

Overview and Scrutiny Management Board 6 June 2019



Report of: Service Director, Legal & Democratic Services

Title: Overview and Scrutiny Management Board Annual Business Report 2019/2020

Ward: N/A

Officer Presenting Report: Lucy Fleming, Head of Democratic Engagement

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Recommendations

- a. To elect a Chair and Vice Chair for the 2019/20 Municipal Year
- b. To note the Membership for the 19/20
- c. To agree the dates and times of meetings for 19/20
- d. To note the Scrutiny Terms of Reference
- e. To note the Mayoral Question Time arrangements preceding meetings of the Overview and Scrutiny Management Board (OSMB)
- f. To establish the Call In Sub-Committee and to note the arrangements

Summary

This report sets out the annual business.

The significant issues in the report are:

As set out in the report.



2. Policy

N/A

3. Consultation

N/A

4. Context

At the annual meeting on 21 May 2019, Full Council established the following;

- Overview and Scrutiny Management Board
- People Scrutiny Commission
- Growth and Regeneration Scrutiny Commission
- Communities Scrutiny Commission
- Resources Scrutiny Commission

5. Proposal

OSMB is asked:

- a. To elect a Chair and Vice Chair for the 2019/20 Municipal Year
- b. To note the Membership for 19/20

The Board will comprise 11 Members (Labour 6; Conservative 2; Green 2; Liberal Democrat 1; details as follows;

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

- c. To agree the dates and times of meetings in 19/20
 - 6pm Tuesday 23 July 19 (preceded by Mayoral Question Time at 5pm)
 - 6pm Wednesday 2 October 19 (preceded by Mayoral Question Time at 5pm)
 - 6pm Tuesday 17 December 19 (preceded by Mayoral Question Time at 5pm)

The Overview and Scrutiny Management Board intends to meet up to 6 times during the Municipal Year and additional slots will be added as the need arises.

d. To note the Scrutiny Terms of Reference

See appendix A.

Scrutiny Commissions have in recent years mirrored the directorate structure of Bristol City Council. For 19/20, Members have agreed that the Communities Scrutiny Commission will continue, even though the directorate has been disbanded. Members are encouraged to consider officer efficiency where possible by organising the work programme in such a way to avoid duplication and make best use of resources.

e. To note Mayoral Question Time arrangements preceding OSMB meetings

OSMB is asked to note the Mayoral Question Time arrangements as set out in Appendix B to this report

f. To establish the Call In Sub-Committee and to note the arrangements

Where non-executive Councillors have evidence which suggests that the Executive did not take a decision in accordance with the principles set out in Article 14 (Decision Making) of part 2 of the Constitution, they may ask the Proper Officer to 'call in' the decision for scrutiny.

If the requirements are met the Proper Officer will call-in the item and within five working days of the request give notice as to the date on which the call-in will be considered by a Call-in Sub Committee.

The membership will be 7 (non-executive) Members, the proportionality being 4 Labour, 1 Conservative, 1 Green and 1 Liberal Democrat. The names of Members to serve on each Call In Sub-Committee will be determined by the Whips.

6. Other Options Considered

N/A

7. Risk Assessment

N/A

8. Public Sector Equality Duties

Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following "protected characteristics": age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under

the Equality Act 2010.

- ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- ii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - tackle prejudice; and
 - promote understanding.

9. Legal and Resource Implications

N/A

Appendices:

Appendix A	Terms of Reference
Appendix B	Mayoral Question Time Procedure Rules (OSR 21)
Appendix C	Call In Sub-Committee Procedure Rules (OSR 17)

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: Full Council, 21 May 2019