Summons to attend meeting of
Full Council

Date: Tuesday, 6 July 2021
Time: 6.00 pm
Venue: City Hall, College Green, Bristol BS1 5TR

To: All Members of Council

www.bristol.gov.uk

Agenda

1.   Welcome and Introductions

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

(Pages 20 - 22)

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

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

Due to Covid Safety requirements we have put the following measures in place:

- All attendees to Full Council are asked to have a Covid lateral flow test 24 hrs prior to the day of the meeting and show the results of a negative test. It's important that you report the results of your test and that you get confirmation sent to your phone. Reception staff may ask to see this on the day of the meeting. If you have a positive test or if you develop any Covid 19 symptoms – high temperature, a new continuous cough, or a loss or change to your sense of smell or taste, you should book a test on .GOV.UK and self-isolate while you wait for the results.
- You are required to wear a face mask at all times unless you are exempt or presenting your public forum. Social distancing rules remain in place.
- Councillors are permitted to remove their face coverings once seated and behind a screen (when in use) or when standing at the lectern to make a speech.
- Members of the press and public who wish to attend City Hall are advised that you will be asked to watch the meeting on a screen in another room due to the maximum occupancy of the venue.

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**.

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.

4.   Minutes of the Previous Meeting

To agree the minutes of the previous meeting as a correct record.   **(Pages 23 - 30)**

5.   Lord Mayor's Business

To note any announcements from the Lord Mayor

6.   Public Forum (Public Petitions, Statements and Questions)

Public forum items from members of the public who live or work in Bristol can be about any matter the Council is responsible for or which directly affects the city. Submissions will be treated in order of receipt and **as many people shall be called upon as is possible within the time allowed within the meeting (normally 30 minutes)**.

Further rules can be found within our Council Procedure Rules within the Constitution.

Please note that the following deadlines apply to this meeting:

a. Public petitions and statements: Petitions and written statements must be received two clear working days prior to the meeting - by **12 noon on Friday 2nd July 2021** at latest. One written statement per member of the public is permitted.

b. Public questions: Written public questions must be received three clear working days prior to the meeting - by **5pm on Wednesday 30th June 2021** at latest. A maximum of 2 questions per member of the public is permitted. Questions should be addressed to the Mayor or relevant Cabinet Member.

c. Members of the public who wish to present their public forum in

person during the meeting are asked to register their intent to attend by giving at least two clear working days notice prior to the meeting by **12 noon on Friday 2nd July 2021**.

Public forum items should be e-mailed to democratic.services@bristol.gov.uk

Please note that members of the press and public will be asked to watch the meeting on a screen in another room due to the maximum capacity of the venue. Those registered to speak for public forum will be brought into the meeting to speak to their item in turn.

7.   Petitions Notified by Councillors

Please note: Up to 10 minutes is allowed for this item.

Petitions notified by Councillors can be about any matter the Council is responsible for or which directly affects the city. The deadline for the notification of petitions to this meeting is **12 noon on Monday 6th July 2021**

8.   Mayor's address to Full Council with Party Group Leaders responses

9.   Equality and Inclusion Annual Report 2020/21

(Pages 31 - 120)

10. Bristol's first Citizens' Assembly recommendations

(Pages 121 - 296)

11. Licensing Committee - Membership Change

(Pages 297 - 298)

12. Motions

Note:
Under the Council's constitution, 30 minutes are available for the consideration of motions. In practice, this realistically means that there is usually only time for one, or possibly two motions to be considered.

With the agreement of the Lord Mayor, motion 1 below will be considered at this meeting, and motion 2 is likely to be considered,

subject to time.

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

MOTIONS RECEIVED FOR FULL COUNCIL

1. Golden Motion - Homelessness and Immigration Rules

1. This council notes the Government Immigration Rules published on 22 October 2020, coming into effect on 1 December 2020 which made rough sleeping grounds for refusing or cancelling a person's leave to remain in the UK.

2. This council further notes the implementation guidance published by the Government on 20 April 2021 which clarifies how the rules will be implemented

3. This council welcomes Bristol's status as a City of Sanctuary and the work the administration is doing to make Bristol a welcoming place for refugees.

4. This council welcomes the Labour administration's work to reduce rough sleeping by 80% since 2016.

5. This council welcomes the Labour administration's introduction of Bristol Street Outreach – a new service to help accelerate the Council's work to end rough sleeping in Bristol.
6. This council welcomes the government's ongoing commitment to end rough sleeping by 2024.

This council believes
7. In order to end rough sleeping, people experiencing homelessness must be able to confidently approach local services provided by this council and its commissioned partners.

8. That the immigration rules as proposed will dissuade many people facing homelessness from accessing those services for fear that their details will be passed to immigration authorities and that this will lead to an increase in rough sleeping
This council therefore pledges
9. Subject to the circumstances of each individual case, in order to assist the national effort to end rough sleeping we will make no direct referrals under the rough sleeping Immigration Rules.

10. The council will also not require any of our commissioned partners to make referrals or pass data to the Home Office under the Immigration rules.

11. The council will only share information and data with the Home Office with the explicit and informed consent of the individual.

12. To display this commitment prominently in public areas and on our website and to inform those organisations that we work with (commissioned and non-commissioned) who make referrals to us of this policy.

13. To join Homeless Links's #SupportDontDeport campaign and allow our logo to be identified with that campaign.

Motion to be moved by: Councillor Tom Renhard (Labour Group)

2. LGBT+ Mental Health Protection

Full Council notes that:

1. Under the Equalities Act 2010, Bristol City Council has a legal duty to combat discrimination and promote equality.
2. That the Council's Equality Strategy 2018-2023 establishes the principles that the Council will work *"with residents and employers to create communities which are able to come together, value diversity and challenge discrimination"*
3. That a 2018 Stonewall Report on health among LGBT+ people states that over half of LGBT+ people (52%) experienced depression in the previous year.
4. The same report states that one in eight LGBT+ people aged 18-24 (13 per cent) said they've attempted to take their own life in the previous year.
5. A 2016 Bristol LGBT+ Health & Wellbeing Needs Survey commissioned by Bristol Healthwatch found that 61% of participants had sought help for anxiety or depression, and that 32% of respondents had hurt or injured themselves in an act of self harm.
6. Gay and Bisexual men are 4 times more likely to attempt suicide across their lifetime than the rest of the population.
7. Black, Asian or Minority Ethnic (BAME) LGBT+ face additional barriers, with 18% experiencing difficulties trying to access healthcare services, and 62% experience depression.
8. Young LGBT+ persons are particularly affected, with data from the Queer Futures 2016 study stating that over 70% of young LGBT+ people experienced discrimination, bullying, rejection, physical and verbal violence, threats and/or other forms of marginalisation related to their sexual orientation and gender identity.

9. Older LGBT+ people also face discrimination or choose to re-enter the closet when, for example, accessing heath and care provision in older age.
10. One in seven LGBT+ people (14 per cent) avoid seeking healthcare for fear of discrimination from staff.
11. Almost one in four LGBT+ people (23 per cent) have witnessed discriminatory or negative remarks against LGBT+ people by healthcare staff. In the last year alone, six per cent of LGBT+ people – including 20 per cent of trans people – have witnessed these remarks.
12. These trends are often more marked in the experiences of trans people.
13. The pandemic has likely made it more difficult for LGBT+ people to have access to mental health support, who may have been trapped in circumstances where they have been unable to fully express themselves.

Full Council believes;
1. In the equality of all people regardless of their sexual orientation or gender identity.
2. That mental health treatment should have parity with physical health treatment.
3. That greater support is required for LGBT+ people suffering from mental health conditions than they are currently receiving.

Full Council resolves to:
1. Ask the Head of Equality & Inclusion to ensure that within the Council itself, a robust set of processes are created through our staff led groups and trade unions to protect the mental health of LGBT+ council staff.
2. Carry out a survey of Bristol LGBT+ residents to assess the current issues around health within the LGBT+ Community, similar to the 2016 Bristol LGBT+ Health & Wellbeing Needs Survey
3. Work with our partners across the city, other Equalities Charter signatories, and the large range of LGBT+ charities working within mental health across Bristol to create a strategic plan for improving the mental health of the LGBT+ community.
4. Work with local charities and our city partners promote services available to LGBT+ persons for assistance with their mental health.
5. Ask the Cabinet Member for Education to write to all the governing bodies, proprietors (of academy chains), headteachers and principals of every school across the city to offer the Council's support in delivering greater levels of LGBT+ mental health support in our schools.

Motion to be moved by: Cllr Alex Hartley

3. Democracy Motion

This Council notes plans by the Conservative Government to replace the Supplementary Vote system used to elect Mayors, Metro Mayors and Police and Crime Commissioners with First Past The Post.

This Council also notes the Government's plans to bring in compulsory photo ID for people wanting to vote, well aware that three and a half million people in this country do not have any photo ID.

This Council also congratulates the Welsh Sennedd for passing the Local Government and Elections (Wales) Bill on 21 January this year which delivers the following:

- The right of Local Councils to scrap First Past the Post and instead elect Councillors using the Single Transferable Vote
- Votes at 16 - extending the franchise to 16 and 17 year olds and to all foreign citizens legally resident in Wales.
- Automatic Voter Registration - The bill also paves the way for an overhaul of Wales' outdated and ineffective system of voter registration. The bill could lead to a new system where registration officers can identify people missing from the register and let them know they'll be added.

English voters are already disadvantaged compared to voters in Northern Ireland, where STV has been used to elect Councils for decades, Scotland, where the same move was made in 2007, and now Wales is making the same changes.

This Council agrees to join the campaign by the Electoral Reform Society to demand the same rights for English voters that are already enjoyed by voters in Northern Ireland where STV has been used for years, Scotland, where STV came in for Council elections in 2007 and in Wales where Councils will, inevitably, make the move to fair voting.

This Council also commits to working with other Councils, Core Cities, Mayors and Metro Mayors and others to:

- Oppose the scrapping of the Supplementary Vote system that ensures more votes count;
- Oppose the introduction of compulsory photo ID for voters
- Demand new legislation to allow:
  ◦ English Councils to switch to STV if they so chose
  ◦ Votes at 16
  ◦ Automatic Voter Registration

Finally this Council calls on all UK political parties to embrace electoral reform for all elections so everyone can vote for the candidates or parties they truly believe in safe in the knowledge that their vote will always count.

Motion to be moved by: Councillor Fabian Breckels (Labour Group)

4. Enforcement of City's Byelaws

"This Council notes that relatively recently (14th March 2017), a whole new set of byelaws were adopted to modernise the pre-existing set of regulations some of which dated from the Victorian era, and better protect the city's parks and green spaces. These remain incredibly important as a means of prohibiting and preventing a range of anti-social behaviours which if left unchecked can ruin the quiet enjoyment of public leisure land.

However, since that time, it has become clear that there are growing problems in the operation and absence of implementation of these rules. Members are regularly called upon to deal with complaints around such things as fly-tipping, littering, nuisance parking, damage caused by the unlawful riding of motorbikes, impromptu barbecues and casual vandalism.

Accordingly, Council calls upon the Mayor to take a much tougher line in the enforcement of these rules through the Magistrates Courts, and for him to explore the option of reintroducing the lost and lamented local government role of 'park ranger/keeper'. These officers provided an invaluable function including acting as a visible presence in wards; helping to deter undesirable activity; were a source of local intelligence; and served as an easy contact point within the Authority whenever problems did arise in their areas of responsibility."

Motion to be moved by: Councillor Mark Weston (Conservative Group)

5. Growing Provision of Allotments Across The City

"This Council recognises the long-established benefits derived from the provision of small agricultural holdings and allotments to individuals and families. These sites give people the chance to take productive exercise and grow cheap food but, also, are valued for other reasons such as providing educational opportunities, help to build communities and offer some protection to the local environment.

*Council notes the commitment previously given by the Mayor to **'have community gardens and allotments in every ward'** but is anxious to ensure that such rhetoric translates into action.*

Recently, the Authority had 497 vacancies with a waiting list of 5665 people. Council is concerned that much suitable land held by the Authority for this purpose is either underutilised or could be de-registered for development, ironically, when there is likely to be a growing desire and demand to maintain an allotment.

Accordingly, Council calls on the Mayor to pledge to preserve, protect and promote existing sites; to increase the size of this network; extend the number which are accorded (limited) 'statutory' protection under current legislation; and ensure that all those who want access to a plot, are able to do so."

Motion to be moved by Councillor Graham Morris (Conservative Group)

6. Enhanced Protection of The Green Belt

"This Council welcomes the Government's recent recognition of the public consultation which has been received to the first stage of its reform of the Planning system. Of particular importance is the proposed strengthening of the status afforded to the statutory Green Belt following the efforts of such bodies as the Campaign for the Protection of Rural England.

Council is especially pleased to learn of the increased emphasis placed on redevelopment of 'brownfield' and previously used sites in urban centres, rather than 'eating' into our surrounding fields, farmland and countryside.

Partly in response to this announcement but also to reflect the substantial level of local opposition shown in public consultation, Council resolves to amend its draft Bristol Local Plan to delete the proposed de-registration of Green Belt protection within the South Bristol Link Road, in Bedminster Down and Highridge.

One practical consequence of this change will be the deletion of the proposed planned approval for the construction of 200 properties near Yew Tree Farm and 150 properties near Elsbert Drive."

Motion to be moved by Councillor Kevin Quartley (Conservative Group)

7. Mobilise community investments to tackle climate change

Full Council notes:

1. That this council unanimously declared a climate emergency in November 2018 following a Green Motion to Council
2. The motion committed the city to achieve net zero carbon impact by 2030 and there are now under 10 years left to this target date
3. The council has been progressing a package of low carbon opportunities called City Leap since May 2018. City Leap is still subject to a procurement process since a new process was started in 2020 and the role it will play in decarbonisation of the city is not yet known.
4. A new low risk model called Community Municipal Investments [CMI] has been developed by Leeds University and Abundance Investments platform with UK Government and EU support. This concept had the support of 4 local authorities including Bristol City Council. [1]
5. This model of green bonds with a local authority guarantee is proven to mobilise local and other investment and channels local savings into local projects with low risk and a modest return to investors [2] and after the first issue further calls can be automated. The Local Government Association presents it as a model for mobilising widespread private investment to decarbonise localities.

Full Council believes:
1. That offering local savers and other ethical investors a way to support the city's journey to carbon neutrality mobilises community engagement in the process of change, attracts significant sums for named projects, and should be developed. 72% of people want to lend savings to help councils develop Climate Emergency Plans [3]
2. That offering security and a modest rate of interest through municipal bonds is an established way to develop local infrastructure [4]. This complements other projects such as the successful Bristol Energy Cooperative.
3. That CMIs can help us amass funds on a regular basis develop a series of practical projects for a low carbon transition now in partnership with others which will be popular with local savers. This mobilises capital that could otherwise leave the city.
4. While CMIs are floated as possible way that might be used in the city to help fund the energy upgrade of community buildings in the SONNET project [see 5] no actual CMIs are yet planned.
5. The Mayor should prioritise CMIs as part of the package of investments that will create positive economic opportunities and carbon neutrality while building community wealth.
6. Bristol should join the other 3 pioneers of CMI in developing local opportunities for local investors [e.g. 6]. In 3 months about £1m funds can be collected for investment and this can be repeated periodically.

Full Council resolves:
1. To call on the Mayor to begin development of Community Municipal Investments for the city.
2. That the Mayor promote CMI as a way residents and institutions can be engaged and actively involved in contributing to a zero carbon city.
3. To request officers to identify carbon saving projects suited to CMI investment in conjunction with city partners.

Motion to be moved by: Cllr Martin Fodor, Redland ward Green Party

References:
1. The report supported by Bristol: https://baumaninstitute.leeds.ac.uk/research/financing-for-society/
2. Initial proposed interest rate is 1.2%. See: Your questions answered on Green Community Bonds | Abundance Blog https://medium.abundanceinvestment.com/community-

municipal-investments-your-questions-answered-25218ed4d2cb
3. Survey by One Poll, 2020, cited by the Local Government Association.
4. https://medium.abundanceinvestment.com/community-municipal-investments-the-new-option-for-your-low-risk-money-a9cc5d72e03a?source=post_internal_links---------1-----------------
5. Survey of community groups underway in the city – see SONNET – The Bristol City Lab – Bristol Energy Network
6. These are: Leeds Council, Warrington, and West Berkshire. Eg Invest now: https://info.westberks.gov.uk/wbcmi; https://www.abundanceinvestment.com/invest-now/warrington-2025

8. A Universal Basic Income Trial for Bristol

Full Council notes
1. The drastic impacts of the Covid pandmic on employment and household incomes in the city;
2. The threat to income and employment from automation and artificial intelligence, which could affect a great many more jobs in future;
3. The development of universal basic income (UBI) trials in other countries, which offer a non-means-tested sum paid by the state to cover the basic cost of living, which is paid to all citizens individually, regardless of employment status, wealth, or marital status, which has been widely debated in recent months;
4. That a trial of UBI was promised by the Labour party had the party won the last general election;
5. The resolutions of other local authorities including Sheffield, Birmingham. Lewes, and Brighton and Hove [with cross party support] calling for trials of UBI;
6. A network of Universal Basic Income Labs has been set up and works with local authorities across the UK developing UBI proposals to address problems such as poverty, inequality, discrimination and environmental damage, long-term and immediately, in relation to coronavirus. One is operating in Bristol.
7. Birmingham City Council has issued a briefing on UBI[i]
8. UBI has been Green Party Policy since about 1973 and more recently taken up by other parties[ii]

Full Council believes:
1. That the current benefit system is failing citizens, with Universal Credit causing hardship to many communities
2. A UBI is the fairest, most effective way to mitigate the effects of coronavirus on people's incomes as it does not discriminate between employment status, caring responsibilities, age, or disability when providing basic support;
3. There is a danger of increasing numbers of people facing poverty as a

result of the coronavirus crisis;

4. Testing a UBI is needed, as a UBI has the potential to help address key challenges such as inequality, poverty, precarious employment, loss of community, and breach of planetary boundaries through:
    i. Giving employers a more flexible workforce whilst giving employees greater freedom to change their jobs;
    ii. Valuing unpaid work, such as caring for family members and voluntary work;
    iii. Removing the negative impacts of benefit sanctions and conditionality;
    iv. Giving people more equal resources within the family, workplace and society;
    v. Breaking the link between work and consumption, thus helping reduce strain on the environment in line with the One City Climate Strategy;
    vi. Enabling greater opportunities for people to work in community and cultural activities or to train or reskill in areas that will be needed to transition to a lower-carbon economy.

5. The success of a UBI pilot should not be measured only by impact upon take-up of paid work, but also the impact upon communities and what the people within them do, how they feel, and how they relate to others and the environment around them; and

6. Given its history of social innovation, wealth of expertise, and active networks across community, business and public services, Bristol is ideally placed to pilot a UBI.

This council calls on the Mayor to:

1. Send a joint letter with the other party leaders to the Secretary of State for Work and Pensions, the Chancellor of the Exchequer, the leader of the party in Government, their counterparts in all opposition political parties in parliament, all local MPs, asking for a trial of Universal Basic Income in the city citing the above reasons.

Motion to be moved by: Martin Fodor (Green Group)

[i]Birmingham City Council's official UBI briefing - see
https://birmingham.cmis.uk.com/Birmingham/Document.ashx?czJKcaeAi
5tUFL1DTL2UE4zNRBcoShgo=nb28HJzZZy8R6UE9qsv3LHJckreeBwn50Tbz
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d=IwAR3v5XWzNYc_KENecR4_O6k4xSFL847QcMyKppBD6IUO5x2gLp5E3
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[ii]https://www.bristol247.com/opinion/your-say/otherpartieswillriudiculegreenpolicies/

9. Liveable Neighbourhoods for Bristol.

Full Council notes:

1. that streets in Bristol are often affected by rat-running, speeding vehicles, congestion, and pollution;
2. residential streets across the city are frequently hostile places for children, older residents, and those with disabilities, yet the council has declared an aim to be an age friendly, child friendly, and inclusive city and has declared climate and ecological emergencies;
3. redesigning our streets and neighbourhoods can create a healthier, safer, greener, and less stressful and more peaceful environment;
4. progress to make neighbourhoods more liveable is underway in many cities in Britain and other countries; officers regard it as a proven concept.
5. there are groups in many parts of the city campaigning for liveable neighbourhoods, with a citywide Liveable Neighbourhoods for Bristol [ref 1] campaign supported by 38 groups representing a wide range of needs and interests ;
6. the council has recently consulted on several innovative proposals for better street space in specific high streets and rat runs on 'Bristol Citizenspace' which may incorporate many of the same features as liveable neighbourhoods;
7. the basic features of liveable neighbourhoods are to **filter out rat running and through traffic across an area**, and to **enable safer movement by active travel**, as well as the introduction of facilities for local people such as pocket parks, seating, shelter, nature, while maintaining essential access throughout;
8. in liveable neighbourhoods there is evidence that lives are healthier, overall levels of motor traffic reduce while active travel increases; emergency vehicles are consulted and do not report delays;
9. streets can become more favourable for young families, children, older people and disabled people once there is less through traffic;
10. support for liveable neighbourhoods has already been declared by the current Mayor and the Labour administration [ref 2] Greens [ref 3], and many other organisations [ref 4] but a strategy does not yet exist to implement them and only two pilots are proposed.

Full Council believes that:

11. developing liveable neighbourhoods can help tackle many of the problems affecting streets across the city and assist many local traders, hospitality and cultural organisations affected by the pandemic;

12. a participatory and inclusive process is needed to inform solutions and deal with many issues in different neighbourhoods, addressing inequalities in streets and different parts of the city, just as with the street space consultation process underway; there are many myths [ref 5] and engagement is needed to discuss and dispel these;

13. area based solutions are needed [to avoid traffic and parking displacement] and concerns about essential access, deliveries, disabled parking, and space for local traders has to be informed by evidence and examples from elsewhere, but there is no uniform model that should be imposed on areas of the city;

14. a mix of different facilities, layouts, amenities and traffic management options can be trialled and adopted to create liveable neighbourhoods depending on local needs, preferences and opportunities, eg to incorporate school streets.

Full council calls on the Mayor to:

15. commit to making Bristol a city of liveable neighbourhoods during his term;

16. build on the streetspace projects by working with residents and stakeholders across the city to enable residents and other partners to work together with council support to develop and trial liveable neighbourhoods; this can ensure progress is widespread but all communities get the support they need to benefit.

17. identify budgets [such as community infrastructure levy], support, and facilities that could be used to progress the introduction of liveable neighbourhoods in conjunction with government and WECA funds for active travel, play, and COVID recovery.

Motion to be moved by: Cllr Martin Fodor (Green Group)

Ref
1. https://liveablebristol.org.uk/
2. https://thebristolmayor.com/2020/11/23/liveable-neighbourhoods/?fbclid=IwAR1yaEvgRknvDcRE0m3VhWUVlaRynNLIzPRhvpFdQuemK82E8RxjFgtBxNM
3. https://sandy4mayor.co.uk/flourishing-bristol-liveable-neighbourhoods/?fbclid=IwAR1U3agx41GFfPxwMvxjdIaW206t6IripFfDcOkvAsRbgJU1PYG1sTflpgI
4. https://bristolcycling.org.uk/wp-content/uploads/2020/08/LNfB-

Open-Letter.pdf
5. for instance these eight relating to low traffic neighbourhoods:
https://www.theguardian.com/environment/2020/nov/16/mythbusters-eight-common-objections-to-ltns-and-why-they-are-wrong

10. This Council supports the Climate and Ecological Emergency Bill

Full Council notes that:

- Humans have already caused irreversible climate change, the impacts of which are being felt in the UK and around the world. Global temperatures have increased by 1.2°C from pre-industrial levels and the natural world has reached crisis point, with 28% of plants and animals currently threatened with extinction.

- Unless we drastically change course, the world is set to exceed the Paris Agreement's safe 1.5°C limit. Pledges like the Paris Agreement and updated emissions targets are not legally binding. The gap between pledges and policies leaves the world on course for catastrophic warming of near 3%. As the 2018 report by the Intergovernmental Panel on Climate Change (IPCC) made clear, every half a degree makes a world of difference: severe climate impacts with 1.5°C of warming, such as extreme weather patterns causing flooding and heat waves, get significantly worse with 2°C. According to the IPCC, limiting heating to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector and local communities.

- The UK is one of the most nature-depleted countries in the world and more than one in seven of our plants and animals face extinction and more than 40% are in decline. We have lost 95% of our hedgehogs. The UK needs a legally-enforceable nature target so that by 2030 nature is visibly and measurably on the path of recovery, in line with the Global Goal for Nature and the Leaders' Pledge for Nature.

Full Council recognises that:

- This Council has already declared Climate and Ecological emergencies, as have hundreds of other local authorities, and many councils are now taking steps to achieve net zero carbon emissions, and to protect and revitalise local wildlife and natural habitats.

- However, as noted in Bristol's Climate Emergency motion in

November 2018, Government must provide more powers and funding to make the city's 2030 carbon neutral target possible.

- In May 2019 Parliament declared an Environment and Climate Emergency, supported by opposition MPs. However, to date this has not been endorsed by Government, nor has the Government developed a strategy that adequately addresses these emergencies.

- As the UK prepares to host the UN COP26 climate conference this Autumn, our country needs to show stronger leadership on the environment.

- As the first European local authority to declare a Climate Emergency, a 'Race to Zero' city and a key city in the C40-MMC Global Mayors Task Force on Climate and Migration, Bristol is ideally placed to lead and inspire the rest of the UK to take urgent action on the Climate and Ecological Emergencies.

- There is a Bill before Parliament—the Climate and Ecological Emergency Bill (published as the "Climate and Ecology Bill"), which, if it became law, would require the government to develop a strategy to address the emergency that would ensure:
  o the **ecological emergency is tackled shoulder to shoulder with the climate crisis** in a joined-up approach;
  o the **Paris Agreement** is enshrined into law to ensure that UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement -**1.5°C.**
  o the **Leaders Pledge for Nature** is enshrined into law to ensure that the **UK's ecosystems are protected and restored** with a focus on biodiversity, soils and natural carbon sinks;
  o the UK takes **full responsibility for our entire greenhouse gas footprint** (ie consumption emissions plus shipping, flights and land-based transport) by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume;
  o the UK takes **full responsibility for our ecological footprint** so that we protect health and resilience of ecosystems along both domestic and our global supply chains;
  o an **independent, temporary Climate and Nature Assembly** is set-up, representative of the UK's population, to engage with the UK Parliament and UK Government to help develop the **emergency strategy**.

Full Council therefore resolves to ask the Mayor or Cabinet lead to:
- **Support** the Climate and Ecological Emergency Bill;

- **Inform the local media** of this decision;

- **Write an open letter to Bristol's four MPs** (shared with our residents through local and social media) urging them to sign up to support the Bill, or thanking them for doing so; and

- Write to the CEE Bill Alliance, the organisers of the campaign for the Bill, expressing its support (joinus@ceebill.uk).

Motion to be moved by: Councillor Carla Denyer (Green Group)

11. Public toilet provision in Bristol

Full Council notes that:
1. The council closed 18 public toilets in 2018.
2. Councillors received a petition in May from the bus drivers' union demanding better access to public toilets.
3. During the national lockdown, the community toilet scheme was unavailable because the included businesses were mandated to remain closed.
4. Community toilets are located within businesses which have restricted opening hours.
5. Many community toilets are within premises which serve alcohol, making them inaccessible to Muslims.
6. Access to public sanitation is a feminist issue, a disabilities issue, and a homelessness issue.
7. It is illegal to urinate or defecate in public.
8. The community toilet scheme provides a large number of additional toilets to be used by the public across Bristol, which is a welcome addition.

Full Council believes that:
1. Current provision of public toilets is inadequate to the extent that the council is failing in our public sanitation responsibilities and our human rights duties.
2. The community toilets scheme is inadequate specifically due to the difference in nature of a public toilet block from a private restaurant or bar.

Full Council resolves to call on the Mayor and Cabinet:
1. To urgently engage with the bus drivers' union in resolving their specific needs relating to accessing toilets during their workday.
2. Within the community toilets scheme, to ensure a reasonable provision of toilets which are not inside venues selling alcohol.
3. To commit increased funds in the next budget for managing a sufficient distribution of council-managed public toilet blocks such

that the public feel able to travel about the city on foot for long periods of time and be confident that they will encounter reasonable numbers of public conveniences on their journeys at any time of day.

Motion to be moved by: Cllr Jenny Bartle (Green Group)

12. Skate provision in Central Bristol

Full Council notes that:
1. Bristol is an important city in the international skate scene, drawing skaters from across the world wishing to skate here.
2. Bristol actively seeks to be an international creative world leader.
3. Bristol is also dedicated to being an inclusive city for all diversities, ages, cultures, beliefs and accessibility needs.
4. As a city we have limited funds.

Full Council believes that:
1. Free outside activities open to all are always to be encouraged, and in the time of covid-19 are crucial to the health of our city.
2. Carrots tend to be more effective than sticks, and that we must bring the city with us in our decisions.

Full Council resolves to ask the Mayor and Cabinet to:
1. Reassess the addition of preventative skating measures and to instead actively seek to provide central Bristol locations and funding to enable safe skating locations agreeable to all residents.

Motion to be moved by: Cllr Ani Stafford-Townsend (Green Group)

Signed

Proper Officer
Friday, 25 June 2021

Public Information Sheet - Full Council

Covid Safety Measures for Attendance at City Hall

Due to Covid Safety requirements we have put the following measures in place:

- All attendees to this meeting are asked to have a Covid lateral flow test 24 hrs prior to the day of the meeting and show the results of a negative test. It's important that you report the results of your test and that you get confirmation sent to your phone. Reception staff may ask to see this on the day of the meeting. If you have a positive test or if you develop any Covid 19 symptoms - high temperature, a new continuous cough, or a loss or change to your sense of smell or taste, you should book a test on GOV.UK and self-isolate while you wait for the results.
- You are required to wear a face mask at all times unless you are exempt. Social distancing rules remain in place.
- Members of the press and public who wish to attend City Hall are advised that you may be asked to watch the meeting on a screen in another room as due to the maximum occupancy of the venue.

Public Forum – Full Council

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

Members of the public who live or own a business in Bristol may present a petition, make a written statement or ask a question at Full Council meetings. Please submit it to democratic.services@bristol.gov.uk .

Petitions, Statements and Questions must be about a matter the Council has responsibility for or which directly affects the city. For further information about procedure rules please refer to our Constitution https://www.bristol.gov.uk/how-council-decisions-are-made/constitution

Petitions from members of the public
- Petitions will be presented to the Council first.
- Petitions must include name, address and details for the wording of the petition.
- The person presenting a petition will be asked to read out the objectives of the petition with one minute allowed.
- A written reply will be provided to the lead petitioner within 10 working days of the Full Council meeting.

Statements
- Statements should be received no later than **12.00 noon two working days before the meeting**.
- There can be one statement per person and subject to overall time constraints, a maximum of one minute is allocated for presentation.
- Any statement submitted should be no longer than one side of A4 paper.
- For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

Questions

- Questions should be received no later than **three clear working days before the meeting**.
- A maximum of two written questions per person can be submitted.
- At the meeting, a maximum of one supplementary question per question may be asked, arising directly out of the original question or reply.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded and circulated to the Committee and published within the minutes. Your statement or question will also be made available to the public via publication on the Council's website and may be provided upon request in response to Freedom of Information Act requests in the future.

We will try to remove personal and identifiable information. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement contains information that you would prefer not to be in the public domain. Committee information on the council's website may be searchable on the internet.

The information contained within public forum submissions are the views of those individuals and do not reflect the views of Bristol City Council

Process during the meeting:

- 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.
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- There will be no debate on statements or petitions.
- 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.
- As part of the drive to reduce single-use plastics in council-owned buildings, please bring your own water bottle in order to fill up from the water dispenser.

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.

Arrangements for Full Council

The allocated public gallery for Full Council is available for members of the public to <u>observe</u> the Full Council meeting.

The Lord Mayor has determined:
• Attendees should please be quiet and not interrupt proceedings.
• Large bags will be left at reception.
• All loud hailers, banners, and placards must be left at the main entrance and will not be permitted to be brought into the building.
• The Council reserves the right to remove any person who disrupts the proceedings. In appropriate circumstances, the police may be called.

Under our security arrangements, all members of the public (and bags) will be searched. This applies to all members of the public attending the meeting in the interests of helping to ensure a safe meeting environment for all attending. Visitors' bags are liable to be searched prior to entry, and entry is conditional upon visitors consenting to be searched. Searches are carried out to ensure that no items which may interrupt proceedings are brought into the building. Small notices may be acceptable if they are not obstructive or offensive (no more than A4 size).

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

Bristol City Council
Minutes of the Full Council

25 May 2021 at 2.00 pm

Members Present:- Mayor Marvin Rees
Councillors: Mayor Marvin Rees, Amal Ali, Donald Alexander, Lesley Alexander, Kerry Bailes, Jenny Bartle, Nicola Beech, Marley Bennett, Mark Bradshaw, Fabian Breckels, Andrew Brown, Craig Cheney, Jos Clark, Sarah Classick, Amirah Cole, Asher Craig, Chris Davies, Carla Denyer, Tony Dyer, Richard Eddy, Emma Edwards, Jude English, Lily Fitzgibbon, Tessa Fitzjohn, Martin Fodor, Lorraine Francis, John Geater, Helen Godwin, Paul Goggin, Geoff Gollop, Zoe Goodman, John Goulandris, Katy Grant, Fi Hance, Alex Hartley, Tom Hathway, Helen Holland, Gary Hopkins, Katja Hornchen, Jonathan Hucker, Philippa Hulme, Farah Hussain, Chris Jackson, Hibaq Jama, Ellie King, Tim Kent, Heather Mack, Mohamed Makawi, Brenda Massey, Henry Michallat, Yassin Mohamud, Graham Morris, Paula O'Rourke, Barry Parsons, Steve Pearce, Ed Plowden, Guy Poultney, Kevin Quartley, Tom Renhard, Tim Rippington, James Scott, Sharon Scott, Steve Smith, Ani Stafford-Townsend, Lisa Stone, Christine Townsend, Andrew Varney, Mark Weston, David Wilcox, Chris Windows and Tim Wye

1   Welcome and Introductions

The Lord Mayor welcomed all attendees to the meeting.

2   Apologies for Absence

There were no apologies for absence.

3   Election of Lord Mayor

Councillor Weston moved that Councillor Steve Smith be elected as Lord Mayor for the 2021-2022 municipal year.

Councillor Denyer seconded the motion.

Upon being put to the vote, it was

RESOLVED:

That Councillor Steve Smith be elected as Lord Mayor of the City and County of Bristol for the 2021-2022 municipal year

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

The Lord Mayor then made his inaugural speech to Full Council.

Vote of thanks to the retiring Lord Mayor and retiring Lord Mayor's Consort:

On the motion of Councillor Varney, seconded by Councillor Eddy, and upon being put to the vote, it was

RESOLVED:
That a vote of thanks be approved by the Full Council to the retiring Lord Mayor and Lord Mayor's Consort in recognition of their work and duties carried out during the last two municipal years.

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

Vote of thanks to the retiring Deputy Lord Mayor and retiring Deputy Lord Mayor's Consort:

On the motion of Councillor Pearce, seconded by Councillor Hance, and being put to the vote, it was

RESOLVED:
That a vote of thanks be approved by the Full Council to the retiring Deputy Lord Mayor and retiring Deputy Lord Mayor's Consort in recognition of their work and duties carried out during the last municipal year.

4   Election of Deputy Lord Mayor

Councillor Brown moved that Councillor Andrew Varney be elected as Deputy Lord Mayor for the 2021-2022 municipal year.

Councillor Pearce seconded the motion.

Upon being put to the vote, it was

RESOLVED:
That Councillor Andrew Varney be elected as Deputy Lord Mayor of the City and County of Bristol for the 2021-2022 municipal year.

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

The Full Council then adjourned for refreshments, and reconvened at 3.15pm.

5 Declarations of Interest

None received.

6 Minutes of the Previous Meeting

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

RESOLVED:

That the minutes of the meeting of the Full Council held on the 16th March 2021 be confirmed as correct record and signed by the Lord Mayor.

7 Lord Mayor's Business

Honorary Alderman Bill Payne

The Lord Mayor informed Full Council that Honorary Alderman Bill Payne had recently passed away. He had represented From Vale ward from 2005-2009 and 2012-2016 as a Labour Councillor. Tributes were paid and condolences were sent to his family.

Honorary Alderman Arthur Massey

The Lord Mayor informed Full Council that Honorary Alderman Arthur Massey had also recently passed away. He had represented Hillfields from 1966-1969, Horfield from 1995-1998 and Lockleaze from 1999-2005. Tributes were paid and condolences sent to his family.

A minutes silence was observed and Councillors also invited to give thought to George Floyd, on the one year anniversary of his death.

Councillors were asked to take note of the induction programme for Members.

8 Public Statements

There were five public statements received which were referred to the Mayor for his consideration.

Ref No	Name
PP01	Suzanne Audrey
PP02	David Redgewell
PP03	Jo Sergeant

| PP04 | Joanna Booth |
| PP05 | Harriet Bradley |

9 Dates and times of Full Council meetings 2021-22

The Full Council considered a report on the dates and times of Full Council meetings for 2021-2022.

The Lord Mayor moved the report and the recommendations contained therein.

Councillor Varney, Deputy Lord Mayor, seconded the motion.

It was then:

RESOLVED:
That the dates and times of Full Council meetings for 2021-2022 be agreed, as set out in the report as follows:

- 6pm, Tuesday 6 July 2021
- 6pm, Tuesday 7 September 2021
- 6pm, Tuesday 9 November 2021
- 2pm, Tuesday 7 December 2021
- 2pm, Tuesday 11 January 2022
- 2pm, Tuesday 22 February 20222 (budget Council meeting)
- 2pm, Wednesday 2 March 2022 (reserve, additional budget meeting, if required)
- 6pm, Tuesday 15 March 2022

10 Establishment of Committees 2021-2022

The Full Council considered a report on the establishment of committees for 2021-2022.

The Lord Mayor moved the report and the recommendations contained therein.

Councillor Varney, Deputy Lord Mayor, seconded the motion.

It was then:

1. That the following committees be established;
   a. Overview and Scrutiny bodies:
   - **Overview and Scrutiny Management Board**
   - **People Scrutiny Commission (Health Sub Committee of the People Scrutiny Commission)**

- **Growth and Regeneration Scrutiny Commission**
- **Communities Scrutiny Commission**
- **Resources Scrutiny Commission**

Joint bodies:
- **Joint Health Scrutiny Committee**
- **Joint Health Overview and Scrutiny Committee for the purpose of jointly scrutinising the Bristol, North Somerset and South Gloucestershire Sustainability and Transformation Partnerships (STP)**
- **West of England Combined Authority Overview and Scrutiny Committee ("The WECA Overview and Scrutiny Committee")**
- **Joint Overview and Scrutiny Arrangement comprising of the Constituent Councils of the West of England Combined Authority, the Mayor and North Somerset Council ("**
- **The Joint Overview and Scrutiny Arrangement")**
- **West of England Combined Authority Audit Committee ("The WECA Overview and Scrutiny Committee")**

b. Regulatory Committees:
- **Development Control Committee A**
- **Development Control Committee B**
- **Public Safety and Protection Committee**
- **Public Rights of Way and Greens Committee**

c. Appeals Committee

d. Other (non-executive) Committees:
- **Audit Committee**
- **Human Resources Committee**
- **Selection Committee**
- **Area Committees 1 to 6**

e. Statutory Committees:
- **To note the position in relation to the Licensing Committee.**
- **To note that the Health and Wellbeing Board does not need to be formally re- established as it remains extant.**

2. To approve the Human Resources Committee and Audit Committee Terms of Reference.

11   Allocation of Committee Seats 2021-2022

The Full Council considered a report seeking approval of the allocation of seats on committees in accordance with the statutory requirements concerning political balance.

The Lord Mayor moved the report and the recommendations contained therein.

Cllr Varney, Deputy Lord Mayor, seconded the motion.

It was then:

RESOLVED:
Full Council is recommended to:

1. Approve the allocation of committee seats as set out above.

2. That 15 members be appointed to the Licensing Committee as follows:
Cllr Marley Bennett (Chair)
Cllr Lorraine Francis (Vice Chair)
Cllr Sarah Classick
Cllr Chris Davies
Cllr Richard Eddy
Cllr Paul Goggin
Cllr Katy Grant
Cllr Fi Hance
Cllr Jonathan Hucker
Cllr Philippa Hulme
Cllr Ellie King
Cllr Mohamed Makawi
Cllr Brenda Massey
Cllr Guy Poultney
Cllr Chris Windows

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

4. Agree that the Council be represented (as per paragraph 14) on the following joint bodies:
 - **Joint Health Scrutiny Committee**
 - **Joint Health Overview and Scrutiny Committee for the purpose of jointly scrutinising the Bristol, North Somerset and South Gloucestershire Sustainability and Transformation Partnership**
 - **West of England Combined Authority Overview and Scrutiny Committee**
 - **Joint Overview and Scrutiny Arrangement comprising of the Constituent Councils of the West of England Combined Authority, the Mayor and North Somerset Council ("The Joint Overview and Scrutiny Arrangement"**
 - **West of England Combined Authority Audit**

5. To note the position in relation to the membership of the Health and Wellbeing Board as per paragraph 15 of the report.

6. To agree that named members will be provided for the Committee memberships by the party group Whips (to be sent to the Monitoring Officer). If named substitutes are not also provided, then any Councillor of the relevant group may attend a meeting as a substitute, other than in the case of:
  - **a Development Control Committee, where the substitute must be a member of another Development Control Committee (and be appropriately trained).**
  - **any scrutiny commission, where the substitute may not be a member of the executive.**

7. To appoint Chairs and Vice Chairs to the Committees/Commissions as outlined in Appendix B.

Committee Chair Vice Chair

Committee	Chair	Vice Chair
Overview and Scrutiny Management Board	Cllr Carla Denyer	Cllr Mark Bradshaw
Resources Scrutiny Commission	Cllr Geoffrey Gollop	Cllr Heather Mack
Communities Scrutiny Commission	Cllr Martin Fodor	
People Scrutiny Commission	Cllr Tim Kent	Cllr Christine Townsend
Health Sub Committee of the People Scrutiny Commission	Cllr Graham Morris	Cllr Jos Clark
Growth & Regeneration ScrutinyCommission	Cllr David Wilcox	Cllr Sarah Classick
Development Control Committee A	Cllr Richard Eddy	Cllr Don Alexander
Development Control Committee B	Cllr Ani Stafford-Townsend	Cllr Chris Windows
Public Safety & Protection Committee	Cllr Guy Poultney	Cllr Amal Ali
Public Rights of Way and Greens Committee	Cllr Tessa Fitzjohn	Cllr John Goulandris
Licensing Committee	Cllr Marley Bennett	Cllr Lorraine Francis
Human Resources Committee	Cllr Tim Wye	Cllr Tom Renhard
Audit Committee	Cllr Gary Hopkins	Cllr Paula O'Rourke

12   Constitution Update : Council Procedure Rules

The Full Council considered a report which proposed revised Council Procedure Rules within the Constitution.

The Lord mayor moved the report and the recommendations contained therein.

Councillor Varney, Deputy Lord Mayor, seconded the report.

It was then:

RESOLVED that the Full Council adopt the revised Council Procedure Rules.

13   Report to Full Council : Working Group to Oversee Agreed Management Actions

Full Council considered a report which presented the recommendations of the Working Group to Oversee Agreed Management Actions established pursuant to the motion passed by Full Council on 11 February 2021.

The Lord Mayor moved the report and the recommendations contained therein.

Councillor Varney, Deputy Lord Mayor, seconded the report.

Following a debate, it was:

RESOLVED that Full Council note the report and recommendations of the Working Group of Oversee Agreed Management Actions.

Meeting ended at 3.50 pm

CHAIR _____

Full Council
6th July 2021

Report of: Tim Borrett, Director: Policy, Strategy and Partnerships

Title: Equality and Inclusion Annual Report 2020/21

Ward: City Wide

Member Presenting Report: Cllr Asher Craig, Deputy Mayor (Communities, Events and Equalities)

Recommendation

- to note the Equality and Inclusion Annual Progress Report 2020-2021
- to note the Local Government Association Equality Framework For Local Government Report and response
- to note the Advancing Equality and Inclusion at BCC – New Actions for 2020-21 closure report

Summary

Our Equality and Inclusion Policy and Strategy 2018-23 sets out our commitment to equality, diversity and inclusion, and how we will:

- tackle equalities issues
- aim to eliminate discrimination
- create good relationships between communities in Bristol
- ensure those from different backgrounds have similar life opportunities

In recent years the Council has been on a substantial journey of improvement around equality and inclusion, investing time, money and effort to better live up to our high aspirations for inclusivity in our workplaces and our City. The 'Equality and Inclusion Annual Progress Report 2020-21' shows what we have done in the period April 2020 to March 2021 to achieve these aims and the progress we have made. It is presented alongside related updates on progress, including the findings of an independent LGA peer review and the results of the 2020/21 Advancing Equality and Inclusion Action Plan.

Policy

1. Equality and inclusion is at the heart of the council's overall vision (set out in the Corporate Strategy 2018 – 2023) to 'play a leading role in driving a city of hope and aspiration where everyone can share in its success'.

2. The council's Equality and Inclusion Strategy 2018 - 2023 sets out the opportunities and challenges facing Bristol (both the City and its council) and how it plans to address these. Within this is a commitment to provide an annual report on its progress against the strategy.

Context

3. Bristol City Council's overall vision, set out in its Corporate Strategy, is to play a leading role in driving a city of hope and aspiration in which everyone can share in its success. Central to this is to make meaningful equality and inclusion a central part of the Council's policy, strategy and practice.

4. In recent years the Council has been on a significant improvement journey from a low baseline towards ambitious aims to be a model employee and service provider, and among national leaders in the field of equality, diversity and inclusion. This is described in the Council's Equality and Inclusion Policy and Strategy 2018 – 2023, which was approved by Full Council with unanimous cross-party support. Its objectives are:

    a. Our handling of equality and inclusion will reach the high standards we expect of ourselves and others will look to us as a source of good practice.

    b. Building an inclusive organisation where the workforce reflects the city we serve and the needs of all citizens, and where colleagues feel confident about being themselves at work.

    c. Providing inclusive services which actively address inequality and exclusion and enable all of Bristol's citizens to realise their potential and live safely.

    d. Achieving a measurable increase in the extent to which communities facing inequality can share in and contribute to the city's success.

    e. Progressive building of good relationships between different communities in Bristol so everyone is able to participate and contribute.

5. In recent years the Council has been on a substantial journey of improvement around equality and inclusion practice, investing time, money and effort to better live up to our high aspirations for inclusivity in our workplaces and our City. This annual report details our progress against these objectives during 2020/21, a year in which the stark inequalities that Bristol is tackling were brought in to even sharper focus; both through the disproportionate impacts of the coronavirus pandemic on various equality groups and also the global profile attached to the toppling of the Colston statue.

6. Against this backdrop and the Council's ongoing journey of improvement, including the high-profile issue of institutional racism, significant investment and progress have been made. We ask Full Council to note the delivery of the Equality and Inclusion Action Plan approved by Cabinet in June 2020, progress against which is also reported within this update. Of 68 discrete

actions based around the themes of 'strategy changes', 'recruitment', 'leadership', and 'other activities', 45 are evidenced as complete and the remainder are in-flight and will be continued through the normal business of the Council departments which are responsible (a summary of progress against the actions is in Appendix H). As recommended by our recent LGA peer review (see below) we will use a coordinated approach to ensure our various strands of equality and inclusion work are managed as a coherent programme. Among the improvements made this year are a refreshed Equality and Inclusion Policy and Strategy, a new corporate equality governance structure, the relaunch of our internal staff-led groups, an updated equality impact assessment process, improved diversity monitoring and reporting, an updated Workforce Strategy, and several new Positive Action initiatives.

7. During the year assurance was sought on progress through both an internal audit of the Action Plan (which provided Reasonable assurance and Substantial assurance on progress tracking) and an external peer review as part of the Local Government Association's Equality Framework for Local Government. We ask Full Council to note the full report of the LGA, which was recently received by Officers and found much positive practice but a need to make this more systematic and consistent across the Council's business. It made six specific recommendations. The report is appended at Appendix B and a table of its recommendations and a management response is shown at Appendix C.

8. COVID-19 has had an impact on performance during 2020/21, and the Annual Report contains performance metrics for the overall Equality and Inclusion Policy and Strategy, along with narrative updates and case studies about key activities. In particular COVID-19 has impacted upon the range and quality of face-to-face services, and community-based activities for those who need them most, and the Council's response and recovery strategy seeks to mitigate and address these impacts. During the year the Council has played a major leadership role in embedding equality and inclusion in its COVID-19 response, including co-commissioning the Black South West Network report 'Designing a New Social Reality' on the future of the Bristol VCSE and social enterprise sector beyond COVID-19, and leading on development of a region-wide Equality Impact Assessment for the Avon and Somerset Local Resilience Forum's Strategic Recovery Group.

9. Taken as a whole, the Annual Report, LGA Report and Advancing Equality and Inclusion Action Plan Closure Report provide a robust overview of activity and progress against the Council's equality objectives. Looking ahead, there is no room for complacency and work will continue at pace to embed good or excellent practice as standard, and to place a stronger focus on equality and inclusion through the process of revising the Council's Corporate Strategy, its overall strategic plan for the next five years. Leadership commitment, strengthened governance, improved organisational knowledge and well-developed plans now need to translate into consistently strong practice and proven outcomes, particularly for known issues such as improving services for children and young people with special educational needs and disabilities, and reducing the gender, race, disability and LGBT+ pay gaps.

10. We acknowledge that with a wide range of initiatives, interventions and actions across the Council and City, there is a need to organise and manage this as a single programme of activity linked to our overall Equality and Inclusion Strategy. Work to develop this single-view programme is underway, led by the Equality and Inclusion Team within the Council's Policy, Strategy and Partnerships division. Progress has already been made in many areas subsequent to the period covered within this Annual Report.

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Consultation

11. <u>Internal</u>

- Staff Led Groups: embRACE Staff Network; Disabled Colleagues Network; LGBT+ Employees Group; Young Professionals Network
- Policy, Strategy and Partnerships Divisional Management Team
- Corporate Leadership Board
- Deputy Mayor (Communities, Events and Equalities)

12. <u>External</u>

Commission on Race Equality; Bristol Women's Commission

Proposal

Full Council is asked to note the Equality and Inclusion Annual Progress Report 2020-2021; to note the LGA Equality Framework for Local Government Report 2021 recommendations and response; and note the Advancing Equality and Inclusion at BCC – New Actions for 2020-21 closure report.

Other Options Considered – not applicable

Risk Assessment – not applicable

Public Sector Equality Duties

18.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

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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.

18.b.   The Equality and Inclusion Annual Progress Report 2020-21 is a review of our progress on the objectives in The Equality and Inclusion Policy and Strategy – which set the standards and mechanism to ensure the council fulfils its obligations under the Public Sector Equality Duty.

An Equality Impact Assessment has been carried out as is available at Appendix E.

Legal and Resource Implications

Legal

Regulation 5 of the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 requires Bristol City Council to prepare and publish specific and measurable objectives in order to:

a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act
b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The Equality and Inclusion Annual Report 2020-21 details Bristol City Council's objectives and is prepared and published to comply with the Regulations.

(Legal advice provided by Sarah Sharland, Team leader - Litigation Regulatory and Community Team)

Financial

Approval of Bristol City Council's Equality and Inclusion Annual Progress Report for 2020/21 is requested. The report is a retrospective assessment of progress against the 2018/23 strategy. There are no financial implications arising from this report.

(Financial advice provided by Jemma Prince, Finance Business Partner)

Land
Not applicable

Personnel
No direct HR implications as the report is for information.

(Personnel advice provided by James Brereton, People & Culture Manager)

Appendices:

APPENDIX A – Equality and Inclusion Annual Progress Report 2020-21
APPENDIX B – LGA Equality Framework for Local Government Report (EFLG) 2021
APPENDIX C – LGA EFLG Recommendations Table
APPENDIX D – New EqIA Template
APPENDIX E – Advancing Equality and Inclusion Action Plan Closure Report
APPENDIX F – Equalities Impact Assessment
APPENDIX G – Eco Impact Assessment

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
Background Papers: None

Equality and Inclusion Annual Progress Report 2020-21

Introduction

Our <u>Equality and Inclusion Policy and Strategy 2018-23</u> sets out our commitment to equality and diversity, and how we will:

- tackle equality issues
- aim to eliminate discrimination
- create good relationships between communities in Bristol
- ensure those from different backgrounds have similar life opportunities

In recent years the Council has been on a substantial journey of improvement around equality and inclusion practice, investing time, money and effort to better live up to our high aspirations for inclusivity in our workplaces and our City. This annual report shows what we have done in the period April 2020 to March 2021 to achieve the objectives of our Equality and Inclusion Policy and Strategy and, more broadly, to make progress in relation to equality and inclusion work across the Council[1].

Making fair decisions

Equality Objective E01 – "Our handling of equality and inclusion will reach the high standards we expect of ourselves and others will look to us as a source of good practice."

This objective is about what we will do to support the quality of decision making.

Refreshed Equality and Inclusion Policy

As a public body we are committed to regularly reviewing our approach to Equality and Inclusion - and in December 2020 Full Council unanimously approved an updated version of our <u>Equality and Inclusion Policy and Strategy 2018-23</u>. This update was a 'refresh' to bring it up to date rather than a complete rewrite.

What we have changed

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[1] The Equality Duty is supported by specific duties, set out in regulations which came into force on 10 September 2011. These specific duties require public bodies to publish relevant, proportionate information demonstrating their compliance with the Equality Duty; to prepare and publish one or more specific, measurable objectives at least every four years and to report progress annually; and publish relevant equality information which will make public bodies transparent about their decision making processes, and accountable to their service users, This information needs to be published in a way that is accessible to the public.

We provided a new introduction setting the policy and strategy in the context of recent global and local events e.g.

- COVID-19
- Black Lives Matter movement
- Brexit

We adopted the APPG working definition of Islamophobia[2]. This is in addition to the council's existing adoption of the IHRA working definition of Antisemitism[3], and victim-centred approach to defining hate-crime, to ensure as broad as possible public access to advice and support services relating to hate-crime.

We refined the actions and measures used to support our equality objectives to:

- reflect emerging priorities and subsequent updates to other council plans and strategies
- include recommendations highlighted in the Transforming Race and Equality at Bristol City Council report and the associated actions in the Advancing Equality and Inclusion action plan
- provide clearer metrics and targets for our objectives

We also updated the 'Terminology' section to reflect current thinking and evolving language – including:

- amended definitions e.g. for 'Disability' to promote the social model of disability
- new terms such as 'Afriphobia'[4] to promote awareness and understanding
- disambiguation e.g. definition of 'Trans'
- clarity on when it is appropriate and inappropriate to use the term 'BAME', moving away from general usage

Equality and Inclusion Governance Structure

During the past year we established a new corporate equality governance structure to help strengthen our governance and create formal opportunities for senior leaders and staff representatives to collaborate on equality and inclusion (E&I) work. As part of this structure, the Chief Executive is our senior equality and inclusion champion and Chairs the Strategic Equality and Inclusion Group.

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[2] Islamophobia definition: "Islamophobia is rooted in racism and is a type of racism that targets expressions of muslimness or perceived muslimness." https://appgbritishmuslims.org/.
[3] Working Definition of Antisemitism | IHRA (holocaustremembrance.com)
[4] https://www.blackhistorymonth.org.uk/article/section/african-history/confronting-afriphobia/

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                    │ Corporate Leadership │
                    │     Board (CLB)      │
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                    │ Strategic Equality & │
                    │ Inclusion Leadership │
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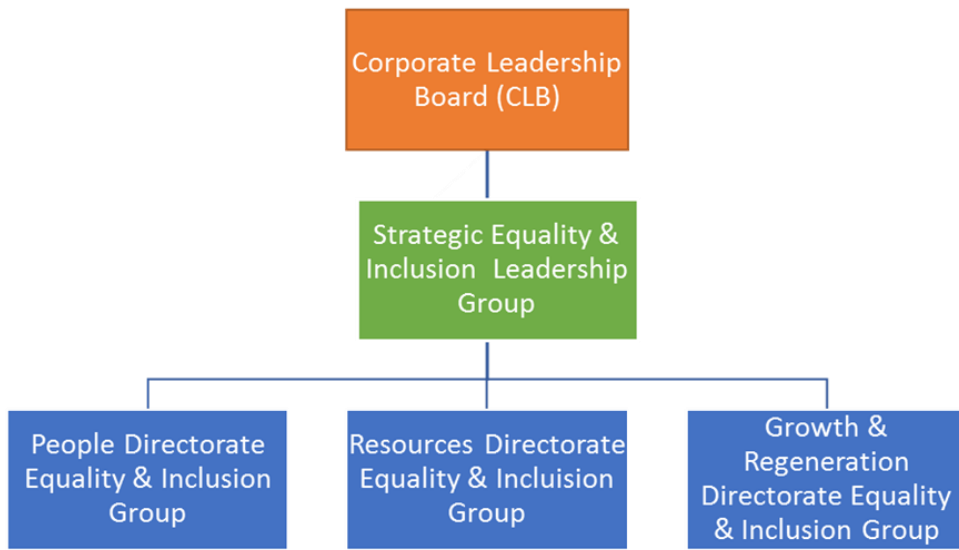
Strategic Equality and Inclusion Leadership Group

The aims of the Strategic Equality and Inclusion Leadership Group are:

- to give assurance to the Corporate Leadership Board that the council is fulfilling its legal obligations under the Equality Act 2010 and the Public Sector Equality Duty
- to ensure that 'due regard' is considered in all key decision-making processes including the Human Rights Act 1998
- to provide strategic leadership and direction on the implementation of the Council's Equality and Inclusion (E&I) Policy and Strategy, to monitor and review performance against the strategic equality and inclusion objectives, and supporting Equality Action Plans to ensure meaningful change is taking place as an employer and in service delivery

Members champion inspire and role-model behaviours that are aligned with the values of the council.

The group commissions, receives and considers reports from Council Directorates, Service Areas, staff-led groups, the Equality and Inclusion team, HR and Organisational Development teams to identify key strategic and operational issues relevant to equality and inclusion, and make recommendations as appropriate.

Directorate Equality and Inclusion Groups

The aims of the Directorate Equality and Inclusion Groups are:

- to create a positive and supportive working environment that enables everyone to thrive and realise their maximum career potential and work-life balance, enabling directorate staff to deliver high quality services to the diverse citizens of Bristol
- to provide a formal reporting mechanism to discuss and manage all equality and inclusion issues that relates to employment and service delivery across the Directorate and agree actions for improvement and mainstreaming
- to strategically oversee the work necessary to ensure that 'due regard' is considered in all key decision-making processes
- to support the implementation of the Equality and Inclusion (E&I) Policy and Strategy actions and the Advancing Equality and Inclusion Action Plan 2020-21, ensuring key actions are incorporated into individual E&I Service Action Plans (formally known as Equality Action Plans)

- to manage and provide updates on the progress of E&I Service Action Plans, workforce metrics, Learning and Development programmes and Equality Impact Assessments/Equality Analysis; identify trends, hotspots, areas of concerns, improvements and share best practice
- to champion, inspire and role model behaviours that are aligned with the values of the council
- to work with the Equality and Inclusion team, to ensure compliance with any legal requirements, standards, frameworks and implementation of best practice measures, e.g. Annual E&I Report, Pay Gap Report, Equality Framework for Local Government (EFLG) and Workforce Stonewall Index, Disability Confident and other related areas
- to communicate and disseminate equality and inclusion information where relevant within their respective Directorate/ Service Areas, for example, promoting activities, learning and development programmes and raising awareness of the work of the staff-led groups (SLGs)
- to ensure that appropriate mechanisms are in place to empower staff from all protected groups within the Directorate to achieve their full potential
- to work with SLGs to raise their profile across the Directorate and Service Areas and work together on any joint initiatives or events relating to the Directorate/Service Areas
- to be creative, innovative and identify best practice initiatives which will be presented and introduced into the BCC, where appropriate external individuals or organisations will be invited to share best practice and learning

Directorate Equality and Inclusion Champions

We now have 12 Directorate Equality and Inclusion Champions. The purpose of this role is to:

- encourage a comfortable and safe environment
- raise awareness of relevant E&I initiatives
- demonstrate positive behaviours to colleagues, partners and service users
- constructively challenge those who discriminate, harass, speak or behave inappropriately
- attend quarterly Directorate E&I Group meetings
- promote the Staff Led Groups' Work plan across the Directorate
- provide regular updates through team and Directorate meetings
- improve career and personal development

Service Equality and Inclusion Champions:

We now have 42 Service Equality and Inclusion Champions. The purpose of this role is to:

- foster a comfortable and safe environment
- raise awareness of relevant E&I initiatives
- demonstrate positive behaviours to colleagues, partners and service users
- constructively challenge those who discriminate, harass, speak or behave inappropriately
- signpost to new initiatives and events
- promote the Staff Led Groups' Work plan across the Service Area
- respect confidentiality and adhere to the Council's values

- provide regular updates through team meetings highlighting best practice
- improve career and personal development
- read and share the documents/outputs that the Directorate Champions send to you from the E&I Directorate meetings that they attend

Equality and Inclusion Director Sponsors

We have established equality and inclusion sponsors at a senior leadership level. They will provide visible leadership and help raise awareness by being a visible member or ally of particular equality groups.

Name	Title	Equality groups
Alison Hurley	Director of Education and Skills	Race
Ann James	Director of Children and Families	LGBTQ+
Hugh Evans	Director of Adult Social	Disabled people
Christina Gray	Service Director Public Health	Race
Anne Colquhoun	Principal Public Health Specialist	Religion or belief
Simon Oliver	Director of Digital Transformation	Age Gender
Tim Borrett	Director of Policy, Strategy and Partnerships	LGBTQ+
Tim O'Gara	Director of Legal and Democratic Services	Disabled people

Staff Led Groups

embRACE Staff Network	Disabled Colleagues Network
• we aim to support Bristol City Council to develop and maintain a safe and positive working environment for Black, Asian and minority staff and the elimination of racial discrimination for employees and citizens • we work in collaboration with and on behalf of our embRACE members in partnership with council teams on our top priorities: HR Operating Model; Leaving a Legacy; The Black Pound; Communication, Marketing & Events; Workforce Development; Equality and Inclusion; Learning and Development • a platform for Black, Asian and minority staff to ensure their voices are heard and to help shape and develop a leadership approach that is more inclusive • be part of a wider community through the Members channel on Teams • ongoing events throughout the year covering the following themes: social, cultural, wellbeing, learning & development	• work with the council to improve the recruitment, retention, training and career developmental opportunities for colleagues with disabilities • ensure that disabled colleagues have a voice and are fully involved in helping shape and improve how Bristol City Council operates • maintain a network for Bristol City Council colleagues who have disabilities • provide a safe space in which issues can be raised with other Staff Led Groups to promote and champion diversity and equality issues
LGBT+ Employees Group	**Young Professionals Network**
• support and advise Bristol City Council in raising awareness on equality and diversity issues within the workplace • maintain a network for Bristol City Council employees from a Lesbian, Gay, Bisexual and Transgender (including Genderqueer, Non-Binary, Questioning, Intersex and Asexual) background to support one another on work related issues • continue to develop a working relationship with other Staff-Led Groups (SLGs) including the Promoting Diversity in the Workforce Group • ensure that SLG staff have a voice and are fully involved in helping shape and improve how Bristol City Council operates	• support young staff working for the council with their development and wellbeing • promote a more diverse and younger workforce • provide training opportunities to staff: both to young people for their personal development, and to not-young people on how to support and encourage the young people they work with • provide a space for young employees to network and socialise with colleagues their own age • work with senior leaders on policies and programmes that support and promote young staff in the council and get more young people working with us

Our staff-led groups (SLGs) act as ambassadors for the council and help to make sure that decisions are properly informed by diverse and representative

points of view. The groups are run by a committee of members who are employees that share a particular characteristic. SLGs work together to inform our policies, processes and training, and help all of us celebrate our diversity with events throughout the year. Members elect a chair, or co-chairs, for the group, along with several other roles. This core team takes responsibility for leading the SLGs' agenda and delivery. Our SLGs have regular meetings with Equality and Inclusion, HR and Learning & Development teams to discuss work programmes.

In 2020 we relaunched the Council's staff-led groups and agreed new Terms of Reference to improve the interface between SLGs and the wider Council and leadership, and to make sure important issues were being addressed.

