

## **Name of group: One City Economy Board**

**Title:** Terms of reference

**Purpose:** The purpose of the group is to oversee/guide the implementation the One City Plan and oversee the delivery of partnership activity aimed at tackling priorities identified within the Economy Strand of the One City Plan across Bristol.

As ambassadors for Bristol: the Economy Board will support the City Office's overall aim so that "*In 2050, Bristol is a fair, healthy and sustainable city*". It will champion, initiate and drive projects within Bristol that contribute to a sustainable, inclusive and growing economy from which all will benefit.

### **One City Principles for the Thematic Board:**

- To ensure that all activity is enabling the delivery of the full 2050 vision
- Inclusion and increasing diversity are at the core of all activity and at the heart of the culture of each board
- Commitment to breaking down silos between sectors and that key decisions are taken with consideration to other boards
- Open communications between thematic boards when tackling systemic challenges or maximising opportunities
- Responsibility for reviewing and updating the One City Plan on an annual basis; this includes to their specific thematic section but also reviewing other strands for cross-cutting activity
- Each board has a responsibility for ensuring that activity is aligned to achieving the 2050 thematic vision and priorities.
- A representative from each board is to participate in the quarterly monthly multi-board sessions to enable a culture of cross-sector working and report key offers and asks to the city leaders breakfast group

**Role of the Board:** The One City Economy Group provides a framework to: connect planning, decision making and resources; and engage employers and the business community. It will:

- Act at a strategic level to oversee the implementation and delivery of the Bristol One City Plan
- Offer advice to the City Leaders decisions on economic development related matters
- Offer advice and make recommendations on other aspects of the One City Plan that are impacted by the growth agenda
- Convene and enable sub groups to meet on a task and finish basis to investigate issues as required
- Be part of the City Office leadership framework assisting the City Office in delivery
- Work closely with regional, national and international stakeholders
- Engage stakeholders and employers with the One City Plan and its associated projects
- Champion the inclusive and sustainable economic development
- Represent business and employers interests
- Contribute to the alignment of other city growth strategies across the city e.g. High in Hope and the Local Industrial Strategy

**Decision Making:** The Board has no formal decision making power, however, City Leaders including Bristol City Council and the One City Office may take advice from the Board.

**Delegation and working with others:** The Board will consider national and local developments and avoid duplicating the work of other bodies. Board Members will use their involvement in other forums to ensure greater coordination and coherence across the city.

The Board will oversee Task Groups, to undertake work on identified priorities. These groups will reflect the decision making of the Board and report regularly on activity and progress. The Board will support partners with their strategic planning for economic development, to broaden perspective, maximise resources and create new opportunities. Board Members may be asked to take a lead role for key aspects of work and/or represent the Board.

**Membership:** A core group of circa 14 - 18 invited members that specifically represent key business networks/sectors within Bristol, who are able to convene sub groups as required who then report back to the Board. This will be reviewed annually and can contract, expand and respond to changing circumstances. Board members will represent specific economic sectors and networks in the city and have proven ability to convene, influence, champion and bring different organisations together to deliver outcomes for the city.

**Equality and Diversity:** The Board will recognise and encourage the valuable and enriching contribution that people from all backgrounds and experiences bring to the city and make an effort that membership of the board is reflective of the city. All individuals should be treated on the basis of merit and without prejudice. The board therefore, aims to actively promote equality of opportunity and freedom from discrimination on grounds of age, cultural background, class, disability, ethnicity, gender, sexual orientation, gender reassignment, faith, part-time worker, language, union activity, and an individual's health status. We will strive vigorously to remove conditions which place board members at a disadvantage and will actively challenge bigotry and discrimination.

**Proposed Co-Chairs:**

James Durie, Chief Executive, West of England Chamber of Commerce and Initiative  
Deputy Mayor Craig Cheney, Bristol City Council

**Business:** Up to 14 - 18 representatives from a range of sectors.

**Tenure of Membership:** Two years, following which Board members can continue for a second term if appropriate.

**Frequency of Meetings:** A minimum of four times a year.

**Substitution for Meetings:** Substitution will be by exception only.

**Attendance by Non-Board Members:** Invitations may be extended to non-Board members, where their input or advice supports the discussion taking place at the meeting.

**Communication and Engagement:** The City Office will oversee communication to engage citizens and partners in priorities agreed by the Board. Board members are encouraged to disseminate communications and encourage engagement within their areas of influence.

**Access to information:** Information about the work of the Board will be not be made available to the public

**Declaration of Interest and Confidentiality:** Board members should declare any items under discussion which are of direct personal or professional interest. At times the Board will consider sensitive and/or confidential items, which shall remain so until agreed otherwise.

**Review:** The Board will keep the purpose of its work, priorities for action and governance structure under regular review.