructure Delivery. If the council fails to prioritise infrastructure investment and resources, has inconsistent policies and attitudes, and has no bargaining power regionally or with central government; there is a risk that inward investment will be reduced, making it difficult for the council to realise its strategic priorities, ensure assets are efficient and fit for purpose in meeting current and future demand and support development of the local area. Key potential causes are: • No clear strategic direction and objective set for the Property estate. • Services and resources (human and financial) are not fully aligned and/ or controlled to deliver the objectives. • Failure to deliver the level of anticipated Capital Receipts. • Leadership capacity, engagement and capability are insufficient to drive change and transformation within the council. • Resources are poorly managed, short term approach being adopted or are not contributing fully to council priorities; resulting in agreed outcomes and objectives not being fully achieved. • Ineffective collection, integrity and use of data and information. • Infrastructure Condition and suitability of overall asset base is not being used or managed efficiently or effectively. • Lack of joined up planning, decision making and effective project management. • Ineffective collection, integrity and use of data and information. • Reduced public sector funding impacting on the resources available. • Currently a more uncertain future due to Brexit.	Governance arrangements have been established through the Growth and Regeneration Board (G&RB) and the Strategic Property Group (SPG) both launched in Q4. 2017/18 to enable the integration of thinking about property with financial, regeneration and other considerations and enhance reporting of asset disposal plans and progress. The G&RB have identified a number of areas of growth and regeneration (AGR) across the City during Q4. 2017/18 to enable place shaping including contributing to regeneration activity, affordable housing, community building and the financial sustainability of the council. Prioritisation of AGR is underway by the G&R Board. The Strategic Property Review Group (SPG) was established in January 2018 and meets on a monthly basis. The SPRG identified the need for an Operational Property Group in March 2018. The Operational Property Group (OPG) as a sub-group to the Strategic Property Group (SPG) was launched in July to unlock the value of assets, seek efficiencies through joint arrangements with public sector partners and maximise private sector investment. Actions are now being progressed through the work of the SPG and through OPG which will have a Corporate Landlord role to ensure the ownership of an asset and the responsibility for its management; maintenance and funding are transferred to a centralised corporate crosscutting group. Recruitment of Asset Management Plan specialist has commenced.	↔	2	7	14	The Operational Property Group (OPG) as a sub-group to the Strategic Property Group (SPG) is to be launched to unlock the value of assets, seek efficiencies through joint arrangements with public sector partners and maximise private sector investment. Actions are now being progressed through the work of the SPG and (from April/May 2018) through OPG which will adopt a Corporate Landlord role to ensure the ownership of an asset and the responsibility for its management; maintenance and funding are transferred to a centralised corporate crosscutting group. Recruitment of specialist Asset Management Plan specialist resource commenced / on-going. The Develop strategies and Implementation plans that ensure the property portfolio remains a major asset in supporting the achievement of corporate aims and objectives will be complete by end March 2019. Development and implementation of a Property Asset Management Strategy - DWG decision (04/04/2018) to recruit specialist Asset Management Plan (AMP) resource to develop the outline business case by July/August 2018 and to inject pace into the production of the AMP. The current estimated timescale for completion of the AMP by end March 2019. We are proactively supporting the development of a local development strategy to appropriately reflect Bristol's Infrastructure needs by March 2019. Recruitment of sufficient resources, to ensure the capacity and skills required are available to enable the objectives from the estate to be delivered will be ongoing.	1	5	5
Risk Owner: Director Finance (Section 151 Officer), Executive Director Growth and Regeneration.	Action Owner: Executive Director Growth and Regeneration.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation			

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			Current Risk Level					Tolerance Risk Level		
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing		Likelihood	Impact	Risk Rating

CRR12: Failure to deliver suitable planning measures, respond to and manage events when they occur.

Key potential causes are:

- Critical services unprepared or have ineffective emergency and business continuity plans and associated activities.
- Lack of resilience in the supply chain hampers effective response to incidents.
- Lack of trained and available strategic staff.

(Previously Civil Contingencies and Council Resilience).

What we have done:

The Avon and Somerset Local Resilience Forum (LRF) is a legally required multi-agency partnership of all the organisations needed to prepare for an emergency in the LRF area. It includes the emergency services, health services, Maritime and Coastal Agency, Environment Agency, volunteer agencies, utility companies, transport providers and the five councils of Bath and North East Somerset, Bristol, North Somerset, Somerset and South Gloucestershire. The Avon and Somerset LRF to drive work identified by risk and impact based on Avon and Somerset Community Risk Register. Key roles of the group includes: Intelligence gathering and forecasting, regular training exercises and tests, Task and Finish groups addressing key issues, procedure, plan writing and capability building and a multi-Agency recovery structure is in place.

Bristol is working with Avon and Somerset Local Resilience Forum (LRF) together with personnel as an integrated and co-located team to deliver enhanced emergency planning and business continuity along with Avon and Somerset Local Health Resilience Partnership is to ensure a coordinated health services and Public Health England and planning, response is in place.

A system is in place for ongoing monitoring of severe weather events (SWIMS).

Emergency planning training has been rolled and a multi-agency exercise is regularly conducted to test different elements of BCC emergency arrangements with partners. The most recent exercises being Day Two May 2018, Dark Zodiac April 2018 and Saxon Resolve November 2017.

A senior management on-call rota has been devised, agreed and is monitored. Emergency Reservists have been recruited to aid emergency responses.

External IT security incidents are logged and reviewed from an IT and wider Information Governance perspective.

Local procedures have been established and are being continually reviewed and refined for when the national threat level increases to critical. This includes an update of the Corporate Business Continuity Plan.

We tested the Bristol Operations Centre capacity to support multi-agency operations in July 2018.

BCC took receipt the South West's share of the National Emergency Mortuary Equipment in July 2018.