Our 2020 Staff Survey shows an increased awareness of the groups in our workforce (72% compared to 65% in 2019).

Equality and Inclusion events

Our Equality and Inclusion Strategy says that we will host an annual event to discuss the council's progress against our objectives, identify upcoming issues and celebrate successes.

COVID-19 restrictions stopped us from being able to host a live event at City Hall during 2020-21 however we have hosted large scale online events to promote equality and inclusion such as Bristol's Race Equality Gathering in late 2020 (see below for details).

We hope to hold our next annual Equality and Inclusion event during 2021-22.

Equality Impact Assessments

The council uses Equality Impact Assessments (EqIAs) to examine the potential impact of our proposals on equality communities and make sure we meet our legal duties as defined by the Public Sector Equality Duty.

During 2020-21 we carried out 106 full equality impact assessments and 98 equality relevance checks[5]. Of these, 22 were for proposals specifically related to implementing COVID-19 measures.

In 2020-21 we reviewed and updated our equality impact assessment process, based on feedback from council teams and external partners, to improve the quality and timeliness of assessments, and help officers understand what is required (see Appendix Ai – Template Equality Impact Assessment).

Our new equality impact assessment process has been well received by Council staff with positive feedback from EqIA authors and managers. It brings together the previous relevance check and full form into a single document. There are new sections to ensure that deprivation alongside protected and other relevant characteristics (e.g. being a carer) are considered systematically, with an action plan to promote SMART goal setting. There is also a new summary section which can be used in decision pathways reports and briefings papers.

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[5] For more information including where to find published Equality Impact Assessments see https://www.bristol.gov.uk/people-communities/equalities-impact-assessments

The new form has in-line guidance on what to include, with links to useful resources. We have also produced a new suite of detailed guidance documents including a step-by-step guide, how to identify potential issues, and advice on completing EqIAs for commissioning projects and workforce changes.

To support these changes our Equality and Inclusion Team are providing monthly face-to-face training for officers. Feedback from this training has been positive with participants reporting a significant increase in their confidence in carrying out EqIAs; understanding of equalities groups in Bristol; knowledge of where to find equalities evidence and data; and insight into how proposals can affect different groups.

In addition to providing face-to-face training we have updated our e-learning module on Equality Impact Assessments with a new step-by-step video guide. This e-learning is mandatory for all managers and was completed by 315 employees in 2020-21.

Transforming race and equality at Bristol City Council

In July 2020 Bristol City Council noted the findings of the Transforming Race and Equality Report from DWC Consulting Services Ltd who during 2020-21 provided consultancy in a number of additional areas, including a refresh of our staff-led group governance; leadership support and HR and organisational development advice.

In response to these findings the Council has committed to 68 new actions to improve equality, diversity and inclusion as part of our drive to dismantle structural racism, prioritise race equality and become a national exemplar for inclusive practice.

These actions include using positive action principles to increase diversity in the Council's workforce and creating opportunities for under-represented groups to move into more senior roles. They also seek to address the current context of COVID-19 and the Black Lives Matter movement and their implications for working practices within the Council. An internal audit undertaken in March 2021 (with a final report in May 2021) found that progress has been made in a number of key areas such as: an agreed Workforce Strategy and increased relevant training opportunities for various groups. There have also been increased communications and engagement in all Directorates and across services to drive forward the EDI agenda and senior leadership briefings are taking place on a regular basis. Out of a total of 68 planned actions and sub-actions 45 are complete, and the remainder are in-flight and will be continued through the normal business of the Council departments which are responsible.

For more information please see Advancing Equality and Inclusion at BCC – New Actions for 2020-21. An summary of progress against the actions is included in Appendix H.

LGA Equality Framework for Local Government

We undertook a Local Government Association Equality Framework for Local Government Peer Review, which took place on 22nd and 24th March 2021.

A key learning is that because the council has undertaken so many new activities to promote equality and inclusion in different areas – there is now a need for a more coordinated approach to monitor progress and avoid duplication or gaps – effectively managing 'council' and 'city' focused initiatives, projects and groups as one larger programme.

During 2021-22 we will facilitate a mapping exercise of all our equality and inclusion initiatives.

Please see Appendix B report and Appendix C for our response to the recommendations.

Stonewall Workplace Equality Index

As a public body we welcome ongoing peer review and scrutiny from a range of external organisations who provide unique perspectives and expertise. Our Equality and Inclusion Policy and Strategy 2018-2023 includes a commitment to work towards year on year improvement in the Stonewall UK Workplace Equality Index ranking.

However due to COVID-19, Stonewall changed the normal annual submission and benchmarking index and replaced it with a comprehensive series of Workplace Equality Index Support sessions, which the council has engaged with during 2020/21.

The Council received invaluable feedback and support together with a comprehensive introduction to the newly launched Workplace Equality Index during this period. Advice and support on how the council can develop and work in different areas of employment policy and practice was also provided.

Our workforce

Equality Objective E02 – "To build an inclusive organisation where the workforce reflects the city we serve and the needs of all citizens, and where colleagues feel confident about being themselves at work".

This objective is about the council's role as an employer.

Workforce diversity reporting

We produce a Workforce Diversity Dashboard on our intranet which is available to all managers so they can see differences in representation and outcomes for our staff based on their protected characteristics, which can be used to inform positive action activities. This is updated monthly and provides statistics for Headcount, Sickness, Starters and Leavers etc. from our HR records. It excludes data for Locally Managed Schools/Nurseries, Councillors, Casual, Seasonal and External Agency employees.

This workplace diversity report is based on the sensitive information that staff add to their employee profile on our HR Self-Service system, which we ask staff to add and update to make sure our report is as complete, current and accurate as possible. It is anonymised and granular reporting is not available for small services, to avoid any risks of personal identification.

Please see <u>Workforce Diversity Data – Summary Analysis</u> below for more information about what this data shows us.

Addressing gaps in diversity reporting

This year we have included a section on Trans colleagues (which includes the protected characteristic of 'gender reassignment'), and Marital Status in workforce diversity monitoring, which was not previously reported.

We have also increased the level of detail in our diversity reporting for ethnicity, and for religion / belief, as these had historically been aggregated into broader categories.

Workforce Race Equality Standard

We have been working with Health and Social Care teams to adopt the Workforce race equality standard[6] for our health and social care workforce (adults and children and families). During 2021-22 we will consider extending this across the whole organisation.

Workforce Strategy

In 2020 we updated our <u>Workforce Strategy</u> (previously called our 'Organisational Improvement Plan') which provides the framework for our transformation journey. This will help us proactively meet the future challenges and requirements of the organisation by ensuring we have the right skills in the right places when we need them, and will move us closer to our vision to create an inclusive, high-performing, healthy and motivated work place and become an employer of choice.

Since we first published our Organisational Improvement Plan in early 2019, we have made significant progress with the changes we want to make, with 39 of the 45 actions in our plan achieved within the first year.

Our action plan builds on our significant progress. It is shaped by the Council's core priorities: COVID-19 recovery and embedding equality and inclusion in our everyday practice. Guided by our Business Plan, we will need to match our resources to meet new and emerging priorities, ensuring we can work flexibly to support the organisation in the response to COVID-19 and empowering colleagues to take on new and different responsibilities.

This will be alongside ensuring our colleagues are supported to adapt to new ways of working by making the most of new tools from our IT transformation programme, whilst looking after their physical, mental and emotional health and wellbeing, acknowledging many have been impacted by prolonged periods of home working and by other impacts of the pandemic.

The Workforce Strategy is divided into six themes: An empowering organisation; equality and inclusion; performance and talent development; health and wellbeing; structure, pay and policy; brand and recruitment.

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[6] <u>Workforce-Race-Equality-Standard-2020-report.pdf (england.nhs.uk)</u>

We measure our workplace culture and employee engagement through an annual employee survey. Our 2020 survey showed improvement against all indicators from 2019[7].

Other activity and next steps

In 2020-21 we drafted and consulted on a new Grievance Resolution Policy which was launched with effect from 1 April 2021. The new policy includes a survey to be completed by the employee when their grievance is concluded. This will provide a greater insight into how well grievances are being resolved. This information will be incorporated into our reporting moving forward.

We published a new recruitment assessment toolkit in January 2021 which provides detailed advice of effective recruitment practice.

In 2020 we introduced workforce planning as part of the annual service planning cycle. This includes a requirement to review the HR diversity dashboard and identify actions to address any diversity gaps within the team.

Next Steps

From 1 April 2021 all job adverts require hiring managers to target their advertising to improve representation at under-represented groups in their services areas. This is focussed on race, disability and young people.

We are developing a new Investigations Policy to set out requirements when there are cases concerning discrimination, harassment, victimisation or bullying.

We are developing a revised Recruitment and Selection policy to consolidate all key information and policy requirements into a single document.

Learning and Development

See Summary of our Equality and Inclusion Training Offer section below.

The COVID-19 pandemic meant we had to respond quickly to ensure colleagues still had full access to the learning and development programme and put in place new products to support them adapt to new ways of working. Our face to face induction was replaced with an online induction programme including e-learning in the form of Your Rights Your Responsibilities. This has been completed by new starters as well as current employees: 2,729 in total during 2020-21.

We have continued emphasising equality and inclusion in leadership development. 231 managers completed Managing Diversity e-learning in 2020-21 bringing the total to 1,112. The roll out of Cultural Intelligence workshops for managers (following the Directors' workshops in the previous year) was delayed due to COVID-19 restrictions but 73 third tier managers and a Staff-Led Group Chair participated in online workshops, and more are being scheduled for 2021-22.

A range of equality and inclusion related e-learning is available and accessible to the wider workforce covering subjects such as Trans Awareness, Hate Crime,

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[7] Staff Survey 2020 Results and Next Steps (SharePoint) Internal Link

and Autism Awareness. 146 council officers have accessed this during 2020-21. Additionally, 315 council officers completed Equality Impact Assessment e-learning in 2020-21.

Leadership and Management Development

As part of our work on talent development, we have produced a leadership pipeline[8] which helps colleagues with their career development planning. It shows the expected leadership behaviours at each level, and the learning and development opportunities to support their personal development plans[9].

As part of this offer, we have developed a set of leadership modules to support managers develop their skills. The four modules are:

- **Working Smarter** – tools and techniques to prioritise and manage workloads to make time for leadership work
- **Getting the best out of me and others –** working to individuals' strengths, reviewing how and why people do things e.g. how people communicate and make decisions and valuing difference in others
- **Inclusive leadership** - acknowledging how bias/prejudices impact the workplace, preparing managers for difficult conversations, exploring approaches to challenge using Non-Violent Communication
- **Talent development** - empowering managers to have good career development conversations, exploring how you unleash people's potential and reviewing career development

We also offer leadership development for new and aspiring managers, and have produced a manager toolkit 'key information for managers' which includes guidance on promoting equality and inclusion. 77 existing and aspiring managers have attended leadership development sessions since April 2020, and

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[8] Leadership Pipeline (SharePoint) Internal Link

[9] 18 managers are taking part in the pilot and we aim for a wider roll-out in summer 2021. This will complement the range of other leadership development already in place such as the Team Leader development programme (for new or aspiring leaders), key information for managers toolkit, and a range of apprenticeships.

participant feedback has showed a significant increase in confidence for those completing all modules.

Our 'talking about racism' toolkit is available for managers to have constructive and sensitive conversations with their teams. In 2020-21 our Equality and Inclusion Team received positive feedback after facilitating 15+ sessions with various service areas and leadership forums using the toolkit as a basis to discuss what colleagues could do to recognise and challenge racism in their roles.

Workforce diversity initiatives

Diverse Voices – talent development

We have now launched the pilot Diverse Voices scheme. This pilot aims to tackle the lack of under-represented groups in senior leadership positions. There are 11 people in cohort one with another 13 in cohort two, and a waiting list. The scheme involves a package of coaching and development for existing managers as well as the opportunity for participants to take part in leadership forums such as Corporate Leadership Board each week for one month. This helps provide diverse perspectives in Council decision making, whilst offering a development opportunity for the participants.

CASE STUDY - embRACE Staff Network key activities in 2020-21:

✓ **Provided feedback on refreshed E&I Policy and Strategy, Grievance Policy, Positive Action Toolkit, new EqIA process etc.**

✓ **Supported Health and Social Care teams to adopt the Workforce Race Equality Standard**

✓ **Contributed to internal HR recruitment advice and training for managers, including increased bias awareness, fair selection and positive action in recruitment**

✓ **Diverse voices - talent development steering group**

✓ **Held listening events for over 60 Black and Asian staff to inform risk assessment as part of COVID-19 outbreak management, and understand BLM within the context of our organisation**

✓ **Black Pound working group focus on diversification of the supply chain; access to benefits and hardship grants; and financial policy and decision making**

✓ **Weekly COVID-19 support drop-in for staff during lockdown**

✓ **embRACE men's support group to address the over-representation of Black and Asian men in disciplinaries and absence due to stress**

✓ **Hosted two racialised trauma and self-care workshops for Black and Asian staff**

✓ **Co-designed an inclusive employment programme for young Black men with Bristol Works**

Planning is underway for extending the scheme throughout the organisation, and a stakeholder group, involving SLGs and trade union representatives has met to discuss ideas for this next phase.

Talent Development Steering Group

This group is now established with terms of reference and a governance structure in place. Its purpose is to help shape a talent development programme for the Council that provides opportunities for colleagues to develop their careers, develop positive action initiatives, and create a 'talent pipeline'. The group took part in a workshop to identify the top three priorities for their work programme. These were: 'development plans/Identifying talent'; 'apprenticeships'; and 'diverse voices and mentoring'. Focus groups have been set up to help shape the work in these priority areas. The apprenticeship team are now formally reporting their progress through the talent development steering group.

Reverse Mentoring

The Reverse Mentoring programme is open to all staff. It is an opportunity for our managers to learn from a diverse range of staff. This is through developing an understanding of viewpoints from under-represented groups within the Council.

For example, a manager may have little or no engagement with members of the LGBTQ+ community and seeks to expand on their understanding of issues and requests a mentor. It provides managers with the lived experiences of staff from diverse groups. Reverse Mentors will have an opportunity to mentor senior leaders to develop their equality and inclusion skills, and receive advice or learn new skills in return.

Diverse Recruiters

The Diverse Recruiters scheme is designed and managed by the Equalities and Inclusion Team to help us recruit the best talent for roles within the Council. The objective is to help managers and candidates get the best possible outcome from a job interview. Diverse Recruiters also help to ensure interview panels are aware of potential bias and have sufficient diversity of thought and experience. Our Diverse Recruiters scheme has 70 participants to ensure recruitment panels include members from under-represented groups in our workplace.

Project Bristol Internship

Our Project Bristol Internship has 10 young people aged 18-24 years with learning disabilities on programme with a 65% success rate in obtaining permanent roles or apprenticeships. The programme was reviewed to ensure that interns develop the skills required to match job opportunities within the council. The programme has been running successfully for eight years.

> **CASE STUDY - Young Professional Network key activities in 2020-21:**
>
> ✓ **Running a six-month pilot mentoring scheme with 16 young people paired with third tier or above managers -this has received positive feedback from both mentors and mentees**
>
> ✓ **Organised a shadowing scheme whereby young employees can shadow another team for an hour a week for 4-6 weeks, getting experience of a team that they would normally not be able to get, and feeding into multiple policies to ensure that indirect discrimination against younger staff members was not happening**
>
> ✓ **Reviewing job descriptions to make the language more accessible of roles under BG12 in areas where young people were underrepresented - this has led to at least one of these roles being filled by a young person**
>
> ✓ **Organised SLGs getting a regular slot in the internal comms bulletins, to increase awareness of the groups and of the events or activities they are taking part in**

Stepping Up Programme

The Stepping Up programme was launched in January 2018 as a city-wide accelerated Black, Asian and minority ethnic leadership experience and development opportunity - to create a diverse talent pool in Bristol, and supply a ready flow of individuals with aspiration and skills to reach the more senior roles. The design of the talent pipeline and pool has been co-created with employers, and the programme has since been expanded to include women, and disabled participants (whether they are also of Black, Asian or minority ethnicity).

Stepping Up had another successful year in 2020-21 winning two national awards from the prestigious Chartered Institute of Personnel Development (CIPD) for best Diversity and Inclusion Initiative and Overall Winner.

Despite COVID-19 restrictions Cohort Three of Stepping Up achieved 85% attendance, with 91% of participants developing tools to write a convincing CV, and 40% reporting promotion or positive career movement – contributing to the overall objective of increasing the diversity of the leadership landscape. Stepping Up continues to work with more partners regionally and has seen an increase in applications to the programme for 2021-22, with over 150 new participants[10].

Horumar

As a spin-off from the main Stepping Up programme, Horumar is a community-based project for Somali women. The programme provides Somali women with the right tools to increase their skills and knowledge to obtain meaningful, professional, well-paid self- employment or employment. Last September Horumar recruited another 30 Somali women.

The digital divide was acutely evident in the delivery of Horumar cohort two. Virtual evaluation polls indicated most participants had not previously used video conferencing. There was a need, not previously identified, for extensive IT training, to address the issue of digital devices for those without a device, and to offer one-to-one support to access the e-learning platform. 21 Participants were provided with low-cost digital tablets to enable participation in the online programme delivery.

Reasonable adjustments for disabled colleagues

Throughout the period of COVID-19 lockdown measures and remote working in 2020-21 we have continued to work toward a number of activities to meet the needs of disabled colleagues including:

- providing day-to-day Disability Advisor Casework and reasonable adjustments support to Council staff and teams regarding disability and long-term condition related requirements.
- working collaboratively with the Disabled Colleagues Network staff-led group to develop a Reasonable Adjustments training package
- establishing a display screen equipment (DSE) assessment and loan library, and continuing to provide support to our Health and Safety Technician with complex cases and processes
- updating and refreshing information on our staff intranet The Source to reflect continued home working including an updated DSE Guide, advice on healthy home-working, and remote workstation assessments and advice
- developing staff guidance on The Source with signposting links for Access to Work information, and working with Learning & Development and Recruitment teams to embed information in relevant documents and processes

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[10] Stepping Up will use a blended learning approach in 2021-22 with a mixture of face to face and online engagement to reach candidates.

- setting out disability and health condition adjustment resource links on The Source via our Disabled Colleagues Network staff led group intranet pages

We are aware of the disproportionately negative impacts of COVID-19 restrictions for disabled people, and we are in continual consultation in relation to our plans for safely returning to the workplace with disabled colleagues via our Disability Wellbeing Advice service, and Disabled Colleagues Network.

Staff engagement

Annual Employee Survey

We run an annual employee survey to understand the organisation's culture. Our 2020 staff survey tells us that:

- There was an overall improvement in positive responses since the 2019 survey
- A significant increase in colleagues feeling they are listened to and their opinions count – 65% positive response (56% in 2019)
- 78% agreed 'I am treated with dignity and respect' (73% in 2019)
- 77% agreed 'I feel able to be myself in the workplace' (73% in 2019)
- Responses on organisation's approach to challenging unfair or poor behaviour are improved but remain lower relative to the positive response rates for other questions in the survey:
    - 56% of colleagues agreed 'I feel confident that I can raise issues about poor behaviour or practices, and it will be responded to effectively'
    - 49% agreed 'I feel confident that I can use our whistleblowing procedures, without risk of detrimental treatment, if I suspect wrongdoing within the council' (new question for 2020)
    - 57% agreed 'I feel this is a workplace which supports good mental health and wellbeing'

This survey includes a set of questions related to working environment and fairness with respect to specific protected characteristics. 2020 results show that overall, there has been an improvement in positive responses and that there is no increase in negative responses for any group.

	2019		2020	
	Total positive	Total negative	Total positive	Total negative
I am aware of staff led employee groups and their purpose	65%	15%	72%	12%
I am not treated inappropriately or unfairly because of my age	84%	5%	85%	4%
I am not treated inappropriately or unfairly because of my disability	64%	8%	69%	8%
I am not treated inappropriately or unfairly because of my ethnicity	82%	4%	84%	3%
I am not treated inappropriately or unfairly because of my gender reassignment	65%	2%	65%	2%

I am not treated inappropriately or unfairly because of my marriage or civil partnership	79%	2%	81%	1%
I am not treated inappropriately or unfairly because of my pregnancy and maternity	59%	4%	64%	3%
I am not treated inappropriately or unfairly because of my religion or beliefs	80%	3%	82%	2%
I am not treated inappropriately or unfairly because of my sex	84%	5%	86%	3%
I am not treated inappropriately or unfairly because of my sexual orientation	84%	2%	85%	2%
I believe the council is committed to creating a diverse and inclusive environment	72%	7%	79%	5%
Overall, I feel I am treated fairly as an employee of Bristol City Council	76%	9%	81%	7%

Other staff engagement

We ran 'Ways of Working' surveys in May and October 2020[11] to ask staff about the benefits, challenges and opportunities of our new ways of working during coronavirus.

- 80% of colleagues had asked for and received the equipment they needed to be able to work remotely / from home
- 21% of colleagues reported an increase in their opinion of leadership, with 69% remaining unchanged, and 7% reporting a deterioration in their opinion of leadership during lockdown
- 53% of colleagues said they were having 1:1s with line managers at least weekly, and 83% said their manager understood their current work from home situation
- 18% said their team relationships had improved during lockdown, and 14% said it had deteriorated
- 36% of colleagues reported a deterioration in their mental health during lockdown
- 84% of colleagues felt well-informed by corporate communications during lockdown

In June and July 2020, colleagues were invited to webinars to hear from senior leaders, the Mayor and Deputy Mayor Asher Craig on issues of equality in the workplace.

Next steps: In 2021-22 we will be running a series of regular pulse surveys to capture colleagues' views on topical themes as we emerge from lockdown. This will enable us to respond quickly to implement any new measures to help colleagues adapt to a new way of working.

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[11] Ways of Working survey results (sharepoint.com) Internal link

Equality Objective 2 - measures and outcomes

Measure	2019-20	Target	2020-21	Rating	Trend	Comment on Progress
Reduction in the gender, race and disability pay gaps:						
Gender pay gap (mean)	4.08%	3.85%	4.26%	Below target	↑	See pay gap reports Measuring equalities success - bristol.gov.uk and Workforce Diversity Data – Summary Analysis section below for more details
Race pay gap (mean)	12.06%	12.26%	9.78%	Above target	↓	
Disability pay gap	1.97% (mean) 3.25% (median)	-	1.37% (mean) 5.09% (median)	-	↑	
Increase the percentage of employment offers made to people living in the 10% most deprived areas.	5.5%	6.5%	4.7%	Below target	↓	
Difference between progression rate of Black, Asian and minority ethnic employees, and non-Black, Asian and minority ethnic employees.	1.09%	0.00%	0.55%	Above target	↓	see Workforce Diversity Data – Summary Analysis section below for details
Difference between progression rate of female and male employees.	0.68%	0.0%	-0.50%	Below target	↓	
Percentage of top earners who are women.	56.3%	55.0%	54.0%	Below target	↓	
Year on year increases in the proportion of colleagues who self-declare their diversity characteristics.	Comparing end March 2021 diversity reports to the previous year our proportion of 'Unknown' diversity data has reduced for Ethnicity 7.1% (was 9.1%); Religion/Belief 8.3% (was 31.9%; and Sexual Orientation 7.3% (was 29.2%). However, the proportion of 'Unknown' for Disability status has increased slightly to 11.7% (from 9.1%). Where we have recently included diversity monitoring for Marital Status and Trans Colleagues the proportion of unknowns is still high, and we will aim to improve this in future reporting.					
Year on year improvement in the Stonewall Workplace Equality Index ranking.	Last year, due to the challenges many employers faced in immediate response to the COVID-19 pandemic, Stonewall decided not to run the 2021 Workplace Equality Index[12].					
Bristol City Council's workforce is broadly reflective of the demographics of the working age population in the communities we serve.				see Workforce Diversity Date – Summary Analysis section below for details		
Reduction in disproportionately high number numbers of grievances from Black, Asian and minority ethnic colleagues and disabled colleagues.	33%	-	20.3%	-	↓	see Workforce Diversity Data – Summary Analysis section below for details
Reduction in disproportionately high number	17.65%	-	17.1%	-	↓	see Workforce Diversity Data – Summary Analysis section below for details

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[12] UK Workplace Equality Index | Stonewall

Measure	2019-20	Target	2020-21	Rating	Trend	Comment on Progress
of disciplinaries involving Black, Asian and minority ethnic colleagues and disabled colleagues.						
Positive feedback from staff-led equality groups indicates members are empowered to contribute effectively and help make a difference.			Measure tbc			

Providing inclusive services

Equality Objective E03 – "To provide inclusive services which actively address inequality and exclusion and enable all of Bristol's citizens to realise their potential and live safely"

This objective is about the council's role as a deliverer and commissioner of services.

Equality Action Plans

As part of the annual business planning cycle all Council service areas carry out review of their functions to produce an updated Equality Action Plan[13]. These plans prioritise relevant equality issues for their area of work, including addressing any under-representation and identifying ways to address them with measurable targets to track progress.

The actions in these plans link to the five objectives in the BCC Equality and Inclusion Policy and Strategy 2018-2023. Updated plans for 2021-22 (which were drafted in December 2020) are required to include specific actions and targets in relation to race equality, as part of our organisational response to the findings of DWC Consulting.

The Council has a key performance indicator (KPI) to "increase % of all Equality Action Plan actions reporting expected progress (or better)", which acts as an aggregate to help us understand overall progress. Our target for this KPI is 75% and in 2020-21 the overall percentage of equality actions with expected or better progress was 76%.

Progress reports on our service area action plans show the council is progressing as expected overall in equality actions relating to organisational and workforce development, and community and partnership work.

Most actions rated as 'less progress than expected' were due to COVID-19 measures delaying projects and services from being delivered as planned. In some cases, positive action to increase workforce diversity has been implemented, but this has not yet led to a measurable improvement in team diversity due to slow staff turnover.

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[13] also known as an E&I Service Action Plan

COVID-19 outbreak management and equality

During 2020-21 the Equality and Inclusion Team played an active role in identifying and addressing the differing needs of vulnerable citizens during the COVID-19 outbreak, and continues to play vital a role in the recovery work so that good practice is at the heart of it. This includes facilitating citywide discussions about inclusive recovery, contributing to equality focused task and finish groups, and providing a regularly updated equality impact assessment summarising known equality issues and potential mitigations, for use by council teams.

For further information about what the council and other groups and organisations have done to help communities, businesses and individuals affected by coronavirus in Bristol see https://www.bristol.gov.uk/council-and-mayor/bristols-response-to-coronavirus-covid-19.

Race Equality COVID-19 Steering Group

In April 2020 the Council commissioned a rapid review on the impact of COVID-19 on people from Black, Asian and minority ethnic backgrounds. This review came back with eight policy recommendations[14].

The Race Equality COVID-19 Steering Group was set up with representation from a wide range of organisations to address these policy recommendations, along with recommendations in the Public Health England 'Understanding the impacts on BAME communities' report[15]. We continue to support the steering group to meet monthly and ensure the policy recommendations are adopted and implemented across Bristol[16].

Some of the outcomes of the group have been:

- Working with the Race Equality Strategic Leaders Group & HR Leaders group to develop work around representation in leadership

- Working across the health system to increase the data that is available to us

- Working with the community and partners to offer mobile community vaccination centres

- Developing culturally appropriate public health communications for communities about the vaccines.

- Held a very well-attended vaccine event with expert leaders to help answers questions and concerns and to dispel myths around the COVID-19 Vaccine aimed at Black, Asian and minority ethnic people (attended by over 500

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[14] ARCWest rapid review on the disproportionate impact of COVID-19 on BAME communities
[15] Public Health England report: COVID-19: understanding the impact on BAME communities
[16] Bristol Race Equality COVID-19 Steering Group Terms of Reference

people of which 40% were from Black, Asian and minority ethnic backgrounds)

Commissioning and procurement

Our Equality and Inclusion Team has produced new guidance for council officers to ensure that equality impacts are considered at all stages in the commissioning cycle.

Our Strategic Procurement and Supplier Relations team have agreed in their updated Equality Action Plan:

- to review existing Council approach to evaluating equality in procurement and redesigning the Service to standardise processes (as required)
- to ensure the inclusion of Equality Impact Assessments as part of the authorisation process for procurement requests
- to review aligned policies and embed relevant policies (e.g. Modern Slavery, Social Value)
- guidance and templates (tender documents, terms and conditions, and contract management frameworks) to be reviewed, revised and agreed / standardised to reflect E&I considerations
- templates will include the agreed form of words to be inserted (not to be removed) unless indicated by the supporting guidance
- Social Value Policy review will be concluded with formal sign off around changes agreed with Members and a clear communications plan that supports embedding of the principles
- the council will also have a reviewed and adopted position around modern slavery which is clearly in line with Regulatory considerations plus engaged within our communities / supply chain

Communications support

The council's External Communications and Consultation team and Internal Communications team have developed new guidance for employees on accessible communication which includes:

- Using plain English and keeping content simple
- Good practice for web pages and social media
- Making Word documents and PDFs more accessible
- Creating accessible tables
- Adding alt text to images
- Advice on the council's 'House Style' to increase accessibility and consistency in our written communications

A 'Communications Basics' has been incorporated into mandatory corporate induction to make sure everyone knows our corporate narrative (the story of who we are, what we're all about and what our top priorities are), what is expected of them and how they contribute to good, accessible communication.

Our Translation and Interpreting Service provides written translation in most languages and interpreters in over 40 languages including the languages most requested in Bristol: Arabic, Bengali, British Sign Language, Cantonese and Mandarin, Czech, Farsi, Kurdish, Polish, Portuguese, Punjabi, Romanian, Somali, Turkish, Urdu, and Vietnamese. Where appropriate, telephone or video interpreting (for BSL only) will be offered as an alternative to face to face interpreting.

Equality Objective 3 - measures and outcomes

Measure	2019	Target	2020	Rating	Trend	Comment on Progress
Increase % of all Equality Action Plan actions reporting expected progress (or better)	n/a	75%	76%	Above target	n/a	Progress reports on service area action plans show the council is progressing as expected overall in equality actions relating to organisational and workforce development, and community and partnership work. Many actions rated as 'less progress than expected' were due to COVID-19 measures delaying projects and services from being delivered as planned. In some cases, positive action to increase workforce diversity has been implemented, but this has not yet led to a measurable improvement in team diversity due to slow staff turnover.

Our Role as a Leading Agency

Equality Objective E04 – "To achieve a measurable increase in the extent to which communities facing inequality can share in and contribute to the city's success".

This objective is about the council's role as a leading agency in the city.

Supporting the Mayoral Commissions

Bristol Women's Commission

Bristol Women's Commission was formed in 2013 as a partnership of key agencies across the city to meet Bristol's obligations as a signatory to the European Charter for Equality between Women and Men in Public Life.

The Women's Commission has established multi-agency task groups to address Women's Safety; Women's Representation in Public Life (not currently active); Women and Girls' Education; Women's Health; Women and Economy; and Women in Business.

We have created a Memorandum of Understanding between Bristol City Council and the Women's Commission for the next three years.

In the light of the evidence that women have been disproportionately affected by COVID-19, particularly women who are already at a disadvantage in society, and concern that the plans to rebuild the economy did not address this effectively, the Economy Task Group of the Bristol Women's Commission produced evidence-based recommendations for employers and decision

makers on actions to support women and to ensure that all women are included in rebuilding a society that is better for everyone – <u>Delivering an Inclusive Economy Post COVID-19 (bristol.gov.uk)</u>

In November 2020 the Chair of Bristol Women's Commission presented an annual report to Full Council summarising the work undertaken by the commission during the previous year in the priority areas of; Safety, Health, Education, Economy and Business - <u>Womens Commission - Full Council Report.pdf (bristol.gov.uk)</u>

For more information please see <u>https://www.bristol.gov.uk/mayor/womens-commission</u>

Commission on Race Equality

The Commission on Race Equality (CORE) was formed in 2018 and works in partnership with cross-sector networks to advance and prioritise race equality, influence local leaders, and increase the power and influence of Black, Asian and minoritized people in Bristol.

CORE has recruited a new chair Professor Olivette Otele, Professor of History at University of Bristol, along with the recruitment of 14 new commissioners. Black South West Network (BSWN) have joined the team to provide the secretariat function.

After several community consultations in summer 2020 the commission will work with partners in the city to address: Health & Wellbeing, Education, Employment and Enterprise, and Engagement with communities. The commissioners will work strategically with partners across the city to help deliver better outcomes for Black, Asian and minoritized communities.

In November 2020, the Director of Black South West Network presented a progress report to Full Council detailing the contribution of the commission to policy locally and nationally, and the activities undertaken in the past year to tackle systemic racial inequality - <u>Commission on Race Equality - Full Council Report 2020.pdf (bristol.gov.uk)</u>

For more information please see <u>bristolcore.co.uk</u>

We Are Bristol History Commission

The We Are Bristol History Commission was set up in September 2020 as an independent group with a wide membership of historians and academics by Marvin Rees, Mayor of Bristol, after the pulling down of the statue of Edward Colston in the summer.

The Commission aims to:

- Help Bristol better understand its history and how it became the city it is today
- Work with citizens and community groups to make sure that everyone in the city can share their views on Bristol's history
- Build an improved, shared understanding of Bristol's story for future generations

For more information please see <u>We Are Bristol History Commission - bristol.gov.uk</u>

Mayoral Commission on Domestic Abuse

The Mayoral Commission on Domestic Abuse first formed in 2020. Twenty-eight local and national organisations took part in five themed workshops. These workshops produced the series of principles in a report to help prevent domestic abuse.

For more information please see Mayoral Commission on Domestic Abuse Report - bristol.gov.uk

Bristol Equality Charter and Bristol Equality Network

In November 2018 we launched the Bristol Equality Charter - a city-wide initiative co-produced by 20+ private, public and voluntary sector organisations in conjunction with Bristol City Council. The charter sets out several commitments to help with the aim of making Bristol a fairer, safer, accessible and inclusive city where everyone feels they belong, has a voice and an equal opportunity to succeed and thrive.

Throughout 2020-21 the Bristol Equality Charter continued to have a growing number of signatories (now 180+) and our Equality and Inclusion Team provides ongoing support to the Bristol Equality Network, which is open to representatives of organisations who have signed the Bristol Equality Charter.

The purpose of the Bristol Equality Network is to support network members to achieve the aims and commitments of the Bristol Equality Charter, Develop excellent equality practice through cross-sector partnership working and knowledge sharing, and encourage more organisations to sign the Bristol Equality Charter and participate in the network. The network is chaired on a rotating basis and has four main meetings a year where members come together to promote partnership working and to share information and good practice.

The Bristol Equality Network continued to meet digitally throughout 2020-21. As well as working collaboratively on priority actions such as collaborating to provide meaningful work, apprenticeships and volunteering opportunities; promoting positive action activities; and improving city wide data on diversity to support the case for making changes, the Network held member sessions focusing on:

- Community engagement with Bristol Future Parks
- Increasing Census 2021 responses from under-represented communities
- Promoting awareness of the European Union Settlement Scheme
- Next steps for accessible and inclusive COVID-19 recovery
- Progress and challenges after ten years of the Equality Act 2010

Bristol's Race Equality Strategic Leaders Group

The city-wide Race Equality Strategic Leaders Group was first established in August 2015, in response to the Manifesto for Race Equality, to bring together all public sector organisations in the city to work collaboratively to tackle the endemic issues that the Manifesto raised and to make a difference to our

communities. The aim of the group is to ensure we collectively tackle race inequality across Bristol by identifying opportunities and tackling issues through transparent approaches.

The group is a city-wide forum (currently Chaired by Bristol City Council) which now has full attendance and representation from 16 major public sector agencies in the City (all Health trusts, Universities, Criminal Justice agencies and the City Council), as well as excellent support and scrutiny from wider strategic partners such as SARI, Commission on Race Equality, VOSCUR & Black South West Network. To help deliver the strategies set by the group there is also support from the Bristol H.R. Leaders Group.

The group meets on a bi-monthly basis to discuss how all public sector city partners can work together to improve the opportunities and experiences of Black, Asian and minority ethnic individuals and take an action-centred approach to making a difference for Bristol communities.

Over the past three years the momentum behind the group has grown significantly with ever increasing group membership and attendance at strategic levels. This has enabled the group to formally agree strategic and collaborative annual work plans and projects for delivery to produce tangible outputs to share through networks and with wider city stakeholders.

Some of the projects delivered by the group recently have included:

Bristol's city-wide race equality data products

Race Equality Data Product Update 2020

This key strategic project transparently presents how all major public sector agencies (and now other sector partners) in the City are performing in terms of race equality data, including detail on key H.R. indicators such as representation, pay, grievance, disciplinary and sickness data for over 40,000 employees within Bristol.

This detailed work goes way beyond statutory guidelines for race data reporting with the aim of ensuring we achieve greater diversity and equality within our organisations.

Lord Woolley and the Cabinet Office commended this work highlighting Bristol as leading the way nationally. This project also won 'The Transparency Award' at the Global Equality and Diversity Awards for being a first of its kind on a city-wide level in the country.

This data report is produced bi-annually[17] to openly present performance and monitor trends and challenges in relation to disparities of pay, sickness and other key metrics between ethnic groups. This is a key part of a performance-driven improvement journey which has evidenced progress and improvements against the above key measures between versions 1 and 2 due to the supporting action plans in place to tackle these matters arising.

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[17] Production of Version 3 of the report is now underway and will be published during 2021.

Bristol's Race Equality Gathering

The Race Equality Gathering held in late 2020 was a first for Bristol on a city-wide level, taking a significant step forward in connecting the city on tackling race inequality.

Over 70 key race equality leaders attended with the focus on connecting the work of many of the city's key race equality groups with the outcomes being:

- Delivering a series of race equality events on a wide range of key themes
- Delivering a wider annual event to engage the whole city and our communities
- Committing to working collectively and collaboratively to tackle race inequality across our partnerships and groups

Feedback from attendees has been extremely positive with lots of enthusiasm shared about working collectively in future to maximise impact.

To find out more on the work of group and its membership and projects please visit https://www.bristolonecity.com/race-equality-strategic-leaders-group/.

Voice and Influence

We commission The Voice and Influence Partnership to ask Bristol citizens from several equality groups for their views on our proposals and policies. The partnership is represented by The Care Forum, Bristol Older People's Forum, Centre for Deaf and Hard of Hearing People, OTR Freedom and WECIL as delivery partners, with SARI and VOSCUR as advisory partners, to bring about positive change in local communities. In October 2020 The Ammerdown Centre joined the partnership as a new multi-faith Delivery Partner[18].

We also commission Bristol Women's Voice (BWV) to make sure that when key decisions are taken women's voices have been listened to and their ideas and concerns acted on. BWV enables women to come together to decide what are the most important issues facing women and girls in the city and work together to tackle them.

Bristol Muslim Strategic Leadership Group

The purpose of the Bristol Muslim Strategic Leadership Group (BMSLG) is to develop and strengthen Muslim communities in Bristol.

During 2020-21 we worked closely with the BMSLG as strategic partners to support several projects led by them including:

- Sharing key messages via video in a range of community languages on key messages, such as those needed during the coronavirus pandemic, Ramadan and other important occasions
- Producing a Muslims in Bristol and Britain guidance document

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[18] Current commissioning arrangements for The Voice and Influence Partnership are coming to an end in 2021-22 and in-scope participation work with equalities communities will be commissioned under the second round of the Bristol Impact Fund[18].

- Establishing a multi-faith prayer space in The Galleries city centre shopping centre

Equality Objective 4 - Measures and Outcomes

Measure	2019	Target[19]	2020	Rating	Trend	Comment on Progress
Ratio of consultation response rate for the most and least deprived 20% of Bristol citizens.	2.32	1.8%	1.91%	Below target	↓	The year-end ratio is slightly behind our stretching target, but shows improvement on last year, while also continuing the year-on-year improvement in responses from deprived communities since 2017/18
Increase the percentage of people who feel they can influence local decisions.	18.10%	21.10%	21.10%	On target	↑	This percentage has been steadily improving. The trend is likely to have been influenced by a wide range of factors, but the improvement this year may reflect the council's work with communities in its response to the COVID-19 pandemic plus the 'Your City Our Future' programme leading to Bristol's first citizens' assembly.
Reduction in the gap between children in the 30% most deprived 'Super Output Areas' achieving a good level of development at Early Years Foundation stage compared to those not in the most deprived areas.	13.1%	-	12.0%	-	↓	Although this is being measured, this key performance indicator has been suspended for a year owing to COVID-19 restrictions.
An increase in the proportion of Children in Care who meet and exceed their educational achievement outcomes.	Various measures					Bristol City Council has updated its Corporate Parenting Strategy and Pledge to our young people in care and care leavers. Education, training and employment all feature in the documents
Reduce the number of people sleeping rough on a single night (BCC Quarterly Count)	93	75	43	Above target	↓	The number of people rough sleeping as measured on our bi-monthly street count in March was 43. The number of Statutory Homelessness Acceptances has increased in 2020. During the COVID-19 lockdown period there was an increase in the proportion of people accessing rough sleeping services who identify as Black or Black British, African, or where their ethnicity is unknown. During 'Everyone in' the government suspended legislation around people who had no recourse to public funding which is likely to have had an impact in comparison to previous years.
A reduction in the difference between high performing and poorly performing areas in the	7.5%	-	0%	-	↓	For people in full time work (QoL) the deprivation gap has reduced from 7.5% in 2019 to 0% in 2020. However, the actual percentage of people living in deprived areas in full time work has decreased slightly from

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[19] In some cases, the targets for 2019-20 have been deliberated reduced to allow for the known impacts of COVID-19 measures on service delivery.

Measure	2019	Target[19]	2020	Rating	Trend	Comment on Progress
number of unemployed people.						67.4% to 66.78%. In terms of relative deprivation Bristol has seen its relative ranking improve (on 6 measures) and stay the same overall in income and employment scale[20].
A reduction in the proportion of young people who are not in education, employment, or training (including destination unknown	30%	15.00%	13.9%	Above target	↓	This positive decrease is partly because of improved tracking and recording, including where young people have transferred from Bristol to neighbouring local authorities.
An increase in the proportion of residents in deprived areas who have access to the internet at home via home broadband, mobile phone, or mobile broadband.	88%	92%	92%	On target	↑	There has been an overall increase in those with access to the internet at home, however there are differences in extent to which different equalities groups are comfortable using digital services. Access to the internet at home has been recognised as being increasingly important during the last year because of COVID-19 with the extended periods of home-schooling which were needed as well as the wider issues around social isolation.
A reduction in the gap in life expectancy for men and women between the most deprived and least deprived areas.	9.8 years (M) 7.7 years (F)	9.8 years (M) 7.7 years (F)	9.6 years (M) 7.2 years (F)	Above target	↓	Progress against the life expectancy gap and inequalities in healthy life expectancy will continue to be challenged this year by the ongoing COVID-19 pandemic. Addressing health inequalities has renewed focus as a high priority across the local health and care system. A Population Health, Prevention and Inequalities programme has been developed as part of the Healthier Together Partnership to strengthen strategic leadership for this work. An inequalities profile across Healthier Together has been completed to inform prioritisation of actions.

Our role in the community

Equality Objective E05 – "Progressive building of good relationships between different communities in Bristol so everyone is able to participate and contribute"

This objective is about the council's role in the community.

Fostering good relations

Part of our Public Sector Equality Duty is to foster good relations between people who share a relevant protected characteristic and people who do not share it. This includes community activities to tackle prejudice (a stereotypical opinion or feeling about individuals who share a particular protected characteristic) and promote understanding (a proper knowledge of the real nature and circumstances of individuals who share a particular protected characteristic).

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[20] English Indices of Deprivation 2019: research report (publishing.service.gov.uk)

Examples of what we are doing now and will be doing in future

COVID-19 has dominated our work with citizens and communities during 2020-21. Working in partnership with community and voluntary sector partners we established a network of over 26 community hubs and organisations to get practical help and support to Bristolians wherever they live.

A freephone helpline 'We Are Bristol' provided a single point of access to anyone who needed help. They were matched with a volunteer from one of the community hubs who was able to give them practical help e.g. with shopping or dog-walking, but also social connection and contact over the phone.

Through a Mayoral call-to-action over 2,000 people signed up as a COVID-19 volunteer. We have established a network of Community Champions. Champions are well-connected and trusted by their communities. They act as a bridge, taking information into their communities in ways that are accessible and relaying information back. These roles have proved invaluable in building trust - reducing COVID-19 transmission and increasing vaccine take up.

We will learn from and build on what we have been able to achieve together in the way we work with communities. We will continue working with partners in ten neighbourhoods across Bristol to build communities – facilitating connections between neighbours and communities who may not otherwise come together to take action on shared interests including:

- one to one conversations with focus on residents who are not involved in their neighbourhood
- facilitating residents to take action in their neighbourhood
- connecting residents into opportunities within their neighbourhood and the city such as learning, education employment and wellbeing activities
- place based social action to foster good relations and promote understanding where there are high levels of hate crime and anti-social behaviour

We are developing an 'inclusive communities' approach in the way Bristol City Council and partners work in and with place-based communities to build more welcoming and inclusive places to live.

We have established the 'Growing the Power of Communities' initiative with learning sites where Council, police and health services work together using a community development ethos.

We are facilitating the co-design and co-development of Frome Gate and Victoria Gardens regeneration work using the principle of place-making to engage residents and equalities communities in the process of planning and design.

Future Parks - we are working alongside five voluntary sector organisations who work with equality groups to make sure everyone has an opportunity to take action in their local park.

We will continue to collaborate with others to create spaces for sharing knowledge, insight and experience between place-based communities and communities of interest to build alliances and understanding such as:

- community conversations and play events, linking residents of different areas of Bristol e.g. Hartcliffe with St Pauls and Easton areas

- working alongside residents to host people power events where community activists and communities of interest across the city meet to share knowledge and expertise
- delivering training workshops on the tools and principles of asset-based community development
- community conversations focussing on children and young people leading to re-opening of a youth centre and youth provision with local people leading the change

We will promote and celebrate Bristol's diversity and cultural heritage by supporting community-led initiatives, e.g. Black History Month, Pride, and the International Day of Disabled People.

Equality Objective 5 - measures and outcomes

Measure	2019	Target[21]	2020	Rating	Trend	Comment on Progress
Reduce % living in the most deprived areas who say they lack information to get involved in the community.	28.8%	28%	34.3%	Below target	↓	This under-target performance reflects the inequality experienced by those people living in the most 'deprived' communities and how this has been amplified by COVID-19, especially in terms of digital exclusion and the disconnection and real isolation this has caused. One of the impacts of systemic discrimination is lack of trust or desire to engage with authorities such as the Council, or mainstream media. For some people, communication through these main communication routes during the pandemic have not always been accessible. There is a reliance on trusted informal community networks and social spaces, which were not always available due to lockdown. We have worked with external communications, neighbourhood teams and external partners to address these issues – leading to relative success of vaccine uptake. This needs to continue to build.
An increase in the proportion of residents who report they see friends and family as often as they like.	82.10%	70.00%	73.20%	Above target	↓	Whilst clearly lockdown measures in 2020 led to increased social isolation, this may have been mitigated because people were more home-based and needed to help out friends and family more, as well as the ease of online connection for those who had access to it.
Reduce % living in the most deprived areas who feel 'fear of crime affects my day to day life'.	35.5%	-	33.2%	-	↓	This slight improvement may be related to COVID-19 lockdown measures leading to a significant overall reduction in crime and antisocial behaviour.
Increase in the proportion of residents in the most deprived areas who report that people in their area from	54.4%	-	51.6%	-	↓	In 2019 the average proportion of residents who agreed people from different backgrounds got on well in their neighbourhood was 71% leading to a 16.5% gap for those living in the most deprived areas. In 2020 the average was 70.9% so the

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[21] In some cases, the targets for 2019-20 have been deliberately reduced to allow for the known impacts of COVID-19 measures on service delivery.

Measure	2019	Target[21]	2020	Rating	Trend	Comment on Progress
different backgrounds get on well.						deprivation gap was somewhat higher at 19.3%.
Increase % satisfied (in deprived areas) with the range and quality of outdoor events.	67%	25%	40.3%	Above target	↓	Satisfaction with the range and quality of outdoor events overall was severely impacted by COVID-19 and this is reflected in the reported result. target for 2020. The vast majority of outdoor events were cancelled and where there were activities, these were for a limited period and with much reduced numbers. However, it is worth noting that this impact was disproportionately negative for people living in deprived areas as the deprivation gap increased from 7.4% in 2019 to 16.9% in 2020.
Reduction in proportion of residents who report experiencing discrimination or harassment in the past year:						
% pregnant women or women who have given birth in past 6 months, who have suffered discrimination or harassment	13.3%	-	21.2%	-	↑	
% victim of age discrimination or harassment in last year	5.8%	-	7%	-	↑	The Quality of Life in Bristol Survey shows that overall there has not been a reduction in the proportion of Bristol residents who report experiencing discrimination or harassment in the past year, although hate crime reporting to police and Bristol Hate Crime and Discrimination Service has been lessened possibly due to COVID-19 restrictions. Although around 1 in 10 people said they were a victim of sex or gender discrimination or harassment in the last year, this was higher for young people aged 16-24, people living in rented accommodation, and people from Black, Asian and ethnic minority backgrounds.
% victim of disability discrimination or harassment in last year	2.8%	-	3.2%	-	↑	
% victim of discrimination or harassment in last year due to sexual orientation	1.9%	-	2.6%	-	↑	
% victim of racial discrimination or harassment in last year	6.5%	-	6.8%	-	↑	
% victim of religious discrimination or harassment in last year	1.9%	-	2.3%	-	↑	
% victim of sex or gender discrimination or harassment in last year	10.8%	-	9.9%	-	↓	
Increase the % of people in the most deprived areas who are satisfied with their local area	49.7%	49.7%	49.1%	Below target		The gap between the average (79.8%) and the most deprived areas (49.1%) is a stark reflection of the very different experience Bristol residents have had of COVID-19 depending on where they live. COVID-19 has shone a spotlight on the inequality of the city – and this reflects inequality of place. 'Deprived' communities are those people living with the greatest inequality caused by poverty and other systemic inequality. All evidence shows they have been disproportionately impacted by the pandemic in terms of crowded

Measure	2019	Target[21]	2020	Rating	Trend	Comment on Progress
						accommodation, high-rise flats, close proximity to others, less satisfaction with parks and general environment, poverty, and limited access to local amenities and essentials. There are a number of initiatives across the council seeking to make improvements. To make faster progress we need to bring these into a focused place-based approach working alongside communities.

Summary of our Equality and Inclusion training offer

Bias Awareness Training
We have refreshed our training offer to include more time for bias awareness in our Recruitment and Fair Selection training, which is mandatory for staff taking part in a recruitment process. Bias awareness is also included in our Diverse Recruiter training and has been incorporated into our internal HR recruitment advice and training for managers.
Cultural Intelligence
We began roll-out of 'cultural intelligence' inclusive leadership workshops in 2020-21 with 84 third tier managers, plus HR and Learning and Development colleagues taking part in Day One during March 2021 (and Day Two in May 2021)[22].
Diverse Recruiters
Diverse Recruiters is both a programme and a course (see section above) A two-hour training programme has been designed and facilitated for staff wishing to become Diverse Recruiters. The course is part of a selection process that involves the completion of the relevant Recruitment and Fair Selection training. The course content covers: • the role and responsibility of Diverse Recruiters • overview of the Public Sector Duty of the Equality Act 2010 • understanding our unconscious biases • identifying potential bias in the recruitment and selection processes • constructive challenge as an approach to challenging biases in the selection process We are now extending the initiative by working with Bristol University on a joint programme whereby the Council will be offering Diverse Recruiters from Bristol University to broaden the diversity lens and to increase the numbers of Diverse Recruiters available for panels.
Reverse Mentoring
Reverse Mentoring is both a programme and a training course (see section above). The course content covers: • the role and responsibilities of Reverse Mentoring • communicating and agreeing the 6-month programme • managing confidentiality and timescales • challenging behaviours for the mentor or mentee

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[22] Subsequent Days planned for 2021-22 are designed to give managers practical support on becoming more culturally aware in their leadership style. We have also identified colleagues who will take part in facilitator training in May 2021, which will enable us to run our own in-house programme and roll out to the wider organisation.

The matching, management and evaluation is managed by our Equality and Inclusion Team.

Women in Leadership

This programme is aimed at those who identify as women. It seeks to address the under-representation of women in management roles within the Council through a women's only programme which builds confidence, informal networks and develops an understanding of women as future leaders. This inspiring and engaging programme is for existing female managers who wish to progress in their careers.

Stepping Up Programme

Stepping Up is a senior leadership Positive Action Programme aimed at improving the representation of Black, Asian and minority ethnic people, disabled people and women in senior leadership roles within Bristol and the wider region (see section above). The duration is 12 months.

Rights and Responsibilities Training

This is a two-hour course delivered by the Equality and Inclusion Team mainly in 'hot spot' areas or where a specific request has been made by a Service Manager or Director.

The course covers the rights model for embedding effective equality, diversity and inclusion at work, whilst understanding the legal requirements under the Equality Act 2010 and the specific duty. It helps to demonstrate to participants how to challenge inappropriate/ unacceptable language and behaviours in the workplace and beyond. It seeks to embed diversity and inclusion through behavioural change.

Project Bristol

This is a nine month internship programme based within the council for young people aged 18-25 with learning disabilities (see section above). It works on a three-month rotation, rotating into various roles and seeks to help young people into permanent roles or apprenticeships.

Equalities Impact Assessment Training

This course is delivered to managers and those who need to understand how to carry out an equality impact assessment. It is delivered monthly by the Equality and Inclusion Team.

E-learning

- Equality and Diversity – Your Rights and Responsibilities
- Equality Impact Assessments – Mandatory for all managers
- Managing Diversity - Mandatory for all managers
- Managing Mental Health at Work
- Recruitment and Selection Refresher

Next steps: We are taking the opportunity of a change in our Learning Management System to review existing e-learning in the following areas and refreshed versions will be available in Autumn 2021:

- Agile Working
- Basic Autism Awareness
- Drug and Alcohol Awareness
- Emotional Intelligence
- Giving and Receiving Constructive Feedback, (effective conversations)
- Implementing Reasonable Adjustments
- Managing Stress
- Mental Health Awareness
- People Management – Supporting Attendance
- Resilience
- Supporting You Through Change
- Trans Awareness

Trainer Facilitated Courses

- Autism Spectrum Conditions
- Corporate Induction which includes an equality and inclusion session
- Cultural Intelligence
- Fair Selection and Recruitment
- Implementing Reasonable Adjustments
- Inclusive Leadership
- Mental Health First Aid
- Restorative Approaches
- Rights and Responsibilities

Workforce Diversity Data – summary analysis

Data in this section is a snapshot of workforce diversity at 31st March 2021 – the end of the 2020-21 time period for this report.

Overall workforce representation by characteristic

Characteristic	Headcount	Bristol City Council Headcount %	Bristol Economically Active Population
Age 16-24	237	3.5%	14%
Age 25-34	1236	18.3%	31.0%
Age 35-49	2360	35.0%	31.0%
Age 50-64	2677	39.7%	22.0%
Age 65+	229	3.4%	2.0%
Disabled people	593	8.8%	7.0%
Asian or Asian British	167	2.5%	8.0%
Black or Black British	389	5.8%	3.0%
Mixed Ethnicity	215	3.2%	2.0%
Other Ethnic Groups	27	0.4%	1.0%
White	5348	79.3%	86.0%
Female	4041	59.9%	47%
Male	2680	39.8%	53%
I Use Another Term (Gender)	4	0.1%	-
Christian	1793	26.6%	48.0%
Other Religion or Belief	525	7.8%	7.0%
No Religion or Belief	2439	36.2%	45.0%
LGB	342	5.1%	-
Heterosexual	4567	67.6%	-

Age

Recruitment and representation

The numbers of employees aged 16 to 24 as a proportion of the entire workforce had been slowly increasing over the last five years, however in the past year this has slightly reduced from 3.7% in 2019-20 to 3.5% in 2020-21. The proportion of

council starters who are aged 16-24 is 11.2% compared to 14% for the Bristol economically active population.

Younger employees also more likely to be employed on fixed term contracts and go on a secondment than older employees. A large proportion of under 35's are leaving after the end of a fixed term contract.

Numbers of employees aged 65 plus as a proportion of the entire workforce has been slowly increasing over the last five years. Both younger and older employees are leaving proportionally more compared to Employees in Post. The 45 to 54 age group are staying on in proportionally greater numbers.

Pay

The proportion of employees aged 16-24 in the "£20k to £29k" pay bracket has increased from 3.6% last year to 4.9% this year, and the proportion in the "Less than £20k" pay bracket has decreased from 11.7% last year to 10.1% this year.

Grievance and disciplinary

Employees in the 50-64 years age range are more likely to submit a grievance or be subject to a disciplinary than other age groups.

Disabled people

Recruitment and representation

Over the previous five years the overall proportion of disabled employees has been stable and slowly increasing, however there is some variance between the directorates in the proportion of disabled employees. At end of March 2021 there were 593 (8.8%) employees who said they were disabled. 3.9% of new BCC starters were disabled compared to 7.0% for the Bristol Economically Active Population.

Pay

In 2019-20 disabled employees were over-represented in the salary band earning £25k-29k (12.8%), though not in the lowest salary bands. They were also somewhat under-represented in top earners £80k+ (4.3%). The council's disability pay gap indicates that mean pay for non-disabled staff is 1.37% higher than that of disabled staff and the median pay for non-disabled staff is 5.09% higher than that of disabled staff. The difference between the median and the mean figures is due to a lower proportion of disabled staff in the top quartile of employees.

Grievance and disciplinary

Disabled employees were over-represented in those submitting grievances (15.6%), and subject to disciplinaries (13.2%).

Ethnicity

Recruitment and representation

Characteristic	Headcount	Bristol City Council Headcount %	Bristol Economically Active Population
Asian or Asian British	167	2.50%	8.00%
Black or Black British	389	5.80%	3.00%
Mixed Ethnicity	215	3.20%	2.00%
Other Ethnic Groups	27	0.40%	1.00%

The overall percentage of the council's Black, Asian and minority ethnic workforce has increased slightly to 12.98% which is broadly representative of the official working age population of Bristol at 13% (based on 2011 Census figures which are likely higher now). However, there is an underrepresentation of Asian or Asian British employees compared to the Bristol working age population.

Pay and progression
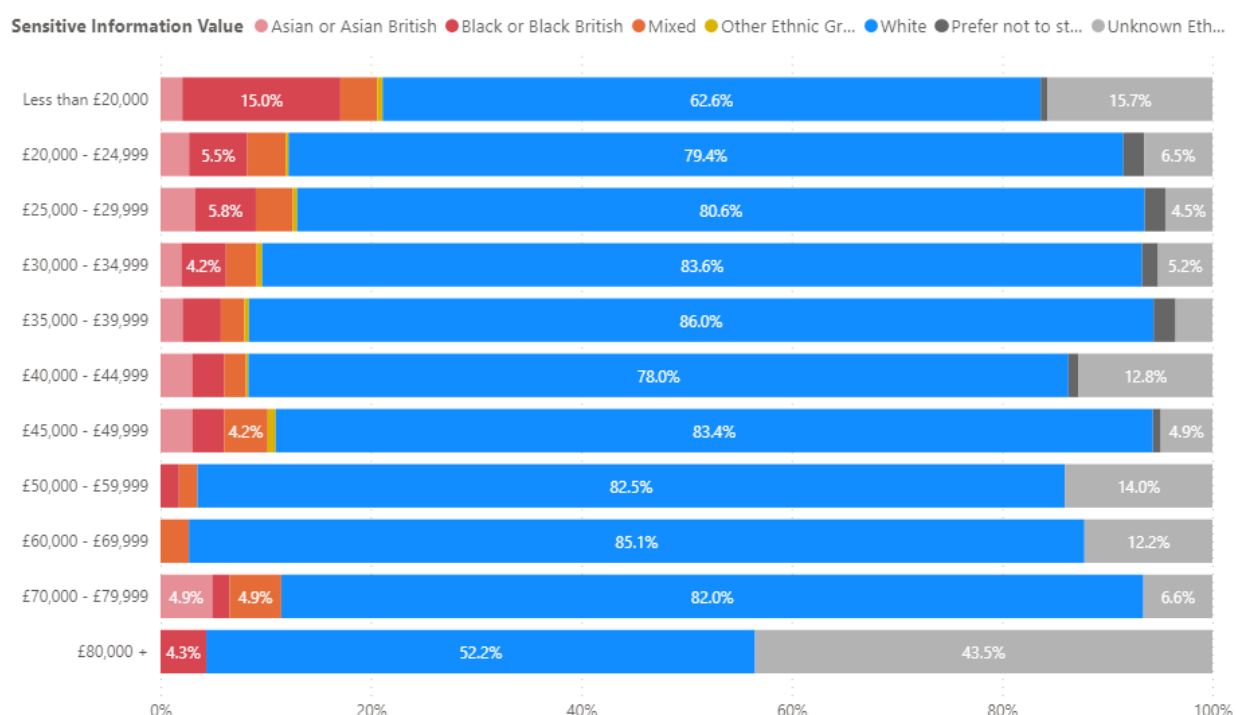
In 2019-20 Black, Asian and minority ethnic employees were proportionally under-represented on higher salary bands. The councils race pay gap analysis indicates that mean pay for White British employees is 9.78% higher than that of Black, Asian and minority ethnic staff (was 15.38% in 2017), and the median pay for White British employees is 16.0% higher than that of Black, Asian and minority ethnic staff.

We continue to see improvements in the progression rates (promotions) of Black, Asian and minority ethnic employees, despite a reduction in overall job offers.

Grievance and disciplinary

	Subject to Disciplinary #	Subject to Disciplinary %	Raised a Grievance #	Raised a Grievance %	Proportion of Workforce %
Asian or Asian British	3	3.9%	0	0.0%	2.5%

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Black or Black British	6	7.9%	7	10.9%	5.8%
Mixed	4	5.3%	6	9.4%	3.2%
Other Ethnic Groups	0	0.0%	0	0.0%	0.4%
White	56	73.7%	48	75.0%	79.4%
Prefer not to say	3	3.9%	0	0.0%	1.6%
Unknown	4	5.3%	3	4.7%	7.2%
Total	76	100%	64	100%	100%

Black, Asian and minority ethnic employees are statistically more likely to raise formal grievances (20.3% of all grievances) and be subject to disciplinaries (17.1%).

Sex

Recruitment and representation

Men are somewhat under-represented in our workforce (40.1%) however there is wide variance between the directorates in the proportion of female and male employees, and in some service areas women are under-represented.

There is a disparity between male and female employees working full time and part time. The full-time working ratio split is 53:47 in favour of males, whereas part time workers are 79% female. This is influenced by the far higher proportion of women tending to seek a home life balance for family commitments compared to men and therefore tend to be attracted to part time roles that can fit around childcare provision. The council has a Flexible Working Policy[23] and is committed to helping all its employees achieve a balance between their working life and other priorities such as parental and caring responsibilities etc.

Pay

We publish our gender pay gap every 12 months. The gender pay gap report shows the pay gap between female and male Bristol City Council employees. This report shows that we have been making progress to closing the gender pay gap. In March 2021 mean average pay for men was 4.26% higher than that of women, and the median average for men was 8.53% higher than that of women. The difference between the mean and median figures is due to the high proportion of women in the top quartiles of employees, whilst female employees are still over-represented on the lowest salary bands. The median gender pay gap is also significantly lower than the national average of 15.5%.

Bristol City Council will continue to address the ongoing difference in both mean and median percentages through further analysis of the reasons for disparity at a service level. Some of these are for historic and cultural reasons (national and local), which will take time to find a resolution. These include encouraging female applicants into traditional male occupations (e.g. engineering and traffic management).

Grievance and disciplinary

Men are over-represented in those raising grievances (51.6%) and subject to disciplinary measures (47.7%) compared to their overall representation in the council workforce).

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[23] BCC Flexible Working Policy for Employees

Religion and Belief

Recruitment and representation

Although the proportion of employees from Other (non-Christian) faith groups is broadly representative of the Bristol working age population overall, the number of employees declaring themselves as having no religion or belief has been increasing rapidly over the last five years (36.2% compared to 45% of the Bristol working age population[24]).

Pay

The category "Other religion or belief" is disproportionately represented at the lowest salary bracket (13.7% of employees earning less than £20,000 per year.

Grievance and disciplinary

No statistically significant disparity identified.

