

DISCLAIMER

The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.

BRISTOL CITY COUNCIL

**MINUTES OF A MEETING OF THE
OVERVIEW AND SCRUTINY MANAGEMENT BOARD
HELD ON 6TH JUNE 2013 AT 6.00 P.M.**

P Councillor Bailey
P Councillor Breckels (substituting for Cllr Holland)
P Councillor Campion-Smith
P Councillor Eddy
A Councillor Goulandris
P Councillor Hammond
A Councillor Holland
P Councillor Kent
P Councillor Khan
P Councillor Pickup
P Councillor Telford
P Councillor Watson (substituting for Cllr
Goulandris)

Also in attendance :

Councillor Geoff Gollop, Deputy Mayor and Executive Member for Finance and Corporate Services.

OSB

1.6/13 APOLOGIES FOR ABSENCE, SUBSTITUTIONS AND INTRODUCTIONS

Apologies for absence was received from Cllrs Goulandris and Holland.

OSB

2.6/13 MEMBERSHIP OF THE BOARD

RESOLVED - that membership of the Overview and Scrutiny Management Board for the 2013/14 municipal year, as appointed by the City Council on 21st May 2013 be as follows:-

**Councillor Bailey
Councillor Campion-Smith**

**Councillor Eddy
Councillor Goulandris
Councillor Hammond
Councillor Holland
Councillor Kent
Councillor Khan
Councillor Pickup
Councillor Telford**

**OSB
3.6/13**

ELECTION OF BOARD CHAIR

RESOLVED - that Councillor Pickup be elected Chair of the Overview and Scrutiny Management Board for the 2013/14 municipal year.

**OSB
4.6/13**

ELECTION OF BOARD VICE-CHAIR

RESOLVED - that Councillor Kent be elected Vice-Chair of the Overview and Scrutiny Management Committee for the 2013/14 municipal year.

**OSB
5.6/13**

CABINET MEMBER QUESTION TIME

Councillor Gollop, Deputy Mayor and Executive Member for Finance and Corporate Services attended the meeting.

He responded to a range of member questions, principally around the approach which the Mayor and Cabinet would be taking in relation to zero based budgeting as a response to the current financial situation and the on going need for further cost savings.

At the conclusion of the question time, the Chair thanked Councillor Gollop for his attendance and for responding to the questions of member.

Webcasting

The Chair commented and the Board concurred that in future , it would be useful if member question times, and especially those with the Mayor, could be webcast.

He expressed concern that there had not been webcasting available at the recent extraordinary meeting of the Sustainable Development & Transport Commission on residents parking. He stressed the importance of webcasting in making the Council's proceedings more accessible to the public generally and its particular importance at scrutiny, where members are examining particular issues where there is a high level of public interest.

He asked that webcasting be properly prioritised and resourced in future so that reliability of equipment is ensured that that the service can be provided when committees request it.

**OSB
6.6/13**

DECLARATIONS OF INTEREST

There were no declarations of interest

**OSB
7.6/13**

MINUTES - OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE - 21ST MARCH 2013

RESOLVED - that the minutes of the meeting of the Overview and Scrutiny Management Committee held on 21st March 2013 be confirmed as a correct record and signed by the Chair.

**OSB
8.6/13**

WHIPPING

No whipping was declared.

**OSB
9.6/13**

CHAIR'S BUSINESS

The Chair reported that following the Mayor's announcement of the establishment of 4 mayoral commissions at the Council AGM, he had met with him to discuss the involvement of scrutiny in the process. The Mayor had indicated that he ;

- would be willing to have councillor representatives on the mayoral commissions to be drawn from the relevant scrutiny commissions, either as full members or as observers;
- outside expertise would be brought in by the Mayor to assist commissions in their work;

- the Mayor was happy for the scrutiny function to make formal representations and recommendations to the mayoral commissions , although the Mayor would reserve the right to review commission recommendations and have the final say;
- it was likely that the select committees and inquiry days established by the Board would cover at least some of the ground being looked at by the mayoral commissions and so, should be established and timed to feed into commission timeframes.

