

The West of England Partnership

JOINT SCRUTINY COMMITTEE

Date: Friday, 4th September 2009

Time: 10.00 am

Place: The Fry Club (Carter Room), Keynsham, Bristol,
BS31 2AU

Distribution:

Members of the Joint Committee

Bath and North East Somerset

Cllr Caroline Roberts
Cllr Martin Veal
Cllr Dr Eleanor Jackson

Bristol City Council

Cllr Mark Bradshaw (Chair)
Cllr Barbara Lewis
Cllr Steve Comer

North Somerset Council

Cllr Tony Moulin
Cllr David Pasley
Cllr Clive Webb

South Gloucestershire Council

Cllr Pat Hockey
Cllr Geoff King
Cllr Ian Smith

Officers of the Constituent Authorities

Media and Public

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Web site addresses:

West of England Partnership – www.westofengland.org

Bath and North East Somerset Council – www.bathnes.gov.uk

Bristol City Council – www.bristol.gov.uk

North Somerset Council – www.n-somerset.gov.uk

South Gloucestershire Council - www.southglos.gov.uk

Note:

(1) Free car parking is available on site;

(2) To get to Fry Club in Keynsham please use this link to help plan your journey -

<http://www.fryclubconference.co.uk/contact%20us.html>

AGENDA PUBLIC INFORMATION SHEET

The attention of the public is drawn to the sheet at the back of the agenda giving information on the emergency evacuation procedures, attending meetings and inspecting reports and background papers.

- 1. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**
- 2. PUBLIC FORUM**
- 3. MINUTES OF THE MEETING HELD ON 3RD JULY 09**

For confirmation.

A. SCRUTINY TOPICS (as determined by the Joint Committee)

- 4. WORK OF THE PLANNING, HOUSING AND COMMUNITIES BOARD (Total time 30 minutes) 10.15am**

Presentation by the Chair, Councillor Matthew Riddle.

- 5. WEST OF ENGLAND PARTNERSHIP EXECUTIVE WORK PROGRAMME 2009/10 (Total time 30 minutes) 10.45am**

To consider the Programme as part of identifying key issues for scrutiny by the JSC for 2009/10.

(Report of the Chief Executive)

- 6. 2009/10 SCRUTINY THEMES (Total time 30 minutes) 11.15am**

To consider proposals for 2009/10 scrutiny themes.

(Report of the Chief Executive)

- 7. STRENGTHENING LOCAL DEMOCRACY - CONSULTATION (Total time 15 minutes) 11.45am**

To discuss and consider a response to Chapter 4 of the recent government consultation paper regarding sub-regional working.

B. KEY ISSUES ARISING FROM THE EXECUTIVE'S WORK PROGRAMME

8. JOINT WASTE CORE STRATEGY (JWCS) (Total time 1 hour) 12noon

- (a) Receive a presentation on the purpose, content and policy proposals in the draft JWCS submission document.
- (b) Receive and consider consultation responses to:
 - i. Public consultation on the preferred options
 - ii. Workshops with the waste industry
 - iii. Progress updates to stakeholders and consultees providing a range of independent technical reports
- (c) Consider the consultation statement on the key issues arising from (b) above, and how it is proposed that these be taken into account
- (d) Note the timetable for concluding the draft joint JWCS submission document for approval, prior to further public consultation in January/February 2010.

Give views on the draft JWCS submission document which will be considered next by the Planning, Housing and Communities Board on 7 September.

PUBLIC FORUM

Members of the public may make a **statement** or present a **petition** in relation to any item on the agenda of the WoEJSC, provided that:-

- written notice is given to us, including the subject matter of your statement or petition no later than **12.00 noon on the working day before the meeting starts** * .

(* NB - if the meeting is on a Monday then your submission will need to be with us by 12.00 noon latest on the preceding Friday)

You may also ask a **question** of the chair. This must also relate to an item on the agenda of the meeting concerned and must be submitted to us in writing not less than 3 clear working days before the date of the meeting. A written response will, where possible, be available 1 hour before the meeting, which will be circulated to all who are present and will be included subsequently, with the minutes of that meeting. Those submitting questions may ask one supplementary question in relation to each question, at the meeting.

Public forum items will be taken into account by the meeting when it considers the item to which they relate.

The Chair of the meeting has discretion to take statements, petitions and questions in an appropriate order (ie not necessarily in order of receipt). The meeting may enter a dialogue with members of the public during the public forum if appropriate. The public forum session will last for up to 30 minutes, although the Chair, with the consent of the meeting, can extend this timescale.

Please note that by participating in public forum business, it will be assumed that your consent is given to the recording in the minutes of the meeting of your name and the details of your submission. A copy of your full written submission will also be included with the agenda papers for the meeting which are placed in an official minute book (the public record) and will also be included on the West of England Partnership web site with the other documents for the meeting concerned.

Process during and after the meeting :

Public forum items are normally the first substantive item of business on the agenda and are normally taken in the order in which they have been received. The Chair will call each submission in turn. When invited to speak, if making a statement you should ensure that your presentation is short and concise and focuses on the key issues that you would like members to consider. This will have the greatest impact. Please avoid reading out a lengthy text from a piece of paper. Remember that your time allocation may have to be strictly limited if there are a lot of submissions before the meeting.

You do not have to speak or even attend the meeting at which your public forum submission is being taken. However, you should be aware if you do not present it, then it will **not be read out** unless the Chair specifically asks for this to happen. It will nevertheless be noted by members.

As most people who participate in public forum remain present for the debate on the agenda item in which they are interested, and because minutes of the meeting will normally be published on the website in 5 clear working days, it is not normal practice to write to individuals afterwards. However, if you would like to receive an official response as to what happened to your submission at the meeting, please advise the officer named on the agenda page, and ensure that they have your full address or e-mail details. They will then contact you within 7 working days. Alternatively you may

phone them (see contact number on front of agenda) to confirm the outcome.

EMERGENCY EVACUATION PROCEDURE

(i) In the event of a **fire** you will hear a **continuous alarm**.

(ii) **Do not panic** - members, officers and the public should leave the building promptly and in a quiet and orderly fashion using the nearest available escape routes and assemble at the bottom of the car park, by the tennis courts.