Sexual Orientation

Recruitment and representation

The overall proportion of council employees who have told us in confidential diversity monitoring they are lesbian, gay or bisexual (LGB) is 5.1%. The proportion of LGB starters is 9.2%, and the proportion of leavers is 6.3% however, as with Religion and Belief there is a high proportion of employees who prefer not to declare this information.

Pay

No statistically significant disparity identified.

Grievance and disciplinary

LGB employees are somewhat less likely to be subject to disciplinary or raise grievance processes in the council, and Heterosexual employees are slightly over-represented in those raising grievances (75% compared to being 67.8% of overall workforce).

Trans

In 2020-21 we began including reporting of Bristol City Council employees who have answered the question "Do you consider yourself to be Trans?" on confidential HR records. At end of March 2021 80.5% of staff had not yet responded this question and only three employees had answered 'yes'.

There is no local economically active comparison to benchmark the number of Trans employees, and we do not have an accurate picture of how many trans people there are in the UK or locally. The best estimate currently is that around one per cent of the UK population might identify as Trans, including people who

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[24] 2011 Census information

identify as non-binary. That would mean about 600,000 Trans and Non-Binary people in Britain, out of a population of over 60 million[25].

On the same basis there may be over 4,600 Trans and Non-Binary people living in Bristol[26]. The numbers of people in Britain who have obtained a gender recognition certificate are much smaller (less than 5,000 people in 2018[27]).

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[25] The truth about trans (stonewall.org.uk)
[26] https://www.bristol.gov.uk/statistics-census-information/the-population-of-bristol
[27] Trans people in the UK (publishing.service.gov.uk)

Bristol City Council

LGA Remote Peer Support Equality Peer Challenge

Introduction

When the COVID-19 pandemic emerged and lockdown began in March 2020, the LGA suspended the physical delivery of all peer challenge work. To continue to support councils during this unprecedented period, the LGA rapidly refocused their support and adopted a new remote approach.

Bristol City Council commissioned the LGA to carry out an Equality Peer Challenge against its Equality Framework for Local Government. The Framework was updated in 2020 and the Council agreed to pilot a new style peer challenge which no longer makes awards of Excellent or Achieving. This peer challenge seeks to provide a peer perspective of the council's achievement and progress to date and areas for further development, utilising the LGA's Equality Framework to do so. It considers where the council is now and how it can make further progress. Since 2018 the Council has had two other external reviews of its internal Equality and Inclusion practices. The recommendation from these two reviews have informed much of the work done by the council on equality and inclusion issues since.

The Equality Framework has four areas of performance. They are:

• Understanding and working with your communities
• Leadership and organisational commitment
• Responsive services and customer care
• A diverse and engaged workforce

The Peer Challenge is not an inspection; rather it offers an external assessment by critical friends who are subject experts and have experience of delivering an equality/diversity agenda in their own councils.

The peers on the team were:

➢ Councillor Johnson Situ – London Borough of Southwark
➢ Suwinder Bains - Head of Equalities and Cohesion, Birmingham City Council
➢ Dr Irena Hergottova – Community, Equality and Cohesion Manager - Walsall Borough Council
➢ John Cowings – Senior Policy Officer – Equalities - Derbyshire County Council
➢ Gill Elliott – Review Manager - Local Government Association
➢ Kathryn Trant – Review Manager -Local Government Association
➢ Kirsty Human – LGA Adviser and shadow peer

The peer team were provided with background documents and spent two days talking remotely to a range of stakeholders including staff, managers, Members, and partners from the third sector and other public sector partners. The team would like to thank everybody that they met and spoke to during the process for their time and contributions.

Our initial findings were presented to the Council on 30th March 2021. This report builds upon that feedback and contains more detail on the findings and the team's recommendations.

1. Executive Summary

Over the last four years Bristol City Council has made significant progress in taking forward its equality agenda for both the organisation and the city. The Council itself has been on a considerable financial and cultural improvement journey since 2016 when the current Mayor was elected. It has undergone two external equality reviews and an LGA Corporate Peer Challenge since 2018 and this is testament to its willingness to invite external scrutiny on the way it does things. Everyone the peer team spoke to during the Challenge said that with regards to Equality and Inclusion (E&I) the Council was now a very different organisation compared to 2016. People described it as being far more engaged on equality and inclusion issues, less complacent and more willing to listen and respond to the different voices both within the council and in the community. The Council is clearly still on this transformational journey. There is more to be done and it will take time to really see the outcomes from the many initiatives and programmes that have been put in place, which now need to be fully co-ordinated and seen through.

The Mayor and Deputy Mayor responsible for Communities, Equalities & Public Health are clearly driving the improvement of equality and inclusion within the Council itself and across the City of Bristol. They are highly committed, passionate and articulate about their ambition and vision for Bristol. This commitment is recognised by partners in the public and third sector who paid tribute to the Mayor and Deputy Mayor for taking such a strong stance. Other Cabinet Members are equality champions and there is a willingness amongst Members generally for more effective cross party working on this issue. Members also said that they would welcome more training and awareness about E&I issues including Equality Impact assessments (EQIAs).

The Council's senior management team also provide strong leadership on the equality and inclusion agenda. The Chief Executive and Directors understand the issues. They are committed and leading the culture change that is underway. Expert support is provided by the Equality and Inclusion (E&I) team and by Human Resources (HR), Organisational Development and Communications. The E&I team was strengthened and re-established in 2018. Its' expertise is valued by the organisation and partners, and it is clearly making a difference to the success of delivering the agenda by helping managers and staff to have conversations about equality and inclusion issues. The team has also been instrumental in producing a number of equality toolkits for the organisation and revising the Equality Impact Assessment (EQIA) process.

We found a clear pathway or "Golden Thread" from the seventeen high level United Nations Sustainable Development Goals(1) to the commitments in the One City Plan, the four Mayoral Commissions on Women, Race, Disability and History, and internally to the Corporate Strategy; E&I Policy and Strategy and through to the annual corporate Business Plan and Service Equality Action Plans. Furthermore, a governance structure for E&I has been put in place to ensure that systemic change is achieved. These are strong building blocks for establishing change, but understandably it will take time for this to become embedded into the culture of the organisation. The Mayoral Commissions for women and race were established several years ago, but the Mayoral Commissions for History and Disability are both very new, with the latter still being formed. Making the Commissions more 'joined up' in future will help to ensure that all voices can be heard and that issues of intersectionality can be addressed better.

(1)   https://www.un.org/sustainabledevelopment/

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18 Smith Square, London, SW1P 3HZ   www.local.gov.uk   **Telephone** 020 7664 3000 **Email** info@local.gov.uk   **Chief Executive:** Mark Lloyd
Local Government Association company number 11177145 Improvement and Development Agency for Local Government company number 03675577

A 'One City' approach has been spearheaded by the Council to bring many of the public, voluntary, community, academic and private sector companies in Bristol on board to tackle E&I issues and many more things besides. A city-wide Equality Charter was created which has been signed by 200 organisations in the city as a public declaration to support E&I. We heard mixed responses from partners and others in terms of the Charter's value.
Some said that it had raised the bar for equality & inclusion in the city, but this had led to a mismatch between the Charter's aspirations and the experience of large organisations. Several partners commented that it should be more directly linked to actions with a requirement for organisations to report back on what they have done or achieved. Annual events were planned to share learning but were postponed during the coronavirus pandemic.

The Council's response to the pandemic and the vaccination programme is testament to its commitment to work with partners in the NHS and across the community. The Council recognised early on the possible disproportionate impact of Covid-19 on people from Black, Asian and Minority Ethnic backgrounds and people with a learning disability. It commissioned the Black South West Network to undertake further research and the results helped to inform the Council's response to the pandemic. The Council also led on the development of a region-wide Equality Impact Assessment for the Local Resilience Forum's Strategic Recovery Group. Whilst we did not have the opportunity to speak to a wide range of voluntary and community organisations during the challenge, those we did speak to said, that in general, they would like to engage earlier with the Council when it comes to decisions being made.

The Council is determined to embed equality and inclusion throughout the organisation. Service Equality Action Plans are a good initiative, designed to ensure that all services consider equality and inclusion in service development and delivery as well as in their workforce (this is the second year of the council using Service Equality Action Plans).   We heard several times about "pockets of good practice" which suggests that not all services are consistently doing this as well as they could. It will be important going forward to consider how this good practice can be shared across the organisation. The central gathering of data and analytics in the Council was impressive. Data can be easily layered and used to consider intersectionality issues. We felt that data needs to be made more available to the rest of the organisation and better use made of it. An example of this is Equality Impact Assessments (EQIAs), which are key to good decision making, warning of the potential for adverse impacts and maximising the benefits of initiatives. However, the EQIAs that we saw were of variable quality with a lack of data analysis and action plans. The Council had redesigned its process for EQIAs at the time of the peer challenge and is due to launch this alongside new training in the coming months.

The Council understood that it needed to address workforce issues to be effective in changing the culture of the organisation. It has made a concerted effort to deal with historic grievance cases and has reduced the disproportionate involvement of Black, Asian and Minority Ethnic staff and those who are disabled in disciplinary and grievance procedures. The latest staff survey in 2020 contained some very positive feedback on cultural changes. However, we spoke to some staff from equality groups who felt that change needed to happen at a faster pace. Some spoke of micro-aggression from fellow staff and service users. The Council has made strides to provide safe spaces and support for staff and the success of these should be kept under review. Resources like the Manager's toolkit for talking about racism and the Recruitment and Selection Impact Assessment Toolkit are good but their impact and how widely they are used needs to be evaluated so that the Council can make any necessary changes to their content or the way it supports managers to use them.

Workforce representation is clearly a key priority for the Council and progress on this is being supported by a range of measures and initiatives such as Reverse Mentoring; a Recruitment and Selection Aasessment Toolkit; diverse recruitment and selection panellists and the requirement for recruitment agencies to produce diverse shortlists. It is important that this work continues as it will take time to deliver results. It may be helpful for the Council to consider the use of aspirational employment targets for all under-represented groups in senior posts to complement its Diverse Voices scheme, which provides shadowing and coaching opportunities for aspiring Directors from under-represented groups. Increasing the number of young employees in the organisation is a priority for the Council. This is understandable given the low numbers of young employees, but it is also important for the Council to recognise the potential for the progression of existing staff from protected characteristics and to ensure that this can happen. Whilst initiatives like talent spotting people with potential can be useful, processes must be transparent.

There has been a significant investment by the Council in its staff led equality groups, which have seen an increase in staff awareness of their presence from 65% in 2019 to 72% in 2020. They are clearly making a positive contribution to the Council in terms of policy development and support for their members. Members of the groups said that they were a safe space for them to be able to hold the Council to account. The Council's initiative around procurement and the Black Pound was suggested by the embRace staff group. Going forward the Council should keep the roles and responsibilities of all those involved in the groups under consideration to ensure that they continue to operate as effectively as possible.

2. Recommendations

The following recommendations are the most significant from the peer team. However, throughout the report there are other suggestions for improvement. We recognise that the Council is on an improvement journey. It has addressed and is still addressing recommendations from earlier equality reviews. Our recommendations seek to reinforce the importance of the work that is already ongoing to embed E&I into the organisation.

Leadership and Organisational Commitment

1. Review Member training on E&I generally to include awareness of EQIAs and the importance of equality and inclusion issues in their community leadership role. Members from all parties want to get more involved in equality and inclusion issues. Currently they rely heavily on officers' knowledge and input. More training for Members would enable them to play a greater role in ensuring that they know what to look for in EQIAs before decisions are taken and how to better use their role as community leaders to further the equality and inclusion agenda.

2. Review the Equality Charter with partners to ensure a connection between its aims and actions. The Equality Charter is currently a statement of commitment to equality and inclusion with each signatory responsible for developing and monitoring its own actions. We think that now that the Charter has had time to "bed in" it would now be timely to review its impact and consider whether it needs to include a stronger link between aims and actions by signatories and an element of monitoring outcomes. This could be an annual celebration of achievement rather than a holding to account.

Understanding and working with your communities

3. Keep under review the mechanisms for the different Mayoral Commissions to work better together. The Women's and the Race Commissions have been operating for several years. The History Commission was set up in 2020 and the Disability Commission has yet to be fully launched. The Commissions recognise that they are still largely "working in silos", despite the fact that together they span a great deal of intersectionality. Finding ways for them to work better together will deliver on outcomes far more efficiently.

Responsive Services and Customer Care

4. Continue the work to embed and improve the quality and consistency of EQIAs. The EQIAs that we saw were of variable quality and lacked analysis of data or adequate action plans. We know that the template and process is under review. This should be completed and training rolled out to support its use.

Diverse and engaged workforce

5. Continue to work with the Staff Led Groups to fine tune their participation. We appreciate that a great deal of effort has gone into making these groups work as well as possible. This dialogue will need to be ongoing as projects are completed and commitments and capacity of those involved change.

6. Agree workforce representation targets for Black, Asian and Minority Ethnic and other protected characteristics even if these are aspirational. Currently the only targets in the performance framework are for the number of women in the top 5% of Council posts. Aspirational targets would establish a baseline and give the organisation "something to aim for" and measure progress against.

3. Detailed findings

3.1 Leadership and Organisational Commitment

The Mayor, Deputy Mayor and Chief Executive provide strong leadership on E&I and have rightfully gained a reputation for their personal commitment. The Chief Executive chairs the Strategic Race Equality Leaders Group with city partners and the Mayor and Deputy Mayor are active locally, nationally and internationally on equality & inclusion related campaigns. The Mayor has lobbied at a national level to give asylum seekers the right to work. The Deputy Mayor is the Cabinet Member for Communities, Equalities & Public Health. She has driven the commitment from the current Council administration to work better with communities. Membership of the Cabinet is diverse with some members having an equalities champion role. Bristol was the first Council in England to appoint a Cabinet Member with responsibility for women. There is a willingness amongst Members for cross party working to broaden their knowledge and they would welcome training and awareness about E&I issues including EQIAs. Both the Mayor and Deputy Mayor were active in the media on debates around Black Lives Matter (BLM) protests. The Council set up the Bristol

Race Equality COVID-19 Steering Group to tackle systemic health inequalities and the disproportionate impact of COVID-19 on Black, Asian and Minority Ethnic communities.

The Council's senior managers demonstrated knowledge, commitment and understanding of equality and inclusion issues in Bristol - they want to help deliver positive change and improvement. The Chief Executive chairs the Council's quarterly Strategic E&I Leaders Group meeting. He is also a mentor for staff from under-represented groups and the 'Stepping Up' programme. Directors were passionate and well informed about issues of discrimination and deprivation in the city. They all spoke of a real shift in recent years from a Council that was complacent about long standing inequalities in parts of Bristol to one that is now listening to the communities' experiences, owning the agenda and taking steps to deliver on it. Heads of Service are leading the equality and inclusion agenda in their services. They are required to produce service equality action plans. All Directorates have an Equality & Inclusion Meeting, with representation from across the directorate, equality and inclusion champions and Staff Led Groups.   Heads of Service have supported cross service steering groups. One such group became a consultation group for the Council's Covid-19 Risk Assessment toolkit.

The Council has a refreshed Equality and Inclusion Policy and Strategy 2018-2023, with unanimous cross-party support, and a new Advancing E&I Action Plan linked to E&I action plans within services. Its five equality objectives are linked to the 17 United Nations Sustainable Development Goals. The Council has expanded the groups that are included in its equality and inclusion policy and strategy to include the nine protected characteristics in the Public Sector Equality Duty as well as people in care, refugees and migrants, people with caring responsibilities and socio-economic disadvantage.

The Mayor is driving his vision for Bristol to be a City of Hope with "no-one left behind" and "where everyone is included in its success". This is enshrined in the overall Vision set out in the Council's Corporate Strategy. The Council set up and funded the City Office, to help deliver this goal and others around issues such as climate change and the economy. The Council recognises that the partnerships and other boards that it works with need to be more diverse at a senior level and work is being done to ensure all partners sign up to E&I as part of the One City approach. One City has started to have success with projects involving partners e.g. Period Poverty and a project to fund an additional 100 beds for the homeless. In 2020 Bristol became a Living Wage City and the Council a Living Wage employer.

As part of One City, an Equality Charter has been signed by 200 organisations as a public declaration to support E&I. The Charter led to the development of the Bristol Equality Network with over 160 members who come together to share information and good practice. We heard mixed responses from partners and others in terms of the Charter's value with the view expressed that the charter itself was nothing more than a piece of paper. Signatories of the Charter are responsible for taking forward their own equality actions and policies. Several organisations commented that it should be more directly linked to actions with a requirement for organisations to report back on what they have done or achieved.

Partners praised Bristol City Council leaders for their commitment and visibility on Equality and Inclusion in the city. Mayoral Commissions on Women, Race, Disability and History have been set up, although those on Disability and History are very new. Making the commissions more joined up in future will help to ensure that all voices can be heard and that issues of intersectionality can be addressed better. LGBTQ+ issues are generally less advanced in the Council and it is working on improving its place in the Stonewall Workplace Index. We feel that it could engage better with voluntary groups in the city to get wider views into the debate about the issues faced by the LGBTQ+ community.

The Council's work with partners around the Covid-19 response and vaccinations has been impressive including joint funding with the NHS of a post in the Public Health team and dedicated support within the Equality and Inclusion team. The Strategic Leaders Group enabled a single public sector response to be launched in 2020 with each collecting and sharing data on personal protective equipment (PPE), deaths, staff sickness, patients etc. The Council is viewed as a national leader of E&I best practice. It significantly contributed to the Department of Health and Social Care's Race Equality Standard and the Ministry for Housing Local Government and Communities (MHCLG) Changing Futures programme which aims to help improve the way that systems and services work to support individuals experiencing multiple disadvantage. The Council has also won awards for its Stepping Up program, which is open to organisations across multiple sectors and provides staff from groups under-represented in senior leadership with tailored leadership development training and coaching.

There is a need for greater consistency around E&I practices across the organisation. Staff as well as Members have different perceptions about the equality and inclusion journey that the organisation is on and their role in it. Directorates too have different practices. Communication is one of the key tools for spreading best practice and ensuring that messages are heard within the Council and across the city. Further consideration should be given to how internal and external communications can make everyone feel more included in the E&I agenda. A single document setting out all the E&I initiatives that the Council is involved in would really help employees to be aware of all the initiatives, programmes and tools available to them.

3.2 Understanding and Working with Your Communities

Bristol has many different open data platforms e.g. ward profiles, One City, Quality of Life indicators including 'Equality View'. Its central data analytics team is constantly building on and improving the data held, including softer more qualitative data. Data can be easily layered and used to consider intersectionality issues. Data summaries for all the Council's objectives are publicly available online, and in plain English. There are provisions in place for securely sharing data and intelligence with partners and examples were shared with us regarding data sharing with the NHS and Clinical Commissioning Groups (CCGs) around the response to Covid-19 and the vaccination programme in the city. With a new Census in 2021 it will be timely to review the organisation's data systems so that they include or monitor new categories of protected characteristics.

There are many formal opportunities for residents/communities to be involved in considering council proposals. They include the Citizens' Assembly and Citizen Panel. The representativeness of these forums is currently under consideration. The Voice and Influence Partnership enables citizens from equality groups to comment on the Council's proposals and policies. Members include the Care Forum, the Older People's Forum, the Centre for the Deaf and voluntary partners like Stand Against Racism and Inequality (SARI - which works on Hate Crime). The existing strategy on consultation and engagement is due for review. It aims to improve target rates for respondents by diversity categories and be closely linked up with the E&I Policy and Strategy.

Significant work has been done with communities but there were some concerns raised about areas to strengthen in respect of disabled residents. Voluntary sector partners recognise the work of the council but find engagement processes at times difficult to navigate. Some of the partners we spoke to felt that the council could engage earlier to get the views of the community before proposals are shaped by services. Surveys on transport and clean air were praised, with staff seen as keen to get out and work with communities.

Community groups that we spoke to also wanted to have more feedback following engagement or consultation. One suggested that there needed to be more of a "You said, We did" approach from the Council.

The response to the coronavirus saw the Council expanding its work with the community and community leaders still further. The Vaccination programme led to increased working with community leaders to tackle vaccine hesitancy amongst groups in the city. The Council worked with its 10 Community Champions drawn from organisations across the city. Initiatives included using two city mosques and the Malcolm X Centre (a Black and Ethnic Minority community centre) for vaccinations; a pop up vaccination clinic for the Gypsy, Roma and Traveller community; internal and external communications about COVID-19 issues including videos sent out in different languages to target hard to reach groups including migrants. A specific event has also been organised for British Sign Language users.

There are a number of race equality groups in Bristol including the Race Commission, the Bristol Muslim Strategic Leadership Group, the Race Equality Strategic Leaders Group, Race Equality in Education and a group considering the Lammy Review. The Council facilitates a formal meeting of all these groups twice a year to understand what each is doing. In 2019 it hosted a Race in The City event. Research for a recent review of the community and voluntary sector in Bristol was undertaken by the Black South West Network. This was the first ever Black led organisation to lead on a generic review and is an indication of how far the city has come in terms of widening the involvement of minority community groups in generic issues affecting the voluntary sector.

The Council has a good understanding of the newly settled communities through being a City of Sanctuary, having a Refugees and Asylum-Seekers Inclusion Strategy and dedicated Council Brexit resource providing advice to EU citizens. Collaboration of charities for delivery of hate crime services seems well organised and services are easily accessible online.

3.3   Responsive services and customer care

The Council is working to embed equality and inclusion throughout its services. As part of a formal annual service planning exercise aligned to budget-setting, all Services are required to produce a service equality action plan with actions that support the corporate E&I objectives. These are monitored and reported on via the Performance Monitoring system, with additional overview and spot-checking from the Equality and Inclusion team. We heard that there are departments with really good practices such as Adult Social Care but also pockets of not so good practice or departments where there doesn't appear to be a long tradition of equality and inclusion, such as IT. An example of improving good practice in service delivery is work done in the Education and Skills Department to increase the diversity of school appeals panels so that they are more representative and supportive of parents who have communication issues or who don't speak English. One area of concern raised with us was about the workplace culture within Housing and lack of representation of diverse voices on Housing Panels and other Fora. In 2020 the Cabinet approved a multi-million pound investment in culture and practice change within Housing, called Moving Forward Together. We would like to see good practice in services more widely shared and reproduced across the organisation.

EQIAs are not yet embedded in all parts of the organisation and the quality of those we saw was variable. There is good data available and the Strategic Intelligence and Performance team is able to disaggregate data to support intersectional analysis which can be taken account of in policy making, service development and EQIAs at an early stage. The Council has a range of data systems which help inform service design and delivery. A good example

of this was funding for youth services in the south of the city. Data showed that 45% of need was in South Bristol but it received only 36% of the Council's resources. The Council used the data to bring together system leaders in the youth sector, Adult Services and business partners to tackle a number of generational inequality challenges in that part of the city. As a result, five workstreams have been developed to progress a Youth Zone that will be located in the south of the city.

The importance of procurement to the equality and inclusion agenda is recognised by the Council. Contracts are monitored for equality considerations that were identified at the tender stage. The Social Value policy is being rewritten so that its use in contracts that the Council lets is more effective. A Black Pound initiative started by the embRACE staff led group which aims to increase the representation of Black suppliers in Council contracts is being developed within the Procurement Team.

Bristol has a well embedded Integrated Health Care system, which aligns the agendas on Equality and Inclusion with Public Health and other health organisations in the City. The emerging vaccination strategy/plan is led by a manager/health professional with lived experience of the target groups, informed by the Bristol Race Equality COVID-19 Steering Group and underpinned by well researched data.

The Social Care Race Equality Standard and Corporate Parenting Strategy are excellent examples of how Bristol City Council strives to improve customer experience and consider diverse needs, e.g. Female Genital Mutilation (FGM) Safeguarding Group. However, there still needs to be more robust customer satisfaction data collected and used in service development. Customer satisfaction surveys do not always capture data by protected characteristics.

3.4 Diverse and engaged workforce

Workforce issues are a major part of the Council's agenda on equalities and inclusion. Consequently, it has refreshed its organisational values and is undertaking a cultural and transformational programme. The Council also has a new Workforce Strategy. Staff we spoke to said that they are beginning to see positive changes in the organisation such as the removal of barriers to secondment opportunities and a greater emphasis on staff wellbeing. This was reflected in the most recent full Staff Survey in 2020 where 79% of staff said that they believe the Council is committed to creating a diverse and inclusive environment up from 72% in 2019. However, we did hear that the focus on BLM in 2020 meant some staff such as those who are disabled felt somewhat forgotten by the Council, although the Council's internal communications on these issues highlighted the importance of all groups.

The Council understands that it is still not as representative of Black, Asian and Minority Ethnic staff or disabled staff at the highest level of the organisation as overall staff numbers would suggest and it is working hard to address this. Its annual workforce report shows that only 4.35% of jobs paying more than £50k are held by Black, Asian or Minority Ethnic staff. This amounts to only eight out of the 203 most senior posts in the Council. Employment targets are not consistent across grades and protected characteristics. A target exists for women in the top 5% of salary but no other groups. There may be lessons to learn from how the Council has sought to meet the target for senior women for other protected characteristics. Diversity workforce planning now needs to be integrated into mainstream workforce planning. We understand that this is now part of the workforce planning tool that was launched in the 2020 service planning cycle.

More positively, employee diversity self-declaration rates are good and improving. The new HR Dashboard enables managers to understand their workforce profile and address gaps in their service equality action plan. Despite not being required to do so, the Council is reporting its pay gaps in 2021 and the latest statistics show a reduction in pay gaps for both Race and Disability. It has also committed to reporting LGBTQ+ pay gap information from 2021 in light of improved data quality resulting from improving self-declaration rates.

The Council has introduced a range of initiatives including Positive Action designed to increase workforce representation. They include Reverse Mentoring; an Assessment Toolkit and Diverse Panellists (70 diverse recruiters and 800 recruiting managers have received refreshed recruitment and selection training with an emphasis on bias.) Be on Board - an organisation in Bristol that supports businesses in improving the diversity of their Governing Bodies and Boards - has been approached to sit on recruitment panels for senior officers. Recruitment agencies working with the Council are required to produce diverse shortlists. Secondment rules have also been changed to remove the need for a manager to agree to a member of staff applying for a secondment. This practice was seen by minority staff as a barrier to progression. The Council has also become the first local authority in the UK to become a 'Ban the Box' employer and remove barriers to employment for people with criminal convictions. It will now use job applications without a tick box that asks applicants about their criminal record. Recruitment of young people is a challenge for the Council and one way of addressing this has been to adopt the Living Wage for all its employees including apprentices over the age of 18. The Council's Young Professionals Network works alongside HR to review job paperwork and advertisements to roles suited to younger people.

The Council has challenges recruiting a diverse workforce in some professions. Social work was described to us as being less diverse than it used to be. One reason given for this is the increased national requirement for educational qualifications which Black, Asian and Minority Ethnic applicants in Bristol may not have attained due to previous inequality in education. The Council has joined the national pilot Social Care Race Equality Standard as part of its plan to address the issue of diversity in social work. The Council is also looking to "grow its own" to overcome a shortage of diverse applicants. For example, in the Finance Department there is a shortage of Black applicants. Work with HR established that this is due to failures in school and higher education for this group. The Department is looking to recruit NEETS (young people not in education, employment or training) and is working with the Mayor on a programme of Black internships.

There are four staff led groups within the Council – Race, LGBTQ+, Young Professionals and Disability. Since a review in 2019/20 there has been real change around the staff led groups within the Council and the transformation of these groups has been fundamental to the progress made on E&I. Investment in the groups has been significant and purposeful. Each now has a senior management level sponsor and budget and their terms of reference have been reviewed. There are still outstanding concerns about the capacity of the groups' members to be able to undertake all the work they would like to get involved with. Continued conversations with the groups about this and what can be realistically achieved will help to ensure that adequate support is in place for them. The group chairs sit as full members on the Strategic Equality and Inclusion Group alongside the Chief Executive and senior leaders, and whilst this is welcome, they have expressed a wish to be supported in contributing confidently and effectively in this senior environment.

The organisation has recognised and is addressing the disproportionate rates of discipline and grievance cases for Black, Asian and Minority Ethnic staff and disabled staff, and historic grievance cases have been dealt with. The toolkits available to managers to assist discussions on issues such as Race and Transgender inclusion are a good resource and have boosted managers' confidence to discuss difficult issues with their teams. The Council

should monitor the use of these toolkits for take up and usefulness as this will be an indicator of whether managers are acting consistently. We heard that not all teams were aware of or used the Race toolkit for example. Staff still felt that more needed to be done to support safe spaces for difficult conversations within teams. The Council has a number of progressive policies and guidance in place. e.g. menopause, mental health first aiders, and a trans inclusion policy in development. The use of procurement to further equality aims also extends to Human Resources (HR). The new contract for the Employee Assistance Programme includes a requirement to provide Black, Asian and minority ethnic counsellors.

Disabled staff welcome the establishment of an HR adviser for reasonable adjustments and the introduction of "Health and Wellbeing Passports". We heard that although the situation with reasonable adjustments had improved there are still some ongoing issues that need to be resolved. Some disabled staff said that the response from managers was still inconsistent. Others feel that the organisation needs to draw more on those with lived experience e.g. staff with neurodiverse disabilities. We were also told that the Equality & Inclusion team suggested introducing a buddying scheme for disabled staff. Following complaints from the Disabled Colleagues Network staff led group, who felt the initiative embodied a medical rather than a social model of disability, the scheme evolved into a Disability Peer Navigator Scheme focused on supporting and challenging managers to implement timely reasonable adjustments. The decision to introduce the scheme was approved without the full support of the network and group members told us that their views were not fully listened to.

There has been increased investment in training and skills development for managers around the EDI agenda. An example of this is the Cultural Intelligence Programme. The Council provides a range of training for staff to support the culture and transformational change programme including an assessment of Cultural Competency. Investment in staff training has started at the top of the organisation and this policy may explain why some staff feel that change is not percolating down the organisation quickly enough. As well as management training the Council has introduced a number of targeted learning and development programmes aimed at increasing the diversity of senior posts including Diverse Voices (enabling aspiring Directors from under-represented groups to attend and contribute to its Corporate Leadership Board) and its award-winning Stepping Up programme.

4. Next steps

We appreciate the senior managerial and political leadership will want to reflect on the findings and suggestions in this report.

The LGA is well placed to provide additional support, advice and guidance on a number of the areas for development and improvement and we would be happy to discuss this. Paul Clarke, Principal Adviser, is the main contact between your authority and the Local Government Association (LGA). His contact details are: e-mail paul.clarke@local.gov.uk

In the meantime, we are keen to continue the relationship we have formed with the Council throughout the peer challenge. We will endeavour to provide signposting to examples of practice and further information and guidance about the issues we have raised in this report to help inform ongoing consideration.

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Appendix C

LGA Equality Framework for Local Government
Recommendations and response
June 2021

In March 2021 Bristol City Council invited the Local Government Association to undertake an independent Peer Review of the Council's progress against the LGA's Equality Framework for Local Government. This report provides a precis of the LGA's recommendations and the Council's response.

Recommendations (summarised)		Accepted?	Management Response	Proposed Action(s)		
Leadership and Organisational Commitment						
1.1	Review Member training on E&I generally to include awareness of EQIAs and the importance of equality and inclusion issues in their community leadership role.	Y	We are committed to meeting the development needs of elected Members and would be pleased to arrange an expanded training and awareness-raising offer around equality and inclusion.

We already include mandatory learning on this for all staff and Members, and have been using the opportunity afforded by the 2021 elections to offer new and returning Members initial training and familiarisation with the Equality and Inclusion service, including requirements such as EQIAs.

However, there is clear scope for a more comprehensive workshop offer and regular refreshers – both of which | 1 | Provide workshop to all Members and record completion. | Head of Equality and Inclusion (working with Head of Democratic Engagement)

By 30 September 2021 |
| | | | | 2 | Establish annual refresher workshop(s) for all Members. | Head of Equality and Inclusion (working with Head of Democratic Engagement)

By 30 September 2022 |

				will be offered.			
1.2	Review the Equality Charter with partners to ensure a connection between its aims and actions. It would now be timely to review its impact and consider whether it needs to include a stronger link between aims and actions by signatories and an element of monitoring outcomes. This could be an annual celebration of achievement rather than a holding to account.	Y	The Bristol Equality Charter invites signatories to work together towards continuous improvement using a 'One City' approach. One of the commitments of the Charter is for organisations to 'Measure and share our progress and success'. The Charter is not an accreditation scheme or an award system, and is not 'owned' by the council. However, we would be pleased to facilitate a review process and hold an annual learning event in line with our original intentions for the Charter. An inaugural event was not held due to the Covid-19 pandemic. We would note that whilst the Council is very active in promoting an integrated Bristol-wide approach to diversity reporting for public, private and VCSE sectors, signatory organisations are free to report their progress in different ways, because they are at different stages of their journey.	3	Arrange an event to share progress, learning and good practice between Bristol Equality Charter partners. This will include an element of Charter review.	Head of Equality and Inclusion By 30 November 2021
Understanding and Working With Your Communities						
2.1	Keep under review the mechanisms for the different Mayoral Commissions to work better together. The Commissions recognise that they are still largely	Y	There is a balance to strike in maintaining the independent nature of the Commissions and not seeking to 'manage' them directly, or be	4	Review governance structure and embed opportunities to collaborate and share good practice;	Head of Equality and Inclusion By 30 September

	"working in silos", despite the fact that together they span a great deal of intersectionality. Finding ways for them to work better together will deliver on outcomes far more efficiently.		perceived to do so. However we would be pleased to facilitate discussions and reviews alongside the Commission chairs, and the forthcoming establishment of a new Disability Commission provides a natural opportunity to reflect on Terms of Reference and ways of working.		which can be reflected in updated Terms of Reference where appropriate.		2021
Responsive Services and Customer Care							
3.1	Continue the work to embed and improve the quality and consistency of EQIAs. The EQIAs that we saw were of variable quality and lacked analysis of data or adequate action plans. We know that the template and process is under review. This should be completed and training rolled out to support its use.	Y	We recognise this challenge, which fits with the broader theme raised in the review of improving the consistency of practice and being systematic about driving high levels of performance.	5	Offer training for all officers responsible for EQIAs		Head of Equality and Inclusion By 31 December 2021
			We had identified this issue prior to this Peer Review, and we are well developed in introducing an improved system and training. Our actions reflect the need to complete and monitor this.	6	Establish rolling programme of EQIA training and refreshers		Head of Equality and Inclusion (working with Head of Organisational Development) By 31 March 2022
				7	Bi-annual assessment of EQIA quality and consistency produced and brought to Strategic Equality and Inclusion Group for corporate overview; and to Directorate E&I Groups for directorate detail.		Head of Equality and Inclusion By 30 September 2021 and bi-annual thereafter

3

Diverse and Engaged Workforce						
4.1	Continue to work with the Staff Led Groups to fine tune their participation. This dialogue will need to be ongoing as projects are completed and commitments and capacity of those involved change.	Y	There has been a very significant investment in our staff led groups, including facilitated support around their functions, Terms of Reference and more. We recognise the need to bed-in and fine tune arrangements and support Chairs and Committees to be effective and can continue this dialogue through our established governance and management channels.	8	A facilitated session will be convened between the SLGs and the Heads of Equality and Inclusion, Learning and Development and HR. This will discuss future ways of working and review current practice and participation within the corporate Equality and Inclusion governance structure.	Head of Equality and Inclusion By 31 August 2021
4.2	Agree workforce representation targets for Black, Asian and Minority Ethnic and other protected characteristics even if these are aspirational.	Y	Our agreed Equality and Inclusion Policy and Strategy acknowledges our ambition to reflect the city we serve, as does our Workforce Strategy. However, the lack of robust current Census data hampers this and a reliance on data relating only to the more robust and available 'Economically Active' population data would risk both compounding and repeating inequality. We are keen to set suitable targets and acknowledge these may need to be aspirational rather than aligned to hard data until 2021 Census data is available. Even then, not all groups are suitably covered, and an element of subjectivity could remain. We also need to consider what level of	9	Set formal workforce representation targets.	Head of HR and Head of Equality and Inclusion By 30 July 2021

| | | | disaggregation is required, as target setting against aggregated groupings such as 'Black, Asian and Minority Ethnic' or 'LGBT+' can disguise important areas of under-representation.

Targets will be drafted, and the appropriate Member and Officer forums will be sighted. The 'decision pathway' for approval has yet to be determined but will be enacted in line with the Council's Constitution and Scheme of Delegations. | | | |

Equality Impact Assessment [version 2.9]

Title:	
☐ Policy ☐ Strategy ☐ Function ☐ Service ☐ Other [please state]	☐ New ☐ Already exists / review ☐ Changing
Directorate:	Lead Officer name:
Service Area:	Lead Officer role:

Step 1: What do we want to do?

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

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

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

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

1.2   Who will the proposal have the potential to affect?

☐ Bristol City Council workforce	☐ Service users	☐ The wider community
☐ Commissioned services	☐ City partners / Stakeholder organisations	
Additional comments:		

1.3   Will the proposal have an equality impact?

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

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

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

☐ **Yes**	☐ **No**	[please select]

Step 2: What information do we have?

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

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: https://www.bristol.gov.uk/people-communities/measuring-equalities-success .

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

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

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

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
Additional comments:	

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

☐ Age   ☐ Disability   ☐ Gender Reassignment
☐ Marriage and Civil Partnership   ☐ Pregnancy/Maternity   ☐ Race
☐ Religion or Belief   ☐ Sex   ☐ Sexual Orientation

2.3 Are there any gaps in the evidence base?

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

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

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

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

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

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

2.5 How will engagement with stakeholders continue?

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

Step 3: Who might the proposal impact?

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

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

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

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

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	

Sex	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Carers	Does your analysis indicate a disproportionate impact? Yes ☐ No ☐
Potential impacts:	
Mitigations:	
Other groups [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

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

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

- ✓ Eliminate unlawful discrimination for a protected group

- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't

- ✓ Foster good relations between people who share a protected characteristic and those who don't

Step 4: Impact

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

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

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

Summary of significant negative impacts and how they can be mitigated or justified:
Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

4.2 Action Plan

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

Improvement / action required	Responsible Officer	Timescale

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

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

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director[1].

Equality and Inclusion Team Review:	Director Sign-Off:
Date:	Date:

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

Appendix E

Advancing Equality and Inclusion Action Plan: Closure Report
June 2021

In July 2020 Bristol City Council's Cabinet approved an action plan designed to accelerate progress on its equality and inclusion journey, informed by its Equality and Inclusion Strategy, the impetus of the Black Lives Matter movement and the findings of independent consultancy by David Weaver Associates.

This report summarises and provides evidence of progress against the Action Plan, with most actions completed despite the challenges brought about by the COVID-19 pandemic. Where actions are delayed and remain in progress (or are simply part of ongoing practice) they are being addressed within the business as usual activity of the relevant Council teams. Whilst tracking will remain active and any issues reported to the Council's Strategic Equality and Inclusion Group, chaired by the Chief Executive, the Action Plan itself is being closed in recognition of this 'mainstreaming' of the activities within the Council's overall equality and inclusion programme.

The Council remains committed to continuous improvement and recognises that equality and inclusion is an ongoing development journey. For transparency, comprehensive updates in the form of Annual Progress Reports on Equality and Inclusion will continue to be brought to Full Council, and in future will include updates on the remaining actions, to ensure that nothing is lost and proper political oversight and public transparency continues.

A fuller spreadsheet tracker including embedded evidence of completion is held by the Equality and Inclusion Team and, at the time of its March 2021 update, had been reviewed independently by the Council's Internal Audit team, which provided a Reasonable assurance rating and a Substantial rating in relation to progress tracking[1].

Complete Actions	45
Ongoing development (completed but in need of further iteration)	8
In progress	10
Delayed or furth action needed	3
Removed	2
Total	**68**

Tim Borrett, Director: Policy, Strategy and Partnerships (June 2021)

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[1] See for more information see Bristol City Council - Risk Management Assurance Policy

Strategy				
	Actions	**Progress**	**Evidence**	**Status**
1	Review and update Equality and Inclusion Strategy in full; including (but not limited to) agreed definition of diversity to include Islamophobia, neurodiversity, intersectionality and stronger emphasis on structural racism and a zero-tolerance approach to discrimination. Consider further opportunities for partnership working, including relating to training and placements as part of active interventions in the job market.	Equality and Inclusion (E&I) Policy and Strategy updated, signed off and approved by Full Council on 8th December 2020	https://www.bristol.gov.uk/documents/20182/32815/BCC+Equality+and+Inclusion+Policy+and+Strategy+2018+to+2023.pdf/1777c117-f1d1-0f11-9034-6ed105467819	Complete
2	Increase analytical resource within E&I team (through ongoing support) to review workforce data, identify a range of aspirational targets and embed reporting/dissemination within the organisation.	Dashboard and diversity metrics are now available to managers. 2021 Equality and Inclusion Strategy update includes some targets. Equality and Inclusion resource to be reviewed during 2021/22.	Signposted on internal intranet.	In progress

| 3 | Produce an aggregated dashboard of data so we can set a baseline and measure our progress. Ensure at least quarterly discussion on the quality of data / analysis of issues relating to Equality, Diversity and Inclusion (EDI) at Divisional Management Team and Executive Director Meetings. Conduct this at this twice a year at Extended Leadership Team to ensure a holistic and joined up approach. Key workforce areas for discussion include:
• Recruitment and Selection (applicants, shortlisting and appointments)
• Grievance and disciplinary
• Absence
• Performance Management
• Turnover
• Secondments/promotions
• Learning and Development opportunities
• Gender, ethnicity and disability pay gap reporting
• Employee survey results – levels of engagement, and views on our EDI progress
• Leavers – exit questionnaires | There were changes to our E&I governance framework during 20/21, with HR workforce data now regularly presented to new E&I Directorate and Strategic E&I Leaders groups.

For transparency this information will also be shared with leaders at Directorate, Executive and the Extended Leadership meetings. | Signposted on internal intranet. | Complete |

4	Update Organisational Improvement Plan - reframed as a Workforce Strategy and published with associated action plans.	A refreshed Workforce Strategy was launched in January 2021. An audit review was undertaken in May 21 and concluded "Substantial Assurance opinion on how effectively the risks associated with the monitoring of the implementation of the Workforce Strategy are being managed" and "A number of areas of good practice were identified".	Workforce Strategy 2020.pdf (bristol.gov.uk)	Complete
Recruitment, Selection & Talent Management				
5	Introduce organisation-wide workforce planning tools for managers to identify: Local diversity gaps, Future demand and supply of labour, Skills needs, Succession planning, Talent for development, Develop action plan – including positive action initiatives (see below) to redress under-representation of equality groups.	A tool was launched in September 2020 as part of the Council's annual service planning cycle. Guidance was produced to accompany the launch of the tool, and all managers completed their workforce plan and Learning & Development[2] (L&D) plan. HR Business Partners and L&D colleagues refer to completed plans when advising managers on workforce planning matters.	Tool is launched to managers. Completed workforce plans for each service is complete and progress is regularly monitored.	Complete
6	Develop a Positive Action Policy and initiatives in line with legislation. Positive action means we can address imbalance or disadvantage that are faced by under-represented groups.	A draft Positive Action policy has been developed by a task and finish group is nearing completion and awaiting feedback from stakeholders.	Will be published on staff intranet upon completion by September 2021.	Complete
7	Develop a Positive Action Toolkit which includes: • Information, advice and assurance on applying positive action.	This is being developed for a phased launch following the launch of the associated policy (see action 6).		In progress

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[2] L&D is an abbreviation of Learning and Development

8	Update Recruitment & Selection policy – to advertise all vacancies in first instance to internal applicants, attracting applications from under-represented groups and including specific statements outlining under-represented groups in the team.	Completed and launched in September 2020.	Published on internal intranet.	Complete
9	Strengthening diversity statements in job adverts	Job adverts from 1 April 2021 targeted where there is under-representation of Young People, Black and Asian, and Disabled colleagues.	All hiring managers informed by email 16/04/21.	Complete
10	Increase talent pipeline from more diverse communities within Bristol through engagement and outreach events featuring role models and senior council staff.	Some work has been delayed by COVID-19, but there has been progress on promoting apprenticeships. Internally: outreach sessions were held for embRACE members on 22nd and 24th June 2021. Screens have been added in some BCC buildings (Temple Street and City Hall) to promote apprenticeship case studies. Other planned activities are: coffee morning, monthly drop in, attending team meetings and liaising with school business managers. Externally, the apprenticeship team are recruiting for learning support roles, these have been shared with ways2work, on the BCC jobs page and also through key contacts.		Ongoing development

11	Mitigate the impact of a predominantly white senior team by bringing a diverse range of voices from across the organisation (for example those on leadership development programmes) into senior leadership discussions. Mitigate against the downsides of this situation, whilst reinforcing the importance of positive action principles for further recruitment exercises.	A Diverse Voices scheme has been launched, with a first cohort of 13 people now receiving career development support, coaching and attendance at Corporate Leadership Board to provide diverse voices in decision making whilst developing the skills of the participants. The scheme is about to be widened for additional forums and they have been offered the chance to take part in a development programme with professional society Solace. Planning is underway for rolling out to the wider organisation across all levels, and a focus group has begun looking at this.		Ongoing development
12	Set targets to increase Black, Asian and minority ethnic representation in the senior team.	Will be addressed during development of a new single E&I Programme in line with recruitment outcomes. Targets will be agreed and in place by next financial year (April 2022) in terms of formal reporting within the annual performance framework of the Council.		In progress
13	Identify specific secondment/roles for 'job carving' to improve access and improve leadership representation across all equality groups.	A senior leadership succession planning programme has been developed and will be launched in Summer 2021.		Ongoing development
14	Provide coaching support and skills training – such as interview skills, particularly for those who have previously been unsuccessful at interview.	This is in place. The L&D team take referrals from HR to help anyone who needs support.		Complete
15	Managers offer their roles as a shadowing opportunity	Currently underway as an informal and local arrangement. Further work is needed to formalise and widen the offer. The Diverse Voices scheme (see Action 11) touches on this.		In progress

16	Internship, work experience, work placements targeted to under-represented groups.	Internship roles created and advertised via the Mayor's Office, and the Employment and Skills team are actively working on this. The national KickStart programme also offers work placements for those aged 16-24 and there are also supported internships available to those with learning difficulties.		Complete
17	Coaching/mentoring arrangements for new Black, Asian and Minority Ethnic managers/leaders	Diverse Voices scheme is prioritised for under-represented groups (see Action 11). Participants are offered coaching, 360-degree feedback and mentoring. The scheme is to be rolled out across all leadership levels. New managers are invited to an induction and have access to mentoring/coaching and a toolkit. Further targeted support is being considered for new Black, Asian or Minority Ethnic managers/leaders.		Ongoing development
18	Become an exemplar Disability Confident Employer	BCC continues to be an accredited employer. Work is scoped and being planned with Disabled Colleagues Network staff led group (DCN) to achieve exemplar status by 2022.		Ongoing development
19	Ensure procurement specification and payment schedule for search and recruitment agencies includes obligations to source a diverse applicant pool.	Any recruitment search company hired through our framework will be required to supply diverse talent pools and this is a key feature of the selection arrangements for the hire of a search company for an assignment.		Complete
20	Job description and person specification paperwork to be reviewed and updated to focus on skills rather than experience and remove unnecessary barriers, e.g. qualifications, experience, etc.	All job documentation is reviewed prior to advert with hiring managers. The content of senior management roles' job documentation will be reviewed as forthcoming organisational restructure.	Advice is available on internal intranet.	Complete

21	Update Secondment (previously 'acting up') Guidance, following feedback from Black, Asian and minority ethnic colleagues, Staff Led Groups (SLGs) and DWC consultancy suggestions. Changes include ensuring all opportunities are widely promoted across the organisation rather than to specific teams/groups, adds positive action guidance and removes the option of direct appointments to short term roles.	Complete and launched.	Published on internal intranet.	Complete
22	Retrain all hiring managers with a focus on bias (including unconscious bias) and fair and values-based recruitment practices.	Complete and launched.	Evidenced on internal training records and no HR system access granted until training received. Assurance in embedded email - over 800 trained.	Complete
23	Develop a list of trained managers and ensure that no manager is recruiting without having attended the new revised training programme.	Complete and launched.	List of trained managers held, available for assurance purposes via Resourcing Manager.	Complete
24	Develop more values and abilities-based selection processes: • Online values testing aligned to BCC values for all managerial roles above BG10. Candidates would not be able to apply for roles unless this test is passed.	Values are assessed in managerial appointments. A new toolkit has been introduced to support this. Online testing was found to be prohibitively expensive.	New recruitment and selection policy published on internal intranet.	Complete
25	Values-based assessment centres for all roles at third tier and above.	This is in place for all recruitment of managers at the 'third tier' (department head) and above. We have an assessment toolkit that includes assessment against BCC values for all other recruitment.	Advice available on internal intranet.	Complete

26	Improve equality monitoring data for all applicants at application. Release equalities data for shortlisting and appointment stages of senior roles.	We began to report specifically on senior (department head and above) hires from June 2021.		Complete
27	Monitor and systematically report any non-diverse shortlisting to Executive Director Meetings quarterly.	An overview of organisational performance is reviewed annually.

However, the implementation of the HR system onboarding module has prevented this action being implemented yet. | | In progress |
28	Develop job-based assessment methods which focuses on skills and capability which reduce reliance traditional interviews as sole method of selection.	Complete and launched.	New recruitment and selection policy published on internal intranet.	Complete
29	Introduction of Recruitment and Selection quality assurance process.	Completed and launched.	New recruitment and selection policy published on internal intranet.	Complete
30	Hire a recruitment auditor to review hiring manager practice and deal with any recruitment-related complaints.	Targeted recruitment audits are being undertaken. Outcomes will be reported in May 2021 to Executive Director Meetings by HR Business Partners.		Complete
31	External diverse panel members mandatory for senior leadership (third tier and above) recruitment.	Be On Board joining BCC framework to support with ensuring Diverse Panels	New recruitment and selection policy published on internal intranet.	Complete
32	Enforce Diverse Recruiters' presence in 'hot spots' where there have been issues raised about recruitment practice.	The current recruitment and selection programme has been reviewed and agreed. Everyone attending the training automatically becomes a Diverse Recruiter unless they opt out. This change is to be rolled out during August/September 2021.		In progress

33	Deliver training for Diverse Recruiters and wrap around support for Diverse Recruiters	Training as a free-standing option will now be removed and a short briefing will replace it to explain how Diverse Recruiters will operate.		Ongoing development

Leadership, Culture and Performance

34	Ensure equality and inclusion objectives are mandatory in BCC employees' annual performance objectives	The values section of our employee annual review form is to be updated to capture equality and inclusion practice, as they are closely aligned. This will be in place for the 6-month review in 2021. A standard objective will be added to the system for 2022, in the meantime personal objectives are already being informed by work on Equality Action Plans. Guidance and training being developed.		In progress
35	Compulsory inclusion of Black, Asian or minority ethnic employee(s) in 360-degree feedback exercises for managers.	The guidance has been updated to include this requirement and the team remind the participant of this requirement when choosing contributors.	Advice available on internal intranet which will soon become a mandatory requirement.	Complete
36	Relaunch of Staff Led Groups – with new terms of reference and governance structure.	Completed in July 2020, and ongoing communications planned to keep awareness levels high.	Terms of reference and governance structure available on internal intranet.	Complete
37	Launch refreshed HR Policies following final phase of consultation with Trade Unions and Staff Led Groups.	New grievance resolution policy in place from 1 April 2021. A new Investigations Policy currently out for consultation with stakeholders, and a refreshed Recruitment and Selection Policy will be published for consultation in July 2021.	Policies available on internal intranet.	Complete

38	Refresh HR policies to ensure that all have a complete Equality Impact Assessment (or that a previous one is refreshed to incorporate any changes/impacts identified). These must be supported with action plans.	New EQIA template including action and guidance is now in place to ensure any future refreshed or new policies are supported by a robust Equality Impact Assessment. Training for HR staff and E&I team on quality assurance will support improving Equality Impact Assessments in this area. A refreshed tracking system will capture all Equality Impact Assessments.	Template published as an appendix to 2021 Annual Report.	Ongoing development
39	Reduce ineffective use of grievance and disciplinary processes through: • New grievance procedure with requirement for mediation.	Completed and launched April 2021.	New grievance procedure published on internal intranet.	Complete
40	Increase training provision for managers on having effective early conversations and how to use the Grievance & Disciplinary process (see leadership development).	Provision available through L&D team and self-service guidance on the Source. Re-launched as part of the launch of the new grievance procedure. Cultural intelligence training has been rolled out to all Directors and third tier managers which includes support on how to have effective, culturally appropriate conversations. Drop-in 'lunch time learn' events on offer.	New grievance procedure published on internal intranet.	Complete
41	Data monitoring to assess correlation between level of Grievance & Discipline and equality groups.	New HR interactive dashboard containing all casework and trend information now in place and was launched with Directors in September 2020.	Published on internal intranet.	Complete
42	Implement new iTrent case management system to improve monitoring and reporting.	System implemented in July 2020 and is being used to report trends.		Complete

43	Develop diverse mediation service offer.	New grievance resolution policy approved in place from 1 April 2021. Mediation and conflict resolution is a cornerstone of the new policy. Independent mediators who are culturally competent will be identified. A procurement compliant framework is being put in place.	New grievance procedure published on internal intranet.	In progress
44	HR Business Partners working with Organisational Development (OD) and Learning & Development (L&D) to develop targeted interventions for teams where improvement is required. This is already being used successfully in a number of service areas and needs to become systematic.	Regular conversations with Head of HR and Head of OD to identify areas that may require intervention. Regular conversations in Executive Director Meetings or with managers to seek support. HR diversity dashboards are used to spot patterns that might indicate a need for support or intervention.		Complete
45	Pilot a monthly 'performance clinic' for third tier managers, where E&I is not an agenda item but a through-line. Taking a coaching and facilitative approach, leaders will look at all elements of performance, supported by relevant professionals.	This is on hold in order to align it to a review of our approach to Performance Management and its associated corporate Performance Framework during 2021/22. This is part of a knock-on delay caused by COVID-19, which meant a process to refresh our Corporate Strategy – a vital enabler of the performance review work - needed to wait until after the nationally postponed elections.		Delayed or further action needed
46	Provide regular quarterly reporting of EDI performance and metrics in senior officer forums of Executive Director Meetings and Corporate Leadership Board, enabling timely	Reporting now comes to Strategic E&I Group as part of the new governance structure for equality and inclusion.		In progress

	strategic discussions and leadership on key issues impacting EDI.	This is linked to an action to develop single-view dashboard and needs strengthening over coming year. This will be incorporated into development of a single E&I Programme.		
47	Promote the role and contribution of Equality & Inclusion, HR, Organisational Development and Learning & Development teams and how to access their support. Develop resources to support these teams.	Ongoing through communications about E&I issues, and sign posting to relevant teams for further assistance.		Ongoing development
48	Raise awareness of the Disability Peer Navigation (DPN) Scheme to new and existing employees; also reviewing scheme to measure impact and outcomes.	This programme has been cancelled due to a lack of uptake. Support for new and existing staff will be mainstreamed into recruitment and management policies.		Action removed
49	Refresh existing leadership development programmes to increase the focus on Inclusive Leadership, cultural intelligence and people management skills. The programme should enable participants to look at their behaviours and managerial approach in relation to real challenges or scenarios in the workplace.	A programme for new or aspiring team leaders is now in place and advertised via our L&D brochure. Key information for managers brochure now available - to help new and existing managers navigate the Council's policies and systems and understand their responsibilities. New manager induction launched with includes E&I responsibilities. A new set of leadership modules is currently being piloted - these have been shaped by running focus groups with managers to respond to their needs and includes a module on inclusive leadership. Diverse Voices scheme launched, offering leadership development opportunities.	https://bristol.learningpool.com /totara/coursecatalog/courses. php	Complete

		Cultural Intelligence training delivered for third tier managers this included reflection on real-life challenges and inclusive leadership.		
50	Provide Cultural Intelligence training for Service Managers / Heads of Service, following previous roll-out to Executive Directors and Directors. The programme enables participants to look at their behaviours and managerial approach in relation to real challenges or scenarios in the workplace.	Training is now complete and evaluation underway. In-house facilitators have had initial training and should be able to support with a wider roll-out in the future.		Complete
51	Continue work to review Learning & Development programmes to ensure that there is explicit mainstreaming of EDI; taking account of current context of COVID-19 and Black Lives Matter movement.	Leadership and Management training has been reviewed and refreshed to introduce a stronger link to inclusive leadership (including the new leadership modules, team leader development).		Complete
52	Review external L&D contractors to ensure supplier diversity.	Ongoing as part of working with our managed service provider.		Complete
53	Action learning for Directors and Executive Directors that addresses issues of race from a personal and organisational leadership perspective. To include 1:1 coaching elements to focus on race equality and other diversity issues within the context of their roles at BCC.	Corporate Leadership Board have had a workshop to explore their inclusive leadership and how they can support the participants to get the most from the Diverse Voices scheme whilst ensuring their decision making is strengthened.		Complete

			The Director Development programme for 2021 includes workshops on leading change effectively and a session with an E&I/HR consultant to specifically look at inclusive leadership and their own role as equality champions. Executive coaching is available for all Directors.		
54	Create an Accessible Communications Policy to guide our external and internal communications.		Work has commenced with the External Communications team, which will include consideration of the NHS Accessible Information Standard. Policy development has been delayed due to team capacity during the COVID-19 pandemic and a re-profiled date for completion will be picked up in a review of the Council's Communications Strategy during 2021/22.		Delayed or further action needed
55	Create a Translation and Interpretation Policy to ensure that effective communication methods are available for our citizens to access		This will now be integrated into the Accessible Communications Policy (see Action 54).		Action removed
56	Run workshops to support those in customer facing roles to develop communication skills		These were delayed due to re-prioritisation during the COVID-19 pandemic. Some targeted operational work on specific products like letters has been done. A re-profiled date for completion will be picked up in a review of the Council's Communications Strategy during 2021/22.		Delayed or further action needed

57	Refresh internal communications approach with a more informal, personalised style; provide opportunities for greater leadership visibility around their commitment to equality and inclusion.	Communication channels include more guest blogs from colleagues and Staff Led Groups as well as Directors. Feedback has been very positive, especially when they are informal and personal in style. Focus groups have been held with offline colleagues to explore ways in which we can reach and engage with staff without access to the network. This has included printing off copies of the staff bulletin and providing toolkits for managers to hold discussions or run surveys with staff in a team meeting setting. We now have a monthly feature from each Staff Led Group in the all staff bulletin.		Complete
58	Create more corporate and local opportunities for discussion about issues such as the disproportionate impact of COVID-19 on Black, Asian and minority ethnic groups, and showing leadership around how we emerge from lockdown. Create safe spaces for open dialogues on race issues, in particular how can we work together to dismantle structural racism within the council and city. To include: • Leadership Forum • Staff engagement sessions – to focus on a topic of shared interest and using session to co-create a constructive way forward.	A managers' toolkit for talking about racism was launched and is currently being refreshed. Funding has been provided to Staff Led Group embRACE for workshops on racialised trauma. A working group has been set up (including Staff Led Groups) to explore ways in which the workplace demonstrates our commitment to diversity and inclusion. This will feed into a project which is managing the Council's gradual return to the workplace as COVID-19 restrictions ease.		Complete

59	Publicise the work being done within the council to external and internal stakeholders.	Ongoing through regular bulletins, sharing updates on the actions within this plan. Use of blogs by Directors, Staff Led Groups and guests to share updates on our E&I work. Regular topics at Leadership Forum and extended leadership team meetings - for example a session on E&I terminology and another on a new process for assessing equality impacts of our decision making.		Complete
60	Consult with voluntary, community and social enterprise groups, multi-faith forums and education settings and co-create external engagement events.	Mainstreamed into business as usual. Plans include a city-wide learning event on use of the Bristol Equality Charter.		Complete
61	Create greater visibility of our work with colleagues and showcase initiatives that give an insight in to the council – invite apprenticeships, work experience, graduates to be part of external events.	Mainstreamed into business as usual, as discussed above (see Action 57)		Complete
62	Better use of data and metrics	Mainstreamed into business as usual and being developed further through a new Data, Insight and Information Strategy.		Complete

63	Participate in LGA Equality Framework for Local Government and Stonewall 2021 Index and implement any actions arising from these processes.	LGA EFLG Peer Review completed and is being reported to Full Council alongside this report. There was no Stonewall 2021 Index due to COVID-19 as the Stonewall decided not to run it. It will be undertaken in 2021/22.	Summary of report findings and BCC response published for July Full Council. ModernGov - bristol.gov.uk	Complete
64	Work to expand pay gap reporting to include LGBTQ+ employees in 2021, enabled by encouraging more disclosure of sexual orientation information by employees to provide a statistically viable sample size.	This has been completed. Figures for pay gaps have been included in the Annual Report on the Equality and Inclusion Council. A detailed report will be considered by Human Resources Committee at the next opportunity in 2021.	ModernGov - bristol.gov.uk	Complete
Other activities				
65	Review accessibility of all council buildings and adaptations as required - management of outstanding cases resolved	Now mainstreamed into the Return to the Workplace project, which is managing the Council's gradual return to the workplace as COVID-19 restrictions ease. Quick wins were identified as part of the pilot of new ways of working. Other suggestions from the working group will be included in work programme.		In progress

66	In recognition of the disproportionate impacts of COVID-19 on Black, Asian and minority ethnic communities, procurement arrangements for the recommissioned Employee Assistance Provider (due February 2021) will incorporate a requirement for there to be Black, Asian and minority ethnic counsellors within their teams. This is essential as there will be an urgent need for culturally sensitive and appropriate interventions to cater for the needs of Black, Asian and minority ethnic employees.	Complete. A new provider for Occupational Health, Physiotherapy and EAP is now in place from 1 April 2021. Tenders were evaluated on the basis of quality as a higher weighting than price and approach to equality and inclusion was a key feature of evaluation process.		Complete
67	Whilst awaiting the full recommissioning of Employee Assistance Programme (EAP), commission a bespoke counselling to meet the immediate needs of Black, Asian and minority ethnic staff in relation to COVID-19.	Now closed as EAP has been recommissioned (see Action 66). A local organisation was commissioned to provide support in the interim.		Complete
68	Continue to promote the use of COVID-19 personal risk assessments and action plans for Black, Asian and minority ethnic employees before returning to offices or front-line work. Continue to provide testing, PPE and options such as redeployment as part of action plans. Regular monitoring reports to be presented to Corporate Leadership Board.	COVID-19 risk assessments continue to be promoted and updated following changes to national guidance. A Wellbeing Pulse survey in April 2020 tested employee take-up.		Complete

Equality Impact Assessment [version 2.9]

Title: Equality and Inclusion Annual Progress Report 2020-21	
☐ Policy ☐ Strategy ☐ Function ☐ Service ☒ Other [please state] Governance Process	☒ New ☐ Already exists / review ☐ Changing
Directorate:	Lead Officer name:
Service Area:	Lead Officer role:

Step 1: What do we want to do?

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

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

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

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

The Equality and Inclusion Annual Progress Report 2020-21 shows what we have done in the period April 2020 to March 2021 to achieve the aims of our Equality and Inclusion Policy and Strategy 2018-23.

1.2 Who will the proposal have the potential to affect?

☒ Bristol City Council workforce	☒ Service users	☒ The wider community
☒ Commissioned services	☒ City partners / Stakeholder organisations	
Additional comments: We have selected all options because of the wide-ranging activities covered in this report, rather than the potential impact of the report itself.		

1.3 Will the proposal have an equality impact?

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

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

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

☐ **Yes**	☒ **No**	[please select]

We have not identified any significant equality impact from this update report, which supports our duty to comply with our duties under the Equality Act 2010 Regulations. The Equality and Inclusion Policy and Strategy 2018-23 to which it refers is subject to a separate equality impact assessment process[1].

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director[2].

