

Overview and Scrutiny Management Board Agenda



Date: Thursday, 8 September 2016

Time: 6.00 pm

Venue: City Hall, College Green, BRISTOL

Distribution:

Councillors: Charlie Bolton, Nicola Bowden-Jones, Tom Brook, Jude English, Geoff Gollop, Gill Kirk, Brenda Massey, Olly Mead, Graham Morris, Anthony Negus and Steve Pearce

Copies to: Stephen Hughes (Interim Chief Executive), Anna Klonowski (Interim Strategic Director - Business Change), John Readman (Strategic Director - People), Alison Comley (Strategic Director - Neighbourhoods), Barra Mac Ruairi (Strategic Director - Place), Shahzia Daya (Interim Service Director - Legal and Democratic Services), Annabel Scholes (Interim Service Director Finance), Cathy Mullins (Interim Service Director Policy, Strategy and Communications), Patricia Greer, Andrea Dell, Lucy Fleming (Scrutiny Co-ordinator) and Allison Taylor (Democratic Services Officer)

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Date: Wednesday, 31 August 2016

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Agenda

1. Welcome, Introductions and Safety Information

(Pages 5 - 6)

2. Apologies for absence.

3. Declarations of Interest

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

Please note that the Register of Interests is available at

<https://www.bristol.gov.uk/councillors/members-interests-gifts-and-hospitality-register>

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

a) Minutes of Meeting held on 15 June 2016 and reconvened on 27 June 2016 (Pages 7 - 18)

To approve as a correct record.

b) Action Sheet of 15 June 2016 (Pages 19 - 20)

To note actions carried out.

c) Minutes of Extraordinary Meeting held on 24 August 2016 (Pages 21 - 23)



To approve as a correct record.

5. Chair's Business

To note any announcements from the Chair

6. Public Forum

Up to 30 minutes is allowed for this item

Any member of the public or Councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda. Public Forum items should be emailed to 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 **Friday 2 September 2016**

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 **Wednesday 7 September 2016**.

7. Bristol City Council International Strategy

6.15 pm

8. Delivering the Corporate Plan - Outturn Performance Report for 2015/16

6.40 pm

To note the outturn performance report at the final, Q4 2015/16 position.

(Pages 24 - 49)

9. Performance Reporting Framework 2016 onwards

7.00 pm

The performance reporting framework currently reported to OSMB and elsewhere in the organisation is based on the Corporate Plan 2014/17 and the governance arrangements of the previous administration. The new administration will require new performance reporting arrangements reflecting their priorities and governance arrangements.

(Pages 50 - 52)

10. Quarter 1 Finance Report

7.05 pm



- To provide a progress report on the Council’s overall financial performance, including against the approved revenue and capital budgets for the 2016/17 financial year that were approved by Council on 16 February 2016. **(Pages 53 - 101)**
- 11. Audit Referral - Public Engagement at meetings** **7.30 pm**
To consider the Audit Committee Referral. **(Page 102)**
- 12. Cabinet Referral - Elimination of the Gender and Race Pay Gap** **7.40 pm**
At Full Council on 31st May, the Mayor announced his intention to prioritise a review of the inequality of pay policy in the city from a race and gender perspective. He asked that Scrutiny support this work. **(Pages 103 - 106)**
- 13. Mayor's Response regarding Cabinet Referral - Budget Timetable and Mayor's Forward Plan** **7.50 pm**
- 14. Scrutiny Shadow Work Programme 2016/17** **8.00 pm**
To note the Shadow Scrutiny Work Programme for 2016/17. **(Pages 107 - 111)**
- 15. Mayor's Forward Plan** **8.10 pm**
The report provides the August 2016 version of the Mayor’s Forward Plan. **(Pages 112 - 129)**
- 16. Protocol for dealing with exempt items** **8.20 pm**
- 17. Scrutiny Resolution and Full Council Motion Tracker** **8.35 pm**
The tracker provides a summary of Scrutiny resolutions and Full Council motions and progress to date. **(Pages 130 - 139)**
- 18. Date of Next Meeting**
9 February 2017.



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.

Other formats and languages and assistance
For those with hearing impairment

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

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

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting. Please submit it to democratic.services@bristol.gov.uk or Democratic Services Section, 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**.

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.
- 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 Overview and Scrutiny Management Board

15 June 2016 at 6.00 pm



Members Present:-

Councillors: Charlie Bolton, Nicola Bowden-Jones, Tom Brook, Jude English, Geoff Gollop, Brenda Massey, Olly Mead, Steve Pearce, John Goulandris and Gary Hopkins

1. Welcome, Introductions and Safety Information

The Chair welcomed councillors and other attendees to the meeting.

2. Apologies for absence.

Apologies for absence were received from Councillors Gill Kirk, Graham Morris and Anthony Negus.

3. Membership of Board.

RESOLVED -

That it be noted that at the annual Council meeting on 31 May 2016, the following councillors were appointed to serve on the Board for 2016/17:

Councillor Charlie Bolton

Councillor Nicola Bowden-Jones

Councillor Tom Brook

Councillor Jude English

Councillor Geoff Gollop

Councillor Gill Kirk

Councillor Graham Morris

Councillor Brenda Massey

Councillor Olly Mead

Councillor Anthony Negus

Councillor Steve Pearce



4. Board Chair

RESOLVED -

That it be noted that at the annual Council meeting on 31 May 2016, Councillor Geoff Gollop was appointed as Chair of the Board for 2016/17.

5. Election of Board Vice-Chair

RESOLVED –

That Councillor Steve Pearce be elected as Vice-Chair of the Board for 2016/17.

6. Declarations of Interest

None declared.

7. Public Forum

None received.

8. Chair's Business

The Chair made the following opening comments:

- a. He paid tribute to the role played by Councillor Pearce in chairing the Board over the last 2 years.
- b. He particularly welcomed new councillors to the committee and stressed that, as the Chair of the Board, he would be open to discussing any suggestions around new approaches for further improving and developing the scrutiny role and function.

9. Minutes of the previous meeting.

RESOLVED –

That the minutes of the meeting of the Overview and Scrutiny Management Board held on 2 March 2016 be confirmed as a correct record and signed by the Chair.

10. Scrutiny Resolution and Full Council Motion Tracker

RESOLVED –



That the latest tracker document be noted.

11. Overview and Scrutiny Management Board Annual Business Report 2016/17

The Board considered the annual business report.

Following discussion in relation to meeting dates, the Chair suggested, and it was agreed, that an additional extraordinary Board meeting should be scheduled for late November / early December (noting that a Mayoral question time session would not be held during the hour before the December meeting).

The Board also agreed that, to enable it to be fully effective in its scrutiny co-ordination role, it would be preferable for 4 additional meetings to be held (8 meetings in all over the course of a Council year). It was accepted that the Mayoral question time session should take place at 4 of these meetings, on a quarterly basis. The intervening 4 meetings should take place as public meetings (rather than on an informal basis) in the interests of transparency and to ensure a full public record of proceedings. It was agreed that the Board's view on increasing the frequency of its meetings should be fed into the forthcoming constitutional review. Until the constitutional review was concluded, it was noted that additional, informal meetings of the Board should be held as required.

RESOLVED:

1. That the Board's terms of reference be noted.

2. That the meeting dates for 2016/17 be confirmed as follows:

- 6.00 pm, 8 September 2016 (Mayoral question time to be at 5.00 pm on this date).
- An extraordinary OSM Board to be scheduled for late November / early December.
- 6.00 pm on 9 February 2017 (Mayoral question time to be at 5.00 pm on this date).
- 6.00 pm on 6 April 2017 (Mayoral question time to be at 5.00 pm on this date).

3. That to enable it to be fully effective in its scrutiny co-ordination role, it would be preferable for the Board to meet 8 times over the course of a Council year. A Mayoral question time session should take place at 4 of these meetings, on a quarterly basis. The intervening 4 meetings should take place as public meetings (rather than on an informal basis) in the interests of transparency and to ensure a full public record of proceedings. The Board request that its view on increasing the frequency of its meetings should be fed into the forthcoming constitutional review. Until the constitutional review is concluded, it is noted that additional, informal meetings of the Board should be held as required.

4. That a Call-In Sub-Committee be established as per the proposal set out in paragraphs 4-5 of the report (7 members: 4 Labour; 1 Conservative; 1 Green; 1 Liberal Democrat).



12. Devolution

The Board considered a report setting out the background to the report on West of England devolution that was due to be considered by the Cabinet and Full Council (and Bath and North East Somerset Council and South Gloucestershire Council) on 29 June 2016.

Key points raised / discussed:

- a. The Cabinet and Full Council reports on this issue would be published on 21 June, including the full detail of the devolution scheme. Given this, it was proposed that today's Board meeting would stand adjourned, and would reconvene at 5.00 pm on 27 June to enable the Board to comment on the detail of the government proposals, and in order that the Board's views could then be documented and included as part of the Cabinet and Full Council consideration of the proposals.
- b. It was noted that North Somerset Council had determined that it did not support the devolution proposals. It was anticipated that although North Somerset would not be part of a devolution deal, if agreed, an ongoing joint working relationship with North Somerset would be maintained.
- c. Following discussion, and whilst noting that ultimately the decision on the acceptance of the devolution proposals was an executive decision, the Board agreed that it was essential (in terms of assisting councillor and public understanding in advance of the 29 June Cabinet and Full Council meetings) that officers ensured there was absolute clarity about the executive decision that the Mayor and Cabinet would be asked to take on 29 June, and about the status and role of the Full Council in relation to the decision to be taken. In particular, it was essential to clarify whether or not it would be possible for the Full Council to suggest amendments to any recommendations contained in the report, or to propose / vote on any other suggested amendments. It would be essential to ensure clear procedural advice to councillors on these matters in advance of the Cabinet / Full Council meeting. The agreed process needed to be very clear, not least in the interests of ensuring that proceedings were easily understandable to the public. It was noted that the process adopted should also be broadly consistent with the executive decision-taking approach to this matter in Bath and North East Somerset (the process would be different in South Gloucestershire as that authority had reverted to the committee system).
- d. The Full Council meeting on 29 June was an Extraordinary Full Council meeting. Under the constitution, public forum statements and questions could be submitted to this meeting, provided they related specifically to the business of the meeting.
- e. It was noted that a series of councillor briefings had been arranged on the detail of the devolution proposals. The report to be published on 21 June would include as much information as possible on the financial aspects and implications of the government's proposed deal. The published scheme would also include details about the key aims of encouraging economic growth for the region, tackling traffic congestion and the housing and skills agendas. In terms of economic growth, it was fully recognised that it was essential to target the type of growth that also took full and appropriate account of equalities and



environmental considerations. A package of devolved powers was proposed around transport, housing and skills.

f. The Chair expressed the personal view that whilst it was important to ensure a fully open debate about the proposed deal, it was also essential to realise that a powerful opportunity was available here for securing additional funding for the region under the devolution proposals. The proposals might not form a “perfect” solution but were likely to form the best opportunity available under the current government in terms of additional resources.

At the conclusion of their consideration of this item, the Board

RESOLVED –

That further consideration of the devolution proposals take place at the reconvening of this Board at 5.00 pm on 27 June 2016.

13. Scrutiny Work Programme Update

The Board considered a report seeking agreement on the arrangements for setting the scrutiny work programme.

The Chair and Board members welcomed the recommendations as set out in the report, and additionally commented as follows:

- a. Where appropriate, scrutiny commissions should look at cross-cutting matters jointly, to ensure best and most effective use of both councillor and officer time.
- b. It would be important to carefully plan and manage individual meeting agendas, so that sufficient time was allowed of the discussion of selected agenda items.
- c. It would be important to encourage transparency, honesty and openness as key principles underlying the scrutiny role – in circumstances where there was “bad news” or mistakes to report, the emphasis should be on sharing these matters quickly and openly – the emphasis should be then be on fixing the matter at hand and learning lessons.
- d. Once the scrutiny work programme was determined, a business-like approach needed to be adopted, with appropriately robust discipline on the timing of agenda items and reports. An appropriate level of flexibility would need to be retained, however, recognising the need for scrutiny to be able to respond to events and circumstances as they arose.
- e. It was particularly important to ensure the early involvement of scrutiny wherever this was appropriate. Early, strong and effective scrutiny (with careful planning of dates would over time have the



effect of helping to strengthen the executive decision process. It was essential to avoid situations where scrutiny views were sought “too late” in the process. The proposal around aligning the scrutiny work programme with the Mayor’s Forward Plan and the Council’s budget setting processes over a 4 year period was particularly welcomed.

Noting the above comments, the Board:

RESOLVED:

1. That a scrutiny work programme workshop be held in September 2016, and that this work programme, where appropriate and possible, be extended up to 2020, whilst also ensuring that there are sufficient opportunities to respond to arising / upcoming issues and pre-decision scrutiny.
2. That, in the interim period from July to September 2015, scrutiny should continue with arising / upcoming pre-decision scrutiny items as required (West of England devolution being one example), development opportunities for new scrutiny members, and a focus on the setting of the 2016-20 work programme.
3. That the scrutiny work programme be evidence based and aligned to the budget setting processes and the Mayor’s Forward Plan and Vision.

14. Mayor's Forward Plan

The Board reviewed the latest update of the Mayor’s forward plan.

The following key points were raised / noted:

- a. The Mayor’s forward plan would be reviewed at each OSM board meeting.
- b. In light of the earlier discussion at this meeting, the Chair suggested and it was agreed that the Board should make a formal referral to the 4 July Cabinet around the issue of the scrutiny work programme being aligned to the Mayor’s forward plan and the Council’s budget planning processes.

The wording of the referral to the Mayor and Cabinet was agreed by the Board as follows:

*“The OSM Board believes the Mayor’s Forward Plan is fundamental to the Council’s decision making and the involvement of back bench members in the scrutiny process.
To be effective, the Forward plan needs to be populated with accurate information of both regular reports, such as the quarterly monitor, annual policy statements and key decisions.*

The Board recognises that when there is a change in administration, there will be a period of adjustment, but all decisions should be capable of scrutiny which means they must be in the Forward Plan with sufficient notice. For example, two items brought to the new Mayor’s first Cabinet were not on the last



administration's last forward plan, so scrutiny could not have examined them before the decision was taken.

However, the role of scrutiny in policy development is key and that requires the plan to be forward thinking. Ideally, with the Full Council and Mayor in place for the next 4 years, the forward plan would identify key decisions that need to be taken over the next 4 years.

For OSM to effectively plan the scrutiny work programme, it would be helpful if the forward plan could be fully updated for the next 12 months, within the next month, and provisionally updated for the next 4 years by the end of August.

There is also one specific issue which is key to our scrutiny role. As the new Mayor has already indicated, the medium term financial plan is going to involve major decisions. Could we have an early indication of the time frame in which these proposals will be available for scrutiny?"

c. It was noted that Cathy Mullins, Interim Service Director – Policy, Strategy and Communications would be designated as the Council's statutory scrutiny officer.

d. It was noted that a key decision report was scheduled for the 29 June Cabinet seeking approval to support capital development of culture venues in the city, with a particular focus on Colston Hall. In discussion, it was agreed that it would be important to understand the role / input of the Business Change and Resources Scrutiny Commission in relation to this decision, particularly in relation to the commission's role in monitoring significant capital spend. It was agreed that consideration of this particular issue should also be adjourned from this meeting, with a view to relevant officers being asked to attend the reconvened Board meeting on 27 June to respond to questions from Board members on this matter.

RESOLVED –

1. That the formal referral regarding around the issue of the scrutiny work programme being aligned to the Mayor's forward plan and the Council's budget planning processes, as set out in b. above be submitted the 4 July Cabinet meeting.

2. That, as per d. above, at the reconvened meeting on 27 June, arrangements be made for officers to be available to respond to Board members' questions in relation to the 29 June Cabinet report on supporting the capital development of the city culture venues.

15. Mayoral Commission on the elimination of the gender and race pay gap.

The Board considered a report seeking their response to the Mayor's request that scrutiny be involved in establishing a Mayoral commission to eliminate the gender and race pay gap, with a view to reporting back to Mayor on a way forward.



RESOLVED –

1. That the Board welcomes the Mayor's request that it should be involved in establishing a Mayoral commission to eliminate the gender and race pay gap, and that this accordingly should become one of the Board's priorities.
2. That officers prepare a report for the Board on a proposal to take this work forward. As a first step, the Board suggests that this should include evidence being documented on the Council's own position and practice in relation to these issues.

16. Date of next Meeting.

8 September 2016 at 6.00 pm.

It was also agreed that, given the earlier discussion, this meeting of Board be formally adjourned, and reconvened at 5.00 pm on 27 June at 5.00 p.m. to enable the Board to give further consideration to the following issues:

1. West of England devolution.
2. The 29 June Cabinet report on supporting the capital development of city culture venues.

CHAIR _____



Bristol City Council Minutes of the Overview and Scrutiny Management Board

27 June 2016 at 5.00 pm (reconvened meeting)



Members present:-

Councillors: Charlie Bolton, Nicola Bowden-Jones, Tom Brook, Geoff Gollop, Brenda Massey, Olly Mead, Steve Pearce, John Goulandris and Gary Hopkins

1. Welcome to reconvened meeting and safety information

The Chair welcomed members to this reconvened meeting.

2. Draft minutes of OSM Board (adjourned meeting of 15 June 2016)

Noted.

3. Combined authority and devolution proposals

The Board noted that the 29 June Cabinet and Full Council reports had been pre-circulated.

Presentations were made by the devolution team covering:

1. Present review deal and financial implications
 - Appropriate functional economic market area.
 - Current governance is complex.
 - Mayoral Combined Authority (MCA) most efficient arrangement to provide transparency, efficiency and accountability.
 - Engagement with a range of key stakeholders to inform development of the review.
 - Devolution deal brings resources and powers to address evidenced issues affecting the area's productivity and sustainability (social, economic and environmental).
 - Finance:
 - New government grants - £30m x 30 years.
 - New revenue streams – supplementary business rate



- New powers over existing money – transport and skills; allocation by the MCA; protection for unitary authority revenue.
- Protection for existing City Deal funds.
- Risks identified in securing Gain Share, allocating transport budgets and viability of FE colleges; mitigations developed.

2. Present scheme and consultation

- Scheme sets out the logistics of how the CA and Mayor will operate.
- Aim of more efficient delivery of economic development and transport.
- Four CA members; mix of voting arrangements.
- No removal of UA powers or resources, nor imposition of liabilities.
- Robust public scrutiny.
- If scheme is approved, consultation would start on 4 July for six weeks; online and hard copy.
- Consultation on scheme to inform Secretary of State creation of statutory order.

3. Decision making process

- Executive decision with opportunity for Full Council debate.
- Cabinet will meet to make a recommendation to Full Council. Cabinet will adjourn to allow a Full Council debate and will re-convene to decide in light of the Full Council debate.
- No ability to call-in the decision as this will have been debated at scrutiny and Full Council, as well as Cabinet.

OSM comments for submission to Cabinet and Full Council:

OSM noted that the recommendations set out in the Cabinet and Full Council report will be determined / voted on as a “package” of interrelated recommendations.

Full Council will also consider any amendments proposed, setting out any additional points that Cabinet are asked to consider.

Having discussed all of the above, OSM

RESOLVED - that, in considering the Combined Authority and Devolution proposals, Cabinet and Full Council be asked to note and endorse the following comments:

- Robust scrutiny** – it will be essential to ensure that robust scrutiny is put in place, is ongoing, and appropriately resourced by each of the authorities. It is noted that there will be legislative backing for the scrutiny role (currently this is not the case at a West of England level).
- Impact of reduced EU funding** – following the EU referendum result, it is important to note that there will be a potential impact resulting from reduced EU funding.



- c. **Environmental protection and equalities considerations:** whilst recognising the vital importance of securing ongoing economic growth, it is also essential that reducing environmental impacts and inequality are central to the devolution agreement, and are key elements within the economic model.
- d. **Metro-Mayor concerns:** whilst noting that the Metro-Mayor is a requirement of the deal, there are concerns and reservations about the need for this governance solution, and on the processes around the appointment and powers of the Metro-Mayor.
- e. **Consultation responses:** if the scheme is approved, OSM wishes to meet in early-mid August to give consideration to the public consultation responses, and in light of that further consideration, may wish to submit further comments to the Secretary of State by the closing date of 26 August. OSM also suggested that a provisional Extraordinary Full Council could take place before final consent is given by Cabinet if necessary.

4. Mayor's forward plan - 29 June Cabinet report on supporting capital development of culture venues

The Board discussed this Cabinet report.

The report outlined the proposed future funding arrangements for three of the key cultural venues in the city: Bristol Old Vic, St George's and the Colston Hall, brought to OSM for comment since it was the only scrutiny meeting in the appropriate timeframe.

The report set out how the proposed BCC support would allow the venues to meet the threshold for further funding support from organisations such as the Arts Council and the Heritage Lottery Fund.

In discussion, members were supportive of the report and recognised the importance of cultural investment and the significance of the three venues, both locally and on a wider, global level.

Although being supportive of the proposals, members were keen to emphasise the significance of the Music Trust as an integral organisation in terms of the City's cultural offer. Members also highlighted the importance, with particular reference to the Colston Hall in particular, of ensuring that the lease arrangements were negotiated and concluded in the most appropriate and sensible manner.

RESOLVED -

That the above comments be forwarded to the 29 June Cabinet.

CHAIR _____







Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
NA	Mayor's Question Time	Clarification to be provided regarding whether the Full Council devolution report would include details regarding governance arrangements	Lucy Fleming/Lynda Bird	Complete
NA Page 19	Mayor's Question Time	Councillor English to be provided with a written response to her supplementary question regarding Scrutiny of the LEP and accountability.	Lucy Fleming	Complete
11	Annual Business Report	An additional extraordinary meeting to be added in November/December 16	Lucy Fleming/Allison Taylor	Complete – the meeting will be on 3 rd November
"	"	Members to request that the number of OSMB meetings each year be increased to 4 with Mayor's Question Time and 4 without. Informal OSMBs are to take place between formal meetings.	Lucy Fleming	In progress – comments to be referred to the Constitution Working Group at the first meeting in September 16 Informal meetings diarised for 15/16
12	Devolution	Guidance to be given regarding the procedural process in relation to the Full Council/Cabinet/Scrutiny devolution	Shahzia Daya	Complete – additional information supplied in the Full Council report

		discussions.		
"	"	Meeting adjourned until 5pm on 27 th June 16. Minutes from both meetings to be provided to Full Council on 29 th June 16.	Lucy Fleming/Allison Taylor	Complete
13	Work Programme	Mayor's Forward Plan to be a standing item at each Scrutiny meeting.	Lucy Fleming	Complete
14	Mayor's Forward Plan	Referral to be made to the Mayor at the July Cabinet meeting re the population of the Forward Plan and budget timeline	Lucy Fleming	Complete
"	"	Referral to be made to the Mayor at the July Cabinet meeting re the Colston Hall Cabinet report	Lucy Fleming	Complete
15.	Mayor's Referral re Gender and Race Pay Inequality	Report to be brought back to September OSM meeting with suggested next steps	Lucy Fleming	Complete

Bristol City Council

Minutes of the Overview and Scrutiny Management Board

24 August 2016 at 6.00 pm



Members Present:-

Councillors: Charlie Bolton, Nicola Bowden-Jones, Tom Brook, Jude English, Geoff Gollop, John Goulandris, Gill Kirk, Brenda Massey, Olly Mead, Anthony Negus and Steve Pearce

Officers in Attendance:-

Marvin Rees (Mayor), Councillor Helen Holland (Cabinet Member for Place), Anna Klonowski (Interim Strategic Director - Business Change), Shahzia Daya (Interim Service Director - Legal and Democratic Services), Andrea Dell, Lucy Fleming (Scrutiny Co-ordinator), Lynda Bird (Programme Manager, Devolution Programme) and Chris Hackett (Economic Strategy Manager)

1. Welcome, Introductions and Safety Information

The emergency evacuation procedure was noted.

2. Apologies for absence.

There were no apologies for absence.

3. Declarations of Interest

There were no declarations of interest.

4. Chair's Business

None.

5. Public Forum

There were no public forum items.

6. West of England Devolution



The Board considered the outcome of the public consultation process which ran from the 2th July to the 15th August. The Board considered whether it would wish to submit further comments to the Secretary of State by the closing Date of the 26th August and whether there should be an Extraordinary Full Council before final consent was given by Cabinet.

During discussion the following issues were noted/raised:

- a. It was confirmed that at the point in time there was no change to the devolution deal, despite speculation in the press in relation to government policy re Metro Mayors. Each local authority would be making representations for absolute clarity.
- b. How representative is a response rate of 0.15 – it was noted that a Secretary of State consultation did not generally engender a large public response and the Council had been advised that the response rate was not out of kilter with other devolution consultations.
- c. The public response had not identified particular concerns around the proposal for a metro Mayor.
- d. One of the issues would be about how the public are engaged in devolution issues going forward – for example an engagement around what the public would like to see devolved. A factor in the response rate could also have been the timing over the summer period.
- e. The role of the Board was to review the outcome of the consultation and whether there was anything particularly different arising out of the consultation to the Council's views.
- f. It was a widely publicized consultation and 75% of respondents were in favour of the proposals, however concerns were expressed about the response rate and whether this could realistically be taken as a representative view.
- g. The consultation document was large and as such may not have been accessible to the public. The Council had to fulfil certain requirements in relation to the Secretary of State consultation.
- h. Information would be provided on the exact costs of the consultation but there had been a budget of 9k divided between the 3 authorities.
- i. The consultation was primarily about the process and this probably impacted on the public's level of engagement.
- j. It is the Secretary of State who will consider whether the consultation process and outcome were sufficiently robust to go forward with a decision.



k. If the public had been very opposed to the proposals this would have emerged, for example through a social media campaign.

l. The Council discussed with other authorities and the DCLG what needed to go into the consultation. The report had to cover the questions which the Secretary of State might ask.

m. Going forward the Council would take on board comments made by the Board about ways in which the public could be more involved in council decision making, including the way the Council supports members in terms of providing information for them to pass on to the public.

In conclusion the Board

Resolved:

- (1) To note the consultation and that there were no further comments from the Board.
- (2) That there would not need to be a further Full Council meeting on the issue.

Meeting ended at 6.54 pm

CHAIR _____



BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

8th September 2016

Report of: Caroline Twigg, EU and International Service Manager

Title: International Strategy (*'#BristolGlobalCity'?*)

Ward: City-wide

Officer Presenting Report: Caroline Twigg, EU and International Service Manager

Contact Telephone Number: 07884 736057

RECOMMENDATION

- To provide feedback on the strategic outcomes of the strategy, the fuller strategy text, and the accompanying implementation plan
- To express any major concerns on the strategy and implementation plan
- To approve its progress through the Decision Pathway

Summary

The report is a first attempt by the council to draw together a collective story about Bristol's international work (from within the council and by other organisations or communities in the city), and to provide a strategic forward plan for engagement with cities outside the UK. It aims to give a focus to the multiple requests for international partnering; to show where the council and the city can draw on existing or potential links to further collaboration, investment and trade, research and innovation links, education, culture and environment, and to identify specific cities with whom Bristol will focus efforts in the coming seven years, and targeted actions to achieve the agreed objectives of the strategy.

The work includes a) a shorter strategy that will be made public, and b) a longer and more detailed implementation plan (to be shared with partners across the city and within the council but not put online).

The significant issues in the report are:

1. To focus resources and efforts, and to nurture successful international relationships in the long-term, prioritisation is key. Specific cities and regions are highlighted as a priority for Bristol outreach. They are 9 cities, one region, and two countries. These can be contested, and won't be seen as 'the perfect set', however they are believed to be where links are both already strong and opportunities could be much greater. These priority places:
 - have been identified after mapping sessions and discussion with Bristol stakeholders and with council departments, and after certain criteria have been applied (eg number and variety of existing links and tangible opportunity for more, city characteristics that can be seen as similar or complementary to Bristol, mobilised international community in Bristol, membership of complementary networks etc).
 - build on existing links Bristol has – this strategy is a first step towards coordinated city-wide international work, but it is too early to start engaging in new areas from scratch, or to develop a strategy that represents all activities of all partners across Bristol. It is not feasible and would not be an effective use of resources to do this at this point
 - will take up about 80% of the time the international team (excluding the twinning coordinator and the Brussels Office Head) spends focusing on specific countries, with 20% spent on opportunities elsewhere as they come up. These figures will be reviewed annually.
 - will be communicated with Bristol partners, but potentially should not be included in the public-facing (online) strategy without a targeted effort to speak with those cities, and others we are not prioritising (eg some twin cities)
2. A five year timeframe was chosen (2017-2021) because it is longer than one term of office, yet it is felt that 10 years is too long for an area of work that changes rapidly, eg with uncertainties post-EU referendum.

Policy

The international strategy has taken into account the Resilience work being undertaken by our Chief Resilience Officer, which is being extensively incorporated into the City Vision and council policy going forward. Consultation has taken place with varied and numerous departments across the council, to ensure that it does not contradict any policy they are prioritising.

Consultation

1. Internal

The following teams have been consulted and were involved in a mapping exercise to identify existing links they have with cities or countries outside the UK: Culture, Health, Communities, Strategy, Bristol Brussels Office, Resilience, City Innovation, Sustainable Cities, Future City Board. It is also being reviewed by Finance, Equalities, Legal and Property teams, and going through the Decision Pathway .

