

The West of England Partnership

JOINT SCRUTINY COMMITTEE

Date: Friday, 7th November 2008

Time: 10.00 am

Place: The Council House, College Green, Bristol

Distribution:

Members of the Joint Committee

**Bath and North East
Somerset**

Cllr John Bull
Cllr Caroline Roberts
Cllr Martin Veal

Bristol City Council

Cllr Dr Jon Rogers
Cllr Barbara Lewis
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

AGENDA

Enquiries to:

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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

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.

A G E N D A

- 1. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**
- 2. PUBLIC FORUM**
- 3. NOTES OF MEETING**
 - (a) 23rd September/ 8th October 2008
 - (b) 10th October 2008
- 4. COMMITTEE WORK PROGRAMME**
- 5. REGIONAL INVESTMENT PLANNING AND PRIORITISATION IN CONJUNCTION WITH THE REGIONAL DEVELOPMENT AGENCY, HOMES AND COMMUNITIES AGENCY AND REGIONAL ASSEMBLY**
- 6. SUB-REGIONAL DELIVERY PLAN: ASSESSING REQUIREMENTS FOR INFRASTRUCTURE INVESTMENT AND THE DELIVERY OF MIXED AND SUSTAINABLE COMMUNITIES**
- 7. REGIONAL FUNDING ALLOCATION 2 2008/9 – 2018/9: WEST OF ENGLAND TRANSPORT PRIORITIES**
- 8. ITEMS FOR INFORMATION**
 - a. Rapid Transit Technology Review – Executive Summary
 - b. West of England response to government consultation on the Proposed Changes to the Regional Spatial Strategy

c. Future arrangements for supporting the JSC in 2008/09

To note that it is intended that the following support arrangements for the Committee will apply for the remainder of the 2008/09 year, or until WoEP obtain a dedicated committee support officer:

12 December 2008	Bath & NES
16 January, 2009	North Somerset
13 February, 2009	South Gloucestershire
13 March, 2009	Bristol

PUBLIC INFORMATION SHEET

PUBLIC FORUM

Members of the public may speak in relation to any item on the agenda of the meeting, provided that:-

- written notice is given to us of your wish to speak to the Committee, including the subject matter, by no later than **12.00 noon on the working day before the meeting** * , and, if you intend to circulate a written submission, then we need to receive that, also by the same deadline.

(* 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 members of the Committee. 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**.

Those submitting questions may ask one supplementary question, at the meeting. Where you have submitted more than one question in writing, then you will need to chose which original question, you wish to ask the supplementary question for.

The Chair of the meeting has discretion to take statements, petitions and questions in an appropriate order (ie not necessarily in the order of receipt). The meeting may enter a dialogue with members of the public during the public forum if appropriate.

No individual submission will normally be allowed more than 5 minutes time. 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 : COUNCIL HOUSE, BRISTOL

- (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 **behind the Central Library** beyond the Norman Archway.

Lifts must not be used under any circumstances.

Please note: alarms are tested every Monday at 9.30am (for approx. 30 seconds).