Performance: ↔ **Likelihood:** 2 **Impact:** 7 **Risk Rating:** 14

What we are doing:

We need to continue to strengthen our joint, multi-agency working arrangements with responder organisations in the City.

An 'Introduction to Emergency Planning' e-learning package will be available for all staff by December 2018.

A progress paper on Civil Contingency is scheduled to go to Strategy and Policy Board September 2018.

Emergency Planning College (EPC)-led Strategic Incident Management Training sessions planned for October 2018.

Review of Excess Deaths capability and plan is planned for September 2018, (multi-agency workshop held in July 18).

Recruitment and training of additional Emergency Centre Managers and Emergency Volunteers is ongoing.

Emergency Centre live exercise is planned for November 2018.

Training for ABS staff to support incident response and recovery (admin, logging and logistics) is ongoing.

We are embedding lessons from Exercise Day Two, particularly around housing capacity, community engagement and mutual aid. A report is planned for the Corporate Resilience Group (CRG).

Voluntary agency capacity to support incidents will be reviewed by the LRF in October 2018.

A review and exercise of the COMAH (Control of Major Accident Hazards) Plan is planned for November 2018.

Tolerance — Likelihood: 1 **Impact:** 7 **Risk Rating:** 7

| Risk Owner: Acting Executive Director Communities. | Action Owner: Civil Protection Manager. | Portfolio Flag: Finance, Governance and Performance. | Strategy Theme: Our Organisation, Wellbeing. |

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			Current Risk Level					**Tolerance Risk Level**		
Risk title and description	**What we have done**	**Performance**	**Likelihood**	**Impact**	**Risk Rating**	**What we are doing**		**Likelihood**	**Impact**	**Risk Rating**

CRR13: Financial Framework and MTFP.
Failure to reasonably estimate and agree the financial 'envelope' available, both annually and in the medium-term and the council is unable to set a balanced budget.
 	
Key potential causes are:
 	
• Inadequate budgeting & budgetary control/Financial Settlements & wider fiscal policy changes:
  ▪ The potential for new funding formulas such as fair funding, business rates retention, new national funding formula for schools and high needs to significantly reduce the government funding available to the council alongside possible increase in demand for council services.
  ▪ Political failure to facilitate the setting of a lawful budget.
  ▪ Unable to agree a deliverable programme of propositions that enable the required savings to be achieved.
  ▪ Insufficient reserves to mitigate risks and liabilities and provide resilience.
  ▪ Rising inflation could lead to increased costs.
• Economic uncertainty impact on locally generated revenues - business rates and housing growth, impacting on council tax, new homes bonus and business rate income.
• Brexit - the general uncertainty affecting the financial markets, levels of trade & investment.
• Judicial review of the budget process.
	BCC manages its financial risks through a range of controls including budget preparation, budget setting and a Budget Accountability Framework. Roles and responsibilities for managing, monitoring and forecasting income and expenditure against approved budgets have been updated.
	The council has developed a strong rolling Medium-term financial planning process to enable the strategic objectives and statutory duties to be met. We are working to ensure a rigorous structure exists to oversee the budgetary control process from budget setting through to monitoring, oversight and scrutiny including:
	• The level of reserves and balances are regularly reviewed to ensure that account is taken of any financial risk.
	• Financial Regulations and Financial Scheme of Delegation is in place.
	• Regular in-year monitoring and reporting, review of future financial plans and assessment of financial risks and reserves are undertaken to ensure the financial plans are delivered.
	• 2018/19 Budget and Capital Programme agreed by Full Council in February 2018 with agreed savings programme and outline capital programme to 2023.
	• Medium Term Financial Strategy agreed by Cabinet in July 2017 and refreshed annually detailing savings, growth, and risks.
	• The Mid-Year Treasury Report for 2017/18 presented to Audit Committee and Full Council in accordance with the Council's Treasury Management Process.
	• Challenge meetings to challenge 2018/23 budget process are ongoing.
	• The ongoing production of a programme of propositions that exceed the forecasted budget gap to provide members with options and headroom for variations in financial estimates.
	• Changes to propositions are maintained in the DWG Tracker.
	• The ongoing agreement of initial budget, proposals and key assumptions by Corporate Leadership Board and Executive and submission to scrutiny.
	• The ongoing assessment of the adequacy of general reserves and any specific reserve which takes into account an assessment of the risks related to the budget estimates and financial/economic climate.
	• The maintaining of the evolving financial model that reflects in a timely manner changes in national and local assumptions.
		↔	2	5	10	We are improving the financial model that reflects in a timely manner changes in national and local assumptions by Q3. 2018/19.
						
						We are ensuring the investment required to deliver the propositions is identified and fully costed Q2. 2018/19.
						
						We are ensuring resources are available to provide delivery capacity/skills and the Investment needed to deliver Medium Term Financial Plan. Ongoing.
						
						The up skilling plan to be delivered for staff to grow their commercial and business acumen by Q4. 2018/19.
						
						Ensuring that Bristol City Council are engaged with or receiving timely feedback from the range of Government working groups exploring future local funding. Ongoing.
								1	5	5

Risk Owner: Director of Finance (S151 Officer).	Action Owner: Executive Director Resources, Director of Finance (S151 Officer)	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.				