2. External

The following organisations have been consulted and were involved in a mapping exercise to identify existing links they have with cities or countries outside the UK: Bristol International Twinning Association (BITA), Destination Bristol, Invest Bristol and Bath, Bristol Airport, Business West / UKTI, 91 Ways, Bristol is Open, University of Bristol (incl Cabot Institute), UWE (incl Business School), Cultural Development Partnership, Situations, Watershed, Knowle West Media Centre, Green Capital Partnership, Happy City, Bristol Health Partnership, Christina Zaba (Polish community)

3. Context

The draft strategy is attached.

Proposal

The strategy proposes:

- That the council focuses its International Team's work around seven strategic outcomes
- That the council accepts the principle of prioritising specific cities for targeted engagement (this is not exclusive ie other relationships can continue, but this shows where the international team will focus their efforts in the coming five years),
- That an implementation plan to support the International Strategy is adopted

Other Options Considered

4. It will be counter-productive and inefficient if the council no longer has an international strategy, so no alternative option (ie not developing a strategy) was considered. However the strategy and implementation plan are shared here as drafts, so feedback can be taken on board before they are finalised, and other options for focuses can be considered collectively.

Risk Assessment

5. A risk register is attached with this report.

Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - tackle prejudice; and
 - promote understanding.
- 8b) A formally agreed and widely communicated international strategy will contribute to public sector equality duties through its focus on diverse communities within the city, and its targeted outreach to other cultures, communities and cities around the world. Through its nature, it will outline specific actions to bring persons who share a protected characteristic (ie country or origin / language / race / ethnicity) to participate in public life, and it aims to help foster good relations between those people and others across the city. Various actions will focus on promoting understanding across cultures, races and ethnicities. An Equality Impact Assessment is being undertaken in early September.

Environmental checklist – see attached.

TO BE USED ON CABINET REPORTS ONLY SO DELETE PARA IF NECESSARY

Legal and Resource Implications

Legal – being consulted early September

Financial – being consulted early September

(a) **Revenue**

(b) **Capital**

Land – being consulted early September

Personnel – being consulted early September

Appendices:

A: International Strategy draft

B: International Strategy risk register

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers

S:\Reports\2011-12\Templates & Merges\REPORT.doc

#BristolGlobalCity

STRATEGY DRAFT

31 August 2016

FORWARD

'To be a world city, you need to interact with the world.

Bristol is historically a trading city that looks towards people and cultures beyond its boundaries. It is also a diverse, creative, innovative and open city, made up of communities from around over 120 countries around the world who speak over 90 languages and practice at least 45 religions. I am proud of our twin city links, our collaborative innovation projects, our trade and research links around the world, our diverse international communities living and working in Bristol, and I am pleased we welcome global visitors into our city every day. I am proud that we are a City of Sanctuary, a Learning City, have been a European Green Capital. I am proud that Bristol voted to Remain in the EU: it shows me I am Mayor of an outward looking city that values its international links. I see our diversity as a source of our strength.

I welcome this five year strategy (2017-2021) which lays out the city's plans to see that continue into the future. This is a strategy for Bristol, the UK's 8th largest city with a population of around 450,000, with the council as the catalyst. I hope that working on it with other organisations in Bristol, we can aim towards developing a city-wide international strategy by 2020.

But creating a city of global citizens is not just an opportunity for one organisation. It is for every school, company, community group ... every individual in Bristol. By ensuring cities around the world know we are 'open for business', my Cabinet and I hope to encourage links with those who want to share their experiences of a city-wide response to providing education, health and housing, local economy growth, city innovation ... cities who want to trade with our companies, to connect with our people, to share their expertise, and to learn with us.

Please come and visit us – my team and I would be delighted to meet you!

Mayor Marvin Rees

*note that this strategy is accompanied by a more detailed Implementation Plan, with specific tasks and activities for varied partners across the city and council teams

AN INTERNATIONAL CITY – YESTERDAY AND TODAY

In mid-2016, the world increasingly feels like an uncertain and divided place, and the EU referendum in the UK created particular instability for communities and cities across the country. At a time when various external factors mean collaborations are pulling away from each other, Bristol is working to join together. To use its diversity as a strength and to prioritise collective international outreach for the good of all citizens. At a city scale we already see the importance of working together, and this strategy will outline our hope to continue such collaboration, working with partners in the city, in the EU and in other countries around the world. Bristol remains open to sharing our experience and expertise, and is very much a global city ‘open for business’.

Being an open and diverse, yet inclusive and integrated, city is not easy. Bristol’s past includes an industrial base and port built on the slave trade, the Bristol Bus Boycott around race issues in 1963, and riots in St Pauls in 1980. Still today, the city faces similar challenges as others around the UK to ensure communities from different backgrounds flourish together.

We believe that these are not blockers but simply challenges to overcome, and that our diversity can also be our strength. We aim to be an open and welcoming city to all nations, a city of sanctuary to those in need. A city others look to as innovative, progressive, integrated, green, prosperous for all, and fun. To do this we must openly recognise challenges, and seek to overcome them by learning from people within the city and people facing similar situations abroad.

Present-day Bristol is incredibly diverse, with strong existing links abroad to build on. These include:

- **the diversity of our communities** – since 2001, Bristol’s ‘non White British’ population has increased from 12% to 22% of the total, and is now made up for people from over 120 different countries who speak nearly 100 languages (*see map*);
- **the variety of multi-skilled partners within our city**, and our collective commitment to a joined up city approach in Bristol, and offer abroad;
- **the diversity of our business sectors**, with world-leading expertise particularly in low-carbon technology, high tech, aerospace and advanced engineering, innovation, creative and digital media, and financial and professional services. Bristol is home to both the fastest-growing cluster of hi-tech SMEs (small and medium enterprises) outside of London, as well as multinational companies with headquarters around the world. SetSquared has been crowned best university incubator in Europe three years running, and XX ;
- **the breadth of expertise within our education and research institutions**: our two world-class universities currently have XX(UWE 3k students)XX international staff and students, and are globally-renown for varied areas of research including robotics and assisted living, cardio-vascular medicine and smart cities;
- **the variety of cutting edge innovation within organisations** like Watershed, Pervasive Media Studios, Solutions and Knowle West Media Centre are globally respected. Together they already have tangible links and live projects to XX countries;
- **our links into vibrant international networks**, from the Rockefeller 100 Resilient Cities to EUROCITIES, from ICLEI – Local Governments for Sustainability to the EU-China Forum;
- **our seven twin cities around the world**, with whom we have active cultural, educational, research and international development relationships;
- **our world-leading demonstration work** including being a UK Future City Demonstrator, 2015 European Green Capital, and winner of the prestigious EU-funded ‘lighthouse project’, REPLICATE, providing investment into transport, clean energy use and digital infrastructure in East Bristol, and
- **our externally-funded links to partners across the world**, from 2005 to 2015 Bristol received £20m in EU funding for multi-country project on varied issues including housing, air

quality and transport; and Invest Bristol and Bath has successfully built trade links with XX countries totalling XX since XXXX.

- **the diverse connections we have through our Bristol Brussels Office**, which we can build on whatever national EU engagement looks like in the future. The office is beginning to receive co-investment from other partners in Bristol, helping us work towards it being a 'city office' based in Europe.
- **Physically the city has a reach far beyond the West of England** – a train to London is just 1.5 hour, and Bristol's airport is Easyjet's biggest base outside London with flights to over 60 destinations. The port trades with XX countries.

INSERT TWO MAPS:

- *Of the world showing where Bristol organisations already work (with insert on EU)*
- *Of Bristol – pulled out from the world map – showing the international communities and organisations in Bristol*

Note: this mapping was done in August 2016 – it is unlikely to be comprehensive, but covers many of the international links Bristol institutions have.

AN INTERNATIONAL CITY – TODAY AND TOMORROW: WHAT WILL WE FOCUS ON?

Bristol's international engagement is varied and extensive – one strategy cannot include all the city's links to other countries. Instead it aims to build connections and provide a framework around which other activities can take place. It also aims to ensure the city is proactive about international engagement not purely responsive. It builds on past and current work, as well as future ambitions, of varied organisations and communities in Bristol.

The city council's International Team will support colleagues within the council and partners across Bristol to develop and communicate joined up 'city offers' on key sectors and to target regions abroad. It will also specify targeted areas where the council offers support to others on international work. This will enable varied organisations, communities and individuals in Bristol to start or further strengthen their own international links around the world, in a way that brings tangible benefit to Bristol and its citizens and economy.

We can't do everything everywhere – this aims to provide some focus.

STRATEGIC GOAL

In 2014, Bristol was one of the first successful cities globally to receive funding from the Rockefeller 100 Resilience Cities programme, to assess the city's resilience up to 2050 and beyond. Bristol has been sharing experiences with other network members to understand what it means for us to aim to be a city which is circular, agile, liveable, networked and fair. The key goal of this international strategy is to support that 2050 vision of a resilient Bristol, and the shorter-term City Plans that feed into it.

STRATEGIC OUTCOMES

Our ambition to reach seven strategic outcomes will drive the council's international work from 2017 to 2023. Performance indicators are assigned to each, and these will be monitored and reviewed annually, potentially with adjustments following learning and according to the external context of international work. The outcomes are:

- 1) Bristol commits to doing its part to help deliver the **global Sustainable Development Goals (SDGs)** in the city, and uses them to shape how the council works.
- 2) Bristol has a **coordinated and city-wide response to Brexit** and a voice in negotiations, to maximise the opportunities for Bristol people, businesses and universities.

- 3) Bristol has a **global reputation** as a city that uses and shares cutting edge research and on-the-ground pilots to run itself entirely on clean energy (by 2050), to integrate resilience into its policies, to innovate for city development, and to celebrate and encourage cultural diversity.
- 4) Bristol uses an asset-based approach to tap into the value held within the city's broad diversity, and actively '**grows global citizens**' to support social cohesion in the city. It does this through a focus on twin city links; schools, learning and experience-sharing, and through recognition of the varied skills of international communities within Bristol, to bring benefit from international work to all citizens.
- 5) Bristol leverages existing economic and trade links held by **international communities** for the benefit of the whole city.
- 6) All partners in the city *and wider region* nurture a **shared story** about Bristol which is communicated abroad as a joint city offer to collectively drive international investment and funding; and to grow the economy, job opportunities, and technical expertise in Bristol (to create at least 1,600 jobs a year).
- 7) Bristol **priorities international engagement** with cities where there are multiple opportunities to collaborate, forward-looking leadership teams, links to Bristol citizens, and strong existing or potential working relationships.

HOW WE WORK

We have consulted others including various Core Cities on how they approach international work, and analysed this alongside our own current needs. This strategy proposes using five main mechanisms to achieve our seven outcomes.

PRESENT THIS AS A DIAGRAM?

- 1) **Profile** – we will proactively build on Bristol's existing international profile to leverage investment, funding and other global opportunities for citizens, businesses and universities. We will develop a 'shared story' across the city and articulate that as a joined up offer abroad. We will work to maintain and grow the city's profile through awards, the use of international networks, and, where the international activities of one organisation complement and support those of others, through collective profile-raising.
- 2) **Policy** – we will seek to influence local, regional and national policy to better support Bristol's organisations' ability to trade and do business with countries abroad. We will look into supporting the wider region with our own international work, aligning with devolution. We will input Bristol's analysis and viewpoint into EU policy negotiations, particularly through our established presence in Brussels. And through global mechanisms like the Sustainable Development Goals (SDGs) and UN HABITAT, we will seek to shape, and contribute to, international actions that raise the standards of living in cities around the world, including in Bristol itself.
- 3) **Prosperity** – we aim to increase and broaden prosperity in Bristol by attracting international project funding, by promoting and enabling trade with global partners, and by leveraging our international links and our position as the council to help create inward investment opportunities. We will work with local communities who have international to help build specific workplans for business development between Bristol and that country. We will use our international network and city relationships to help develop joint investment opportunities that reach a scale which is appealing to investors, often not the case for Bristol alone.

- 4) **People** – we will sow seeds to help grow global citizens in Bristol, by strategically building on twin city links, by engaging with leaders of Bristol’s diverse and international communities, by ensuring international students and staff at Bristol’s universities feel so connected to Bristol that they link back to the city long after their time here, and to use networks to help create opportunities for collaboration when back in their home cities. We also feel we will contribute to the bettering of world cities in general, including Bristol itself, by sharing our experiences and hoping to receive learning in return.
- 5) **Partnerships** – we will maximise our engagement in a few target international networks eg EUROCITIES, Rockefeller 100 Resilient Cities, Global Parliament of Mayors, ICLEI, and WHO’s Healthy City Network. We will partner with the FCO, UKTI, British Council, Innovate UK and Future Cities Catapult, in London and at target posts around the world, to facilitate opportunities and cultural understanding in our priority cities. We will strategically leverage partnerships with 9 priority cities, 1 region and 2 countries. These places have some comparable challenges, opportunities and outlook to Bristol; are of interest also from the UK government, and are engaged with Bristol on several fronts already eg through other city organisations or on multiple themes. In many cases they will also be part of networks we are prioritising. We acknowledge the need to be flexible and responsive in such a rapidly changing world, therefore these cities and countries will comprise 80% of our focus. The remaining 20% will be ‘left open’ for opportunities for new links that come up over time. For new engagements we will follow a set of criteria before committing resources, including existing links, language, funding availability, interest from UK national government, legal structure similarities, and ease of doing business.

MEASURING IMPACT AND VALUE

Success will not always be immediately apparent for international work – relationships and multi-partner projects take time to nurture and deliver results. But there is often a strong ‘virtuous circle’ effect with international work, and when smaller engagements are successful they lead to larger and other links in that same place. This table summarises the inputs, outputs and outcomes, and performance indicators that will help guide the strategy’s implementation.

This strategy focuses on efforts in the coming five years – 2017-2021 – and will be monitored and reviewed annually.

MONITORING OF STRATEGY, AND KEY PERFORMANCE INDICATORS (KPIs)

Strategic outcomes	Impacts on Bristol citizens	KPI	KPIs (end 2017)	KPIs (end 2018)	KPIs (end 2019)	KPIs (end 2020)	KPIs (end 2021)	Sustainable Development Goal(s)
SDGs are prioritised and are integrated into how the council works across the city	Increased focus on equality	SDGs referenced in Bristol media and council policy	1	3	3	5	5	All
Bristol has a global reputation for research and piloting of clean energy, resilience, city innovation and cultural activity	More resilient infrastructure, smarter city services, vibrant cultural opportunities for all citizens, increased reputation of unis	Uni / council / other receives specific invites for collaboration from world-leading cities on these topics	8	8	10	10	15	3, 6, 7, 8, 9, 11, 12, 13, 15
Bristol uses asset-based approach to tap into the value of the city's broad diversity, and actively 'grows global citizens' to support social cohesion	Increased tolerance among different communities, young people have global perspective	??						1, 3, 4, 5, 10, 11, 16
Bristol leverages existing economic and trade links held by international communities	International communities feel increasingly valued	??						1, 4, 8, 10, 11, 16
A shared story is developed by Bristol partners to promote the city globally, drive intl investment and funding, and grow the economy, job opp's and technical expertise	Increased investment in, and funding for, the city and service provision, greater job opportunities (number and variety)	Jobs created or funded from international investment or funding	1,600	1,600	1,600	1,600	1,600	1, 4, 8, 9, 10, 11, 12
Bristol prioritises international engagement	Efficient use of Bristol resources	??						10, 11, 17
Bristol has a coordinated and city-wide response to Brexit	Opportunities from Brexit identified and seized	??						11, 17

GOVERNANCE AND RESOURCES

Strategy implementation will be coordinated by Bristol City Council's International Team, including the Bristol Brussels Office. The council team is a service function to support other teams within the council and organisations across Bristol, whose work in turn benefits Bristol citizens. It will therefore be reliant on **core grant funding** for basic services, but will also be **income-generating** for itself and other council teams, through fees paid by others and by project funding received. The team brings varied resources including international expertise and experience, global network membership, opportunities for international funding (eg a toolkit for others to access funding directly), oversight of delegations and visits, and a coordination role across all partners.

A '**Bristol International Ambassadors Group**' will be set up, comprising representatives from key institutions across the city, as well as representatives from the international communities in Bristol (on a rotating annual basis). Productive international relationships require face-to-face time with partners, and it's key that an investment in time and resources is made with priority cities and regions. The 'BIAG' structure helps with this as varied representatives across Bristol can share our joint story abroad as and when they travel. Virtual meetings (skype, video) will be key to ongoing partnership relationships, but where travel is vital (for senior level representation, for in-depth learning-by-sharing, for key events), Bristol's travel policy will be followed (eg train travel over plane *reference*).

For more information, please contact [Shelley Nania](#) or [Caroline Twigg](#), Bristol City Council.

Risk Register: International Work

Owner: Caroline Twigg, EU and International Manager

L = Likelihood of occurrence score (1-5) - Likelihood of occurrence scoring where 1-5 (ALMOST CERTAIN, LIKELY, POSSIBLE, UNLIKELY, RARE)

I = Impact score (1-5) - Impact scoring where 1-5 (Insignificant, Minor, Moderate, Major, Catastrophic)

Risk ID	Risk Description		Controls: In Place and Active <i>Please add in any additional controls and proposed/planned controls</i>	Current		Controls: Proposed / Planned	Target		
				L	I		L	I	Date
1	Risk (Event)	The council spreading itself too thin re international work	The strategy proposes a targeted approach to international engagement, through our existing twin connections, and by spending 80% of the International Team's location-specific work on nine cities, one region and two countries. In addition, the strategy aims to align with international activities taking place by other organisations across Bristol, and proposes Bristol organisations and the council are open and consultative about their international ambitions and activities	2	4	International strategy adopted, communicated and implemented	4	2	Start to feel improvements end FY 16/17
	Cause(s)	There are numerous requests for international engagement by council colleagues at all levels – it is easy to feel these are all important and could open new opportunities, and to respond 'too positively' to too many							
	Effect(s)	Insufficiently strong relationships built and no multiplier effect of one relationship in a particular place snowballing into more; negative public image about lack of prioritised travel; inefficient use of resources researching new places, and weak external story about who we choose to engage with and why							
2	Risk (Event)	Negative publicity or lack of investment of time and resources in early relationship-development and ongoing relationship maintenance internationally	The strategy prioritises council international work, so that minimum resources can be spent building strategic partnerships on multiple areas in priority places. All travel expenses and time spent on international engagement is weighed up against the anticipated outcomes for any particular effort, and these will be reinforced by the strategy's adoption. In addition external funding is sought for international travel where possible, and skype/video links are used wherever feasible and productive, and where strong relationships already exist. In addition, communicating the international strategy more widely, in the context of Brexit and international trade opportunities, will help reinforce the message that the council is being strategic about its international work and prioritising on areas where it believes Bristol will gain including re external funding.	2	3	International strategy adopted, communicated in the context of Brexit and an increasingly globalised world, and implemented	3	1	Throughout strategy implementation 2017-2023
	Cause(s)	In a time of limited finance, budget cuts, and an external focus on in-Bristol service delivery, it can be harder to focus on long-term investment in areas that can have a less tangible and less immediate outcome. This can include not enabling travel for face-to-face meetings, which are crucial for starting good international relationships							
	Effect(s)	International engagement often bears fruit over time, and can require strong input of resources and effort at the start, and then see an escalation in success as trust is built, and multiple relationships have success and reinforce each other. Not investing in priority relationships in the early days can be very counter-productive in the medium/longer-term, and instead should be seen as an investment in the longer-term success and prosperity of the city							
3	Risk (Event)	By developing an international strategy, other partners in Bristol could look to the council to deliver work for them as well	Consultation re the international strategy has been wide since the very beginning, and it has been clearly stated that this is a council strategy, which draws links to others' work but does not replace that. Such messaging will continue as the strategy develops and is communicated after approval, and informal discussion is taking place with key partners during the strategy drafting to emphasis this	3	3	Careful messaging around launch and dissemination of the international strategy	4	1	Early in the strategy eg 2016-18
	Cause(s)	Often an organisation who steps up to coordinate can be the fall back for delivery							
	Effect(s)	Resources too stretched, and international work not as high quality as it should be							
4	Risk (Event)	Uncertainty around the UK national process for Brexit may lead international partners to reduce their involvement with UK cities including Bristol	175 letters sent to international partners from the Mayor on taking up office, outlining his personal, and the council's general, commitment have been well-received and seen as proactive and helpful. Bristol Brexit Response Group working to prepare a case for what funding Bristol might prioritise requesting from UK government	2	4	Continued cross-city Brexit response work, international strategy to provide a focus for future international work, specific efforts made to continue to engage with key partners	3	2	Ongoing as Brexit process continues
	Cause(s)	Lack of certainty about the wider Brexit process and worry among foreign partners or investors on currency rates, migration, trade rules, open market etc							
	Effect(s)	Increased efforts required to maintain existing relationships abroad and to develop new ones							

Risk ID	Risk Description		Controls: In Place and Active <i>Please add in any additional controls and proposed/planned controls</i>		Current		Controls: Proposed / Planned		Target			
			L	I	L	I	L	I	Date			
5	Risk (Event)	Uncertainty around the priorities that used to be funded by the EU but will now be supported in the long-term by UK Government	Ongoing work by Bristol Brexit Response Group including a letter to David Davis (DExEU), and analysis of the EU funding relied on by various organisations in Bristol. Recent letter from UK govt stating Treasury assurance of some funding eg Horizon 2020 was helpful		2	4	Start and/or strengthen relations with UK govt depts. involved in Brexit through Bristol Brexit Response Group and Policy team, and analysis of Bristol EU funding. Exploring non-EU funding opportunities eg Prosperity Fund, foundations		2	2	Ongoing	
	Cause(s)	Lack of certainty about the wider Brexit process and how negotiations will prioritise various funding streams over others										
	Effect(s)	In the short-term, funding programmes uncertain and so potential delay in designing or initiating projects with support from the international team. In the longer-term, potential funding shortfall on key areas of international work										

Overview and Scrutiny Management Board



8th September 2016

Report of: Service Director, Policy, Strategy & Communication.

Title: Delivering the Corporate Plan – Outturn Performance Report for 2015/16
Ward: Citywide.

Officer Presenting Report: Mark Wakefield (Service Manager – Performance, Information & Intelligence).

Contact Telephone Number: 0117 9224738.

Recommendation

To note the outturn performance report at the final, Q4 2015/16 position.

Summary

As resolved at OSMB of 4th February 2016, a report of the high level position is presented annually to OSM, the quarterly position being reported to individual directorate scrutiny commissions.

This report and appendices are a summary of the main areas of progress towards delivery of the Corporate Plan 2014-17, with information on the measures where performance is well below target contained in Appendix B.

The significant issues in the report are:

The most significant performance issues are contained within Appendix A (Progress in Delivering the Corporate Plan 2015/16: Quarter 4); and Appendix B (Management Reports on Performance Indicators (PIs) which are “Well Below” Target).

Policy

1. Not Applicable.

Consultation

2. **Internal**

Strategic and Service Directors – all Directorates

3. **External**

Not Applicable.

Context

4. To brief the Overview and Scrutiny Management Board (OSMB) on a summary of the full year performance position and progress for 2015/16, in relation to the delivery of the Corporate Plan 2014/17.

5. Attached to the report are two appendices:

- Appendix A has details of the performance achieved in delivering the Corporate Plan, compared to the performance levels for the same period in the previous year; and
- Appendix B contains more information on measures where performance was well below the target set.

6. There are 48 measures used to monitor delivery of the corporate plan at the strategic level; these include 41 performance indicators (PIs) and 7 projects / programmes. Although not shown in this report, there are also a range of more detailed operational measures across the organisation / projects aligned to support delivery of the Corporate Plan and the delivery of services.

7. Of the 41 performance measures:

- 18 (44%) are on or above target;
- 16 (39%) are just below;
- 5 (12%) do not have a current rating as they are either new indicators, or data is still required, usually from an external agency; and
- 2 (5%) are of particular concern requiring more work to address the issues encountered.

Where it can be measured, performance in delivery of 61% of the PIs has improved when compared to the same period in 2014/15.

8. The information available identifies a number of areas of interest, which include (The relevant code for the measure is shown in brackets):

- **Energy generated by initiatives led by the Energy Service:** It has been a successful year for the implementation of a number of initiatives led by the Energy Service; ranging in size and scope from small domestic schemes to those to improve energy efficiency at the new refurbished City Hall and council car parks (BCP120).
- **Economic Growth:** Bristol's economy is performing well overall with economic output as measured by Gross Value Added (GVA) increasing for the 5th year to £13,277m. There were 7.8 new business registrations per 1,000 working age

population during the year, the sixth consecutive year of increase. (BCP121 & BCP122).

- **Percentage of household waste sent for reuse, recycling and composting:** Although the target was not met, performance has improved when compared to the previous year, despite the inevitable disruption caused by the change in operator, and is on track to hit the long-term target of 50% by 2020, and is by far the highest of any of the Core Cities. (BCP123).
- **Public Health outcomes have worsened:** Measures for alcohol related admissions, child obesity, smoking, alcohol related hospital admissions and life expectancy gaps are all below target, and most have declined from the previous years' figures. (BCP001; BCP002; BCP003a; BCP004a; and BCP004b).
- **Increase the percentage of adults receiving direct payments:** The work around promoting independence through 'Direct Payments' has had a beneficial impact for service users and performance has improved steadily throughout the year (BCP005a).
- **Percentage of adults with learning difficulties known to social care, who are in paid employment:** Integrated services for all that enable people to live independent lives and which ensure that vulnerable people of all ages are protected and safe, thereby helping to build resilient communities. Performance is currently at 7.5%, the highest since 2012/13. (BCP006).
- **Increase the number of private sector dwellings returned into occupation:** 602 dwellings were returned into occupation in 2015/16; however the number of long term empty homes are reducing year on year, and it is becoming more challenging to bring ever increasing empty properties back into use. (BCP010).
- **Increase use of public transport:** More people are now travelling by bus, up 8.7% to 36.8m passenger journeys. Our programme of infrastructure works (priority lanes, improved shelters and improved real-time travel information) and apps have contributed towards making bus travel more attractive. (BCP064).
- **Number of tourists to the city:** The position of Bristol as a major destination is shown through the continued increase in the number of visitors to the city. This was further enhanced during 2015-16 with the extensive European Green Capital programme and another successful sculpture trail with Shaun the Sheep (BCP151).
- **Increase the percentage of pupils achieving 5 or more A*-C grades at GCSE or equivalent including English & Maths:** Although still above the national average, the percentage of pupils achieving 5 or more A*-C grades at GCSE (54%) was below target and slightly below last year's performance. The gap in attainment for both disadvantaged children and looked after children needs to be addressed in the year ahead. It should be noted that the way Key Stage 4 data will be recorded and reported will change significantly for the next reporting period (BCP031)
- **Percentage of 16 to 18 year olds who are not in education, employment or training:** To ensure that we fully understand the skills needs of every major business sector in the city, and have a city-region wide plan for ensuring that our education and skills system provides businesses with the skills they need. The current performance of 5.9% is the best (lowest) since 2008/09. (BCP034).
- **Reduce the worklessness gap between the worst performing neighbourhoods and the Bristol average:** Delivered through a comprehensive understanding of the skills needs of every major business sector in the city, and delivering a city / region

wide plan for ensuring that our education and skills system provides businesses with the skills they need. The current performance of 13.1% is the best (lowest) figure since 2011/12, which demonstrates that people are being employed from areas of high unemployment. (BCP037).

- **Levels of engagement / involvement with Neighbourhood Partnership process:** The Neighbourhood Partnership work continues to engage residents across the city with taking local action and taking part in local decision making and influence, with a focus of engaging with people "new" to neighbourhood partnerships, and Neighbourhood Plans are beginning to result in real action within neighbourhoods. (BCP181).

9. Two measures have been identified as being well below target, as noted below, and Appendix B has more detailed management reports on these indicators with more information on the issues and the actions being taken to address them:
 - **Affordable Housing: To increase the number of affordable homes delivered in Bristol.** Affordable Housing is delivered through our partners and their contractors, with slippage on a number of projects which are now expected to deliver in 2016/17. A new housing delivery framework and new delivery approaches are being put in place to support delivery, with £5.35m available over the next three years to deliver affordable homes. (BCP092).
 - **Percentage of 17-21 year old care leavers not in employment, education or training.** There is a focussed and cross-cutting improvement plan aimed at improving the percentage of care leavers in employment, education or training. The City Council is working with a range of partners and external providers, and resources have been realigned to help meet the target in 2016/17. (BCP036b)
10. Projects are reported through individual governance arrangements to specific boards; in addition to this there is a regular programmes and projects board (PPP) where an overview is taken of all key projects and initiatives across the directorate. Milestones are reported, and targets reviewed as part of ensuring ongoing delivery schedules are met.
11. At its meeting on the 4th February 2016 the OSMB decided that in future it should only receive reports on an annual basis, and that the relevant Directorate Scrutiny Commission should receive quarterly performance reports, with the ability to identify the need for a report to be presented to the OSMB where a performance issue is felt to need consideration at a corporate level.
12. Directorate Scrutiny Commissions have received quarterly updates for 2015/16 including ongoing consideration of additional detail and/or indicators to complement this high level information.

Proposal

13. The Overview and Scrutiny Management Board is asked to note the contents of this report.

Other Options Considered

14. Not Applicable.

Risk Assessment

15. Not Applicable.

Public Sector Equality Duties

14(a). 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.

14(b). No equality impact assessment has been undertaken as this report is for information only; any activities that are being reported on will have undertaken the relevant equalities impact assessment relevant to that activity.