Equality and Inclusion Team Review: Reviewed by Equality and Inclusion Team	Director Sign-Off:
Date: 25/5/2021	Date:

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[1] See Appendix B 7 - E EqIA Equalities and Inclusion Policy and Strategy 12.10.18.pdf (bristol.gov.uk) and 2020 update (Public Pack)Agenda Document for Full Council, 08/12/2020 14:00 (bristol.gov.uk)
[2] Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

Eco Impact Checklist

Title of report: Equality and Inclusion Annual Progress Report 2020-21				
Report author: Duncan Fleming				
Anticipated date of key decision July 2021 Full Council				
Summary of proposals: Progress report for 2020-21 on aims of the Equality and Inclusion Policy and Strategy 2018-23				
Will the proposal impact on...	Yes/ No	+ive or -ive	If Yes…	
			Briefly describe impact	Briefly describe Mitigation measures
Emission of Climate Changing Gases?	No			
Bristol's resilience to the effects of climate change?	No			
Consumption of non-renewable resources?	No			
Production, recycling or disposal of waste	No			
The appearance of the city?	No			
Pollution to land, water, or air?	No			
Wildlife and habitats?	No			
Consulted with: Feedback from internal officers and equalities stakeholders				
Summary of impacts and Mitigation - <u>to go into the main Cabinet/ Council Report</u>				
There are not likely to be any significant environmental impacts from this proposal and no mitigation measures are required. The net environmental effects of the proposals are likely to be negligible.				
Checklist completed by:				
Name:		Duncan Fleming		
Dept.:		Equality and Inclusion Team		
Extension:		74828		
Date:		25/5/2021		
Verified by Environmental Performance Team		Giles Liddell, Project Manager - Environmental		

Full Council

6 July 2021

Report of: Tim Borrett, Director: Policy, Strategy and Partnerships

Title: Bristol's first Citizens' Assembly recommendations

Ward: Citywide

Member Presenting Report: Cllr Asher Craig, Deputy Mayor, Cabinet Member for Communities, Equalities and Public Health

Recommendation

Further to the 22 June Cabinet report on Bristol's first Citizens' Assembly recommendations, it is requested that:

1. Full Council notes the formal handover of the report of the Citizens' Assembly's recommendations and proposed actions
2. Full Council notes the Citizens' Assembly report is being considered as part of the evidence base for the Council's update of its medium-term Corporate Strategy.
3. Full Council notes that the report of the Citizens' Assembly's recommendations and proposed actions will be shared with the One City Economy Board and other One City Boards for consideration to inform the city's economic recovery and renewal strategy and in preparing the 2022 refresh of the One City Plan (publication planned in March 2022)

Summary

4. The report describes the methodology and recommendations of Bristol's first Citizens' Assembly

The significant issues in the report are:

5. Full Council decided in January 2020 to trial deliberative democracy processes in 2020/21.
6. The 60 members of Bristol's Citizens' Assembly convened over 30 hours during January to March 2021 to hear detailed evidence and deliberate three topics under the overarching question "How do we recover from COVID-19 and create a better future for all in Bristol?"
7. The appended report describes the process and the 17 recommendations, 82 actions and rationale produced by the assembly on the three topic questions:
   • How do we rapidly reduce the impact of our homes on climate change? (Climate change and housing topics)
   • What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment? (Transport topic)
   • How should we tackle health inequalities in Bristol? (Health topic)

Policy

8. The Citizens' Assembly report will be part of the evidence base to inform an update of the Corporate Strategy.

9. The report of the Citizens' Assembly's recommendations and proposed actions will be shared with the One City Economy Board and other One City Boards for consideration to inform the city's economic recovery and renewal strategy and in preparing the 2022 refresh of the One City Plan (publication planned in March 2022)

Consultation

10. **Internal**
    Officers in affected services (Public Health, Transport, Climate Change)
    Citizens Assembly Steering Group comprising:
    - Cllr Asher Craig (Co-chair)
    - Cllr Paula O'Rourke (Co-chair)
    - Officers from:
        o Consultation and Engagement
        o Community Development
        o Mayor's Office
        o City Office
    Cabinet

11. **External**
    A full engagement survey – Your City, Our Future – was conducted:
    Your City Our Future citizen survey - Bristol - Citizen Space

Context

12. Full Council decided in January 2020 to trial deliberative democracy processes during 2020/21.

13. Citizens' assemblies are one type of deliberative process. Citizens' assemblies:
    - are good for tackling complex, controversial issues
    - bring together people with diverse experiences and perspectives
    - enable in depth discussions, supported by moderated information, leading to informed decisions.

14. The COVID-19 pandemic has caused great disruption to people's lives and livelihoods. The health and economic impacts have fallen unequally and often hardest on people who already faced disadvantage. The major changes and disruption have also given people new perspectives on what the future could look like.

15. The aim of Bristol's first Citizens' Assembly was "To ensure that citizens' ideas and priorities influence Bristol's recovery from COVID-19 and help to shape Bristol's future."

16. 60 assembly members were recruited through a process of random stratified sampling to be reflective of Bristol's population in terms of age, sex, disability, ethnicity, deprivation, employment type and home location in Bristol.

17. Under the overarching theme of "How do we recover from COVID-19 and create a better future for all in Bristol?" three specific topic questions were chosen, based on priorities identified by 6,535 respondents to the Your City Our Future survey and design meetings with officers and the Citizens' Assembly Steering Group. The three topic questions were:

- How do we rapidly reduce the impact of our homes on climate change? (Climate change and housing topics)

- What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment? (Transport topic)

- How should we tackle health inequalities in Bristol? (Health topic)

18. The assembly met online for 30 hours over four weekends between January and March 2021 to hear information from 55 speakers, engage in facilitated deliberation and develop their recommendations and rationale.

19. The assembly produced [17 recommendations and 82 associated actions](). These are described in the appended report and apply both to Council-specific activities and also to city-wide activities and responsibilities of external partners.

20. On this basis, in November 2020 it was publicised that the assembly's recommendations would be presented to:

- the Council's Cabinet in Spring 2021 as a key input in considering the Council's future strategy and actions; and

- the One City Economy Board for consideration as part of developing the city-wide economic recovery and renewal strategy.

21. The Council's Policy, Strategy and Partnerships division has developed a tracker for the assembly's recommendations and proposed actions, which will provide a source of ongoing information and assurance as to if and how the assembly's recommendations have been acted upon.

22. An evaluation report of Bristol's first Citizens' Assembly is being prepared by the External Communications and Consultation service. A Cabinet decision on taking forward future deliberative processes will be sought in autumn 2021.

Proposal

23. The proposal is that Full Council notes the [Report from Bristol's Citizens' Assembly]() and the use of the assembly's report to inform the refresh of the Corporate Strategy, the city's economic recovery and renewal strategy and the 2022 refresh of the One City Plan.

Other Options Considered

24. None

Risk Assessment

25. No risks identified.

Summary of Equalities Impact of the Proposed Decision

26. An equalities impact assessment for the Citizens' Assembly project identified measures that were implemented to ensure that assembly members and citizens could engage with the process, including people with hearing and sight impairment/loss, people who are not confident in use of the English language and people who do not use online services.

27. No equalities impact is identified from the recommendation that Full Council notes the report of the Citizens' Assembly. Any future decisions arising from taking forward the recommendations would be subject to their own EQIA processes.

Legal and Resource Implications

28. **Legal**
Legal advice as set out in the June 2021 Cabinet report

   (Legal advice provided by Husinara Jones, Team Leader/Solicitor, 18 May 2021 in Cabinet report)

29. **Financial**
(a) Revenue
(b) Capital
Financial advice as set out in the June 2021 Cabinet report
(Financial advice provided by Jemma Prince, Finance Business Partner, 19 May 2021 in Cabinet report)

30. **Land**
Not applicable

31. **Personnel**
HR advice as set out in the June 2021 Cabinet report
(Personnel advice provided by James Brereton (HR Business Partner), 7 June 2021 in Cabinet report)

32. **Appendices:**
Report from Bristol's Citizens' Assembly

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
33. **Background Papers:**
None

How do we recover from COVID-19 and create a better future for all in Bristol?

Report from Bristol's Citizens' Assembly

JUNE 2021

Bristol's Citizens' Assembly

The Citizens' Assembly was a group of 60 people broadly reflective of the population of Bristol, who came together over four weekends to consider how we recover from COVID-19 and create a better future for all in Bristol. They are:

Alex	Graham	Oliver
Alfie	Harry	Peter
Andrew	Ioannis	Rhodri
Andy	Jason D	Roanne
Aqsa	Jason H	Roger
Barb	Jennifer	Roxana
Beckie	John	Ruby
Ben	Joseph	Samuel
Cabdi	Lauren	Sila
Carly	Laurie	Sophi
Christine	Louise	Stephen
Claire	Luisa	Steven
Dan	Lynn	Thomas
Debbie	Mai	Toby
Diarmaid	Mariana	Vanessa
Edwina	Mariia	Vasiliki
Ella	Michele	Warren
Elliott	Neil	Xiaona
George	Nick	Zoe

Who was involved

Involve

The Involve Foundation is the UK's leading public participation charity, with a mission to put people at the heart of decision-making. Involve ran the citizens' assembly – facilitating and designing the process by which the assembly members learn, consider and come to recommendations about the topic. They also wrote this report on the outcomes of the citizens' assembly.

Sortition Foundation

The Sortition Foundation promotes the use of sortition (random selection) in decision-making. They were responsible for recruiting people to take part in the citizens' assembly. Their aim was to ensure the citizens' assembly was broadly reflective of the Bristol community.

Bristol City Council

Bristol City Council commissioned the citizens' assembly and will receive its recommendations.

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Foreword

When we set out to deliver Bristol's first citizens' assembly in 2020, we could not have known what the year ahead had in store for us all. The pandemic shifted the goalposts in practically all areas of our work, but this process offered an opportunity to meaningfully engage our citizens in the city's recovery.

Sitting in on some of the sessions and speaking with assembly members, the process surpassed my expectations. As Mayor, my role is to make space for others, equipping them with the resources they need and empowering them to deliver change. This is something we have done with real impact in recent years through the One City Approach. Seeing the diverse communities of Bristol brought together through the citizens' assembly adds a new dimension to what we're building here in the city.

This work has been led brilliantly by Deputy Mayor Asher Craig and Councillor Paula O'Rourke, alongside a dedicated team of council officers. I thank them, alongside the Sortition Foundation and Involve, for delivering this piece of work. It adds another string to our bow when it comes to engagement and the report presented here will inform the direction of our administration going forwards.

The biggest thanks, however, must go to the assembly members, who put time and effort into tackling the most challenging issues facing the city. The recommendations developed by the assembly and set out in this report have been disseminated to decision makers across the city and we are now in the process of working through their implementation. I hope the group recognises the impact they've had - the variety of experiences they brought to the table will allow us to better drive change that works for everyone.

Mayor, Marvin Rees

We want to say a big 'thank you' to the assembly members, the session facilitators and all the speakers who gave up their time to take part in Bristol's first citizens' assembly. The members' response to taking part, and their enthusiasm for being involved in a democratic process to shape Bristol's future following the pandemic has been impressive.

It was a privilege to observe the assembly members at work and witness their commitment to respond to the important question **'How do we recover from COVID-19 and create a better future for all in Bristol?'.**

This assembly has given us a way of listening to the diverse views of the people of Bristol, capturing these and feeding them into the city's recovery and renewal planning. The members held lively and constructive discussions, listened to and learned about new issues, challenged each other's and their own views, made informed decisions and reached agreement on a set of 17 recommendations and 82 actions.

We in turn have listened closely to the assembly members and their recommendations and actions will help inform the city-wide Economic and Recovery Strategy as well as the council's new corporate strategy as a key input into shaping the future of our city.

Deputy Mayor, Asher Craig.

A year ago, Asher Craig and I shook hands across the Cabinet floor and agreed to make a different way of deliberative democracy happen. Bristol's Citizens' Assembly has put our people at the heart of decision making, giving community members the information to make sound decisions, recommendations, and propose actions to help create the city that they want in the future. The process has been invaluable in gauging informed public opinion on the questions facing us on health and wellbeing, transport, and climate change. Feedback from the members told us they were positive about their involvement throughout and committed to being engaged in a deliberative democratic process and having their voices heard.

One assembly member said: "This has been an incredible and insightful experience to help bring the city toward a new direction for everyone to enjoy and prosper post COVID-19. We have heard speakers from housing to green energy to transport, with all the information that we could possibly need and the guidance to help us make informed recommendations. I was able to voice my opinions and share my experiences that helped create a more balanced picture of Bristol as a whole and keep equity in mind when making decisions."

Councillor Paula O'Rourke, Party Group Leader, the Green Party

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As Co-Chairs of the Economy and Skills Board, we welcome the actions and recommendations of this report from the citizens' assembly, especially as we look to deliver the One City Economic Recovery and Renewal Strategy. Together, we can work to build us back strongly and quickly from this global pandemic. Connecting with residents to discuss, debate and offer real solutions for our recovery and climate ambitions is at the heart of the one city approach. It will also help us to create a better more prosperous future for Bristol, not just now, but over the next 30 years, creating a city of hope that is fair, healthy, economically successful and sustainable for all.

So, we would like to thank everyone involved in setting up the assembly as well as those who took part in the four sessions, for your time, your knowledge, your enthusiasm and determination to see Bristol continue to thrive.

Councillor Craig Cheney and James Durie, Co-Chairs of the Bristol One City Economy and Skills Board

Executive Summary

Bristol's Citizens' Assembly brought together 60 residents from Bristol - reflective of Bristol's local diversity in terms of age, sex, disability, ethnicity, geography, deprivation, and employment - in order to help shape the city's recovery from the COVID-19 pandemic.

The citizens' assembly was asked to make recommendations in response to the question:

> **"How do we recover from COVID-19 and create a better future for all in Bristol?"**

The citizens' assembly met over four weekends from January to March 2021, with a total of 30 hours of meetings. In order to help answer the above question they were asked to conduct deep dives into three topics that had been identified through engagement with residents as particularly important to the future of Bristol:

1. **Climate change**: How do we rapidly reduce the impact of our homes on climate change?[1]
2. **Transport**: What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?[2]
3. **Health**: How should we tackle health inequalities in Bristol?[3]

For each topic, assembly members heard evidence from speakers, discussed their own views and experiences, and developed recommendations for the council and its partners.

This report describes in detail the work of the citizens' assembly, including its oversight structures, how members were recruited, the structure and content of the assembly meetings, and what assembly members thought about the experience of taking part.

It also outlines the recommendations that the assembly members reached under each of the topics. Each recommendations includes:

- A statement of **what** the recommendation is;
- A list of actions for **how** the recommendation should be implemented;
- A justification for **why** the recommendation is important.

The report also includes the results of a ballot of assembly members carried out after the final weekend, demonstrating their level of support or opposition to each recommendation, as well as a prioritisation of recommendations for each topic.[4] 95% of assembly members completed the ballot. The assembly's recommendations have been presented to:

- The One City Economy Board, to help inform the city's recovery strategy; and,
- Bristol City Council's Cabinet, as a key input in shaping future strategy and actions.

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[1] Find out more: https://bristol.citizenspace.com/ycof-1/climate-change/
[2] Find out more: https://bristol.citizenspace.com/ycof-1/transport/
[3] Find out more: https://bristol.citizenspace.com/ycof-1/health/
[4] Note, some ballots total 101% due to rounding

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Summary of recommendations

The following table summarises the recommendations and level of support they received from assembly members.

Recommendation	Support	Oppose	Abstain
How do we rapidly reduce the impact of our homes on climate change?			
Recommendation 1: Council is to lead on training and upskilling the workforce by securing investment, ensuring high standards, harnessing innovation and making the most of local creativity and entrepreneurship such that the green industry is measurably prepared to carry out required improvements within 5 years.	100%	0%	0%
Recommendation 2: Council to take leadership and responsibility for meeting its emissions targets in the housing stock by working in partnership with the business, education and community sectors, creating a programme of implementation to drive community changes.	94%	6%	0%
Recommendation 3: Create innovative financing options including grants, and/or loans to support home owners and landlords to improve the energy efficiency of every home in Bristol.	95%	0%	5%
Recommendation 4: Reduce the fragmentation of all the different sustainability schemes and initiatives by creating and promoting an independent One Stop Shop that contains objective, trustworthy information, in order to provide support right through the process.	93%	2%	6%
Recommendation 5: The Council should introduce a set of tiered Bristol standards (tiers from minimum requirements to best practice aspiration standards) relating to energy consumption and efficiency for all retrofits, building improvements, developments and new builds (domestic and commercial) that are clear and well communicated, and linked to planning regulations.	87%	5%	7%
Recommendation 6: Develop a pilot programme for a street or neighbourhood to showcase what could be achieved if a citywide approach to reaching net zero was taken, with control, coordination and cooperation at a local level.	91%	4%	6%

What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?			
Recommendation 7: Create an inclusive, transparent and accountable process where the council engages together with citizens, businesses and stakeholders to better communicate our climate commitments through a sustainable transport system.	93%	4%	4%
Recommendation 8: Urgently reduce air pollution levels caused by vehicle use to safe and legal levels	93%	2%	6%
Recommendation 9: By 2030, make Bristol the best city internationally to travel around, by prioritising sustainable, safe, healthy, accessible alternatives to the car for all.	89%	4%	7%
Recommendation 10: Fundamentally reimagine the places we live so that they are people centred (i.e. create liveable neighbourhoods).	91%	4%	6%
Recommendation 11: Get people involved and engaged in the planning and implementation of transport initiatives. Make the process accessible, responsive and fun!	89%	4%	7%
How should we tackle health inequalities in Bristol?			
Recommendation 12: Prioritise a healthy and inclusive environment for all Bristol citizens and require businesses to act with corporate social responsibility	96%	0%	4%
Recommendation 13: Empower local communities in the decision making process to deliver the services and activities that they want in order to promote healthy lifestyle choices	95%	0%	6%
Recommendation 14: Increase access to diverse and high quality employment opportunities to close the gaps within health inequalities.	95%	0%	6%
Recommendation 15: Increase awareness and access to health information, education and services targeted according to local need	95%	0%	6%
Recommendation 16: All departments of the Council must take on the mandate to reduce health inequalities and improve the health of all citizens in the city with a focus on accountability, partnership and transparency when measuring and using public health data	89%	0%	11%
Recommendation 17: Invest in an equitable start to life from pre-birth to young adults (up to 25)	93%	2%	6%

01 – Introduction

Bristol's Citizens' Assembly brought together 60 randomly selected residents of Bristol for four weekends during January to March 2021. Its purpose was to discuss and respond to the important question 'How do we recover from COVID-19 and create a better future for all in Bristol?'

The assembly worked on three specific topics of discussion:

- Climate change and housing – How do we rapidly reduce the impact of our homes on climate change?

- Transport – What changes should we make to our neighbourhoods to make how we travel easier, healthier, and better for the environment?

- Health and social care – How should we tackle health inequalities in Bristol?

For each of those topics, the citizens' assembly was asked to develop a set of recommendations, with related actions and a clear rationale, which has been handed over to the Bristol City Council Cabinet and One City Partnership Board for a formal response.

Background

The COVID-19 pandemic has caused great disruption to people's lives and livelihoods. The health and economic impacts have fallen unequally and often hardest on people who already faced disadvantage.

Bristol City Council and the One City Office, including the One City Economy Board, are working to plan the city's recovery with a clear objective of enabling businesses to rebuild after financial loss, and getting the city moving safely as we adjust to new ways of living our lives.

The Council has sought to work with communities to ensure their diverse perspectives, ideas and priorities are heard on an equal footing with businesses and other stakeholders, as the city defines a shared vision for Bristol's future and a recovery that will deliver that vision.

In July 2020, the council launched a programme of citizen engagement called 'Your City Our Future' (YCOF). A series of focus groups during July was followed by a citywide survey of citizens during August and September, which received over 6,500 responses.[5] The focus groups and survey asked citizens about their experiences during lockdown – which changes they liked and which they disliked – and what they would like Bristol to be like in

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[5] https://bristol.citizenspace.com/bristol-city-council/your-city-our-future/

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future. The feedback received provided valuable information about citizens' aspirations and priorities and identified themes on which there is some consensus and other issues where there are divergent views.

The citizens' assembly was the second stage of the 'Your City Our Future' programme. The focus of the assembly was determined by the priorities identified by the survey. The recommendations of the assembly will help to shape the ongoing recovery efforts and will form part of the evidence base for a refresh of the Council's Corporate Strategy during the second half of 2021. It will also feed into a review and update of Bristol's long term 'One City Plan' to 2050, which will next be refreshed in March 2022.

The topics

The 'Your City, Our Future' citywide survey during August and September 2020 identified a number of issues that were of a high priority to residents of Bristol. Four of those high priority issues – climate change, housing, transport, and health inequalities, were identified as a starting point to thinking about what specifically the citizens' assembly should look at in relation to the overarching question 'How do we recover from COVID-19 and create a better future for all in Bristol?'
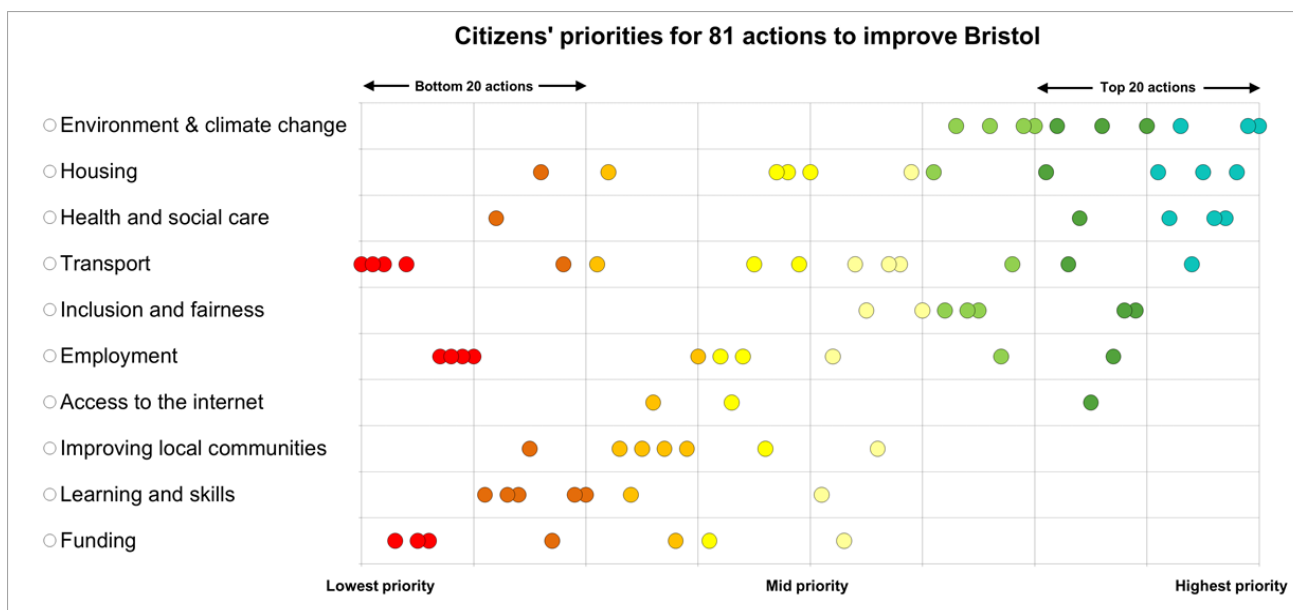
From there, there was a process of refining those broad topics down to questions that could be answered by a citizens' assembly[6]. This process was facilitated by Involve, with input from the Pilot Deliberative Democracy Steering Group, the consultation and engagement officers, and the relevant service leads with responsibility for policy development within

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[6] See 'How to run a citizens' assembly: a handbook for local authorities based on the Innovation in Democracy Programme' https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/896502/IiD P_handbook_-_How_to_run_a_citizen_assembly.pdf

Bristol City Council. The final selection was based on what was identified as impactful, timely, and for which there was agency within the council and its local partners to act on the recommendations.

Assembly sessions

Bristol's Citizens' Assembly started on Saturday 16 January and Sunday 17 January. This first weekend introduced the assembly members to the deliberative democracy process and how citizens' assemblies work. Nine speakers presented an overview of the three topic questions and some of the challenges, and assembly members developed a set of underpinning principles which would guide their deliberation and recommendations over the later sessions.

The second weekend saw the assembly split into three groups of 20 people each considering either climate change and housing, transport, or health inequalities. 33 speakers delivered panel presentations to provide participants with information to inform deliberations.

The third and penultimate weekend of the citizens' assembly saw each of the three groups listen to a final panel of topic-specific speakers. The information presented addressed specific areas that the participants felt that they needed to know more about. This allowed them to spend the remainder of the weekend deliberating and working together to further develop recommendations. Participants focused on putting together these recommendations in response to the questions. These were taken forward to the final weekend when the 60 participants came together for the last sessions to review and vote on the assembly's concluding recommendations.

This report sets out how the assembly worked and what actions it agreed. It has been written by Involve based on the work and recommendations of the citizens' assembly. We have sought to represent the citizens' assembly as faithfully as possible, reporting its process and conclusions and not adding our own interpretations or analysis.

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02 – How the Citizens' Assembly Worked

This section describes the roles and responsibilities of those involved in the citizens' assembly, who the members are and how they were selected, and how the assembly process worked.

ROLES & RESPONSIBILITIES

The organisation of the citizens' assembly was coordinated by Involve and officers in the Consultation and Engagement Team at Bristol City Council, overseen by the Pilot Deliberative Democracy Steering Group (the 'Steering Group') and an independent advisory group. The aim was to work collaboratively to agree the overall shape of the evidence and how it was presented. The Steering Group led on setting the broad scope and parameters of the Assembly, Involve led on designing and running the process, with support from council officers and the Advisory Group advised on appropriate content and evidence to be considered by the Assembly. Advisory group members were not invited to provide expert evidence to the assembly.

Pilot Deliberative Democracy Steering Group

The citizens' assembly was overseen by the Steering Group. Its members were responsible for key decisions surrounding the assembly such as:

- Subject matters for discussion
- Demographic profile for assembly member selection
- Membership and role of the Advisory Group
- Communications around the role of the assembly to the Cabinet, the public and stakeholders

The members of the Steering Group are:

- Cllr Asher Craig (Co-chair);
- Cllr Paula O'Rourke (Co-chair);
- Officers from:
  - Consultation and Engagement
  - Community Development
  - Mayor's Office
  - City Office

The Steering Group helped to inform the evidence base (both written, visual and speakers) that will be considered by the Assembly.

The Steering Group was not directly involved in the facilitation of the Assembly. This was carried out by Involve, as an independent facilitation partner.

Advisory Group

The role of the independent advisory group was to support the citizens' assembly process by providing advice and oversight to ensure:

- The assembly is focused on the key themes that have been highlighted, and
- The evidence and materials are comprehensive, accurate and balanced and perceived as such by the outside world, and
- Independence of the materials produced as background for assembly members.

The members of the Advisory Group are:

- Helen Manchester, City Fellows, University of Bristol
- Lizzi Testani, Bristol Green Capital Partnership
- Sue Arrowsmith, Transport consultant
- Pravanya Pillay, Babassa
- Anneka Sutcliffe, UK coordinator for XR's Relationships and Strategy Development Team
- Monira Ahmed Chowdhury, Head of Equality, Diversity and Inclusion at North Bristol NHS trust
- Mark Pepper, Ambition Lawrence Weston
- Heather Williams, Knowle West Alliance
- Kamina Walton, Rising Arts Agency
- Chiara Lodi, Black South West Network
- Peter Clasby, Care Forum
- Lucie Martin-Jones, Wecil

How speakers were selected

There were three types of speakers at the citizens' assembly.

1. Impartial specialists: people with expertise on the topic who can present the issues in a factual and impartial manner.
2. Advocates: people who represent a particular point of view on an issue, or who are advocating for a particular outcome.
3. Experts by experience: people whose lived experience can help to deepen assembly members' understanding of an issue, or who might be disproportionately impacted by a particular outcome.

In selecting speakers, the organisers worked with the Steering Group, Advisory Group, and service leads within the council to ensure there was balance between the three types of speakers. There was an emphasis in the selection process on ensuring a good foundation of impartial information, while also trying to represent a broad range of viewpoints and experiences of the issues.

2.1 The citizens' assembly members

The members of the citizens' assembly were recruited by the Sortition Foundation using a method called a civic lottery[7].

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[7] To find out more about civic lottery (also known as sortition) visit https://participedia.net/method/5507

The Sortition Foundation randomly selected 12,000 Bristol addresses from the Royal Mail's address database.

In late November 2020 these households received invitations by post explaining the citizens' assembly and asking people to register their interest. The invitation highlighted that people would be supported with their accessibility needs, including help to access the online sessions and materials.

A high number of responses were received. Nearly 700 people who received the invitation went on to apply to join the assembly. From those responses, a representative sample of 60 assembly members was created to make up the citizens' assembly (a process called random stratified sampling). The 60 assembly members closely reflect Bristol's local diversity in terms of age, sex, disability, ethnicity, geography, deprivation, and employment (see Table 1). Where there are some small differences between the demographics of participants and the population, these are to avoid under-representing groups who make up a small proportion of the population.

Supporting participation

Assembly members were provided with support to fully participate in the online assembly process. Each participant underwent an onboarding process by which they had individual assessment of their needs and any access requirements, including childcare, interpretation, or other support such as suitable computer or internet connection to be able to take part online. Before the first assembly meeting, everyone had a chance for a warm up call to get used to using Zoom, and there was an online hub (using a platform called Basecamp) available to assembly members where they could access resources relating to the assembly and have informal discussions with each other. There were dedicated assembly member support staff available between and during assembly weekends, throughout the assembly process. Assembly members were each given a thank you gift of £300 in recognition of their involvement.

Table 1: Assembly members – recruitment demographics

Stratification criteria		Bristol population	Assembly Members	Comparison
Sex	Male	50%	50%	+/-0%
	Female	50%	50%	+/-0%
Age	16-24	19.3%	20%	+0.7%
	25-34	24.3%	20%	-4.3%
	35-64	40.5%	45%	+4.5%
	65+	15.9%	15%	-0.9%
Ethnicity	White British	78%	70%	-8%
	White: other	6%	10%	+4%
	Asian or Asian British	5.5%	6.7%	+1.2%
	Black or African or Caribbean or Black British	6%	5%	+1%
	Mixed or multiple ethnic groups	3.5%	5%	+1.5%
	Other ethnic background	1%	3.3%	+2.3%
Disability	No	92%	83.3%	-8.7%
	Yes	8%	16.7%	+8.7%
Geography	North	15.9%	13.3%	-2.6%
	South	18.9%	18.3%	-0.6%
	East	18.9%	16.7%	-2.2%
	West	20.9%	20%	-0.9%
	Central	25.4%	31.7%	+6.3%
Occupation	Professional occupation or technician	36.8%	35%	-1.8%
	Student	5.5%	8.3%	+2.8%
	Service occupation	14.9%	16.7%	+1.8%

Stratification criteria		Bristol population	Assembly Members	Comparison
	Operator or elementary occupation	9.5%	10%	+0.5%
	Skilled trade	4.5%	5%	+0.5%
	Not in the labour force: retired	15.4%	13.3%	-2.1%
	Not in the labour force: other	13.4%	11.7%	-1.7%
IMD	1-2	20%	23.3%	+3.3%
	3-5	30%	26.7%	-3.3%
	6-8	30%	30%	+/-0%
	9-10	20%	20%	+/-0%

2.2 The work of the citizens' assembly

The citizens' assembly met 12 times across 4 weekends between 16 January and 7 March, with two 2.5 hour sessions on the Saturday, and one 2.5 hour session on the Sunday of each weekend. Figure 1. below shows how the process worked across the three topic strands.

The first weekend set the scene for the assembly, explaining how the process would work, why it was happening, and what would be done with its recommendations.

During the middle two weekends, 6 and 7 February and 27 and 28 February, the assembly members were split into three groups of 20 to each look in detail at one of the topics, hear from experts, advocates, and residents of Bristol, discuss what they had heard, and begin to develop recommendations.

The final weekend brought all 60 members back together as a single group to finish deliberating on and drafting their recommendations.

The process was designed by Involve with input from the Steering Group and the Advisory Group, and council officers. Each meeting was led by a lead facilitator from Involve. Small groups of six to seven assembly members were supported by independent facilitators trained in facilitating deliberative processes.

The section below summarises the purpose of each of the meetings. Further detail on the evidence presented and the structure of the deliberation can be found in appendix 1 on page 68. Documentation of all the presentations made to the assembly can be found at https://bristol.citizenspace.com/bristol-citizens-assembly/

Figure 1: How the citizens' assembly worked
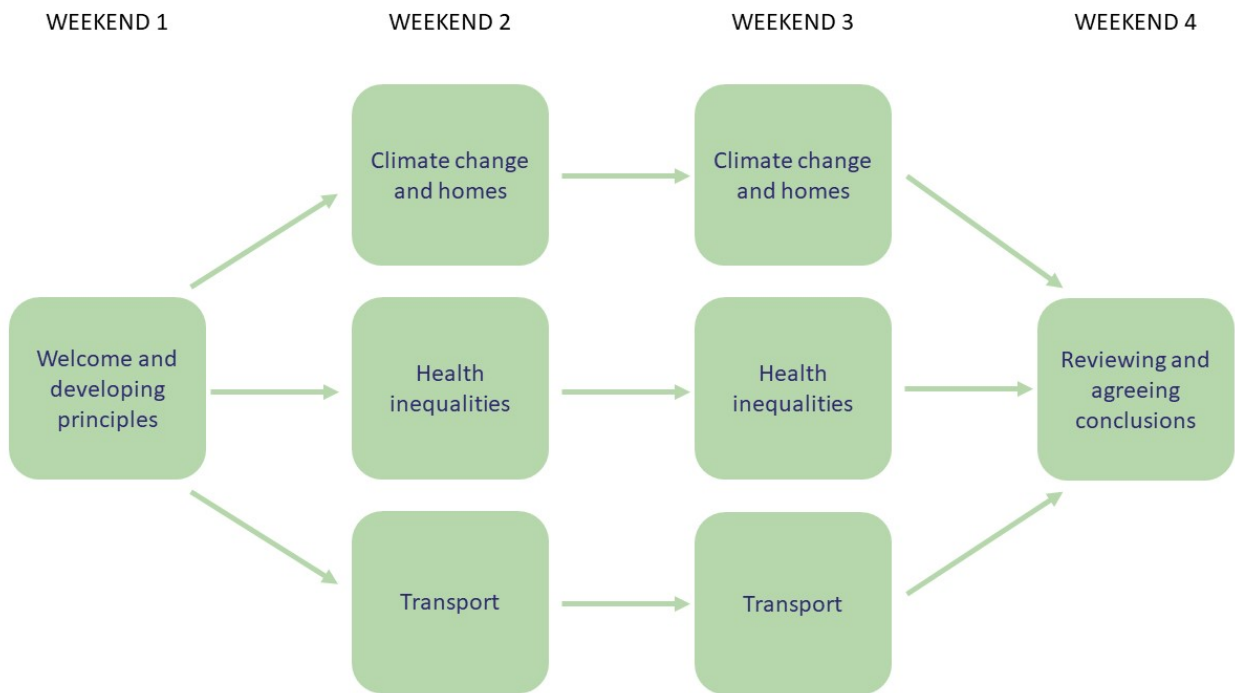
Weekend 1 (Saturday 16 and Sunday 17 January 2021)

Meeting 1

The first meeting of the citizens' assembly focused on welcoming the assembly members to the process, providing important background information and developing the conversation guidelines that would ensure conversations throughout the assembly process are constructive.

Meeting 2

The second meeting focused on the opportunities and challenges facing Bristol, and how residents have been impacted. Its purpose was to inform considerations for key principles for recovering from the disruption caused by the COVID-19 pandemic.

Meeting 3

The third meeting focused on developing a set of principles to guide decision making to achieve a better future for all in Bristol.

The first weekend ended with a plenary feedback of principles from the small groups.

Weekend 2 (Saturday 6 and Sunday 7 February 2021)

The second weekend of the citizens' assembly saw members split into three groups of 20 members, to each look in detail at one of the topics. Across all three topics, weekend 2 focused on understanding the problem, and beginning to look at some of the possible solutions.

Below, we look in more detail at each topic in turn.

CLIMATE CHANGE AND HOUSING

Topic question: How do we rapidly reduce the impact of our homes on climate change?

Meeting 1 - purpose:

- To introduce the topic and agenda for the weekend
- To understand the contribution of heating homes to climate change
- To understand the range of different solutions for reducing the impact of homes on climate change

Meeting 2 - purpose:

- To consider different perspectives on the solutions / mechanisms for reducing the impact of homes on climate change
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions

Meeting 3 - purpose

- To consider different perspectives on the solutions / mechanisms for reducing the impact of homes on climate change
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions
- To develop and capture initial ideas for recommendations on the topic question

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TRANSPORT

Topic question: What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

Meeting 1 - purpose:

- To introduce the topic and agenda for the weekend
- To understand how neighbourhoods have developed, and the impact on how we travel, the environment and health
- To understand how neighbourhoods can be designed differently

Meeting 2 - purpose:

- To explore examples of where neighbourhoods have already been redesigned, and the benefits and challenges
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions

Meeting 3 - purpose:

- To consider different perspectives on the benefits and challenges of redesigning neighbourhoods
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions
- To develop and capture initial ideas for recommendations on the topic question

HEALTH INEQUALITIES

Topic question: How should we tackle health inequalities in Bristol?

Meeting 1 - purpose:

- To introduce the topic and agenda for the weekend
- To understand how health varies across the population, why health inequalities arise and the prevalence in Bristol
- To understand how inequalities impact individuals, communities and society

Meeting 2 - purpose:

- To explore the different ways in which health inequalities can be addressed;
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions.

Meeting 3 - purpose:

- To consider how the system currently works and how that can make it challenging to tackle health inequalities
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions
- To develop and capture initial ideas for recommendations on the topic question.

Weekend 3 (Saturday 27 and Sunday 28 February 2021)

The purpose of weekend 3 was to fill any gaps in evidence or understanding identified at weekend 2, and for assembly members to begin the process of refining, developing and prioritising ideas for how to answer the question for each topic. Each strand followed a similar process, with meeting 1 featuring a final panel of speakers, and the subsequent meetings being based around group discussions. Below, we provide the details for all three together.

Meeting 1 - purpose:

- Welcoming assembly members back, filling gaps in evidence and adding final ideas to the longlist of recommendations.

Meeting 2 - purpose:

- Agreeing the focus for the recommendations and beginning to draft them

Meeting 3 - purpose:

- Developing the recommendations further, reviewing them between groups and finalising

By the end of meeting 3, assembly members had developed a first draft of all 17 recommendations across the 3 topic strands, including draft actions and rationales.

In the 5 days between weekend 3 and weekend 4, all the draft recommendations were shared with assembly members. The purpose of this was twofold: assembly members could comment on the recommendations they were working on so that any thoughts and ideas that they didn't have sufficient time to develop could still be captured; and it gave an opportunity for members to preview the work of the other two topic strands and begin to see the assembly's recommendations as a whole.

In the intervening time, members were also asked to select which 10 underpinning principles from the full list of 28 developed at the beginning of the assembly process they felt were the most important. The final list can be seen in the next section in the order in which they were ranked, from highest to lowest priority.

Weekend 4 (Saturday 6 and Sunday 7 March 2021)

Weekend 4 brought all 60 assembly members together again as a single group. The main focus of this weekend was to review the recommendations from across the assembly, finalise and agree upon the detail of the recommendations, and present those recommendations to representatives from the Council.

Meeting 1 - purpose:

- Hear about and reflect on all of the recommendations across the assembly

Meeting 2 - purpose:

- Review any comments and finalise the recommendations

Meeting 3 - purpose:

- Present the final recommendations and hear from representatives from the Council and sponsoring politicians

How the voting process worked

Immediately after the end of the citizens' assembly on Sunday 7 March 2021, assembly members received an online voting form. The form contained all 17 recommendations and asked assembly members to indicate whether they strongly supported, supported, opposed, or strongly opposed each one. For each recommendation, there was also an option to abstain.

In addition to their level of support for each recommendation, members were also asked to prioritise two recommendations from each topic as the most urgent and important for the council to deliver on.

The recommendations in full are presented in the next section.

03. Recommendations of Bristol's Citizens' Assembly

This section presents the underpinning principles agreed by assembly members, and the recommendations that the assembly members arrived at under each topic.

Each recommendation includes:

- A statement of **what** the recommendation is;
- A list of actions for **how** the recommendation should be implemented;
- A justification for **why** the recommendation is important.

The report also includes the results of a ballot of assembly members carried out after the final weekend, demonstrating their level of support or opposition to each recommendation, as well as a prioritisation of recommendations for each topic.

The response rate to the ballot was 95%[8] [9].

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[8] This is slightly up on the response rate at the time of publishing the interim report, which was 93%.

[9] Due to drop offs, the final number of assembly members, and therefore the number the response rate is based on, is 58.

Underpinning principles

PRINCIPLES PRIORITISED BY OVER HALF OF ALL ASSEMBLY MEMBERS*[10]

1. Reducing inequality – greatest action needs to be taken for those with greatest need - 78% (45 votes)
2. Affordable housing, inclusive housing policies, and no homelessness – 60% (35 votes)
3. Sustainability: environment and economic – 55% (32 votes)
4. Young people at the heart of COVID recovery and involved in decision-making – 54% (31 votes)
5. Accessibility of essential services for all – 53% (31 votes)
6. Prioritise wellbeing and mental health – 50% (29 votes)
7. Urgency of the climate crisis – 50% (29 votes)

PRINCIPLES PRIORITISED BY OVER A THIRD OF ALL ASSEMBLY MEMBERS

8. Green transport connected across the city – 43% (25 votes)
9. Work with communities and initiatives that already exist – 43% (25 votes)
10. Accountability – 40% (23 votes)
11. Long term focus – 38% (22 votes)
12. Openness and transparency – 38% (22 votes)
13. Inclusivity – 36% (21 votes)
14. Be radical, make hard decisions – 36% (21 votes)
15. Protect the arts and culture – 35% (20 votes)

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[10] Each assembly member was asked to pick the 10 principles they thought were most important.

ADDITIONAL PRINCIPLES AGREED BY THE ASSEMBLY

16. Evidence-based decisions – 30% (17 votes)
17. Incentivise rather than penalise – 29% (16 votes)
18. Ambition - 28% (16 votes)
19. Local support for all areas of Bristol, not thinking of Bristol as one generic place – 28% (16 votes)
20. Green recovery – 28% (16 votes)
21. 15 minute city – 24% (14 votes)
22. Fairness – 20% (11 votes)
23. Specific, measurable, attainable, relevant and timely – 19% (11 votes)
24. Equity – 19% (11 votes)
25. Ongoing learning – 16% (9 votes)
26. Positive impact on Bristol and beyond – 14% (8 votes)
27. Ongoing civic engagement – 12% (7 votes)
28. Learn from the positive as well as the negative – 10% (6 votes)

*Response rate: 100% (58 votes)

30

"How do we rapidly reduce the impact of our homes on climate change?"

Recommendation 1

Council is to lead on training and upskilling the workforce by securing investment, ensuring high standards, harnessing innovation and making the most of local creativity and entrepreneurship such that the green industry is measurably prepared to carry out required improvements within 5 years

Actions

1. Support people currently in relevant industries (building, energy, advice, etc.) to reskill through accredited and subsidised training courses, on the job training

2. Prioritise support to local (focus within Bristol) companies and SMEs – incentives for training, with reskilled companies becoming ambassadors of change.

3. Collaborate with other organisations to set high quality green standards for companies and require approval/accreditation on retrofit/energy improvements

4. Encourage new people to come into the industry – develop, organise and promote a BTEC/accredited course for people to be trained in conjunction with each new policy and innovation; including quality apprenticeships and outreach activities; focus promotion at under-represented groups (but don't exclude anyone)

5. Learn from other cities and countries where green technologies are the norm and report on what regulatory frameworks and investment plans could be applied to the Bristol region

Rationale

The local industry and infrastructure needs to be scaled up to meet targets, so that more efficient options (e.g., air source heat pumps) become the default. To do this, we need to get more people into greener jobs, which will promote and provide opportunities for those industries affected by COVID, future-proof the housing stock and the economy.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
53%	47%	0%	0%	0%

Recommendation 2

Council to take leadership and responsibility for meeting its emissions targets in the housing stock by working in partnership with the business, education and community sectors, creating a programme of implementation to drive community changes

Actions

1. Initiate talks with business, education and community partners and work with them to establish and deliver a plan on achieving the targets on home improvements (net zero), ensuring it's not left to individuals

2. Focus support in areas of high deprivation, fuel poverty and poor quality housing, to ensure fairness, while promoting successful schemes as good practice

3. Identify a singular, independent, existing non-profit agency to take on oversight

4. Monitor performance and publicly report on progress against targets, every 6 months, with the opportunity for Council scrutiny: reporting must be something visual and easy to understand.

Rationale

Council is the only authority in the region who can organise and take responsibility for the scaling and speed of change necessary to meet the ultimate 2030 emissions targets.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
49%	46%	6%	0%	0%

33

Recommendation 3

Create innovative financing options including grants, and/or loans to support home owners and landlords to improve the energy efficiency of every home in Bristol

Actions

1. Provide interest free loans for home sustainability improvements. With repayment over the long term, possibly linked to council tax. Principles should be similar to a student loan, only paid back when you earn over a certain threshold.

2. Provide grants for lower income households. Prioritize grants to ensure equality (means tested). Set clear and transparent criteria around the grant system. Assure safeguards are in place for fair accountability.

3. BCC to define, create and regulate different levels of financial options for home efficiency improvement. The standard option should be for home improvement to achieve the target of net zero by 2030. Beyond this there will be a range of interest charged options as a choice for those that wish to make improvements past the base level.

4. Provide a central channel/platform for tenants to communicate with the council that they want to make sustainability improvements so that the council can require and support the landlord to do this.

5. BCC to explore establishing a centralised green housing fund to supply the above.

Rationale

Financial support to make home efficiency changes to meet net zero target is going to be essential as not everyone will be able to afford this. This needs to be fair whether you own or rent – it's about every home. Everybody in the city needs equal access to finance.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
71%	24%	0%	0%	6%

34

Recommendation 4

Reduce the fragmentation of all the different sustainability schemes and initiatives by creating and promoting an independent One Stop Shop that contains objective, trustworthy information, in order to provide support right through the process

Actions

1. Create a One Stop Shop for sustainability improvements that is both a website and physical shop with showrooms.

2. Create a staged approach to achieving sustainability improvements, beginning with a home survey (like the Cold Homes Energy Efficiency Survey Experts thermal imaging survey). Results to be integrated into the One Stop Shop process.

3. Market the One Stop Shop through a city wide marketing campaign. Promote the One Stop Shop as part of the wider Net Zero brand/identity. Have an annual festival, or presence/stall, touring van with volunteers from each community at local community events.

4. Involve young people in the One Stop Shop through creating an education pack for information to bring the One Stop Shop and its principles into schools.

Rationale

All the information is simplified and available in one place making it easier and reducing the steps. Associated marketing creates a buzz around the topic so that more people will be engaged if it's fun and exciting.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
55%	38%	2%	0%	6%

Recommendation 5

The Council should introduce a set of tiered Bristol standards (tiers from minimum requirements to best practice aspiration standards) relating to energy consumption and efficiency for all retrofits, building improvements, developments and new builds (domestic and commercial) that are clear and well communicated, and linked to planning regulations

Actions

1. Develop and introduce standards for all existing properties (e.g. for home-owners, landlords, and social housing) and to be incorporated into new building regulations.

2. Implement a set of standards which are required of all landlords and rented properties; these should be higher than current standards i.e. to rent a property out it should have to meet a minimum environmental standard.

3. Establish a system for the council to conduct checking and signing-off that the standards have been met.

4. Communicate independent and trustworthy information about different types of energy and environmental improvements, their impacts on the environment and the investment costs, running costs, and savings to allow comparison of different options and possibilities. (The One Stop Information Centre could do this.)

5. Create a 'green dot' or similar branding/logo to show you meet the standards as a trader, landlord, property owner or builder, with builders being trained to understand and meet these.

Rationale

It would decrease inequality and promote energy justice and reduce fuel poverty, because landlords would have to improve conditions for tenants.

It would ensure homeowners would have to take reasonable steps towards meeting the new energy consumption and efficiency policies.

It will provide all the information the population needs to make these changes.

It would create jobs and help Bristol recover from COVID-19.

It would work towards the zero-carbon target for 2030. We are in a climate emergency, so this kind of action is needed.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
46%	42%	4%	2%	7%

Recommendation 6

Develop a pilot programme for a street or neighbourhood to showcase what could be achieved if a citywide approach to reaching net zero was taken, with control, coordination and cooperation at a local level.

Actions

1. Introduce an awareness campaign so that local people can understand what is proposed and can come forward and bid to be the pilot project – the enthusiasm and desire to do it has to come from them. Consult local people as a key element in getting everyone together and working with them, identifying small and big wins, and what is realistic for people, including clear information about the investment costs, running costs and savings.

2. Select a street / neighbourhood that enables a combination of owner occupied, social housing and private rental buildings to showcase what can be achieved across all of these types of property. Use existing methods of energy saving and have a clear timeframe for implementing the changes (e.g. 2 years). Provide financial assistance to make it affordable for people to participate to achieve this.

3. Appoint someone accountable with an oversight role, to avoid 'contracts to mates' and ensure there is learning from previous 'renewal areas' (e.g. Easton, Totterdown, St Werburgh's.)

4. Go beyond energy to look at the wider environment, looking at on-street charging for electric cars, tree cover, with the aim of creating the 'ideal environmental neighbourhood' 'future street' and making it a visually stimulating, lovely, livable place.

5. Hold a big party and week-long open event at the end of every street improvement pilot, to celebrate and also open it up for others to come and see, create a buzz, ensure it is joyful and fun, people are excited to do it, and that these kinds of changes are ambitious but doable.

Rationale

It will create jobs; be fair and inclusive; be a good way to normalise making greener home improvements; reduce bills; and create healthier homes.

When it is successful and achieves its aims, it can demonstrate that as a city Bristol can achieve zero-carbon by 2030, it makes it realistic. It sets a standard for the rest of the country. It is a good vehicle to obtain national assistance/funding from central government. There will inevitably be challenges along the way, but we can learn from these, as the constant evaluation and reporting will be essential.

Ballot result

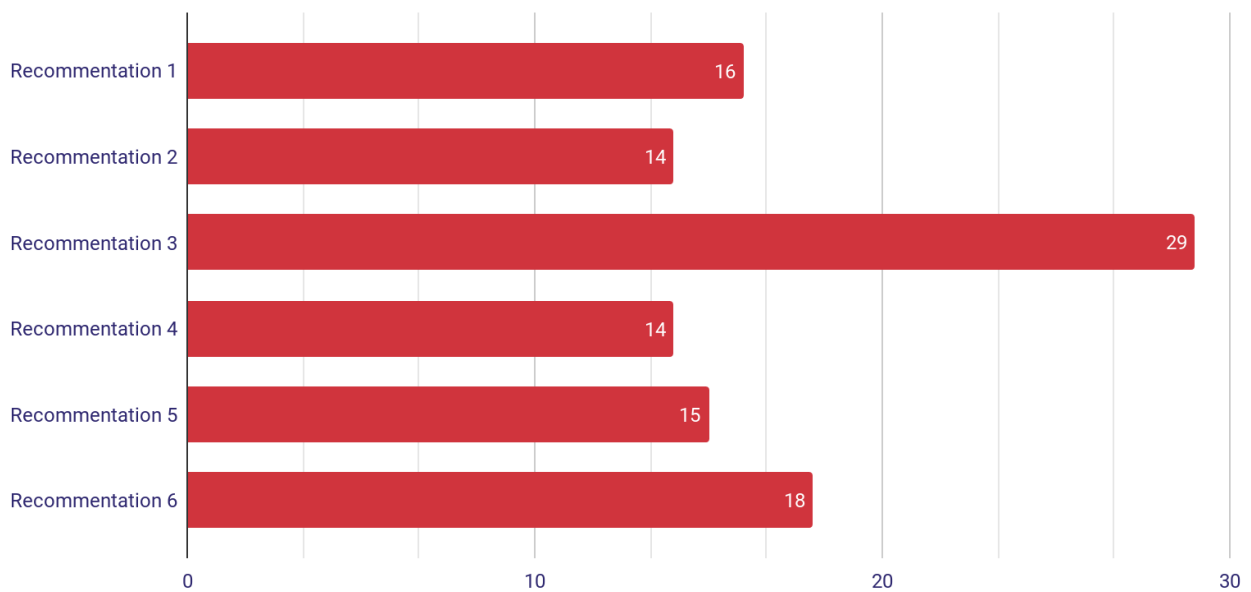| Strongly support	Support	Oppose	Strongly oppose	Abstain
44%	47%	2%	2%	6%

Priority recommendations

Each assembly member was asked to prioritise the two recommendations in the climate topic that they considered to be more urgent and/or important for the council and partners to implement.

The following table shows how the recommendations were prioritised across the assembly.

How do we rapidly reduce the impact of our homes on climate change?

Priority recommendations

Recommendation	Count
Recommentation 1	16
Recommentation 2	14
Recommentation 3	29
Recommentation 4	14
Recommentation 5	15
Recommentation 6	18

40

"What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?"

Recommendation 7

Create an inclusive, transparent and accountable process where the council engages together with citizens, businesses and stakeholders to better communicate our climate commitments through a sustainable transport system

Actions

1. Appoint a champion to work with the chair of the One City Transport Board to have responsibility for these recommendations, with a focus on accessibility in local communities.

2. Set yearly targets based on these recommendations, and assess them quarterly, with the One City commissioner/czar/champion reporting to One City board and council on progress.

3. Widen One City partners to include all employers with over 300 staff by promoting the benefits of being involved.

4. Establish a working group with key council services and utility suppliers e.g water, gas, broadband etc. to find ways of utilising maintenance budgets to focus on improving neighbourhoods.

5. Publish a clear and concise breakdown of how the transport budget is formed and what organisations contribute to it and how it is spent.

Rationale

Other cities such as Manchester and London have made similar appointments. In Manchester Chris Boardman produced his recommendations and the council were responsible and accountable for implementing them, with Chris Boardman being the public advocate for them. Need for them to champion walking and cycling.[11]

Targets need to be set and assessed regularly to help focus funding and ensure these recommendations are followed.

Currently One City partners don't include some of the biggest businesses in the city (e.g Ikea and Lloyds which have thousands of employees and customers). It's important that they are part of the conversation but they will need to understand the benefits.

During a presentation from Walthamstow they highlighted how they make best use of the maintenance budget to help improve neighbourhoods. For example, if a road is being resurfaced, what other work could the council do while they are there to make use of

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[11] https://www.greatermanchester-ca.gov.uk/media/1176/made-to-move.pdf

42

resources to benefit the area. Definite need for utility companies to work with council on planning works to limit disruption and share resources.

Across all the presentations, it was clear that funding for different transport projects came from a variety of different organisations, on both national and local level. While lots of this information is in the public domain, it is not collated in an accessible way. Also need to look at how information can be shared on a more local level e.g. improvement to a local bus stop.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
40%	53%	2%	2%	4%

Recommendation 8

Urgently reduce air pollution levels caused by vehicle use to safe and legal levels.

Actions

1. Focus funding to areas with high air pollution levels.

2. Publish air pollution levels in neighbourhood's in clear, concise and accessible way e.g. signs with pollution levels on.

3. Promote innovative ways to increase carbon effective planting by investing in existing green spaces and better utilising available space in all buildings, businesses and houses, etc. (e.g. living roofs on bus stops).

4. Work with all schools to implement 'Bristol School Streets' – roads being closed during pick up and drop off times.

Rationale

Illegal levels of air pollution are killing people in Bristol. In order to reach carbon neutrality by 2030 there needs to be urgent change. The implementation of a Clean Air Zone is only the start and more needs to be done.

We are aware that there are other contributing factors to air pollution, such as wood burning stoves, however our focus has been on transport.

Implementation of 'Bristol School Streets' would need to be thoroughly assessed to avoid unintended consequences, such as displacement.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
64%	29%	2%	0%	6%

44

Recommendation 9

By 2030, make Bristol the best city internationally to travel around, by prioritising sustainable, safe, healthy, accessible alternatives to the car for all

Actions

1. Reduce the number of car journeys in Bristol, with year on year targets, so that at least 80% of journeys in 2030 are by active travel and public transport by:

    a. Increasing provision of affordable buses;

    b. Establishing a city-wide bike, e-bike and cargo e-bikes, e-scooters scheme and car share schemes;

    c. Transferring 3-5% of road space to cycling, walking and green space every year;

    d. Transferring 3-5% of street car parking spaces in the city over to cycle parking and shared green space every year;

    e. Developing a school transport scheme (e.g. yellow school buses, e-scooters and more secure bike storage in schools).

2. Bring the buses back into public ownership e.g. Reading buses to improve provision for everyone including a single flat fare (regardless of peak or off peak times) that covers all public and active transport (e.g. funding for bike storage) in West of England Combined Authority (WECA) by 2023.

3. Create a budget to invest in active travel, with annual incremental targets so that by 2030 it is equal to what is spent on roads, with a dedicated fundraising unit.

    a. Funding for segregated cycle lanes,

    b. Subsidised bikes (free to people on low incomes/benefits), secure bike storage (residential and in the centre),

    c. training people to ride bikes safely,

    d. and maintenance and continued improvements of active travel infrastructure

4. Ensure more remote and deprived areas are served by public and active transport network; increase the number of interchanges to support connectivity around the city without having to go via the centre.

5. Bristol City Council and WECA to establish a disability and mobility working group, with the aim of increasing provision to all areas of the city and ensuring that transport is truly accessible (e.g. enforcing Equality Act compliance).

45

Rationale

The urgency of the climate crisis demands radical change.

The right to healthy, safe and affordable travel options.

Reducing road traffic fatalities among children must be a priority (globally, road traffic injuries are the leading cause of death in 10–19 year-olds).

Current situation is negative for (all road users) pedestrians, drivers, cyclists and public transport users, who should be able to travel around the city with ease.

Other cities are leaders in alternative transport initiatives and no reason why Bristol shouldn't be (Oslo, Melbourne).

Progress is being made in other areas to reduce carbon but not private vehicles so we need public and active transport to rival the cost and convenience of car use.

Bringing public transport into public ownership will allow us to improve provision by making it more accountable and responsive to people's needs.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
53%	36%	4%	0%	7%

Recommendation 10

Fundamentally reimagine the places we live so that they are people centred (i.e. create liveable neighbourhoods)

Actions

1. Demonstrate the benefits of liveable neighbourhoods by implementing 5 pilot schemes in the most deprived neighbourhoods in place by end of 2021

2. Implement a city-wide community consultation plan which educates about liveable neighbourhoods so that by the end of 2022 all residents have the opportunity to commit to make their neighbourhood a liveable neighbourhood and to define their neighbourhood's particular priorities (e.g. reducing through-traffic, parks and green spaces, play streets).

3. Introduce, by law or through policy changes, a presumption that all neighbourhoods should be liveable to allow communities to make the changes they would like to see, for example through removing bureaucracy to closing streets for playing out or street gatherings and through streamlining planning and consultation processes and training community liaison officers to.

4. Create and maximise green space, greenery and pocket parks in existing neighbourhoods, ensuring that transport infrastructure repairs, maintenance and new transport schemes must improve the amount and quality of green space available where possible by using the Highways Maintenance budget.

5. Creatively reintroduce and support local services and utilising existing services and local businesses, ensuring that they are accessible (e.g. local police, public access to school libraries and mobile libraries).

Rationale

There are many benefits associated with the reduction of through traffic and the giving back of space to pedestrians.

These benefits include better air quality, more social connection, more exercise, better health outcomes, reduced car usage and increased pedestrian safety. Importantly, there is no evidence that reducing through traffic simply displaces it, nor that local businesses suffer.

40% of UK emissions are from transport, and many car journeys we make are unnecessary. Liveable neighbourhoods will reduce our emissions and put the interests of residents back at the heart of our neighbourhoods.

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Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain/DNV
58%	33%	4%	0%	6%

Recommendation 11

Get people involved and engaged in the planning and implementation of transport initiatives. Make the process accessible, responsive and fun!

Actions

1. Offer multiple options, modes and levels of participation in the process in order to promote engagement with diverse opinions.

2. Put transparent and publicly accessible evidence-based data at the forefront of communication around decision-making, and in communications with the public use data that makes an impact (e.g., case studies, the average Bristol car journey is less distance than a hedgehog typically walks in a night, 80% of public space is given over to roads).

3. Introduce a city-wide reduced-traffic festival closing road networks in local high streets, with linked funding for communities to implement their own road closures and associated car-free events (e.g., street parties, community gardening) in order to promote reduced car use.

4. Engage businesses in alternative transport initiatives, using data and examples of schemes implemented elsewhere in the UK to demonstrate the benefits; pedestrianisation is good for business.

5. Engage directly and specifically with the transport issues faced by children and young adults in education, many of whom are feeling forgotten about and are disengaged from society as a result of COVID-19.

Rationale

People feel that they have no say over transport decisions, and it is therefore not meeting their needs. There needs to be a refresh of the model of engagement to create an active and healthy dialogue with and between citizens, and listening and responding faithfully to the views expressed, rather than appeasing the vocal dissenters.

Ballot result

| Strongly support	Support	Oppose	Strongly oppose	Abstain/DNV
44%	46%	4%	0%	7%

49

Priority recommendations

Each assembly member was asked to prioritise the two recommendations in the transport topic that they considered to be more urgent and/or important for the council and partners to implement.

The following table shows how the recommendations were prioritised across the assembly.

What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

Priority recommendations
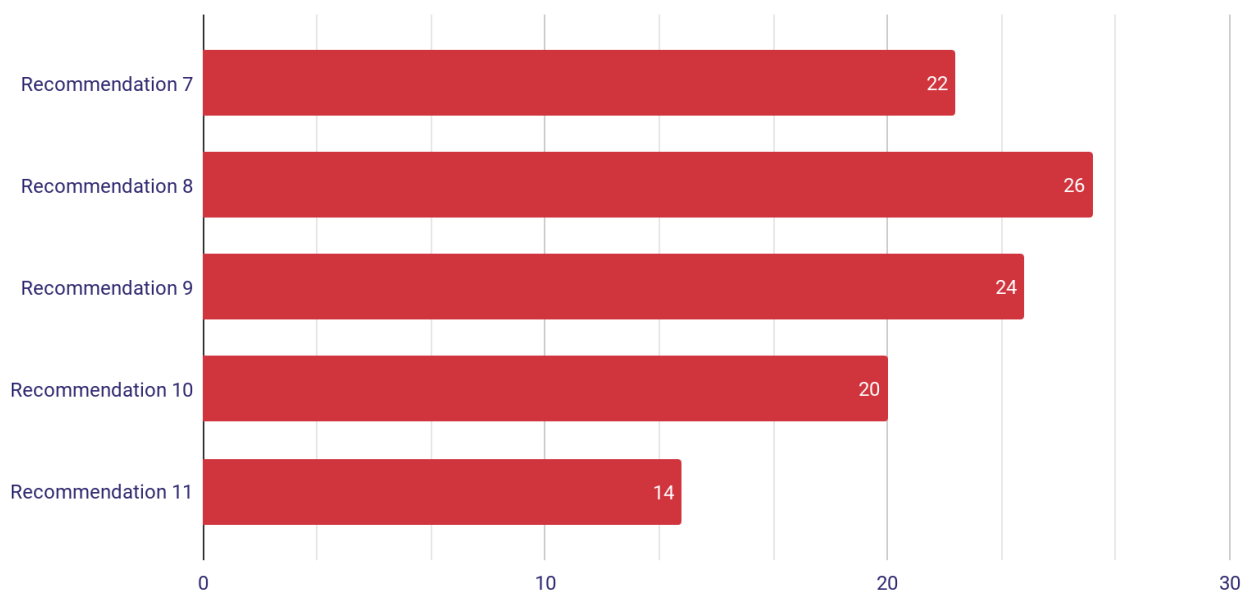
"How should we tackle health inequalities in Bristol?"

51

Recommendation 12

Prioritise a healthy and inclusive environment for all Bristol citizens and require businesses to act with corporate social responsibility

Actions

1. Require local planning agreements such as Section 106 and Master Plans to prioritise communities' health needs.

2. Investigate Scandinavian housing models and conduct a feasibility study to ensure inclusion, address homelessness and improve the efficiency of poor housing stock where necessary.

3. Inclusive and affordable access to green spaces, sports fields, outdoor gyms with free exercise activities and educate people on where these are and how to use them.

4. Legally protect, maintain and commit to increasing green spaces and community facilities (such as toilets) and create an affordable bus route to join communities to green spaces.

5. Conduct a feasibility study to determine if developers and businesses could be made to invest a set proportion of profits back into the community and to be accountable for this.

Rationale

Urban planning and neighbourhoods should encourage engagement between the generations to build communities and reduce social isolation.

The local environment is important for everyone's physical and mental health.

In Sweden they have a way of making sure the generations interact by the way the houses are designed. In Denmark, everyone has access to a green area, shared green space.

These actions will improve and impact people's mental health.

