

Overview and Scrutiny Management Board Agenda



Date: Wednesday, 30 October 2019

Time: 6.00 pm

Venue: The Council Chamber - City Hall, College Green, Bristol, BS1 5TR

Distribution:

Councillors: Geoff Gollop, Claire Hiscott, Stephen Clarke, Paula O'Rourke, Celia Phipps, Brenda Massey, Mark Brain, Jo Sergeant, Jeff Lovell, Lucy Whittle and Anthony Negus.

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Date: Tuesday, 22 October 2019



Agenda

1. Welcome, Introductions and Safety Information

(Pages 4 - 5)

2. Apologies for absence

3. Declarations of Interest

To note any declarations of interest from the Councillors. They are asked to indicate the relevant agenda item, the nature of the interest and in particular whether it is a **disclosable pecuniary interest**.

Any declarations of interest made at the meeting which is not on the register of interests should be notified to the Monitoring Officer for inclusion.

4. Public Forum

Up to 30 minutes is allowed for this item

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. Public Forum items should be emailed to democratic.services@bristol.gov.uk and 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 Thursday 24th October 19. **However, if your question relates to the Improving Public Health Clean Air Plan Cabinet report, which will form the substantive item on this agenda, the Chair will accept your question up until midday on Wednesday 30th October 19 and it will be circulated to the Board for information purposes. The question will then be referred to the Cabinet meeting on 5th November 19 for reply.**

Petitions and Statements - Petitions and statements must be received 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 noon on Tuesday 29th October 19. **However, if your statement relates to the Improving Public Health Clean Air Plan Cabinet report, which will form the substantive item on this agenda, the Chair will accept your statement up until midday on Wednesday 30th October 19.**



5. Improving Public Health Clean Air Plan

The Clean Air Plan report can be viewed with the Cabinet papers for the meeting **(Page 6)** on 5th November 19.



Public Information Sheet

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 the City Hall Reception, College Green, Bristol, BS1 5TR.

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 are fitted with induction loops to assist people with hearing impairment. If you require any assistance with this please speak to the Democratic Services Officer.

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting. Please submit it to democratic.services@bristol.gov.uk or Democratic Services Section, City Hall, College Green, Bristol BS1 5UY. The following requirements apply:

- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned. *
- The question is received no later than **5pm three clear working days before the meeting**. *

** Note - for the Overview and Scrutiny Management Board meeting on 30th October 19 the Chair has agreed amended deadlines for Public Forum. Please see agenda front sheet for full details.*

Any statement submitted should ideally be no longer than one side of A4 paper. Please note that 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 and 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 (available from Democratic Services).



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. **This may be as short as one minute.**
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.

For further information about procedure rules please refer to our Constitution
<https://www.bristol.gov.uk/how-council-decisions-are-made/constitution>

Webcasting/ Recording of meetings

Members of the public attending meetings or taking part in Public forum are advised that all Full Council, Cabinet meetings and Overview and Scrutiny Management Board meetings, and some other committee meetings, are now filmed for live or subsequent broadcast via the council's [webcasting pages](#). The whole of the meeting is filmed (except where there are confidential or exempt items) and the footage will be available for two years. If you ask a question or make a representation, then you are likely to be filmed and will be deemed to have given your consent to this. If you do not wish to be filmed you need to make yourself known to the webcasting staff. However, the Openness of Local Government Bodies Regulations 2014 now means that persons attending meetings may take photographs, film and audio record the proceedings and report on the meeting (Oral commentary is not permitted during the meeting as it would be disruptive). Members of the public should therefore be aware that they may be filmed by others attending and that is not within the council's control.

Overview and Scrutiny Management Board

30th October 2019



Report of: Mike Jackson, Executive Director of Resources and Head of Paid Service

Title: Improving Public Health Clean Air Plan

Ward: Citywide

Recommendation:

That Members consider and comment on the Improving Public Health Clean Air Plan Cabinet report, which will be published on 28th October 2019.

Appendices:

Appendix A; Improving Public Health Clean Air Plan Cabinet report. *Note - the report will follow on 28th October 19.*