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Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
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CRR15: Financial Deficit. The council's financial position goes into significant deficit in the current year resulting in general reserves (actual or projected) being less than 75% of the level specified in the reserves policy. Key potential causes are: • A failure to appropriately plan and deliver savings unscheduled loss of material income streams. • Increase in demography, demand and costs for key council services. • The inability to generate the minimum anticipated level of capital receipts. • Insufficient reserves to facilitate short term mitigations, risks and liabilities. • Interest rate volatility impacting on the council's debt costs. • Judicial review of the budget process.	BCC's Financial framework ensures that we have in place sound arrangements for financial planning, management, monitoring and reporting. New spend decisions and borrowing is only supported where the source of revenue resources to meet the costs is clearly identified and availability confirmed by Finance. Getting our accounts produced on time and without audit qualification is important to ensure that we can properly account for the resources we have used during the year. Corporate Revenue Monitoring Reports with identified risks are reported to Cabinet, overspending departments prepare action plans with responsible Directors identified. The ongoing review and due diligence of all budget savings by Delivery working Group and Delivery Executive, Corporate Leadership Board and the Executive. The pipeline of propositions to be incorporated into the DWG tracker, due diligence undertaken and subject to DWG/DE governance and assurance process. The ongoing regular monitoring reports to Corporate Leadership Team and Cabinet management reports setting out progress on delivery of savings and other risks and opportunities in addition to the forecast expenditure. We have continual oversight and ongoing management of the council's financial risks. Internal audit also undertakes a number of reviews of our financial planning and monitoring arrangements.	↔	2	5	10	A review of robustness of forecasting in light of YTD run rates and other associated evidence. Budget Improvement – The executive will review service recovery/delivery plans, options for mitigation and their viability, risk and priority outcome implications - both immediate and the wider MTFP impact. Where viable in year recovery/delivery plans cannot be achieved, Executive Directors will report to the Mayor and Cabinet seeking a supplementary funding approval in accordance with the council's delegated executive approval powers (up to £1,000,000 for an area of activity). Where viable in year recovery/delivery plans cannot be achieved, Executive Directors will report to Full Council (in accordance with the Budget & Policy framework) to seek agreement to a supplementary estimate (> £1,000,000 for an area of activity). We will seek agreement from the Executive of the alternative measures held in abeyance across other General Fund services e.g. which will be offset and advised to all associated Directors appropriately. We will carry out a re-assessment of service delivery risks and opportunities and risk and other reserves.	1	5	5
Risk Owner: Director of Finance (S151 Officer).	Action Owner: Executive Director Resources, Director of Finance (S151 Officer).	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

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Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.									
			Current Risk Level					Tolerance Risk Level	
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing	Likelihood	Impact	Risk Rating
CRR16: Leadership. If there is a lack of leadership or management skills then this could impact on performance and the ability to deliver positive change. Key potential causes are: • Loss of experienced managers. • New skills sets required to meet new challenges. • Poor communication regarding change and new initiatives. • Need to make savings / increase income.	A senior management restructure is almost complete which will bring permanency and stability for the leadership team. A new Leadership Framework sets out the leadership behaviours and qualities expected of our managers and aspiring managers. Applicants for senior leadership roles are tested against these qualities. An organisation-wide leadership development and engagement programme will support colleagues during the time of transition. The Leadership Framework will be rolled out to provide support to enable our staff to become confident and supportive leaders for our workforce. To promote a positive culture within the organisation, a set of organisation values and behaviours has been created in collaboration with staff focus groups; this will help set the tone of the organisation and assist, in conjunction with the Corporate Strategy priorities, in providing clarity of purpose. It will link directly through to a new performance framework that will provide clarity to staff about the expectations and how their work contributes to the success of the organisation. This will feature in the Workforce Plan which is currently being drafted. The Corporate Strategy and associated Business Plans will provide clarity on priorities and help our workforce focus its attention and resources on the areas that derive greatest results for our communities and residents. We have regular communication with staff and key stakeholders to keep them up to date with organisational priorities and progress on recruitment of the senior leadership team. A refreshed internal communication and engagement strategy was received by CLB in August 2018.	↔	2	5	10	The Senior leadership restructure is complete with recruitment underway for remaining vacant roles. A full permanent team will be in place by January 2019 and appropriate arrangements are in place to cover vacant roles whilst we are recruiting. A new leadership Framework is in place and used as the assessment framework to recruit new senior leaders against. A development programme for the new team is in the planning stages - to help the new team work effectively together. A leadership development programme is underway for CLB. A leadership development programme for 2nd tiers (extended leadership board) is currently in the planning stages and due for launch in Autumn. All development is based upon the new leadership framework and organisational values. Organisation values and behaviours adopted as part of Corporate Strategy and are being rolled out to all employees via team workshops, embedding in My Performance appraisal forms and part of the core narrative of the internal communication strategy by Jan 2019. A performance appraisal cycle is underway for 2018/19 with individual objectives set against business plan objectives from the Corporate Strategy. A new approach to performance and talent management is being developed for launch in April 2019; this will include performance management for senior leaders. Learning &Development support is available to all staff to help them develop their skills and confidence in their roles, with additional funding identified for 2018/2019. The provision of L&D support around diversity and inclusion is currently being reviewed. L&D support available to all staff to help them develop their skills and confidence in their roles, with additional funding identified for 2018/2019. The provision of L&D support around diversity and inclusion is currently being reviewed. The Workforce Plan will detail the actions we will take to meet the future needs of the organisation and equip colleagues to contribute to the delivery of the corporate strategy priorities. It has a focus on six cross-cutting themes - organisational culture; structure, pay and policy; diversity and inclusion; health and wellbeing; performance and talent management; employer brand and recruitment. This is an ongoing 5 year plan, with individual timescales for each action.	1	5	5
Risk Owner: Head of Paid Service and CLB.	Action Owner: Head of Paid Service and CLB.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
Risk title and description	What we have done	Performance	**Current Risk Level**			What we are doing	**Tolerance Risk Level**		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR17: Bristol City Council Strategy Management. The council fails to produce or embed a Corporate Strategy with clear links through to business planning and performance management, resulting in less effective implementation of policy, use of resources and/or partnership working. Key potential causes are: • Plans, policies, budget and/or resource not aligned to the Corporate Strategy. • Significant changes in senior management roles and personnel results in lack of knowledge or a feeling of ownership in relation to the Corporate Strategy.	Full Council received and approved the Corporate Strategy 2018 - 2023 in February 2018. Cabinet received the BCC Business Plan 2018/19 to note in May 2018. This was based on key elements of Service Plans for every department. We have completed and approved the Performance Framework via Statutory and Policy Board in June 2018. The refreshed Performance Framework follows through the golden thread from Corporate Strategy through to KPIs and management information. Communications plan for embedding Corporate Strategy and Business Plans, including full briefing of all Tier 1 - 3 managers and inclusion in My Performance reviews for all colleagues. An ongoing review of the Medium Term Financial Plan (MTFP) and wider policy / strategy framework to check alignment with Corporate Strategy.	↔	1	7	7	We are rolling out tactical communications and refreshing the Communications Strategy and core council narrative in September 2018. The BCC policy and strategy framework will be reviewed in priority order with initial data collection complete. The nature of reviewing strategies across the council means it will be an ongoing process. My Performance reviews are being completed across the organisation and managers are briefed to link personal objectives to the outcomes set out in the Corporate Strategy and Business Plan. The Corporate Strategy is being explained to all new colleagues via the corporate induction process. Statutory and Policy Board will receive quarterly reporting from August 2018/19 on progress against the Performance Framework. A one-off 'good housekeeping' review of corporate partnerships is planned for Q2/3 2018/19, creating a refreshed database and reviewing partnership Terms of Reference and/or Service Level Agreements against the Corporate Strategy and emerging partnership governance model as part of the developing One City Approach.	1	5	5
Risk Owner: Head of Paid Service.	Action Owner: Acting Director: Policy and Strategy.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
			Current Risk Level					**Tolerance Risk Level**		
Risk title and description	**What we have done**	Performance	Likelihood	Impact	Risk Rating	**What we are doing**	Likelihood	Impact	Risk Rating	
CRR18: Failure to deliver 2000 Homes per annum by 2020. The risk of failing to deliver the range of housing to meet Bristol's needs and not realise the ambition to deliver 2000 homes per annum by 2020. Key potential causes are: • Silo Working – actions not aligning across teams. • Weight given to local objections. • Lack of capacity. • Competing priorities and pressures. • Joint Spatial Framework / Local Plan pressure. • Procurement barriers. • Resource availability, engagement and response times from other internal BCC services. • Increased costs and labour issues arising post Brexit. • Lack of available data about completed homes.	We have secured planning permissions. We have secured additional grant funding for infrastructure. We have been releasing land. We have been issuing grants to Registered Providers (RPs).	New	2	5	10	We are continually addressing all areas of provision including: Community Led Housing (CLH), Registered Providers (RPs) and Direct Delivery, (New Council Homes) etc. We are considering setting up new procurement framework for contractors and consultants. We are operating a significant land release programme to Registered Providers. We are running series of ongoing issue busting exercises across the Housing Delivery Programme. We are carrying out a service review of the Housing Delivery Service by March 2019. We are engaging with Homes England on their new strategic partnerships to deliver increased capacity in the sub-region and with their Accelerated Construction and Housing Infrastructure Fund (HIF) programmes to de-risk sites.	1	5	5	
Risk Owner: Interim Executive Director Growth and Regeneration.	Action Owner: Interim Executive Director Growth and Regeneration, Director City Growth, Investment and Infrastructure including Culture.	Portfolio Flag: Housing.				Strategy Theme: Fair and Inclusive.				