Ensuring access to leisure facilities for youth will improve mental health, physical health and wellbeing.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
56%	40%	0%	0%	4%

52

Recommendation 13

Empower local communities in the decision making process to deliver the services and activities that they want in order to promote healthy lifestyle choices

Actions

1. Create a support plan made available for all Bristol citizens who require one based on a person centered approach.

2. Create local representative groups (using sortition, just like the citizens' assembly) to let communities take control of issues, directly connecting community groups to power (the council and relevant partners).

3. Fund and support existing community led organisations that are getting results and mirror their effective practices with new areas and communities.

4. Create a child and youth panel to include young people in the decision making process in establishing drop-in centres and re-establishing youth clubs. Provide support from professionally trained youth workers and relevant young people from the community to share their experience.

5. Community kitchens/shops/gardens should be funded to showcase and celebrate good affordable food (e.g. The Grand Iftar in Easton). These hubs can be used as a social/cultural space as well as promoting healthy eating through classes and by example.

Rationale

Trying to fit people's needs into existing services and doing, not asking, doesn't work.

Listen to communities needs because they know what they want/need and developing resources in the area can help communities take ownership for where they live and reduce inequality across communities.

This local community democracy will drive engagement and promote a sense of belonging.

Youth having a place they can call their own gives young people a sense of belonging, ownership and empowerment and a refuge from potential family problems which could contribute to mental health problems.

Establishing something for the youth to reduce health issues in the future and educate young people on healthy choices for long term impact.

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Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain/DNV
55%	40%	0%	0%	6%

Recommendation 14

Increase access to diverse and high quality employment opportunities to close the gaps within health inequalities.

Actions

1. Incentivise businesses with good quality, accredited apprenticeships, training and career pathways through match-funding of wages, contributing towards training/college, support with access costs, and strengthening what currently exists, target areas of high deprivation with rent subsidies to create hubs where needed

2. Initiate PR exercise around different types of jobs – better promotion of jobs that are seen as lower skilled (e.g., carpenter vs desk jobs) but aren't

3. Raise aspirations in children and young people: better connect all primary and secondary schools with businesses to increase exposure to different opportunities e.g. through internships and or work experience, practical experience

4. Increase support to existing career advice services in school and adult education, emphasising development of soft skills or non-academic subjects as a route into real world opportunities

5. Language barrier: create a vocational-conversion package that enables those with high-skills but limited English to access the market whilst upskilling minimising the potential negative health impacts for this group

Rationale

We know that employment is one of the indicators for better health outcomes.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
55%	40%	0%	0%	6%

55

Recommendation 15

Increase awareness and access to health information, education and services targeted according to local need

Actions

1. Put in place local and direct management of health needs utilising existing data (e.g. target GP funding based on local area need, instead of per capita).

2. Engage with a diverse range of community leaders (faith leaders, community organisation leaders, play professionals, etc.) to better understand different communities. Find out what's not working so far and how to improve e.g. listening exercises, local citizen's assemblies etc. then tailor local health related policy accordingly.

3. Replicate and communicate good practice. Identify which services and organisations are already out there and doing a good job and what more is needed then replicate good practice.

4. Utilise 91 Ways as a facilitator of good nutrition through the sharing of food heritage-embed into school curriculum (One Bristol Curriculum).[12]

5. Individuals with complex needs: provide funding for homelessness organisations for post-COVID-19 recovery strategy.

Rationale

Understanding the different needs of different groups for an inclusive and targeted approach because we know this is the most effective approach from the data provided.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
44%	51%	0%	0%	6%

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[12] https://91ways.org/

Recommendation 16

All departments of the Council must take on the mandate to reduce health inequalities and improve the health of all citizens in the city with a focus on accountability, partnership and transparency when measuring and using public health data

Actions

1. Every Council department takes responsibility for the health of Bristol citizens – where necessary budgets and resources need to come together to facilitate such decisions.

2. Establish an information network relevant to all stakeholders and users, (including those with protected characteristics[13]), using faster, better data. Use a flow of information which is available to as many people as need it, including community groups. This will promote holistic decision-making and joined up budgets.

3. Work together internally and actively listen to community organisations and partners to create, gather and use data with clear information flows up and down, using all forms of media appropriate for the different social groups within Bristol.

4. Allocate funds to preventative measures – we recognise that prevention and small actions now pay dividends later.

5. Establish an independent body to review health inequality information. Use information such as the One City Plan to provide data metrics, and in combination with the citizens assembly reflect and report on health inequalities – disseminate information on relevant media and audiences.

6. Ensure that Bristol continues to improve its inter-racial coherence and fairness in health provision by ensuring meaningful BAME representation and where necessary over-representation in all quarters of health research, data use, management, and information dissemination.[14]

Rationale

We have seen examples of good solutions but for nought if we can't have objective criteria and see how things get better, giving evidence for sustainable future plans across the council as a whole.

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[13] All protected characteristics – (gender, minority groups, sexuality, disability LGBTQ+) children and young people, adults and the elderly. (We object to the word vulnerable, by the way – we are not incapable or weak)
[14] Following on from the Runnymede report on racial inequalities – where we were 7th from bottom.

If we have both bottom up information and opinion (from communities) and data such as costs and use, we can link what people feel and say, for example about shutting swimming pools, with data and 'value'. If shutting a swimming pool was only under one silo its true 'value' is not apparent. Its value for physical (eg exercise, recovery from operations, obesity), education and mental health (eg bringing families together, fitness) may be missed.

We want oversight of "health" which is not solely the council and NHS and is widely recognised to exist and have citizen input using appropriate media by – age and ethnicity and can include BCFM, Ujima, BBC, Tiktok, facebook, community centres and other physical, audio, visual and social platforms and networks.

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
49%	40%	0%	0%	11%

Recommendation 17

Invest in an equitable start to life from pre-birth to young adults (up to 25)

Actions

1. Address food poverty in children by increasing access to and awareness of culturally diverse nutritional food throughout the school year to avoid attention and learning deficits and improve mental and physical health. A strategy should be in place to achieve this by Christmas 2021.

2. Make existing charities and youth organisations the first point of contact for young people and families. Fund these local and grassroots groups to provide well trained youth leaders to build relationships in the community and deliver a wider range of joined up services.

3. Invest in children and young people's mental health using technologies appropriate to them, which are easily found and advertised digitally, which have an immediate response, and use local organisations to deliver.

4. Advocate to educate parents and train teachers, support staff and peers in schools (or home-school settings) to recognise challenging lives and have difficult conversations about mental health to catch issues early.

Rationale

A focus on early life has the most benefit over a lifetime. Harm has been done to young people through COVID which needs attention through a holistic approach.

We note the very successful holistic examples such as St Paul's nursery, an ex Sure Start centre which now feels like a community hub with a food bank, nutrition training, prenatal, parenting courses, financial advice work etc. For the evidence base in early years and children's health over COVID look at emerging studies like "Born in Bradford".[15]

Ballot result

Strongly support	Support	Oppose	Strongly oppose	Abstain
64%	29%	2%	0%	6%


[15] https://borninbradford.nhs.uk/

Priority recommendations

Each assembly member was asked to prioritise the two recommendations in the health topic that they considered to be more urgent and/or important for the council and partners to implement.

The following table shows how the recommendations were prioritised across the assembly.

How should we tackle health inequalities in Bristol?

Priority recommendations

Recommendation	Value
Recommendation 12	22
Recommendation 13	15
Recommendation 14	22
Recommendation 15	5
Recommendation 16	14
Recommendation 17	29

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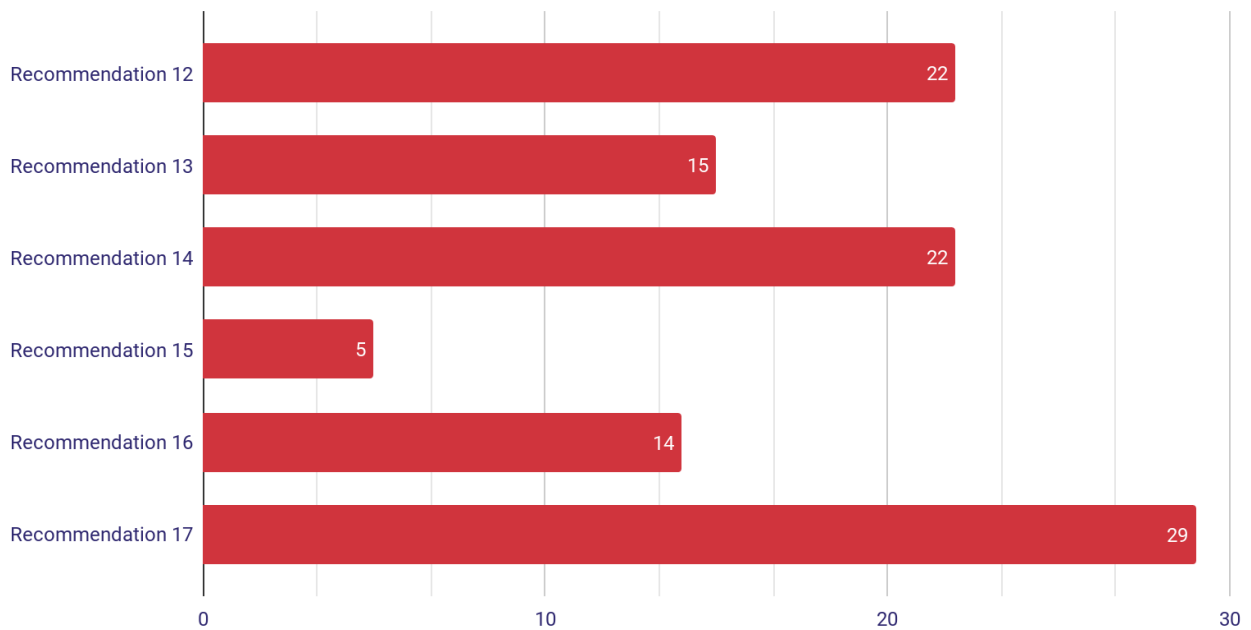
04 – Members' Views on the Assembly

This section presents feedback from assembly members about their experience taking part, their opinions about citizens' assemblies, and their attitudes towards local decision making.

Throughout the assembly, we used questionnaires to capture assembly members' experience of participating. The questionnaires served a number of purposes:

- to help us understand the experience of taking part in the citizens' assembly
- to provide us with feedback that we could use when planning subsequent weekends
- so that we can evaluate the process and outcomes of the citizens' assembly
- to provide feedback to help Bristol City Council plan future engagement with citizens

Assembly members completed eight questionnaires during the course of the assembly. You can see the results of each of those in full in appendix 3.

Below, we capture some of the key insights into what it was like to take part in Bristol's Citizens' Assembly, and what impact participation has had on assembly members' attitudes to local decision making.
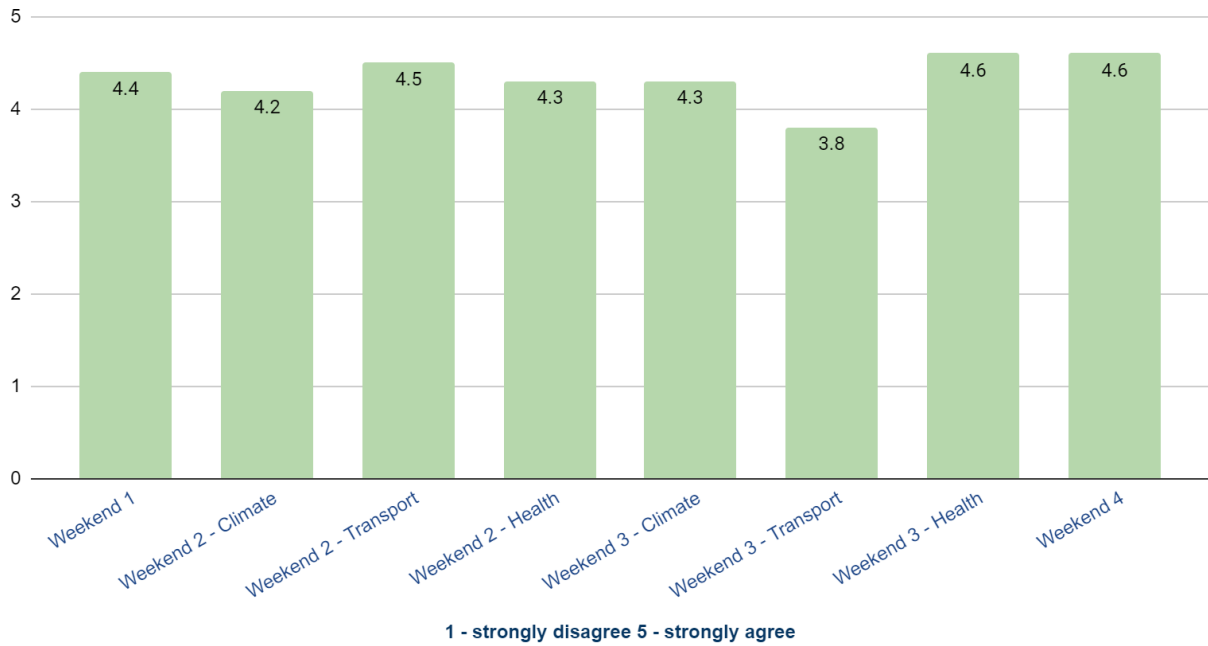
4.1 Assembly members' experience of taking part

Below we present member's perceptions of a number of features of the assembly:
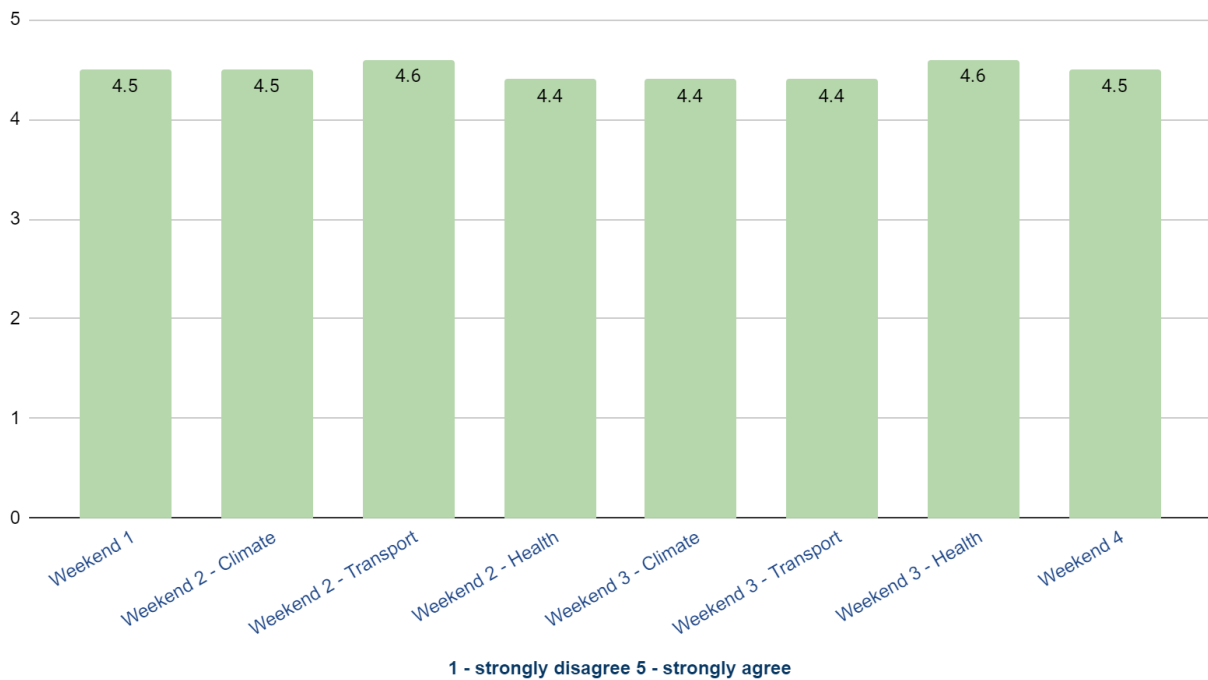
1. The extent to which the information presented was fair and balanced between different viewpoints;
2. The extent to which the information presented was clear and easy to understand;
3. The extent to which members felt they had the opportunity to express their views in the group discussions;
4. The extent to which members felt their views were respected by other assembly members, even if they didn't agree;
5. The extent to which assembly members felt that one or more members dominated the small group discussions.

For each, members were asked to indicate their level of agreement with the statement on the left hand side of the chart, along a scale from strongly disagree (1) to strongly agree (5). The charts below show the average score for each of the weekends.

The information I have received has been fair, and balanced between different view points

Weekend	Score
Weekend 1	4.4
Weekend 2 - Climate	4.2
Weekend 2 - Transport	4.5
Weekend 2 - Health	4.3
Weekend 3 - Climate	4.3
Weekend 3 - Transport	3.8
Weekend 3 - Health	4.6
Weekend 4	4.6

1 - strongly disagree 5 - strongly agree

I have understood almost everything that was presented by the speakers

Weekend	Score
Weekend 1	4.5
Weekend 2 - Climate	4.5
Weekend 2 - Transport	4.6
Weekend 2 - Health	4.4
Weekend 3 - Climate	4.4
Weekend 3 - Transport	4.4
Weekend 3 - Health	4.6
Weekend 4	4.5

1 - strongly disagree 5 - strongly agree

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I had enough opportunity in the small group discussions to express my views

1 - strongly disagree 5 - strongly agree

My fellow Assembly members respected what I had to say, even when they didn't agree with me.
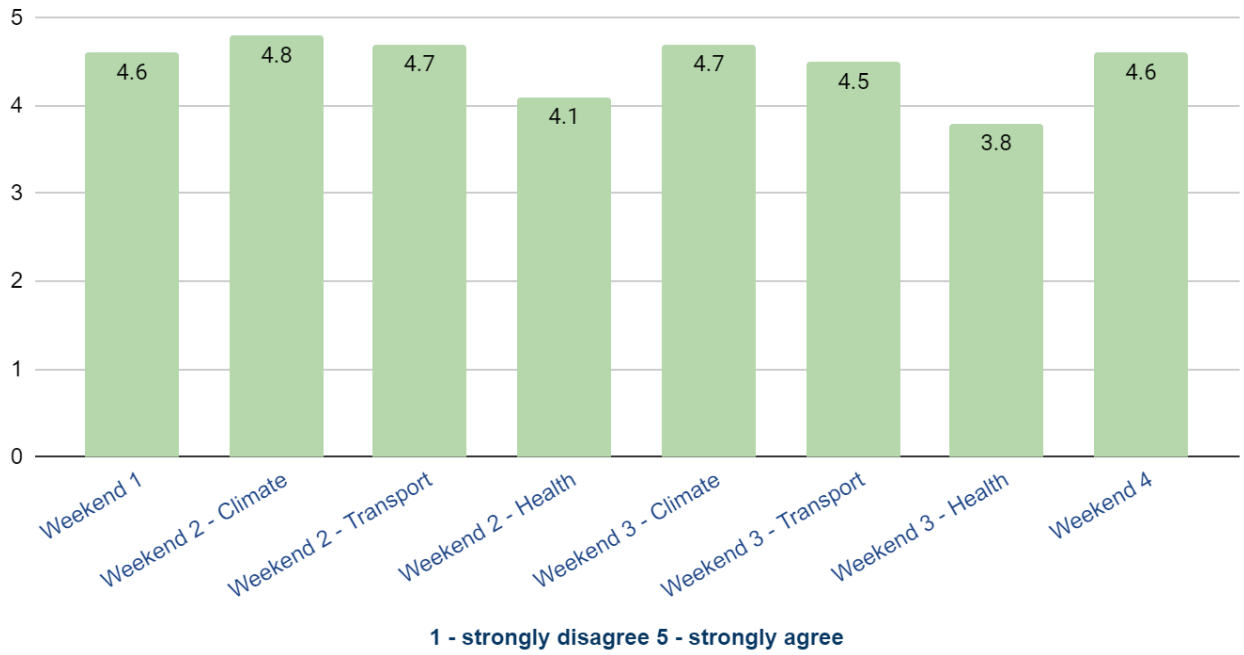
**1 - strongly disagree 5 - strongly agree**
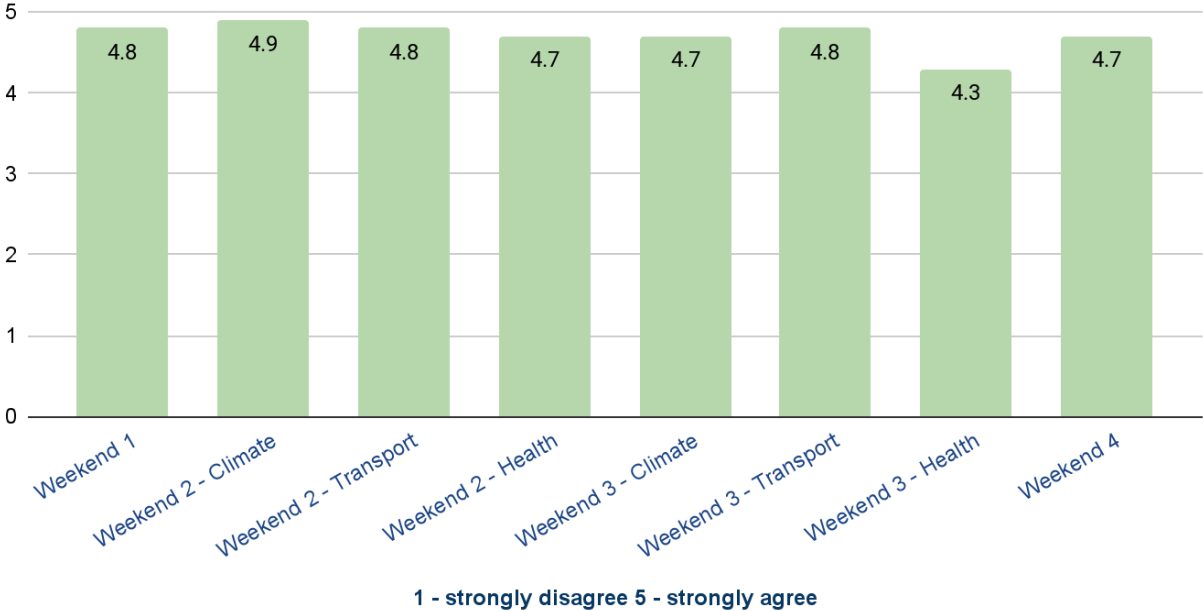
4.2 What do assembly members think about citizens' assemblies?

At the end of the final weekend, assembly members were asked some questions about citizens' assemblies, whether they thought they should be used more frequently in the future, and what impact they think being part of the citizens' assembly will have on how much they participate in local decision making in the future.

For each question, they were asked to indicate how strongly they agreed or disagreed.

Processes like citizens' assemblies should be used more by Bristol City Council to inform their decision making
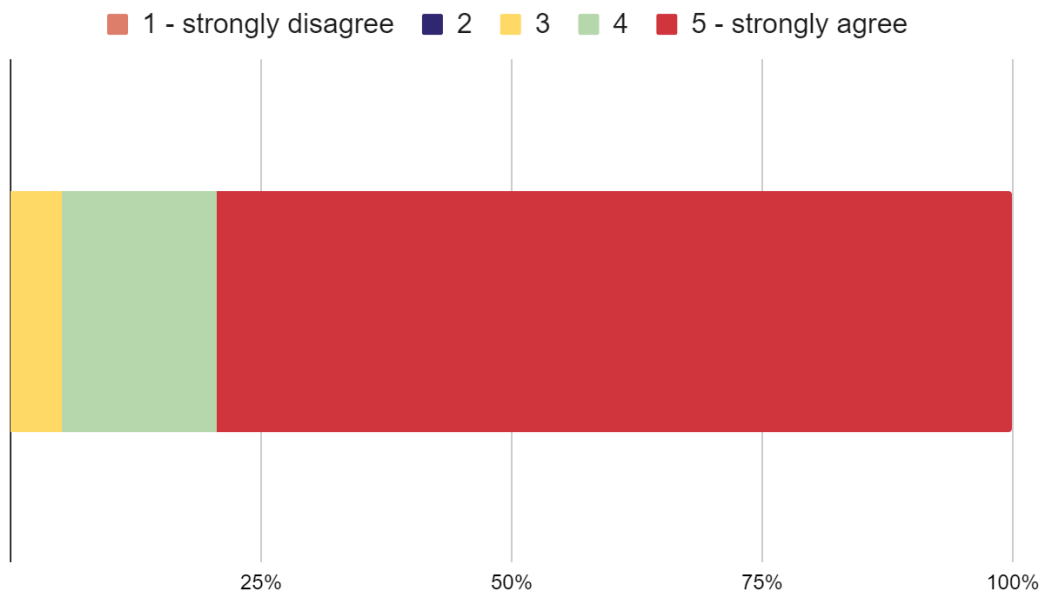
Taking part in this citizens' assembly has made me want to be more involved in other aspects of decision making that affect my local area.

Taking part in this citizens' assembly has made me feel more confident to engage in decision making that affects my local area.

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

I think there will be improvements as a result of this citizens' assembly.

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

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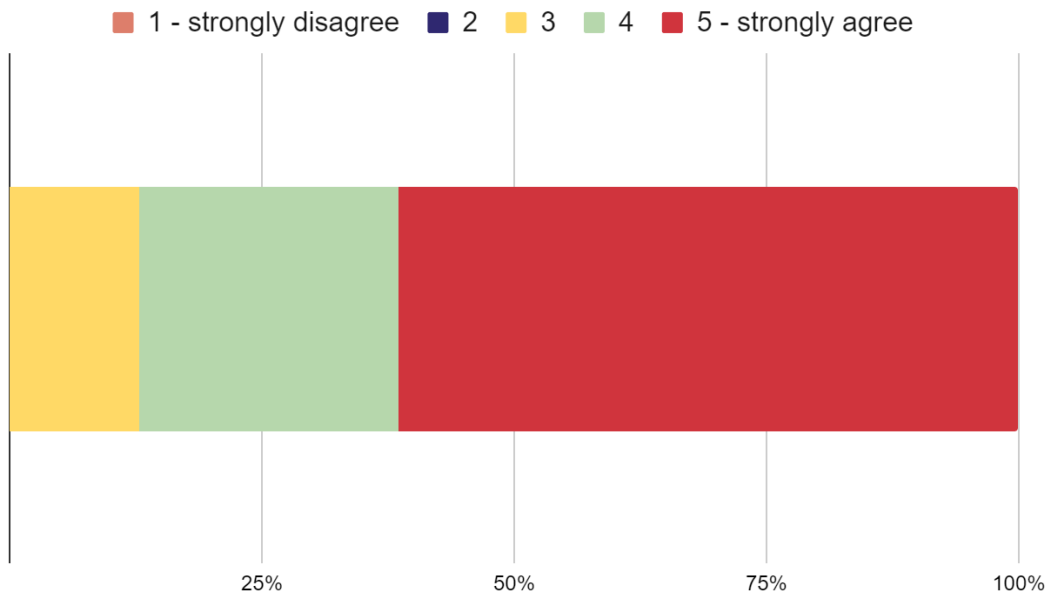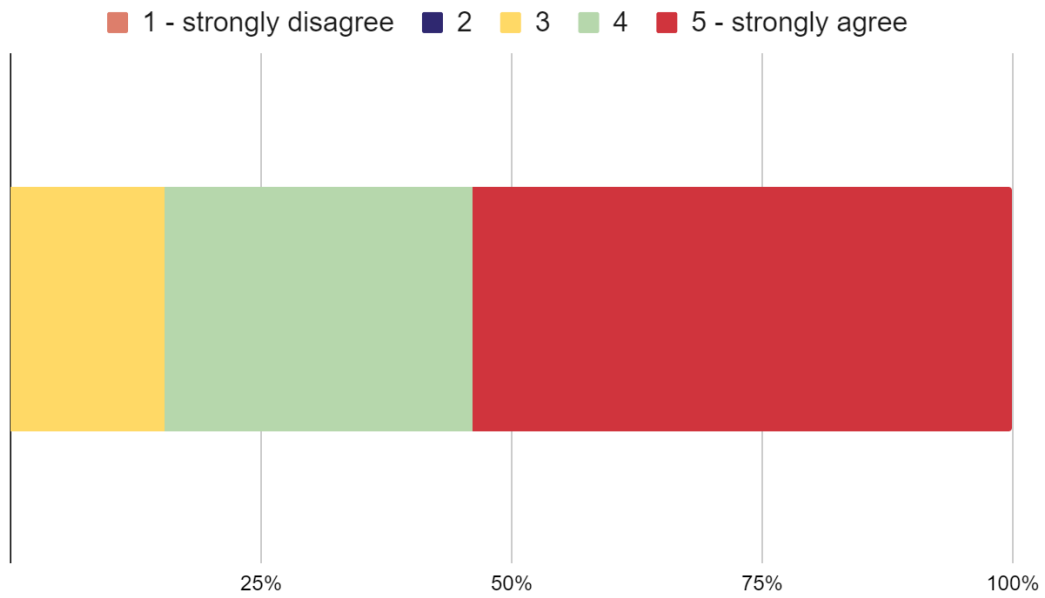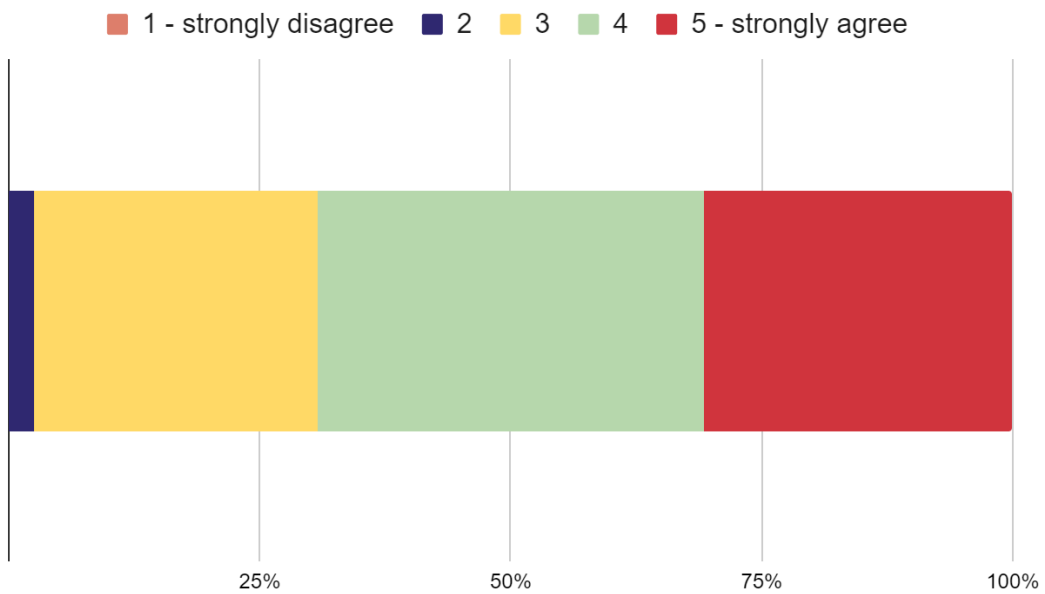
Afterword

Conclusion

The Bristol Citizens' Assembly on recovering from COVID-19 and creating a better future for the city focussed on the three topics of climate change, health inequalities and transport. The time and energy members dedicated during the process has demonstrated a real enthusiasm and appetite to want to understand and inform what is happening in Bristol.

The City Office and Bristol City Council committed to trialling deliberative democracy through the citizens' assembly and this work continues through the review of the 17 recommendations and 82 actions. These will inform strategy to recover from the challenges of the pandemic and will be a key input in shaping our future strategy and actions.

Next Steps

This report will be formally received at the June Cabinet meeting.

The recommendations will be reviewed by the council's Cabinet, Corporate Leadership Board and the relevant services to look at legal, resourcing and other considerations. One City Thematic Boards will also review them. Upon completion of the initial review we will share a response to each recommendation and information on what happens next. Bristol City Council and the City Office commit to providing an update on progress every six months. This will be available on the Bristol Citizens' Assembly webpages.

We are grateful for members motivation in helping shape the future of our city and hope that you enjoyed being part of the assembly.

Bristol City Council

Appendices

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Appendix 1

Detailed Process Report

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Weekend 1 (Saturday 16 and Sunday 17 January 2021)

Meeting 1

- Setting out the Context, Process and establishing ways of working

The first meeting of the citizens' assembly focused on welcoming the assembly members to the process, providing important background information and developing the conversation guidelines that would ensure conversations throughout the assembly process are constructive.

It began with an introduction to the assembly and an explanation of how it would work, before moving assembly members into small groups to get to know each other and begin developing conversation guidelines.

The first of the panels was a welcome to the assembly by Mayor of Bristol Marvin Rees, Deputy Mayor Cllr Asher Craig, and Cllr Paula O'Rourke, who introduced why the assembly had been called and how Bristol City Council will use what it produces.

This was followed by a presentation by Jon Toy from Bristol City Council who talked about the Your City Our Future process leading up to the assembly, and what the assembly was being asked to consider as a result.

Following these presentations, assembly members discussed what they had heard in small groups and agreed on what questions they thought were most important to ask the speakers. The morning ended with a plenary Q&A, where each of the nine small groups put their top priority question to the speakers.

Meeting 2

- Exploring the opportunities and challenges facing Bristol – informing considerations for key principles for recovering from the COVID-19 pandemic.

The second meeting focused on the opportunities and challenges facing Bristol, and how residents have been impacted.

The first panel covered the three topic areas of the assembly, as well as some of the overarching issues impacting on COVID recovery. It featured four quick-fire presentations:

- Climate change – Simeran Bachra, UK Cities Manager, CDP
- Health – Sally Hogg, Consultant in Public Health, Healthy People, Healthy Place at Bristol City Council

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- Transport – Steve Melia, Senior Lecturer in Transport and Planning, University of the West of England
- Inequalities and challenges before and since COVID – Dave Gordon, Professor of Social Justice, Director of the Bristol Poverty Institute and Director of the Townsend Centre for International Poverty Research at the University of Bristol

The second panel featured three quick-fire presentations about how different groups have been impacted by the opportunities and challenges facing Bristol:

- How residents are impacted – Nick Smith, Strategic Intelligence and Performance Team, Bristol City Council
- How residents are impacted: a perspective from the Deaf community – David Melling, Director of Centre for Deaf and Hard of Hearing People
- How residents are impacted: a young person's perspective – Tyreke Morgan, resident of Bristol

Following each of these panels, assembly members went into small group discussions with their facilitators to reflect on the presentations and identify what key points they thought were important to consider when thinking about creating a better future for all in Bristol.

The day ended with a short wrap up, where the lead facilitator summarised what had been covered, and reminded assembly members of the details for the third meeting.

Meeting 3

Meeting purpose

- Development of principles for recovering from COVID-19 and creating a better future for all in Bristol

The third meeting focused on developing a set of principles to guide decision making to achieve a better future for all in Bristol. The morning started with a brief introduction by the lead facilitator. Draft conversation guidelines, based on suggestions put forward by the small groups at Meeting 1, and consolidated overnight by the organisers, were presented back to the assembly members. There was an opportunity for feedback, before the conversation guidelines were agreed by all assembly members. The conversation guidelines can be viewed in appendix 2.

Following this, there was a short report-back from the previous day. A representative from each of the nine small groups reported back on what their group identified as the key points to consider when thinking about creating a better future for all in Bristol.

This led into the first small group session of the day – assembly members began to discuss what principles should guide the recovery from COVID- 19COVID-19 and achieve a better future for all in Bristol. Discussions started with assembly members thinking about what a

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better future for all in Bristol would look like, before then thinking about the principles that would help achieve it. Those principles would then be used later in the assembly process to help guide the recommendations from the assembly members.

The first weekend ended with a plenary feedback of principles from the small groups.

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Weekend 2 (Saturday 6 and Sunday 7 February 2021)

The second weekend of the citizens' assembly saw participants members split into 3 groups of 20 members, to each look in detail at one of the topics. Across the all three topics, weekend 2 focused on understanding the problem, and beginning to look at some of the possible solutions.

Before the weekend, assembly members were sent a template for taking notes as they listened to the speakers. The template consisted of four headings – challenges, opportunities & solutions, insights, and questions. Assembly members were encouraged to use those headings to organise their notes as they heard from speakers. The same headings were used in the small group discussion to help organise the deliberation.

Below, we look in more detail at each topic in turn.

CLIMATE CHANGE AND HOUSING

Topic question: How do we rapidly reduce the impact of our homes on climate change?

Meeting 1

Meeting purpose

- To introduce the topic and agenda for the weekend
- To understand the contribution of heating homes to climate change
- To understand the range of different solutions for reducing the impact of homes on climate change

The first meeting of the second weekend featured two panels.

Panel 1: Understanding the problem & why we need to act

- Climate change, impacts, strategy, and emergency response – Ann Cousins, co-Chair of Environment Board Environmental Sustainability Board
- Why do we need to act? – Lorraine Whitmarsh, Professor of Environmental Psychology at the University of Bath
- Bristol and Bristol residents' carbon footprint – Alex Minshull, Sustainable City and Climate Change Service Manager, Bristol City Council

Panel 2: How do we make it happen? Introduction to the solutions

A presentation of the potential solutions for rapidly reducing the impact of how we heat our homes on climate change.

- What are the potential solutions?; what are the opportunities and challenges of introducing them? – Simon Roberts, Chief Executive, Centre for Sustainable Energy

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After each panel, there was a small group discussion and a Q&A with the speakers, where the assembly members had the opportunity to ask questions about their presentations.

Meeting 2

- To consider different perspectives on the solutions / mechanisms for reducing the impact of homes on climate change
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions

The second meeting of weekend two began with a small group discussion that encouraged assembly members to reflect on what they had heard in the first meeting. Facilitators recorded the key points coming up using the note-taking template. Any outstanding questions that assembly members felt had not been answered in the previous session were noted by the facilitators.

This discussion was followed by a panel of speakers covering different perspectives on the solutions and mechanisms on heating homes and climate change.

Panel 3: How do we make it happen? Perspectives on solutions and mechanisms: Part 1.

- Social landlords – Alison Napper, Asset Manager and Review Manager, Bristol City Council
- An innovative approach: the Energiesprong approach – Matt Wood, Bristol Advisory Committee on Climate Change and Energiesprong
- The Local Authority led delivery approach – Hannah Spungin, Operations Programme Manager for the Energy Service, Bristol City Council

This panel was followed by a 'speaker carousel' in which each speaker spent a few minutes in each of the three small groups. This was an opportunity for assembly members to talk to the speaker and ask them questions about their presentation.

The day ended with an open and free-flowing discussion between assembly members in small groups. Facilitators kept a record of key points using the note taking template.

Meeting 3

- To consider different perspectives on the solutions / mechanisms for reducing the impact of homes on climate change
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions

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- To develop and capture initial ideas for recommendations on the topic question

The third and final meeting of weekend two kicked off with a panel of speakers who provided some more perspectives on the mechanisms for making the change to how homes are heated.

Panel 4: How do we make it happen? Perspectives on the solutions / mechanisms: Part 2

- Solutions and economic recovery – Lucy Pedler, Director at Green Register
- Community-led approach – David Tudgey and Emilia Melville, Bristol Energy Network

This panel was followed by a small group discussion where assembly members agreed what they would like to know more about. They prioritised two questions to take from their group back to the plenary Q&A. Lower priority questions were recorded by the group facilitator.

The small groups returned to plenary and a volunteer from each one asked their agreed questions of the speakers in turn.

The weekend concluded with a small group discussion in which assembly members reflected on what they had heard and began developing ideas for recommendations that they might make in response to the topic question: How do we rapidly reduce the impact of our homes on climate change?

Those ideas would form the starting point for developing recommendations in weekend three.

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TRANSPORT

Topic question: What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

Meeting 1

- To introduce the topic and agenda for the weekend
- To understand how neighbourhoods have developed, and the impact on how we travel, the environment and health
- To understand how neighbourhoods can be designed differently

The first meeting of the second weekend was focused around the topics of neighbourhoods and transport, understanding the reasons why neighbourhoods need to change to be easier to travel around, healthier, and better for the environment, what the challenges are, and some of the potential solutions.

The meeting featured two panels.

Panel 1: Understanding the current situation

A panel of speakers covering how neighbourhoods have developed, how we use them and what impact that has on travel, health and the environment

- Transport and the City: What's gone wrong and why we need to fix it – Miriam Ricci, Senior Research Fellow at the Centre for Transport and Society, University of the West of England, Bristol
- The impact of transport and neighbourhood design on health – Adrian Davis, Professor of Transport and Health at Edinburgh Napier University

Panel 2: How neighbourhoods can be designed differently

A panel of speakers covering how neighbourhoods can be designed differently

- Introduction to livable neighbourhoods: how the 20 minute neighbourhood approach can help us achieve our climate commitments – Daisy Narayanan, Director of Urbanism, Sustrans
- Introduction to livable neighbourhoods, their benefits and design principles – Jon Usher, Head of Partnerships, Sustrans
- How liveable neighbourhoods fits with the strategic picture: What Bristol City Council and WECA is already planning – Adam Crowther, Head of City Transport at Bristol City Council

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Each panel was followed by a Q&A session with the speakers. For panel one, this was done in plenary following small group discussions to agree and prioritise questions. For panel two, it was done as a 'speaker carousel', giving each speaker a few minutes with each group in a less formal setting.

Meeting 2

- To explore examples of where neighbourhoods have already been redesigned, and the benefits and challenges
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions

The second meeting of weekend two began with a small group discussion that encouraged assembly members to reflect on what they had heard in the first meeting. Facilitators recorded the key points coming up using the note-taking template. Any outstanding questions that assembly members felt had not been answered in the previous session were noted by the facilitators.

Following this discussion, assembly members heard from the third panel of the day, which showcased examples of where changes to neighbourhoods were already being made, both within and outside of Bristol.

Panel 3: Examples of where it's already happening

A panel of speakers covering examples of where it's already happening from Waltham Forest and Bristol.

- Liveable neighbourhoods in Waltham Forest – Clyde Loakes, Councillor, Waltham Forest
- Examples from Bristol – Richard Goldthorpe, Placeshaping Manager, Bristol City Council

After the panel, the assembly members went into small groups to discuss what they had heard and to agree on what they would like to ask the speakers. Once back in plenary, a volunteer from each group put the agreed upon questions to the speakers.

The day ended with an open and free-flowing discussion between assembly members in small groups. Facilitators kept a record of key points using the note taking template.

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Meeting 3

- To consider different perspectives on the benefits and challenges of redesigning neighbourhoods
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions
- To develop and capture initial ideas for recommendations on the topic question

The third meeting of the second weekend began with a panel looking at a range of different perspectives on the benefits and challenges of redesigning our neighbourhoods.

Panel 4: Perspectives on benefits and challenges of implementation

A panel of speakers covering different perspectives on the benefits and challenges of re-designing neighbourhoods in Bristol.

- Environmental benefits and climate change – Jess Read, independent walking and cycling engineer
- Accessibility – David Redgewell, Trustee of Bristol's Equalities Forum and public transport consultant
- Health – Bianca Rossetti and Carly Urbanski, Bristol Aging Better
- Safety – Lyndsey Melling, Liveable Bristol
- Young people – Maryan Sayidall, resident of Bristol

After this panel, assembly members had an opportunity to discuss what they had heard and ask questions in a speaker carousel format, where speakers – in pairs – joined each group in turn.

After the Q&A, assembly members returned to their small groups to discuss what they had heard and begin developing ideas for recommendations in response to the topic question: What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

This discussion concluded the second weekend, and the ideas developed would form the starting point for developing recommendations in weekend three.

HEALTH INEQUALITIES

Topic question: How should we tackle health inequalities in Bristol?

Meeting 1

- To introduce the topic and agenda for the weekend
- To understand how health varies across the population, why health inequalities arise and the prevalence in Bristol
- To understand how inequalities impact individuals, communities and society

The first meeting of the second weekend was focused around establishing what is meant by health inequalities and understanding their impact on communities, individuals, and society.

The meeting featured two panels.

Panel 1: What are health inequalities?

A panel of speakers covering what health inequalities are, why they arise and how they impact people in Bristol.

- What are health inequalities, and why do they arise? – Christina Gray, Director of Public Health at Bristol City Council[16]
- The prevalence of health inequalities in Bristol – Adwoa Webber, Head of Clinical Effectiveness at Bristol, North Somerset, and South Gloucestershire Clinical Commissioning Group (BNSSG)

Panel 2: What impact do health inequalities have?

A panel of speakers covering the impact health inequalities have on individuals, communities and society.

- How Communities experience health inequalities: experiences from VCSE – Elaine Flint, Co-Director at Wellspring Settlement
- The impacts of health inequalities in people: food inequality – Andy Street, Feeding Bristol
- The costs of health inequalities for people – David Gordon, Professor of Social Justice at the University of Bristol.

Each panel was followed by a Q&A session with the speakers. For panel one, this was done in plenary following small group discussions to agree and prioritise questions. For

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[16] Christina Gray was called away at short notice and was unable to attend. Her presentation was given by Adwoa Webber

panel two, it was done as a 'speaker carousel', giving each speaker a few minutes with each group in a less formal setting.

Meeting 2

- To explore the different ways in which health inequalities can be addressed
- To reflect on challenges, opportunities and solutions, insights, and outstanding questions

The second meeting of weekend two began with a small group discussion that encouraged assembly members to reflect on what they had heard in the first meeting. Facilitators recorded the key points coming up using the note-taking template. Any outstanding questions that assembly members felt had not been answered in the previous session were noted by the facilitators.

Following this discussion, assembly members heard from the third panel of the day, which introduced some of the approaches to addressing health inequalities.

Panel 3: How can health inequalities be tackled?

A panel of speakers covering how health inequalities can be tackled.

- Preventative health approaches – Sally Hogg, Consultant in Public Health, Bristol City Council
- Impact of education, employment and skills – Jane Taylor, Head of Employment, Skills, and Learning at Bristol City Council
- Impact of housing and built environment – Marcus Grant, WHO Healthy Cities

After the panel, the speakers took part in a speaker carousel Q&A session, giving them time in small groups to answer assembly members' questions.

The day ended with an open and free-flowing discussion between assembly members in small groups. Facilitators kept a record of key points using the note taking template.

Meeting 3

Meeting Purpose

- To consider how the system currently works and how that can make it challenging to tackle health inequalities
- To further reflect on challenges, opportunities and solutions, insights, and outstanding questions
- To develop and capture initial ideas for recommendations on the topic question

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The third meeting of the second weekend began with a panel looking at how the health system works, and why that can make health inequalities challenging to tackle.

Panel 4: How the system currently works

A panel of speakers covering how the system currently works and why that can make it challenging to tackle health inequalities.

- Perspective of Council: how decisions are made, money is spent and how the system works – Ben Moseley, Head of the Executive Office, Bristol City Council
- Perspective of Clinical Commissioning Group: how decisions are made, money is spent and how the system works – Seb Habibi, Programme Director, Bristol North Somerset and South Gloucestershire Clinical Commissioning Group

After this panel, assembly members went into their small groups to discuss what they had heard, and to agree and prioritise questions for the speakers. Back in plenary, a volunteer from each group asked their chosen questions in turn.

After the Q&A, assembly members returned to their small groups to discuss what they had heard and begin developing ideas for recommendations in response to the topic question: How should we tackle health inequalities in Bristol?

This discussion concluded the second weekend, and the ideas developed would form the starting point for developing recommendations in weekend three.

82

Weekend 3 (Saturday 27 and Sunday 28 February 2021)

Between weekend two and weekend three, the organisers at Involve collated all of the ideas generated by the small groups into a longlist, grouping them together according to broad themes. The purpose of weekend three was to fill any gaps in evidence or understanding identified at weekend two, and for assembly members to begin the process of refining, developing and prioritising ideas for how to answer the topic question for each topic. Each strand followed a similar process, with meeting one featuring a final panel of speakers, and the subsequent meetings being based around group discussions. Below, we provide the details of meeting one for each of the topics, and the process for meetings 2 and 3 for all three together. Where there was any difference in process or outcome in a topic strand, that's noted below.

CLIMATE CHANGE AND HOUSING

Topic question: How do we rapidly reduce the impact of our homes on climate change?

Meeting 1

Meeting purpose:

- Welcoming assembly members back, filling gaps in evidence and adding final ideas to the longlist of recommendations

Following a welcome and short warm up discussion in small groups, the third weekend of the citizens' assembly got going with the fifth and final panel of the assembly.

Panel 5: What are the steps towards effective action and how can we make it fair?

A panel of speakers exploring the challenges of rapidly reducing the impact of our homes on climate change and how the recommendations of the citizens' assembly can help to address them.

- Energy Justice and what would make the changes fair? – Ed Atkins, Lecturer in the School of Geographical Sciences at the University of Bristol
- A community view on how to make change appealing, engaging and fair – Roy Kareem, Green and Black Ambassador
- Citizen participation in implementing the changes – Alex Ivory, Climate Change Team Leader, Bristol City Council

The panel was followed by a 'speaker carousel' style Q&A, in which each speaker spent some time with each of the small groups in turn, answering questions and discussing what they had heard.

83

The morning was closed with a short discussion in groups reviewing the recommendations collated from weekend 2 and identifying if there was anything significant missing.

TRANSPORT

Topic question: What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

Meeting 1

- Welcoming assembly members back, filling gaps in evidence and adding final ideas to the longlist of recommendations.

Panel 5: What would liveable neighbourhoods mean in practice?

A panel of speakers exploring the challenges of redesigning neighbourhoods and how the recommendations of the citizens' assembly can help to address them.

- Scale and pace of changes needed to deliver our policies & commitments (eg climate, ecology, air pollution) – Andrew Linfoot, One City Environment Board
- How public transport can support the change – Chris Hanson, Operations Director, First West of England
- How communities could be involved in designing neighbourhoods (co-design principles / working with harder to reach communities) – Ellie Freeman, Action Greater Bedminster
- What criteria could be used for prioritising where we focus resources? – Jacob Pryor, Bristol City Council

The panel was followed by a 'speaker carousel' style Q&A, in which each speaker spent some time with each of the small groups in turn, answering questions and discussing what they had heard.

The morning was closed with a short discussion in groups reviewing the recommendations collated from weekend 2 and identifying if there was anything significant missing.

85

HEALTH INEQUALITIES

Topic question: How should we tackle health inequalities in Bristol?

Meeting 1

- Welcoming assembly members back, filling gaps in evidence and adding final ideas to the longlist of recommendations.

Following a welcome and short warm up discussion in small groups, the third weekend of the citizens' assembly got going with the fifth and final panel of the assembly.

Panel 5: What could be done in Bristol to tackle health inequalities?

A panel of speakers exploring the challenges of tackling health inequalities and how the recommendations of the citizens' assembly can help to address them.

- City Council perspective – Christina Gray, Director of Public Health at Bristol City Council.
- Health perspective – Professor Peter Brindle, Medical Director at Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group and Dr Charlie Kenward, Clinical Lead for Research and Effectiveness at the Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group (BNSSG CCG).
- Community perspective – Dom Ellison, Chief Executive of WECIL

The panel was followed by a 'speaker carousel' style Q&A, in which each speaker spent some time with each of the small groups in turn, answering questions and discussing what they had heard.

The morning was closed with a short discussion in groups reviewing the recommendations collated from weekend 2 and identifying if there was anything significant missing.

86

ALL TOPIC STRANDS

Meeting 2

- Agreeing the focus for the recommendations and beginning to draft them

The meeting was opened by the lead facilitator, who provided an overview of the process for developing recommendations.

Moving into small groups, assembly members returned to the longlist that had been collated from ideas generated in weekend 2. The objective of this session was to identify and focus on the recommendations that they, as a group, could agree were the most important.

Between weekends 2 and 3, ideas had been grouped together and themed by the organisers at Involve. These themes provided a starting place for discussions, but groups were encouraged to revise them as they saw fit. They began by reflecting individually on which of those themes were the most important, to decide if there were ones that were too broad and needed to be separated out, or too narrow and needed to be combined with others. Assembly members shared their thoughts with each other, and from there began discussing what three or four themes were the most important.

Assembly members returned to the plenary to share the priorities that had been identified in their groups. A volunteer from each group gave feedback on what their group had discussed and the priority themes they had agreed upon. The lead facilitator noted their priorities on a virtual whiteboard.

Working together, assembly members identified where there was obvious overlap and duplication, and some themes were combined. The session ended with a shortlist of topics. The climate and housing and health inequalities strand ended up with six topics each, and the transport strand ended up with five. Each of the three small groups was assigned one – two of those topics each.

Moving back into small groups, the assembly members began drafting the wording of the recommendations based on the topics they had been assigned. To do this, they used a recommendation template consisting of:

- A single sentence statement of what the recommendation is;
- A list of sub-actions for how the recommendation should be implemented;
- A justification for why the recommendation is important.

The small groups got as far as they could with the draft recommendations in the available time, before the assembly session concluded for the day.

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Meeting 3

- Developing the recommendations further, reviewing them between groups and finalising

Following a brief welcome from the lead facilitator, the morning began with the assembly members returning to their small groups to continue work on drafting the recommendations. This session was followed by a carousel in which small group facilitators moved between groups, introducing the recommendation/s their group had been working on. The facilitators collected feedback from the other two groups, noting it down in the shared document.

After a short break, facilitators returned to their original groups and reported back on the feedback they had received from the other groups. The small groups continued drafting the recommendations, taking account of the feedback they had received and the recommendations being worked on by the other groups.

By the end of the morning, assembly members had developed a first draft of all 17 recommendations across the three topic strands, including draft actions and rationales.

In the five days between weekend three and weekend four, all the draft recommendations were shared with assembly members. The purpose of this was twofold: assembly members could comment on the recommendations they were working on so that any thoughts and ideas that they didn't have sufficient time to develop could still be captured; and it gave an opportunity for members to preview the work of the other two topic strands and begin to see the assembly's recommendations as a whole.

In the intervening time, members were also asked to select which 10 underpinning from the full list of 28 developed at the beginning of the assembly process they felt were the most important. The final list can be seen in the next section in the order in which they were ranked, from highest to lowest priority.

Weekend 4 (Saturday 6 and Sunday 7 March 2021)

Weekend four brought all 60 assembly members together again as a single group. The main focus of this weekend was to review the recommendations from across the assembly, finalise and agree upon the detail of the recommendations, and present those recommendations to representatives from the Council.

Meeting 1

Meeting purpose:

- Hear about and reflect on all of the recommendations across the assembly

Following a short welcome from the lead facilitator, assembly members went into small groups that had been put together to ensure that there was a good mix of members from each of the three topic strands. Supported by facilitators, these small groups reviewed the recommendations for each of the three topic strands in turn. The review process started with members who had been part of that topic strand saying something about the recommendation and why it was important, after which other members could share their reactions to the recommendations. Any comments the members wanted to make for consideration when finalising the recommendations were recorded as comments within the document, to be addressed in the following meeting. This process was repeated for recommendations from all three topic strands.

Meeting 2

Meeting purpose:

- Review any comments and finalise the recommendations

Assembly members returned to the small groups they had been in during weekend three, when they had begun drafting their recommendations. The focus of this session was to arrive at the final recommendations to be presented back to everyone the following morning. During the session, with support of facilitators, assembly members reflected on discussions from the previous meeting, making any alterations to the wording they felt were required based on that feedback. Once the recommendations were complete, they were reviewed to ensure that they were written in clear language, weren't overly long, and were supported by a manageable number of actions. The rationale that accompanied the recommendation was also reviewed to ensure it was sufficiently short and clear.

The meeting closed with assembly members from each small group volunteering to present their recommendations to the assembly and representatives of the Council the following morning.

89

Meeting 3

- Present the final recommendations and hear from representatives from the Council and sponsoring politicians

The final meeting of the citizens' assembly opened with a short welcome from Mayor of Bristol Marvin Rees.

The assembly members then presented each recommendation in turn. Once all the recommendations had been presented, the lead facilitator handed over to the Council representatives – Mayor Marvin Rees, Cllr Asher Craig, Cllr Paula O'Rourke – for initial reflections and to outline the next steps for the Council to respond to the recommendations.

Following these reflections, assembly members returned briefly to their small groups to discuss the reaction of the council representatives, and to agree on one or two questions they thought were important to put to the politicians. They returned to the plenary for a Q&A session with the politicians.

The meeting concluded with the lead facilitator explaining how the online voting process would work, before bringing the assembly to a close.

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Appendix 2

Conversation guidelines

1. Step forward, step back
2. Make sure everyone has a chance to speak
3. No question is a bad question
4. Listen to what others are saying, think about it, respond to it and build the conversation
5. Think about things from other people's perspectives and try to understand where they are coming from
6. Respect other people's opinions and agree to disagree
7. Be respectful and choose your words with care
8. Be mindful of voices from different areas and different experiences
9. Talk one at a time
10. Try to be succinct and don't repeat the same point
11. Stay on topic
12. Don't dismiss what others say
13. Be open to changing your mind
14. Don't be afraid to disagree
15. Don't make things personal. If you disagree – challenge the idea, not the person
16. Focus on sharing views, not trying to win a debate
17. Be mindful some people are uncomfortable by conflict
18. Allow emotions to be present in the conversations, but not overrule them
19. Remember that body language online is different to face-to-face
20. Be forgiving of each other
21. Remember everyone is here in good faith and ultimately wants the same thing
22. Be kind

Notes for facilitators

1. Allow pauses to collect thoughts
2. Do a "round the group" every so often, so everyone gets a chance to speak - e.g., when there's a new theme
3. If some people are less comfortable speaking, invite them to contribute
4. Define the scope of the conversation before we get going
5. Summarise briefly as the discussion continues

91

Appendix 3

Additional equalities information

Bristol's Citizens' Assembly aimed to bring together a group of people who broadly reflect the diverse communities of Bristol. The selection process was designed to do this by looking at age, sex (male/female), ethnicity, disability, employment, deprivation and which area of the city people live in.

The purpose was to make sure the assembly matched the makeup of Bristol's overall population as closely as possible.

There are also four other characteristics that are commonly used when looking at how representative a group might be of a larger population. Though these characteristics were nor used in the selection process, Assembly members were asked about them in the evaluation surveys that followed each weekend.

The questions were optional and assembly members could answer as few or as many as they wanted.

Characteristic		Population data	Survey respondents*
Religion/ Faith (91% response rate)	No religion	37%	60%
	Buddhist	1%	0%
	Christian	47%	25%
	Hindu	1%	0%
	Jewish	0.2%	0%
	Muslim	5%	8%
	Sikh	0.5%	0%
	Prefer not to say	8%	6%
	Other	1%	2%

Sexual orientation (89% response rate)	Bisexual	No data**	4%
	Gay man	No data**	5%
	Gay woman/ Lesbian	No data**	4%
	Heterosexual/ straight	No data**	85%
	Prefer not to say	No data**	4%
	Other	No data**	0%
Gender reassignment (91% response rate)	Yes	No data**	0%
	No	No data**	96%
	Prefer not to say	No data**	4%
Pregnancy and maternity (89% response rate)	Yes	No data**	0%
	No	No data**	98%
	Prefer not to say	No data**	2%

*Some of the respondent data add up to over 100% due to rounding.

**There was no question related to this characteristic in the 2010 census so data on the general population is not available.

Evaluation questionnaire results in full

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 1

Response rate: 54%

The following questions are about the support you received to take part in the citizens' assembly

Legend: 1 - very dissatisfied | 2 | 3 | 4 | 5 - very satisfied

- How satisfied are you with the support and assistance provided by the organisers at Involve?
- How satisfied are you with the communication you received about the arrangements in the run up to the weekend?
- How satisfied are you with the organisation of the weekend?
- How comfortable are you with using the online platform Basecamp?

95

The following questions are about your overall impressions of this weekend

Legend: 1 - very poor | 2 | 3 | 4 | 5 - very good

- Overall, how would you rate the introductory session?
- Overall, how would you rate the panel 'opportunities and challenges facing Bristol'?
- Overall, how would you rate the panel 'how residents have been impacted by Covid19'?
- Overall, how would you rate the lead facilitators at this weekends' sessions?
- Overall, how would you rate your facilitator at Saturday's sessions
- Overall, how would you rate your group facilitator at Sundays' session?

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Chart showing responses (0% to 100%) for the following statements:
- I have had enough information to participate effectively.
- The information I have received has been fair, and balanced between different view points.
- I have understood almost everything that the other members of my small group said during our discussions.
- I have understood almost everything that was presented by the speakers.
- I had enough opportunity in the small group discussions to express my views.
- My fellow Assembly members respected what I had to say, even when they didn't agree with me.
- One or more of the people in my small group tended to dominate the discussions so that others found it difficult
- I understand what is expected of me as an assembly member in the upcoming weekends.

97

The following section is about the topics covered at this weekend

Legend: 1 - strongly disagree | 2 | 3 | 4 | 5 - strongly agree

Categories:
- I have learned a lot this weekend about citizens' assemblies.
- I have learned a lot this weekend about climate change.
- I have learned a lot this weekend about health inequalities in Bristol.
- I have learned a lot this weekend about transport in Bristol.
- I have learned a lot this weekend about how residents of Bristol have been impacted by Covid19.
- I have learned a lot this weekend about how people different from me have been impacted by Covid19.

