

# Full Council

21 May 2024



**Report of:** Tim O’Gara, Director – Legal and Democratic Services

**Title:** Establishment of Committees 2024 - 25

**Ward:** Citywide

## Recommendation

1. To approve the composition of Committees for the 2024 - 25 municipal year (full recommendations are set out in detail at the end of the report).

## Summary

As per above recommendation.

## The significant issues in the report are:

As set out in the main report.



## Policy

1. The Full Council must appoint committees it considers appropriate to deal with the matters which are neither reserved to the Full Council nor are executive functions.

## Consultation

2. **Internal**  
Party Group Whips
3. **External**  
Not applicable

## Context

4. See 1. above.

## Proposal: Establishment of committees

### a. Policy Committees

5. The council will appoint the following Policy Committees:
  - Adult Social Care Committee
  - Homes and Housing Delivery Committee
  - Public Health and Communities Committee
  - Economy and Skills Committee
  - Strategy and Resources Committee
  - Children and Young people Committee
  - Transport and Connectivity Committee
  - Environment and Sustainability Committee

The council will appoint the following standing Sub-committees:

- Finance Sub-committee as a sub-committee of the Strategy and Resources Committee
- Health Scrutiny Sub-committee as a Sub-committee of the Public Health and Communities Committee

### b. Joint Bodies

6. Joint bodies: the Full Council is asked to note that the following joint bodies (meetings of which also involve representatives of other relevant authorities) will be continuing:
  - Joint Health Scrutiny Committee (meets as and when required)
  - 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 Audit Committee”)

#### **c. Regulatory Committees:**

7. The Full Council is recommended to establish four Regulatory Committees as follows:
- Development Control Committee A
  - Development Control Committee B
  - Public Safety and Protection Committee
  - Public Rights of Way and Greens Committee

#### **d. Appeals Committee**

8. The Full Council is asked to establish an Appeals Committee.

#### **e. Other Non-executive Committees:**

9. The Full Council is asked to consider the appointment of other non-executive committees.
10. It is proposed that the Full Council should approve the establishment of the following committees:
- Area Committees 1 to 9
  - Audit Committee
  - Escalation Panel
  - Harbour Committee
  - Human Resources Committee
  - Selection Committee
  - Values and Ethics Sub-Committee

#### **f. Statutory Committees**

11. The **Licensing Committee** is established as a standing committee and does not have to be re-appointed. Any vacancies 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. Members continue to serve on the Committee until they either resign or are removed by the Full Council. The appointment of Members is a licensing function and as such equalities law applies to it, and the Full Council should fill vacancies having due regard to equalities tests. The Full Council will be asked to fill any current vacancies on the Licensing Committee in a further report to this meeting.
12. The **Health and Wellbeing Board** is a statutory function under Section 194 of the Health and Social Care Act 2012. Full Council is asked to note the updated Terms of Reference in Appendix B.

### **Other Options Considered**

Not applicable.

### **Risk Assessment**

Not applicable.

### **Public Sector Equality Duties**

Not applicable.

### **Legal and Resource Implications**

#### **Legal**

As per paragraph 1. above, the Full Council must appoint at least one Overview and Scrutiny Committee and such other committees as it considers appropriate to deal with the matters which are neither reserved to the Full Council nor are executive functions.

(Legal advice provided by Tim O’Gara, Director – Legal and Democratic Services)

#### **Financial**

##### **(a) Revenue**

Not applicable

##### **(b) Capital**

Not applicable

#### **Land**

Not applicable

#### **Human Resources**

Not applicable

### **RECOMMENDATIONS:**

#### **1. That the following committees be established;**

##### **a. Policy Committees:**

- Adult Social Care Committee
- Homes and Housing Delivery Committee
- Public Health and Communities Committee
- Economy and Skills Committee
- Strategy and Resources Committee

- Children and Young people Committee
- Transport and Connectivity Committee
- Environment and Sustainability Committee
- Finance Sub-committee as a sub-committee of the Strategy and Resources Committee
- Health Scrutiny Sub-committee as a Sub-committee of the Public Health and Communities Committee

**b. 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”)

**c. Regulatory Committees:**

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

**d. Appeals Committee**

**e. Other (non-executive) Committees:**

- Area Committees 1 to 9
- Audit Committee
- Escalation Panel
- Harbour Committee
- Human Resources Committee
- Selection Committee
- Value and Ethics Sub-Committee

**b. Statutory Committees:**

- To note the position in relation to the Licensing Committee.
- To note the updated Terms of Reference for the Health and Wellbeing Board

**Appendices:**

Appendix A – List of Area Committees

Appendix B – Updated Terms of Reference for the Health and Wellbeing Board.

