

Place Scrutiny Commission

14th July 2016



Report of: Interim Service Director, Legal & Democratic Services

Title: Place Scrutiny Commission Annual Business Report 2016/17.

Ward: N/A

Officer Presenting Report: Sam Mahony

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Recommendation

- (1) To elect a Vice Chair for the municipal year 2016-2017;
- (2) To note the Place Scrutiny Commission Terms of Reference;
- (2) To confirm the meeting dates for the Place Scrutiny Commission 2016/17

Summary

The report outlines the terms of reference for the Scrutiny Commission and proposes meeting dates and times for occurrences of Scrutiny within the 2016/17 municipal year.



Context and Proposal

Terms of Reference of the commission

At its meeting on 31 May 2016 Full Council established this commission with the following terms of reference:

PLACE SCRUTINY COMMISSION

Terms of Reference

Overview

The role of the commission is the overview and scrutiny of matters relating to the Place Directorate including property, planning and place strategy, highways and transport management development and regeneration, and the statutory flood risk management scrutiny function.

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 develop an annual work programme within the total of ten meetings per year allocated to the Commission which concentrates on limited areas for in depth review (including the use of time limited task and finish groups to facilitate this e.g. Select Committees, Working Groups, Inquiry Days) using the following framework:
 - (a) Scrutiny of corporate plans and other major plan priorities 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 scrutiny of 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 on a quarterly basis to the Overview and Scrutiny Board on progress against the work programme and on any recommendations it makes.

The Commission is asked to note its terms of reference as agreed by Full Council (recommendation 2)

Dates and times of meetings.

A range of days and start times are proposed for meetings/occurrences in 2016/17 and recommended as follows:

Thursday 8th September 10am – 1pm
Monday 17th October 2pm – 5pm
Thursday 17th November 6pm – 9pm
Thursday 8th December 10am – 1pm
Monday 16th January 10am – 1pm
Monday 13th February 6pm – 9pm
Thursday 16th March 2pm – 5pm
Thursday 27th April 10am – 1pm

The full Scrutiny Work Programme is due to be developed and agreed at a Scrutiny day in September.

The commission to consider and confirm its meeting dates in 2016/17 (Recommendation 3)

Policy

1. N/A

Consultation

2. **Internal**
N/A

3. **External**
N/A

4. **Other Options Considered**

N/A

5. **Risk Assessment**

N/A

6 Legal and Resource Implications

N/A

7. 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.
- iii) 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.

Appendices:

None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

None.