Legal and Resource Implications

Legal - *Not applicable.*

(Legal advice provided by - *Not applicable*)

Financial

(a) Revenue - *Not applicable.*

(b) Capital - *Not applicable.*

(Financial advice provided by - *Not applicable*)

Land - *Not applicable.*

Personnel - *Not applicable.*

(Personnel advice provided by - *Not applicable*)

Appendices:

- **Appendix A** – Progress in Delivering the Corporate Plan - Outturn Performance Report for 2015/16: Quarter 4.
- **Appendix B** – Quarter 4 Outturn Management Reports: Performance Indicators where Performance is Well Below target.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

Not applicable.

Progress in Delivering the Corporate Plan - Outturn Performance Report for 2015/16: Quarter 4

Key: Direction of Travel in last 12 months

Improved (>10%)			Worsened (>10%)
Improved (<10%)			Worsened (<10%)
Static (0% change)			Greyed out arrow shows last comparable direction of travel (for annually reported metrics)

Building Successful Places

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP091	Net additional homes provided to meet the Core Strategy target	Place	Annual	1,454	914	Not yet available	 (Improvement 2013/14 to 2014/15)	This measure will be reported at Q2 following the completion of the annual survey which informs the final net number of additional homes. The work has taken longer to complete this year following a change in the resources available. The measure is calculated as the sum of new build completions, minus demolitions, plus any gains or losses through change of use and conversions.
BCP092	Increase the number of affordable homes delivered in Bristol	Place	Quarterly	243	300	180 (Well below target)		Affordable housing (AH) is not delivered directly by the council, but through a series of agreements with Registered Providers (RPs). There have been continuing issues of non-delivery by these partners and their contractors, and we have limited ability to ensure compliance given the broader commercial environment of housing delivery. Further slippage due to contractor issues on Torpoint and Wapping Wharf has resulted in a year-end total of 180 affordable homes (AH). At Torpoint 20 homes that were due to be transferred to Knightstone Housing Association (KHA) have been delayed principally as a result of site management changes by the contractor. At Wapping Wharf the delivery of the 26 AH to KHA has now been delayed over 6 months; there have been significant problems here with the main contractor and general non-performance on the market and AH scheme for which KHA only have a small proportion of units and are totally reliant on the developer to deliver to time. There have also been issues with the Employers Agents employed by the developer not producing the necessary paperwork (discharge of planning conditions) therefore preventing KHA to take handover and further delaying our completion date. (There is a fuller management report available in Appendix B)

Building Successful Places (continued next page)

Building Successful Places (contd.)



Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP093	Improve the percentage of residents satisfied with Bristol's Neighbourhoods as a place to live	Neighbourhoods	Annual	81.8%	83.0%	81.7% (Below Target)	↔	While the neighbourhood management service does contribute to this measure, there are many other services which also have a direct contribution. Previous years' QoL survey have asked which areas of the council the people that were dissatisfied would most like improved - for future reporting it may be useful to ask for the top 5 named services to also input some commentary into this PI.
Project	Build 1,000 new council homes by 2029	Neighbourhoods	Ongoing	N/A	N/A	8 Homes Completed (Caution)	N/A	Project initiated in 2015/16. We have commenced phase 1 of our new build programme with the first 4 homes completed in December 2015 and a further 4 new homes purchased from a housing association. 23 are under construction and due to complete in 2016/17 (a further 50 will also be started in 2016/17, of which 40 will also be complete in 2016/17). This target will however require revision in the light of government's proposals to reduce future rents (together with the impact of welfare benefit reform, government proposals for high value homes, etc.) meaning a significant reduction in future income to the HRA and a need to review all areas of future spend. The HRAs role in new build to complement any new housing delivery vehicle also needs to be examined
Project	Delivery of a range of projects to support the development and viability of Bristol's High Streets and Local Centres	Place	Ongoing	n/a	n/a	On Track	N/A	There is ongoing work from the Bedminster Town Team on action to fill vacant units in Bedminster, and the Council is developing plans to further improve Gainsborough Square, and Bristol Shopping Quarter and the Old City. Work is due to begin shortly on a revision of the High Street and Local Centre Retail Plan. Overall the retail property vacancy rate for the quarter January to March 2016 is 7%, an increase from the last quarter of 0.2%. This trend follows a recent historic pattern, where the vacancy rate has increased slightly between January and April, and may be explained by temporary leases taken out in the pre-Christmas period that have not been renewed in the New Year. Whilst direct comparative data for core cities is difficult to obtain according to the latest data from Springboard, the national average for January 2016 was 8.7%. NB: This does not exist as a single formal programme, progress is based on the various Highlight Reports that are prepared for the projects involved.

Global Green Capital

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP119	Improve energy efficiency from home installations	Place	Annual	not applicable	baseline year	938 installations	N/A	<p>Since the launch of Warm Up Bristol (October 2014), the following has been achieved: 938 installations completed amounting to £3m of works delivered to private sector domestic properties. 29% of these are for new boilers, 33% external wall insulation with the remaining being double glazing and loft / cavity wall installations. This was a new measure in 2015-16 and records the number of energy saving installations in domestic properties realised from the initiatives led by the Energy Service's Housing Team.</p> <p>This has been achieved during the exceptional circumstances resulting from the unexpected closure of Climate Energy, which has been reported on in detail elsewhere.</p>
BCP120	Energy generated by initiatives led by the Energy Service	Place	Biannual	1,400kW	1,800kW	2,728kW (Well above target)	N/A	<p>Performance at Q3 had already passed the expected year-end target. Installations have included several schools (through Skanska's programme) generating 98kW and the Severn Road solar farm generating 1800kW</p>
BCP121	Increase the economic output measured by annual Gross Value Added (GVA) (£m)	Place	Annual	£12,672m	£12,800m	£13,277m (Above target)	↑	<p>There are a wide range of factors which are relevant to the measurement of economic output for Bristol. Economic conditions during the year will then in turn directly influence the number of business registrations which take place. The quarterly Economic Briefing note for the current period ending March 2016 presents information on the local labour market and commercial and industrial development. The briefing also captures recent business news including significant job gains and losses, and major development proposals and can be seen here. Year on year (2013 to 2014) the economy of Bristol grew by 6.5% nearly 2 percentage points faster than that of the UK which grew by 4.6%.</p>
BCP122	Increase the proportion of new business registrations per 1,000 working age population	Place	Annual	7.23	7.50	7.80 (Above target)	↑	

Global Green Capital (continued next page)

Global Green Capital (contd.)


Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP123	Percentage of household waste sent for reuse, recycling and composting	Neighbourhoods	Quarterly	44.90%	50.00%	47.4% (Below target)		Below target for the year, however out turn has increased on last year's performance. Slightly more recycling from waste processors treating the waste, countered by slightly less recycling from kerbside and HWRC's, resulted in an improvement on last year of 2.5 percentage points.
BCP124	Reduce the total CO2 emissions in Bristol City (k tonnes)	Place	Annual	2,038	1,874	1967.7 (2013-14) (Below target)		The latest emissions data is 2013, and includes electricity and gas use in the city and road transport in Bristol excluding motorways. Emissions fluctuate year on year due to weather conditions and changes in the UK energy supply mix. Emissions were 3% lower than in 2012, however 2012 was 5% higher than 2011. Bristol has an underlying trend of reduced emissions - 17% from 2005, compared to our target of 21%. Bristol has reduced emissions in line with the core cities average but has the lowest emissions of the core cities.
Page 4 Project	Funding approval for projects promoted as part of the Strategic Economic Plan (Funding, and therefore delivery, does not start until 2015/6).	Place	Ongoing	N/A	N/A	On Track	N/A	<p>A number of workstreams contributing to the Strategic Economic Plan are underway, including the Sustainable Urban Development Plan and the European Structural & Investment Fund (ESIF) Business Growth, Innovation and Low Carbon Priorities. Work to influence shape of the first calls for projects by DCLG allowed ALL BCC supported projects to be encouraged to proceed to final bid submission around business start-up, early growth and social enterprise support projects in response to the Business Growth call. The Low Carbon call is currently open.</p> <p>Avonmouth Severnside Enterprise Area (phase 1 infrastructure): following approval of funding, work continues on the ecological field surveys and appropriate governance is now in place for the design and development of the flood defence solutions; Filwood Green Business Park occupancy rates remain ahead of forecasts at 50% with a healthy enquiry pipeline.</p> <p>NB: This does not exist as a single formal programme, progress is based on the various Highlight Reports that are prepared for the projects involved.</p>

Global Green Capital (continued next page)

Global Green Capital (contd.)



Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
Project	To develop, and facilitate delivery a programme of events to celebrate Bristol's selection as the European Green Capital 2015. Success will be measured by the number of events successfully delivered in 2015.	Place	Ongoing	N/A	N/A	On track (Completed)	N/A	Activity in the last quarter of 2015-16 included receiving further visiting delegations from Sweden, Denmark, China, Lithuania and Japan. The legacy campaign "It doesn't stop here" was launched in January 2016, with a celebration event to mark Bristol 2015 in February 2016. The year was also reported to Overview & Scrutiny Management Board and Audit Committee in March 16, and the review of the year can also be seen on the Bristol 2015 website.

Healthy & Caring

Page	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
48	Reduce the rate of alcohol related hospital admissions per 100,000 population	Neighbourhoods	Quarterly	n/a new criteria	1,400 (Q2) 2,800 (Q4)	1,478 (Q2 figure) 2,956 (Q4 estimate)		Bristol has a provisional rate of 385 per 100,000 compared to 300 per 100,000 for England. A draft alcohol strategy action plan has been produced which covers three workstreams; increase individual and collective knowledge about alcohol and change attitudes towards alcohol consumption (prevention led by public health); provide early help, interventions and support for people affected by harmful drinking (treatment and liver disease pathway, jointly led by CCG and Safer Bristol); create a safe environment (led by Licensing and police). <i>We still only have data up to Q2 2015/16 and it is still provisional. Q4 Forecast (based on Q2 provisional) is below target at 2956 - this is a slight improvement on 2014/15 OT (2,996).</i>



Healthy & Caring (continued next page)

Healthy & Caring (contd.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP002	Reduce the percentage of children in year 6 with height and weight recorded who are obese	Neighbourhoods	Annual	19.3% (2013/14 school year)	19.1%	20.4% (2014/15) (Below Target)		2014/15 data has been published and the percentage of year 6 pupils with height and weight recorded as obese has increased to 20.4%. This does not represent a statistically significant increase over 2013/14 (19.3%) or 2012/13 (19.8%) therefore may be partly the product of natural random variation between year groups, and partly due to increased coverage with more children being measured than in previous years (and more of the children who are very overweight being included in the sample). In England as a whole 19.1% of year 6 pupils measured were very overweight, as was the case in 2013/14. This year, the prevalence of obesity in Bristol is higher than the national average. There are considerable inequalities across the city, and we target our child weight management services to areas of highest need. Early Years settings and the Healthy Schools Programme are working throughout the city to promote healthy eating and physical activity. We will be developing a local healthy weight strategy, working jointly with partners including the CCG, taking account of the national childhood obesity strategy which is due for publication in mid 2016.
Page 49 BCP003	Reduce the prevalence of smoking amongst people aged 18 and over	Neighbourhoods	Annual	18.2% (2013 figures)	18.0%	18.9% (2014 figures) (Below target)		Reducing smoking prevalence requires a multi-faceted approach. We continue to tackle illegal tobacco which is the greatest factor in uptake of smoking in young people, and keeps adults smoking. The new legislation around smoking in cars with children present is now implemented. We continue to support Healthy Living Pharmacies, GP Practices and Community Providers (Healthy Living Centres) to deliver quality stop smoking services, and are actively providing support to smokers wishing to use an e-cigarette to quit smoking. At the end of Q4 , we achieved 57% of our stop smoking target (although not all figures have been completed) . Our main priority this year is to target areas of high deprivation where health outcomes (linked to smoking) are poorest

Healthy & Caring (continued next page)

Healthy & Caring (contd.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP004a	Reduce the life expectancy gap between men living in deprived & wealthy areas of the city	Neighbourhoods	Annual	8.9 years (2011 - 2013 data)	8.8 years	9.6 years (2012-2014) (Below target)		The life expectancy gap between men in the most and least disadvantaged deciles of the Bristol population, has shown no improvement in the last decade. Essentially, although life expectancy has seen a gradual improvement, we are not seeing a reduction in inequalities in health within the city and this is likely to reflect the persistent deprivation seen within areas of Bristol as evidenced by recently published deprivation scores. A briefing paper was produced for the CCG in 2015 outlining some of the key actions required to address premature mortality and inequalities including more aggressive reduction in smoking and raised blood pressure, as well as addressing obesity, harmful alcohol intake, diabetes and salt intake. Public Health Bristol has programmes to address these and other lifestyle issues, and services although universal, are always targeted to those with greater need. We have been challenged to take a 'radical upgrade to prevention' and this will be a key component of the BNSSG Sustainability and Transformation Plan and will be reflected in the wider prevention plan to be developed in 2016 (which will include developments such as Make Every Contact Count and a new healthy lifestyles service). Further analytical work will be undertaken to explore the inequalities in both life expectancy and in healthy life expectancy through the enhanced JSNA for Bristol.
Page 50	Reduce the life expectancy gap between women living in deprived & wealthy areas of the city	Neighbourhoods	Annual	6.6 years (2011 - 2013 data)	6.5 years	7.0 years (2012-2014) (Below target)		The life expectancy gap between women in the most and least disadvantaged deciles of the Bristol population, after appearing to level off in 2009-2011, has increased to levels seen 10 years ago, however confidence levels are wide and no statistical significance has been demonstrated. Essentially, although life expectancy has seen a gradual improvement, we are not seeing a reduction in inequalities in health within the city and this is likely to reflect the persistent deprivation seen within areas of Bristol as evidenced by recently published deprivation scores. A briefing paper was produced for the CCG in 2015 outlining some of the key actions required to address premature mortality and inequalities including more aggressive reduction in smoking and raised blood pressure, as well as addressing obesity, harmful alcohol intake, diabetes and salt intake. Public Health Bristol has programmes to address these and other lifestyle issues, and services although universal, are always targeted to those with greater need. We have been challenged to take a 'radical upgrade to prevention' and this will be a key component of the BNSSG Sustainability and Transformation Plan and will be reflected in the wider prevention plan to be developed in 2016 (which will include developments such as Make Every Contact Count and a new healthy lifestyles service). Further analytical work will be undertaken to explore the inequalities in both life expectancy and in healthy life expectancy through the enhanced JSNA for Bristol.

Healthy & Caring (continued next page)

Healthy & Caring (cont.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP005a	Increase the percentage of adults receiving direct payments	People	Quarterly	Changed Definition for 2015/16	17.5%	29.5% (Well above target)	n/a - Changed definition	There is ongoing work to simplify the DP process so that it is easier for citizens and staff to access direct payments and use these to allow greater control, independence and creativity in meeting identified outcomes. It is anticipated that with a more streamlined process the uptake of Direct Payments will continue to rise.
BCP005b	Increase the percentage of carers receiving direct payments for support direct to carer	People	Quarterly	Changed Definition for 2015/16	88.0%	96.6% (Well above target)	n/a - Changed definition	We continue to promote one off direct payments to carers in order to meet identified outcomes that enable them to continue in their caring role. The carers team is doing promotional work with seldom heard carers and is streamlining the assessment process to enable as many carers as possible to access the support they are eligible for.
BCP006	Increase the percentage of adults with learning difficulties known to HSC, who are in paid employment	People	Quarterly	5.4%	7.0%	7.5% (Above target)	↑	50 employed / 671
BCP007	Increase the number of disabled people enabled to live more independently	People	Quarterly	2,944	2,950	2,887 (Below target)	↓	Given the vacancies which the service has had to deal with during 2015-16, across all of its work areas (OT's, surveyors and Technician's), the service has marginally missed the increased target for last year by 2%. A full staff compliment is now in place and additional capital has been provided, it is anticipated that performance will improve in 2016-17.
BCP008	Reduce the average length of stay per household (family/single) in B&B	People	Quarterly	29.3 days	25 days	21 days (Well above target)	↑	



Healthy & Caring (continued next page)

Healthy & Caring (cont.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target	
BCP009	Increase the percentage of children achieving a good level of development at Early Years Foundation	People	Annual	58.4%	58.5%	63.8% (Above target)	↑	NEW DATA - There was a significant increase in Early Years Foundation Stage Profile (EYFSP) outcomes in 2014, demonstrating, in part, the impact of targeted support for schools and settings through the systems leadership strategic partnership between the LA and the Bristol Early Years Teaching School. BME children, particularly black and black british boys, achieved less well than their peers and Specialist Leaders of Education have been recruited through the National College to improve attainment for these children, and maximise professional expertise in the early years sector.	
BCP010	Increase the number of private sector dwellings returned into occupation	People	Quarterly	666	600	602 (Above target)	↓	With the number of long term empty homes reducing year on year, it is increasing becoming challenging to deliver ever increasing empty properties being brought back into use.	
Page 52	BCP011	Reduce the total Recorded Crime per 1,000 population	People	Annual	95.5	90	Not yet available	↓ (2013/14 to 2014/15)	<p>In 2015/16, year to date figures (Apr-Dec inclusive) show around 44,479 crimes have been recorded. This represents a 7% increase on the same period for 2014-15:</p> <ul style="list-style-type: none"> - Much of this rise is accounted for by rises in violence without injury offences and Public Order offences. - This offence type has increased across England and Wales. Changes in this offence type can be a reflection of police activity and reporting, rather than a rise in the levels of criminality. Public Order offences are more prone to changes in police recording practices and it is likely that a greater proportion of incidents are now being recorded as crime incidents. - Sexual offences have increased by 28 per cent compared with the previous year (+228). Rolling 12 month volumes of sexual offences have been increasing since early 2013. This rise corresponds with rises observed across England and Wales and should be viewed in the context of a number of high-profile reports and inquiries which are thought to have resulted in police forces reviewing and improving their recording processes. - There has been a 16 per cent increase in Vehicle Offences compared against the previous 12 month period. There has been an increase in the volume of Vehicle Interference offences which may be linked to a change in Home Office guidance with respect to interpreting the motive of an offender. There has also been an increase in the volume of theft of a motor vehicle offences involving a motor cycle. This matches anecdotal evidence which suggests across England and Wales there has been a rise in two-wheeled vehicle thefts.

Healthy & Caring (continued next page)

Healthy & Caring (cont.)


Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP012	Increase the participation in regular volunteering	Neighbourhoods	Annual	29.3%	30.0%	52.3% (Well above target)		<p>nb. This indicator has been re-worded such that it can no longer be compared to past trend. The target figure given here is therefore compromised.</p> <p>This indicator was re-worded in the QoL survey this year, to increase recognition of the social action/activity happening in communities where people may not recognise this as traditional "volunteering". This works much better with the role of Neighbourhoods, as we are using a number of different approaches to create the conditions for and encourage increased social action and community activity - through VCS funding, Neighbourhood Partnership activities, Cities of Service and asset based community development. This higher figure is very encouraging, though we cannot compare it directly to previous years</p>
BCP013	Reduce the total number of Anti Social Behaviour incidents	People	Annual	28,990	27,500	Not yet available	 (2013/14 to 2014/15)	<ul style="list-style-type: none"> -The Police ASB year-end data 'is in', but awaiting partner data. - In 2015/16, police in Bristol recorded 15,592 incidents of Anti-Social Behaviour (ASB), a 23 per cent decrease compared to the previous year. - The majority (73%) of ASB incidents recorded by police in 2015/16 were classified as 'ASB-Nuisance'. There was a 26 per cent reduction in the volume of ASB-Nuisance incidents compared to the previous year. - There has been a 29 per cent increase (+325) in the volume of ASB-Environmental incidents. - Based on data received, the projected figure for year end is 22,000 against a target of 27,500. - Reports of ASB have been significantly reduced. An increase in confidence of public agencies tackling ASB (as highlighted within the Quality of Life survey), better early intervention and problem solving has had a positive impact.

Keep Bristol Moving



Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP061	Increase level of cycling across Bristol (baseline 2008/09 = index 100)	Place	Annual	166	191	182 (Below target)	↑	<p>There has been a 10% increase with this measure since the last reported outturn of 166 in 2014/15 and overall there has been an increase of 82% since 2008 when the baseline measurement was taken. The count is taken from in-built counters on dedicated cycle infrastructure, in addition to manual counts. Sites used to report this indicator are aligned to the sites used to report the JLTP3 indicator to avoid duplication of effort. JLTP3 uses the same base year 2008/09 and the previous year figures are comparable.</p> <p>The 2015 National Highways Survey reported an increase in satisfaction with the provision of cycle routes (53.4% up from 50.9% in 2014). Other areas where satisfaction improved from 2014 included condition of cycle routes at 56.3% (up 0.6%) and provision of information about routes at 55.6% (up 2.8%). The slight decrease in satisfaction with cycle parking to 51.9% (down 0.3%) may indicate an increased number of cyclists not being able to find dedicated facilities.</p>
Page 54 BCP062	Improvement in air quality in the Bristol Air Quality Management Area	Place	Annual	40.1(ug/m3)	40.0(ug/m3)	40.9(ug/m3) (Below target)	↓	<p>This measures nitrogen dioxide readings taken monthly from a range of over 20 locations across the city. The concentration reported is very similar to the previous year. It is a composite indicator composed of the average of 22 air quality monitors, so while the indicator level is approaching "compliance" with the SPAR.net "target" some of the measurements within the cohort will exceed the air quality objectives. There are still significant areas of the city where we do not comply with legal targets. It is difficult to infer from the data whether the changes are due to emissions because of the effect of the weather on ambient air quality, although concentrations have declined over the last five years.</p> <p>Although congestion in the city centre due to Metrobus works may influence local air quality monitors, the sites outside the city centre will be unaffected by these works.</p>
BCP063	Bus services running on time (punctuality of scheduled departure times)	Place	Annual	not provided	No target set	(No data provided since 2012/13 - changes proposed to address this, see comments box)	↑ Based on latest available data	<p>The 2015 National Highways Survey has reported a drop in satisfaction with the overall punctuality of bus services (43.3% compared with 47.9% in the 2014 survey), however external factors such as the extensive utilities improvement works and other major infrastructure works across the city are likely to have impacted on this. South Gloucestershire also reported a similar drop in satisfaction (48% from 52%) which could also be linked to many of the same issues.</p> <p>This measure is currently being reviewed to ensure that the data supplied is meaningful. In September 2015 a Punctuality Improvement Partnership (PIP) was signed with the largest bus operator in the city which establishes a shared commitment by working together to improve reliability and punctuality for the benefit of customers. It is now hoped to be able to extend this to other operators. It is also proposed that for 2016-17 this indicator is amended to measure punctuality of non-frequent services as poor operation of these is of more concern.</p>

Keep Bristol Moving (continued next page)


Keep Bristol Moving (cont.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP064	Increase the number of passenger journeys on buses	Place	Quarterly	33,837,991	35,000,000	36,779,218 (Above target)		Overall passenger journey numbers are up 8.7% when compared with the same period in 2014-15 (from 33,837,991 passengers) and therefore 5.1% over target.

Vibrant Bristol

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP151	Number of tourists to the city	Place	Quarterly	3,541,172	3,542,000	3,879,104 (Above target)		Visits to Bristol Visitor Attractions and Bristol Performing Arts Venues for the year are up 9.5% on the previous year; with the Easter holiday period falling in March this has contributed to the increase. Hotel room sales across all categories of accommodation for the year were 2.6% up on 2014-15 totalling 1,687,370 with overall occupancy running at around 78% across the year, although during the 6 months from July 2015 occupancy averaged 81%.
BCP152	Number of visitors to Bristol Museums Galleries and Archives service	Place	Quarterly	1,018,610	1,000,000	1,085,034 (Above target)		Shaun in the City trail during summer 2015 saw several statues hosted by Bristol Museum & Art Gallery, this resulted in a higher than average number of visitors to sites. The Easter holidays also fell just within 2015/16 giving a boost to numbers at all sites at the end of the year, giving an overall increase of 6.5% on 2014-15.

Working & Learning

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP031	Increase the percentage of pupils achieving 5 or more A*-C grades at GCSE or equivalent inc. English & Maths	People	Annual	55.2%	60.0%	54.0% (Below target)		The 2015 outcome for 5 A* to C GCSE including English and maths figure declined by 1.2ppts from 55.2% in 2014 to 53.4% in 2015. Bristol remains above the national average and is ranked 110/151 LAs. This figure has risen every year for almost a decade prior to this year, with an average increase of 1.7ppts each year over the last 4 years. The decline in 2015 still leaves Bristol 1.7ppts in advance of the 2013 level. The trend is still upwards. Bristol was above the national average in 2014 and remains above the provisional England average this year. The impact of the Wolf Review and other changes (for example, the English GCSE specification) caused a fluctuation nationally between 2013 and 2014. Provisional results indicate that this trend is continuing in 2015. Bristol's ranking is currently 110 out of 151 local authorities nationally. For Information: The way Key Stage 4 data is recorded and reported will change significantly in 2016/17.

Working & Learning (continued next page)

Working & Learning (cont.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP032	Increase the percentage of pupils achieving level 4 in Reading, Writing and Maths at Key Stage 2	People	Annual	76.0%	79.0%	78% (Below target)	↑	
BCP033	Reduce the percentage of 16 to 18 year olds who are not in education, employment or training	People	Quarterly	6.6%	6.0%	5.9% (Above target)	↑	
BCP034	Overall employment rate of working age population	People	Quarterly	69.5%	71.5%	75.9% (Above target)	↑	
BCP035	Reduce the percentage of adults with no formal qualifications	People	Annual	9.7%	9.5%	9.8% (Below target)	↓	The Community Learning Team continues to provide effective engagement and provision to meet the needs of adults with no formal qualifications. There have been some innovative pilot courses linking directly with specific job opportunities (e.g. First Bus)
BCP036a	Percentage of 17 to 21 year old care leavers in EET (statutory return - recorded around birthday)*	People	Quarterly	Changed Definition for 2015/16	48.0%	51.2% (Above target)	n/a - Changed definition	There is a 3 month data lag. This is because contact, activity and accommodation information is collected for each young person in the cohort within 3 months before and one month after each birthday with the exception of the young person's 18th Birthday where the collection period is 3 months after the young person's 18th Birthday.
BCP036b	Percentage of 17 to 21 year old care leavers in EET (open referrals)	People	Quarterly	Changed Definition for 2015/16	58.0%	48% (Well below target)	n/a - Changed definition	There is a focussed and cross-cutting improvement plan aimed at improving the percentage of EET care leavers to 58%. Resources have been realigned to help us meet our target in 2016/17. (There is a fuller management report available in Appendix B.)
BCP037	Worklessness rate differentials in Bristol	People	Quarterly	15.3%	13.9%	13.1% (Above target)	↑	

Flexible & Efficient

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
BCP181	Levels of engagement / involvement with Neighbourhood Partnership process	Neighbourhoods	Quarterly	5.00%	6.00%	6.33% (Above target)	↑	The Neighbourhood Partnership work continues to engage residents across the city with taking local action and taking part in local decision making and influence. The team have focussed this year on ensuring that over 50% of engagements are with people "new" to neighbourhood partnerships so that decisions are being made based on real neighbourhood need rather than just the "usual suspects". Neighbourhood Plans are beginning to result in real action within neighbourhoods, and this has helped raise the local profile of the Neighbourhood Partnerships. The increased target has been achieved, and 2016-17 is focussed on more digital engagement. A slight increase has been seen in people who feel that they can influence local decisions.
BCP182	Number of working days lost due to sickness absence	Business Change	Quarterly	8.46 days	8.00 days	8.36 days (Below target)	↑	The average number of working days lost for quarter 4 2015/16 was 8.36. This figure is an improvement on the previous year (8.46) but a decline on the previous quarter (8.07). The area of greatest concern is long term sickness absence, which earlier in the year accounted for 62% of sickness absence experienced across the Council. As a result of their findings the HR team reviewed all cases of long term sickness absence, particularly those where the manager had not requested HR support to deal with the case, and taking proactive measures to deliver timely preventative and tailored support specific to each case.
BCP183	Overall satisfaction with council services	Business Change	Annual	36.4%	40.0%	36% (Below target)	↓	This indicator is sourced from the Quality of Life Survey which was carried out in September 2015. There have been no significant changes in results, with over a third of residents (36.0%) satisfied with Bristol City Council. This is a similar result to the previous year but a negative trend over 5 years (39% in 2010). The % dissatisfied remained the same as last year, at 34%.
Project	Forecast budget outturn position	Business Change	Ongoing	£1.7m (Q3)	£0	(£0.1m)	N/A	The overall outturn was £0.1m underspend (Departmental overspend of £6.5m was mitigated by £6.6m underspend corporately).

Flexible & Efficient (continued next page)

Flexible & Efficient (Contd.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
Project	Progress against recommendations within the Annual Governance Statement (AGS)	Business Change	Ongoing	75% with reducing level of risk	N/A	64.3% with reducing level of risk	N/A	<p>Of the 14 matters arising brought forward into 2015/16 the progress at end of Q4 is as follows:</p> <ul style="list-style-type: none"> 9 items are resolved 4 items where the risk level has remained the same 1 item where the risk level is increasing <p>Going forward into 2016/17, the picture looks like this:</p> <ul style="list-style-type: none"> 1 items with increasing risk 4 items where risk level is the same 2 new items with risk level yet to be determined <p>It is these 7 items that will be monitored through 2016/17 unless we identify any more through the year.</p>
Page 58 Project	Progress against the major projects within the Single Change Programme (SCP)	Business Change	Ongoing	Amber	N/A		N/A	<p>We are now approaching the final financial year of the Single Change Programme; to date £33m benefits have been realised and a range of technology solutions and change delivery approaches are now firmly established and available for use by council services to support greater efficiency. Deliverables in Q4 include:</p> <ul style="list-style-type: none"> Final work on the council's new website which launched at the end of Q3, providing citizens, staff and visitors to the city with easier access to information and services, with improved navigation and content – leading to reduced telephone calls; Development of the Citizen Account, which will launch in Q1 2016-17, enabling citizens to register and access their accounts with us (e.g. their rent account) online – similar to internet banking – improving access to services and reducing the need for people to contact us; A new IT solution for handling Mayoral correspondence, making it easy for people to contact the mayor and enabling us to make sure that enquiries and suggestions get to the right people quickly and effectively and track how effectively we're responding to our citizens; Work to review the process and tool used to assess care needs for adults, helping us to manage our care budget effectively and ensure that the right people receive the appropriate type and amount of care; <p>(Continued)</p>

Flexible & Efficient - Single Change Programme (continued next page)

Flexible & Efficient (Contd.)