**Background Papers:** None

## APPENDIX A

### Area Committees (Community Infrastructure Levy (CIL) Committees)

There is an Area CIL/s.106 Committee for each of the following 9 Areas (each to be known as an “Area Committee”):

- Area Committee 1 – Avonmouth and Lawrence Weston, Henbury and Brentry, Southmead, Horfield
- Area Committee 2 – Stoke Bishop, Westbury on Trym and Henleaze, Redland, Bishopston and Ashley Down
- Area Committee 3 – Clifton, Clifton Down, Cotham, Hotwells and Harbourside
- Area Committee 4 – Central, Ashley, Lawrence Hill, Easton
- Area Committee 5 – Lockleaze, Eastville, Hillfields, Frome Vale
- Area Committee 6 – St George West, St George Central, St George Troopers Hill
- Area Committee 7 – Southville, Bedminster, Windmill Hill, Filwood
- Area Committee 8 – Hartcliffe and Withywood, Bishopsworth, Hengrove and Whitchurch Park
- Area Committee 9 – Knowle, Stockwood, Brislington West, Brislington East

The councillors elected to serve those wards are members of the corresponding Area Committee.

To the Councillors in each Area Committee, Full Council has delegated executive decisions in relation to the following:

- The expenditure of the local element of CIL monies raised within the area
- Devolved s.106 monies where there is a decision to be made in relation to what and where the monies should be spent (as opposed to when the funds have already been earmarked for a specific project as part of the agreement)

## **APPENDIX B**

### **HEALTH AND WELLBEING BOARD**

#### **Terms of Reference**

#### **Arrangements**

The Membership of the Board shall be as follows:

- a. at least one elected member, to be appointed by the Full Council; the Board will be chaired by the relevant Policy Committee Chair.
- b. the director of adult social services.
- c. the director of children’s services.
- d. the director of public health.
- e. a representative of the Local Healthwatch.
- f. a representative of the Integrated Care Board.
- g. the Bristol Locality Director and
- h. such other persons, or their representatives as deemed appropriate by a majority of the Board, including from local NHS organisations, the community and voluntary sector and from underrepresented groups.
- i. The political requirements set out in sections 15, 16 and schedule 1 of the Local Government and Housing Act 1989 shall not apply to the membership of the Board.

#### **Schedule of meetings**

The Board will formally meet with such frequency as it shall determine.

#### **Voting**

1. The Health and Wellbeing Board will be a committee of the Local Authority.
2. All members of the Health and Wellbeing Board will have voting rights.
3. If the Health and Wellbeing Board appoints additional members to the Board, the Board itself will determine whether those members will have voting rights.

#### **Functions**



The function of the board will be to:

Publish a local Strategic Needs Assessment and Strategy

- a. assess the needs of the local community through the Joint Strategic Needs Assessment (JSNA) and consider the need or likely need capable of being met or affected by Local Authority or Integrated Care System functions;
- b. agree and produce a Health and Wellbeing Strategy that addresses need and which commissioners will need to take into account when they develop plans for health care, social care and public health;
- c. involve Healthwatch and people living and working in Bristol in the preparation of the JSNA and Joint Health and Wellbeing Strategy (JHWS);
- d. have regard to the NHS Commissioning Board mandate and statutory guidance in the preparation of the JSNA and JHWS;
- e. be involved in the process of developing and signing-off the Integrated Care System strategy and related plans;
- f. assess and provide an opinion on whether the Integrated Care System strategy has taken proper account of the JSNA and JHWS;
- g. assess and provide an opinion on how well the Integrated Care System strategy has contributed to the delivery of the JHWS.

Promote, encourage and assure integrated service provision

- h. encourage integrated working between commissioners of NHS, public health and social care services to improve the health and wellbeing of the local community based on need;
- i. encourage integrated working between commissioners of NHS, public health and social care services to improve the health and wellbeing of the local community;
- j. encourage organisations who arrange for the provision of any health-related services to work closely with the Health and Wellbeing Board to improve the health and wellbeing of the local community;
- k. encourage organisations who arrange for the provision of services related to the wider determinants of health, such as housing or transport, to work closely with commissioners of health and social care;

Publish a Pharmaceutical Needs assessment

- l. Publish a Pharmaceutical Needs Assessment every three years; consider the suitability of current Pharmaceutical Needs Assessments (PNA) and prepare a statement of the needs for pharmaceutical services of the local population;

- m. provide such advice, assistance or other support as it thinks appropriate for the purpose of encouraging the making of arrangements under section 75 of the National Health Service Act 2006 in connection with the provision of such services;

Improve Health and reduce health inequality

- n. The Board and all board members will be champions of health and wellbeing and will work collectively and take all necessary action to improve health and reduce health inequality
- o. The Chair or deputy will represent the Bristol HWBB on the Integrated Care Partnership.
- p. The Chair of the ICP will rotate annually between the three local authorities of Bristol, South Gloucestershire and North Somerset.
- q. The Health and Wellbeing Board will function as one of the partnerships of the Bristol One City Partnership.

The HWWB will support, advise and work with other One City partnerships and partners to address health and well-being benefits through their activities