

# Overview and Scrutiny Management Board 1<sup>st</sup> June 2020



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

**Title:** Overview and Scrutiny Management Board Annual Business Report 2020/2021

**Ward:** N/A

**Officer Presenting Report:** Lucy Fleming, Head of Democratic Engagement

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## Recommendations

- a. To note Membership of the Board for 2020/2021
- b. To agree the dates and times of meetings for 2020/2021
- c. To note the Scrutiny Terms of Reference
- d. To note the Mayoral Question Time arrangements preceding meetings of the Overview and Scrutiny Management Board (OSMB)
- e. 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<sup>st</sup> May 2020, Full Council established the following;

- Overview and Scrutiny Management Board
  - People Scrutiny Commission (Health Sub-Committee of the People Scrutiny Commission)
  - Growth and Regeneration Scrutiny Commission
  - Communities Scrutiny Commission
  - Resources Scrutiny Commission
- Chair of OSMB: Councillor Geoff Gollop
- Vice Chair of OSMB: Councillor Celia Phipps

## 5. Proposal

OSMB is asked:

- a. To note the Membership for 2020/2021

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

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

- b.** To agree the proposed dates and times of meetings in 2020/2021
  - 3pm, Monday 1<sup>st</sup> June
  - 3pm, Wednesday 8<sup>th</sup> July
  - 3pm, Wednesday 29<sup>th</sup> July
  - 3pm, Wednesday 26<sup>th</sup> August
  - 3pm, Wednesday 30<sup>th</sup> September

Other meeting dates and times to be confirmed.

- c.** 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 20/21, 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.

- d.** To note Mayoral Question Time arrangements preceding OSMB meetings (dates TBC)

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

- e.** 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 2020