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
			Current Risk Level					Tolerance Risk Level		
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing		Likelihood	Impact	Risk Rating
CRR19: Tree Management. Risk of trees falling as a result of failure under certain weather conditions and/or due to disease Key potential causes are: • Severe weather conditions and/or disease. • Lack of maintenance of trees. • Lack of tree inspections. • Reduction in budgets and fragmentation of management of trees across service areas putting pressure on the ability to adequately manage the council's trees.	The areas with responsibility for trees include highways, parking, housing, parks, and property. We have been analysing the trees that are potentially at risk and appropriate resources are being assigned to tree management. We have been analysing our tree claims data to identify further strategies to manage the risk. A budget for tree management from parks and highways has been protected for 2018-19 while this is reviewed to deal with highways and parks trees. There is an agreement to consolidate budgets to manage the tree portfolio and to adopt the Quantified Tree Risk Assessment (QTRA) method for the inspection and recoding of data on the Confirm system.	New	3	5	15	We are reviewing the tree management plan to assure that all trees are within the inspection regime in readiness for the adoption of the QTRA methodology. Budgets will be consolidated to provide a central tree management programme. Consideration on the current service provision related to tree management will include best value analysis.		1	5	5
Risk Owner: Acting Executive Director Communities.	Action Owner: Acting Executive Director Communities, Interim Executive Director Growth and Regeneration.	Portfolio Flag: Communities.				Strategy Theme: Our Organisation, Wellbeing.				