Code	Measure of Success	Directorate	Frequency of measure	2014/15 Outturn	2015/16 Target	Q4 Outturn	Direction of Travel (12 months)	Qtr 4 - Comments about progress / achieving the target
Project	Progress against the major projects within the Single Change Programme (SCP) (Continued)	Business Change	Ongoing	Amber	N/A		N/A	<ul style="list-style-type: none"> • Development of the first instance of our new Customer Relationship Management (CRM) solution in Citizen Service, enabling customer-facing staff to access and build a history of the contacts we've had with each citizen across the full range of services they access – helping us to provide a holistic service to customers and make efficiencies in cross-skilling teams in our contact centre; and... • Enhancements to online services for tenants and benefits claimants – enabling them to report property related issues and upload evidence online, instead of calling us or having to visit a Citizen Service Point (where evidence handling historically amounted to around 40% of transactions). <p>We also have a strong, experienced team of change professionals to deliver projects. Our primary focus is now on ensuring that we will be delivering the right projects to support the organisation to achieve the level of savings required by the end of the current MTFs period in March 2017.</p> <p>A key activity being planned in Q4 and rolling out in Q1 2016-17 are the Benefits Realisation Boards - a series of meetings between the City Director and each Service Manager across the council. The aim of the meetings is to encourage managers to consider where and how they might take advantage of what the programme has delivered to date to deliver additional efficiencies this year.</p> <p>The output from these meetings will give the programme its priorities to deliver this year in order to support the realisation of efficiency savings across the council.</p>

Reading Performance Reports

The following notes are provided to help put into context some of the terms used in performance reporting, and how to best interpret them.

Performance Indicators (PIs)

These are the metrics used to help us understand how effectively we are delivering our Corporate Plan, and have been carefully chosen to provide the best possible indication of progress (either directly or indirectly) against our Objectives. It is important that we have consistency throughout the year, so although an annual refresh is a necessary way to keep metrics current and related to strategic objectives, once chosen these measures will be in place for at least 12 months. As we move forward, it would be possible to do this refresh in conjunction with the relevant Scrutiny body.

Annual Indicators - where the out-turn can only be measured once a year, for example PIs derived from questions on the Quality of Life survey, or our annual GCSE results. Related comments on any report during Quarters 1 to 3 are therefore to contextualise what work is being undertaken to ensure that the target will be met at year end (usually in Quarter 4). An understanding of this should help when directing any questions to Officers around the associated PI.

Quarterly Indicators - where there is a performance update available each quarter. The comments here will in general relate to this revised outturn, and should also indicate why the metric is above/below target for the period. If the PI is below target, any associated comments should be specific as to what course of action is planned to get performance back on track. You may feel that any questioning here should focus on the validity of any proposed action(s).

Targets

Targets should always be set based on SMART principles – Specific, Measurable, Agreed, Realistic, Time-related. This includes the imperative that our targets should be stretching but achievable - if this is enacted correctly a true reflection of performance will be forthcoming each quarter.

The performance of our PIs is RAG rated as shown below:

Red – well below target - of high concern

Amber – below target - of concern

Green – above target - performing well

Clearly the main focus should be on those PIs rated in **Red** – performing well below target.

Direction of Travel (DoT)

This shows the how well the PI is performing in relation to how it was doing 12 months ago. It may be, for example, that the DoT shows improvement from last year (↑), however is currently performing below target (say **Amber**). This usually means that stretching targets have been set, and helps to give the performance of the PI greater context. This added information will doubtless assist when asking any related questions, however only quarterly metrics have a DoT each quarter; annual measures will have this just once a year.

2015/16 Quarter 4 Outturn Management Reports: Performance Indicators where Performance is Well Below Target

BCP092: Increase the number of affordable homes delivered in Bristol

Explanation of performance (why is it well below target)

Affordable Housing (AH) delivery for Q1 to Q4 combined is 180 against a cumulative target of 300 AH. The AH units delivery by registered providers is much lower than projected due to slippage on a number of projects that had been expected to deliver in Q3 and Q4 which will now be delivered next year:

1. Wapping Wharf - Delivery of the 26 AH to Knightstone Housing Association (KHA) has now been delayed over 6 months as there have been significant problems with the main contractor with general non-performance on the market and AH scheme for which KHA only have a small proportion of units, and are totally reliant on the developer to deliver to time. There have also been issues with the Employers Agents employed by the developer not producing the necessary paperwork (discharge of planning conditions) allowing KHA to take handover and further delaying our completion date.
2. Torpoint - Delivery of 20 affordable homes that were due to be transferred to KHA in 2015/16 have been delayed to 2016/17 principally as a result of site management changes by the contractor. Also there have been continuing delays due to contractor difficulties and utilities which has led to a new phasing programme with 20 delayed to next year.
3. Loxton Square - Delay due to contractor difficulties all 17 affordable homes being developed by Solon HA, so now due in 2016/17.

Major changes to operating environment since July 2015

Delivery of affordable housing within the current framework and conditions in the housing market continues to be challenging. The rent reductions of 1% announced in the Budget statement in July 2015, the impacts of the impending legislation (Housing and Planning Bill and the Welfare Reform and Work Bill), the changes to the definition of affordable housing and the reduction of available funds for affordable rent are all proving to be game changers in respect of the capacity and ability of registered providers (RPs) to progress future developments. In some cases the combination of these factors are causing RPs to fundamentally reconsider their business models which has led to them concentrating on the delivery of shared ownership housing and withdrawal from social rent and affordable rent housing schemes.

Planned actions to bring performance back on target:

1. The Place Leadership Team (PLT) and the Affordable Housing Programme Board (AHPB) have considered key short/medium and long term initiatives to respond to the new legislative, political and financial framework. These alternative housing

delivery approaches will be considered by the Homes Board to ensure that any new initiative aligns with the Housing Strategy Action Plan and the recommendations of the Homes Commission, Scrutiny Commission and LGA peer review.

2. The new Mayor has confirmed the priority for a housing company and the AHPB and PLT wish to concentrate resources to bring sites forward in South Bristol, Lockleaze and the City Centre rather than trying to work up new land opportunities.
3. The previous Mayor agreed a proposal in March for a Housing Delivery Framework where selected partners will be able to bid for Council land disposal, enabling, development and funding opportunities through a mini tender process.
4. The Council working with the Homes and Communities Agency (HCA) have identified three stalled sites in Fishponds which the HCA is considering acquiring from their owners.
5. The Lockleaze and South Bristol Project Managers appointed in December have now prepared Business Plans and currently commissioning consultants to undertake viability assessments.
6. There is a proposal to employ a Property officer to identify further deliverable BCC sites. Four staff in Housing Development have successfully completed their RICS Project management training in December and are currently receiving training in MS Project.
7. The Cabinet in November approved to make additional funds for the Enabling Budget. There is currently £5.35m to deliver affordable homes over available for the next three years. The Mayor approved a new Funding Policy which will enable the Council to seek bids for intermediate homes to rent in June 2016.

Expected impact of the Actions (with timescales):

1. Alternative housing delivery approaches are expected to be fully signed off by new Housing Board to give new impetus to the need to significantly increase affordable housing supply (May/ June 2016).
2. New partners selected through Housing Delivery Framework (March 2017).
3. Review of project managers responsible for main areas of housing delivery (April 2016).
4. Recruitment of Property Officer completed – improving capacity to deliver programme (July 2016).
5. New funding policy will provide BCC with a flexible approach to bring forward affordable housing schemes (May/June 2016).

Financial related information:

1. New housing delivery framework and new delivery approaches have no specific cost other than existing staffing costs in Place, Procurement and Legal.
2. Property Project Manager costs agreed by Place PLT to be met from Enabling Fees budget for two years.
3. Enabling Budget of £2.35m for 2016/17 (£0.85m rolled over from 2015/16), 2017/18 and 2018/19 can be accommodated within Council's budget.

BCP036b: Percentage of 17 to 21 year old care leavers in Employment, Education or Training (EET) (Open Referrals)

Explanation of performance (why is it well below target)

This indicator is our local, contemporaneous measure of activity for all care leavers. It is captured monthly and reports on contact and status for care leavers in the preceding two months.

The reported percentage in EET (Education, Employment & Training) fell from 54% in Quarter 2 to 48% in Quarter 3 and Quarter 4. This downturn in performance in part reflects those young people who started courses/training programmes in September 2015 but who have not continued on them.

Planned actions to bring performance back on target:

Targeted action is being taken to focus on those young people who are not in education, employment or training and to take remedial action for those who have not sustained the place they had in September.

As part of our Improvement Plan, an EET worker has been appointed who is leading this focussed work alongside leaving care practitioners.

The focus of developments in Quarter 4 aimed at improving our performance have been:

1. Awarding a contract to Creative Youth Network to deliver an enhanced and dedicated careers education, advice and guidance for care leavers – appointments are underway and delivery expected from Quarter 1 2016/17 onwards.
2. Improving the offer for care leavers into employment and apprenticeships with the council – 6 care leaver apprentices currently employed with more expected in the current round of recruitment.
3. Delivering a revised offer of support to care leavers progressing to Higher education, including working with carers, universities, colleges, the HOPE and third sector providers to raise awareness and skills.
4. Working with HYPE (Helping Young People into Employment) to target and support more care leavers into training and employment.
5. The HOPE Virtual School have targeted young people in Y11/12 to support achievement and progression from Key Stage 4 and, for those who did not achieve predicted grades in 2015, to ensure this does not become a barrier to EET by identifying and supporting alternative pathways and supporting re-takes etc.

Expected impact of the Actions (with timescales):

Increase in EET to 58% by end 2016/17 (*S903 reporting [BCP036a] – reported 3 months in arrears*).

Overview and Scrutiny Management Board



8th September 2016

Report of: Service Director, Policy, Strategy & Communication.

Title: Performance Reporting Framework 2016 onwards

Ward: Citywide.

Officer Presenting Report: Mark Wakefield (Service Manager – Performance, Information & Intelligence).

Contact Telephone Number: 0117 9224738.

Recommendation

To note the contents of this report.

Summary

The performance reporting framework currently reported to OSMB and elsewhere in the organisation is based on the Corporate Plan 2014-17 and the governance arrangements of the previous administration.

The new administration will require new performance reporting arrangements reflecting their priorities and governance arrangements.

The new performance reporting framework will be developed and take into account the requirements of stakeholders including OSMB.

The significant issues in the report are:

The development of a Corporate Plan which sets out the priorities of the organisation is underway. This is a pre-requisite for developing an effective performance management and reporting framework. Arrangements for measuring success, management and member scrutiny and operational effectiveness at the appropriate level of detail will be based around the Corporate Plan.

Proposals relating to the key performance indicators and reporting arrangements for the organisation, including to OSMB will be developed in parallel over the next few months.

Policy

1. Not Applicable.

Consultation

2. Internal

Strategic Leadership Team, OSMB.

3. External

Not Applicable.

Context

4. Existing arrangements for Performance reporting need to be changed to reflect the priorities and governance arrangements of the new administration.
5. The development of the corporate plan will provide the focus of a performance indicator mapping exercise which will identify appropriate measures of success. Furthermore, logical links to appropriate levels of detail to enable management and oversight will be explicit.
6. Consultation with stakeholders to develop appropriate products will include the process for reporting performance at appropriate intervals and meetings.
7. Timescales will be aligned to the work on developing the corporate plan.

Proposal

8. The Overview and Scrutiny Management Board is asked to note the contents of this report.

Other Options Considered

9. Not Applicable.

Risk Assessment

10. Not Applicable.

Public Sector Equality Duties

- 14(a). 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.

14(b). No equality impact assessment has been undertaken as this report is for information only; any activities that are being reported on will have undertaken the relevant equalities impact assessment relevant to that activity.

Legal and Resource Implications

Legal - *Not applicable.*

(Legal advice provided by - *Not applicable*)

Financial

(a) Revenue - *Not applicable.*

(b) Capital - *Not applicable.*

(Financial advice provided by - *Not applicable*)

Land - *Not applicable.*

Personnel - *Not applicable.*

(Personnel advice provided by - *Not applicable*)

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

Not applicable.

BRISTOL CITY COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

8th SEPTEMBER 2016

Report of: Anna Klonowski, Strategic Director – Business Change
Title: Quarter 1 Finance Report
Ward: n/a

Officer Presenting Report: Anna Klonowski

Contact Telephone Number: 0117 9222483

RECOMMENDATION

That the Overview and Scrutiny Management Board (OSMB) consider and comment on the attached Q1 Finance Report that went to Cabinet on 6th September 16.

CABINET – 6 September 2016

EXECUTIVE SUMMARY OF AGENDA ITEM 14

Report title: Quarter 1 Finance Report

Wards affected: All

Strategic Director: Anna Klonowski

Report Author: Annabel Scholes: Interim Service Director: Finance & S.151 Officer

RECOMMENDATION for the Mayor's approval:

It is recommended that the Mayor:

1. Notes the contents of the Report and in particular the seriousness of the General Fund financial position of £29.1m forecast outturn deficit;
2. And Cabinet where appropriate, work with Officers in undertaking mitigating actions to bring the General Fund position closer to balance, in particular endorsing the actions to be led by the Interim Chief Executive, Interim Service Director: Finance and Strategic Leadership Team set out at paragraph 11;
3. Approves the changes to the current advertised opening hours of Museums, as outlined in page 8 of the report, under Economy;
4. And Cabinet to note that capital slippage from 2015/16 of £46.8m has been combined with the 2016/17 Capital Programme, as detailed at paragraph 32 and Table 5.

Key background / detail:

1. To provide a progress report on the Council's overall financial performance against revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016. The report focuses on significant variances to meeting the budget in 2016/17 in order to take timely actions to deliver a balanced position at year end.

Key details:

2. Key messages from the Quarter 1 Budget Monitoring:

The Council is in a serious financial position forecasting a General Fund revenue position of £29.1m outturn deficit before further mitigating actions or use of reserves. This must be addressed now to ensure that we end the financial year in a balanced position and avoid unnecessarily making the financial challenges in future years larger.

The situation arises from a combination of under delivered savings from 2015/16, 2016/17 and other budget pressures, which are outlined within the report.

The interim Chief Executive has put in place a number of activities which should bring the position closer to balance but, as yet it is too early to quantify the impact. This will be updated in future reports (see paragraph 11).

Future reports will include further recommendations on mitigating actions. The recommendation on museum opening hours is the first of these mitigating actions and is included in this report as proposals were already developed.

Capital spending in year is forecast to be £268.4m compared to a current budget of £294.7m. The budget changes arise from 2015/16 capital programme slippage to 2016/17. The transfer of the project delivery of the Bristol Operation Centre from the Business Change Directorate to Neighbourhoods in 2016/17 should also be noted.

**BRISTOL CITY COUNCIL
CABINET
6th September 2016**

REPORT TITLE: Quarter 1 Finance Report

Ward(s) affected by this report: All

Strategic Director: Anna Klonowski

Report Author: Annabel Scholes (Interim Service Director – Finance & S.151 Officer)

Contact telephone no. & e-mail address: 0117 9222419
annabel.scholes@bristol.gov.uk

Purpose of the report:

To provide a progress report on the Council's overall financial performance, including against the approved revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016.

RECOMMENDATION for the Mayor's approval:

It is recommended that the Mayor:

1. Notes the contents of the Report and in particular the seriousness of the General Fund financial position of £29.1m forecast outturn deficit;
2. And Cabinet where appropriate, work with the Officers in undertaking mitigating actions to bring the General Fund position closer to balance, in particular endorsing the actions to be led by the Interim Chief Executive, Interim Service Director: Finance and Strategic Leadership Team set out at paragraph 11;
3. Approves the changes to the current advertised opening hours of Museums, as outlined in page 8 of the report, under Economy;
4. And Cabinet to note that capital slippage from 2015/16 of £46.8m has been combined with the 2016/17 Capital Programme, as detailed at paragraph 32 and Table 5.

Background

1. The Report provides information and analysis on the Council's financial performance and use of resources to the end of the first quarter of 2016/17. Council set its budget for 2016/17 on 16th February 2016. The report focuses on forecast variances to meeting the budget in 2016/17 in order to take timely actions to deliver a balanced position at year end.

2. The Council is in a serious financial position forecasting a General Fund revenue position of £29.1m outturn deficit before further mitigating actions or use of reserves. This must be addressed now to ensure that we end the financial year in a balanced position and avoid unnecessarily making the financial challenges in future years larger.
3. The situation arises from a combination of under delivered savings from 2015/16, 2016/17 and other budget pressures which are outlined within the report.
4. The interim Chief Executive has put in place a number of activities which should bring the position closer to balance but, as yet it is too early to quantify the impact. This will be updated in future reports (see paragraph 11).
5. Future reports will include further recommendations on mitigating actions. The recommendation on museum opening hours is the first of these and is included in this report as proposals were already developed.
6. During quarter 1, as a result of the senior management restructure of the organisation, some service areas have moved between directorates. The main changes have been the transfer of Citizen Services from Business Change to Neighbourhoods and Procurement Services has transferred from Business Change to People. In addition, it is planned to transfer all of the Housing Service to Neighbourhoods and this and other subsequent changes, including transfer of Bristol Futures to the Business Change, will be reflected in future reports.
7. Agreed items within the MTFs in February 2016 to cover spending pressures in social care during 2016/17, totalling £9.5m, have now been transferred to the relevant directorate service areas.

A - Revenue Expenditure

8. The Council's overall annual revenue spend is managed across a number of areas:
 - a. The General Fund with a net budget of £345.4m, providing revenue funding for the majority of the Council's services:
 - b. The Dedicated Schools Grant (DSG) (£176.8m in 2016/17), which is ring-fenced for schools funding, overseen by the Schools' Forum, and managed within the People Directorate;
 - c. Public Health, a ring-fenced grant of £36.2m in 2016/17, must be spent to support the delivery of the,Public Health Outcomes Framework and is managed within Neighbourhoods.
 - d. The Housing Revenue Account (HRA) of £152.7m gross spend in 2016/17, is reported separately to the general fund, and is managed within Neighbourhoods;
9. Each area represents a significant element of the Council's overall revenue expenditure. Further details of the current spend position against budget is provided in the remainder of this section.

General Fund

10. Table 2 provides a summary of how each directorate is performing against the general fund revenue budget for the 2016/17 financial year. Actions are in progress and further actions are being identified to manage and mitigate the identified budget pressures and risks. The Interim Chief Executive, Strategic and Service Directors are actively identifying proposals to minimise the gap, with all budget holders ensuring the forecasting is as accurate as possible.

11. Given the scale of the forecast outturn deficit, officers have established a series of workstreams designed to reduce the deficit including, but not limited to:

- A review of the capital programme, see section D;
- A voluntary severance programme;
- Technical accounting adjustments;
- Capital disposals programme;
- Reduction in non-essential expenditure;
- Review of income;
- Assurance on the validity of expenditure e.g. utility bills, VAT and procurement (including contracts);
- Vacancy freeze;
- Review of all agency spend;
- Series of detailed savings and budget review meetings with the Interim Chief Executive, Interim Service Director: Finance and Strategic and Service Directors to identify further mitigations.

Further updates will be included in future finance reports.

12. The following forecasts are based on actual expenditure to the end of June 2016 and Budget Managers' estimates of future spending for the rest of the financial year, as approved by each DLT. The net overall forecast outturn of £29.1m represents 8.4% of the General Fund net revenue budget.

13. The following table provides a summary of the general fund revenue position at directorate level. A more detailed analysis is provided at Appendix A.

Table 1: General Fund Forecast Net Expenditure

General Fund Revenue Budgets – QTR1			Forecast Outturn Variance (Under)/ Over Spend £m
Directorate	Net Budget £m	Forecast Outturn £m	
People	222.6	233.6	11.0
Place	20.1	26.9	6.8
Neighbourhoods	54.8	53.3	(1.5)
Business Change	25.9	30.2	4.3
City Director	9.4	9.4	0.0
Change Programme (Net Budget)	(15.6)	(1.8)	13.8
SUB TOTAL – SPENDING ON SERVICES	317.2	351.5	34.3
Other Budgets *	28.2	23.0	(5.2)
TOTAL	345.4	374.5	29.1

*Other Budgets includes capital financing & borrowing costs, un-apportioned central overheads and contingencies.

14. The following sections provide more detail of the main variances and any mitigating actions being proposed.

13.1 People Directorate - £11m Overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
People Directorate	491.8	(269.2)	222.6

The major areas of identified pressures within the People Directorate are within Social Care. The reported position of £11m is after mitigating actions identified through the corporate workstreams of £2.6m, have been taken into account.

Care & Support Adults - £3.7m:

Growth in demand for services as more older people meet increased eligibility criteria due to statutory legislation on Local Authorities as a result of the Care Act implementation from April 2015 has led to significant budget pressures across Care & Support – Adults. Between April 2015 and April 2016 there was an additional 200 people in receipt of care services, from around 6,000 to almost 6,200.

In addition, high costs of high need and complex cases that have long term conditions and the lack of alternatives in the care home market are driving up the costs of placements. Expenditure across all settings of Adult Social Care is showing budget pressures.

There are pressures in home care budgets due to delays in delivery of planned savings because of the slow transfer of service users to new providers and no reduction in demand as a result of the maximising independence model of care.

There are pressures in purchasing residential and nursing placements due to delays in long term re-commissioning projects in achieving price savings through brokering placements via a dynamic purchasing system and more effective use of block contracts.

There is significant pressure in Community Support Services due to the increase in the number of service users receiving support and in the average unit cost paid to suppliers.

Care & Support Children & Families- £2.7m:

Budget pressures are being faced in Children in Care. Whilst the numbers of Children in Care have remained around 700 over the last five year, against a rising child population, the average unit cost has increased due to an increase in the number of out of authority placements from an average of 26 during 2014/15 to currently 39, resulting in budget pressure of £2m.

There also continues to be a significant pressure as a result of increases in special guardianship orders (SGOs) and residency orders (ROs). The number of SGOs and ROs has increased from 375 in 2014/15 to just fewer than 500 in 2016.

Early Intervention & Targeted Support - £3.9m:

The majority of the pressure in this area is as a result of increased costs for “Preparing for Adulthood” Placements. These are services for young people with more complex disability and Special Educational Needs which Local Authorities now have a duty to support until 25 years old.

There is also a pressure within the Home to School Travel budgets as the third year of planned savings are not yet being delivered.

The main areas for planning and mitigation are:

The People Directorate have increased restrictions of recruitment to vacancies to help mitigate the budget pressures, it is acknowledged this has high risks and isn't a sustainable solution. Recruitment to vacant posts will be assessed to determine the absolute necessity. In addition, the directorate will be reviewing all non-pay related expenditure with a view to managing spend down in these areas.

Care & Support – Adults have implemented a significant review of vulnerable adults in receipt of home care. The Strategic Director (People) is continuing the review of social care budgets, including benchmarking with core cities and regional authorities to manage:

- spend pressures whilst also planning for meeting the statutory eligibility requirements of the Care Act;
- growing ageing population in the City, the area of highest spend in all local authorities.

There are national concerns about the pressure on reducing overall local authority budgets to meet growing demand and eligibility.

There are recommissioning exercises for Community Support Services, Residential and Nursing Care and Out of Hours Home Care to ensure commissioned services represent best value for money.

Significant work is being undertaken to embed a model of care that ensures citizens are supported to maintain their independence as long as possible where appropriate by improving our information, advice and guidance and ensuring conversations with citizens is focussed around care that builds on the strengths and abilities of people, their families and their local communities.

The impact of the remodelling of Children Social work is expected to reduce the upward trend of spend within the children in care (CiC) and care after. The number of Children in Care has maintained at around 700 despite an increasing local population. Within Care and Support – Children's, the redesign of the social work function and investment in early help are targeted at reducing the number of looked after children in the medium to long term, but the directorate is reviewing spend to mitigate the impact of and manage the increased demand of rising child population.

A panel has recently been established to strengthen the existing review processes for all residential placements on a regular basis to make sure only children who need to be in care are, and to safely minimise placement cost and duration.

New incentives in fostering are being used to increase the capacity of in-house foster carers to ensure the most appropriate forms of care are used rather than being constrained by capacity.

13.2 Place Directorate - £6.8m overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Place Directorate	109.9	(89.8)	20.1

The directorate is reporting a £6.8m variance to budget which consists of a £9m pressure within Property, £0.4m in Economy and £0.4m in Energy offset by surpluses or underspends of £2.5m in Transport, £0.3m in the Place ABS team and £0.2m in Planning.

Economy

£0.2m of the £0.4m total overspend is due to the existing cost of operating advertised opening hours at Museums. As part of a service redesign, it is proposed that from 1st January 2017 some small changes to the current advertised Museum Opening hours be made and these are recommended to Cabinet for approval.

The hours are proposed to be as follows:

- M Shed will be open Tuesday to Sunday, as currently, and will also open every Monday from 10am-5pm during school holidays following a successful trial of this in 2016;
- Both M Shed and Bristol Museum and Art Gallery will close at 5pm rather than 6pm on Saturdays and Sunday in order to allow private groups to hire the museums in the evening. Visitor figures between 5-6pm on weekends are generally low (below 1% of our total figure), so there is little impact on the visitor offer;
- Bristol Museum and Art Gallery (which is currently open Monday to Sunday) will be closed on Monday during the school terms but open on Mondays in the school holidays, in line with the proposed opening hours of M Shed. It will still be available to private groups by appointment The Historic House's opening will remain the same:
 - Red Lodge and Georgian House open from 11am-4pm Saturday to Tuesday;
 - Blaise castle house being open from 11am-4pm Wednesday to Sunday from 1st April to 31st Dec.

The public will see a slight reduction in access to museums on a Monday, but should experience improvements in customer care when visiting all the museums. This will result in a £0.2m saving in year and a whole year saving of £0.4m which will bring the team back to base budget.

Printing costs which are held centrally are also forecasting a further pressure of £0.2m in Economy. These costs are being reviewed as one of the workstreams established to address the in year pressures.

Following the report to Cabinet in June 2016; "Support for capital development of Cultural venues, with particular focus on Colston Hall", the most appropriate funding options are being considered and any revenue financial implications will be incorporated into future reports.

Energy

Within the Energy division there are budget pressures totalling £0.6m resulting from unachievable income targets in Energy Utility purchase (£0.5m) and Solar Energy (£0.1m). These are partly offset by increased income of £0.2m from the Wind turbines at Avonmouth and £0.1m lower than budgeted cost of capital financing of the turbines.

Place Admin and Business Support (ABS) Team

There are forecast savings against salary budgets in the Admin and Business Support (ABS) service of £0.3m.

Property

The structural pressure in the Property service relates mainly to a forecast £7.7m shortfall in the delivery of the MTFS savings target (relating to 2015/16 and 2016/17), which broadly to assumed savings in the following areas:

- Increased return on investment property holdings;
- Reduced running costs from the disposal of admin buildings;
- Reductions in facilities management costs.

In addition, there is a £0.6m pressure caused by costs of 100 Temple St for which there is no budget set aside.

There are £160k costs due to increased workload in Security/ staff sickness/ vacancies and an urgent review is in hand to mitigate this.

There is a £100k shortfall in income within Building Practice due to a reduced volume of projects and there will be an urgent review of workload and staffing levels before the next forecast period.

There is a £100k shortfall in income at the Create centre resulting from loss of external tenants due to reduced parking; a letting rationalisation is underway to mitigate this.

There is a £87k pressure due to unbudgeted rental payments required re: Underfall Yard.

There is a £83k shortfall in conference services income from the Passenger shed (old station building Temple Meads) due to its poor condition, but the position is expected to improve.

Planning

In the Planning division there is a forecast surplus of £0.2m and this is largely due to increased income from Development Management fees as well as from savings plans being implemented.

Transport

There is a net underspend position in the Transport division of (£2.5m) in total as a result of income surpluses and savings released in Parking Services (£0.9m) and

Sustainable transport (£0.6m). There are also forecast savings in costs of street lighting (£0.2m) and Highways (£0.4m).

13.3 Neighbourhoods – (£1.5m) underspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Neighbourhoods	310.9	(256.1)	54.8

The main variance in this area relates to Waste (£1.2m) within Environment & Leisure due to accrued expenditure from the previous year, which is no longer required.

Waste Collection is forecasting savings of £0.3m in third party payments, bad debt and consultants costs. There is a forecast £150k overspend on payments to Bristol Waste Company, but this is offset by additional income from sale of recyclates. Traded Services are forecasting a £0.3m underspend mainly due to additional income from cremation fees.

The forecast pressure within Citizen Services relates to an error in setting of income targets within regulatory services, including Pest Control (£0.2m) and Trading Standards (£0.1m). The Service is taking measures to address this and since the close of quarter 1 have identified £25k against these pressures, which will be included in period 4 forecasting.

