



RESOURCES

SCRUTINY COMMISSION

Date: 14 JANUARY 2013

Time: 6 pm

Place: City Hall, College Green, Bristol BS1 5TR

Liberal Democrat members

Councillor Hassell
Councillor Janke
Councillor Wright

Labour members

Councillor Brain
Councillor Naysmith

Conservative members

Councillor Abraham
Councillor Watson

Co-optees - None

If you have any questions about this agenda, please contact the officers shown below.

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TERMS OF REFERENCE

The role of the Commission is the scrutiny and review of the following matters :

- To maintain a strategic overview of the council's service and financial performance and to make recommendations to the executive and officers as appropriate
- To consider the Council's arrangements for ensuring the efficient and effective use of financial, personnel and property resources and to make recommendations to the executive and officers as appropriate
- To maintain an overview of the policy and budget review process and ensure that key issues are subject to rigorous challenge
- To advise other commissions on under-performing areas or topics for closer investigation in line with their terms of reference.
- To scrutinise business transformation.
- To work in collaboration with the relevant Executive Member and receive updates from that member on key policy developments, decisions taken or to be taken and progress against corporate priorities.

Note to members :

NB : Timings of agenda items - all timings on this agenda are indicative only. In the event of public forum business being received, then the start time for each item may be later than indicated.

PUBLIC INFORMATION SHEET

The attention of the public is drawn to the sheet at the back of the agenda giving information on the emergency evacuation procedures, attending meetings and inspecting reports and background papers.

A G E N D A

1. APPOINTMENT OF CHAIR

- to note the appointment of a new Chair of the Commission for the remainder of the municipal year 2012/13 which is being considered by an extraordinary meeting of the Overview and Scrutiny Management Committee on the 9 January, 2013.

2. MEMBERSHIP OF THE COMMISSION

- to note changes to the membership of the Commission for the remainder of the 2012/13 municipal year, as set out on the front sheet of the agenda.

3. ELECTION OF VICE-CHAIR

- following the changes to the membership to elect a Vice-Chair for the remainder of the municipal year 2012/13.

4. APOLOGIES FOR ABSENCES, SUBSTITUTIONS AND INTRODUCTIONS

5. PUBLIC FORUM

Time Limit for this item - 30 minutes

Any local resident or Councillor, provided they have given notice in writing or by electronic mail to the Head of Legal Services not later than **12 pm on the final working day before the meeting**, may present a petition or submit a statement on the work of the Scrutiny Commission.

The notice should be addressed to the Head of Legal Services, Democratic Services Team (Room 220), the City Hall, College Green, Bristol BS1 5TR and marked for the attention of Steve Gregory. In the case of a statement, a copy of the submission should be included.

The total time allowed for public forum business is **30 minutes**.

6. DECLARATIONS OF INTEREST

- to receive any declarations of interest from Members.

7. WHIPPING

- to give notice of any matters included on this agenda on which political groups intend to exercise a party whip.

8. MINUTES

- to confirm the Minutes of the meeting held on the 14 December, 2012 as a correct record.

9. CHAIR'S BUSINESS

- to receive brief announcements and information updates from the Chair as necessary.

10. REVENUE BUDGET 2013/14

The report for these items was not available on the date of the agenda despatch but was published once the information became available on 7 January, 2013.

(i) Children and Young People's Services;

(ii) Health & Social Care.

11. WORK PROGRAMME 2012/13

Time Limit for this item - 5 minutes

12. DATE OF NEXT MEETING

- 16 January, 2013 at 6 pm

Public Information Sheet - Scrutiny Meetings

Inspection of Papers - Local Government (Access to Information) Act 1985

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

You can also inspect papers at either the City Hall reception or at our Record Office, "B" Bond Warehouse, Smeaton Road, Bristol, BS1 6XN; e-mail bro@bristol.gov.uk; telephone 0117 9224236.

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 in the City Hall are fitted with infra-red induction loops to assist people with hearing impairment. These can be used with either a neck loop (for hearing aid users) or with a headset. The Democratic Services Officer will be able to provide you with these. Hearing aid users need to switch the hearing aid to the "T" position.

Public Forum

Members of the public may make a written statement or present a petition to most meetings, provided that:

- the statement, or in the case of a petition the subject matter, is received by Democratic Services no later than **12.00 noon on the working day before the meeting** and
- the statement or petition is about a matter which is the responsibility of the committee concerned.

Statements and the subject matter of petitions should be e-mailed to democratic.services@bristol.gov.uk or sent to Bristol City Council, Democratic Services Section, Room 220, City Hall, College Green, Bristol, BS1 5TR, or faxed to 0117 9222146.

Any statement submitted should be no longer than one side of A4 paper, minimum font size 14 point. If the statement is longer than this, then for reasons

of cost, only the first sheet will be copied to Members of Council and made available at the Meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded in the papers circulated to the committee. This information will also be made available at the meeting to which it relates and placed in the official minute book as a public record.

We will try to remove personal information such as contact details. 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. Public Forum statements will not be posted on the Council's website. Other committee papers may be placed on the Council's website and information in them may be searchable on the internet.

Process during the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- 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.
- Your time allocation may have to be strictly limited if there are a lot of submissions before the meeting.
- You do not have to speak or even attend the meeting at which your public forum submission is being taken. However, if you do not present it, then it will **not be read out**. It will nevertheless be noted by Members.

Register of Interests

The Register of Interest for Members is available on our website at www.bristol.gov.uk

If you wish to view the Register of Interest of any Co-optee please contact the Democratic Services Officer.