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.									
Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR20: Information Governance. **General Data Protection Regulation (GDPR) compliance.** If the Council fails to maintain a defensible and compliant response to the Data Protection Act 2018 and General Data Protection Regulation (GDPR) then it will fail to fully comply with its statutory requirements. Key potential causes are: • Failure to invest in the required systems, equipment and posts required to implement these regulations. • Failure to adequately train staff in the requirements of the regulations. • Lack of resource (capacity or expertise) to manage Subject Access Requests. (This risk replaces CRR14 Introduction of the General Data Protection Regulation).	We have made significant progress on compliance with the General Data Protection Regulation (GDPR). A significant investment of resources has already been made in a high profile project which has put the essential elements of GDPR in place for when GDPR came into effect. The council continues to invest in GDPR compliance through the next phase with a focus on embedding GDPR to ensure this can be maintained and developed. A project team was put in place November 2017 and a plan developed around the Information Commissioners Office (ICO) 12 step plan January 2018. A 'Senior Information Risk Owner 'was appointed (SIRO) February 2018 and Project Manager in November 2017, funding for additional Project Resource was approved by Statutory and Policy Board, April 2018. An informed Health Check with a supporting action plan was put in place February 2018 refocussing the project on essential elements of compliance for 25 May 2018. An Assurance Group is in place to support the SIRO and will continue to meet to manage and monitor the plan. The Extended Director Management Team has been briefed and weekly progress updates provided. The Data Protection/ Data Retention Policies have been updated and Data Protection (DP) guidance has been revised. The Data Protection Officer is in post and the Statutory Data Protection Officer has been appointed Q4. 2017/18. We have reviewed and implemented the Privacy Impact Assessment process and updated data sharing agreements with external partners and written to 1,200 highest risk suppliers to advise changes to contract. A Data Protection Audit of Personal Data held has been carried out and the Record of Processing Activities (ROPA's) completed. Interim improvements have been made to the Subject access request process to centralise the receipt of requests. The anticipated increase in requests has not yet materialised and improvements have been made to the way Data breaches are reported. Support has been provided to schools including a brief, guidance and templates and access to a data protection lawyer. Assurance that GDPR companies and schools are compliant and was reviewed in Q4. 2018 and is ongoing. Members have been briefed and template ROPA's and Privacy Notices provided in Q4. 2017/18. A staff E-Learning package was launched and 99.9% of staff completed this. A training package was also been launched for staff who do not have access to ICT systems. New notices have been made available on the council web site detailing how we use personal data in a more transparent manner. Communication has been via the Source with council wide GDPR Communication in May 2018 as well as the ask GDPR mailbox, twice weekly drop-in sessions and the intranet - Source page has been updated with guidance, templates and examples for GDPR actions. There is regular reporting to the Cabinet Member for Finance, Governance and Performance, Deputy Mayor Cllr. Cheney, on progress against GDPR plan with updates provided to the Audit Committee quarterly.	New	2	5	10	Having achieved the essential elements for the introduction of GDPR, the challenge now is to consolidate this position to complete the remaining GDPR requirements and embed this so that we maintain our position and further improve information governance on an ongoing basis. The initial project structure was appropriate to deliver the urgent and large scale transition through to compliance. Moving forward it is critical to ensure the necessary leadership and resources are in place to provide focus on data protection that will live beyond the life of the project. Establishing a core Data Protection team led by a statutory Data Protection Officer will enable this. An interim statutory DPO will be appointed (August 2018) and tasked to design the structure and resources required and plan for the delivery in a prioritised and sequential basis (October 2018 and recruit into the permanent posts (December / January 2019). To ensure continued buy-in from across the organisation the GDPR group will continue to meet. The group has already developed a set of objectives for the next phase of work.	2	3	6
Risk Owner: Senior Information Risk Owner (SIRO).	Action Owner: Senior Information Risk Owner (SIRO) and GDPR Project Manager.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Risks to the achievement of Bristol City Councils Objectives.										
Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
CRR21: Partnerships Governance. If the council does not maximise (or cannot quantify) the benefits of partnership working and/or experiences negative or counter-productive results may arise from partnership working. Key potential causes are: • Failure to establish and/or manage contracts, Service Level Agreements and/or Terms of Reference in relation to partnerships. • Not maintaining a central register of partnerships, membership, governance arrangements and performance measures. • No identified lead officer to progress development of partnership working as in proposals presented to the Audit Committee in April 2016. • Outdated partnership policy and toolkit (last iteration 2010). • A broad range of partnerships with variable degrees of formality.	BCC has close involvement of Elected Mayor and Members in key partnerships. Regular review and evaluation of the current position by CLB. Leads have been defined for recommendations to develop partnership working which were received by the Audit Committee in April 2016. BCC has mechanisms in place for regular dialogue including formal partnerships.	New	3	5	15	We are reviewing and refreshing the Partnership Policy and Toolkit. Creating a central Partnership Register including Service Level Agreements (SLAs), Terms of Reference (Terms of reference) and contracts where appropriate. Creating a template Terms of reference and porting existing Terms of reference to it. We are scoping and reviewing the need for Commercial Training for relevant managers as part of Procurement and Commercial Strategy.	2	3	6
Risk Owner: Head of Paid Service.	Action Owner: Head of Delivery Support Unit.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Opportunity Risks

Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
OPP1: One City Approach The One City Approach will offer a new way to plan strategically with partners as part of a wider city system. Key potential causes: • Mayoral aspiration and widespread partner sign-up to the principle. • Work to date has produced outline plan and engaged partners in the long-term vision and necessary work to complete the plan.	We have scoped and entered 'Phase Three' of development of the One City Approach (OCA), including catalysing One City Plan development by providing core resource for a City Office structure.	New	3	5	15	Internal resource will be identified to help catalyse activity and develop the One City Plan product, with multiple offers of support from city partners. By January 2019 we will have: • Developed a 'One City Plan' in partnership with a variety of city-wide and regional organisations, including scoping the formal governance of the City Office and One City Approach. • Continued existing initiatives to trial and iterate the One City Approach. • Instigated or enabled new projects with partners where there is a strategic fit and an opportunity to further develop a working OCA model.	4	5	20
Risk Owner: Head of Paid Service.	Action Owner: Interim Director of City Wellbeing, Resilience and Strategic Partnerships.	Portfolio Flag: Mayor.				Strategy Theme: Our Organisation.			