The underspend in General Fund Housing Delivery services (£0.2m) is as a result of additional license scheme income.

13.4 Business Change - £4.3m overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Business Change	39.2	(13.3)	25.9

The main variance within Business Change is within the ICT Service. This relates to additional hardware and maintenance costs (£2.8m), software development service increases (£1.3m) as a result of growth in additional demand for license costs. This is in part as a result of investment in new technology and digital developments.

Historical ICT budget management

The cost of ICT within BCC has reduced by 47% since 2013/14, equating to a £7.4m reduction (from £16.9m to £8.5m by the end of 2015/16). This was achieved by an internal project that:

- Reduced ICT headcount from 129 (at end of 2014) to 105 (by end of 2015)
- Saved £3.0m by reviewing other major ICT costs and strict management of ICT contracts. A contracts register was built, bringing the number of contracts managed within IT procurement from 12 to 319 and allowing us to renegotiate costs savings from, for example, major contracts with IBM and Vodafone2b.

Sources of budget overspend

However, despite the above, the overspend has grown on ICT budgets to £4.4m, at present the analysis is believed to be as follows but, the Interim Strategic Director of Business Change is planning to undertake some detailed investigatory and remedial action sessions with the team over the next few weeks to assure herself of the causes and solutions going forward:

Name	£k	Description
Data Centre Relocation	740	Data centre was moved, at necessary increased scope, from council-run to outsourced supplier to allow release of capital asset of Romney House
Digital Services platform licences and support	530	Change Programme: Charges to provide web based digital services. E.g. Liferay, Experian, Salesforce.
Alfresco	266	As a result of the move to reduce storage of paper associated with more agile and flexible ways of working there has been a significant growth in the number of licences to support use of Electronic Document (EDRM) storage (700 to 5000) which was not budgeted for.
Laptop and other mobile working support and replacement costs	250	As part of the move to more agile ways of working there has been a need to support and replace laptops, accessories and related infrastructure.
Small service/support contracts	70	For additional systems support, e.g. Election System
Data Centre ongoing costs	276	There has been a growth in kit, usage and connectivity due to new systems and new more agile ways of working associated with the changes
Web platforms	300	Change Programme: PFIKS support contract (£75k), AWS (£125k), Arcus (£14k), plus various other smaller platforms
Storage Growth	50	Anticipated EDRM driven growth
Unanticipated further systems	255	Vision HR unanticipated contract renewal (£240k), plus unanticipated additional costs for more users and additional licences on other platforms
TOTAL	£2,737	

There is also significant use of interims in ICT (52) which needs to be reviewed. This will part of the Interim Strategic Director's review agenda.

Total (above)	£2.7m
Under delivery in previous MTFP	£1.4m
Miscellaneous items	£0.3m
Sum total:	£4.4m

The following paragraphs provide more detail in relation to the above but needs further investigation and verification:

- a) **The Change Programme**
As projects in the Change Programme were scoped out it was identified that there would be an ongoing dis-benefit to the ICT budgets of a minimum of £1.5m per annum from 15/16 onwards.
- b) **Variations from the planned Change programme business case**
The Change Programme was agreed in October 2013 but it subsequently grew and added projects outside of its original scope, such as the new Council website. In total, 12 additional projects were added without any further contribution to ICT budgets being made.
- c) **Agile and mobile working**
The original BWP Business Case incorporated £5.8m for ICT expenditure; this consisted of a budget for devices, software for those devices and software to support flexible working. No year on year ICT revenue budget was identified but, it is believed that ICT were left with the challenge of rationalising existing services to address this but no plan was put in place, This will be verified as part of the Interim Strategic Director's investigations.
- d) **Data centre relocation project**
Two aspects have been identified as leading to the increased the costs of the data centre on an ongoing basis from that included in the original business case because of:
 - i. the need to improve the resilience because of necessary protection, and service levels;
 - ii. the need to include additional capacity as more of our storage is digital rather than physical.
- e) **Increased demand for ICT services**
 - a. The additional 12 new systems in 2 (above) were initiated without the additional revenue costs being recognised on an ongoing basis.
 - b. In addition, the Change Programme original business cases were based on an estimated number of users, whereas, in practice this has proven to be an under-estimate in almost all cases.
- f) **Previous under-delivery**
The ICT Sourcing programme was expected to deliver savings totalling £7.6m between 2013/14 and 2018/19 which was incorporated into the approved MTFS and relevant year's budgets. However, this was based on estimates which have not come to fruition. There is therefore a shortfall of circa £1.3m at present.
- g) **Interim management costs**
As stated above there are circa 52 interim and agency staff currently engaged within the delivery of ICT services, including the projects listed above.

Mitigation

As previously highlighted, the Interim Strategic Director for Business Change will be undertaking a series of meetings with the ICT management team to investigate the causes overspend, opportunities for mitigation and further savings opportunities.

Stronger governance, and an understanding from ICT of the Bristol Plan strategy, are the two biggest factors that can mitigate this overspend.

The first factor, strong governance, reduces spend immediately by limiting access. The second, required direction, ensures any remaining spend is strategic.

Governance has immediately been changed. All requests for ICT services must have a fully structured business case including approval by Finance and budget transfer. ICT's own expenditure requests are analysed externally via the PMO team. That same PMO team also analyse business requests before they get to ICT, those are then subject to a second layer of ICT analysis.

Towards further mitigating this overspend, a service improvement plan has been drafted and will be tested during the meetings above. This plan, now in progress, will be implemented to move towards an effective, benchmarked ICT service.

The Service Director meets with his team daily to discuss actions, forward planning and meeting structures. In addition, all ICT management staff are attending twice weekly management team meetings.

Other areas of cost pressure in Business Change

Cost pressures in other areas are mainly as a result of additional agency/interim staffing costs. Business Change are proactively recruiting permanent staff with two of the vacant Service Directors Roles out to recruitment currently.

13.5 City Director - £0.0m

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
City Director	15.6	(6.2)	9.4

Overall, the directorate is currently forecasting a balanced position by year end. There are additional cost pressures in year as a result of the cost of running elections, but these will be managed over a period of years through an offsetting arrangement, whereby budget is set aside in non-election years to fund election years.

13.6 Change Programme - £13.8m Overspend

At the beginning of the financial year, the Council had a savings target against the Change Programme of £34.7m, which comprised £15.2m undelivered savings from 2015/16 and £19.5m relating to 2016/17. For the purposes of this report, we have shown a net figure. The following table provides estimates of the forecast savings delivery split between items previously identified within the change programme and newly identified (non-change programme) savings.

Table 2: Summary of Net Change Programme Budget Position

2016/17 Change Programme Savings	£19.5m
2015/16 Undelivered change programme savings	£15.2m
TOTAL	£34.7m
Less:	
Change Programme Savings Secured or in Delivery	£6.3m
New Savings Identified/secured to address the gap	£9.7m
Release of Change Programme Contingency	£6.3m
TOTAL TO BE IDENTIFIED	£12.4m
Overspend against change programme expenditure	£1.4m
TOTAL CHANGE PROGRAMME	£13.8m

The Council has initiated a Council Wide programme of activities and workstreams to specifically focus on delivering the savings needed in the current financial year. This has included:

- A review of all spend against corporate budget lines resulting in reduced budgets across areas such as staff expenses, conference and training budgets, printing etc;
- A review of all vacancies to delete any vacant posts that are no longer required, resulting in budget reductions;
- All services and directorates developing and preparing savings proposals for delivery through the remainder of this financial year;
- A contingency was included in the original programme to mitigate against risks of non-delivery of savings or savings double counts. This has been released;
- A review is underway of all the Council's service directorate earmarked reserves.

As savings are validated, budgets across services and directorates are being reduced to secure these savings.

Within this budget line, there is investment required to facilitate the delivery of some of the savings. There is a current forecast overspend of £1.4m against these items. As part of the current programme of activity and to mitigate this overspend, all current planned expenditure is subject to review.

The reported pressure in this area mainly relates to savings yet to be identified.

13.7 Other / Corporate Budgets – (£5.2m) Underspend

The main budget in this area is the capital financing budget of £19.3m. It is currently forecast that this budget will be underspent by £4.1m as a result of re-profiling of the capital programme. This area also includes certain contingency budgets and other expenditure budgets of a corporate nature, including expenditure on levies.

The general contingency included in other budgets stands at £2.8m. This is held as a contingency to cover miscellaneous cost pressures across all service areas. To date, there has been no call on this contingency in this financial year, but it is assumed that it will be required by the end of the financial year. Other budget contingencies of £1.6m have been released to support the overall financial position.

In this quarter, the Council has identified a potential workforce pressure as a result of a court case ruling on annual leave entitlements for staff in receipt of regular overtime. The current estimated cost of this is £0.5m, and this is included in this section.

The Medium Term Financial Plan agreed items to support social care expenditure have been transferred to the People Directorate. In addition, the Council Tax levy collected in support of adult social care has been transferred to the Social Care Adults division.

Dedicated Schools' Grant (DSG) (Included in Directorate analysis above)

15. In 2016/17, the Council will receive £176.8m Dedicated Schools' Grant, which is ring-fenced and passported through to fund schools. Schools that have transferred to academy status receive their funding directly from the Department of Education – this amounts to a further £132.9m.
16. There continues to be pressures against the high needs block, which is forecast to be c£5m in the financial year, which includes brought forward pressures from 2015/16 of £1.9m. There has been significant pressure on the “Top Up” element of the high needs block during 2015/16 and into 2016/17, as a result of:
 - a) there has been an increase in the level of demand of pupils requiring “Top Ups”, by 9% in Primary Schools (£0.5m) and 20% in Secondary Schools (£1m);
 - b) there has been a 52% increase in pupil exclusions within the secondary sector which has resulted in an increase of spend within pupil referral units of £1.0m to accommodate these pupils;
 - c) the service implemented a minimum banding level within special schools to provide a more stable budget however this resulted in an increase spend of £1m.
17. The service is undertaking significant level of work in conjunction with Schools Forum in order to manage this budget:
 - a) the top up rates have been reviewed and reduced across mainstream schools;
 - b) an inclusion panel has been created with the aim of reducing pupil exclusions;
 - c) work has started with special schools to review the top up rates paid to them.
18. The balance on the DSG will have to be managed through the DSG and should therefore have no effect on the Council's general fund budget.

Public Health

19. The ring-fenced Public Health service is currently forecasting an overspend of £2m. This is mainly due to a government in year cut of the grant of 7.6% in year during 15/16 and further 2% cut to the grant this year. As a reduction in the grant was anticipated, Public Health are managing this overspend to prevent impact on service delivery through the Public Health reserves built up for this purpose. The reserve currently has a balance of £4.8m and is as a result of underspends in previous years. Therefore, there is no impact on the general fund of this overspend in this financial

year. However the service is currently undertaking a thorough financial review to ensure that delivery is brought within the new budget envelope, reflecting key priorities.

Housing Revenue Account (HRA)

20. The following is a summary of the HRA budget position as at the end of Quarter 1. Further detail is included as part of Appendix A to the report.

Table 3: Housing Revenue Account Budget Forecast

Housing Revenue Account	Gross Exp £m	Gross Income £m	Net Budget £m	Forecast Outturn £m	Forecast Outturn Variance £m
Strategy, Planning & Governance	27.7	(131.3)	(103.6)	(104.2)	(0.6)
Responsive Repairs	49.1	(17.4)	31.7	31.9	0.2
Planned Programmes	18.1	(1.3)	16.8	15.8	(1.0)
Estate Management	11.6	(2.2)	9.4	9.3	(0.1)
Corporate Funding	46.2	(0.5)	45.7	45.7	0.0
TOTALS	152.7	(152.7)	0.0	(1.5)	(1.5)

21. There is currently a forecast underspend within the HRA of £1.5m. This is the result of the following budget variances:

- Savings released in Strategy, Planning and Governance through staff vacancies and stationery budget reviews;
- There are pressures in responsive repairs due to greater than budgeted relets (£0.5m), with these being offset by staffing savings in Admin and Business Support;
- The Investment Review Plan (in response to rental changes planned for the HRA) has changed the paint programme in planned programmes resulting in a saving against budget;

22. Any under or overspend at the year-end will increase or decrease the HRA Reserve and therefore this does not impact on the General Fund. However, the impact of the 1% rent reduction and other proposed government changes mean that the current HRA Business Plan is not sustainable in the long term. The Business Plan is being recalibrated to reflect what is a very financially challenging future.

B - Managing Savings

23. To ensure that there is transparency and clarity in relation to the source of savings (from which department and service area from which the saving is to be delivered) and avoid any possible double counting etc, we will in future monitor a single savings tracker. This will be reported under each directorate heading and will be risk assessed for full delivery within the planned timescales.
24. Due to the severity of the forecast outturn variance (potential deficit of £29.1m), the Interim Chief Executive, supported by the Interim Service Director: Finance (s.151 Officer), are putting in train a number of actions as outlined in paragraph 8.

C - Reserves

25. The balance on the general reserve will be reviewed annually in setting the budget and in the context of the MTFs and the risks to which the Council is exposed. The balance on the General Reserve is £20m and at present the Interim Chief Executive and Interim Service Director: Finance (s.151 officer) are taking all appropriate actions to avoid any utilisation in 2016/17. This will be kept under constant review.
26. At the start of the financial year the Council had general fund earmarked reserves of £106m. Some of these reserves will be spent during this financial year, others are set aside for specific purposes to be incurred in future periods. Included within this total, as part of the risk based reserves is a £2.4m Operational Reserve, which is earmarked to fund emerging operational pressures during the year.
27. A review of all existing earmarked reserves is being concluded and where reserves are identified as no longer required for the purpose that they were earmarked, they will be released to the Operational Reserve, which will be reported in the next report.

D - Capital Programme

28. The capital programme changes during the year as the phasing of schemes is reviewed and the notifications of additional schemes and resourcing are received (to the extent that these projects are fully funded). Variations to the 2016/17 capital programme approved by Council on 16 February 2016 are shown in table 5. Recommendation 3 to this report relates to these.. The Capital Board (an officer working group) oversees the coordination of the Capital Programme, ensuring that projects are delivered within their allocation of funding and planned timescales. Responsible Officers will be challenged on the projected variances. Monitoring indicates that capital spending in 2016/17 will be £268.4m compared to the latest revised budget of £294.7m.
29. The following table sets out a summary of the proposed capital programme changes and forecast spending by Directorate. Additional detail is provided at Appendix B. It is important to note that the presentation of the capital programme will be reviewed as part of the review referred to in paragraph 27 below.

Table 4: Capital Programme Forecast Expenditure

	2016/17 Budget £m	Capital Slippage from 2015/16 £m	Combined Budget 2016/17 £m	Forecast Outturn £m	Forecast Outturn Variance £m
People	56.9	1.9	58.8	41.5	(17.3)
Place	94.6	36.5	131.1	120.3	(10.8)
Neighbourhoods	0.6	7.9	8.5	8.4	(0.1)
Business Change	11.2	0.5	11.7	11.7	0.0
City Director	12.3	-	12.3	11.3	(1.0)
Housing Revenue Account	56.0	-	56.0	58.9	2.9
Corporate	16.3	-	16.3	16.3	0.0
Totals	247.9	46.8	294.7	268.4	(26.3)
Finance By:					
Prudential Borrowing			154.8	154.8	0.0
Capital Grants			65.0	65.0	0.0
Capital Receipts			5.0	1.8	3.2
Revenue Contributions			13.9	13.9	0.0
Housing Revenue Account (Self-Financing)			56.0	56.0	0.0
TOTAL CAPITAL FINANCING			294.7	291.5	3.2

30. The actual capital spend to the end of quarter one is £35m. Whilst historic trends indicate that capital spending increases towards the end of the financial year, the level of forecast spend to date (30th June 2016) year suggest a degree of caution in the forecasts. The Capital Board agreed at its meeting on 26th July 2016 to undertake a Strategic Leadership Team review of the forecasts to identify any potential slippage into 2017/18 which will be reflected in the next report to cabinet. Capital resources to finance the programme will also be reviewed as part of this process.

31. The following sections provide more detail of the main variances.

30.1 People Directorate – Forecast Variance (£17.3m) Underspend

The majority of the forecast variance is in relation to the Education Capital Programme (Programmes 2 & 3), in the following areas:

- Individual school project delays as a result of a variety of reasons including, land contamination, establishing planning permission requirements and the requirement to amend project scope;
- The Education Programme's capital spend has been re-profiled in response to individual project specific constraints, risks and issues. These risks and issues are being managed through the Education Capital Board but have resulted in some slip to the next financial year. The capital programmes key objectives remain on programme for realisation in particular ensuring sufficient school places are delivered within the City. The projects are being delivered in accordance with the agreed business case objectives and budgets.

Where spend is now expected to take place in 2017/18 due to delays, or is now planned to happen in 2017/18, the budgets will be re-profiled into future years.

30.2 Place Directorate – Forecast Variance (£10.8m) Underspend

The majority of the forecast variance relates to transport projects, where the expenditure is now expected to happen in 2017/18. This includes the Cycle Ambition Fund, Long Ashton Park & Ride and also spend as part of the Metro Bus Scheme in relation to Ashton Vale to Temple Meads and North Fringe / Hengrove.

30.3 Neighbourhoods – Forecast Variance (£0.1m) Underspend

Capital expenditure is broadly forecast to be in line with the budget for the current financial year.

30.4 City Director – Forecast Variance (£1m) Underspend

The forecast underspend relates to capital expenditure on Super Connected Cities. The spending profile for this project will be reviewed and where the expenditure is now expected to happen in 2017/18, the budget will be re-profiled.

30.5 Housing Revenue Account – Forecast Variance £2.9m Overspend

There are projected overspends in “Investment in Blocks” projects due to works showing greater than expected costs (£3m) and spend in 2016/17 on Biomass Projects (£0.8m). These have been offset by reducing expenditure and delaying projects in some areas, including on low rise cladding and laundries (£3m).

In addition there are projected overspends in New Build and Land Enabling projects, mainly due to procurements issues causing delayed starts in 2015/16.

32. The following variations to the Capital Programme were considered by the Capital Board. Note the re-profile of spend from 2015/16 to 2016/17 has been reported in further detail within the 2015/16 outturn report presented to Cabinet on 16th July 2016.

Table 5: Changes to the Capital Programme, being slippage from 2015/16

People	£m
- Re-profile spend from 2015/16 to 2016/17 primarily for the integrated Education Management system.	1.9
Sub-total People	1.9
Place	
Re-profile spend from 2015/16 to 2016/17 (£36.5m) and 2017/18 (£7.9m) primarily for the Arena, project and Transport and Energy related schemes,	36.5
Sub-total Place	36.5
Neighbourhoods	
- Re-profile spend from 2015/16 to 2016/17 (£2.3m) and 2017/18	2.4

(£0.7m) primarily investment in Parks.	
- Bristol Operations Centre Project vired to Neighbourhoods.	5.5
-	
Sub-total Neighbourhoods	7.9
Business Change	
- Re-profile spend from 2015/16 to 2016/17 in relation to the Bristol Workplace programme.	6.0
- Bristol Operations Centre Project vired to Neighbourhoods.	(5.5)
Sub-total Business Change	0.5
Total	46.8

Capital Receipts

33. The assumed level of Capital Receipts to support the general fund element of the Capital Programme (excluding HRA) is £5m pa. The current disposal programme estimates general fund receipts of £1.8m for 2016/17, £18m for £2017/18 and £14m for 2018/19.

Capital Financing

34. The capital financing assumptions are detailed in Table 4 above. As part of the overall review of the capital programme already referred to, the capital financing assumptions and the future revenue implications will be revised. However, with a programme of this size, it is unlikely that there will be future underspends on the capital financing budget, and therefore the contribution being made towards the 2016/17 forecast outturn variance should be assumed to be a one-off position.

E – Managing Income

35. Collection rates for both business rates and council tax are broadly on target. However, for future reports officers will provide further information to confirm the actual position and highlight any upsides or downsides resulting from current performance. Officers are closely monitoring business rates appeals applications. The Council has received applications from a number of health care trusts for mandatory charitable rates relief. In line with advice from the Local Government Association, all claims have been rejected and, to date, no counter applications have been made. The trusts are continuing to pay their business rates.

F - Treasury Management

36. No borrowing has been undertaken to date during 2016/17. Net debt (borrowing less investment) increased by £8m from £271m to £279m due to a small change in working balances as at the end of quarter one.

37. The average level of funds available for investment purposes during the quarter was £175m. The return for period was 0.60% compared to the recognised benchmark of 0.36% (7 day Libid).

38. In addition the Council's agreed policy is to defer borrowing while it has significant levels of cash balances (£136m at June 2016), £75m estimated for March 2017). This strategy is prudent as investment returns are low and counterparty risk is relatively high. However, due to the significant change in the financial markets and fall in interest rates due to the referendum long term borrowing rates are at historic low levels and external borrowing will be considered if rates are expected to rise significantly from their current position. If implemented, this action will reduce the authority's exposure to interest rate risk.

39. The Council has complied with all treasury management legislative and regulatory requirements during the period and all transactions were in accordance with the approved Treasury Management Strategy.

G – Bristol City Council Owned Companies

40. During quarter 1 2016/17, no additional loans / investments have been made to the Council's Subsidiaries. The amount of loans / investments as at the 30th June 2016 is set out below:

Bristol Holding Company - £6.5m

Bristol is Open - £0.1m

41. A list of further funding requests are currently being considered. The next tranche of investment in Bristol Energy via Bristol Holding Company is planned to be £3m, the majority of which will be used to repay the outstanding debt on intercompany service transactions with the Council.

42. Since the 30th June 2016 Bristol is Open has received further investments of £250k in addition to the above mentioned £100k, bringing the total investments to £350k.

Risk Assessment

43. In the Budget Report presented to Full Council in February 2016, a number of significant risks were identified. This report identifies that a significant number of these risks have come to fruition in the early part of the financial year, or remain relevant. The list below highlights the most significant of these risks:

- the scale of overall reductions to all directorate budgets (£35.4m identified and included in the approved budget) and the potential of non-delivery of these savings;
- the potential of overspends against budgeted net expenditure;
- Care placements & budgets, both in terms of activity as a result of demographic pressures and also unit costs;
- Potential delay in delivery of capital receipts;
- Increase in pension liabilities;

- volatility in business rate income including the level of successful appeals and the result of the application for mandatory charitable relief made by a number of hospital trusts;

As well as the risks highlighted above, the following additional risks have been identified:

- wholly owned company delivery of agreed business plans;
- Sustainability of Council owned and managed assets, including infrastructure previously identified, property, fleet and ICT.
- Schools PFI contracts;
- Living Wage Accreditation – this will require a full review of all external contracts and may result in additional contractual costs;
- inflationary pressure on contract and energy costs;
- increased capital costs of major projects, Metrobus and Bristol Temple Meads Easts (development area around the arena);
- Current lack of policy clarity on proposed changes to business rate retention;
- The effect of Brexit both on house building industry and general economic confidence;
- There will be other costs, such as the Mayoral Combined Authority, still to be fully quantified.

Any risk assessment requires constant review and will form part of the ongoing future monitoring.

Consultation and scrutiny input:

a. Internal consultation:

Strategic Directors, Service Directors and the finance team.

b. External consultation:

Not applicable

Other options considered:

No other options are considered at the present time.

Public sector equality duties:

There are no proposals in this report which require either a statement as to the relevance of public sector equality duties or an Equalities Impact Assessment.

Environmental checklist / eco impact assessment

Not applicable.

Resource and legal implications:

Finance

a. Financial (revenue) implications – Interim Service Director - Finance:

As set out in the Report, the Council is currently forecasting an overspend based on service spending from April to June and service projections for the remainder of the year, offset by savings in other corporate budgets. Failure to take action to contain

spending within budget and to manage and monitor expenditure and income could result in a requirement to draw on reserves. The level of reserves is limited and a one off resource that cannot be used as a long term sustainable strategy for financial stability. Budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification of pressures and action plans.

Budget risks and pressures have been identified, as outlined above, and are currently being managed and closely monitored. Due to the severity of the forecast outturn variance (potential deficit of £29.1m), the Interim Chief Executive, supported by the Interim Service Director: Finance (s.151 Officer), are putting in train a number of actions as outlined in paragraph 11.

Finance staff resources have been targeted to ensure that support for budget monitoring is concentrated on areas of particularly high risk.

b. Financial (capital) implications:

Set out within the report.

c. Legal implications:

No significant legal issues are raised by the recommendations in this report. The rationale to the changes in museum hours are clearly set out in the report and the other recommendations are in accordance with the Council's constitution and financial regulations.

Advice given by Shahzia Daya – Service Director Legal & Services

Date: 18th August 2016

d. Land / property implications:

e. Human resources implications:

In line with the financial position and the mitigating actions set out in this paper (paragraph 10) a Section 188 notice will be issued in August 2016. The s188 notice will provide formal notification to Trade Unions that the scale of the potential workforce reduction is estimated to be up to 975 employees by 31 March 2017.

The identified actions to close the budget gap are likely to result in redundancies; we are however seeking to avoid compulsory redundancies wherever possible. Full consultation with Trade Unions will be undertaken throughout the period of organisation change and restructure and we will seek to reach agreement with the recognised Trade Unions on how to mitigate the need to make any further compulsory redundancies.

If, after meaningful consultation and after mitigating actions have taken place, compulsory redundancies are unavoidable, employees will be given notice of dismissal in accordance with the Council's agreed policies.

Advice given by Richard Billingham – Service Director HR & Workplace

Date: 18th August 2016

**BRISTOL CITY COUNCIL
CABINET
6th September 2016**

REPORT TITLE: Quarter 1 Finance Report

Ward(s) affected by this report: All

Strategic Director: Anna Klonowski

Report Author: Annabel Scholes (Interim Service Director – Finance & S.151 Officer)

Contact telephone no. & e-mail address: 0117 9222419
annabel.scholes@bristol.gov.uk

Purpose of the report:

To provide a progress report on the Council's overall financial performance, including against the approved revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016.

RECOMMENDATION for the Mayor's approval:

It is recommended that the Mayor:

1. Notes the contents of the Report and in particular the seriousness of the General Fund financial position of £29.1m forecast outturn deficit;
2. And Cabinet where appropriate, work with the Officers in undertaking mitigating actions to bring the General Fund position closer to balance, in particular endorsing the actions to be led by the Interim Chief Executive, Interim Service Director: Finance and Strategic Leadership Team set out at paragraph 11;
3. Approves the changes to the current advertised opening hours of Museums, as outlined in page 8 of the report, under Economy;
4. And Cabinet to note that capital slippage from 2015/16 of £46.8m has been combined with the 2016/17 Capital Programme, as detailed at paragraph 32 and Table 5.

Background

1. The Report provides information and analysis on the Council's financial performance and use of resources to the end of the first quarter of 2016/17. Council set its budget for 2016/17 on 16th February 2016. The report focuses on forecast variances to meeting the budget in 2016/17 in order to take timely actions to deliver a balanced position at year end.

2. The Council is in a serious financial position forecasting a General Fund revenue position of £29.1m outturn deficit before further mitigating actions or use of reserves. This must be addressed now to ensure that we end the financial year in a balanced position and avoid unnecessarily making the financial challenges in future years larger.
3. The situation arises from a combination of under delivered savings from 2015/16, 2016/17 and other budget pressures which are outlined within the report.
4. The interim Chief Executive has put in place a number of activities which should bring the position closer to balance but, as yet it is too early to quantify the impact. This will be updated in future reports (see paragraph 11).
5. Future reports will include further recommendations on mitigating actions. The recommendation on museum opening hours is the first of these and is included in this report as proposals were already developed.
6. During quarter 1, as a result of the senior management restructure of the organisation, some service areas have moved between directorates. The main changes have been the transfer of Citizen Services from Business Change to Neighbourhoods and Procurement Services has transferred from Business Change to People. In addition, it is planned to transfer all of the Housing Service to Neighbourhoods and this and other subsequent changes, including transfer of Bristol Futures to the Business Change, will be reflected in future reports.
7. Agreed items within the MTFs in February 2016 to cover spending pressures in social care during 2016/17, totalling £9.5m, have now been transferred to the relevant directorate service areas.

A - Revenue Expenditure

8. The Council's overall annual revenue spend is managed across a number of areas:
 - a. The General Fund with a net budget of £345.4m, providing revenue funding for the majority of the Council's services:
 - b. The Dedicated Schools Grant (DSG) (£176.8m in 2016/17), which is ring-fenced for schools funding, overseen by the Schools' Forum, and managed within the People Directorate;
 - c. Public Health, a ring-fenced grant of £36.2m in 2016/17, must be spent to support the delivery of the,Public Health Outcomes Framework and is managed within Neighbourhoods.
 - d. The Housing Revenue Account (HRA) of £152.7m gross spend in 2016/17, is reported separately to the general fund, and is managed within Neighbourhoods;
9. Each area represents a significant element of the Council's overall revenue expenditure. Further details of the current spend position against budget is provided in the remainder of this section.

General Fund

10. Table 2 provides a summary of how each directorate is performing against the general fund revenue budget for the 2016/17 financial year. Actions are in progress and further actions are being identified to manage and mitigate the identified budget pressures and risks. The Interim Chief Executive, Strategic and Service Directors are actively identifying proposals to minimise the gap, with all budget holders ensuring the forecasting is as accurate as possible.