During discussion members commented that :

- it was important that the Mayor did not hand pick councillors to serve on his commissions; Scrutiny should reserve the right to select members based on their experience and expertise;
- would the experts be paid ? – the Chair commented that the Mayor had indicated to him that they would not, although they would be able to claim expenses;
- members felt that there should be one member from each political group on the mayoral commissions. Councillor Gollop indicated that he would clarify this point with the Mayor;
- concerns were expressed that the timetable which the Mayor was providing for reports back, was unlikely to allow for work in sufficient depth and detail.

OSB

10.6/13

OVERVIEW AND SCRUTINY MANAGEMENT BOARD ANNUAL BUSINESS REPORT

The Board considered a report of the Service Manager, Democratic Services (agenda item no. 11) setting out the annual business report.

- RESOLVED -**
- (1) that the Board’s terms of reference and the terms of reference of the scrutiny commissions, all of which were agreed by full Council, be noted;**
 - (2) that the proposed operating arrangements for the scrutiny**

function in 2013/14 as described in paragraphs 4 -12 of the report and in particular, the role of the Board in directing and managing the way in which scrutiny is delivered, be noted;

- (3) that the meeting dates for the Board in 2013/14 be as follows :

2013	2014
11 July	16 January
12 September	20 February
17 October	20 March
21 November	
19 December	

meetings to commence at 6.00pm and to commence with a Mayor or cabinet member councillor question time;

- (4) that the chairing arrangements for scrutiny commissions in 2013/14 be agreed;

- Health, Well-Being and Adult Social Care Scrutiny Commission - *Councillor Alexander*
- Resources Scrutiny Commission – *Councillor Hopkins*
- Sustainable Development and Transport Scrutiny Commission – *Councillor Weston*
- Neighbourhoods and Communities Scrutiny Commission – *Councillor Lovell*
- Children, Young People and Families Scrutiny Commission – *Councillor Campion-Smith;*

- (5) that a Call In Sub-Committee be established having the terms of reference set out in Appendix A to the report and comprising 5

members (2 Lab :2 LD :1 Con and where the Chair of the Sub-Committee is the Chair of this Board;

- (6) that the scrutiny commissions be commended to use external expertise in support of their work during 2013/14, having taken into account the Board's advice on this matter as set out in paragraph's 20 – 23 of the report;
- (7) that 3 members (1 Lab; 1 LD; 1Con) be appointed to serve on the West of England (LEP) Scrutiny Committee; and that the Committee having the terms of reference set out in Appendix A to the report, and
- (8) that 3 members (1 Lab; 1 LD; 1Con) be appointed to serve on the Licensing Policy Scrutiny Board and that the Board have the terms of reference set out in Appendix A to the report.

OSB
11.6/13

OVERVIEW AND SCRUTINY MANAGEMENT BOARD WORK PROGRAMME SETTING 2013/14

The Board considered a report of the Service Manager, Democratic Services (agenda item no. 12) setting out the work programme setting for 2013/14.

The Scrutiny Co-ordinator discussed each section of the report in turn and the following is a summary of the main points of the discussion:

a. OSM Board work programme

- There would be a Mayor/Cabinet member question time at each meeting and officers would endeavour to manage the work programme so that the relevant Cabinet member s were in attendance when matters pertaining to their portfolio were

discussed;

- The latest iteration of the Mayors Forward Plan would be available for each meeting . (It was agreed that this should be circulated electronically in advance and no paper copy). There was general support for the principle that the Plan should cover a period of 12 months in advance to assist with planning the scrutiny work programme;
- In response to a member question it was noted that significant decisions which are taken by officers under delegated powers (ie over £100,000) but where there is engagement with the Mayor/Cabinet member before implementation, would be published in future commencing on 1 July. This would regularise arrangements which had become ad-hoc / intermittent in recent years. These documents should be e-mailed to Board members at the same time as the Forward Plan is circulated;

b. Crime and disorder scrutiny

- A member commented that it had become apparent to him that different authorities had widely differing arrangements for member involvement in local community safety partnerships and crime and disorder committees. There was potential for greater scrutiny member involvement at Bristol and a starting point should be clarity about the role and function of the CSP. It was agreed that the Chair of the Safer Bristol Partnership should be invited to the next meeting of the Board;
- There was agreement that a small cross party scrutiny working group should be established to look at the arrangements for awarding community safety grants;
- Agreed that a report on the Crime Needs Assessment should come to the next meeting;

c. Flood risk scrutiny

- Agreed to delegate this area of work to the Sustainable Development & Transport Commission;

d. Topics for in depth review

- A member proposed that the role of the Council in education should be the subject for a scrutiny review. Notwithstanding the

fact that schools are increasingly moving out of local authority direct control it was clear that OFSTED would still be holding council's to account for standards, leadership and planning provision. It was suggested that the work might be approached through looking at the outcomes for young people;