Corporate Risk Register as at August 2018 - Opportunity Risks

Risk title and description	What we have done	Performance	Current Risk Level			What we are doing	Tolerance Risk Level		
			Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating
OPP2: Corporate Strategy The approved Corporate Strategy presents an opportunity to fundamentally refresh and strengthen our business planning, leadership and performance frameworks. Key potential causes: • Approved Corporate Strategy provides the foundation and direction for the organisation.	We have approved and adopted the Corporate Strategy, Business Plan 18/19 and Performance Framework 18/19 through appropriate Decision Pathways. Re-launched 'My Performance' reviews for all colleagues including annual objective setting linked to the Corporate Strategy and Business Plan 18/19. Begun scoping the business planning process for 2019/20 to iterate and improve our approach, particularly with regards to performance management and corporate prioritisation.	New	3	5	15	Good progress has been made in starting to embed the Corporate Strategy, including building full consideration of it in to the Decision Pathway. Work to continue improving business planning for next year is underway, although at an early stage. We are focussing on: • Designing and launching an integrated business planning approach for 2019/20, linking financial planning, and service planning and performance management more closely and from an earlier starting point. • Continuing to scope and procure a replacement for the 'My Performance' system.	4	5	20
Risk Owner: Head of Paid Service	Action Owner: Acting Director: Policy and Strategy.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

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Corporate Risk Register as at August 2018 - Opportunity Risks				Current Risk Level				Tolerance Risk Level		
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing	Likelihood	Impact	Risk Rating
OPP3: Devolution Should the potential arise for opportunities from a region's evolving second devolution deal that could lead to an opportunity to align the Councils corporate priorities and strengthen regional partnership working. Key potential causes: • Potential development of second devolution deal.	We continue to engage with West England Combined Authority; but with recognition that focus has been placed more on a proposed housing fund.	New	3	5	15	We will continue to engagement with WECA at strategic level.	3	5	15
Risk Owner: Head of Paid Service.	Action Owner: Acting Head of Policy and Public Affairs.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

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Corporate Risk Register as at August 2018 - Opportunity Risks				Current Risk Level				Tolerance Risk Level		
Risk title and description	What we have done	Performance	Likelihood	Impact	Risk Rating	What we are doing	Likelihood	Impact	Risk Rating
OPP4: Brexit. If exiting the European Union provides benefits, such as increased domestic concentration of power, this may lead to opportunities for this to be harnessed at a local or regional level. Key potential causes for enhancing and exploiting: • Exciting the European Union.	We have: • Established a city Brexit response group. • Met Michel Barnier in Brussels with the Core Cities. • Been monitoring the environment; including news of threats from large local employers of leaving UK. • Collaborated on draft Inclusive Economic Growth Strategy. We continue to work with Core Cities and M8 leaders on concerted joint efforts.	New	1	5	5	We are monitoring the issue on an ongoing basis. A further meeting of Bristol Brexit Response Group is planned for October 2018.	1	5	5
Risk Owner: Head of Paid Service.	Action Owner: Acting Head of Policy and Public Affairs.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation.			

Key External Risk and Civil Contingency Risks to note - Flooding and Brexit

Corporate Risk Register as at August 2018 - External and Civil Contingency Risks										
			Current Risk Level					**Tolerance Risk Level**		
Risk title and description	**What we have done**	**Performance**	**Likelihood**	**Impact**	**Risk Rating**	**What we are doing**		**Likelihood**	**Impact**	**Risk Rating**
BCCC1: Flooding. There could be a risk of damage to properties and infrastructure as well as risk to public safety from flooding which may be caused by a tidal surge, heavy rainfall and river and groundwater flood events. Key potential causes are: • Tidal surge, heavy rainfall, river and groundwater flood events. • Impact of climate change. • Lack of effective flood defences and preparedness for major incidents.	The Avon and Somerset Local Resilience Forum (LRF) is a partnership of all the organisations needed to prepare for an emergency in the LRF area. It includes the emergency services, health services, Maritime and Coastal Agency, Environment Agency, volunteer agencies, utility companies, transport providers and the five councils of Bath and North East Somerset, Bristol, North Somerset, Somerset and South Gloucestershire. Bristol is working with the Avon and Somerset LRF to construct new sea defences around North Somerset, Bristol and South Gloucestershire, working with emergency services, local authorities and other agencies to develop flood response plans and procedures, investigating instances of flooding, training specialist staff in swift water rescue techniques, communicating with housing and business developers to incorporate flood protection into new developments, providing guidance to members of the public about flooding, including flood warnings and what people can do to help themselves, regular maintenance and clearing programs of gullies and culverts, especially in the event of storm warnings. Bristol has in place a local Flood Risk Management Strategy approved at Cabinet in December 2017 which comprises of 5 keys areas and 43 separate actions in line with Environment Agency's national strategy.	⬌	3	5	15	There is sustained resourcing and delivery of all actions in LFRMS over life of strategy. Strategy includes the following key projects: • Working in partnership with the Environment Agency to develop a Bristol Tidal Flood Risk Management Strategy to protect the city centre, including climate change. • Working in partnership with South Gloucester and the Environment Agency to deliver a flood scheme to help protect Avonmouth Village and the Enterprise Area from tidal flooding, including climate change.		3	3	9
Risk Owner: Interim Executive Director Growth and Regeneration.	Action Owner: Director Transport, Flood Risk Engineer, Strategic City Transport.	Portfolio Flag: Energy, Waste and Regulatory Services.				Strategy Theme: Our Organisation, Empowering and Caring, Fair and Inclusive, Well Connected, Wellbeing.				

Corporate Risk Register as at August 2018 - External and Civil Contingency Risks										
			Current Risk Level					**Tolerance Risk Level**		
Risk title and description	**What we have done**	**Performance**	**Likelihood**	**Impact**	**Risk Rating**	**What we are doing**		**Likelihood**	**Impact**	**Risk Rating**
BCCC2: Brexit. The risk that Brexit (and any resulting 'deal' or 'no deal') will impact the local economy, local funding and delivery of council services, and that uncertainty around Brexit could impact our ability to accurately assess or plan for potential positive or negative outcomes. Key potential causes are: • Exiting the European Union. • Reported lack of majority view on Government White Paper. . Unprecedented and complex national / international process.	We have: • Established a city Brexit response group. • Met Michel Barnier in Brussels with the core cities. • Been monitoring the environment; including news of threats from large local employers leaving UK. • Collaborated on draft Inclusive Economic Growth Strategy. We continue to work with Core Cities and M8 leaders on concerted joint efforts.	⬌	4	3	12	We are monitoring of the issue on an ongoing basis. A further meeting of Bristol Brexit Response Group is planned for October 2018.		4	3	12
Risk Owner: Head of Paid Service.	Action Owner: Acting Head of Policy and Public Affairs.	Portfolio Flag: Finance, Governance and Performance.				Strategy Theme: Our Organisation, Empowering and Caring, Fair and Inclusive, Well Connected, Wellbeing.				