11. Given the scale of the forecast outturn deficit, officers have established a series of workstreams designed to reduce the deficit including, but not limited to:

- A review of the capital programme, see section D;
- A voluntary severance programme;
- Technical accounting adjustments;
- Capital disposals programme;
- Reduction in non-essential expenditure;
- Review of income;
- Assurance on the validity of expenditure e.g. utility bills, VAT and procurement (including contracts);
- Vacancy freeze;
- Review of all agency spend;
- Series of detailed savings and budget review meetings with the Interim Chief Executive, Interim Service Director: Finance and Strategic and Service Directors to identify further mitigations.

Further updates will be included in future finance reports.

12. The following forecasts are based on actual expenditure to the end of June 2016 and Budget Managers' estimates of future spending for the rest of the financial year, as approved by each DLT. The net overall forecast outturn of £29.1m represents 8.4% of the General Fund net revenue budget.

13. The following table provides a summary of the general fund revenue position at directorate level. A more detailed analysis is provided at Appendix A.

Table 1: General Fund Forecast Net Expenditure

General Fund Revenue Budgets – QTR1			
Directorate	Net Budget £m	Forecast Outturn £m	Forecast Outturn Variance (Under)/Over Spend £m
People	222.6	233.6	11.0
Place	20.1	26.9	6.8
Neighbourhoods	54.8	53.3	(1.5)
Business Change	25.9	30.2	4.3
City Director	9.4	9.4	0.0
Change Programme (Net Budget)	(15.6)	(1.8)	13.8
SUB TOTAL – SPENDING ON SERVICES	317.2	351.5	34.3

Other Budgets *	28.2	23.0	(5.2)
TOTAL	345.4	374.5	29.1

*Other Budgets includes capital financing & borrowing costs, un-apportioned central overheads and contingencies.

14. The following sections provide more detail of the main variances and any mitigating actions being proposed.

13.1 People Directorate - £11m Overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
People Directorate	491.8	(269.2)	222.6

The major areas of identified pressures within the People Directorate are within Social Care. The reported position of £11m is after mitigating actions identified through the corporate workstreams of £2.6m, have been taken into account.

Care & Support Adults - £3.7m:

Growth in demand for services as more older people meet increased eligibility criteria due to statutory legislation on Local Authorities as a result of the Care Act implementation from April 2015 has led to significant budget pressures across Care & Support – Adults. Between April 2015 and April 2016 there was an additional 200 people in receipt of care services, from around 6,000 to almost 6,200.

In addition, high costs of high need and complex cases that have long term conditions and the lack of alternatives in the care home market are driving up the costs of placements. Expenditure across all settings of Adult Social Care is showing budget pressures.

There are pressures in home care budgets due to delays in delivery of planned savings because of the slow transfer of service users to new providers and no reduction in demand as a result of the maximising independence model of care.

There are pressures in purchasing residential and nursing placements due to delays in long term re-commissioning projects in achieving price savings through brokering placements via a dynamic purchasing system and more effective use of block contracts.

There is significant pressure in Community Support Services due to the increase in the number of service users receiving support and in the average unit cost paid to suppliers.

Care & Support Children & Families- £2.7m:

Budget pressures are being faced in Children in Care. Whilst the numbers of Children in Care have remained around 700 over the last five year, against a rising child population, the average unit cost has increased due to an increase in the number of out of authority placements from an average of 26 during 2014/15 to currently 39, resulting in budget pressure of £2m.

There also continues to be a significant pressure as a result of increases in special

guardianship orders (SGOs) and residency orders (ROs). The number of SGOs and ROs has increased from 375 in 2014/15 to just fewer than 500 in 2016.

Early Intervention & Targeted Support - £3.9m:

The majority of the pressure in this area is as a result of increased costs for “Preparing for Adulthood” Placements. These are services for young people with more complex disability and Special Educational Needs which Local Authorities now have a duty to support until 25 years old.

There is also a pressure within the Home to School Travel budgets as the third year of planned savings are not yet being delivered.

The main areas for planning and mitigation are:

The People Directorate have increased restrictions of recruitment to vacancies to help mitigate the budget pressures, it is acknowledged this has high risks and isn't a sustainable solution. Recruitment to vacant posts will be assessed to determine the absolute necessity. In addition, the directorate will be reviewing all non-pay related expenditure with a view to managing spend down in these areas.

Care & Support – Adults have implemented a significant review of vulnerable adults in receipt of home care. The Strategic Director (People) is continuing the review of social care budgets, including benchmarking with core cities and regional authorities to manage:

- spend pressures whilst also planning for meeting the statutory eligibility requirements of the Care Act;
- growing ageing population in the City, the area of highest spend in all local authorities.

There are national concerns about the pressure on reducing overall local authority budgets to meet growing demand and eligibility.

There are recommissioning exercises for Community Support Services, Residential and Nursing Care and Out of Hours Home Care to ensure commissioned services represent best value for money.

Significant work is being undertaken to embed a model of care that ensures citizens are supported to maintain their independence as long as possible where appropriate by improving our information, advice and guidance and ensuring conversations with citizens is focussed around care that builds on the strengths and abilities of people, their families and their local communities.

The impact of the remodelling of Children Social work is expected to reduce the upward trend of spend within the children in care (CiC) and care after. The number of Children in Care has maintained at around 700 despite an increasing local population. Within Care and Support – Children's, the redesign of the social work function and investment in early help are targeted at reducing the number of looked after children in the medium to long term, but the directorate is reviewing spend to mitigate the impact of and manage the increased demand of rising child population.

A panel has recently been established to strengthen the existing review processes for all residential placements on a regular basis to make sure only children who need to be

in care are, and to safely minimise placement cost and duration.

New incentives in fostering are being used to increase the capacity of in-house foster carers to ensure the most appropriate forms of care are used rather than being constrained by capacity.

13.2 Place Directorate - £6.8m overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Place Directorate	109.9	(89.8)	20.1

The directorate is reporting a £6.8m variance to budget which consists of a £9m pressure within Property, £0.4m in Economy and £0.4m in Energy offset by surpluses or underspends of £2.5m in Transport, £0.3m in the Place ABS team and £0.2m in Planning.

Economy

£0.2m of the £0.4m total overspend is due to the existing cost of operating advertised opening hours at Museums. As part of a service redesign, it is proposed that from 1st January 2017 some small changes to the current advertised Museum Opening hours be made and these are recommended to Cabinet for approval.

The hours are proposed to be as follows:

- M Shed will be open Tuesday to Sunday, as currently, and will also open every Monday from 10am-5pm during school holidays following a successful trial of this in 2016;
- Both M Shed and Bristol Museum and Art Gallery will close at 5pm rather than 6pm on Saturdays and Sunday in order to allow private groups to hire the museums in the evening. Visitor figures between 5-6pm on weekends are generally low (below 1% of our total figure), so there is little impact on the visitor offer;
- Bristol Museum and Art Gallery (which is currently open Monday to Sunday) will be closed on Monday during the school terms but open on Mondays in the school holidays, in line with the proposed opening hours of M Shed. It will still be available to private groups by appointment The Historic House's opening will remain the same:
 - Red Lodge and Georgian House open from 11am-4pm Saturday to Tuesday;
 - Blaise castle house being open from 11am-4pm Wednesday to Sunday from 1st April to 31st Dec.

The public will see a slight reduction in access to museums on a Monday, but should experience improvements in customer care when visiting all the museums. This will result in a £0.2m saving in year and a whole year saving of £0.4m which will bring the team back to base budget.

Printing costs which are held centrally are also forecasting a further pressure of £0.2m in Economy. These costs are being reviewed as one of the workstreams established to address the in year pressures.

Following the report to Cabinet in June 2016; “Support for capital development of Cultural venues, with particular focus on Colston Hall”, the most appropriate funding options are being considered and any revenue financial implications will be incorporated into future reports.

Energy

Within the Energy division there are budget pressures totalling £0.6m resulting from unachievable income targets in Energy Utility purchase (£0.5m) and Solar Energy (£0.1m). These are partly offset by increased income of £0.2m from the Wind turbines at Avonmouth and £0.1m lower than budgeted cost of capital financing of the turbines.

Place Admin and Business Support (ABS) Team

There are forecast savings against salary budgets in the Admin and Business Support (ABS) service of £0.3m.

Property

The structural pressure in the Property service relates mainly to a forecast £7.7m shortfall in the delivery of the MTFs savings target (relating to 2015/16 and 2016/17), which broadly to assumed savings in the following areas:

- Increased return on investment property holdings;
- Reduced running costs from the disposal of admin buildings;
- Reductions in facilities management costs.

In addition, there is a £0.6m pressure caused by costs of 100 Temple St for which there is no budget set aside.

There are £160k costs due to increased workload in Security/ staff sickness/ vacancies and an urgent review is in hand to mitigate this.

There is a £100k shortfall in income within Building Practice due to a reduced volume of projects and there will be an urgent review of workload and staffing levels before the next forecast period.

There is a £100k shortfall in income at the Create centre resulting from loss of external tenants due to reduced parking; a letting rationalisation is underway to mitigate this.

There is a £87k pressure due to unbudgeted rental payments required re: Underfall Yard.

There is a £83k shortfall in conference services income from the Passenger shed (old station building Temple Meads) due to its poor condition, but the position is expected to improve.

Planning

In the Planning division there is a forecast surplus of £0.2m and this is largely due to increased income from Development Management fees as well as from savings plans being implemented.

Transport

There is a net underspend position in the Transport division of (£2.5m) in total as a

result of income surpluses and savings released in Parking Services (£0.9m) and Sustainable transport (£0.6m). There are also forecast savings in costs of street lighting (£0.2m) and Highways (£0.4m).

13.3 Neighbourhoods – (£1.5m) underspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Neighbourhoods	310.9	(256.1)	54.8

The main variance in this area relates to Waste (£1.2m) within Environment & Leisure due to accrued expenditure from the previous year, which is no longer required.

Waste Collection is forecasting savings of £0.3m in third party payments, bad debt and consultants costs. There is a forecast £150k overspend on payments to Bristol Waste Company, but this is offset by additional income from sale of recyclates. Traded Services are forecasting a £0.3m underspend mainly due to additional income from cremation fees.

The forecast pressure within Citizen Services relates to an error in setting of income targets within regulatory services, including Pest Control (£0.2m) and Trading Standards (£0.1m). The Service is taking measures to address this and since the close of quarter 1 have identified £25k against these pressures, which will be included in period 4 forecasting.

The underspend in General Fund Housing Delivery services (£0.2m) is as a result of additional license scheme income.

13.4 Business Change - £4.3m overspend

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
Business Change	39.2	(13.3)	25.9

The main variance within Business Change is within the ICT Service. This relates to additional hardware and maintenance costs (£2.8m), software development service increases (£1.3m) as a result of growth in additional demand for license costs. This is in part as a result of investment in new technology and digital developments.

Historical ICT budget management

The cost of ICT within BCC has reduced by 47% since 2013/14, equating to a £7.4m reduction (from £16.9m to £8.5m by the end of 2015/16). This was achieved by an internal project that:

- Reduced ICT headcount from 129 (at end of 2014) to 105 (by end of 2015)
- Saved £3.0m by reviewing other major ICT costs and strict management of ICT contracts. A contracts register was built, bringing the number of contracts managed within IT procurement from 12 to 319 and allowing us to renegotiate

costs savings from, for example, major contracts with IBM and Vodafone2b.

Sources of budget overspend

However, despite the above, the overspend has grown on ICT budgets to £4.4m, at present the analysis is believed to be as follows but, the Interim Strategic Director of Business Change is planning to undertake some detailed investigatory and remedial action sessions with the team over the next few weeks to assure herself of the causes and solutions going forward:

Name	£k	Description
Data Centre Relocation	740	Data centre was moved, at necessary increased scope, from council-run to outsourced supplier to allow release of capital asset of Romney House
Digital Services platform licences and support	530	Change Programme: Charges to provide web based digital services. E.g. Liferay, Experian, Salesforce.
Alfresco	266	As a result of the move to reduce storage of paper associated with more agile and flexible ways of working there has been a significant growth in the number of licences to support use of Electronic Document (EDRM) storage (700 to 5000) which was not budgeted for.
Laptop and other mobile working support and replacement costs	250	As part of the move to more agile ways of working there has been a need to support and replace laptops, accessories and related infrastructure.
Small service/support contracts	70	For additional systems support, e.g. Election System
Data Centre ongoing costs	276	There has been a growth in kit, usage and connectivity due to new systems and new more agile ways of working associated with the changes
Web platforms	300	Change Programme: PFIKS support contract (£75k), AWS (£125k), Arcus (£14k), plus various other smaller platforms
Storage Growth	50	Anticipated EDRM driven growth
Unanticipated further systems	255	Vision HR unanticipated contract renewal (£240k), plus unanticipated additional costs for more users and additional licences on other platforms
TOTAL	£2,737	

There is also significant use of interims in ICT (52) which needs to be reviewed. This will part of the Interim Strategic Director's review agenda.

Total (above)	£2.7m
Under delivery in previous MTFP	£1.4m
Miscellaneous items	£0.3m
Sum total:	£4.4m

The following paragraphs provide more detail in relation to the above but needs further investigation and verification:

- a) The Change Programme
As projects in the Change Programme were scoped out it was identified that there would be an ongoing dis-benefit to the ICT budgets of a minimum of £1.5m per annum from 15/16 onwards.
- b) Variations from the planned Change programme business case
The Change Programme was agreed in October 2013 but it subsequently grew and added projects outside of its original scope, such as the new Council website. In total, 12 additional projects were added without any further contribution to ICT budgets being made.
- c) Agile and mobile working
The original BWP Business Case incorporated £5.8m for ICT expenditure; this consisted of a budget for devices, software for those devices and software to support flexible working. No year on year ICT revenue budget was identified but, it is believed that ICT were left with the challenge of rationalising existing services to address this but no plan was put in place, This will be verified as part of the Interim Strategic Director's investigations.
- d) Data centre relocation project
Two aspects have been identified as leading to the increased the costs of the data centre on an ongoing basis from that included in the original business case because of:
 - i. the need to improve the resilience because of necessary protection, and service levels;
 - ii. the need to include additional capacity as more of our storage is digital rather than physical.
- e) Increased demand for ICT services
 - a. The additional 12 new systems in 2 (above) were initiated without the additional revenue costs being recognised on an ongoing basis.
 - b. In addition, the Change Programme original business cases were based on an estimated number of users, whereas, in practice this has proven to be an under-estimate in almost all cases.
- f) Previous under-delivery
The ICT Sourcing programme was expected to deliver savings totalling £7.6m between 2013/14 and 2018/19 which was incorporated into the approved MTFS and relevant year's budgets. However, this was based on estimates which have not come to fruition. There is therefore a shortfall of circa £1.3m at present.
- g) Interim management costs
As stated above there are circa 52 interim and agency staff currently engaged within the delivery of ICT services, including the projects listed above.

Mitigation

As previously highlighted, the Interim Strategic Director for Business Change will be undertaking a series of meetings with the ICT management team to investigate the causes overspend, opportunities for mitigation and further savings opportunities.

Stronger governance, and an understanding from ICT of the Bristol Plan strategy, are the two biggest factors that can mitigate this overspend.

The first factor, strong governance, reduces spend immediately by limiting access. The second, required direction, ensures any remaining spend is strategic.

Governance has immediately been changed. All requests for ICT services must have a fully structured business case including approval by Finance and budget transfer. ICT's own expenditure requests are analysed externally via the PMO team. That same PMO team also analyse business requests before they get to ICT, those are then subject to a second layer of ICT analysis.

Towards further mitigating this overspend, a service improvement plan has been drafted and will be tested during the meetings above. This plan, now in progress, will be implemented to move towards an effective, benchmarked ICT service.

The Service Director meets with his team daily to discuss actions, forward planning and meeting structures. In addition, all ICT management staff are attending twice weekly management team meetings.

Other areas of cost pressure in Business Change

Cost pressures in other areas are mainly as a result of additional agency/interim staffing costs. Business Change are proactively recruiting permanent staff with two of the vacant Service Directors Roles out to recruitment currently.

13.5 City Director - £0.0m

2016/17 Budget	Gross Expenditure £m	Gross Income £m	Net Revenue Budget £m
City Director	15.6	(6.2)	9.4

Overall, the directorate is currently forecasting a balanced position by year end. There are additional cost pressures in year as a result of the cost of running elections, but these will be managed over a period of years through an offsetting arrangement, whereby budget is set aside in non-election years to fund election years.

13.6 Change Programme - £13.8m Overspend

At the beginning of the financial year, the Council had a savings target against the Change Programme of £34.7m, which comprised £15.2m undelivered savings from 2015/16 and £19.5m relating to 2016/17. For the purposes of this report, we have shown a net figure. The following table provides estimates of the forecast savings delivery split between items previously identified within the change programme and newly identified (non-change programme) savings.

Table 2: Summary of Net Change Programme Budget Position

2016/17 Change Programme Savings	£19.5m
2015/16 Undelivered change programme savings	£15.2m
TOTAL	£34.7m
Less:	
Change Programme Savings Secured or in Delivery	£6.3m
New Savings Identified/secured to address the gap	£9.7m
Release of Change Programme Contingency	£6.3m
TOTAL TO BE IDENTIFIED	£12.4m
Overspend against change programme expenditure	£1.4m
TOTAL CHANGE PROGRAMME	£13.8m

The Council has initiated a Council Wide programme of activities and workstreams to specifically focus on delivering the savings needed in the current financial year. This has included:

- A review of all spend against corporate budget lines resulting in reduced budgets across areas such as staff expenses, conference and training budgets, printing etc;
- A review of all vacancies to delete any vacant posts that are no longer required, resulting in budget reductions;
- All services and directorates developing and preparing savings proposals for delivery through the remainder of this financial year;
- A contingency was included in the original programme to mitigate against risks of non-delivery of savings or savings double counts. This has been released;
- A review is underway of all the Council's service directorate earmarked reserves.

As savings are validated, budgets across services and directorates are being reduced to secure these savings.

Within this budget line, there is investment required to facilitate the delivery of some of the savings. There is a current forecast overspend of £1.4m against these items. As part of the current programme of activity and to mitigate this overspend, all current planned expenditure is subject to review.

The reported pressure in this area mainly relates to savings yet to be identified.

13.7 Other / Corporate Budgets – (£5.2m) Underspend

The main budget in this area is the capital financing budget of £19.3m. It is currently forecast that this budget will be underspent by £4.1m as a result of re-profiling of the capital programme. This area also includes certain contingency budgets and other expenditure budgets of a corporate nature, including expenditure on levies.

The general contingency included in other budgets stands at £2.8m. This is held as a contingency to cover miscellaneous cost pressures across all service areas. To date, there has been no call on this contingency in this financial year, but it is assumed that it will be required by the end of the financial year. Other budget contingencies of £1.6m

have been released to support the overall financial position.

In this quarter, the Council has identified a potential workforce pressure as a result of a court case ruling on annual leave entitlements for staff in receipt of regular overtime. The current estimated cost of this is £0.5m, and this is included in this section.

The Medium Term Financial Plan agreed items to support social care expenditure have been transferred to the People Directorate. In addition, the Council Tax levy collected in support of adult social care has been transferred to the Social Care Adults division.

Dedicated Schools' Grant (DSG) (Included in Directorate analysis above)

15. In 2016/17, the Council will receive £176.8m Dedicated Schools' Grant, which is ring-fenced and passported through to fund schools. Schools that have transferred to academy status receive their funding directly from the Department of Education – this amounts to a further £132.9m.
16. There continues to be pressures against the high needs block, which is forecast to be c£5m in the financial year, which includes brought forward pressures from 2015/16 of £1.9m. There has been significant pressure on the "Top Up" element of the high needs block during 2015/16 and into 2016/17, as a result of:
 - a) there has been an increase in the level of demand of pupils requiring "Top Ups", by 9% in Primary Schools (£0.5m) and 20% in Secondary Schools (£1m);
 - b) there has been a 52% increase in pupil exclusions within the secondary sector which has resulted in an increase of spend within pupil referral units of £1.0m to accommodate these pupils;
 - c) the service implemented a minimum banding level within special schools to provide a more stable budget however this resulted in an increase spend of £1m.
17. The service is undertaking significant level of work in conjunction with Schools Forum in order to manage this budget:
 - a) the top up rates have been reviewed and reduced across mainstream schools;
 - b) an inclusion panel has been created with the aim of reducing pupil exclusions;
 - c) work has started with special schools to review the top up rates paid to them.
18. The balance on the DSG will have to be managed through the DSG and should therefore have no effect on the Council's general fund budget.

Public Health

19. The ring-fenced Public Health service is currently forecasting an overspend of £2m. This is mainly due to a government in year cut of the grant of 7.6% in year during 15/16 and further 2% cut to the grant this year. As a reduction in the grant was anticipated, Public Health are managing this overspend to prevent impact on service delivery through the Public Health reserves built up for this purpose. The reserve currently has a balance of £4.8m and is as a result of underspends in previous years.

Therefore, there is no impact on the general fund of this overspend in this financial year. However the service is currently undertaking a thorough financial review to ensure that delivery is brought within the new budget envelope, reflecting key priorities.

Housing Revenue Account (HRA)

20. The following is a summary of the HRA budget position as at the end of Quarter 1. Further detail is included as part of Appendix A to the report.

Table 3: Housing Revenue Account Budget Forecast

Housing Revenue Account	Gross Exp £m	Gross Income £m	Net Budget £m	Forecast Outturn £m	Forecast Outturn Variance £m
Strategy, Planning & Governance	27.7	(131.3)	(103.6)	(104.2)	(0.6)
Responsive Repairs	49.1	(17.4)	31.7	31.9	0.2
Planned Programmes	18.1	(1.3)	16.8	15.8	(1.0)
Estate Management	11.6	(2.2)	9.4	9.3	(0.1)
Corporate Funding	46.2	(0.5)	45.7	45.7	0.0
TOTALS	152.7	(152.7)	0.0	(1.5)	(1.5)

21. There is currently a forecast underspend within the HRA of £1.5m. This is the result of the following budget variances:

- Savings released in Strategy, Planning and Governance through staff vacancies and stationery budget reviews;
- There are pressures in responsive repairs due to greater than budgeted relets (£0.5m), with these being offset by staffing savings in Admin and Business Support;
- The Investment Review Plan (in response to rental changes planned for the HRA) has changed the paint programme in planned programmes resulting in a saving against budget;

22. Any under or overspend at the year-end will increase or decrease the HRA Reserve and therefore this does not impact on the General Fund. However, the impact of the 1% rent reduction and other proposed government changes mean that the current HRA Business Plan is not sustainable in the long term. The Business Plan is being recalibrated to reflect what is a very financially challenging future.

B - Managing Savings

23. To ensure that there is transparency and clarity in relation to the source of savings (from which department and service area from which the saving is to be delivered) and avoid any possible double counting etc, we will in future monitor a single savings tracker. This will be reported under each directorate heading and will be risk assessed for full delivery within the planned timescales.
24. Due to the severity of the forecast outturn variance (potential deficit of £29.1m), the Interim Chief Executive, supported by the Interim Service Director: Finance (s.151 Officer), are putting in train a number of actions as outlined in paragraph 8.

C - Reserves

25. The balance on the general reserve will be reviewed annually in setting the budget and in the context of the MTFs and the risks to which the Council is exposed. The balance on the General Reserve is £20m and at present the Interim Chief Executive and Interim Service Director: Finance (s.151 officer) are taking all appropriate actions to avoid any utilisation in 2016/17. This will be kept under constant review.
26. At the start of the financial year the Council had general fund earmarked reserves of £106m. Some of these reserves will be spent during this financial year, others are set aside for specific purposes to be incurred in future periods. Included within this total, as part of the risk based reserves is a £2.4m Operational Reserve, which is earmarked to fund emerging operational pressures during the year.
27. A review of all existing earmarked reserves is being concluded and where reserves are identified as no longer required for the purpose that they were earmarked, they will be released to the Operational Reserve, which will be reported in the next report.

D - Capital Programme

28. The capital programme changes during the year as the phasing of schemes is reviewed and the notifications of additional schemes and resourcing are received (to the extent that these projects are fully funded). Variations to the 2016/17 capital programme approved by Council on 16 February 2016 are shown in table 5. Recommendation 3 to this report relates to these.. The Capital Board (an officer working group) oversees the coordination of the Capital Programme, ensuring that projects are delivered within their allocation of funding and planned timescales. Responsible Officers will be challenged on the projected variances. Monitoring indicates that capital spending in 2016/17 will be £268.4m compared to the latest revised budget of £294.7m.
29. The following table sets out a summary of the proposed capital programme changes and forecast spending by Directorate. Additional detail is provided at Appendix B. It is important to note that the presentation of the capital programme will be reviewed as part of the review referred to in paragraph 27 below.

Table 4: Capital Programme Forecast Expenditure

	2016/17 Budget £m	Capital Slippage from 2015/16 £m	Combined Budget 2016/17 £m	Forecast Outturn £m	Forecast Outturn Variance £m
People	56.9	1.9	58.8	41.5	(17.3)
Place	94.6	36.5	131.1	120.3	(10.8)
Neighbourhoods	0.6	7.9	8.5	8.4	(0.1)
Business Change	11.2	0.5	11.7	11.7	0.0
City Director	12.3	-	12.3	11.3	(1.0)
Housing Revenue Account	56.0	-	56.0	58.9	2.9
Corporate	16.3	-	16.3	16.3	0.0
Totals	247.9	46.8	294.7	268.4	(26.3)
Finance By:					
Prudential Borrowing			154.8	154.8	0.0
Capital Grants			65.0	65.0	0.0
Capital Receipts			5.0	1.8	3.2
Revenue Contributions			13.9	13.9	0.0
Housing Revenue Account (Self-Financing)			56.0	56.0	0.0
TOTAL CAPITAL FINANCING			294.7	291.5	3.2

30. The actual capital spend to the end of quarter one is £35m. Whilst historic trends indicate that capital spending increases towards the end of the financial year, the level of forecast spend to date (30th June 2016) year suggest a degree of caution in the forecasts. The Capital Board agreed at its meeting on 26th July 2016 to undertake a Strategic Leadership Team review of the forecasts to identify any potential slippage into 2017/18 which will be reflected in the next report to cabinet. Capital resources to finance the programme will also be reviewed as part of this process.

31. The following sections provide more detail of the main variances.

30.1 People Directorate – Forecast Variance (£17.3m) Underspend

The majority of the forecast variance is in relation to the Education Capital Programme (Programmes 2 & 3), in the following areas:

- Individual school project delays as a result of a variety of reasons including, land contamination, establishing planning permission requirements and the requirement to amend project scope;
- The Education Programme's capital spend has been re-profiled in response to individual project specific constraints, risks and issues. These risks and issues are being managed through the Education Capital Board but have resulted in some slip to the next financial year. The capital programmes key objectives remain on programme for realisation in particular ensuring sufficient school places are delivered within the City. The projects are being delivered in accordance with the agreed business case objectives and budgets.

Where spend is now expected to take place in 2017/18 due to delays, or is now

planned to happen in 2017/18, the budgets will be re-profiled into future years.

30.2 Place Directorate – Forecast Variance (£10.8m) Underspend

The majority of the forecast variance relates to transport projects, where the expenditure is now expected to happen in 2017/18. This includes the Cycle Ambition Fund, Long Ashton Park & Ride and also spend as part of the Metro Bus Scheme in relation to Ashton Vale to Temple Meads and North Fringe / Hengrove.

30.3 Neighbourhoods – Forecast Variance (£0.1m) Underspend

Capital expenditure is broadly forecast to be in line with the budget for the current financial year.

30.4 City Director – Forecast Variance (£1m) Underspend

The forecast underspend relates to capital expenditure on Super Connected Cities. The spending profile for this project will be reviewed and where the expenditure is now expected to happen in 2017/18, the budget will be re-profiled.

30.5 Housing Revenue Account – Forecast Variance £2.9m Overspend

There are projected overspends in “Investment in Blocks” projects due to works showing greater than expected costs (£3m) and spend in 2016/17 on Biomass Projects (£0.8m). These have been offset by reducing expenditure and delaying projects in some areas, including on low rise cladding and laundries (£3m).

In addition there are projected overspends in New Build and Land Enabling projects, mainly due to procurements issues causing delayed starts in 2015/16.

32. The following variations to the Capital Programme were considered by the Capital Board. Note the re-profile of spend from 2015/16 to 2016/17 has been reported in further detail within the 2015/16 outturn report presented to Cabinet on 16th July 2016.

Table 5: Changes to the Capital Programme, being slippage from 2015/16

People	£m
- Re-profile spend from 2015/16 to 2016/17 primarily for the integrated Education Management system.	1.9
Sub-total People	1.9
Place	
Re-profile spend from 2015/16 to 2016/17 (£36.5m) and 2017/18 (£7.9m) primarily for the Arena, project and Transport and Energy related schemes,	36.5
Sub-total Place	36.5
Neighbourhoods	

- Re-profile spend from 2015/16 to 2016/17 (£2.3m) and 2017/18 (£0.7m) primarily investment in Parks.	2.4
- Bristol Operations Centre Project vired to Neighbourhoods.	5.5
-	
Sub-total Neighbourhoods	7.9
Business Change	
- Re-profile spend from 2015/16 to 2016/17 in relation to the Bristol Workplace programme.	6.0
- Bristol Operations Centre Project vired to Neighbourhoods.	(5.5)
Sub-total Business Change	0.5
Total	46.8

Capital Receipts

33. The assumed level of Capital Receipts to support the general fund element of the Capital Programme (excluding HRA) is £5m pa. The current disposal programme estimates general fund receipts of £1.8m for 2016/17, £18m for £2017/18 and £14m for 2018/19.

