

The West of England Partnership

JOINT SCRUTINY COMMITTEE

Date: Friday, 10th October 2008
Time: 10.00 am
Place: Meeting Rooms 1 and 2, The Campus, Highlands Lane, Weston-super-Mare BS24 7DX (directions attached)

Distribution:

Members of the Joint Committee

**Bath and North East
Somerset**

Cllr Caroline Roberts
Cllr Martin Veal
Cllr John Bull

Bristol City Council

Cllr Barbara Lewis (Chair)
Cllr Dr Jon Rogers
Colin Smith

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

Enquiries to: David Jellings, Democratic Services Officer, North Somerset Council
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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:

Car parking at the Campus is limited. Ample car parking free of charge is available in the Matalan/Boots/Safeway car park just in front of the Campus. Access to the Campus is by foot alongside the Boots store.

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

3.1 Minutes of the meeting held on 23rd September 2008 and reconvened on 8th October 2008 (TO BE TABLED).

4. SUMMARIES AND RESPONSES TO EARLIER VIEWS EXPRESSED BY THE COMMITTEE – FOR INFORMATION

4.1 Joint Waste Core Strategy

4.2 Phase 2 Waste Strategy

4.3 Phase 3 Waste Strategy

4.4 Governance: Joint Committees

[15 minutes]

5. GOVERNANCE: JOINT WORKING AGREEMENTS

To consider the draft proposed Joint Working Agreements, which set out the arrangements for joint working under the auspices of the Joint Committees, and to provide Scrutiny's views.

[30 minutes]

6. TRANSPORT MAJOR SCHEME BIDS

To summarise the bids to Government in January 2009 and to seek Scrutiny's views.

[30 minutes]

7. RAIL UPDATE

To report actions taken and next steps, and to seek Scrutiny's views.

[15 minutes]

8. JOINT LOCAL TRANSPORT PLAN DRAFT PROGRESS REVIEW 2008

To report the draft formal review two years in, and to seek Scrutiny's views.

[15 minutes]

9. REGIONAL FUNDING ADVICE (RFA2)

To set out the purpose and timescales for the preparation of regional advice to Government.

[15 minutes]

10. ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT

PUBLIC INFORMATION SHEET

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

WEST OF ENGLAND JOINT SCRUTINY COMMITTEE,
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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

In the event of a fire, a continuously sounding bell will be heard.

All meeting rooms have a clearly marked fire exit which opens out into the car park.

Persons should leave the room via this exit and gather in the assembly point which is clearly signed in the car park.

GETTING TO THE CAMPUS

Please see appended details.