Corporate Threat Risk Performance Summary
The risks are set out by the highest risk rating first in the Q2 18/19 column.

Appendix Page	Risk ID	Risk	Risk Owner	Quarter 4 January – March 17/18		Quarter 1 April - June 18/19		Quarter 2 July - September 18/19		Quarter 3 October - December 18/19		Quarter 4 January - March 18/19	
				Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel
1	CRR1	Long Term Commercial Investments	Interim Executive Director Growth and Regeneration, Executive Director Resources and Section 151 Officer	4x7=28	↔	3x7=21	↑	3x7=21	↔				
2	CRR2	IT Infrastructure	Director Digital Transformation	3x7=21	↔	3x7=21	↔	3x7=21	↔				
3	CRR3	Asbestos Management	Head of Paid Service and CLB	3x7=21	↔	3x7=21	↔	3x7=21	↔				
4	CRR4	Corporate Health, Safety and Wellbeing	Head of Paid Service and CLB	3x7=21	↔	3x7=21	↔	3x7=21	↔				
5	CRR5	Business Continuity and Council Resilience	Acting Executive Director Communities	3x7=21	↔	3x7=21	↔	3x7=21	↔				
6	CRR6	Fraud and Corruption	Executive Director Resources and Director of Finance (Section 151 Officer)	3x5=15	↔	3x5=15	↔	3x5=15	↔				
7	CRR7	Cyber-attack threats and implications	Director Digital Transformation	3x5=15	↔	3x5=15	↔	3x5=15	↔				
8	CRR8	Service Review	Head of Paid Service	4x5=20	↔	3x5=15	↑	3x5=15	↔				
18	CRR19	Tree Management	Acting Executive Director Communities					3x5=15	New				
20	CRR21	Partnerships Governance	Head of Paid Service					3x5=15	New				
9	CRR9	Safeguarding Vulnerable Children	Executive Director, Adults, Children and Education	2x7=14	↔	2x7=14	↔	2x7=14	↔				
10	CRR10	Safeguarding Vulnerable Adults	Executive Director, Adults, Children and Education	2x7=14	↔	2x7=14	↔	2x7=14	↔				
11	CRR11	BCC Infrastructure Delivery	Director of Finance (Section 151 Officer) and Interim Executive Director Growth and Regeneration	2x7=14	↔	2x7=14	↔	2x7=14	↔				
12	CRR12	Failure to deliver suitable planning measures, respond to and manage events when they occur. (Previously Civil Contingencies and Council Resilience)	Acting Executive Director Communities	3x7=21	↔	2x7=14	↑	2x7=14	↔				
13	CRR13	Financial Framework and MTFP	Director of Finance (Section 151 Officer)	2x7=14	↔	2x5=10	↑	2x5=10	↔				
14	CRR15	Financial Deficit	Director of Finance (Section 151 Officer)	2x5=10	↔	2x5=10	↔	2x5=10	↔				
15	CRR16	Leadership	Head of Paid Service and CLB	4x5=20	↔	2x5=10	↑	2x5=10	↔				
17	CRR18	Failure to deliver 2000 Homes per annum by 2020.	Interim Executive Director Growth and Regeneration					2x5=10	New				
19	CRR20	General Data Protection Regulation (GDPR) compliance. (Replaces CRR14)	Senior Information Risk Owner (SIRO)					2x5=10	New				
16	CRR17	Strategy Management	Head of Paid Service	2x7=14	↔	2x7=14		1x7=7	↔				
	CRR14	Information Governance Introduction of the General Data Protection Regulation (GDPR) (Replaced by CRR21)	Senior Information Risk Owner (SIRO)	2x7=14	↔	2x5=10	↑	Closed					

Corporate Risk Performance Summary for Opportunity risks
The risks are set out by the highest risk rating first in the Q2 18/19 column.

Appendix Page	Risk ID	Risk		Quarter 4 January – March 17/18		Quarter 1 April - June 18/19		Quarter 2 July - September 18/19		Quarter 3 October - December 18/19		Quarter 4 January - March 18/19	
				Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel
21	OPP1	One City	Head of Paid Service					3x5=15	New				
21	OPP2	Corporate Strategy	Head of Paid Service					3x5=15	New				
22	OPP3	Devolution	Head of Paid Service					3x5=15	New				
22	OPP4	Brexit	Head of Paid Service					1x5=10	New				

Corporate Risk Performance Summary for External and Civil Contingency risks
The risks are set out by the highest risk rating first in the Q2 18/19 column.

Appendix Page	Risk ID	Risk	Risk Owner	Quarter 4 January – March 17/18		Quarter 1 April - June 18/19		Quarter 2 July - September 18/19		Quarter 3 October - December 18/19		Quarter 4 January - March 18/19	
				Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel	Rating	Travel
23	BCCC1	Flooding	Interim Executive Director Growth and Regeneration			3x5=15	⬌	3x5=15	⬌				
23	BCCC2	Brexit	Head of Paid Service			4x3=12	⬌	4x3=12	⬌				

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Risk Scoring Matrix

Likelihood			Impact		
4	4	12	20	28
3	3	9	15	21
2	2	6	10	14
1	1	3	5	7
	1	3	5	7

Impact

Level of risk		Action required by level risk
28	Critical:	**Action required**. Escalate (if a Directorate level risk, escalate to the Corporate Risk Register. Escalate corporate risks to the attention of the Cabinet Lead to confirm action to be taken).
14 - 21	High:	Must be addressed. If Directorate level consider escalating to the Corporate Risk Register. If a corporate risk consider escalating to the Cabinet Lead.
5 - 12	Medium:	Action required, manage and monitor at the Directorate level.
1 - 4	Low:	May not need any further action / monitor at the service level.