Capital Financing

34. The capital financing assumptions are detailed in Table 4 above. As part of the overall review of the capital programme already referred to, the capital financing assumptions and the future revenue implications will be revised. However, with a programme of this size, it is unlikely that there will be future underspends on the capital financing budget, and therefore the contribution being made towards the 2016/17 forecast outturn variance should be assumed to be a one-off position.

E – Managing Income

35. Collection rates for both business rates and council tax are broadly on target. However, for future reports officers will provide further information to confirm the actual position and highlight any upsides or downsides resulting from current performance. Officers are closely monitoring business rates appeals applications. The Council has received applications from a number of health care trusts for mandatory charitable rates relief. In line with advice from the Local Government Association, all claims have been rejected and, to date, no counter applications have been made. The trusts are continuing to pay their business rates.

F - Treasury Management

36. No borrowing has been undertaken to date during 2016/17. Net debt (borrowing less investment) increased by £8m from £271m to £279m due to a small change in working balances as at the end of quarter one.

37. The average level of funds available for investment purposes during the quarter was £175m. The return for period was 0.60% compared to the recognised benchmark of 0.36% (7 day Libid).

38. In addition the Council's agreed policy is to defer borrowing while it has significant levels of cash balances (£136m at June 2016), £75m estimated for March 2017). This strategy is prudent as investment returns are low and counterparty risk is relatively high. However, due to the significant change in the financial markets and fall in interest rates due to the referendum long term borrowing rates are at historic low levels and external borrowing will be considered if rates are expected to rise significantly from their current position. If implemented, this action will reduce the authority's exposure to interest rate risk.

39. The Council has complied with all treasury management legislative and regulatory requirements during the period and all transactions were in accordance with the approved Treasury Management Strategy.

G – Bristol City Council Owned Companies

40. During quarter 1 2016/17, no additional loans / investments have been made to the Council's Subsidiaries. The amount of loans / investments as at the 30th June 2016 is set out below:

Bristol Holding Company - £6.5m

Bristol is Open - £0.1m

41. A list of further funding requests are currently being considered. The next tranche of investment in Bristol Energy via Bristol Holding Company is planned to be £3m, the majority of which will be used to repay the outstanding debt on intercompany service transactions with the Council.

42. Since the 30th June 2016 Bristol is Open has received further investments of £250k in addition to the above mentioned £100k, bringing the total investments to £350k.

Risk Assessment

43. In the Budget Report presented to Full Council in February 2016, a number of significant risks were identified. This report identifies that a significant number of these risks have come to fruition in the early part of the financial year, or remain relevant. The list below highlights the most significant of these risks:

- the scale of overall reductions to all directorate budgets (£35.4m identified and included in the approved budget) and the potential of non-delivery of these savings;
- the potential of overspends against budgeted net expenditure;
- Care placements & budgets, both in terms of activity as a result of demographic pressures and also unit costs;
- Potential delay in delivery of capital receipts;

- Increase in pension liabilities;
- volatility in business rate income including the level of successful appeals and the result of the application for mandatory charitable relief made by a number of hospital trusts;

As well as the risks highlighted above, the following additional risks have been identified:

- wholly owned company delivery of agreed business plans;
- Sustainability of Council owned and managed assets, including infrastructure previously identified, property, fleet and ICT.
- Schools PFI contracts;
- Living Wage Accreditation – this will require a full review of all external contracts and may result in additional contractual costs;
- inflationary pressure on contract and energy costs;
- increased capital costs of major projects, Metrobus and Bristol Temple Meads Easts (development area around the arena);
- Current lack of policy clarity on proposed changes to business rate retention;
- The effect of Brexit both on house building industry and general economic confidence;
- There will be other costs, such as the Mayoral Combined Authority, still to be fully quantified.

Any risk assessment requires constant review and will form part of the ongoing future monitoring.

Consultation and scrutiny input:

a. Internal consultation:

Strategic Directors, Service Directors and the finance team.

b. External consultation:

Not applicable

Other options considered:

No other options are considered at the present time.

Public sector equality duties:

There are no proposals in this report which require either a statement as to the relevance of public sector equality duties or an Equalities Impact Assessment.

Environmental checklist / eco impact assessment

Not applicable.

Resource and legal implications:

Finance

a. Financial (revenue) implications – Interim Service Director - Finance:

As set out in the Report, the Council is currently forecasting an overspend based on service spending from April to June and service projections for the remainder of the

year, offset by savings in other corporate budgets. Failure to take action to contain spending within budget and to manage and monitor expenditure and income could result in a requirement to draw on reserves. The level of reserves is limited and a one off resource that cannot be used as a long term sustainable strategy for financial stability. Budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification of pressures and action plans.

Budget risks and pressures have been identified, as outlined above, and are currently being managed and closely monitored. Due to the severity of the forecast outturn variance (potential deficit of £29.1m), the Interim Chief Executive, supported by the Interim Service Director: Finance (s.151 Officer), are putting in train a number of actions as outlined in paragraph 11.

Finance staff resources have been targeted to ensure that support for budget monitoring is concentrated on areas of particularly high risk.

b. Financial (capital) implications:

Set out within the report.

c. Legal implications:

No significant legal issues are raised by the recommendations in this report. The rationale to the changes in museum hours are clearly set out in the report and the other recommendations are in accordance with the Council's constitution and financial regulations.

Advice given by Shahzia Daya – Service Director Legal & Services

Date: 18th August 2016

d. Land / property implications:

e. Human resources implications:

In line with the financial position and the mitigating actions set out in this paper (paragraph 10) a Section 188 notice will be issued in August 2016. The s188 notice will provide formal notification to Trade Unions that the scale of the potential workforce reduction is estimated to be up to 975 employees by 31 March 2017.

The identified actions to close the budget gap are likely to result in redundancies; we are however seeking to avoid compulsory redundancies wherever possible. Full consultation with Trade Unions will be undertaken throughout the period of organisation change and restructure and we will seek to reach agreement with the recognised Trade Unions on how to mitigate the need to make any further compulsory redundancies.

If, after meaningful consultation and after mitigating actions have taken place, compulsory redundancies are unavoidable, employees will be given notice of dismissal in accordance with the Council's agreed policies.

Advice given by Richard Billingham – Service Director HR & Workplace

Date: 18th August 2016

BRISTOL CITY COUNCIL REVENUE BUDGET MONITORING STATEMENT

	2016/17 BUDGET			FORECAST OUTTURN			Forecast Outturn Variance £m
	Expenditure £m	Income £m	Net Budget £m	Expenditure £m	Income £m	Net Budget £m	
DIRECTORATE: PEOPLE							
Strategic Commissioning	23,518	(2,963)	20,555	24,664	(5,119)	19,545	(1,010)
Housing Solutions	34,782	(19,236)	15,546	36,691	(20,811)	15,880	334
Care & support - Adults	154,651	(36,094)	118,557	164,562	(42,343)	122,219	3,662
Care & Support – Children & Families	45,510	(2,325)	43,185	50,509	(4,608)	45,901	2,716
Education & Skills	25,875	(17,875)	8,000	26,057	(17,297)	8,760	760
Dedicated Schools Grant	176,703	(176,703)	0	180,267	(180,267)	0	0
Management - People	3,866	(3,893)	(27)	3,821	(3,128)	693	720
Early Intervention & Targeted Support	26,862	(10,066)	16,796	30,769	(10,123)	20,646	3,850
PEOPLE DIRECTORATE TOTAL	491,767	(269,155)	222,612	517,340	(283,696)	233,644	11,032
DIRECTORATE: BUSINESS CHANGE							
ICT	14,142	(5,518)	8,624	17,994	(4,999)	12,995	4,371
Legal Services	9,623	(4,304)	5,319	9,807	(4,417)	5,390	71
Finance	8,444	(2,122)	6,322	8,448	(2,090)	6,358	36
Human Resources (HR)	7,027	(1,346)	5,681	7,331	(1,827)	5,504	(177)
BUSINESS CHANGE TOTAL	39,236	(13,290)	25,946	43,580	(13,333)	30,247	4,301
DIRECTORATE: NEIGHBOURHOODS							
Citizen Services	207,031	(198,221)	8,810	207,387	(198,204)	9,183	373
Environment & Leisure	48,204	(16,382)	31,822	46,716	(16,649)	30,067	(1,755)
Housing Delivery - General Fund	3,322	(1,581)	1,741	3,308	(1,801)	1,507	(234)
Neighbourhoods	10,359	(481)	9,878	10,530	(561)	9,969	91
Public Health	41,909	(39,407)	2,502	40,841	(38,243)	2,598	96
Management - Neighbourhoods	5	0	5	5	0	5	0
NEIGHBOURHOODS TOTAL	310,830	(256,072)	54,758	308,787	(255,458)	53,329	(1,429)
DIRECTORATE: PLACE							
Property	28,947	(36,440)	(7,493)	29,703	(28,211)	1,492	8,985
Planning	5,797	(5,504)	293	5,882	(5,811)	71	(222)
Transport	48,448	(32,340)	16,108	48,518	(34,897)	13,621	(2,487)
Economy	12,829	(6,815)	6,014	13,587	(7,170)	6,417	403
Economy - ABS Team	2,485	(465)	2,020	2,211	(465)	1,746	(274)
Energy	11,381	(8,264)	3,117	11,527	(8,058)	3,469	352
PLACE TOTAL	109,887	(89,828)	20,059	111,428	(84,612)	26,816	6,757
DIRECTORATE: CITY DIRECTOR							
Policy, Strategy & Communications	8,162	(3,303)	4,859	8,248	(3,307)	4,941	82
Electoral Services	1,584	(564)	1,020	1,593	(573)	1,020	0
Bristol Futures	3,948	(2,345)	1,603	3,734	(2,205)	1,529	(74)
Management - City Director	1,967	0	1,967	1,971	(29)	1,942	(25)
CITY DIRECTOR TOTAL	15,661	(6,212)	9,449	15,546	(6,114)	9,432	(17)
CHANGE PROGRAMME TOTAL	(7,487)	(8,142)	(15,629)	1,001	(2,874)	(1,873)	13,756
SERVICE NET EXPENDITURE	959,894	(642,699)	317,195	997,682	(646,087)	351,595	34,400
OTHER CORPORATE BUDGETS	29,876	(1,635)	28,241	24,619	(1,635)	22,984	(5,257)
TOTAL REVENUE NET EXPENDITURE	989,770	(644,334)	345,436	1,022,301	(647,722)	374,579	29,143

BRISTOL CITY COUNCIL HOUSING REVENUE ACCOUNT SUMMARY

	2016/17 BUDGET			FORECAST OUTTURN			Forecast Outturn Variance £m
	Expenditure £m	Income £m	Net Budget £m	Expenditure £m	Income £m	Net Budget £m	
HOUSING REVENUE ACCOUNT							
Strategy, Planning & Governance	27,678	(131,293)	(103,615)	27,062	(131,261)	(104,199)	(584)
Responsive Repairs	49,090	(17,384)	31,706	49,288	(17,438)	31,850	144
Planned Programmes	18,098	(1,312)	16,786	17,189	(1,321)	15,868	(918)
Estate Management	11,667	(2,237)	9,430	11,543	(2,251)	9,292	(138)
HRA Financing & Funding	46,228	(535)	45,693	46,228	(535)	45,693	0
HOUSING REVENUE ACCOUNT TOTAL	152,761	(152,761)	0	151,310	(152,806)	(1,496)	(1,496)

APPENDIX B**2016/17 Capital Proposed Budget, Forecast and Variance Analysis**

Directorate	COMBINED BUDGET 2016/17 £000'S	FORECAST OUTTURN £000'S	FORECAST OUTTURN VARIANCE
<u>People</u>			
<u>Education Capital Programme 2</u>			
Major Projects Programme 2	28,351	19,474	(8,877)
Site Acquisitions	134	132	(2)
Early Years	84	54	(30)
Primary	89	0	(89)
Feasibility	179	7	(172)
Universal Free School Meals	7	7	0
Schools Access Initiative SAI/DDA	252	119	(133)
Lifecycle (R&M)	86	37	(49)
Urgent/Emergency	80	80	0
Total - Education Capital Programme 2	29,262	19,910	(9,352)
<u>Schools' Devolved Capital</u>			
Capital, Assets & Access 1	4,528	4,528	0
Total - Schools' Devolved Capital	4,528	4,528	0
<u>CYPS non-Schools</u>			
CYPS non-Schools	1,508	1,508	0
Total - CYPS non-Schools	1,508	1,508	0
<u>Education Capital Programme 1</u>			
BSF ICT Wave 4 Commitments	11	0	(11)
Total - Education Capital Programme 1	11	0	(11)
<u>Education Capital Programme 3</u>			
Major Projects	14,338	8,391	(5,947)
Site Acquisitions	1,500	1,500	0
Commissioning	752	0	(752)
Feasibility	1,198	100	(1,098)
Lifecycle (Capital R&M)	485	485	0
Total - Education Capital Programme 3	18,273	10,476	(7,797)
<u>Children & Families</u>			
0-25 Integrated Service	620	190	(430)
Fostering and Adoption	129	129	0
Youth & Play	204	204	0
Total - Children & Families	953	523	(430)
<u>Care Management</u>			
Transformation - Capital	(346)	0	346
Total - Care Management	(346)	0	346
<u>Care Services</u>			
Operations - Capital	209	377	168
Total - Care Services	209	377	168
<u>Strategic Housing</u>			
Private Housing & Adaptations	1,892	3,365	1,473
Extra Care Housing	2,469	803	(1,666)
Total - Strategic Housing	4,361	4,168	(193)
Totals - Directorate: People	58,759	41,490	(17,269)

APPENDIX B**2016/17 Capital Proposed Budget, Forecast and Variance Analysis**

Directorate	COMBINED BUDGET 2016/17 £000'S	FORECAST OUTTURN £000'S	FORECAST OUTTURN VARIANCE
Place			
Strategic Property			
Building Practice Capital	4,364	4,304	(60)
Corporate Property	434	190	(244)
Total - Strategic Property	4,798	4,494	(304)
Major Projects			
Place, Major Schemes	30,038	36,623	6,585
Docks	22	0	(22)
Filwood Broadway	184	182	(2)
Hengrove Park	27	30	3
Kingswear and Torpoint Flats	722	715	(7)
Filwood Green Business Park	473	0	(473)
Economy Development	818	875	57
Strategy & Commissioning	3,466	1,320	(2,146)
Total - Major Projects	35,750	39,745	3,995
Museums			
Museums - Capital	101	0	(101)
Museums - Capital 1	20	0	(20)
Total - Museums	121	0	(121)
Planning & Sustainable Development			
City Design Group	342	574	232
Total - Planning & Sustainable Development	342	574	232
Transport			
City Transport	10,326	6,304	(4,022)
City Transport 1	13,823	14,670	847
Highway Drainage Capital Works	2,771	7,503	4,732
Highways & Traffic	5,301	923	(4,378)
Highways & Traffic 1	1,100	1,189	89
Parking Services	82	82	0
Passenger Transport	2,279	1,328	(951)
Residents Parking Zone	2,177	2,496	319
Transport Major Projects (Metrobus)	39,082	27,753	(11,329)
Total - Transport	76,941	62,248	(14,693)
Energy Services			
Energy Management Unit	5,433	4,966	(467)
Warm Up Bristol	5,769	6,355	586
Energy Services	1,923	1,923	0
Total - Energy Services	13,125	13,244	119
Totals - Directorate: Place	131,077	120,305	(10,772)

APPENDIX B**2016/17 Capital Proposed Budget, Forecast and Variance Analysis**

Directorate	COMBINED BUDGET 2016/17 £000'S	FORECAST OUTTURN £000'S	FORECAST OUTTURN VARIANCE
<u>Neighbourhoods</u>			
<u>Bristol Operations Centre</u>			
Bristol Operations Centre	1,436	1,436	0
Bristol Operations Centre (Projects)	766	766	0
Bristol Operations Centre (BWP)	3,307	3,307	0
Total - Bristol Operations Centre	5,509	5,509	0
<u>Environment & Leisure</u>			
Cemeteries & Crematoria	109	109	0
Neighbourhood Engagement	(3)	0	3
Parks	1,862	1,902	40
Waste Services	36	36	0
Total - Environment & Leisure	2,004	2,047	43
<u>Neighbourhoods & Communities</u>			
Libraries	1,014	853	(161)
Total - Neighbourhoods & Communities	1,014	853	(161)
Totals - Directorate: Neighbourhoods	8,527	8,409	(118)
<u>Business Change</u>			
<u>Information & Communication Technology</u>			
BWP - Buildings	4,669	4,669	0
Total - Information & Communication Technology	4,669	4,669	0
<u>Bristol Workplace Programme - Design</u>			
BWP - Design Contract	5,827	5,826	(1)
BWP - Dilapidations & Holding Codes	1,325	1,325	0
Total - Bristol Workplace Programme - Design	7,152	7,151	(1)
<u>Bristol Workplace Programme - Buildings</u>			
BWP - Technology	(121)	(120)	1
Total - Bristol Workplace Programme - Buildings	(121)	(120)	1
Totals - Directorate: Business Change	11,700	11,700	0
<u>City Director</u>			
<u>Bristol Futures</u>			
Sustainable City & Climate Change	12	0	(12)
City Innovation	12,263	11,306	(957)
Total - Bristol Futures	12,275	11,306	(969)
Totals - Directorate: City Director	12,275	11,306	(969)
<u>Housing Revenue Account</u>			
Planned Programme	40,330	41,414	1,084
Responsive Repairs	700	700	0
Strategy, Planning & Governance	14,989	16,786	1,797
Total - Housing Revenue Account	56,019	58,900	2,881
<u>Corporate</u>			
<u>Capital Funding</u>			
Capital Funding	16,384	16,384	0
Total - Capital Funding	16,384	16,384	0
Totals - Directorate: Corporate	16,384	16,384	0
TOTALS - CAPITAL PROGRAMME	294,741	268,494	(26,247)

OVERVIEW AND SCRUTINY REFERRAL FORM

Referral from: Audit Committee	To: Overview and Scrutiny Management Board
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Date: 22nd July 2016 (date of Audit Committee this referral stems from)

Contact Officer: Lucy Fleming, Scrutiny Co-ordinator (0117 9222483)

Subject: Greater Public Engagement in Public Meetings

Subject: Greater Public Engagement in Public Meetings

The 22nd July Audit Committee made the following referral to the 8th September Overview and Scrutiny Management Board:

Members emphasised the need for greater public engagement in council meetings and explored options for doing this which included advertising of meetings in papers in libraries,, leafleting and use of social media. The Committee was advised that this was a wider issue and the Chief Internal Auditor suggested that this be referred to the Corporate Communications team however members felt that this should be given scrutiny by the Overview and Scrutiny Management Board (OSMB).

BRISTOL CITY COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

8th SEPTEMBER 2016

Report of: Andrea Dell, Service Manager - Policy, Scrutiny, Research and Executive Support

Title: Mayoral Referral Regarding Gender and Race Pay Inequalities

Ward: n/a

Officer Presenting Report: Andrea Dell

Contact Telephone Number: 0117 9222483

RECOMMENDATION

That the Overview and Scrutiny Management Board (OSMB) note the update on the work taking place to review gender and race pay inequalities following the referral from the Mayor at Full Council on 31st May, and agree next steps.

Summary

At Full Council on 31st May, the Mayor announced his intention to prioritise a review of the inequality of pay policy in the city from a race and gender perspective. He asked that Scrutiny support this work.

At OSMB on 15th June 16, Members agreed that a report would come back to their 8th September meeting detailing a proposal to take this work forward. As a first step, evidence regarding the Council's own position and practice in relation to pay issues should be provided.

The significant issues in the report are:

The need to agree that the Women's Commission and the Public Sector Race Equality Manifesto Leadership Group continue with their work to investigate pay inequalities reporting back through HR Committee later in the municipal year, with an update to OSMB to follow in due course.

Policy

1. Not applicable at this stage, although if the work leads to changes in policies full details would be reported at the appropriate juncture.

Consultation

2. Internal

Not applicable at this stage

3. External

Not applicable at this stage

Context

4. Since the September OSMB meeting, it has been established that a number of initiatives across partnerships are looking at these issues and we should therefore use this work to inform us as a council.
5. From a gender perspective, the Women's Commission, a standing mayoral commission, is keen to support and lead this work as a key issue supporting the economic work they are undertaking. A meeting has been held between the Commission, the Mayor, the Chair of the HR Committee, the Women's Equality party and local academics to look at how at how we might utilise a locally developed software tool to understand our data.
6. We are currently exploring how we use the tool to assess any pay inequalities within Bristol City Council with a view to then rolling this out to other organisations in the city.
7. It is recommended that the Women's Commission (BCC representative Alison Comley, Strategic Director of Neighbourhoods) continue to lead on this work reporting back through the HR Committee to inform next steps.
8. From a race perspective the cross Public Sector Race Equality Manifesto Leadership Group, chaired by Alison Comley, have identified the pay gap as a key project and are currently conducting a data collection exercise
9. As with the gender work it is recommended that once completed this work is reported back through the HR Committee and that an update be brought to OSMB in due course.

Proposal

10. That OSMB note that the Women's Commission and Public Sector Race Equality Manifesto Leadership Group of which the council are key members, lead this work to investigate pay inequality in the city and report back through the HR Committee on findings and actions required.

Other Options Considered

11. OSMB could start to look into this matter independently but that would risk undermining the work already being undertaken by the Women's Commission and other equalities organisations in the city.

Risk Assessment

12. Not applicable

Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following "protected characteristics": age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - tackle prejudice; and

- promote understanding.

- 8b) The work outlined in this report aims to promote a best practice approach to public sector equality duties.

Legal and Resource Implications

Legal

Not applicable at this stage.

Financial

(a) Revenue

Not applicable at this stage.

(b) Capital

Not applicable at this stage.

Land

Not applicable.

Personnel

Not applicable at this stage.

Appendices:

None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

None

BRISTOL CITY COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

8TH SEPTEMBER 2016

Response from: Mayor Rees

Title: Reply to OSM Referral to Cabinet re the Mayor's Forward Plan and Budget Timeline

RECOMMENDATION

To receive for information a written reply from Mayor Rees following the OSM referral to Cabinet on 4th July 16 relating to the Mayor's Forward Plan and Budget Timeline.

Please see separate agenda item 'Mayor's Forward Plan' paragraphs 3, 4 and 5 for full details.

AGENDA ITEM NO

BRISTOL CITY COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

8TH SEPTEMBER 2016

Report of: Andrea Dell, Service Manager - Policy, Scrutiny, Research and Executive Support

Title: Scrutiny Shadow Work Programme for 2016/17

Ward: n/a

Officer Presenting Report: Andrea Dell
Contact Telephone Number: 0117 9222483

RECOMMENDATION

That the Overview and Scrutiny Management Board (OSMB) note the Shadow Work Programme for June to October 16.

Summary

1. At OSMB on 15th June 16, Members received a report entitled 'Scrutiny Work Programme Update,' which set out the arrangements for setting the 2016/17 scrutiny work programme.
2. The June report confirmed that the Scrutiny Work Programme for 16/17 and beyond would be set at a workshop in September 16, which would enable time for Bristol City Council's strategic priorities to be refreshed following the Mayoral election.
3. It was agreed, however, that Scrutiny should continue to look at essential business in the period from May to September 16. A record of items scheduled for this period can be found in the Shadow Work Programme at Appendix A.

Appendices:

Appendix A – Shadow Work Programme

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: None Page 122

	OSM	Business Change	Place	Neighbourhoods	People
July 2016 – Annual General Meetings Page 123	<ul style="list-style-type: none"> Scrutiny Resolution and Full Council Motion Tracker Annual Business Report Devolution Work Programme Update Mayor's Forward Plan Mayoral Commission on the Elimination of the Gender and Race Pay Gap 	<ul style="list-style-type: none"> Introductions from Directors Annual Report Q4 Performance report Change Programme – presentation. 	<ul style="list-style-type: none"> Introductions from Directors Annual Business Report Quarter 4 Performance Report Directorate Risk Register Joint Spatial Plan & Joint Transport Plan Temple Quarter Spatial Framework 	<ul style="list-style-type: none"> Service Directors Introduction Annual Business Report Neighbourhoods 2015/16 Q4 Performance Report Draft Cabinet Report – proposals for future waste collection, street cleansing and winter maintenance service Draft Cabinet report – adoption of Bristol Waste Company Business Plan 	<p>18th July 2016 - AGM</p> <ul style="list-style-type: none"> Introductory presentation from the People Directorate Leadership Team Scrutiny Commission annual business report 2016/17 Introduction to Cabinet Members An overview of the 2015/16 Work programme Mental Health Working Group report Performance monitoring – Q4. Informal discussion on scrutiny priorities
August	OSM Extraordinary <ul style="list-style-type: none"> Devolution 			No meeting	<p>12th August 2016</p> <ul style="list-style-type: none"> Meeting in common with South Gloucester Health Scrutiny Commission to consider 3 x UHB Independent reports
September 2016	<ul style="list-style-type: none"> Audit Referral re Public Engagement Cabinet Referral re the Elimination of the Gender and Race Pay Gap BCC International Strategy Mayor's Response re Cabinet Referral - Budget Timetable and Mayor's Forward Plan Scrutiny Work 	<ul style="list-style-type: none"> Introductions from Directors (cont) Bristol Plan Budget Consultation Proposals (item TBC, might be incorporated into Bristol Plan item) Quarter 1 Financial Report Change Programme (item TBC, might be incorporated into Q1 Financial Report) 	<ul style="list-style-type: none"> Local Flood Risk Management Strategy Residents Parking Schemes (RPS) Quarter 1 Performance 	No meeting	<p>26th September 2016 – Committee meeting</p> <ul style="list-style-type: none"> BCC Adult Social Care Strategic Plan Bristol's Strategy for Children, Young People and Families Children Services Improvement Plan Year 2 Qu1 16/17 Performance Report Risk Register

	<p>Programme - standing item</p> <ul style="list-style-type: none"> • Mayor’s Forward Plan – standing item • Scrutiny Resolution and Full Council Motion Tracker – standing item • Protocol for dealing with exempt items • Delivering the Corporate Plan – Outturn Performance Report for 2015/16 • Performance Indicators – Agreeing the best approach 	<ul style="list-style-type: none"> • Directorate Risk Register • Quarter 1 Performance Report (Item TBC) 			
<p>October 2015 Page 124</p>				<p>NB – Neighbourhoods has two commission meetings taking place in October, on the 3rd then on the 27th</p> <p>3rd October</p> <ul style="list-style-type: none"> • Annual Report from Director of Public Health • Sexual Health Re-procurement • Mental Health & Neighbourhoods • Risk Register <p>27th October</p> <ul style="list-style-type: none"> • Young People’s Housing Pathway Plan, Joanna Roberts (JOINT ITEM WITH PEOPLE) 	<ul style="list-style-type: none"> •

November 2016 Page 125	OSM Extraordinary <ul style="list-style-type: none">• Arena Update – Progress in agreeing a cost for the building contract• Companies Business Plans (to include exempt information)			25th November	

December
2016

19th December

- Playing Pitch Strategy Update, Guy Fishbourne

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BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

8th September 2016

Report of: Andrea Dell, Service Manager, Policy, Scrutiny, Research and Executive Support

Title: Mayor's Forward Plan

Ward: Citywide

Officer Presenting Report: Andrea Dell, Service Manager, Policy, Scrutiny, Research and Executive Support

Contact Telephone Number: 0117 9222483

RECOMMENDATION

That the Board receive the current edition of the Mayor's Forward Plan of Key Decisions to help inform the Scrutiny Work Programme for 2016/17 and beyond.

Summary

The report provides the August 2016 version of the Mayor's Forward Plan

The significant issues in the report are:

The Board will wish to identify any forthcoming Key Decisions that will require input from Scrutiny.

Background

1. The Mayor's Forward Plan is published monthly to give notice of key decisions that will be considered by the Cabinet, Health & Wellbeing Board or Learning City Partnership Board. A key decision is defined as one which;
 - Will result in expenditure of £500K or over
 - Will result in savings of £500K or over
 - Be significant in terms of its effects on communities living or working in two or more wards in the city

2. The Overview and Scrutiny Management Board (OSMB) will wish to review the list of forthcoming Key Decisions to ensure any relevant items can be considered by Scrutiny.
3. Members will note that following the June OSMB meeting, a referral was sent to the Mayor at the Cabinet meeting on 4th July to request that;

'(The Mayor) Fully update the forward plan for the next 12 months, within the next month, and provisionally update it for the next 4 years by the end of August.'

The full statement is included in this report as Appendix A1

4. This was followed up by a public forum statement to Cabinet in August 16 from Councillor Gollop, Chair of OSMB. Please see Appendix A2.
5. The Mayor's response to the referral/statement is included as a separate agenda item.

