



RESOURCES

SCRUTINY COMMISSION

Date: 13th JANUARY 2014

Time: 6 PM

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

**Liberal Democrat
members**

Councillor Hopkins
Councillor Emmett
Councillor Wright

Labour members

Councillor Brain
Councillor Khan
Councillor Naysmith

**Conservative
members**

Councillor Watson
Councillor Weston

Co-optees - None

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

Steve Chapman - Scrutiny Officer: Contact tel no: 9222735
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A G E N D A

1. APOLOGIES FOR ABSENCES, SUBSTITUTIONS AND INTRODUCTIONS

2. PUBLIC FORUM (6 PM)

(Time limit for this item: 30 minutes)

Any member of the public or councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the **Public Information Sheet** at the back of this agenda. Please note that the following deadlines will apply in relation to this meeting:-

Questions:

Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by **5 pm on 7 January, 2014.**

Petitions and Statements:

Petitions and statements must be received by 12.00 noon on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by **12.00 on 10 January, 2014.**

The notice should be addressed to Legal & Democratic Services, c/o the Democratic Services Team, Room 220, City Hall, College Green, Bristol BS1 5TR, and marked for the attention of Steve Gregory.

Note to members and officers attending to present reports:

*NB : **Timings of agenda items** - all timings for remaining items on this agenda are indicative only. In the event of public forum business being received, then the start time for each item may be **up to 30 minutes** later than indicated.*

3. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members.

4. WHIPPING

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

5. MINUTES (6 PM)

To confirm the Minutes of the meeting held on the 6 January, 2014 as a correct record (*not available at time of despatch so will be circulated as soon as possible*).

6. CHAIR'S BUSINESS

7. WORK PROGRAMME

8. 2014/15 BUDGET SCRUTINY

(6.05 PM) *Time Limit for this item – 2 hours*

9. URGENT BUSINESS

Any item of business which the Chair is of the opinion should be considered at the meeting as a matter of urgency by reason of special circumstances (to be specified) under Section 100B (4) (b) of the Local Government (Access to Information) Act 1985.

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.