98

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 2

CLIMATE

Response rate: 65%

The following section is about the support you received to take part in the citizens' assembly
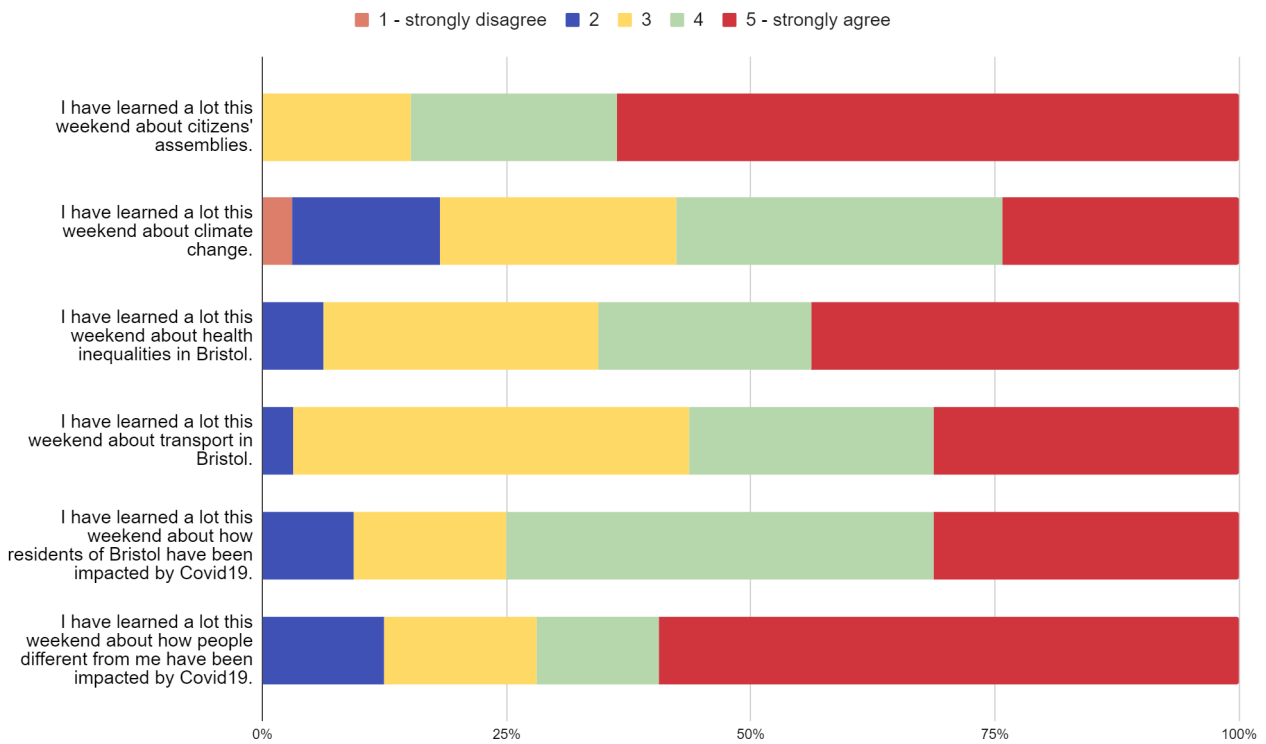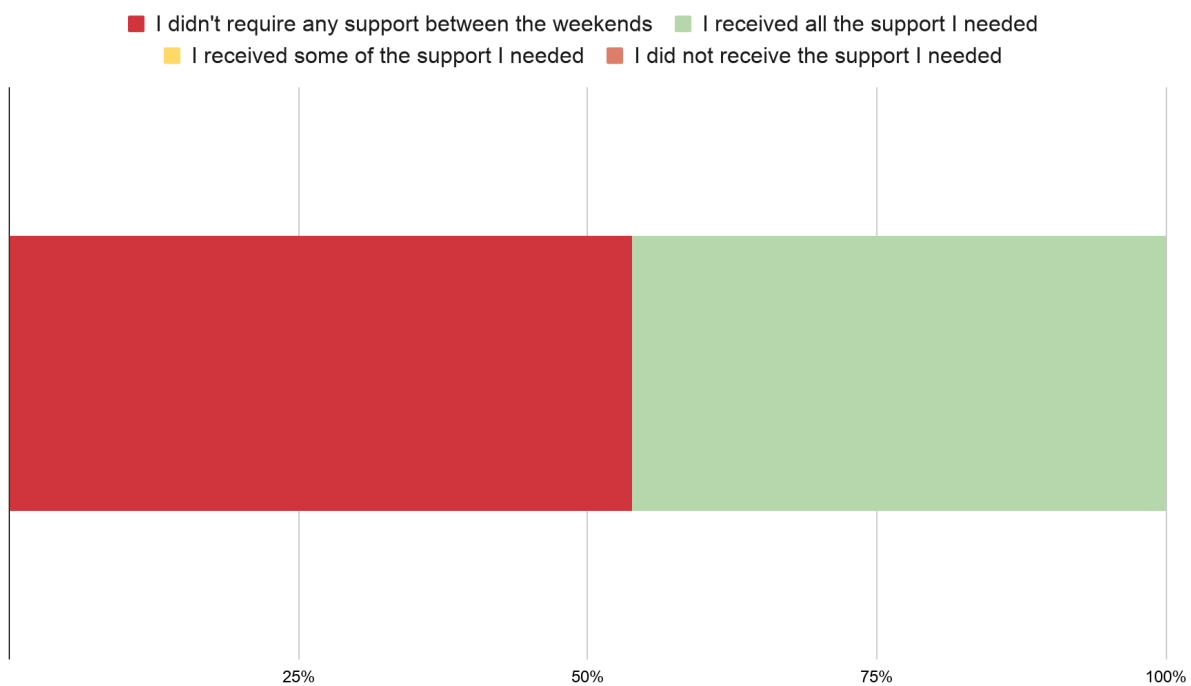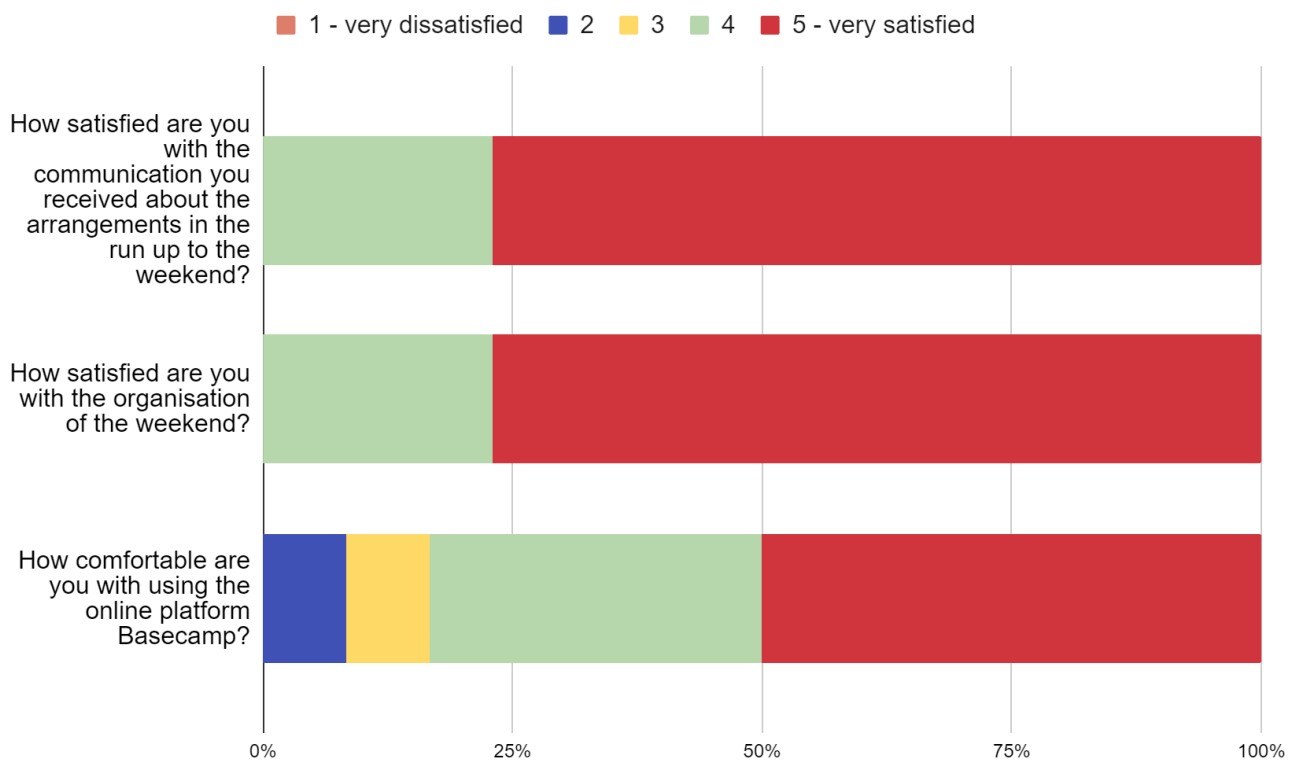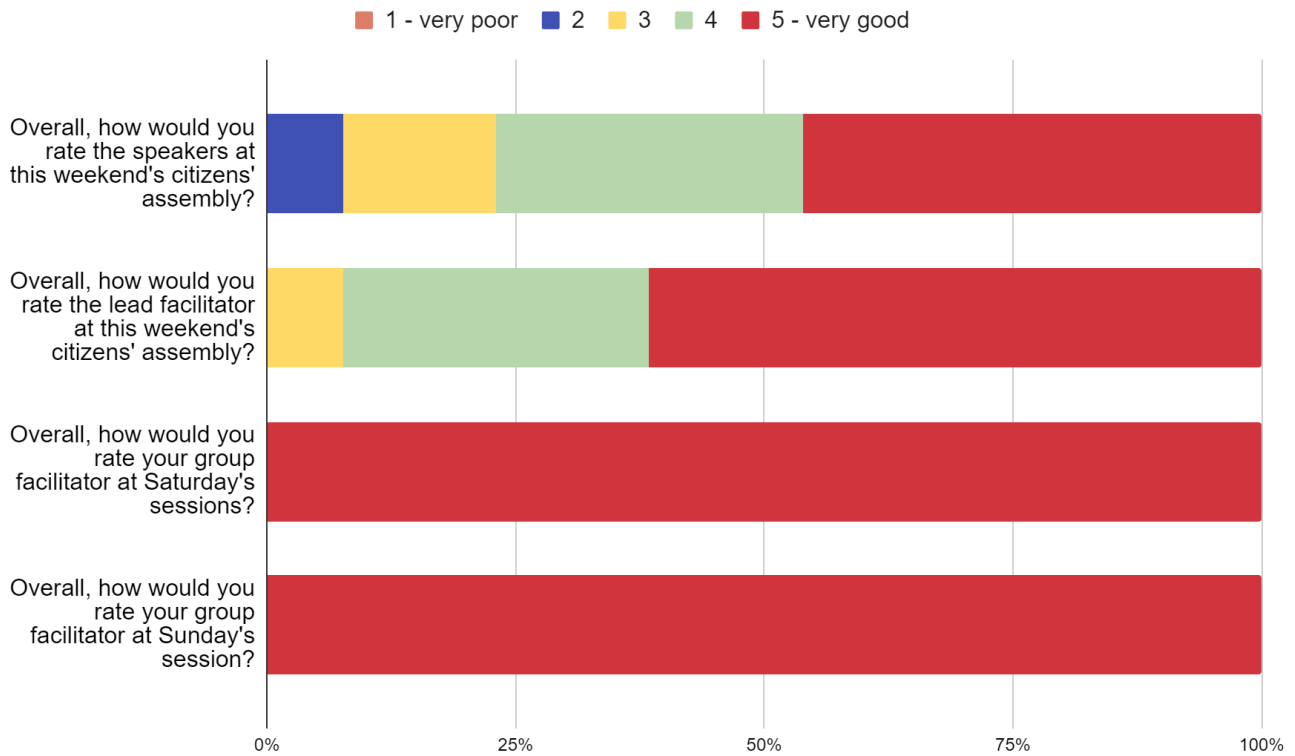
How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

Legend:
- I didn't require any support between the weekends
- I received all the support I needed
- I received some of the support I needed
- I did not receive the support I needed

The following questions are about your overall impressions of this weekend

Legend: 1 - very poor | 2 | 3 | 4 | 5 - very good

Overall, how would you rate the speakers at this weekend's citizens' assembly?

Overall, how would you rate the lead facilitator at this weekend's citizens' assembly?

Overall, how would you rate your group facilitator at Saturday's sessions?

Overall, how would you rate your group facilitator at Sunday's session?
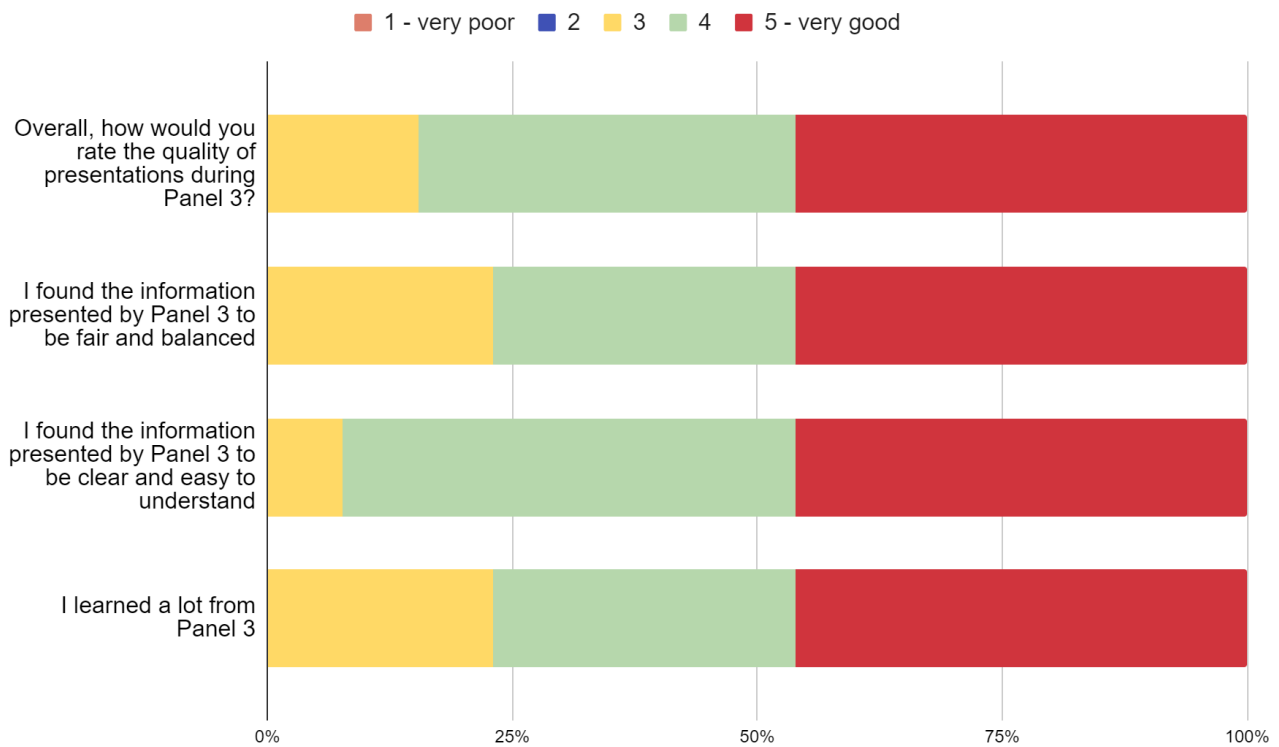
102

The following section asks you about your impression of Panel 1 'Understanding the problem'
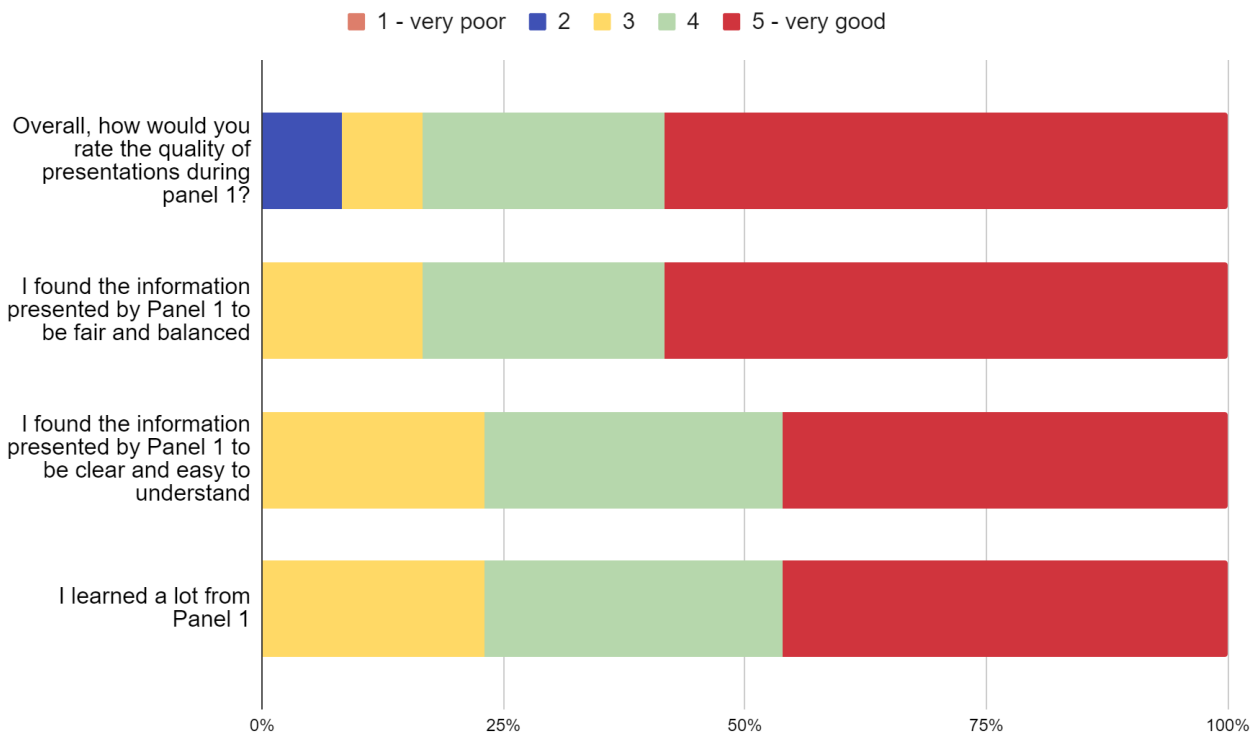
The following section asks you about your impression of Panel 2 'Introduction to the solutions'

Legend: 1 - very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Question	Rating distribution

Overall, how would you rate the quality of presentations during Panel 2?

I found the information presented by Panel 2 to be fair and balanced

I found the information presented by Panel 2 to be clear and easy to understand

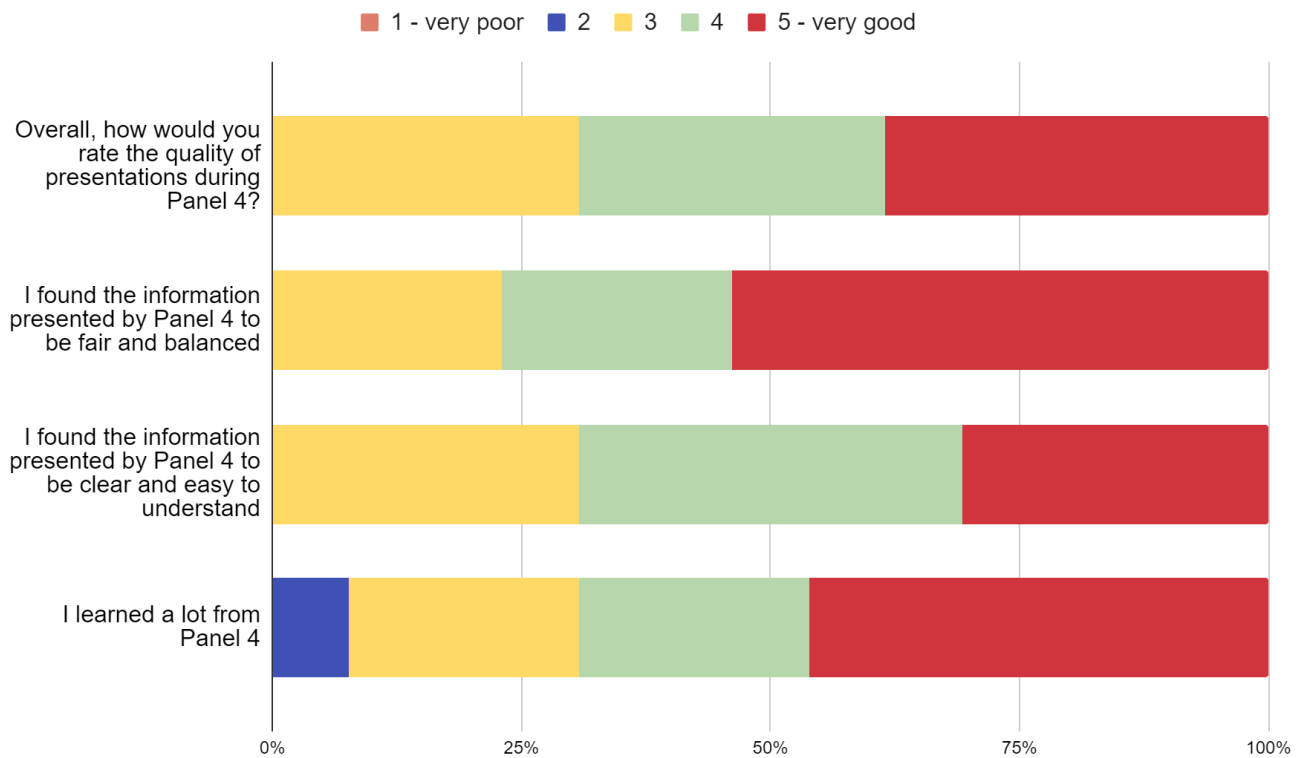I learned a lot from Panel 2

0%   25%   50%   75%   100%

104
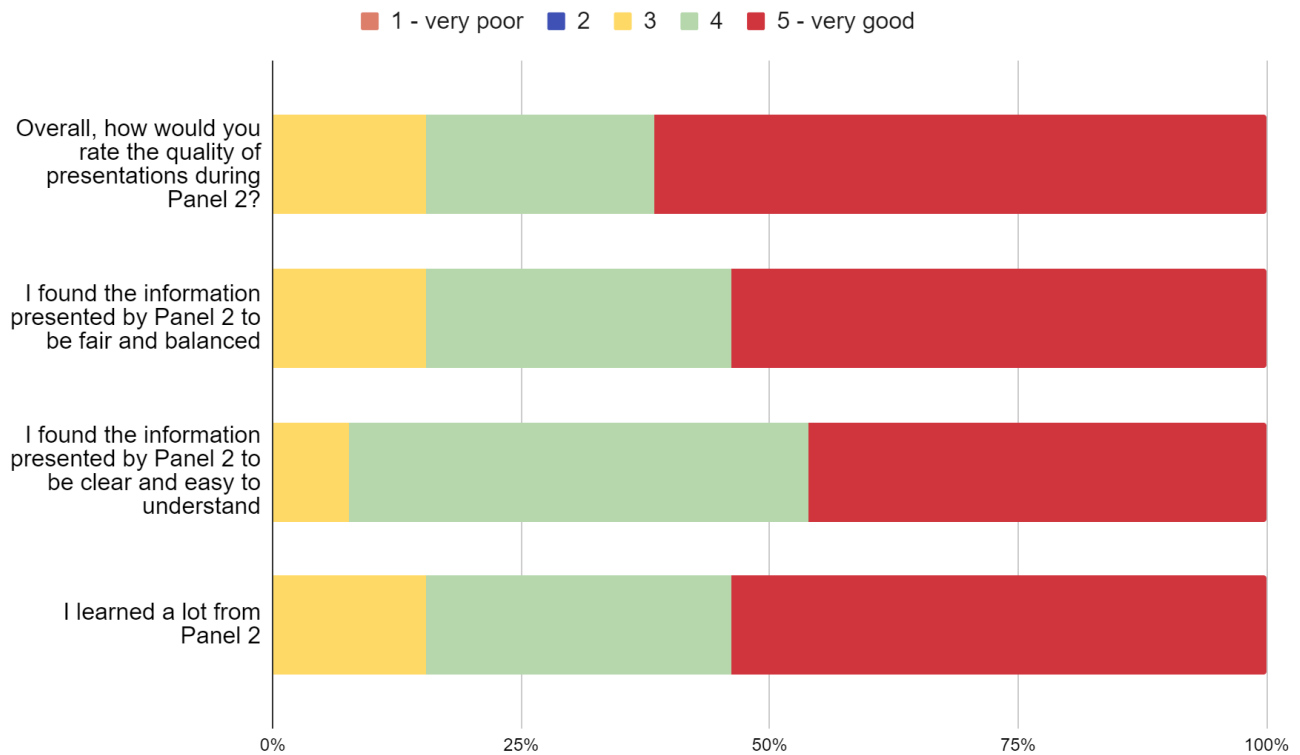
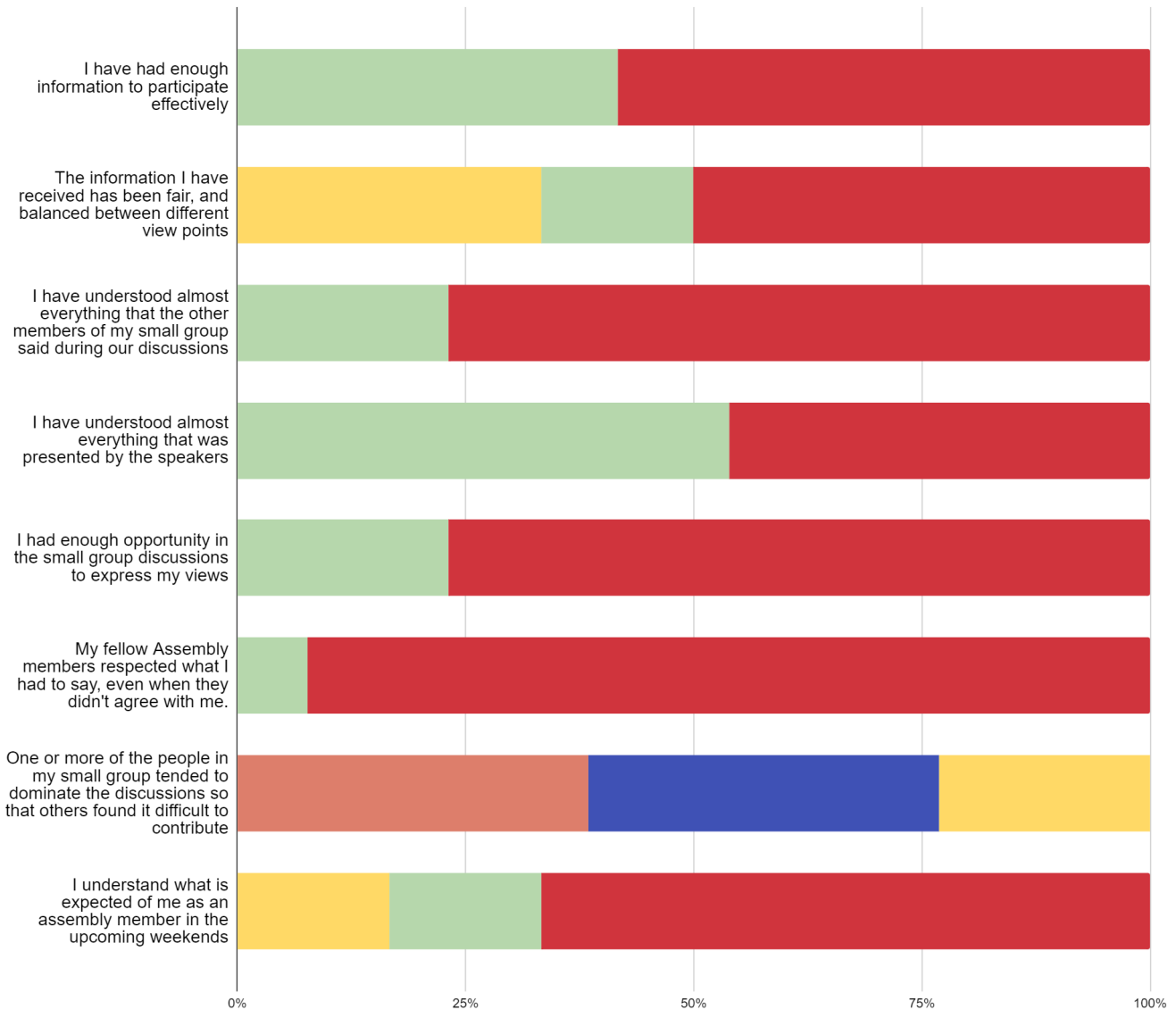# **The following section asks you about your impression of Panel 3 'How do we make it happen?**

The following section asks you about your impression of Panel 4 'How do we make the transition fairly?'

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: 1 - strongly disagree, 2, 3, 4, 5 - strongly agree

Statement	Response distribution
I have had enough information to participate effectively	4, 5
The information I have received has been fair, and balanced between different view points	3, 4, 5
I have understood almost everything that the other members of my small group said during our discussions	4, 5
I have understood almost everything that was presented by the speakers	4, 5
I had enough opportunity in the small group discussions to express my views	4, 5
My fellow Assembly members respected what I had to say, even when they didn't agree with me.	4, 5
One or more of the people in my small group tended to dominate the discussions so that others found it difficult to contribute	1, 2, 3
I understand what is expected of me as an assembly member in the upcoming weekends	3, 4, 5

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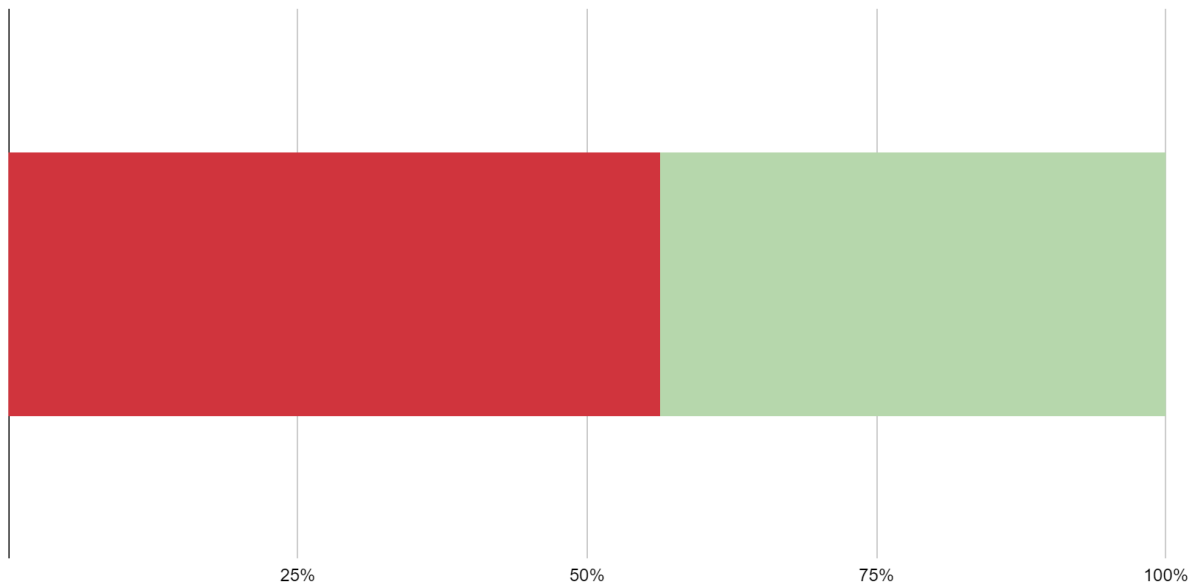# Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 2
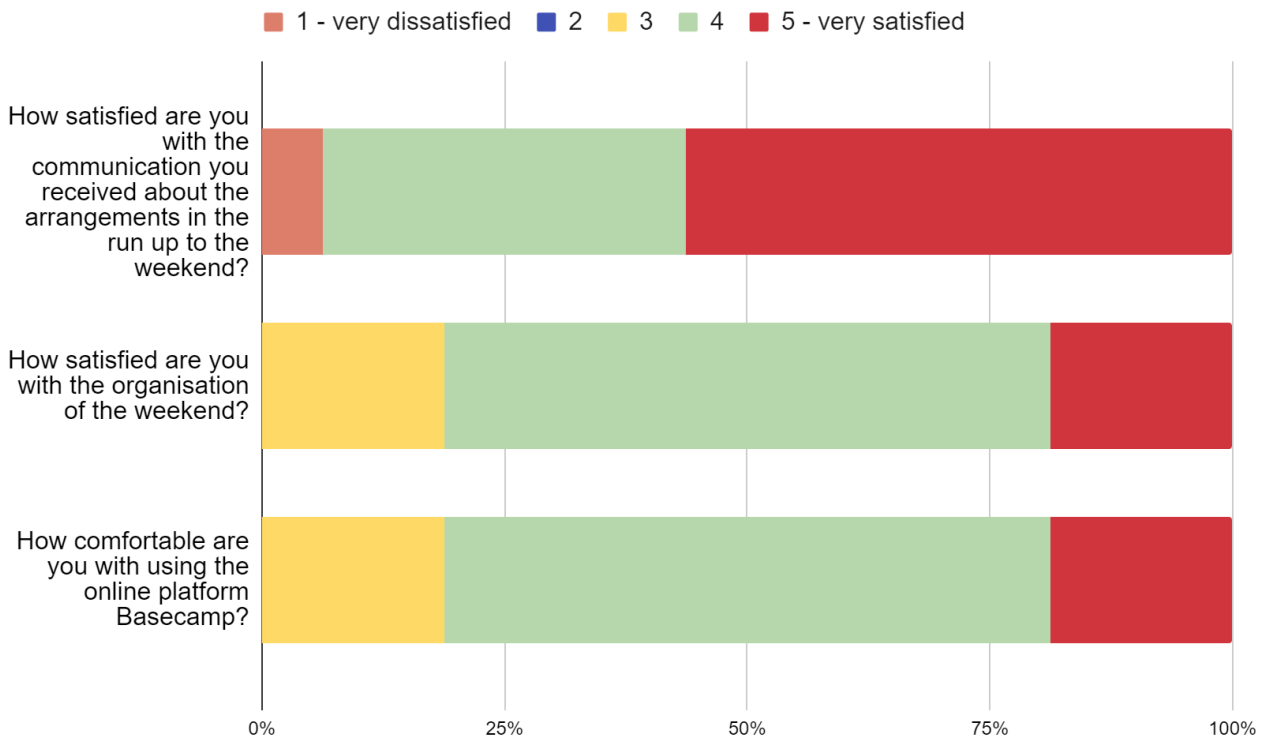
Transport

Response rate: 80%

The following section is about the support you received to take part in the citizens' assembly
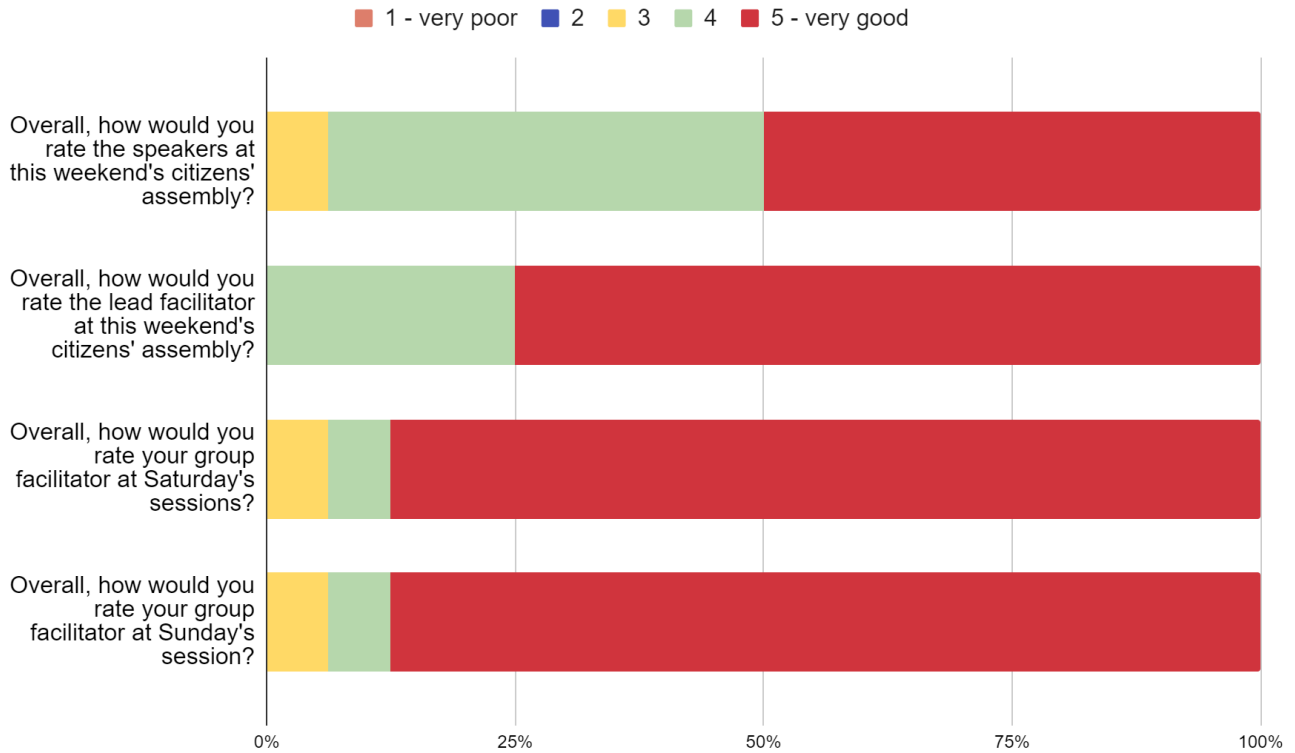
How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

Legend:
- I didn't require any support between those weekends
- I received all the support I needed
- I received some of the support I needed
- I did not receive the support I needed

Legend: 1 - very dissatisfied, 2, 3, 4, 5 - very satisfied

- How satisfied are you with the communication you received about the arrangements in the run up to the weekend?
- How satisfied are you with the organisation of the weekend?
- How comfortable are you with using the online platform Basecamp?

The following questions are about your overall impressions of this weekend

Legend: ■ 1 - very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Overall, how would you rate the speakers at this weekend's citizens' assembly?

Overall, how would you rate the lead facilitator at this weekend's citizens' assembly?

Overall, how would you rate your group facilitator at Saturday's sessions?

Overall, how would you rate your group facilitator at Sunday's session?
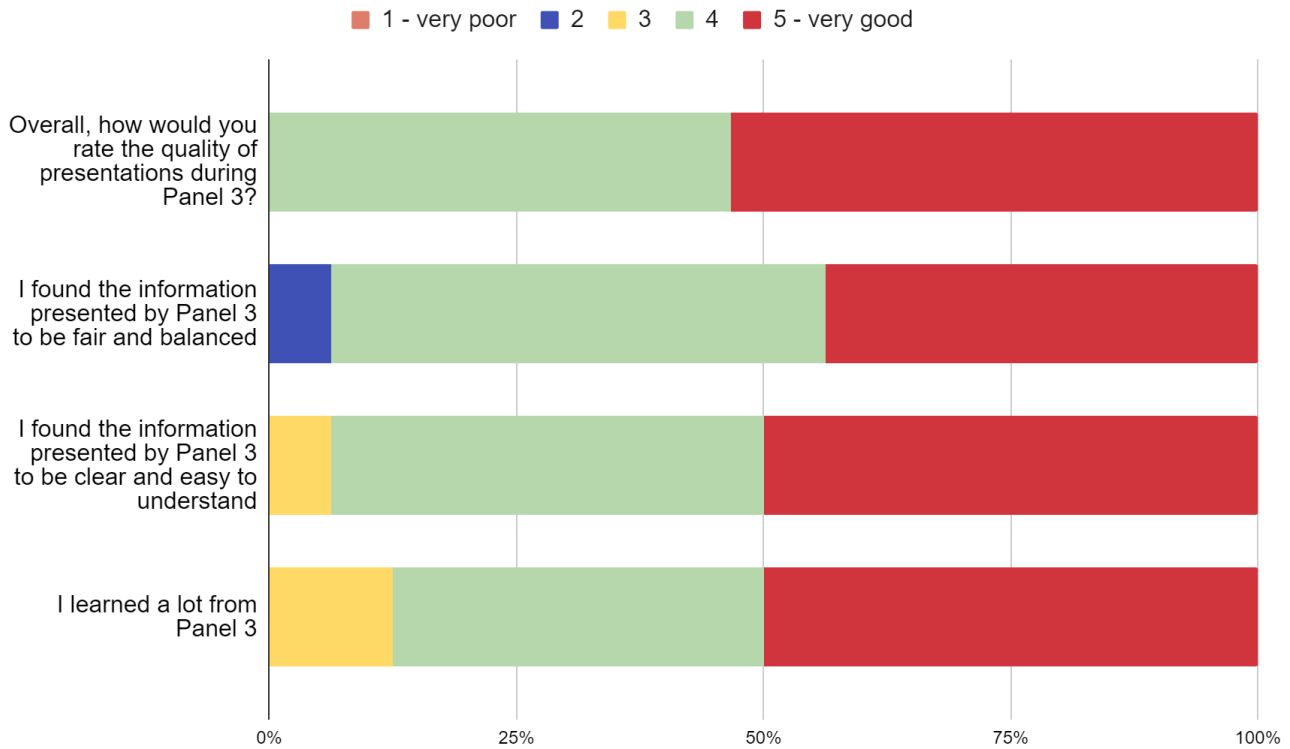
0%   25%   50%   75%   100%

111

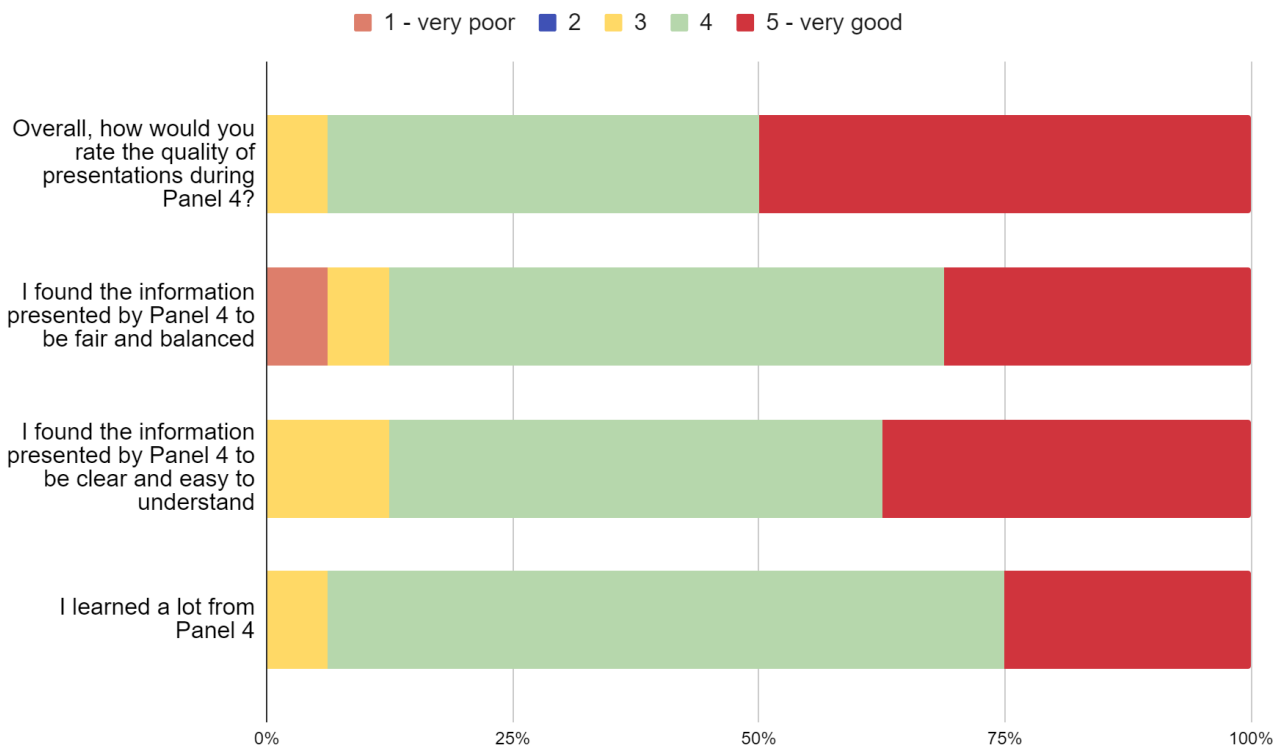# The following section asks you about your impression of Panel 1 'Understanding the current situation'
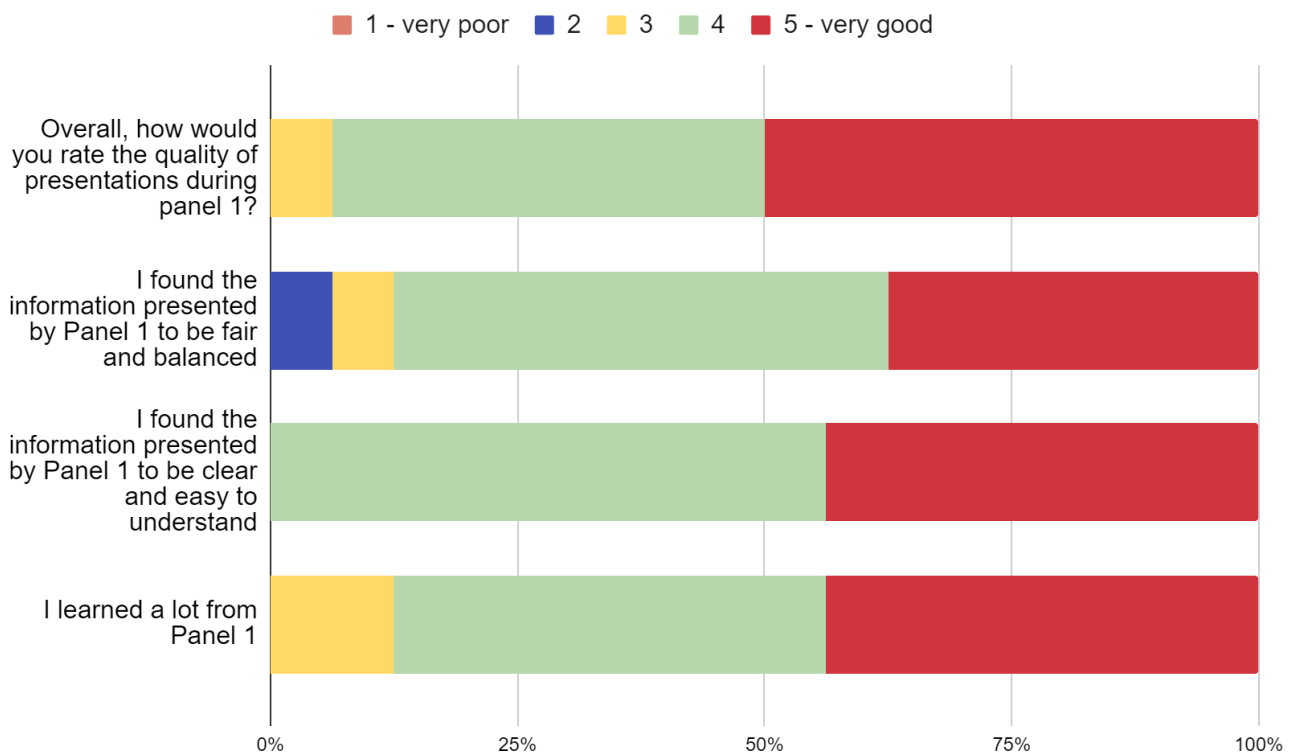
The following section asks you about your impression of Panel 2 'How neighbourhoods can be designed differently'
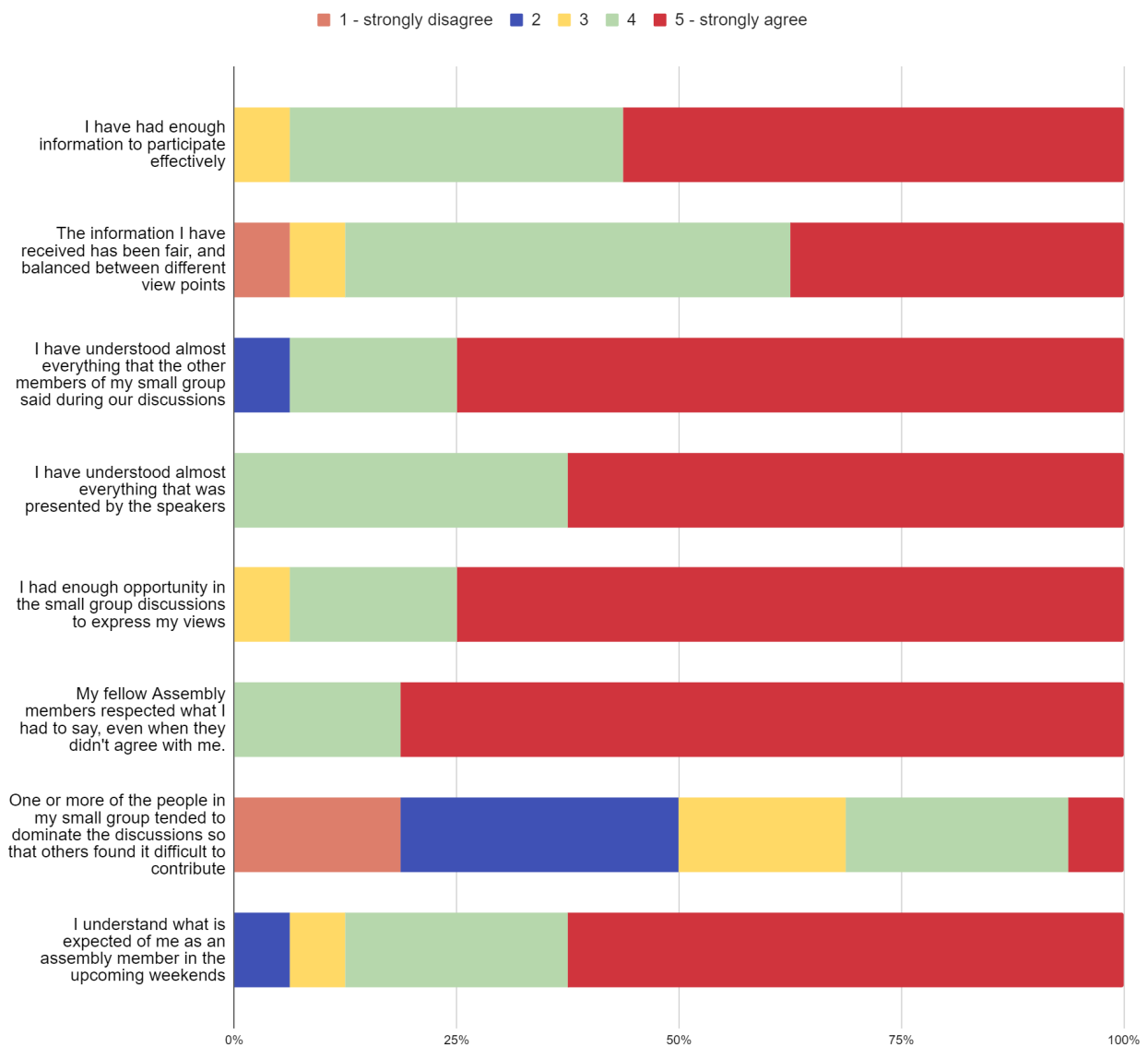

Legend: 1 - very poor | 2 | 3 | 4 | 5 - very good

Categories (top to bottom):
- Overall, how would you rate the quality of presentations during Panel 2?
- I found the information presented by Panel 2 to be fair and balanced
- I found the information presented by Panel 2 to be clear and easy to understand
- I learned a lot from Panel 2

113
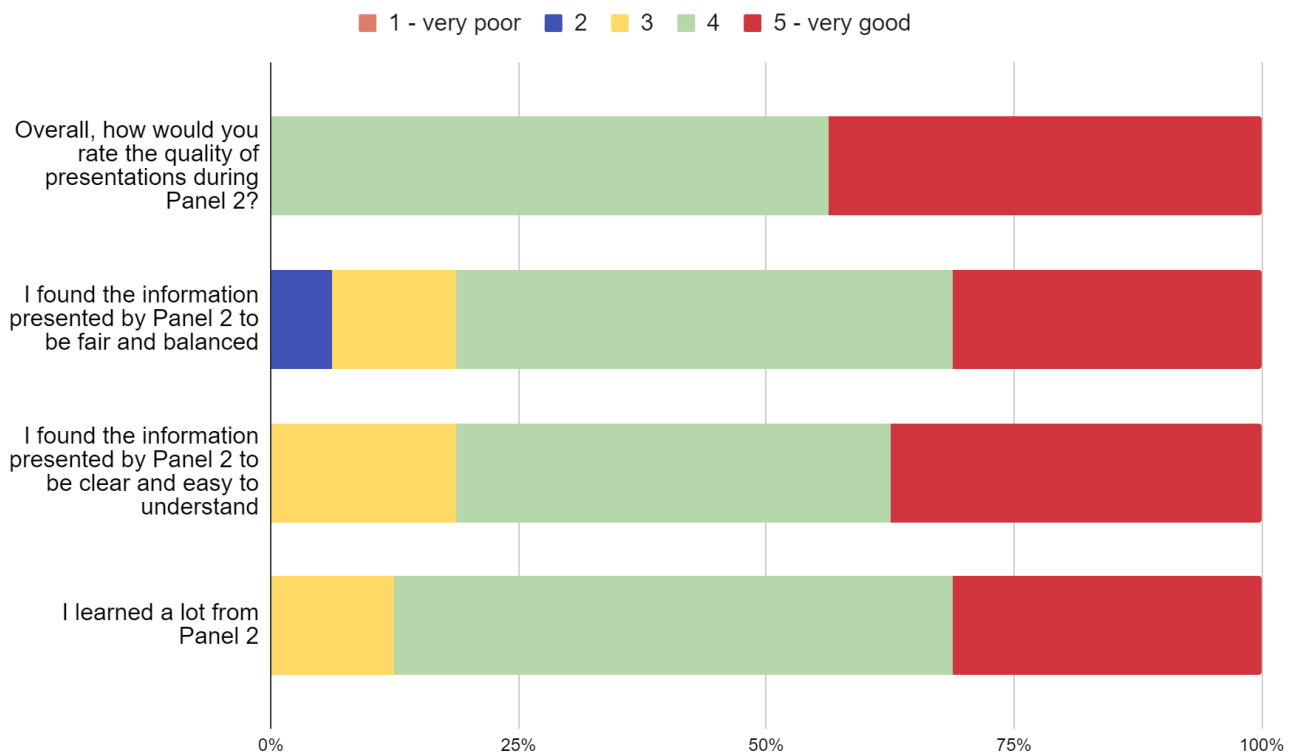
The following section asks you about your impression of Panel 3 'How neighbourhoods can be designed differently, continued'

Legend: 1 - very poor, 2, 3, 4, 5 - very good

- Overall, how would you rate the quality of presentations during Panel 3?
- I found the information presented by Panel 3 to be fair and balanced
- I found the information presented by Panel 3 to be clear and easy to understand
- I learned a lot from Panel 3

114

The following section asks you about your impression of Panel 4 'How does the system currently work?'

Legend: 1 - very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Categories (top to bottom):
- Overall, how would you rate the quality of presentations during Panel 4?
- I found the information presented by Panel 4 to be fair and balanced
- I found the information presented by Panel 4 to be clear and easy to understand
- I learned a lot from Panel 4

X-axis: 0%, 25%, 50%, 75%, 100%

115

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

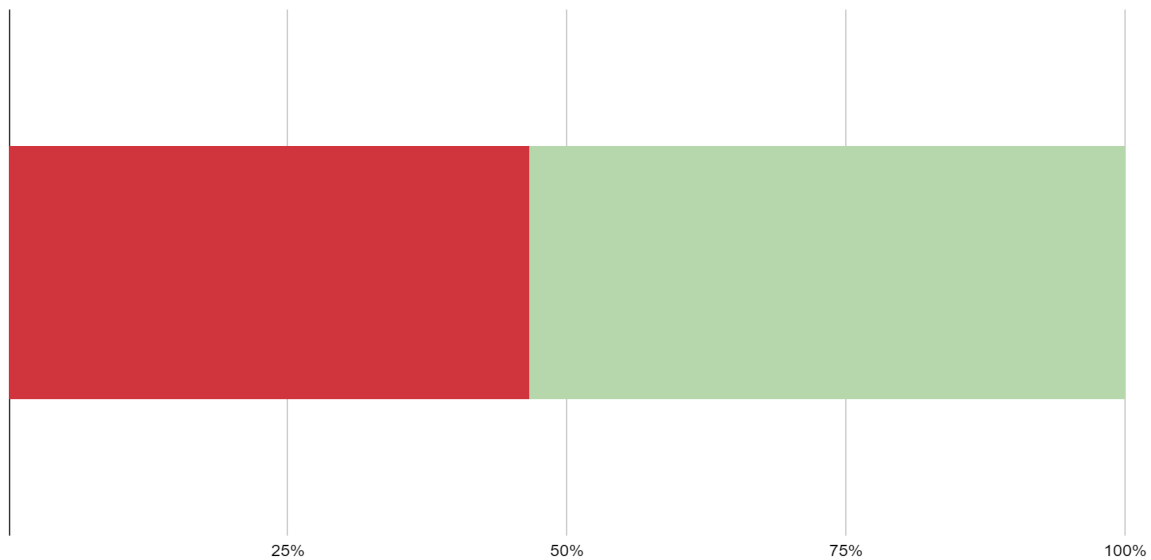# Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 2
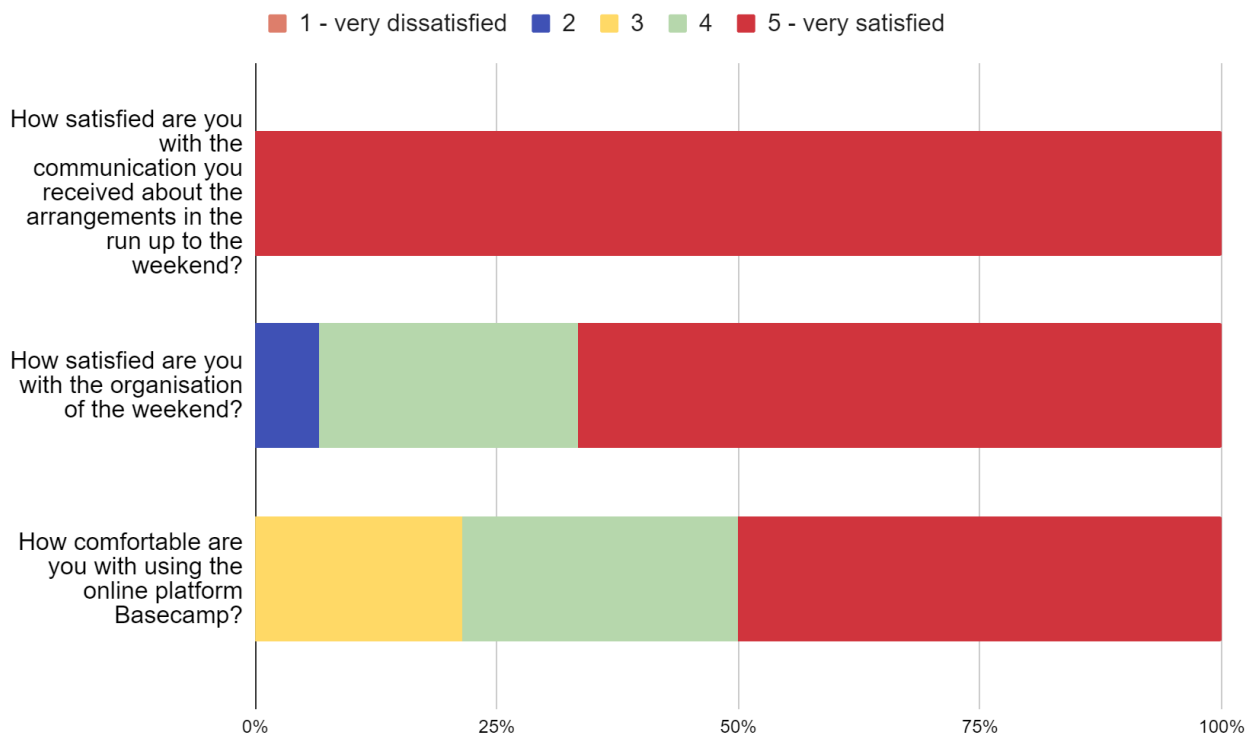
HEALTH

Response rate: 79%

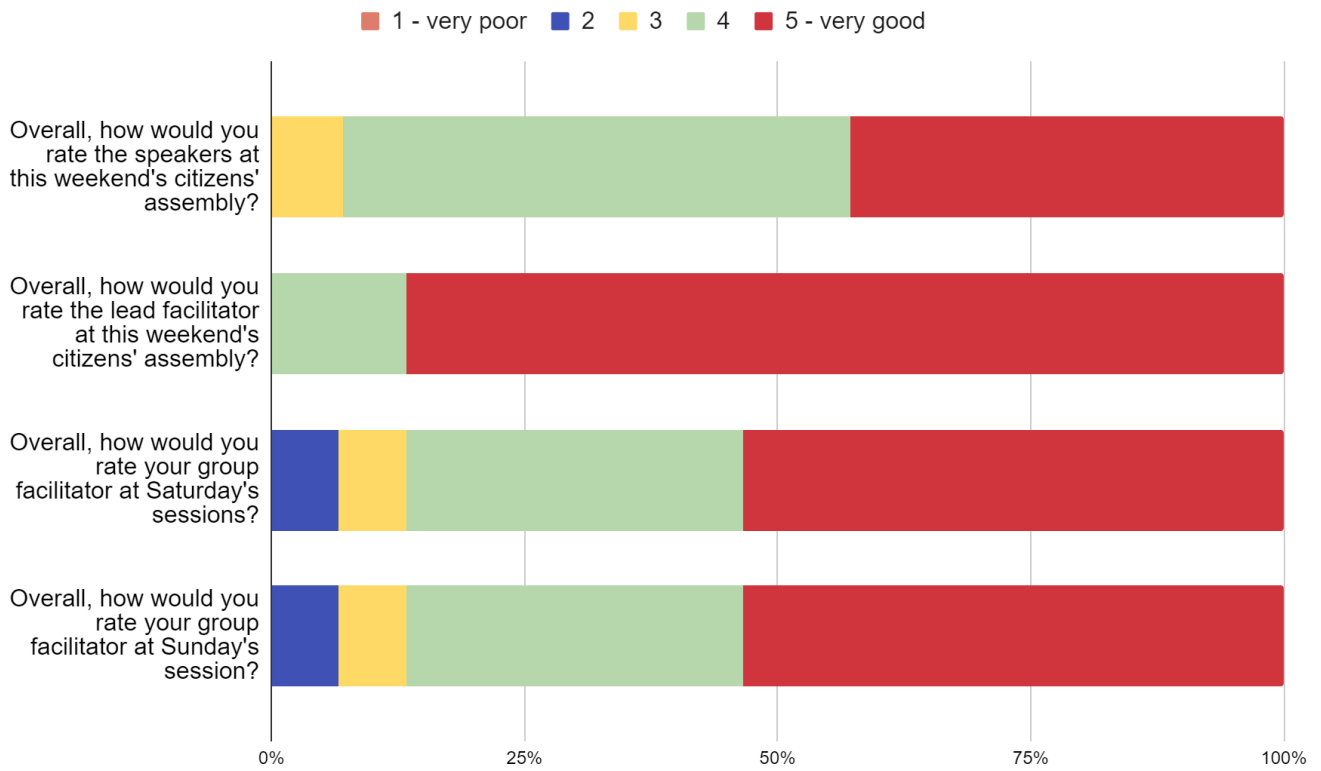# The following section is about the support you received to take part in the citizens' assembly

How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

Legend:
- I didn't require any support between those weekends
- I received all the support I needed
- I received some of the support I needed
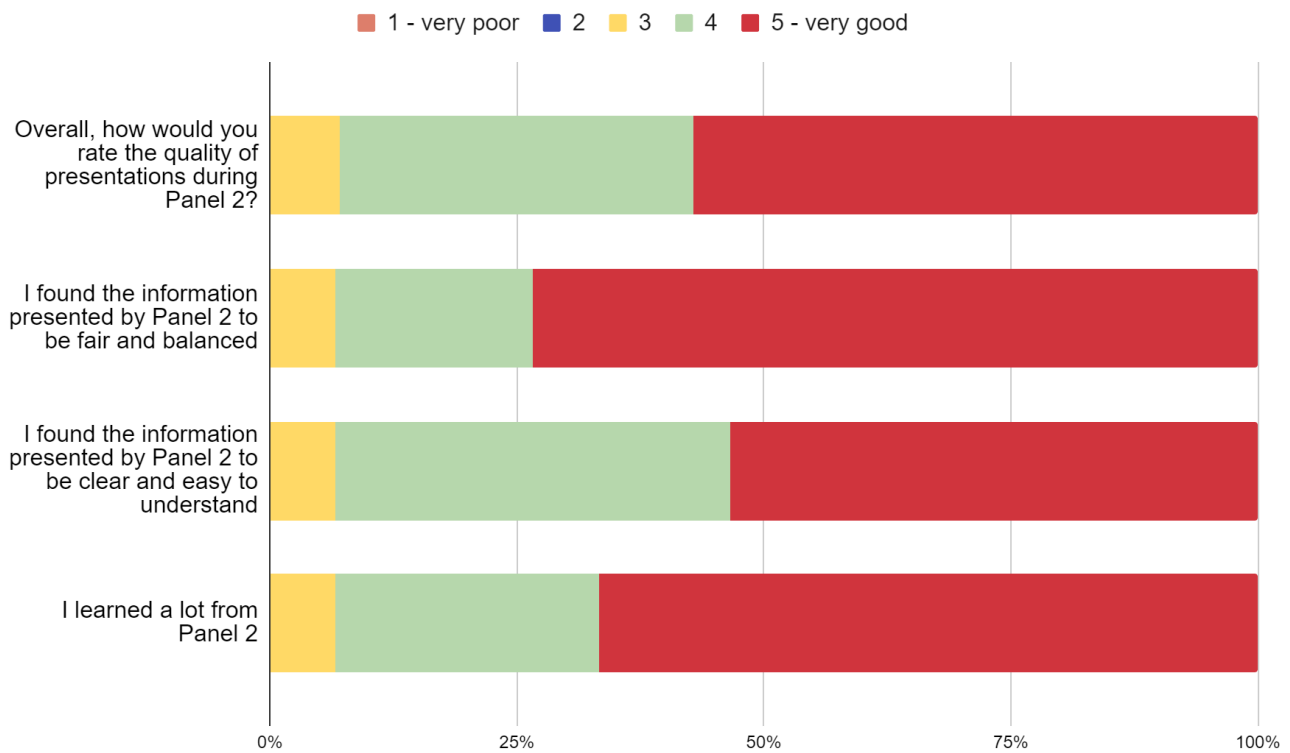- I did not receive the support I needed

Legend: ■ 1 - very dissatisfied ■ 2 ■ 3 ■ 4 ■ 5 - very satisfied

- How satisfied are you with the communication you received about the arrangements in the run up to the weekend?
- How satisfied are you with the organisation of the weekend?
- How comfortable are you with using the online platform Basecamp?

