



# Committee Report

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**PURPOSE:** Final Decision Report

**KEY OR NON-KEY DECISION:** Key decision affects 2 or more wards

**COMMITTEE:** Public Health and Communities Committee

**DATE:** 23 August 2024

**TITLE:** Funding for Area Committees

**Ward(s):** All Wards

**Officer presenting the report:** Tim O’Gara

**Job title:** Director Legal and Democratic Services

**Committee Chair:** Councillor Stephen Williams

**Executive Director lead:** Paul Martin Chief Executive Officer

**Proposal origin:** BCC Staff

## **Purpose of Report:**

To outline the financial gap that currently exists in respect of the funding of Area Committees and to agree the approach to the funding of Area Committees in 2024/25.

## **Evidence Base:**

Full Council adopted revised terms of reference for Area Committees when it approved the Constitution for the Committee Model in January 2024. Details of the Terms of Reference for Area Committees are set out in Part 3.5 of the Council’s Constitution and are included for reference in Appendix A of this report and a map showing the Area Committees is included in Appendix A1.

Additional funding to service the new Area Committee arrangements needs to be provided. Unfortunately, the funding to support the new arrangements was not identified as part of the budget setting process, therefore the implementation of the new arrangements has not been possible.

There are two considerations in respect of the funding for Area Committees. Firstly, there

is the resourcing to support the new Area Committee arrangements. And secondly, there is the funding available to deliver individual schemes and the priorities agreed by the Area Committees.

### ***Resourcing to support the Area Committees***

The structure of the Area Committees is as follows.

No	Ward 1	Ward 2	Ward 3	Ward 4
1	Avonmouth and Lawrence Weston	Henbury and Brentry	Southmead	Horfield
2	Stoke Bishop	Westbury on Trym and Henleaze	Redland	Bishopston and Ashley Down
3	Clifton	Clifton Down	Cotham	Hotwells and Harbourside
4	Central	Ashley	Lawrence Hill	Easton
5	Lockleaze	Eastville	Hillfields	Easton
6	St George West	St George Central	St George Troopers Hill	
7	Southville	Bedminster	Windmill Hill	Filwood
8	Harcliffe and Withywood	Bishopsworth	Hengrove and Whitchurch Park	
9	Knowle	Stockwood	Brislington West	Brislington East

Based on the assumptions relating to the number of meetings, the frequency of meetings and the range of work that Area Committees will undertake, the funding requirement to support the new Area Committees is set out below.

To enable the Area Committees to fulfil the functions set out in the new terms of reference officers will need to carry out the following functions:

1. Support Area Committees to involve and consult with the communities and community networks in the local Community Infrastructure Levy (CIL) decision-making process.
2. Lead a process involving all stakeholders to agree and deliver the annual decision-making cycle for devolved CIL and CAZ funds, ensuring the process and guidance is up to date and published on the BCC website. Enable proactive communication to the public and stakeholders via Councillors, the BCC website and community networks.
3. Provide advice and guidance to councillors and communities about the process and the opportunity to maximise community impact through local CIL and CAZ funds. This will include information sessions and workshops about the process.
4. Coordinate the process of submitting and reviewing proposals for devolved CIL funding, S106 and CAZ funds. Where proposals are from community and voluntary sector organisations there is a need for greater support as well as due diligence and baseline standards checks for successful organisations.

5. Liaise with BCC colleagues throughout the funding cycle to coordinate Council wide input to all parts of the process including consideration of proposals, decision-making and delivery, including Transport, Parks and Tree Bristol.
6. Collate and produce papers for AC meetings and work with Chairs to agree agendas. Provide technical advice and expertise to Area Committee meetings on local CIL and CAZ decision making.
7. Work with community and voluntary organisations funded through CIL to put in place funding agreements and project monitoring and to provide ongoing support and grant management until project completion.
8. Produce monthly updates to all stakeholders about the process.
9. Collate and publish a project status report twice a year.
10. Design and facilitate the delivery and decision-making of the new local CIL Equity Fund
11. Provide some development capacity to Area Committees to take on new functions and work more closely with local communities.
12. Agree with AC chairs the scope and format of the additional/informal meetings.

## **Resourcing**

There has never been a dedicated staffing resource to support AC's and devolved CIL & S106 decision making. In agreeing the enhanced role and the larger number of Area Committees a dedicated and recurrent resource is needed.

To carry out this enhanced role and to deliver the functions set out above an additional budget amounting to £180k for the full year is required, which will be sufficient for 1 manager, 2 Development Officers and Programme Support.

There is an existing budget of £14,000 p.a. to fund community networks working with councillors and the community and voluntary sector. This is not a staffing cost: it is to pay for room hire and to encourage community groups to host community conversations working with ward Councillors.

There is an existing budget of £9,000 to pay Democratic Services for support to the Area Committees. If the Area Committees develop their role further, resources will need to be kept under review. Funding to provide the resources to support the Area Committees could be made available from the following sources.

The initial costs for 2024/25 being an estimated part year costs of £90,000, given that recruitment to the planned structure is unlikely to be complete until at least September, are to be found from the Council's Resources Operating Reserve. Recurrent funding for the Area Committee's structure will then be proposed as part of the Council's budget and MTFP process subject to validation of the structure required and alternative potential funding, if found.

The Transport and Highway officer costs associated with designing and developing local transport schemes for implementation will be charged to Clean Air Zone net proceeds from spending allocations agreed at the council's Cabinet in January 2024.

## **Funding for Schemes and Projects**

Historically, Area Committees have been allocated the Local Element of the Community Infrastructure Levy (“Local CIL”) to spend on schemes and projects in their areas. This continues to be the case under the new arrangements and the amount of Local CIL available to each Area Committee (as of 30 June 2024) is set out below.

