

# Communities Scrutiny Commission 10 September 2018



**Report of:** Service Director - Legal & Democratic Services

**Title** Communities Scrutiny Commission Annual Business Report 2018-19.

**Ward:** N/A

**Officer Presenting Report:** Ian Hird, Scrutiny Advisor

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## Recommendations

1. To note chairing arrangements and elect a Vice Chair for the 2018-19 municipal year.
2. To note the Scrutiny Commission's Terms of Reference.
3. To note meeting dates.
4. To note the topics that were selected as priorities for the Commission at the OSMB workshop on the 30<sup>th</sup> May 2018.



## **1. Chairing arrangements**

Cllr Hopkins was appointed as the Chair of this commission at the OSM Board annual meeting on 18 June 2018. The commission is asked to formally elect a Vice-Chair.

## **2. Terms of Reference of the Commission**

At its meeting on 22 May 2018, Full Council established this commission with the following terms of reference:

### **COMMUNITIES SCRUTINY COMMISSION**

#### **Terms of reference - Overview**

The role of the Commission is the overview and scrutiny of matters relating to the Communities Directorate including; Integrated Customer Services, housing solutions, housing delivery, commercialisation and energy, crime and disorder (including the Statutory Scrutiny Function), recycling, waste and environmental issues, neighbourhoods, and public health (including sport, leisure and physical activity)

#### **Functions**

1. To ensure that overview and scrutiny directly responds to corporate and public priorities, is used to drive service improvement, provides a focus for policy development and engages members of the public, key stakeholders and partner agencies.
2. To action the Annual Work Programme set by the Overview and Scrutiny Management Board using the following framework:
  - (a) Scrutiny of corporate plans and other major plan priorities within its remit, with particular reference to those areas where targets are not being met or progress is slow;
  - (b) Input to significant policy developments or service reviews;
  - (c) Review and scrutinise decisions made or other action taken in connection with the discharge of any functions which are the responsibility of the Mayor/Executive, functions which are not the responsibility of the Executive, and functions which are the responsibility of any other bodies the Council is authorised to scrutinise.
3. To make reports and recommendations to Full Council, the Mayor/Executive and/or any other body on matters within their remit and on matters which affect the authority's area or the inhabitants of that area and to monitor the response, implementation and impact of recommendations.
4. To work in collaboration with the Mayor/relevant Executive Member and receive updates from that Member on key policy developments, decisions taken or to be taken and progress against corporate priorities.

5. To report to the Overview and Scrutiny Management Board on progress against the work programme and on any recommendations it makes.

## **2. 2018-2019 meeting dates**

- Monday 10 September 2018, 10.00 am
- Monday 12 November 2018, 10.00 am
- Monday 14 January 2019, 10.00 am

### **Topics that were selected as priorities for the Commission by the OSM Board:**

1. Cleanliness of the city
2. Waste Company
3. Housing Allocation & Home Choice
4. Van Dwellers
5. Private Rented Sector & Houses of Multiple Occupation (HMOs)
6. Housing Crisis
7. Community Safety
8. Community Infrastructure Levy (CIL)
9. Review of Customer Service

**Note: at a subsequent meeting held in July between the Chair, scrutiny leads and Executive Director of Communities, it was agreed that the 3 meetings should be structured as follows:**

### **Meeting 1 – 10.00 am – 1.00 pm – Monday 10 September 2018**

#### **Substantive theme – Waste/cleanliness of the city**

##### **Standing items:**

- \* Community Safety statistics (Safer Bristol)
- \* Latest performance KPIs - communities
- \* Latest directorate risk register

### **Meeting 2 – 10.00 am – 1.00 pm – Monday 12 November 2018**

#### **Substantive theme: Housing issues**

##### **Standing items:**

- \* Community Safety statistics (Safer Bristol)
- \* Latest performance KPIs - communities
- \* Latest directorate risk register

**Meeting 3 – 10.00 am – 1.00 pm – Monday 14 January 2019**

**Substantive themes:**

1. CIL (update/review of new CIL committee arrangements)
2. Customer services update/review

**Standing items:**

- \* Community Safety statistics (Safer Bristol)
- \* Latest performance KPIs - communities
- \* Latest directorate risk register