The following questions are about your overall impressions of this weekend

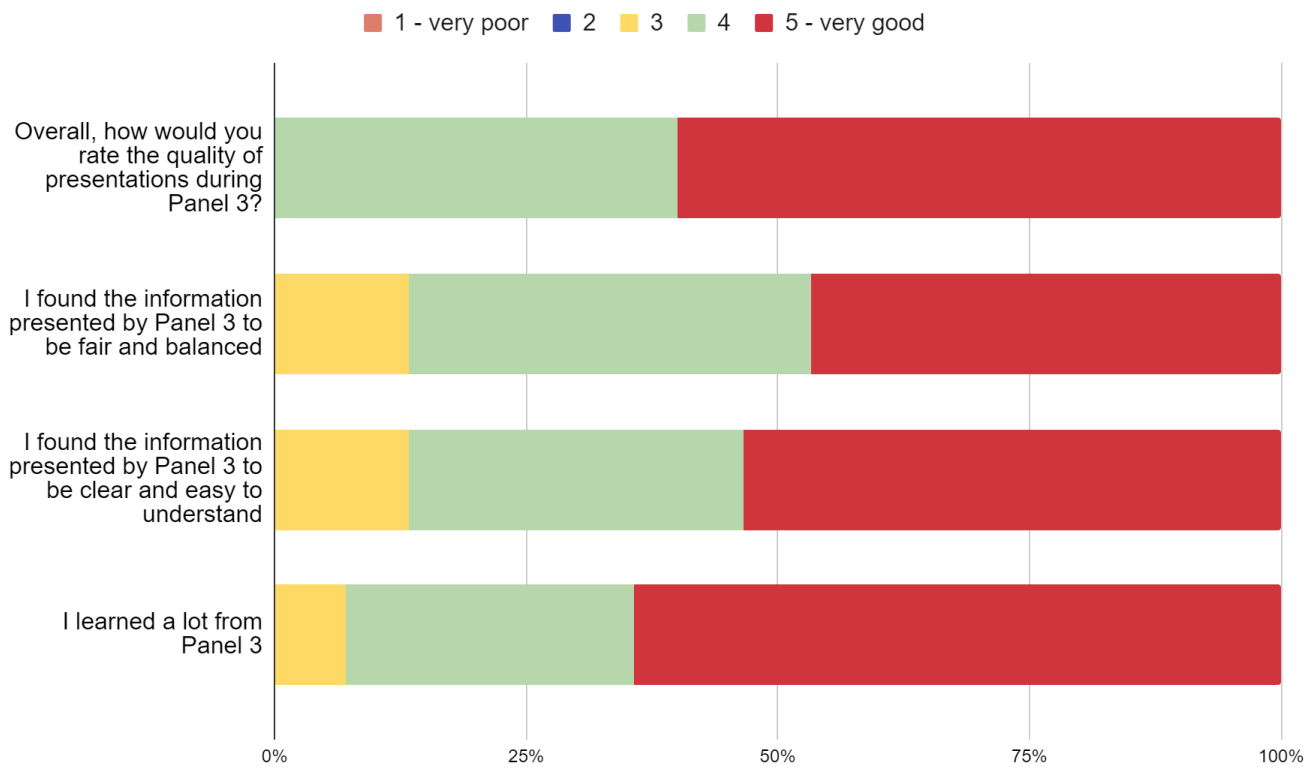Legend: 1 - very poor | 2 | 3 | 4 | 5 - very good

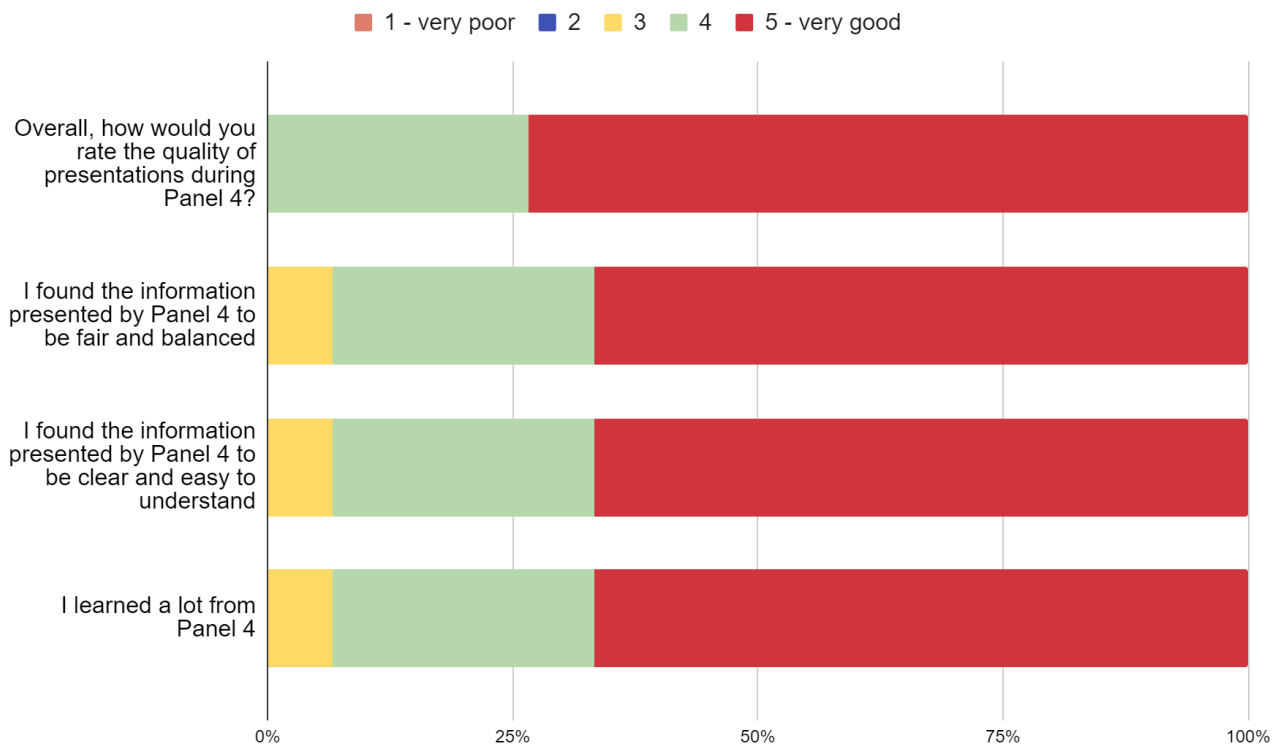# The following section asks you about your impression of Panel 1 'What are health inequalities?'
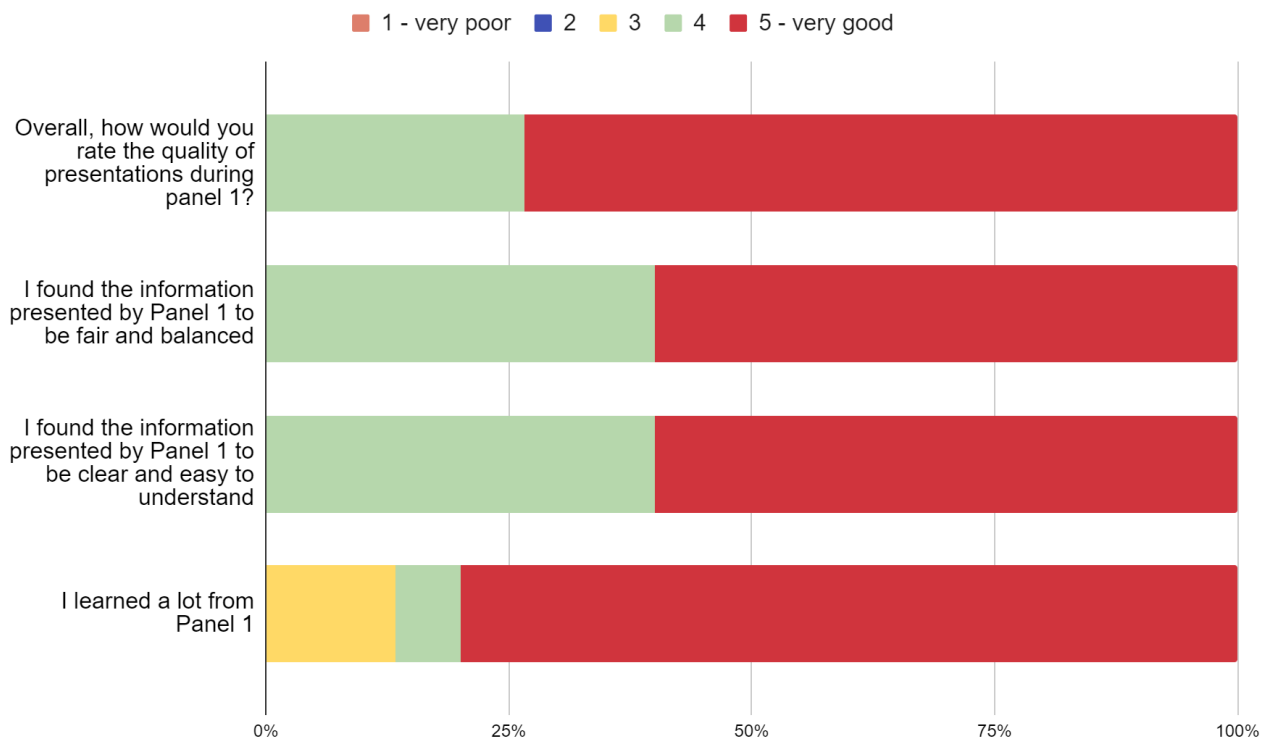
The following section asks you about your impression of Panel 2 'What impact do health inequalities have?'

Legend: 1 - very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Categories (top to bottom):
- Overall, how would you rate the quality of presentations during Panel 2?
- I found the information presented by Panel 2 to be fair and balanced
- I found the information presented by Panel 2 to be clear and easy to understand
- I learned a lot from Panel 2
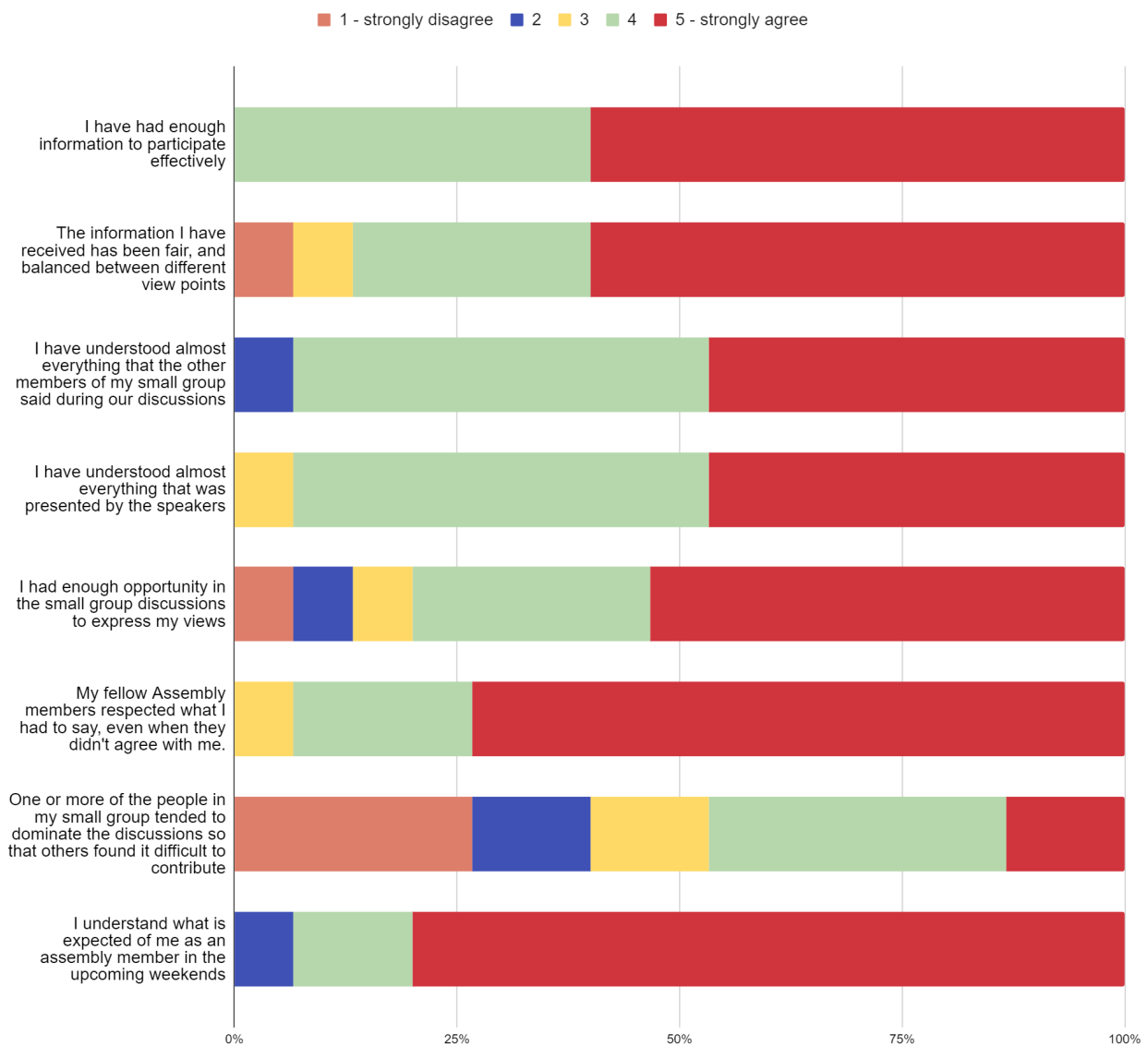
X-axis: 0% 25% 50% 75% 100%

122

The following section asks you about your impression of Panel 3 'How can health inequalities be addressed?'

The following section asks you about your impression of Panel 4 'How does the system currently work?'

124

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Statement	1 - strongly disagree	2	3	4	5 - strongly agree
I have had enough information to participate effectively				~40%	~60%
The information I have received has been fair, and balanced between different view points	~7%		~7%	~27%	~60%
I have understood almost everything that the other members of my small group said during our discussions		~7%		~47%	~47%
I have understood almost everything that was presented by the speakers			~7%	~47%	~47%
I had enough opportunity in the small group discussions to express my views	~7%	~7%	~7%	~27%	~53%
My fellow Assembly members respected what I had to say, even when they didn't agree with me.			~7%	~20%	~73%
One or more of the people in my small group tended to dominate the discussions so that others found it difficult to contribute	~27%	~13%	~13%	~33%	~13%
I understand what is expected of me as an assembly member in the upcoming weekends		~7%		~13%	~80%

(Bar chart axis: 0% — 25% — 50% — 75% — 100%)

125

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 3
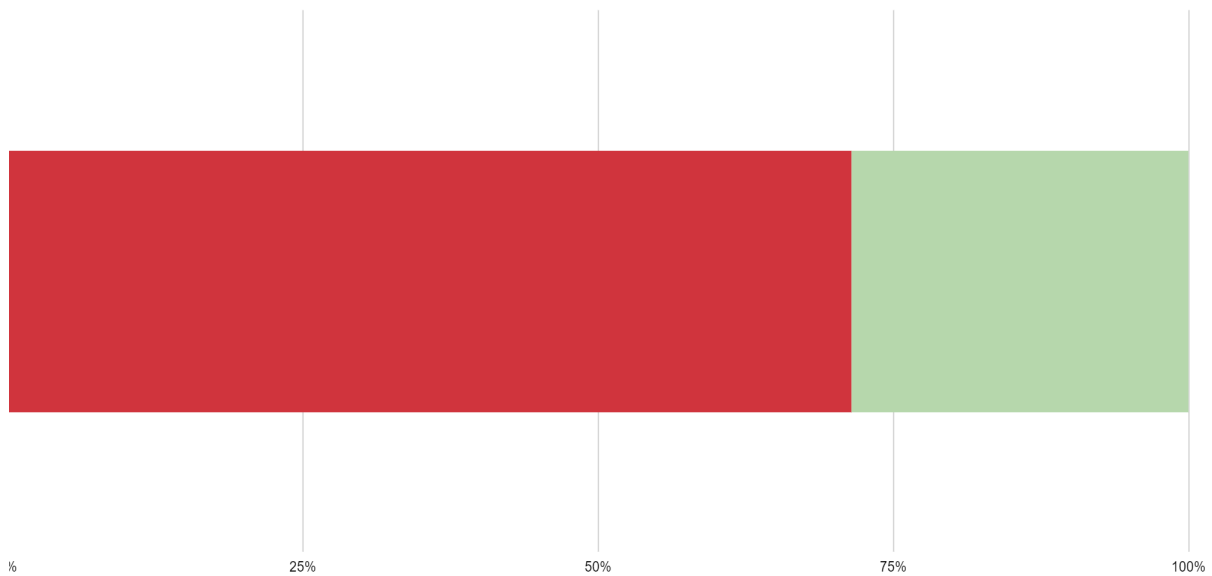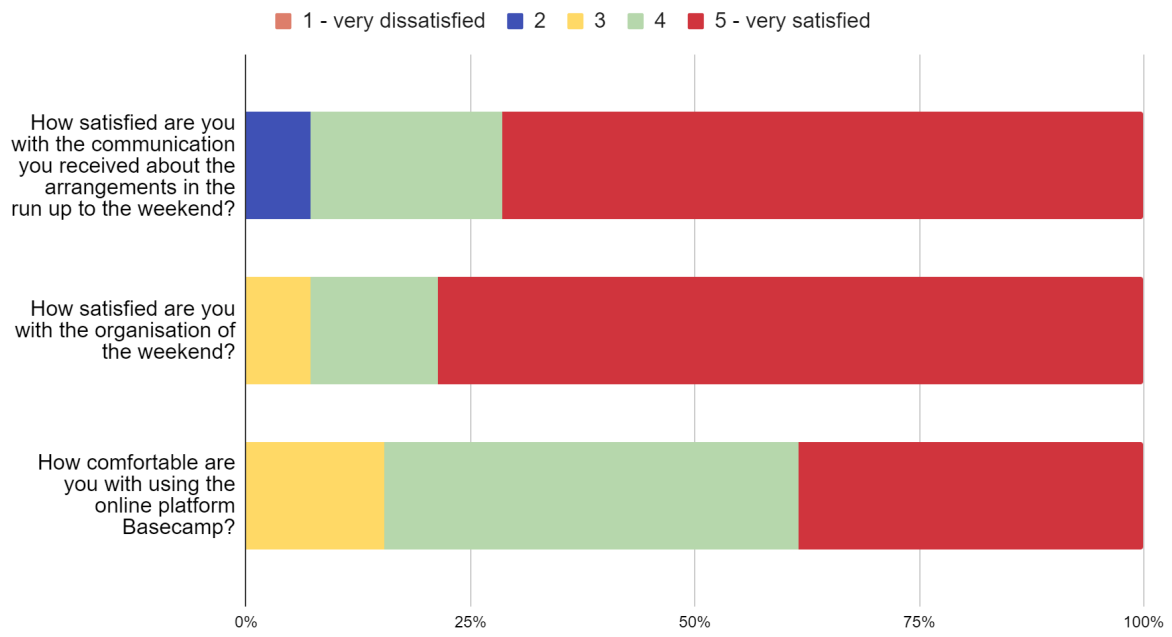
CLIMATE

Response rate: 70%

The following section is about the support you received to take part in the citizens' assembly
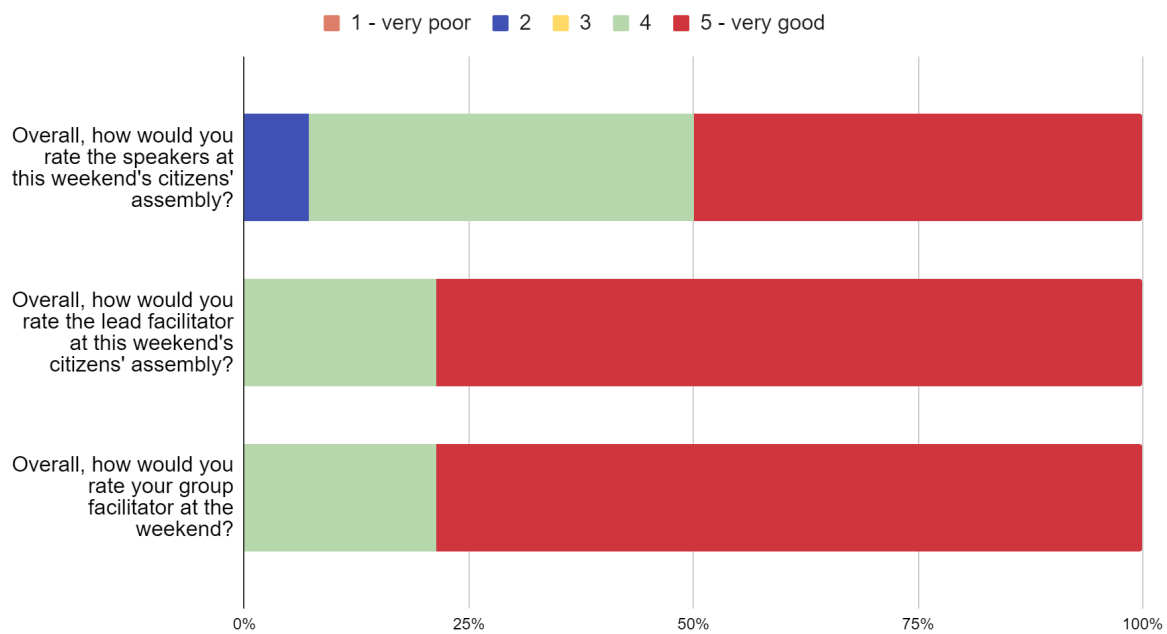
How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

Legend:
- ■ I didn't require any support between those weekends
- ■ I received all the support I needed
- ■ I received some of the support I needed
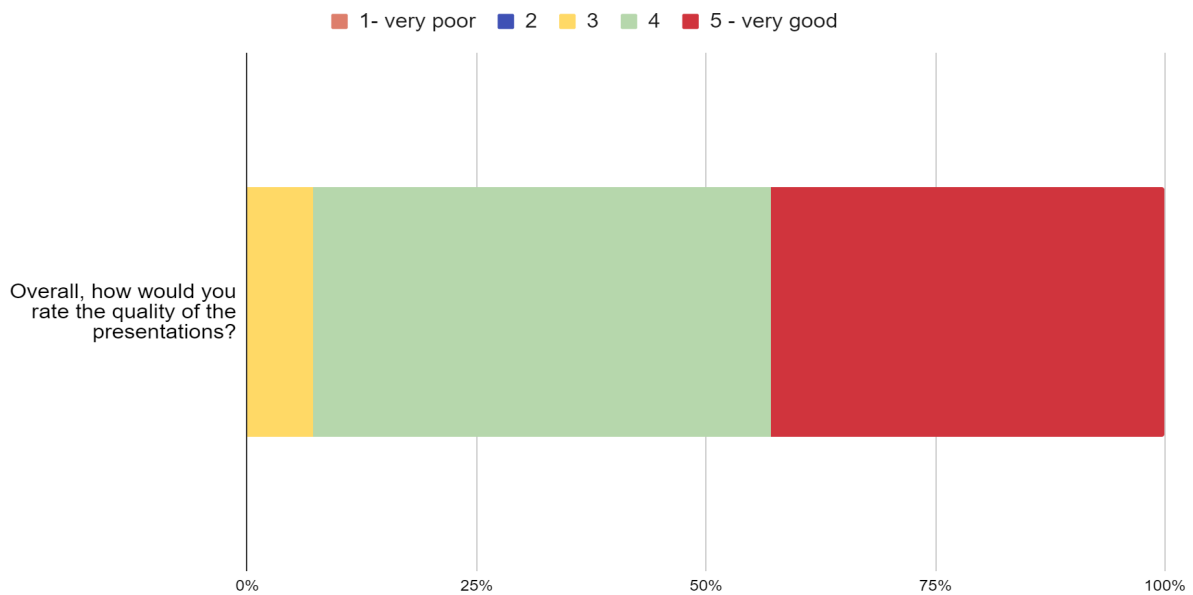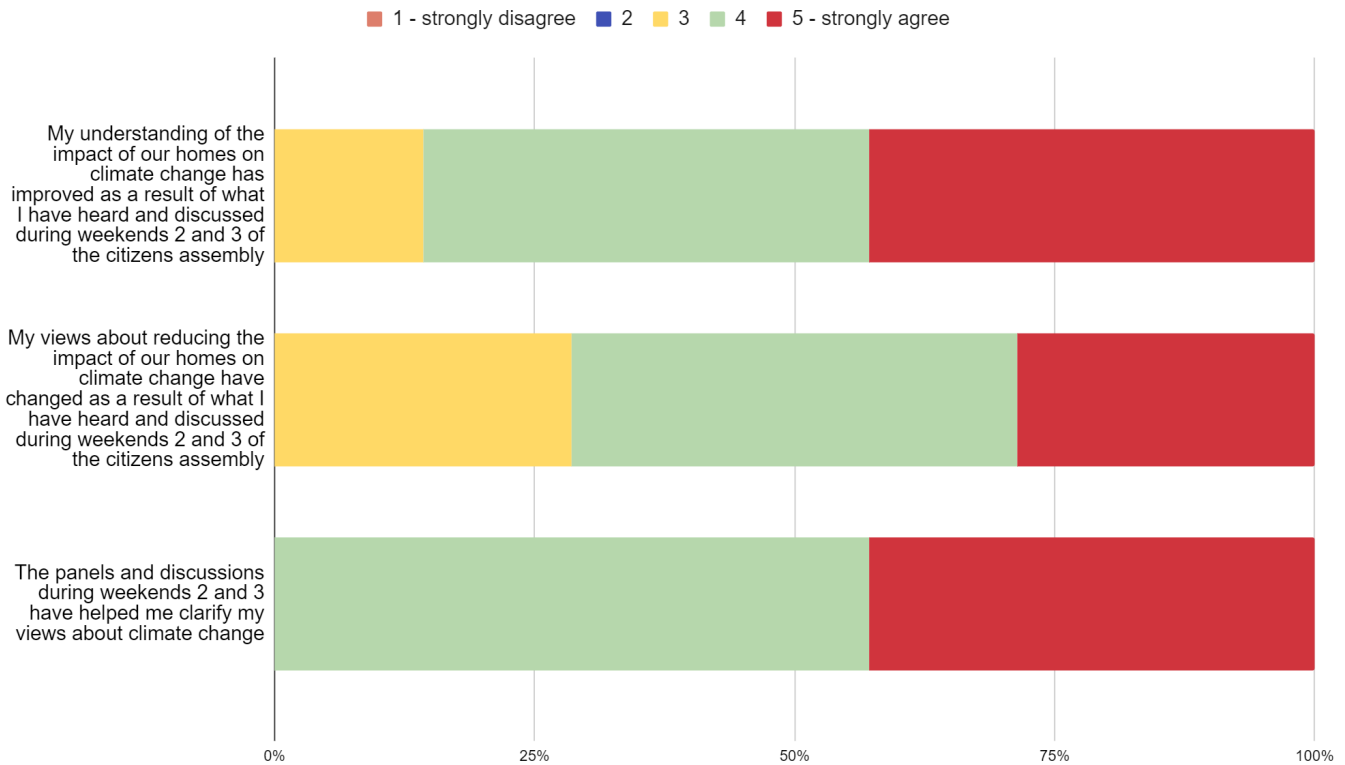- ■ I did not receive the support I needed

127

Legend: 1 - very dissatisfied | 2 | 3 | 4 | 5 - very satisfied

- How satisfied are you with the communication you received about the arrangements in the run up to the weekend?
- How satisfied are you with the organisation of the weekend?
- How comfortable are you with using the online platform Basecamp?

0%   25%   50%   75%   100%

128

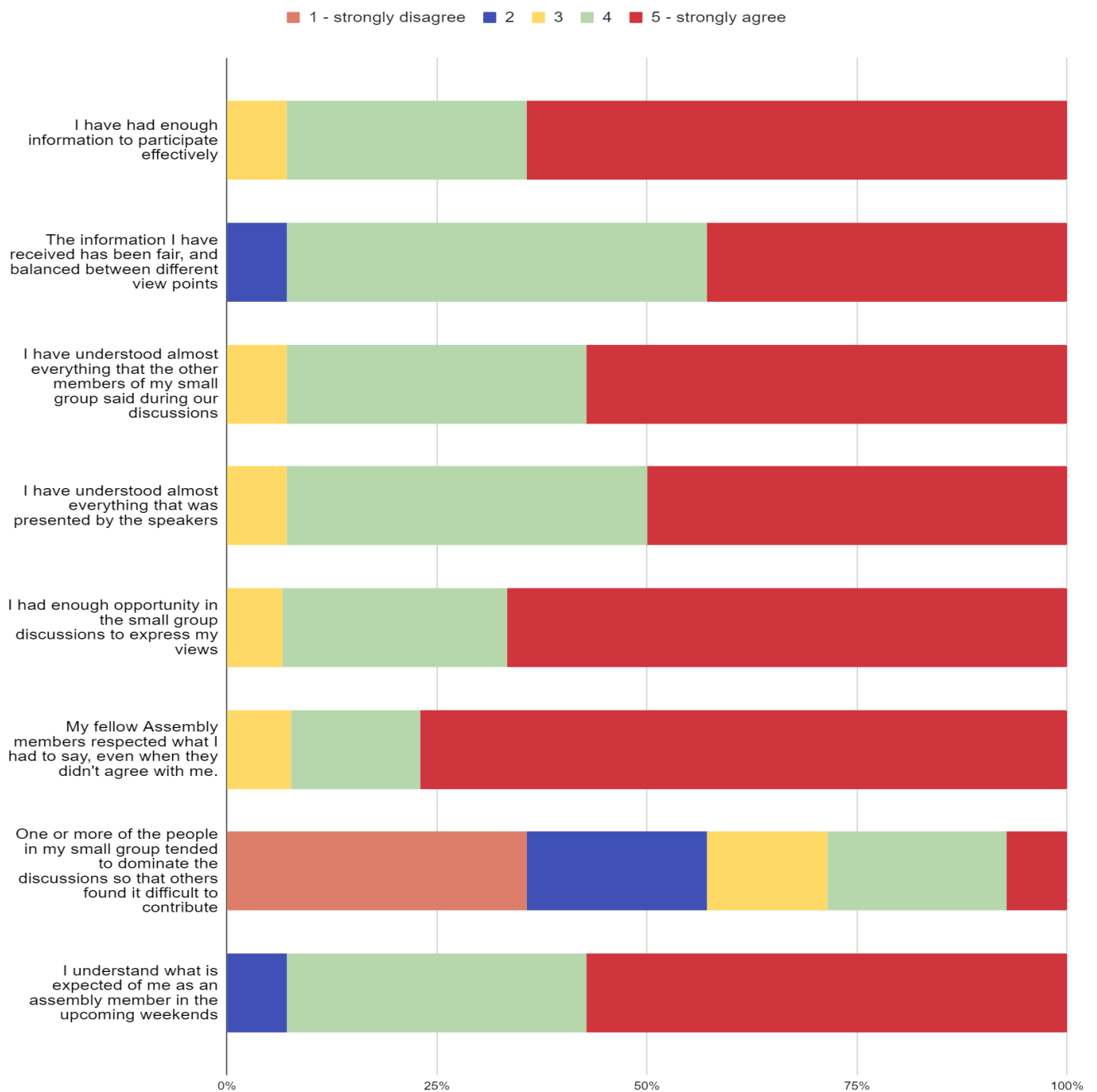# The following questions are about your overall impressions of this weekend

The following section asks you about your impression of the panel 'What are the steps towards effective action and how can we make it fair?'

1- very poor ■ **2** ■ **3** ■ **4** ■ **5 - very good**

1 - strongly disagree ■ **2** ■ **3** ■ **4** ■ **5 - strongly agree**

130
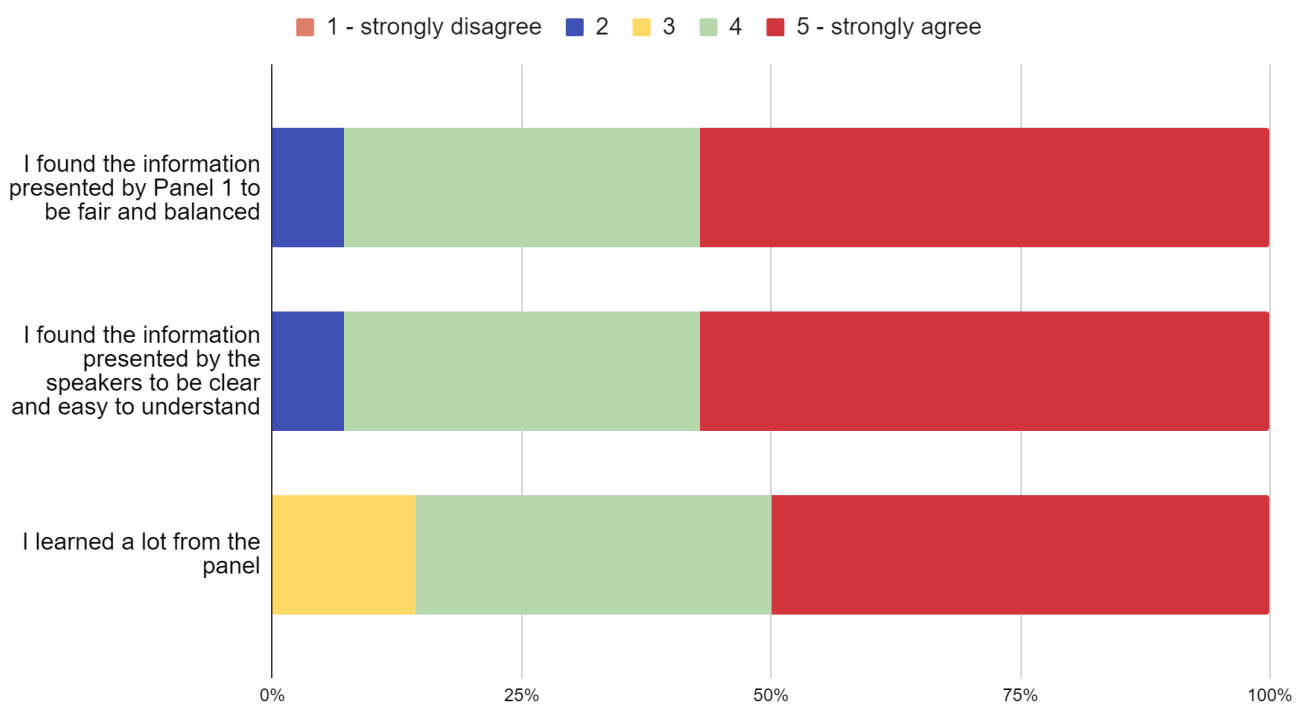
The following section asks about your views on the topic of climate change and home heating

Legend: 1 - strongly disagree · 2 · 3 · 4 · 5 - strongly agree

- My understanding of the impact of our homes on climate change has improved as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly
- My views about reducing the impact of our homes on climate change have changed as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly
- The panels and discussions during weekends 2 and 3 have helped me clarify my views about climate change

131

The following section asks about your experience participating in the citizens' assembly this weekend

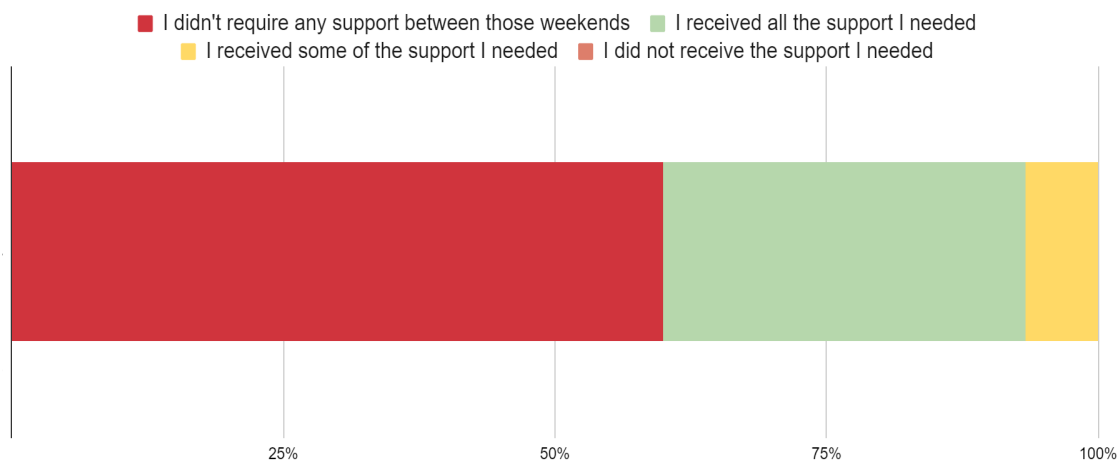Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Categories (top to bottom):
- I have had enough information to participate effectively
- The information I have received has been fair, and balanced between different view points
- I have understood almost everything that the other members of my small group said during our discussions
- I have understood almost everything that was presented by the speakers
- I had enough opportunity in the small group discussions to express my views
- My fellow Assembly members respected what I had to say, even when they didn't agree with me.
- One or more of the people in my small group tended to dominate the discussions so that others found it difficult to contribute
- I understand what is expected of me as an assembly member in the upcoming weekends

X-axis: 0%, 25%, 50%, 75%, 100%

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 3

TRANSPORT

Response rate: 75%

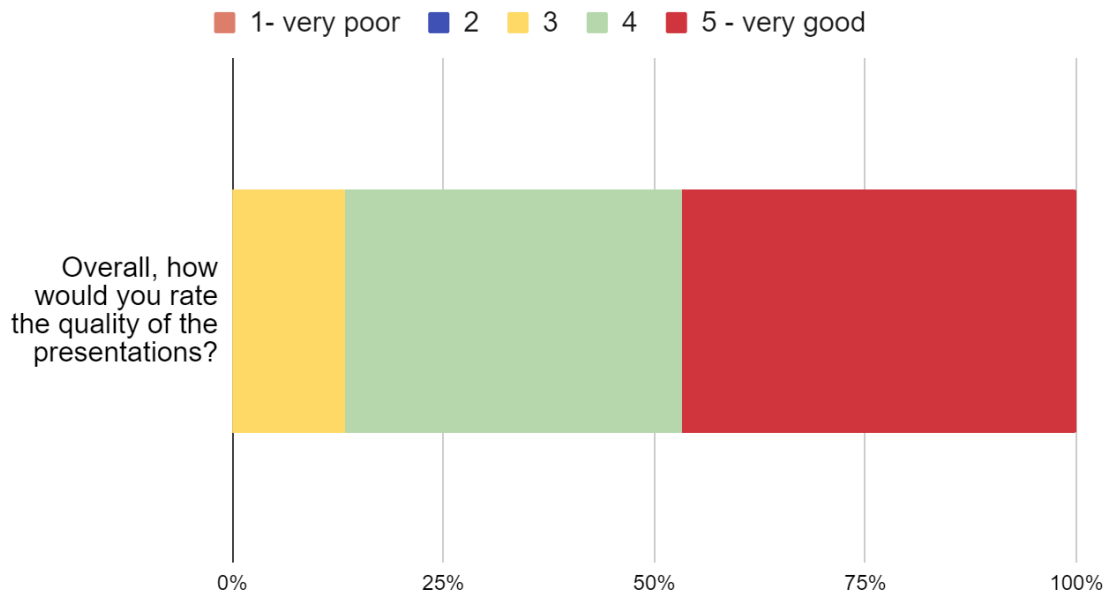# The following section is about the support you received to take part in the citizens' assembly

How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?
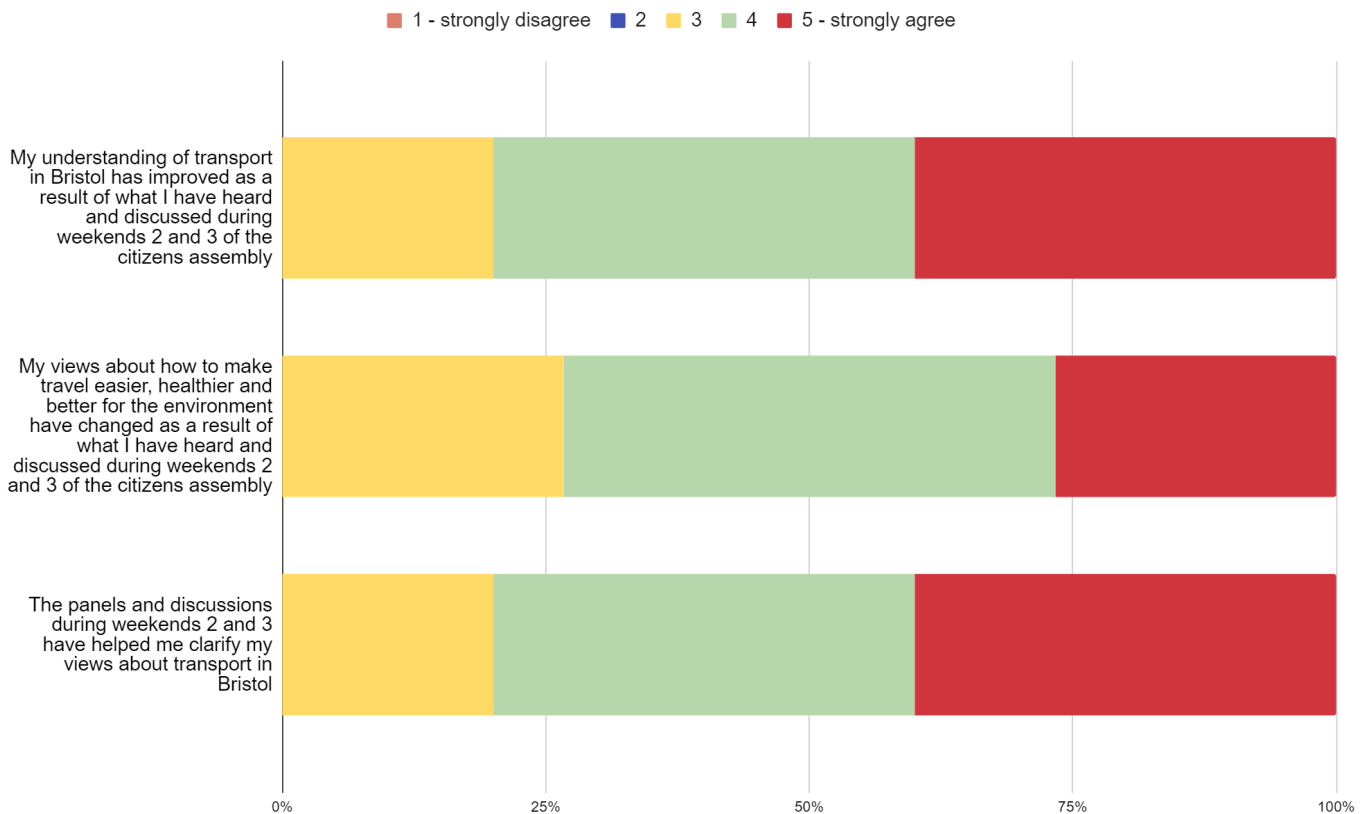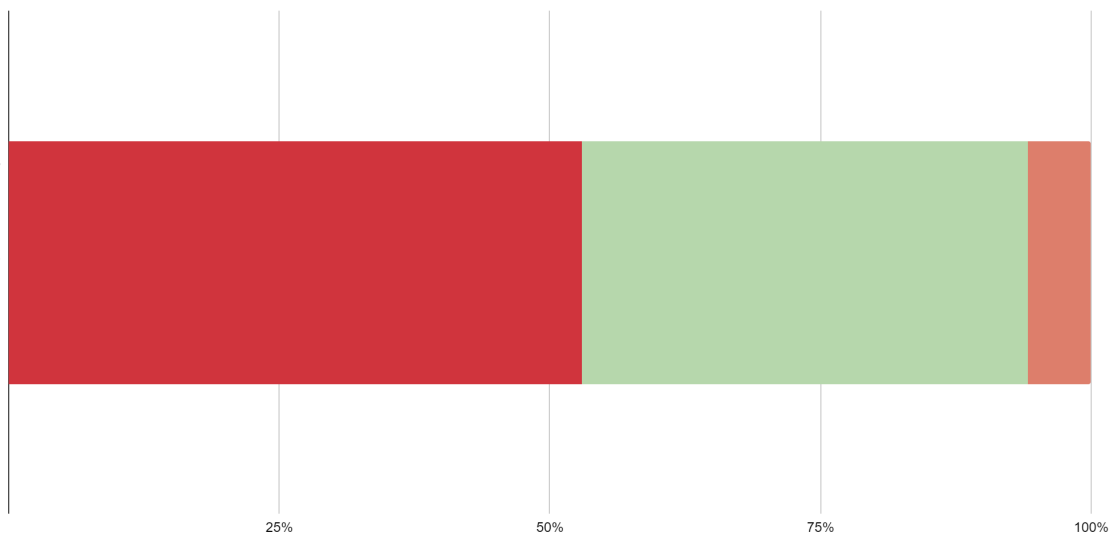

How satisfied are you with the communication you received about the arrangements in the run up to the weekend?

How satisfied are you with the organisation of the weekend?

How comfortable are you with using the online platform Basecamp?

134
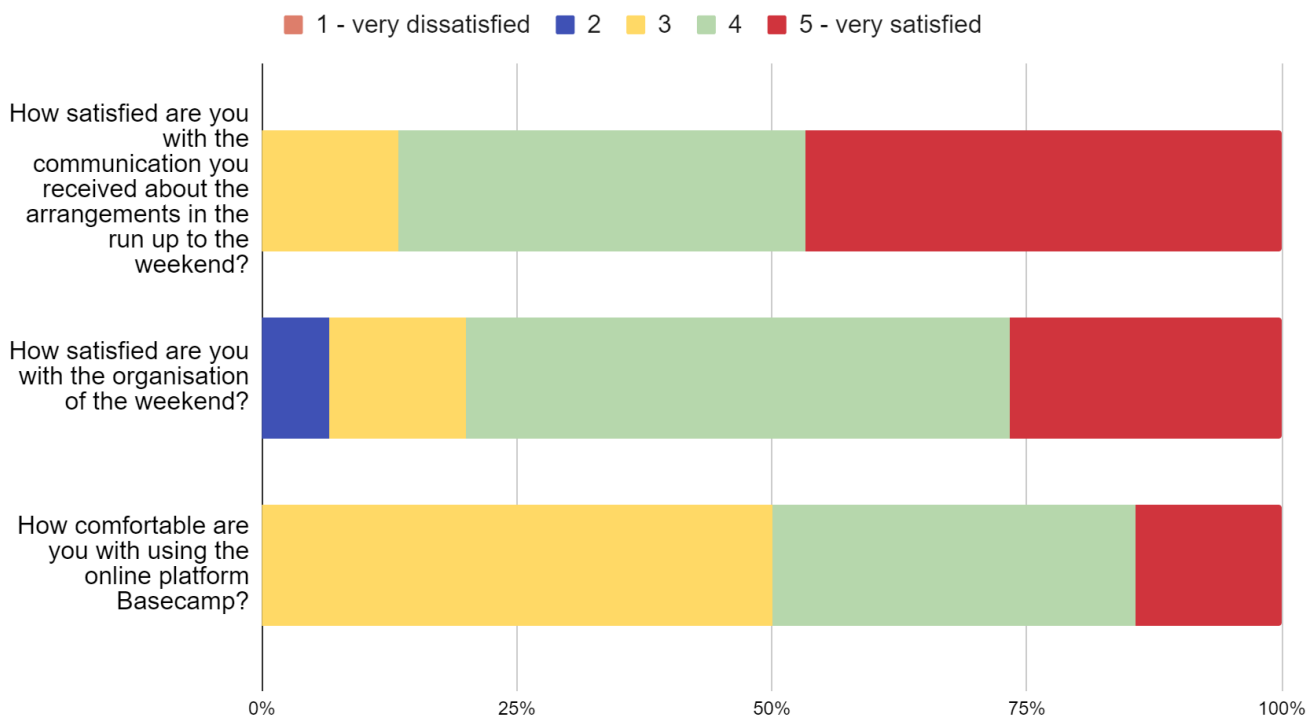
The following questions are about your overall impressions of this weekend
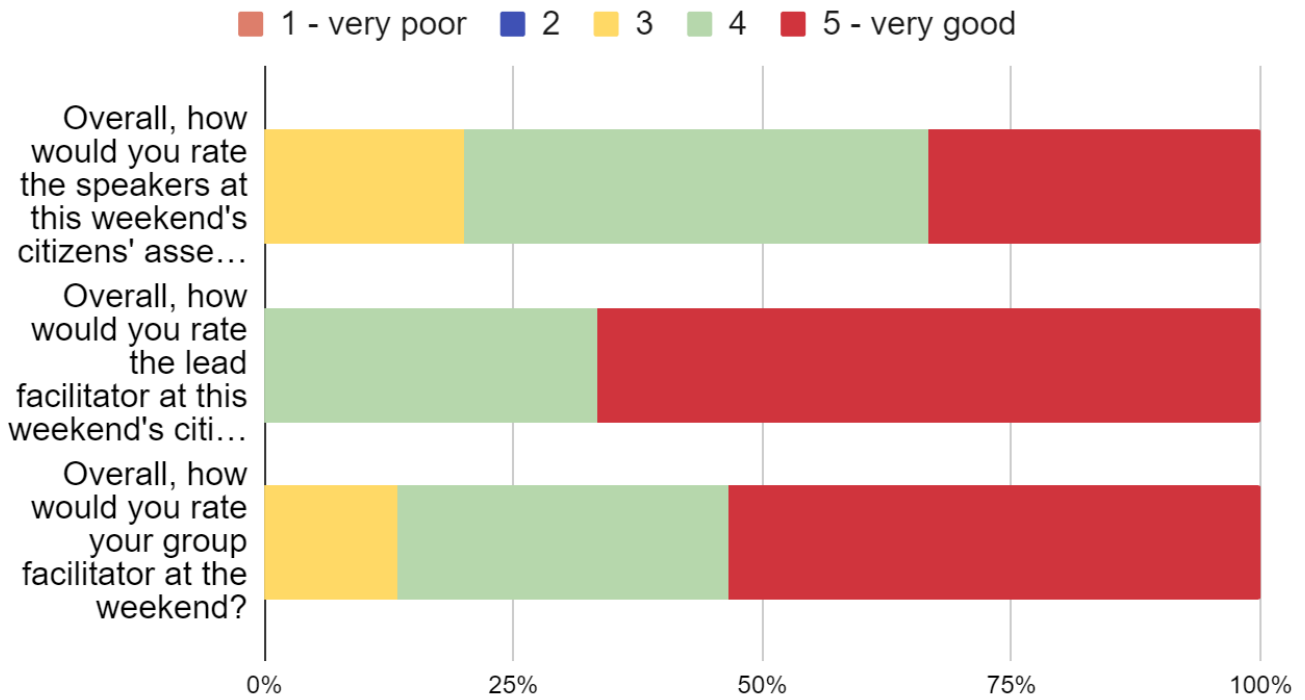
The following section asks you about your impression of the panel 'What would redesigning neighbourhoods mean in practice?'

Legend: ■ 1- very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Overall, how would you rate the quality of the presentations?

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

I found the information presented by Panel 1 to be fair and balanced

I found the information presented by the speakers to be clear and easy to understand

I learned a lot from the panel

136
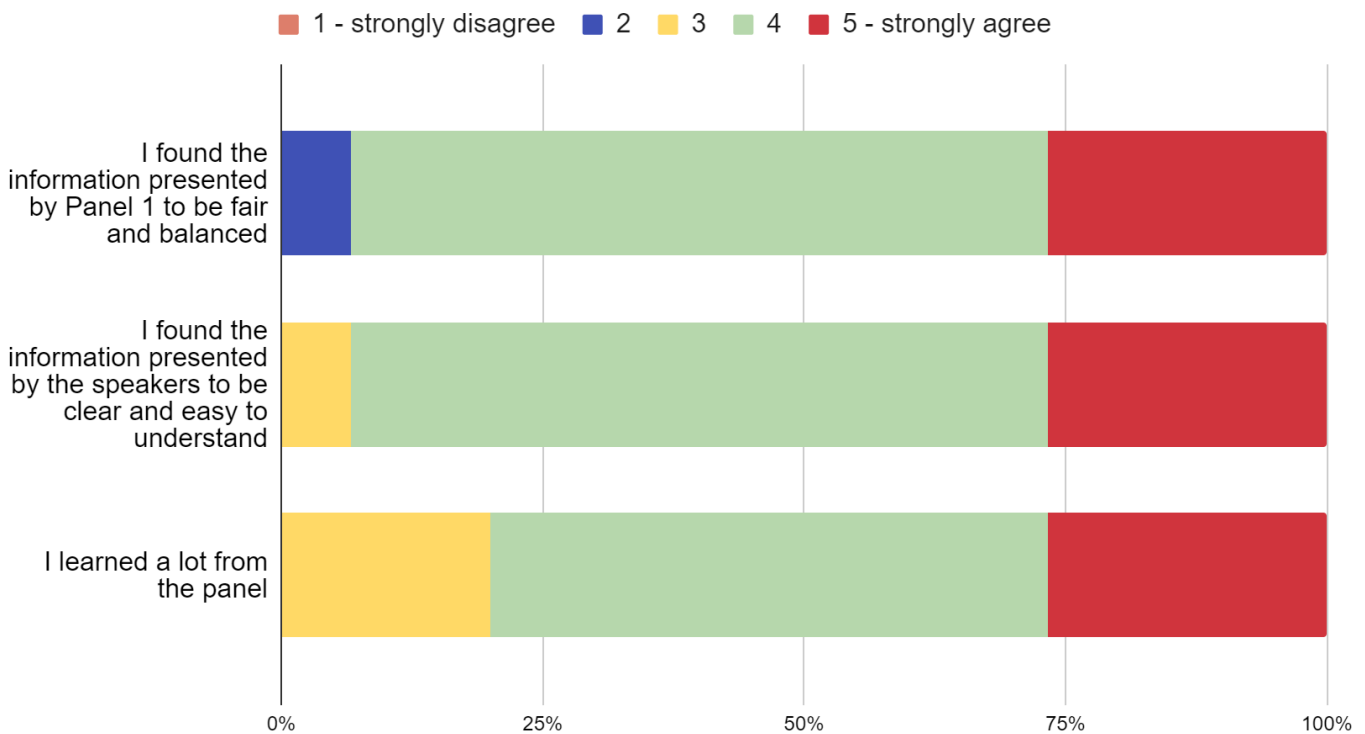
The following section asks about your views on the topic of transport and liveable neighbourhoods

Legend: 1 - strongly disagree | 2 | 3 | 4 | 5 - strongly agree

My understanding of transport in Bristol has improved as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly

My views about how to make travel easier, healthier and better for the environment have changed as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly

The panels and discussions during weekends 2 and 3 have helped me clarify my views about transport in Bristol

137

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 3

HEALTH

Response rate: 89%

The following section is about the support you received to take part in the citizens' assembly

How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

140

The following questions are about your overall impressions of this weekend

141
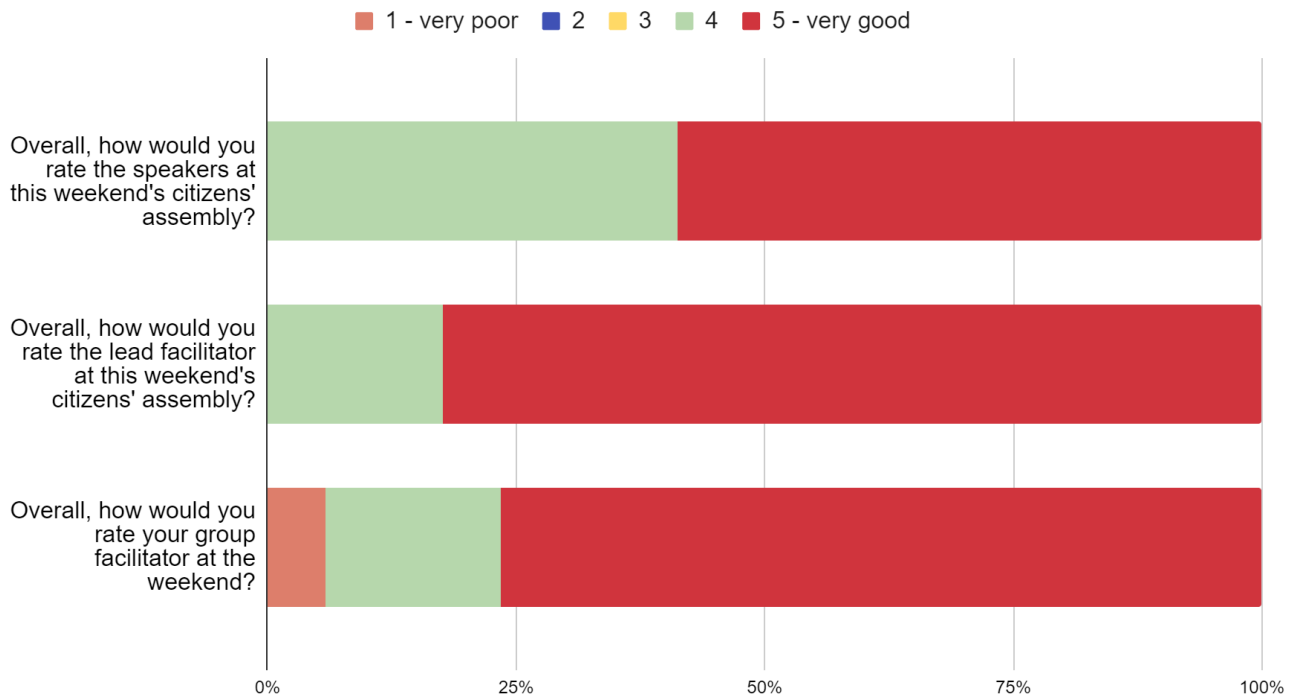
The following section asks you about your impression of the panel 'What could be done in Bristol to tackle health inequalities?'
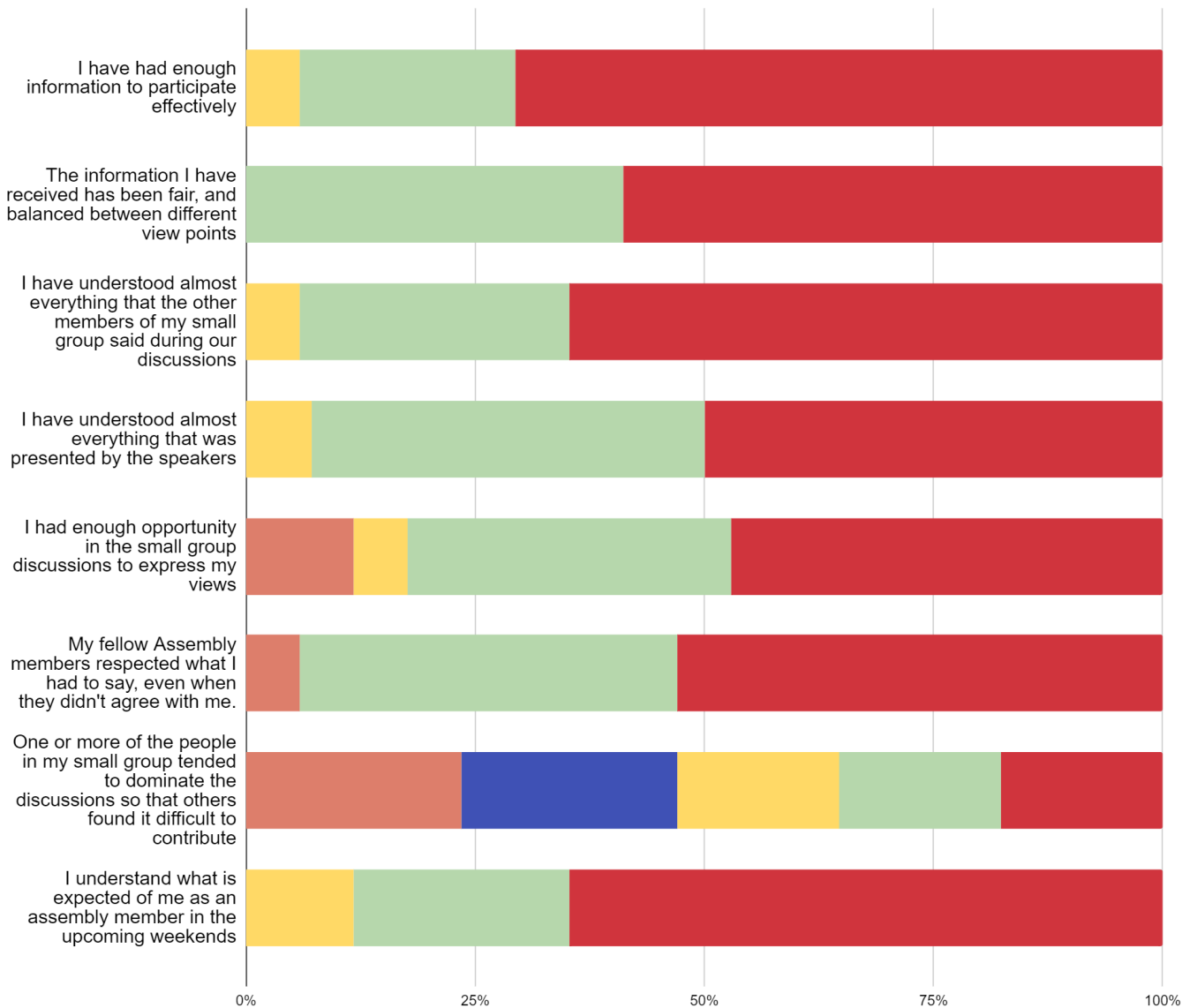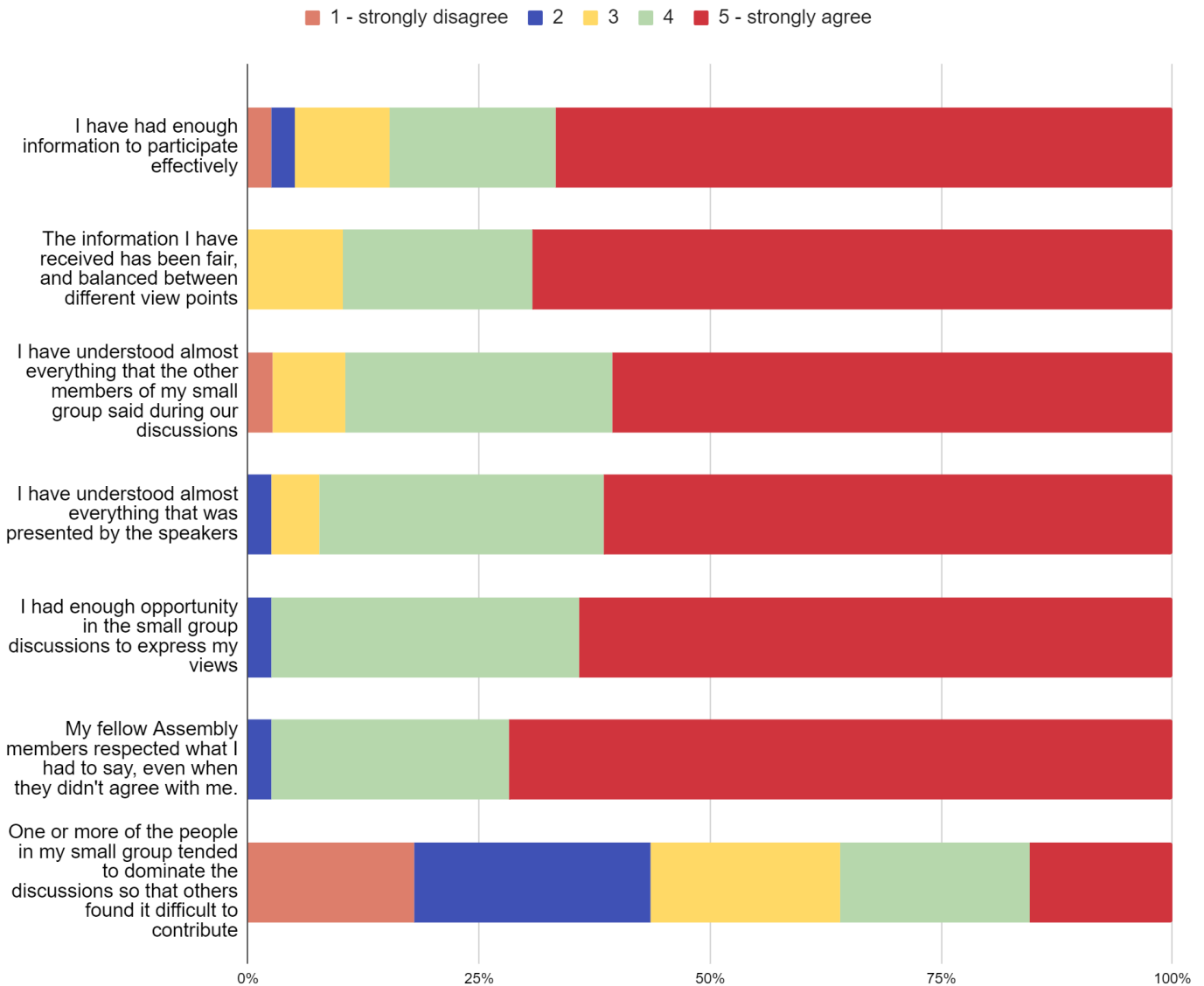

Legend: ■ 1- very poor ■ 2 ■ 3 ■ 4 ■ 5 - very good

Overall, how would you rate the quality of the presentations?