<b>Area Committee</b>	<b>Local CIL available as of 30 June 2024</b>
<b>1 (excl Lawrence Weston Neighbourhood Plan Area)</b>	£12,511.66
<b>Lawrence Weston Neighbourhood Plan Area</b>	£90,161.82
<b>2</b>	£41,809.33
<b>3</b>	£39,297.59
<b>4 (excl Old Market Neighbourhood Plan Area)</b>	£699,061.33
<b>Old Market Neighbourhood Plan Area</b>	£138,907.27
<b>5</b>	£36,856.78
<b>6</b>	£6,002.04
<b>7</b>	£61,236.93
<b>8 (excl Hengrove Neighbourhood Plan Area)</b>	£13,148.62
<b>Hengrove Neighbourhood Plan Area</b>	<b>-£63,328.91</b>
<b>9</b>	£9,007.43

It should be noted that these figures are a snapshot only and will increase over time due to additional CIL payments being received.

The amount of Local CIL varies across the city and is concentrated in certain parts of the city where most development takes place. In recognition of this, an Equity Fund has been established to enable a top sliced proportion of Local CIL to be allocated to schemes in the areas of highest deprivation in the city, whilst still retaining the principle of local decision making by the Area Committees.

The Committee Model Working Group considered that the following procedure could be put in place in respect of Equity Fund allocations:

- Bids to the Equity Fund would be made to the relevant Area Committee in line with current eligibility criteria for applications for the Local element of CIL;
- The relevant Area Committee would consider the application(s) as part of their annual decision-making process;
- The Area Committee would express their support or otherwise for each bid to the Equity Fund;
- If an Area Committee supports a bid, then the Area Committee will submit the bid to the Public Health & Communities Committee for consideration;
- If an Area Committee does not support a bid, then the bid will not be submitted (however in those circumstances, the bid may still be eligible for the Local element of CIL that is not part of the Equity Fund);
- The final decision on bids for the Equity Fund would be taken by the Public Health & Communities Committee on an annual basis, having considered all applications

supported by the Area Committees.

As of 30 June 2024, the value of the Equity Fund was **£58,187.24**, though it should be noted that this figure increases each time a new CIL Receipt is received. It is anticipated that the annual value of the Equity Fund will be in the region of £150,000 to £200,000.

**Officer Recommendations:**

1. That the Committee for Public Health and Communities approves the allocation of funding to support the Area Committees as set out in this report.
2. That the Committee for Public Health and Communities notes the arrangements for funding projects and schemes as set out in this report.

**Corporate Strategy alignment:** The matters raised in this report align with Part 3.5 of the Council’s Constitution which sets out the arrangements for Area Committees.

**City Benefits:** The matters raised in this report will enable the Council to progress local projects and schemes which will benefit the citizens of Bristol.

**Consultation Details:** There has been cross-party engagement in respect of the matters in this report.

**Background Documents:** None

<b>Revenue Cost</b>	<b>£180,000 full year effect (£90,000 pro-rata in 2024/25)</b>	<b>Source of Revenue Funding</b>	Resources Operating Reserve for 2024/25 (and as part of the annual budget from 2025/26 onwards)
<b>Capital Cost</b>	<b>£0</b>	<b>Source of Capital Funding</b>	N/A
<b>One off cost</b> <input type="checkbox"/> <b>Ongoing cost</b> <input checked="" type="checkbox"/>		<b>Saving Proposal</b> <input type="checkbox"/> <b>If yes - existing or new saving?</b> Choose an item. <b>OR Income generation proposal</b> <input type="checkbox"/>	

**1. Finance Advice:** The initial costs for 2024/25 being an estimated part year costs of £90,000, will be funded from the Council’s Resources Operating Reserve. Recurrent funding for the Area Committee’s structure will then be proposed as part of the Council’s budget and MTFP process subject to validation of the structure required and alternative potential funding, if found.

**Finance Business Partner:** Richard Young, Head of Strategic Finance, 23.7.24

**2. Legal Advice:** The Council approved revised arrangements for Area Committees as part of its new Constitution for the Committee Model of governance. The proposals in this report will enable the Council to deliver the revised Area Committee arrangements

**Legal Team Leader:** Eric Andrews; Legal Services; 25.7.24

**3. Implications on IT:** None

**IT Team Leader:** N/A

**4. HR Advice:** There are no specific HR implications arising from this report and all recruitment will be undertaken in accordance with established HR procedures.

**HR Partner:** James Brereton, Head of HR, 5.8.24

## APPENDICES

<b>Appendix A – Further essential background / detail on the proposal</b> Terms of Reference of Area Committees – Part 3.5 of the Council’s Constitution.	YES
<b>Appendix B – Equality Impact Assessment (EqIA)</b> contact <a href="mailto:equalities.team@bristol.gov.uk">equalities.team@bristol.gov.uk</a> for support. See <a href="#">Equality Impact Assessments</a>	YES
<b>Appendix C – Environmental Impact Assessment (Environmental Impact Assessment</b>  NOTE: Non-key decision do not need an EIA. See <a href="#">Environmental Impact Assessments (EIA) (sharepoint.com)</a> , Contact <a href="mailto:environmental.performance@bristol.gov.uk">environmental.performance@bristol.gov.uk</a> for support.	YES
<b>Appendix D – <a href="#">Decision Risk Assessment</a> if required</b>	NO
<b>Appendix E – Exempt Information</b> (Legal Services must confirm and approve that information is to be exempt in accordance with the constitution contact Husinara Jones)	NO
<b>Appendix F – Details of consultation carried out - internal and external</b>	NO
<b>Appendix G – Options appraisal matrix</b>	NO
<b>Appendix H – Business case / financial analysis</b>	NO