Appendices:

Appendix A1 – Referral to Cabinet from the Overview and Scrutiny Management Board regarding the Forward Plan and Budget Timeline

Appendix A2 - Statement to Cabinet from Cllr Geoff Gollop, Chair of the Overview and Scrutiny Management Board regarding the August Forward Plan

Appendix B - Mayor's Forward Plan of Key Decisions (August 2016)

Scrutiny Commission Referral Form	
Referral from: Overview and Scrutiny Management Board (OSM)	To: Mayor and Cabinet
Date of meeting / referral: OSM – 15 th June 2016	
Contact Officer: Lucy Fleming, Scrutiny Co-ordinator	
Subject: Mayor's Forward Plan	
<p>Detail / reasons for referral:</p> <p>The OSM Board believes the Mayor's Forward Plan is fundamental to the Council's decision making and the involvement of back bench members in the scrutiny process.</p> <p>To be effective, the Forward plan needs to be populated with accurate information of both regular reports, such as the quarterly monitor, annual policy statements and key decisions.</p> <p>The Board recognises that when there is a change in administration, there will be a period of adjustment, but all decisions should be capable of scrutiny which means they must be in the Forward Plan with sufficient notice. For example, two items brought to the new Mayor's first Cabinet were not on the last administration's last forward plan, so scrutiny could not have examined them before the decision was taken.</p> <p>However, the role of scrutiny in policy development is key and that requires the plan to be forward thinking. Ideally, with the Full Council and Mayor in place for the next 4 years, the forward plan would identify key decisions that need to be taken over the next 4 years.</p> <p>For OSM to effectively plan the scrutiny work programme, it would be helpful if the forward plan could be fully updated for the next 12 months, within the next month, and provisionally updated for the next 4 years by the end of August.</p> <p>There is also one specific issue which is key to our scrutiny role. As the new Mayor has already indicated, the medium term financial plan is going to involve major decisions. Could we have an early indication of the time frame in which these proposals will be available for scrutiny?"</p>	

Recommendations:

That the Mayor and Cabinet;

1. Fully update the forward plan for the next 12 months, within the next month, and provisionally update it for the next 4 years by the end of August.
2. As soon as possible, confirm the timeframe in which the Medium Term Financial Plan will be available for consideration by Scrutiny.

Accompanying papers:

Not applicable

Public Forum - Item 10 Voluntary and Community Sector Grants Prospectus

I make this statement on behalf of the Overview and Scrutiny Management Board (OSMB). According to the Mayor's Forward Plan, this item was added to the Plan on 13 July for decision on 11 August, and whilst this matter has been considered by scrutiny in the past, the timetable clearly prevents scrutiny from having any additional input, particularly as the information only became publicly available with the publishing of the plan on 8 August. Can I remind the Mayor that following the 15th June meeting, OSMB made a formal referral to the Mayor at Cabinet on 4th July regarding the Mayor's Forward Plan and Medium Term Financial Plan. The full recommendation was as follows;

'That the Mayor and Cabinet;

- 1. Fully update the Forward Plan for the next 12 months, within the next month, and provisionally update it for the next 4 years by the end of August.*
- 2. As soon as possible, confirm the timeframe in which the Medium Term Financial Plan will be available for consideration by Scrutiny.'*

At the Cabinet meeting, the Mayor supported both of the recommendations. However, OSMB have been disappointed to see that in the August version of the Mayor's Forward Plan a significant number of 'new' items have been added, which will not provide the opportunity for them to be considered by Scrutiny. Furthermore, the Forward Plan now only runs until December 16, when previously it was populated in part until April 17.

The Mayor is asked to provide an update on these matters at his earliest convenience.

Councillor Geoffrey Gollop
Chair of OSMB

BRISTOL CITY COUNCIL - FORWARD PLAN INDEX OF PROPOSED KEY DECISIONS

The Forward Plan gives notice of anticipated key decisions to be taken at Cabinet, Health and Wellbeing Board and Learning City Partnership Board meetings. It will be updated and published on the Council website www.bristol.gov.uk on a monthly basis.

Key Decision

Under the Council's constitution, the definition of a key decision is a decision which is likely to:

- 1) Result in expenditure of £500,000 or over.
- 2) Result in savings of £500,000 or over.
- 3) Be significant in terms of its effects on communities living or working in two or more wards in the city.

Non-key Decision

For additional information and completeness the Forward Plan also contains those items which are outside the definition of a key decision.

Cabinet Meetings

The Cabinet will normally meet on the first Tuesday of the month. Meetings start at 6pm and are currently held at City Hall, College Green Bristol, BS1 5TR. Meetings of the Cabinet are open to the public with the exception of discussion regarding reports which contain exempt/confidential, commercially sensitive or personal information which will be identified in the Mayor's Forward Plan).

Reports submitted to the Mayor and Cabinet will be available on the council's website 5 clear working days before the date the decision can be made. If you would like a copy by email please contact democratic.services@bristol.gov.uk

Glossary:

CD	City Director
PLACE	Place
PEOPLE	People
NHDS	Neighbourhoods
BC	Business Change
HWB	Health and Wellbeing Board
LCPB	Learning City Partnership Board

Description of Exempt Information :- England, Part 1 of Schedule 12A of the local Government Act 1972

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1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; Or (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.

Cabinet Members

- Marvin Rees (Lab) - Mayor of Bristol
- Cllr Estella Tincknell (Lab) – Deputy Mayor (with special responsibility for Democracy, Culture, Policy, Strategy & Communications, International)
- Cllr Mark Bradshaw (Lab) – Cabinet Member for Transport
- Cllr Clare Champion-Smith (Lib Dem) – Cabinet Member for People
- Cllr Craig Cheney (Lab) – Cabinet Member for Finance, Governance and Performance
- Cllr Fi Hance (Green) – Cabinet Member for City Health and Wellbeing
- Cllr Marg Hickman (Lab) – Cabinet Member for Neighbourhoods
- Cllr Claire Hiscott (Con) – Cabinet Member for Education and Skills
- Cllr Helen Holland (Lab) – Cabinet Member for Place
- Cllr Paul Smith (Lab) – Cabinet Member for Homes

The City Council's website www.bristol.gov.uk contains all supporting documents and decisions for formal meetings and lots more about the City Council.

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
PLE 11.15-16	Lucia Dorrington lucia.dorrington@bristol.gov.uk	Adult Social Care Community Support Services Commissioning To approve the introduction of a new commissioning model for Community Support Services Open	Portfolio holder – at Health and Wellbeing Board 10 Aug 2016	Councillor Clare Campion-Smith (Delegated authority from the Mayor in his absence)	People Scrutiny Commission / None envisaged
PLE 02.16-17	Leon Goddard leon.goddard@bristol.gov.uk	Commissioning of Out of Hours Home Care Services Seek approval to re-commission the Out of Hours Home Care Service (Out of Hours relate to services delivered between 22.00 – 07.00 every day) Open	Mayor – at Health and Wellbeing Board 10 Aug 2016	Councillor Clare Campion-Smith (Delegated authority from the Mayor in his absence)	People Scrutiny Commission / None envisaged
PLA 07.16-17	Nick Harris nick.harris@bristol.gov.uk	Facilities Management Futures - Print and Mail Services Facilities Management Alternate Service Delivery Model Open 3	Mayor – at Cabinet 11 Aug 2016	Councillor Helen Holland	Place Scrutiny Commission / none envisaged

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
	Di Robinson di.robinson@bristol.gov.uk	Voluntary and Community Sector (VCS) Grants Prospectus To approve the strategic cross council funding model, called the Voluntary and Community Sector (VCS) Grants Prospectus, for publication as Bristol City's Council's guiding document for voluntary & community sector grant investment from 2017 to 2021 Open	Mayor – at Cabinet 11 Aug 2016	Councillor Margaret Hickman	Neighbourhood Scrutiny Commission - Actively engaged with development work
NHDS 01.16-17	Netta Meadows netta.meadows@bristol.gov.uk	Proposals for Future Waste Collection, Street Cleansing and Winter Maintenance Service The report will make recommendations regarding the future service. Part exempt 3	Mayor – at Cabinet 11 Aug 2016	Councillor Margaret Hickman	Neighbourhoods Scrutiny Commission / TBC
NHDS 02.16-17	Netta Meadows netta.meadows@bristol.gov.uk	Adoption of Bristol Waste Company Business Plan (The consideration of this report will depend on the decision in respect of NHDS 01.16-17 above) To consider the recommendations of the Shareholder Group as to the adoption of the	Mayor – at Cabinet 11 Aug 2016	Councillor Margaret Hickman, Councillor Margaret Hickman	Neighbourhoods Scrutiny Commission

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
		<p>Business Plan of the Bristol Waste Company</p> <p>NOTE The approval of Business Plans of the Councils wholly owned companies is a reserved decision of the Shareholder and in taking this decision at the Cabinet meeting the Mayor will be exercising responsibility on behalf of the Council as corporate shareholder of the companies which the council wholly own.</p> <p>Part exempt 3</p>			
PLE 03.16-17	Hilary Brooks hilary.brooks@bristol.gov.uk	<p>Regionalisation of Adoption Service Decision to initiate discussions to regionalise adoption services and note recommendation of the Adoption West Steering Group</p> <p>Part exempt 3</p>	Mayor – at Cabinet 6 Sep 2016	Councillor Clare Campion-Smith	People Scrutiny Commission None envisaged
NHDS 03.16/17	Hywel Caddy Hywel.Caddy@bristol.gov.uk	<p>Extension of advice funding agreements Approval for the extension of nine funding agreements to VCS advice providers. The total funding is £752,681 and is derived from the Community Investment Budget and Public Health.</p> <p>Open</p>	Mayor – at Cabinet 6 Sep 2016	Councillor Margaret Hickman	Neighbourhoods Scrutiny Commission None envisaged

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
PLA 16.16-17	Colin Rees colin.rees@bristol.gov.uk	DfT Access Fund revenue competition 2017/18 – 2019/20 Agreement for BCC to submit a bid to the DfT's Access Fund revenue competition for £6.9m (2017/18 – 2019/20) in partnership with the West of England Authorities. Open	Mayor – at Cabinet 6 Sep 2016	Councillor Mark Bradshaw	Place Scrutiny Commission None envisaged
PLA 09.16-17	Patrick Goodey patrick.goodey@bristol.gov.uk	Horizon 2020 Bid – Nature Based Solutions Cabinet approval to submit a bid to help establish natural based solutions to water and flood risk management, which has the potential to commit the Council to spend over £500k of EU funding Open	Mayor – at Cabinet 6 Sep 2016	Councillor Mark Bradshaw	Place Scrutiny Commission None envisaged
PLA 15.16-17	Robert Orrett robert.orrett@bristol.gov.uk	Engine Shed 2 Development Approval for the Council to enter in an agreement for lease from Skanska Developments also granting a new sub lease to Set Squared (operators of Engine Shed). Part exempt 3	Mayor – at Cabinet 6 Sep 2016	Councillor Helen Holland	Place Scrutiny Commission None envisaged

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
PLA 17.16-17	Neil Bradbury neil.bradbury@bristol.gov.uk	<p>Extension of Temple Quarter Enterprise Zone (TQEZ)</p> <p>To seek approval for the extension of Temple Quarter Enterprise Zone and to apply business rate growth revenues over the 25 year life of the extended area for the renovation of Temple Meads Station.</p> <p>Open</p>	Mayor – at Cabinet 6 Sep 2016	Councillor Helen Holland	Place Scrutiny Commission / None envisaged
-	Annabel Scholes Annabel.Scholes@bristol.gov.uk	<p>Quarter 1 Financial report 2016/17</p> <p>To provide a progress report on the Council’s overall financial performance against revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016</p> <p>Non Key</p> <p>Open</p>	Mayor – at Cabinet 6 Sep 2016	Councillor Craig Cheney	Business Change & Resources Scrutiny Commission
PLE 04.16-17	Bonnie Curran bonnie.curran@bristol.gov.uk, Sue Long sue.long@bristol.gov.uk	<p>Bristol’s strategy for children, young people and families 2016-2020</p> <p>To endorse Bristol’s strategy for children, young people and families following agreement at the Children and Families Partnership Board. This will be a 4 year strategy spanning 2016 – 2020, supported by an annual work plan.</p> <p>Open</p>	Mayor – at Cabinet 4 Oct 2016	Councillor Clare Campion-Smith	People Scrutiny Commission 26 Sept 2016

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
PLE 05.16-17	Sarah Flower sarah.flower@bristol.gov.uk	Children Services Improvement Board Year 2 plan Approval of the refreshed Children's Services Improvement Plan for 2016 -2017 Open	Mayor – at Cabinet 4 Oct 2016	Councillor Clare Campion-Smith	People Scrutiny Commission 26 Sept 2016
PLA 04.16-17	Julie Witham julie.witham@bristol.gov.uk	Temple Quarter Spatial Framework To formally adopt the Temple Quarter Spatial Framework as a material consideration for use in determining planning applications in the area. Open	Mayor – at Cabinet 4 Oct 2016	Councillor Helen Holland	Place Scrutiny Commission / none envisaged
PLA 13.16-17	Robert Orrett robert.orrett@bristol.gov.uk	The Bottle Yard Studios Infrastructure Investment Approval for capital funding - Investment is intended to secure the current business as usual model through a series of improvements Part exempt 3	Mayor – at Cabinet 4 Oct 2016	Councillor Helen Holland	Place Scrutiny Commission None envisaged
-	Dominic Mason dominic.mason@bristol.gov.uk	Change Board 6 monthly monitoring report This report is a scheduled update on progress to date with the single change programme Non Key Open	Mayor – at Cabinet 4 Oct 2016	Councillor Craig Cheney	Business Change & Resources Scrutiny Commission

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
NHDS 05.16-17	Katherine Williams katherine.williams@bristol.gov.uk	<p>Re-commissioning of Substance Misuse Services Agreement sought for the Substance Misuse Team to proceed with the new round of commissioning and procurement required.</p> <p>Agree sought for this process to be managed through the Health & Wellbeing and Safer Bristol Partnership Boards.</p> <p>Open</p>	Mayor – at Health and Wellbeing Board 19 Oct 2016	Councillor Clare Campion-Smith	People Scrutiny Commission / None envisaged
PLA 05.16-17	Sarah O'Driscoll sarah.odriscoll@bristol.gov.uk	<p>West of England Draft Joint Spatial Plan Recommendation to approve the draft Plan</p> <p>Open</p>	Mayor – at Cabinet 1 Nov 2016	Councillor Helen Holland	Place Scrutiny Commission / None envisaged
PLA 11.16-17	Pete Woodhouse peter.woodhouse@bristol.gov.uk	<p>Supported Bus Services Review Approval to start the commissioning process and delegate authority to the Service Director for Transport to award the new supported bus service contracts.</p> <p>Open</p>	Mayor – at Cabinet 6 Dec 2016	Councillor Mark Bradshaw	Place Scrutiny Commission (11/02/16)

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
PLA 03.14-15	Mareike Schmidt mareike.schmidt@bristol.gov.uk	<p>ELENA programme (total value £140m)</p> <p>Multiple decisions pertaining to the various delivery strands within the ELENA programme have been through various Cabinets (October 2013, January 2014, July 2014 and October 2014) and scheduled for Cabinets in February 2015 and July 2015. The programme is now delivering and a final completion report is expected to come back to Cabinet in December 2016, after the programme close in June 2016 and the subsequent completion /outcome report being written over summer 2016.</p> <p>Open</p>	Mayor – at Cabinet 6 Dec 2016	Councillor Helen Holland	Place Scrutiny Commission / None
-	Annabel Scholes Annabel.Scholes@bristol.gov.uk	<p>Treasury Management Strategy Mid-year report 2016/17</p> <p>This report meets the treasury management regulatory requirement that the Council receive a mid-year treasury review report. It also incorporates the needs of the Prudential Code to ensure adequate monitoring of the capital expenditure plans and the Council’s prudential indicators (PIs).</p> <p>Open</p>	Mayor – at Cabinet 6 Dec 2016	Councillor Craig Cheney	Business Change Scrutiny Committee

Ref No	Lead Officer	Title and summary of Decision	Decision taker & Meeting date	Portfolio holder	Scrutiny Remit/ Input
-	Annabel Scholes Annabel.Scholes@bristol.gov.uk	<p>Quarter 2 Financial Report</p> <p>To provide a progress report on the Council's overall financial performance against revenue and capital budgets for the 2016/17 financial year that were approved by Council on the 16th February 2016</p> <p>Non Key Open</p>	Mayor – at Cabinet 6 Dec 2016	Councillor Craig Cheney	Business Change & Resources Scrutiny Commission

BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

8th September 2016

Report of: Shahzia Daya - Interim Service Director- Legal & Democratic Services

Title: Dealing with 'exempt' information

Ward: Citywide

Officer Presenting Report: Shahzia Daya

Contact Telephone Number: 0117 922 2413

RECOMMENDATION

That the Overview and Scrutiny Management Board (OSMB) note that a review of procedures relating to exempt/confidential material be conducted and a report be brought back for consideration later in the municipal year.

The significant issues in the report are:

The need to note that the outcomes of a review of the process for dealing with exempt and confidential material will be reported to OSMB later in the municipal year.

1. Background

- 1.1 The Overview and Scrutiny Management Board (OSMB) have had ongoing discussions regarding the process for dealing with exempt/confidential material. Full details can be found in the meeting papers for 3rd September 15 and 20th March 16 at the following link;

[Papers from Overview and Scrutiny Management Board](#)

- 1.2 Members have agreed that a full review of the procedures should take place and that a report be brought back to an OSMB meeting in late 2016/early 2017.

2. Context and Issues

- 2.1 The duty to allow members of the public and press access to a meeting, and also the papers provided to that meeting, are contained in the Local Government Act 1972 (as amended and as applied to the elected mayor and cabinet). The power to decide that an item of business on an agenda is 'exempt' from this duty resides in the Committee deliberating on that item, subject to advice from the Monitoring Officer or her representative.
- 2.2 These provisions are set out at section 100A (Admission to meetings of principal councils), which states that
- (1) *A meeting of a principal council shall be open to the public except to the extent that they are excluded (whether during the whole or part of the proceedings) under subsection (2) below or by resolution under subsection (4) below.*
- ...
- (4) *A principal council may by resolution exclude the public from a meeting during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I below.*
- (5) *A resolution under subsection (4) above shall —*
- (a) *identify the proceedings, or the part of the proceedings, to which it applies, and*
- (b) *state the description, in terms of Schedule 12A to this Act, of the exempt information giving rise to the exclusion of the public, and where such a resolution is passed this section does not require the meeting to be open to the public during proceedings to which the resolution applies.*

BRISTOL CITY COUNCIL

Overview and Scrutiny Management Board

8th September 2016

Report of: Andrea Dell, Service Manager – Policy, Scrutiny, Research and Executive Support

Title: Scrutiny Resolution and Full Council Motion Tracker

Ward: Citywide

Officer Presenting Report: Lucy Fleming, Scrutiny Co-ordinator

Contact Telephone Number: 0117 9222483

RECOMMENDATION

To note the Scrutiny resolution and Full Council motion tracker.

Summary

The tracker has been created at the request of the Overview and Scrutiny Management Board (OSMB) to provide a summary of Scrutiny resolutions and Full Council motions, and progress to date. It is complimentary to the Scrutiny Commission action sheets produced for each meeting, which record actions and tasks in detail.

The significant issues in the report are:

1. The resolution tracker provides a summary of formal resolutions agreed and an update on outcomes.
2. The tracker also details progress following Full Council motion/budget amendments.

Policy

Consultation

1. Internal

N/A

2. External

N/A

3. Context

At the Scrutiny work planning workshop in June 2015, the OSMB Members requested regular updates on the resolutions agreed at each Scrutiny Commission meeting for information only. Subsequently it was agreed that this would include progress of Full Council motions/budget amendments. This report is complimentary to the action sheets provided for each Scrutiny Commission meeting and does not reference resolutions that merely noted reports.

Proposal

4. Members are asked to note the resolution/motion tracker.

Other Options Considered

5. N/A

Appendices:

- A. Scrutiny Resolution Tracker
- B. Full Council Motion

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

N/A

Rolling Scrutiny Resolution Tracker 2016/17 – Updated August 2016

Commission & date	Report title & presenting Officer	Purpose of the report / proposed resolution	Outcome of discussion and resolutions	Progress since the meeting
OSMB 06/16 (part 1)	Annual Business Report	To consider matters relating to the Annual Business of the Commission	<p>1. That the Board's terms of reference be noted.</p> <p>2. That the meeting dates for 2016/17 be confirmed as follows, including that :</p> <ul style="list-style-type: none"> - An extraordinary OSM Board to be scheduled for late November / early December. <p>3. That to enable it to be fully effective in its scrutiny co-ordination role, it would be preferable for the Board to meet 8 times over the course of a Council year. A Mayoral question time session should take place at 4 of these meetings, on a quarterly basis. The intervening 4 meetings should take place as public meetings (rather than on an informal basis) in the interests of transparency and to ensure a full public record of proceedings. The Board request that its view on increasing the frequency of its meetings should be fed into the forthcoming constitutional review. Until the constitutional review is concluded, it is noted that additional, informal meetings of the Board should be held as required.</p> <p>4. That a Call-In Sub-Committee be established</p>	<p>Complete/in progress;</p> <ul style="list-style-type: none"> • The additional meeting will take place on 3rd November 16 • A referral regarding the frequency of OSMB meetings will be made to the Constitutional Working Group when it next meets in September.
OSMB 06/16 (part 1)	Scrutiny Work Programme Update	The Board considered a report regarding the setting of the Scrutiny Work Programme	<p>That a scrutiny work programme workshop be held in September 2016, and that this work programme, where appropriate and possible, be extended up to 2020, whilst also ensuring that there are sufficient opportunities to respond to arising / upcoming issues and pre-decision scrutiny.</p> <p>2. That, in the interim period from July to September 2015, scrutiny should continue with arising / upcoming pre-decision scrutiny items as required (West of England devolution being one example), development opportunities for new scrutiny members, and a focus on the setting of the 2016-20 work</p>	In progress

			programme. 3. That the scrutiny work programme be evidence based and aligned to the budget setting processes and the Mayor's Forward Plan and Vision.	
OSMB 06/16 (part 1)	Mayor's Forward Plan	The Board reviewed the latest update of the Mayor's forward plan.	1. That the formal referral regarding the issue of the scrutiny work programme being aligned to the Mayor's forward plan and the Council's budget planning processes be submitted to the 4 July Cabinet meeting. 2. That at the reconvened meeting on 27 June, arrangements be made for officers to be available to respond to Board members' questions in relation to the 29 June Cabinet report on supporting the capital development of the city culture venues.	In progress
OSMB 06/16 (part 1)	Mayoral Commission on the Elimination of the Gender and Race Pay Gap	The Board considered a report seeking their response to the Mayor's request that scrutiny be involved in establishing a Mayoral commission to eliminate the gender and race pay gap, with a view to reporting back to Mayor on a way forward.	1. That the Board welcomes the Mayor's request that it should be involved in establishing a Mayoral commission to eliminate the gender and race pay gap, and that this accordingly should become one of the Board's priorities. 2. That officers prepare a report for the Board on a proposal to take this work forward. As a first step, the Board suggests that this should include evidence being documented on the Council's own position and practice in relation to these issues.	In progress – see report to 8 th September meeting
OSMB 06/16 (part 2)	Devolution Patricia Greer, Chris Hackett, Lynda Bird	The Board considered a report setting out the background to the report on West of England devolution that was due to be considered by the Cabinet and Full Council (and Bath and North East	In considering the Combined Authority and Devolution proposals, Cabinet and Full Council be asked to note and endorse the comments from OSM on the following topics: a. The need for robust scrutiny arrangements b. The need to assess the impact of reduced EU funding c. Environmental protection and equalities considerations d. Metro-Mayor concerns e. Consultation responses	Complete.

		Somerset Council and South Gloucestershire Council) on 29 June 2016.		
OSMB 06/16	Cabinet Report on supporting capital development of culture venues Alistair Reid (Service Director Economy)	The Board discussed the Cabinet report	The Board asked that their noted comments be forwarded to 29 th June Cabinet	Complete.
People 09/15 (m 9) Page 151	Bristol Safeguarding Children Board 2014 – 2015 Annual Report Sally Lewis OBE Independent Chair	The Ofsted inspection directed that improvements were to be made in the way the annual report was presented directing the Board to give greater emphasis to the work done by partner agencies in their provision of safeguarding.	That the Commission endorsed the appointment of a Data Analyst to provide proper integrated business information.	Recruitment is currently underway.
People 12/15 (m 11)	Adult Care Community Support Services Commissioning – Update on formal consultation process	Update report as requested at People Scrutiny July 2015 when a paper was submitted about the intention to commission. The interim report provided info about the process to date and an opportunity	Time would not allow for a full discussion on the consultation questions so Members agreed to feedback via the online consultation portal	An update was provided to People Members via the Information bulletin in June 2016. A report was presented to the Health and Wellbeing Board on 10 th August and the model was

		for Scrutiny Commission input to the consultation.		approved.
People 07/16 (m 11)	Mental health working group report	The Commission received a report on the recommendations of the People Scrutiny commission 2015/16 Mental Health Working Group.	The report and recommendation were accepted and the report was referred to the Health & Wellbeing Board for consideration. An Action Plan would be created and added to the People Scrutiny work programme for 2016/17.	The Health & Wellbeing Board accepted the report and recommendations at a meeting on the 10 th August.
People 08/16 <i>Joint meeting with South Gloucesters Health Scrutiny Committee</i> 09/09/15	Independent Reports related to University's Hospital Bristol (UHB)	To consider UHB's response and action plan following the publication of three Independent reports: - The Report of the Independent Review of Children's Cardiac Services in Bristol - A Review of pre-operative, peri-operative and postoperative care in cardiac surgical services at Bristol Royal Hospital for Children - Independent investigation into the management response to allegations about staff behaviours related to the death of a baby at Bristol	Follow up meetings requested in three and six months.	In progress

		Children's Hospital		
Neighbourhoods 02/16	Supermarkets dealing with waste: evidence session	The Scrutiny Commission held an evidence session concerning the role of Supermarkets in dealing with waste.	Officers investigate the most effective way to establish structured dialogue between local authorities and supermarkets – officers will respond with suggestions.	<p>Officers have established a link into the Core Cities and the topic will be looked at a Core Cities meeting.</p> <p>Officers continue to investigate the best way to ensure this is on Core Cities radar. There is staff change taking place in the Clean and Green team so one action is to ensure this is something a relevant officer takes on.</p>

FULL COUNCIL MOTION AND PETITION TRACKER

FULL COUNCIL: 19 JULY 2016

Motion title: Devolution engagement (Altered motion 1, Minute 12) – Submitted by Cllr Threlfall

Altered motion approved as follows:

“This Council welcomes the Mayor and Cabinet’s decision to move forward with a £1 billion devolution deal from Government, along with Bath & North East Somerset (B&NES) and South Gloucestershire councils. We note the deal is the largest in the country and is worth more than £1,000 per head of population. We further note a new Combined Authority would oversee the new funding and powers devolved from Government and would be chaired by a publicly-elected West of England Mayor, working alongside the Leaders and Mayor of the three councils.

We recognise that a public consultation on the creation of a new West of England Mayoral Combined Authority (MCA) is now open, running from Monday 4 July 2016 until 15 August 2016. This is being carried out in line with national legislation, which means that the scope of this initial consultation is narrower than what we as a council would wish.

As a Council we are determined to ensure that devolution works for the people of Bristol. We recognise that a greater public consultation and engagement is needed to identify the public’s priorities for devolution.

As soon as the Secretary of State has granted approval for the creation of the West of England Mayoral Combined Authority, we as a council resolve to:

1. Establish a city wide engagement programme and consultation to identify the public’s devolution priorities. This will include working with the neighbourhood partnerships, our public and voluntary sector partners, the business community, education, environmental and community partners, faith organisations and Trade Unions.
2. Work with the Council’s Overview and Scrutiny Board and the West of England Joint Scrutiny Committee on developing robust and transparent scrutiny arrangements to strengthen the governance of the new authority.
3. Identify further powers which local people and businesses would wish to see devolved in any future deals.
4. Ensure that decision making, and the evaluation of the impact of those decisions, considers the social and environmental impact of them as well as the solely economic benefits.”

Resolution:

Lynda Bird (Programme Manager, Devolution, BCC) to progress and report back.

Progress since meeting:

The public consultation period has now ended and officers are examining the findings. Bristol will be submitting a joint consultation response (with South Gloucestershire and Bath and North East Somerset) to the Secretary of State for Communities and Local Government. The Secretary of State will consider the results to determine whether the devolution deal goes ahead. Each Council will then be asked to endorse the Secretary of State's decision, likely to be received in October.

FULL COUNCIL: 19 JULY 2016

Motion title: Living in a diverse and tolerant society (Motion 2, Minute 12) – Submitted by Cllr Hopkins

Motion approved as follows:

"We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our country. Our council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.

We will work to ensure that local bodies and programmes have the support and resources they need to fight and prevent racism and xenophobia.

We reassure all people living in this area that they are valued members of our community."

Resolution:

Progress since meeting:

Tackling discrimination is an integral part of the Mayor's strategy for Bristol. In the wake of Brexit work has been taking place to ensure all residents feel welcome and to work with key partners to address community concerns around incidents of racism and discrimination. In addition the Mayor is also undertaking work to investigate and tackle the gender pay gap.

PUBLIC PETITION 1: 19 JULY 2016

Problems caused by parking on pavements

Petition organiser – Stephen Finch

- Reply to be sent via Cllr Abraham and Cllr Goulandris (who will send the reply on to Stephen Finch's parents)
- Response prepared by transport officers and sent to Ian Hird to send to Cllrs Abraham and Goulandris

PUBLIC PETITION 2: 19 JULY 2016

Refurbish pedestrian crossing at junction of Two Mile Hill Road and New Queen Street and reduce speed limit from 30 to 20 mph

Petition organiser – Emma Fenton e_prowse@yahoo.co.uk

- Transport officers responded to petition organiser on 16th August 2016

PETITION DEBATE: 19 JULY 2016

Residents Parking

Petition organiser – Edward Bowditch

- Transport officers have provided Mayor's Office with words to respond to Mr Bowditch

COUNCILLOR PETITIONS: 19 JULY 2016

Petition 1 – Council, let the Pavilion be used for Harbourside community events

Petition organiser – Councillor Wright

- Robert Orrett responded to Councillor Wright on 4th August 2016