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

- I found the information presented by Panel 1 to be fair and balanced
- I found the information presented by the speakers to be clear and easy to understand
- I learned a lot from the panel

142
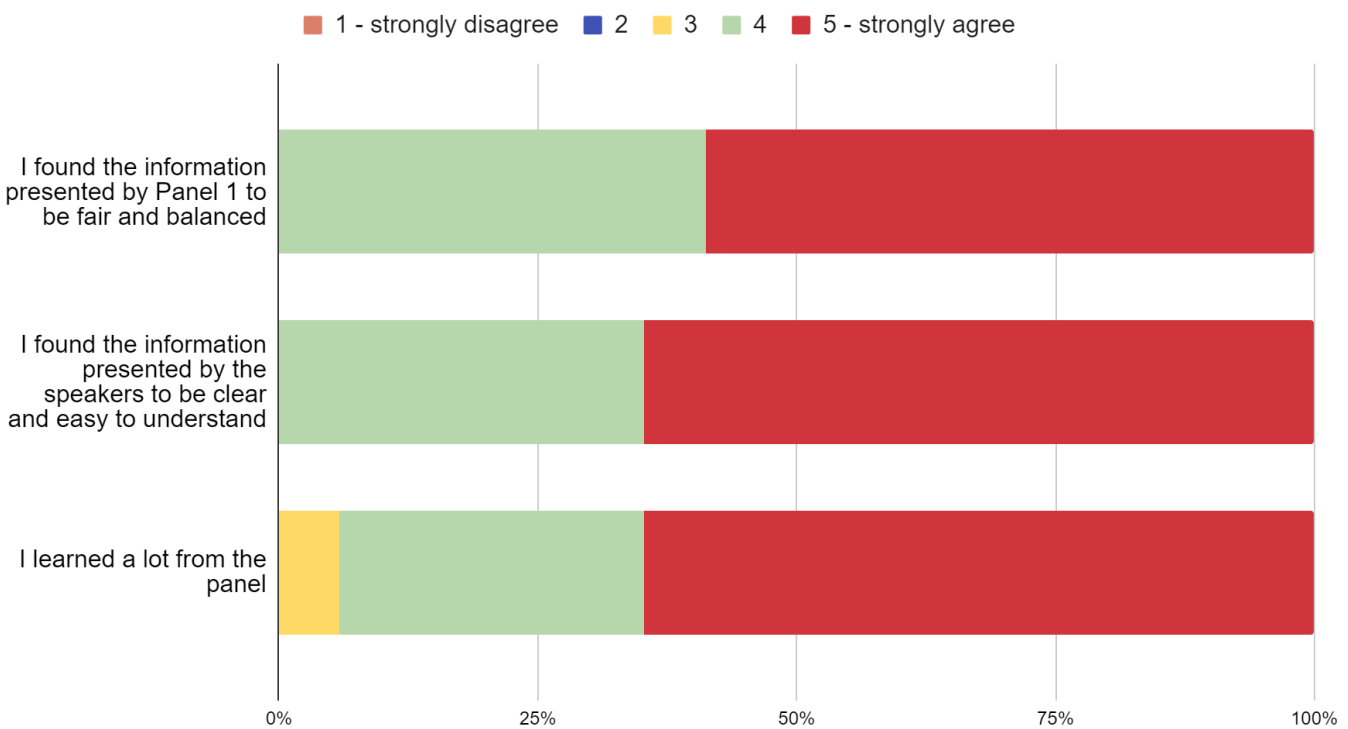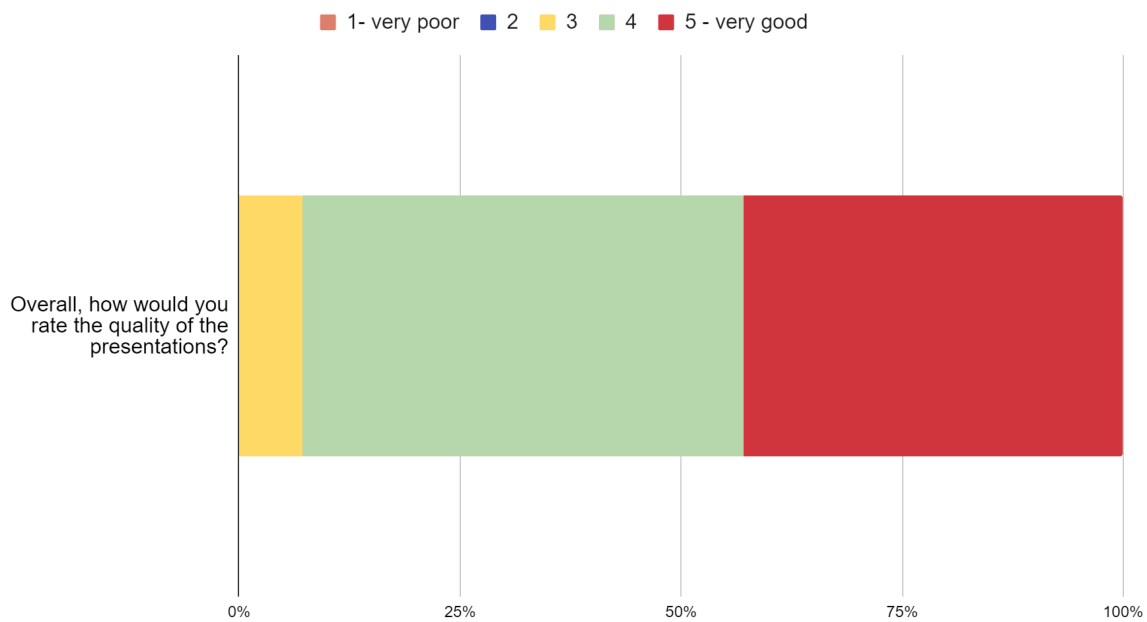
The following section asks about your views on the topic of health inequalities

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Chart showing responses to three statements, percentages from 0% to 100%:

- **My understanding of health inequalities has improved as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly**: 4 (green) ~24%, 5 - strongly agree (red) ~76%

- **My views about how to tackle health inequalities have changed as a result of what I have heard and discussed during weekends 2 and 3 of the citizens assembly**: 3 (yellow) ~6%, 4 (green) ~47%, 5 - strongly agree (red) ~47%

- **The panels and discussions during weekends 2 and 3 have helped me clarify my views about health inequalities**: 3 (yellow) ~6%, 4 (green) ~29%, 5 - strongly agree (red) ~65%

143

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: 1 - strongly disagree, 2, 3, 4, 5 - strongly agree

Bristol Citizens' Assembly - Member Experience Questionnaire | Weekend 4

Response rate: 67%

The following section is about the support you received to take part in the citizens' assembly

How satisfied are you with the support and assistance provided by the organisers at Involve between the last weekend and this weekend?

Legend:
- ■ I didn't require any support between the weekends
- ■ I received all the support I needed
- ■ I received some of the support I needed
- ■ I did not receive the support I needed

Legend:
- ■ 1- very dissatisfied
- ■ 2
- ■ 3
- ■ 4
- ■ 5 - very satisfied

How satisfied are you with the communication you received about the arrangements in the run up to the weekend?

How satisfied are you with the organisation of the weekend?

How comfortable are you with using the online platform Basecamp?

0%   25%   50%   75%   100%

146

The following section asks about your experience participating in the citizens' assembly this weekend

Legend: 1 - strongly disagree, 2, 3, 4, 5 - strongly agree

Categories (top to bottom):
- I have had enough information to participate effectively
- The information I have received has been fair, and balanced between different view points
- I have understood almost everything that the other members of my small group said during our discussions
- I have understood almost everything that was presented by the speakers
- I had enough opportunity in the small group discussions to express my views
- My fellow Assembly members respected what I had to say, even when they didn't agree with me.
- One or more of the people in my small group tended to dominate the discussions so that others found it difficult to contribute

147

The following section asks about your previous involvement in local decision making.

Did you fill in the Your City Our Future survey in August/ September 2020?

Legend:
- Yes
- No
- Don't know

- 28.2% (Yes)
- 41.0% (No)
- 30.8% (Don't know)

148
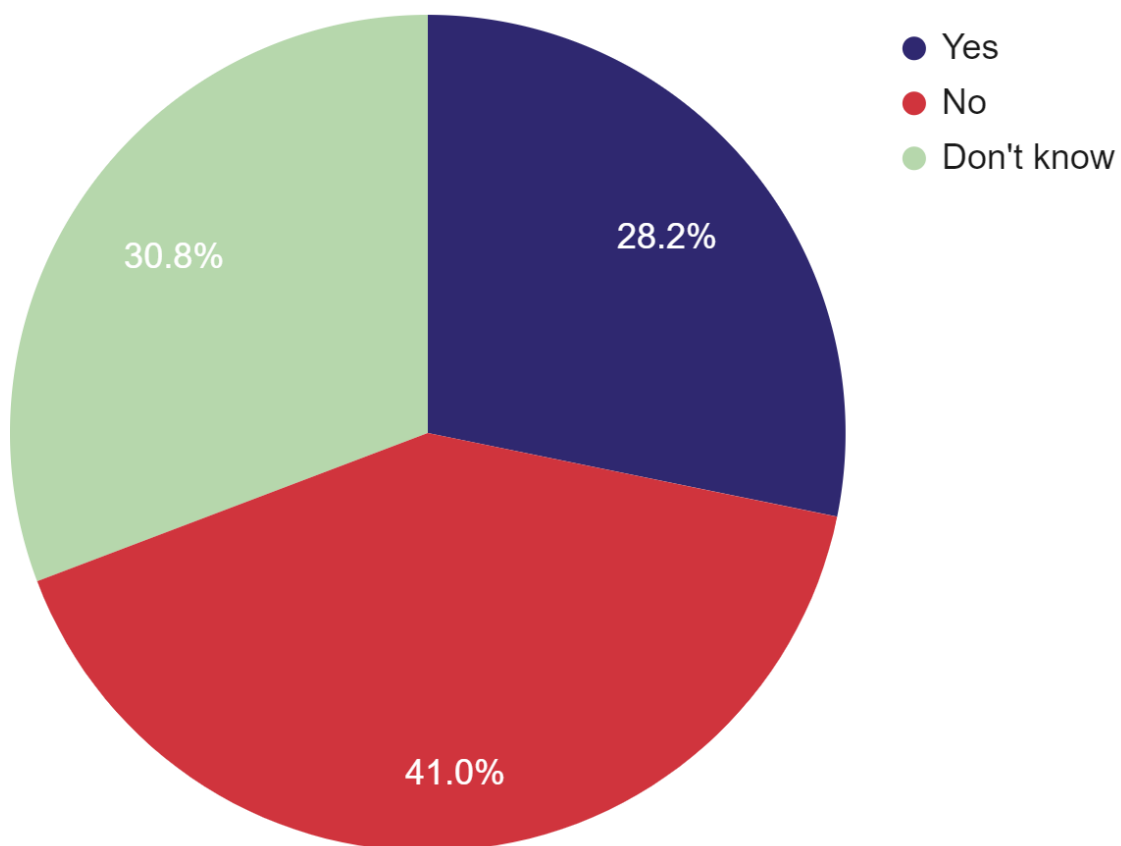
Have you taken part in any other council consultation or engagement survey in the last 2 years?

Legend:
- Yes
- No
- Don't know

17.9% Yes
71.8% No
10.3% Don't know

149
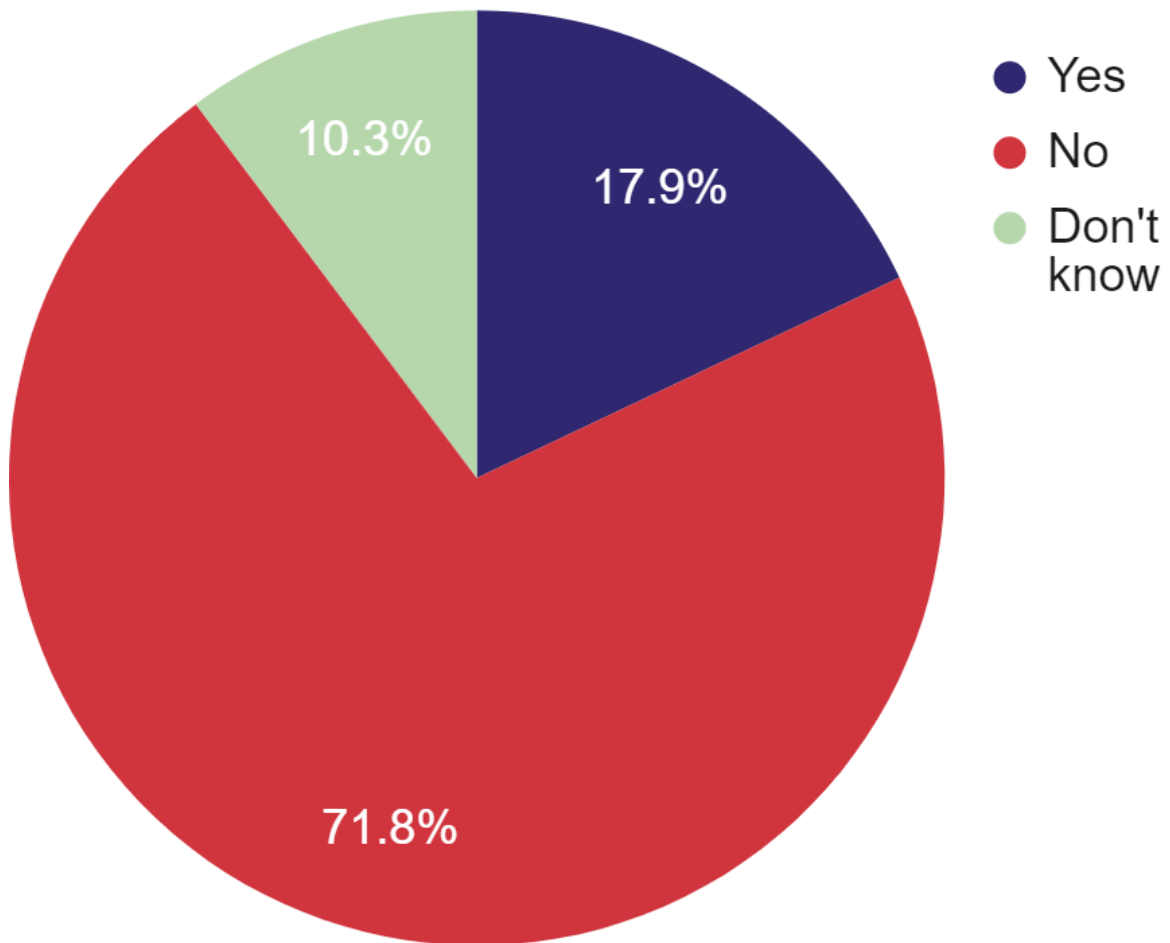
Have you contacted your ward Councillor in the past 2 years?

- Yes
- No

17.9%

82.1%

150
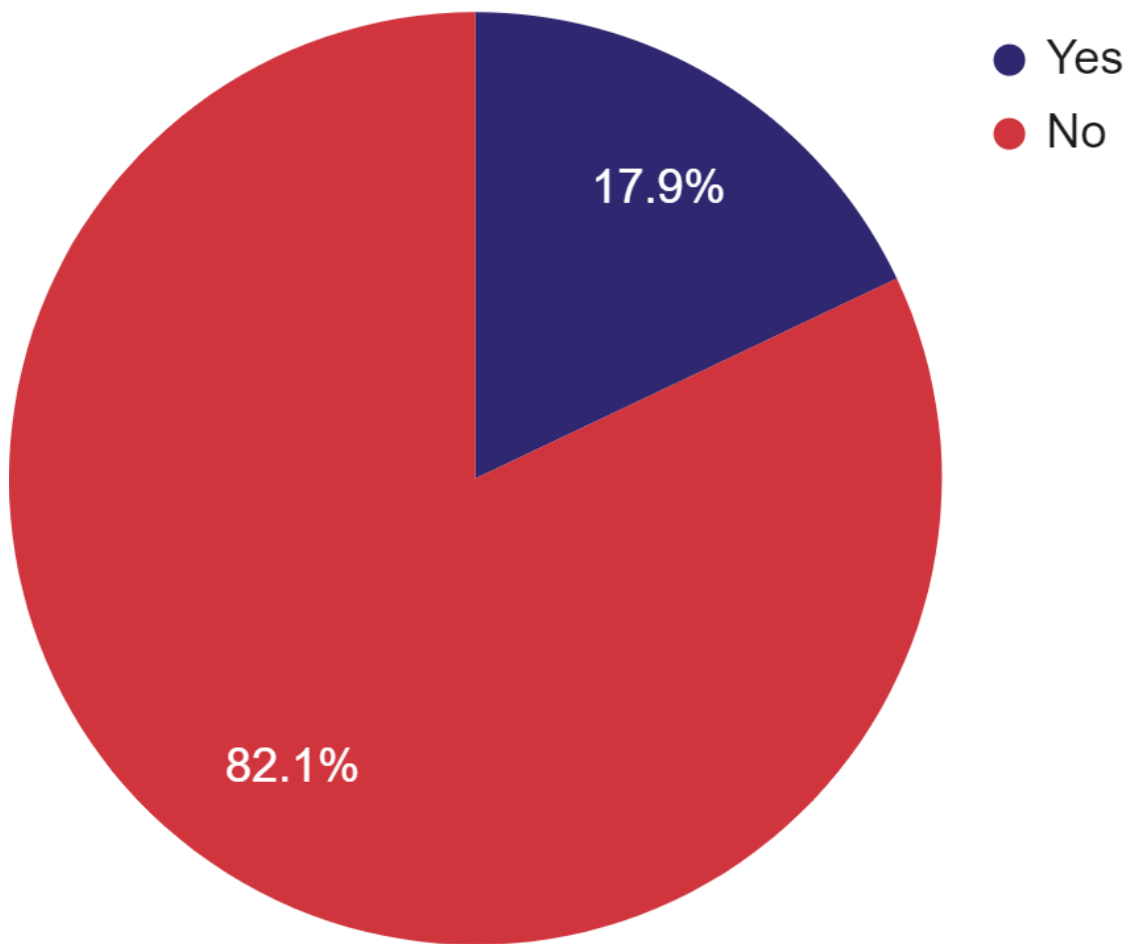
Have you attended or watched any council-run meetings in the last two years (such as Mayor's Question Time, Cabinet, or Full Council meetings, or the City Gathering)?

Yes 10.3%

No 89.7%

151
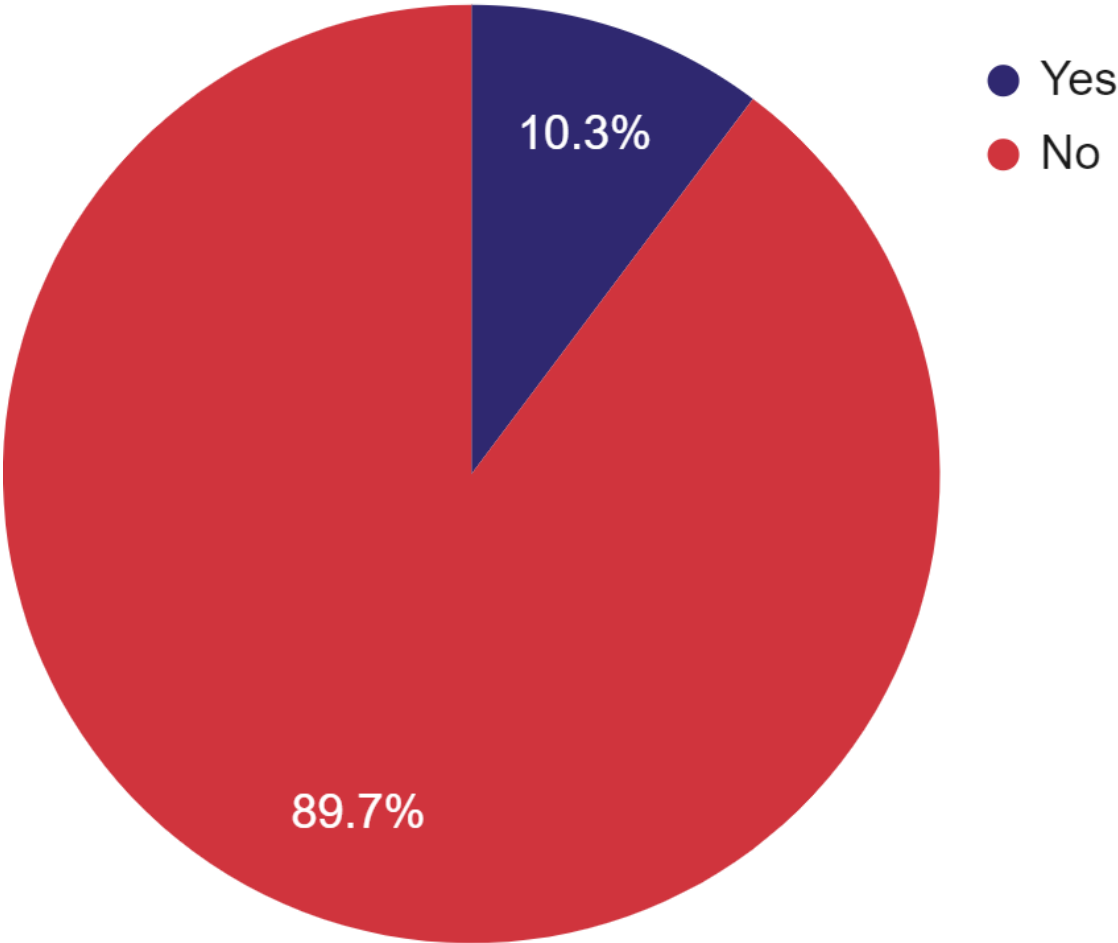
Have you voted in any local elections in the past five years (for Mayor, local Councillors, or the Police and Crime Commissioner)?

- Yes
- No
- Don't know

2.6%

20.5%

76.9%

152
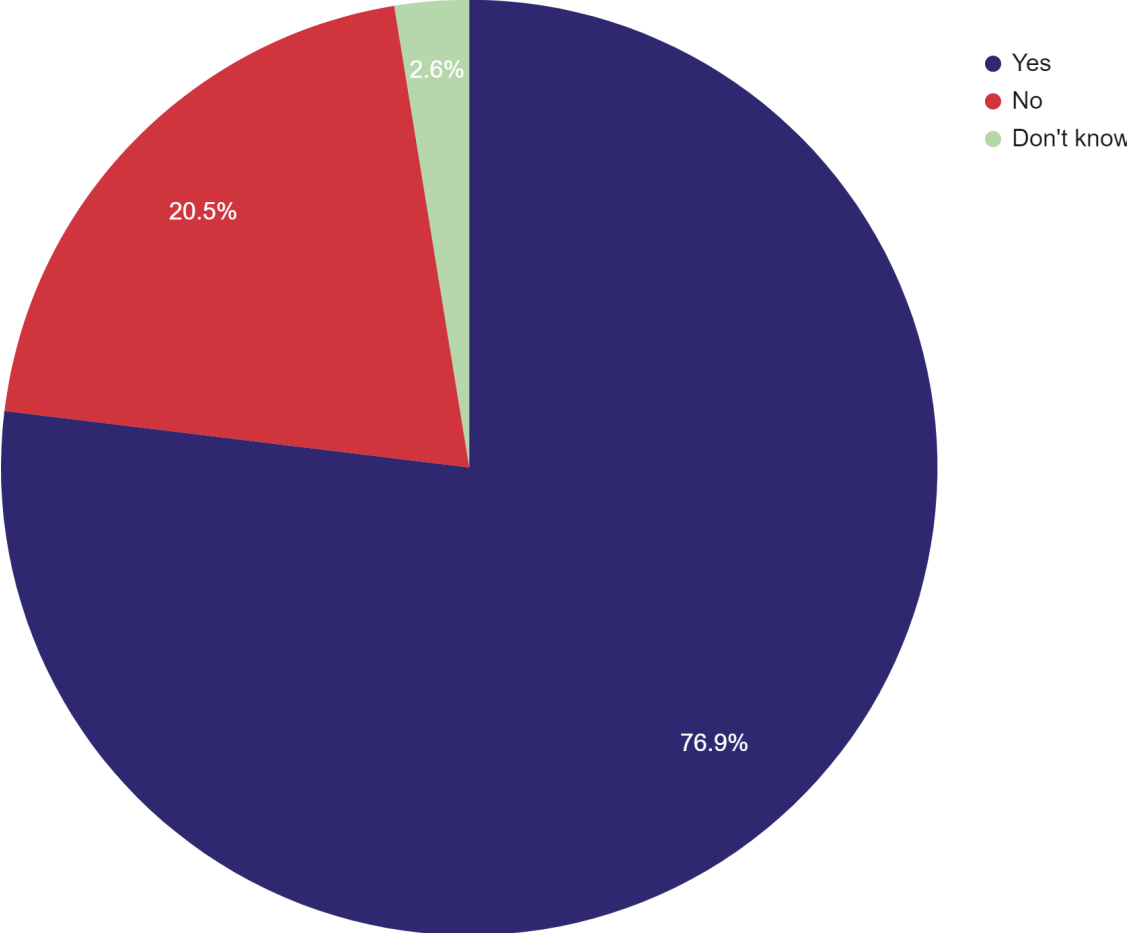
The following section asks about your attitude to citizens' assemblies and future involvement in local decision-making
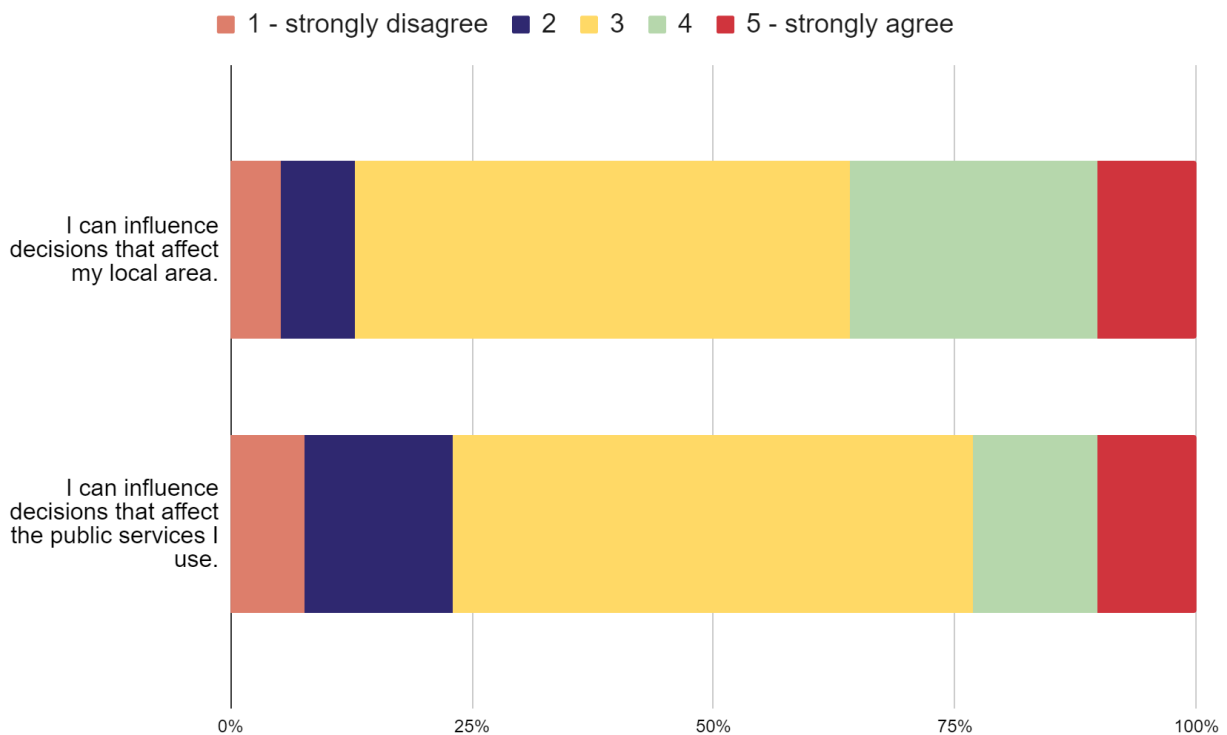
153

Processes like citizens' assemblies should be used more by Bristol City Council to inform their decision making

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

Taking part in this citizens' assembly has made me want to be more involved in other aspects of decision making that affect my local area

Legend: ■ 1 - strongly disagree ■ 2 ■ 3 ■ 4 ■ 5 - strongly agree

154

Taking part in this citizens' assembly has made me feel more confident to engage in decision making that affects my local area.

Legend: 1 - strongly disagree | 2 | 3 | 4 | 5 - strongly agree

I think there will be improvements as a result of this citizens' assembly.

Legend: 1 - strongly disagree | 2 | 3 | 4 | 5 - strongly agree
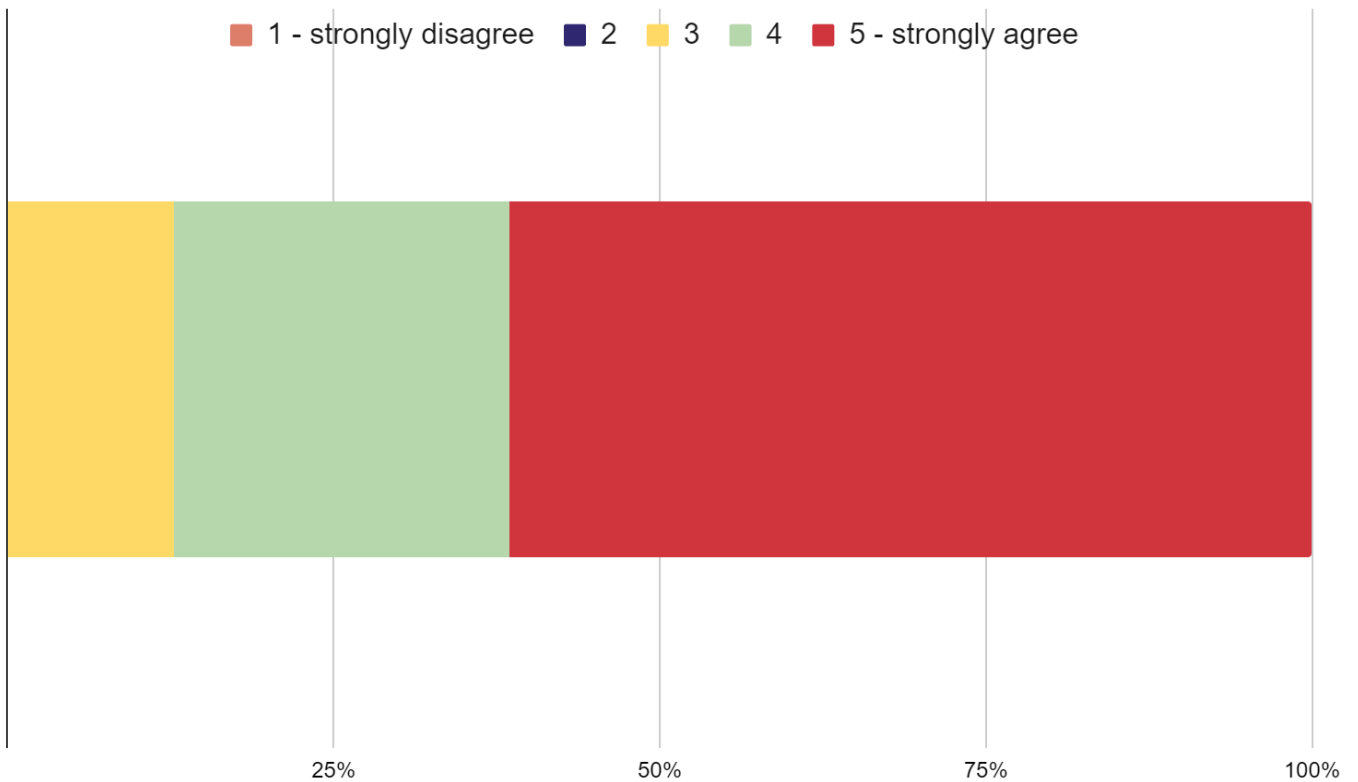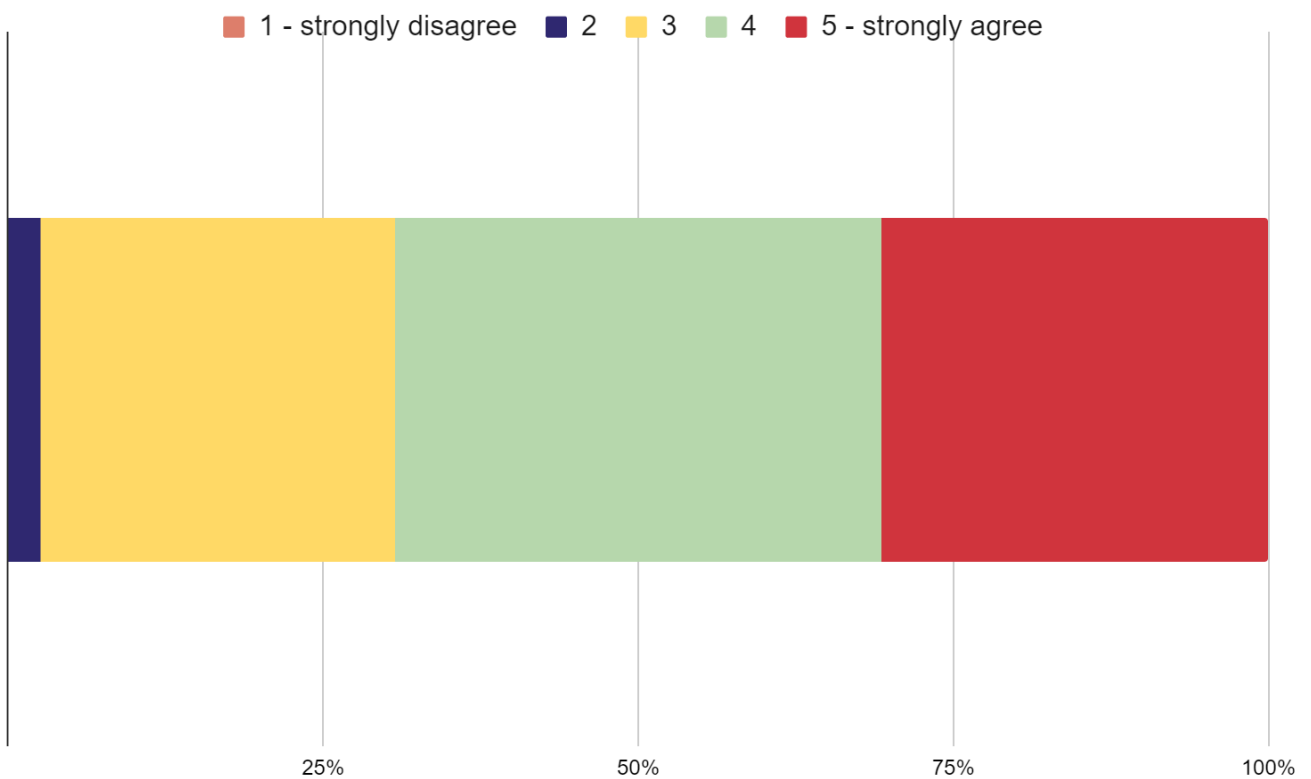
Has your involvement in the assembly made you more or less likely to take part in council consultations or engagement surveys?

Legend:
- More likely
- No change

5.1%

94.9%
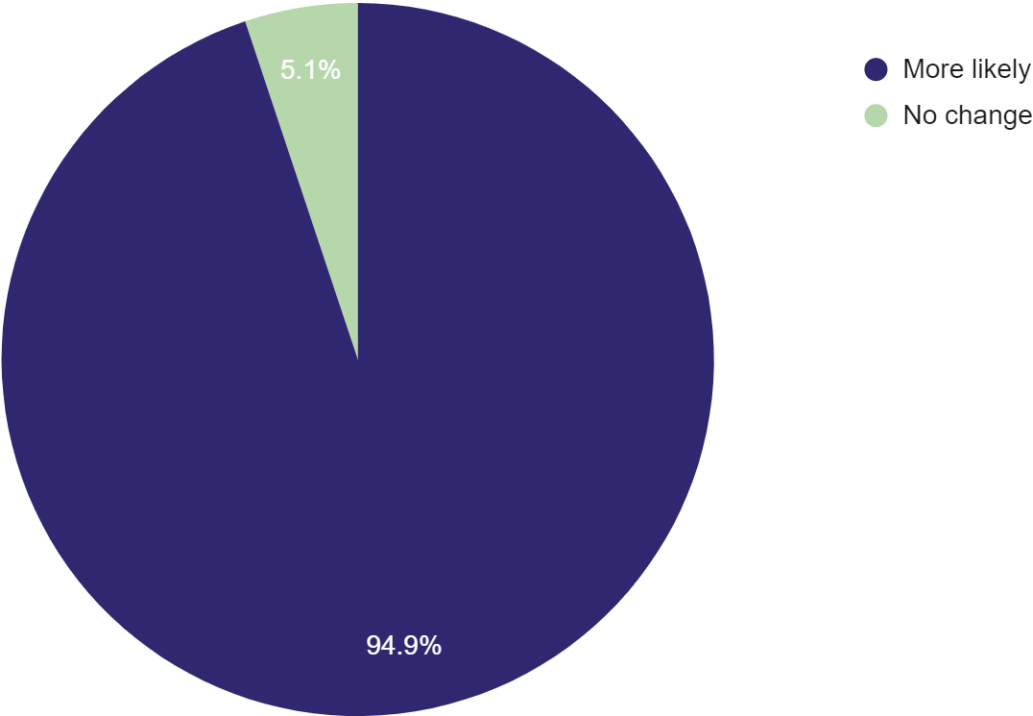
Has your involvement in the assembly made you more or less likely to contact your ward Councillor?

Legend:
- More likely
- Less likely
- No change

- 29.7% (No change)
- 5.4% (Less likely)
- 64.9% (More likely)

157
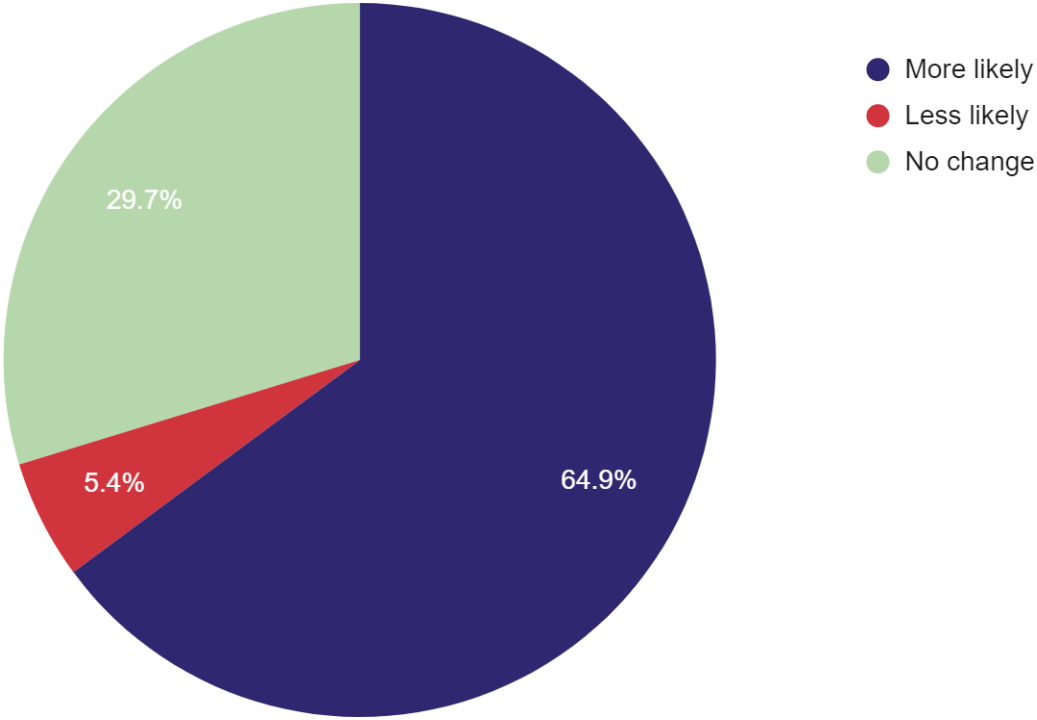
Has your involvement in the assembly made you more or less likely to watch or attend council-run meetings (such as Mayor's Question Time, Cabinet, or Full Council meetings, or the City Gathering)?

- More likely
- Less likely
- No change

30.8%

66.7%

158
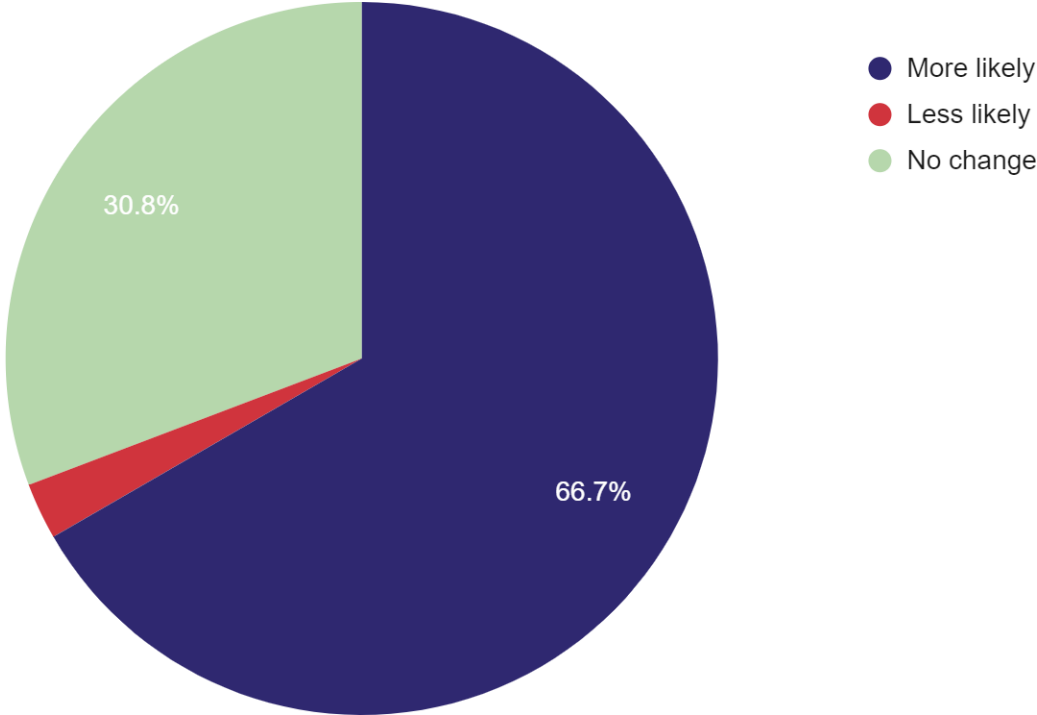
Has your involvement in the assembly made you more or less likely to vote in local elections (the next local elections for Mayor, local Councillors, and the Police and Crime Commissioner are taking place on 6 May 2021)

Legend:
- More likely
- No change

48.7%
51.3%

159
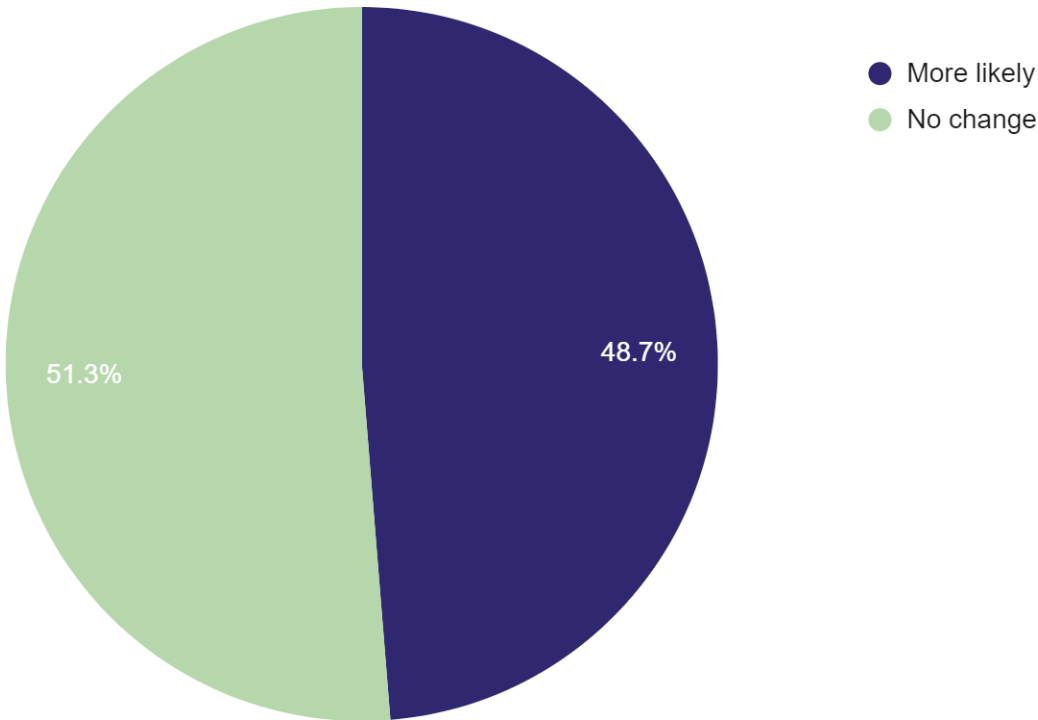
Appendix 4

Additional comments on recommendations

Assembly members were given the option to include a comment about each of the recommendations to accompany their vote. Those comments are below in full, organised by whether they accompanied a vote in support, in opposition or abstaining on a particular recommendation, where relevant.

How do we rapidly reduce the impact of our homes on climate change?

Recommendation 1: Council is to lead on training and upskilling the workforce by securing investment, ensuring high standards, harnessing innovation and making the most of local creativity and entrepreneurship such that the green industry is measurably prepared to carry out required improvements within 5 years.

Comments supporting Recommendation 1:

- I believe the rationale for this makes it essential, the targets cannot be met without the industry training and infrastructure.

- I think possibly mentioning career changing and adult career advice to the actions? I want to change my career and am really struggling with advice. The government website is garbage.

- Could this be tied into the recommendation in health for employment opportunities?

- Training opportunities are important to help with unemployment post COVID

- Feasibility of this manifesting in 5years.

Recommendation 2: Council to take leadership and responsibility for meeting its emissions targets in the housing stock by working in partnership with the business, education and community sectors, creating a programme of implementation to drive community changes.

Comments supporting Recommendation 2:

- One of the areas where the council is not joined up in its approach to retrofitting housing stock is between people wanting to upgrade their energy performance of their homes (ie external wall in insulation, windows and heat pumps) yet being in a conservation area whereby council policy is extremely restrictive on changes to the appearance of buildings. This affects a significant number of Bristol's housing stock, with 30% of Bristol covered by a conservation area, often the most dense parts of the city (most of the inner city). The council needs to clean up it's advice on this and for conservation to accept that to improve housing stock there is a compromise that will change the appearance of buildings and that change when viewed in the round is

160

not a negative. Apart from this there are other aspects such as the council advocating and educating as well as helping to identify finance available (as per another recommendation). The council needs to look at all the barriers to owners of homes (whomever that may be) such as information, finance and red tape.

● Unsure about the impact of other private businesses and schools but it could be fascinating.

Recommendation 3: Create innovative financing options including grants, and/or loans to support home owners and landlords to improve the energy efficiency of every home in Bristol.

● remembering there are many unscrupulous landlords out there and a lot of people's mental health suffers as a result.

● The initiatives must consider that first time buyers like myself living in 1 up 1 downs are not going to want to be here forever and therefore do not want to take out long term loans. Therefore, there must be a system that the loan / improvement gets passed on when the house is bought. For me it would be too risky to assume that the loan will be paid for in increase in house value and I would be put off taking out a loan.

● Considering how awful and expensive the rental market is for Bristol, I do not want any loophole to exist that means a landlord can pass those expenses for house improvement to their tenants.

● Distinction needs to be made between landlords who operate as a business and landlords with for example, one property they let. Thresholds could be developed to determine if a loan or grant is more appropriate depending on the number of properties owned / income yield.

● I think that this is incredibly important to ensure that everyone is able to AFFORD to be part of the solution.

● Def needed

● "I don't agree with means testing. Those on higher incomes can afford to pay big heating bills and not invert in retrofit. Environmental improvements are too important. Consider a grant system based on m2 capped at a certain size. Therefore smaller properties are fully covered by a grant and bigger partially. This will link to environmental damage and likely wealth. In the current world where jobs are so insecure means testing for capital support can quickly be irrelevant.

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- Improvements and companies must be accredited and underwritten by council, especially in wake of the current cladding crisis.

- Financing is going to be one of, if not the key issue for people in making sustainability improvements to their homes. During our group discussions, I was struck that everyone was pretty much on the same page, and quite willing to make big changes to their homes, and also happy to pay their way as much as they are able.

  But almost universally, people would be unable to afford large upfront payments in the thousands of pounds for heat source pumps, solar, etc., and people also felt it wasn't viable to ask everyone in the city to arrange and take on unsecured loans for this.

  A centrally-managed, equitably repaid, interest free loan option is going to be essential for a large proportion of people to be able to afford these changes we are all going to need to make to our homes.

- Need to be top priority and mandatory

- Elderly and vulnerable people will find it very stressful to make alterations to their homes and may be open to scammers. Can the Council not put pressure on elderly to do this and ensure that there is TV advertising to ensure that the possibility of scamming or bad workmanship is negligible and prosecuted?

- Way forward. Without interest. As most people have enough debts to deal with.

Recommendation 4: Reduce the fragmentation of all the different sustainability schemes and initiatives by creating and promoting an independent One Stop Shop that contains objective, trustworthy information, in order to provide support right through the process.

Comments supporting recommendation 4:

- With availability for those at less advantage of understanding.
- A climate change festival is a brilliant idea and very Bristol
- As long as it includes all local tradespeople who are accredited by the Council to avoid scamming, bad workmanship and protection for elderly and vulnerable.
- Might be helpful.

Comments opposing recommendation 4:

- Needs to be place based - different housing stock in different areas will have different needs.

Recommendation 5: The Council should introduce a set of tiered Bristol standards (tiers from minimum requirements to best practice aspiration standards) relating to energy consumption and efficiency for all retrofits, building improvements, developments and new

162

builds (domestic and commercial) that are clear and well communicated, and linked to planning regulations.

- This seems to fit with no 1 in that upskilling and training could sit alongside a set of standards to deliver to.
- All new builds should be fitted with energy efficient installations
- Along with the grants

- As a single woman homeowner, I am struggling to make national targets let alone any even harder localized ones.
- I feel this could add to an already confusing landscape
- The tiered standard might come across as a form of discrimination,but I think having a standardised expecting of efficient service for all is what matters irrespective.

- Use established national regulations rather than creating a local set
- This is needed, but this should really be set nationally and by an apolitical body. Building regulations don't really do this in a helpful way that the recommendation is calling for.

Recommendation 6: Develop a pilot programme for a street or neighbourhood to showcase what could be achieved if a citywide approach to reaching net zero was taken, with control, coordination and cooperation at a local level.

- This should be focussed in a deprived area and not Clifton or some affluent place that will look nice in the pictures. Support South Bristol and the areas that are continuously being forgotten or brushed over.

- I think this is the way with any big changes - the idea of pilot schemes be it housing, livable neighbourhoods or initiatives in health. Show that it works. make a case based on evidence on a small scale done really well and use this to support building a funding case for bigger ambitions that people/companies/awarding bodies etc. are excited to say they are a part of making happen.
- Should get on with all houses straight away rather than just focusing efforts on just one street
- Very good idea

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- If awareness and one stop programme is already involved,I don't understand how different it would be for a pilot programme. As these other two would also be at local level according to my understanding.

Comments from members who abstained from voting on recommendation 6:

- Such a scheme would need to be city wide, not in just one street, to have any effect

What changes should we make to our neighbourhoods to make how we travel easier, healthier and better for the environment?

Recommendation 7: Create an inclusive, transparent and accountable process where the council engages together with citizens, businesses and stakeholders to better communicate our climate commitments through a sustainable transport system.

Comments supporting recommendation 7:

- I think this could tie in well with recommendation 9 as a sub action
- Quite vague recommendation.
- With consideration for people in South Bristol and surrounding villages to be able to access Central amenities eg. Temple Meads and BRI, and access for emergency vehicles.

Comments opposing recommendation 7:

- It isn't SMART enough to achieve results by 2030
- A statement word salad with no clear aim. "Communicate climate commitments through a transport system" Total nonsense English. Looks like the word "inclusive" has just been thrown in there for the sake of it.

Recommendation 8: Urgently reduce air pollution levels caused by vehicle use to safe and legal levels

Comments supporting recommendation 8:

- Especially for our children in areas around the city where so many ethnic families live clubbed together in high rises. Asthma in children on the rise. Areas i.e, like Barton Hill / Hartcliffe should be areas where pedestrianised areas implemented
- There is so much that can be done that does not have to cost much. I was shocked at how much concrete space there was for the Temple Meads remodel (the roads around it and changes to traffic management) tear some of that up and stick flowers and trees and shrubs in there! There is so much!

164

- However, I'm not sure the recommendation was as well developed as others and i think it would happen naturally through other schemes like liveable neighbourhoods and reducing car use, prioritising other methods
- Introduce: walk to school group 'walking busses' lead by teachers and parents, shuttle busses or bicycle taxis to ferry people around the city, more rewards for cycling, and lift share website to offer car share opportunities every time someone gets in the car (sorry not sure which one this should be linked to)
- I support lowering levels, but the urgency has to take into account the lower income levels, particularly recovering financially from COVID restrictions so needs to be gradual.

Comments opposing recommendation 8:

- There are other urgent needs.

Recommendation 9: By 2030, make Bristol the best city internationally to travel around, by prioritising sustainable, safe, healthy, accessible alternatives to the car for all.

Comments supporting recommendation 9:

- I like the recommendation sentence, but the implementation actions need more thought; too cycle focused which doesn't meet a lot of peoples needs.
- love the ambition in this one - why not aim for the stars and we might hit the moon, hey?
- The recommendation on making the buses publicly owned was edited to remove reference to regulation at the last minute to make it more to the point - but the aim of the action should be clear: get public control over the buses through regulation and franchising, community owned bus companies or winning the changes needed to bring them into public ownership.
- Sooner if possible. And ensure city centre emissions ban doesn't create more traffic in areas further out of the city.
- Please be mindful that elderly and disabled, even if not registered disabled cannot walk far , stand or use bicycles. They rely on cars and would not be able to afford to buy an electric car as they are very expensive. South Bristol citizens usually have to travel through the city centre or further afield to work. Public transport, cycles and walking are not viable options in many cases.
- I feel that transport policy is the area where it is easiest to make positive substantive changes across the city for the good of all and the environment. I will vote for this recommendation as a priority but it is also the recommendation that I'm most disappointed with! It has a lack of ambition that fails to address the urgency required for change.

  Too often integrated traffic schemes fail because they try to accommodate the current use of cars too much. Other road users are required to 'get out of the way' until expensive infrastructure is provided. Cars MUST be made to share the road

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space with other users, it's really that simple! A 10mph speed limit or a no overtaking rule for motor vehicles would give other road users equal priority without being forced onto the pavement. This scheme is cheap and fast to implement and can be easily reversed if not successful. Only when it is faster to travel across the city using alternative transport will it become the popular option. If the aim really is to become the best city internationally then something radical is needed, there are cities that have been prioritising alternative transport for decades and are way ahead of Bristol.

- I think the best starting point would be to reimagine the M32 as suggested by one of the experts. A tunnel for cars, buses and green space in the roads place! A feasibility study please.

Comments from members who abstained from voting on recommendation 9:

- Cities in other countries with different urban situations and environments will not be suitable comparisons.
- Being a Bristol centric focus forgets people may need to drive out of Bristol and it should not be made difficult. Also cars can be needed for example disabled/elderly etc. Bristol has not put in place feasible alternatives but has made it very difficult to travel through Bristol which increases pollution as cars stuck in traffic. Before the RPZ commuters coming in to the city could use spaces for those commuting out – a good use of space.

  With the likely quick move to electric cars we should not go down a route of vilifying cars when they could become a cheap source (to the council as they are paid for by individuals) of environmental transport.

  However the public transport system should still be improved with a linked up public travel with a daily charge for using any public transport (buses/Severn Beach line) by debit/oyster card. Some form of 'tube map' would help simplify the routes.

Recommendation 10: Fundamentally reimagine the places we live so that they are people centred (i.e. create liveable neighbourhoods).

Comments supporting recommendation 10:

- love it; can we use shared local car rental schemes (A car rental for every street) so people can get rid of their cars.
- I raised a concern that while this is a wonderful idea and will work in many places, I live in an area of Stockwood that has no existing high street or hub of any kind. It is very residential with the nearest shops 20mins walk away. When I asked about considerations for these kinds of areas, I was fobbed off and told 'everywhere has something' before the facilitator moved on. I don't feel like the outer areas of Bristol have been considered when it comes to livable neighbourhoods.
- I think in all cases we should act with peoples needs in mind first and foremost.

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- I think shifting the balance so it is always in favour of making roads 'liveable' through blocking rat runs if residents want it is brilliant.
- It just makes so much sense.
- This is more of a urgency. Liveable neighbourhood. Bristol liveability is in a big mess in most council houses.

Comments from members who abstained from voting on recommendation 10:

- Being a Bristol centric focus forgets people may need to drive out of Bristol and it should not be made difficult. Also cars can be needed for example disabled/elderly etc. Bristol has not put in place feasible alternatives but has made it very difficult to travel through Bristol which increases pollution as cars stuck in traffic. Before the RPZ commuters coming into the city could use spaces for those commuting out – a good use of space.

  With the likely quick move to electric cars we should not go down a route of vilifying cars when they could become a cheap source (to the council as they are paid for by individuals) of environmental transport.

  However I would like greener more pleasant areas to live in - but just banning cars will lead to lots of empty tarmac which is of limited value.

- I have no idea what 'liveable neighbourhoods' are in this context.

Recommendation 11: Get people involved and engaged in the planning and implementation of transport initiatives. Make the process accessible, responsive and fun!

Comments supporting recommendation 11:

- Accessibility is key here. Not everyone has social media. I don't have Facebook. Make this something that can't be avoided or missed.
- community engagement in all 3 areas is a must and should happen across the board
- How many and how would 'people' be involved in such a scheme?
- There are some great actions in this recommendation that could easily sit in other Transport recommendations as well.
- Transport improvement festival can also join with Climate Change festival
- The elderly and vulnerable would probably not want or be able to participate in this, especially if it's online or out of their area. they would be the ones who would be ignored about the increase in bicycle lanes and reduction in car accessibility, particularly for hospitals and train stations.

Comments opposing recommendation 11:

- Do we just throw the word "accessible" in anywhere because it sounds good then?

Comments from members who abstained from recommendation 11:

- Not sure if the actions move this issue forward.

How should we tackle health inequalities in Bristol?

Recommendation 12: Prioritise a healthy and inclusive environment for all Bristol citizens and require businesses to act with corporate social responsibility

Comments supporting recommendation 12:

- Bringing big corporates that are slowly dominating areas of the city into a higher tax bracket/ contribution to healthier green areas. Rose gardens should be throughout the city.
- This should be embedded into all business practice across the city.
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- I was part of the group that drafted this recommendation and feel it lost its focus a little. Given more time I feel we could have moved it towards something more coherent.

Recommendation 13: Empower local communities in the decision making process to deliver the services and activities that they want in order to promote healthy lifestyle choices

Comments supporting recommendation 13:

- Involve all the Ethnic / BAME groups to speak at Citizens assembly initiatives
- Again, I think this crosses over and should apply across all recommendations as a given that community is at the heart of deciding changes being made.
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- Bearing in mind pockets of diverse and ethnic communities around Bristol.
- Builds upon creating local communities with an identity and citizen involvement.

Comments from members who abstained from voting on recommendation 13:

- The fragmentation of expressed requirement would be difficult to combine across the different demographic and developed areas of the city

Recommendation 14: Increase access to diverse and high quality employment opportunities to close the gaps within health inequalities.

Comments supporting recommendation 14:

- Especially since the Digital quarter of Bristol up and coming, equal opportunities for all to be included.
- I want to change my career to support these initiatives. Focus should be on those who are passionate and who want to help, not on their qualifications.

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- yes, education and employment opportunities and access to them across all age groups
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- The recommendation could have a little additional wording to really bring out the links between employment and health outcomes. It almost feels like two recommendations as-is.
- Young people should be provided with opportunities and also more jobs for those middle groups who didn't start a career when they were younger.
- Support LOCAL businesses and clamp down on less - than minimum wage employers. Minimum wage payers should pay more if the turnover and/or profit margin is able to sustain increased wages to reduce child hunger and state benefit top -ups and reduce poverty.

Comments from members who abstained from voting on recommendation 14:

- How could this ever be the remit of the council?

Recommendation 15: Increase awareness and access to health information, education and services targeted according to local need

Comments supporting recommendation 15:

- Especially the BAME focused agencies.
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- I think awareness should be equally spread not depending on which area you live.
- Posters in health centres would only be read by people visiting it, which is now minimal, so alternative advertising is key.

Recommendation 16: All departments of the Council must take on the mandate to reduce health inequalities and improve the health of all citizens in the city with a focus on accountability, partnership and transparency when measuring and using public health data

Comments supporting recommendation 16:

- I think it's very telling that every group has asked for accountability and transparency. There is little trust that much of this will change.
- With so many good solutions known, measurement and accountability are key to securing ongoing progress
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- Data and resources should be shared across the board to enable (health) and welfare cases and shared to enable departments to work together so that health and welfare cases can be dealt with quickly and efficiently

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Recommendation 17: Invest in an equitable start to life from pre-birth to young adults (up to 25)

Comments supporting recommendation 17:

- Supporting all young mums especially those coming out of care / foster/ prison institutions.
- It would be impossible to find a 'one size fits all' programme.
- Overall under Health seems a lack of focus in homelessness, drug use and mental health.
- Although I do believe there is already a lot of support for pre-birth like start for life and lots of community groups already for young children. I have a 2 year old and have had loads of support.
- Nutrition should be taught in schools and pre- natal classes as nutrition affects everything about body and mind development and will hopefully, reduce obesity and the accompanying health problems. Opportunities for sports and skills development for all, especially lower income families, will also help towards life skills for jobs as well as better health in the short and long term.

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BD13941

Full Council

6th July 2021

Report of:	Monitoring Officer
Title:	Licensing Committee - Membership Change
Ward:	Citywide

Recommendation

That Full Council approves the appointment of Councillor Emma Edwards to the Licensing Committee.

Summary

The Licensing Committee is established under Section 6 of the Licensing Act 2003 and is a standing Committee. Any vacancies on the Committee must be filled by the Full Council. This task is non-delegable, i.e. only Full Council can decide who will serve on the Committee.

Background and proposal

1.   The Council must have a Licensing Committee of between 10-15 Members. As one of the largest licensing authorities in the country, Bristol has established a 15 Member Committee. Members serve on the Committee until they either resign or are removed by the Full Council.

2.   Councillor Emma Edwards has indicated that she would like to be appointed to the Committee. Councillor Mohamed Makawi will stand down.

3.   The Full Council is accordingly asked to approve the appointment of Councillor Emma Edwards to the Licensing Committee.