Current and Tolerance risk ratings: The 'Current' risk rating for both threats and opportunities refers to the current level of risk taking into account any strategies to manage risk - management actions, controls and fall back plans already in place. The 'Tolerance' rating represents what is deemed to be a realistic level of risk to be achieved once additional actions have been put in place. On some occasions the aim will be to contain the level of the risk at the current level.

Positive Risks (Opportunities): Where the risk is an opportunity, a cost benefit analysis is required to determine whether the opportunity is worth pursuing, guided by the score for the matrix, e.g. an opportunity with a score of 28 would be pursued as it would offer considerable benefits for little risk.

LIKELIHOOD AND IMPACT RISK RATING SCORING

Likelihood Guidance

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

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

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

Scrutiny Work Programme 2018 / 2019

Adults, Children and Education Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
July 2018				
		26th July, 6pm		
		Annual Business Report		
		Joint Local Transport Plan		
		Bristol Transport Strategy		
		Cllr Threlfall Q&A / discussion session		
		Trusts and Mutualisation Report		
		Air Quality		
August 2018				
		13th August, 9.30 am		
		Housing Company (closed briefing and Q&A session for Commission Members and OSMB)		
September 2018				
	10th September, 10am		**24th September, 3pm**	**3rd September**
	Waste: • Bristol Waste Company • Cleanliness of city / clean streets campaign – update • Enforcement		ICT Systems and Strategy	Arena Cabinet Paper
	Community Safety statistics (Safer Bristol)		Commercialisation and Income Generation	Companies Governance Review – information only
	Directorate Performance Report (KPIs)		Annual Business Report	Creation of the Housing Company – information only
			Finance Report	Bristol Energy Operational Plan
			Directorate Performance Report (KPI's)	

Agenda Item 13

Adults, Children and Education Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
			Risk Register (Corporate)	
October 2018				
Thurs, 18th October, 5pm				**25th October 4pm MQT & 5pm OSMB**
Strengthening Families Programme and Adverse Childhood Experiences				Equalities Policy & Strategy
Children's Centres				Corporate Performance Report
Suicide (University) Clusters				Corporate Risk Register
Directorate Performance Report (KPIs)				Standing item – Chair's Updates
Directorate Risk Register				
November 2018				
6th November, 2pm	**12th November 10.00 am**	**29th November, 5pm**		**Tues 27th November (4pm MQT / 5pm OSMB)**
Better Lives Programme • Implementation • Delayed Transfers of Care • Recommendations from the Adult Social Care Scrutiny Task Group	Housing: • Private rented sector / HMO regulation • Tackling housing crisis • Vehicle Dwellers	Highways Scheme Delivery Report		Libraries – Positioning Paper
Female Genital Mutilation (FGM)	Community Safety Statistics (Safer Bristol)	Harbour Review		Local High Streets – Positioning Paper
Public Health	Risk Register	City Leap Project		Waste Company Business Plan
Directorate Performance Report (KPI's)		Directorate Performance Report (KPI's)		*Provisional item* – One City Plan
Directorate Risk Register (TBC)		Risk Register		Standing item – Chair's Updates
December 2018				

Adults, Children and Education Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
			4pm, 6th December 2018	
			Workforce and Performance **(TBC)**	
			ICT Systems and Strategy **(TBC)**	
			• Commercialisation and Income Generation - Update • Plus: Commercialisation & Innovation Working Group – Up-date	
			Brexit Impact Assessment Report	
			Global Parliament of Mayors	
			Council Tax Base	
			Collection Fund Surplus/Deficit Reports	
			Risk Register	
January 2019				
28th January, 2pm	**14th January, 10 am**		**January TBC**	**Thurs 17th January (4pm MQT / 5pm OSMB)**
Thrive mental health – annual review	CIL (update/review of new CIL committee arrangements)		*Provisional item* - Budget Scrutiny	*Provisional item* - Companies Business Plans
Mental Health Recommissioning and Supporting People Services	Customer services update/review			*Provisional Item* - Corporate Performance Report
Winter resilience update	Public Toilets			*Provisional Item* - Corporate Risk Register
Directorate Performance Report (KPI's)	Standing Items TBC: • Community Safety statistics (Safer Bristol) • Directorate Performance			Standing item – Chair's Updates

Adults, Children and Education Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
	Report (KPIs) • Directorate Risk Register			
Directorate Risk Register (TBC)	Housing Allocations / Home Choice Review			
February 2019				
		21st February, 5pm	**28th February, 4pm**	**TBC**
		Local Plan		*Provisional Item* – Energy Company Business Plan
		Other items are TBC		
March 2019				
29th (tbc) March, 4pm				
School Places – Provision, Expansion and Admissions				
Bristol Hospital Education Services				
School readiness risks and action plans				
Learning City update				
Care Leavers				
SEND Scrutiny task group update report				
Directorate Performance Report (KPI's)				
Directorate Risk Register (TBC)				
April 2019				
				April TBC
				Provisional Item - Corporate Performance Report

				Provisional Item - Corporate Risk Register
				Standing item – Chair's Updates

Items to be Scheduled

Quality Accounts		Cross-Border Planning Issues (provisional – TBC)		
		Harbourside Regeneration and Flood Strategy & Cumberland Basin / Weston Harbour (yet TBC)		
		Climate Change ID (yet TBC)		
		Parking (TBC if being rescheduled)		

Joint Health Overview and Scrutiny Committee
(Bristol, North Somerset and South Gloucestershire (BNSSG) : Sustainable Transformation Partnership)

26th September , 2pm (Hosted by South Gloucestershire)

Items in respect of the 'Healthier Together' Programme (to be confirmed)