Work should be done around how the Council holds schools, including academies and the new free schools in Bristol to account. This would include clarification about what the authority is trying to achieve, including its continuing statutory responsibilities;

The work could be linked in with the recently announced mayoral commission on education and skills;

It was noted that OFSTED were currently inspecting provision and would produce a paper in due course identifying the strengths and areas for improvement for education provision in the City. It was suggested that the inspector should be invited to a future scrutiny meeting to discuss the rationale for their current review of provision in Bristol;

It was proposed that the Children, Young People and Families Commission consider this piece of work and submit suggestions as to the terms of reference for a select committee which could be considered further at the next Board meeting;

- Members considered that the night time economy was a subject which would merit review and could dovetail with the current work of the Licensing Policy Scrutiny Board on the late night levy and early morning alcohol restriction orders;

It was noted that Women's Voice had put forward as a proposal, a review of policy on sex entertainment venues. As this was for the most part, a feature of the night time economy, it would be appropriate to incorporate it in the wider review;

Members concluded that a review the night time economy might best be undertaken through the inquiry day format;

- Noting that a review of the arrangements for neighbourhood partnerships had just been completed by the executive, a member expressed an interest in looking at the effectiveness of arrangements for neighbourhood working in Bristol. As a first step the Board should see the outcome of the review. It was suggested that this could be the subject for an inquiry day in

due course;

- It was noted that scrutiny of regeneration and related issues and thus the activity of the LEP falls within the remit of the SD&T Commission. It was agreed that scrutiny should seek to be involved in the development of an economic strategy for the city. It could engage with work being undertaken by the LEP as a consultee. This work could also draw in elements from the suggested topic of international strategy including how Bristol sells itself as a place to do business, on the international stage;

It was suggested that this area of work had the potential to form the basis of a project for a select committee review in due course.

After further discussion it was:

- RESOLVED -**
- (1) that the Board's work programme for 2013/14 (paragraphs 1-7 and appendix 1 to the report) be agreed;**
 - (2) that the Flood Risk Management scrutiny responsibility be delegated to the Sustainable Development and Transport Scrutiny Commission;**
 - (3) that the Mayor and City Director be advised that, in the view of this Board, the Mayor's Forward Plan should cover a period of 12 months ahead; this will provide a better opportunity for scrutiny to identify the issues which it wishes to scrutinise prior to decision taking, and to plan its work programmes accordingly;**
 - (4) that the decision to publish details of major delegated decisions (ie over £100,000) is welcomed and details of these and the latest edition of the Forward Plan should be supplied to Board members on a monthly basis in order that they**

can be discussed at the next available Board meeting;

- (6) that in relation to the statutory responsibility for crime and disorder scrutiny, this function should remain with the Board; that the Chair of the Safer Bristol Partnership should be invited to the next meeting of the Board; that a report on the Crime Needs Assessment should come to the next meeting, and that proposals should also be brought to the next meeting (including terms of reference) for a cross party scrutiny working group to consider the arrangements for awarding community safety grants;**
- (7) that the Children, Young People and Families Commission be asked to work up terms of reference for a Select Committee on the future of education provision in Bristol for consideration at the next Board meeting, and prior to formal establishment of this body by the Board;**
- (8) that a review of the night time economy should be a key piece of scrutiny work in 2013/14, to be dealt with through an inquiry day format, and that officers undertake initial scoping with a view to bringing proposals to the next appropriate meeting of the Board for further discussion;**
- (9) that the outcome of the recent review of neighbourhood partnership arrangements be submitted to a future meeting of the Board;**

- (10) that economic strategy and the role of the LEP be held as a potential item for a select committee review later in the year, and**
- (11) that a report be submitted to the July meeting of the Board setting out the composite overview and scrutiny work programme across all commissions (draft programme attached at appendix 3 to the report) once the individual programmes have been considered and finalised by Scrutiny Commissions at their annual meetings.**

(The meeting ended at 8.15 pm)

CHAIR