

Democratic Services

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Date: 29 January 2016
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To: All Members of the Resources Policy Development and Scrutiny Panel

Councillor Sarah Bevan
Councillor Bob Goodman
Councillor Christopher Pearce
Councillor Jasper Martin Becker
Councillor Colin Barrett
Councillor Chris Dando
Councillor Andrew Furse

Chief Executive and other appropriate officers
Press and Public

Dear Member

Resources Policy Development and Scrutiny Panel: Monday, 8th February, 2016

You are invited to attend a meeting of the **Resources Policy Development and Scrutiny Panel**, to be held on **Monday, 8th February, 2016** at **5.45 pm** in the **Council Chamber - Guildhall, Bath**.

Please note there will be a budget report briefing for all members 4.30-5.30m in the Council Chamber. All members have been invited.

The agenda is set out overleaf.

Yours sincerely

Michaela Gay
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Michaela Gay who is available by telephoning Bath 01225 394411 or by calling at the Guildhall Bath (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Michaela Gay as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Michaela Gay as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator

The Council will broadcast the images and sound live via the internet www.bathnes.gov.uk/webcast An archived recording of the proceedings will also be available for viewing after the meeting. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.

6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

Resources Policy Development and Scrutiny Panel - Monday, 8th February, 2016

at 5.45 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** *or* **an other interest**,
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES

The draft minutes are being prepared and will be sent out early next week.

8. BUDGET AND COUNCIL TAX 2016/17 AND FINANCIAL OUTLOOK 2016/17 TO 2019/20

This report is being prepared and will be sent out as soon as it is available early next week.

9. CABINET MEMBER UPDATE

The Cabinet Member will update the Panel on any relevant issues. Panel members may ask questions on the update provided.

10. PANEL WORKPLAN (Pages 7 - 10)

This report presents the latest workplan for the Panel. Any suggestions for further items or amendments to the current programme will be logged and scheduled in consultation with the Panel's Chair and supporting officers.

The Committee Administrator for this meeting is Michaela Gay who can be contacted on 01225 394411.

(a)

(b)

RESOURCES PDS FORWARD PLAN

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or Michaela Gay, Democratic Services (01225 394411). A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website and at the Guildhall (Bath), Hollies (Midsomer Norton), Civic Centre (Keynsham) and at Bath Central, Keynsham and Midsomer Norton public libraries.

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
8TH FEBRUARY 2016				
8 Feb 2016 10 Feb 2016 16 Feb 2016 E2800	Resources PDS Cabinet Council	Budget and Council Tax 2016/17 and Financial Outlook 2016/17 to 2019/20	Tim Richens Gary Adams Tel: 01225 477468 Tel: 01225 477107	Strategic Director - Resources
30TH MARCH 2016				
Pages 8 16 Mar 2016	Resources PDS	Council Connect	Ian Savigar Tel: 01225 477327	Strategic Director - Resources
16 Mar 2016	Resources PDS	Welfare Reform - Universal Credit and Council Tax Support	Ian Savigar Tel: 01225 477327	Strategic Director - Resources
18TH MAY 2016				
18 May 2016	Resources PDS	Pensions Board	Tony Bartlett Tel: 01225 477302	Strategic Director - Resources
18 May 2016	Resources PDS	Business Rate Retention - Impact of Government Changes	Tim Richens Tel: 01225 477468	Strategic Director - Resources

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
18 May 2016	Resources PDS	Digital Strategy	Angela Parratt Tel: 01225 396576	Strategic Director - Resources
13TH JULY 2016				
13 Jul 2016	Resources PDS	Use of Consultants and Agency Staff - Update on Task and Finish Group	Richard Howroyd Tel: 01225 477334	Strategic Director - Resources
13 Jul 2016	Resources PDS	Procurement Strategy - Think Local	Richard Howroyd Tel: 01225 477334	Strategic Director - Resources
Page 9 13 Jul 2016	Resources PDS	Commercial Estate	Richard Long, Derek Quilter Tel: 01225 477075, Tel: 01225 477739	Strategic Director - Resources
14TH SEPTEMBER 2016				
14 Sep 2016	Resources PDS	Communications	Jonathan Mercer, David Trethewey Tel: 01225 477449, Tel: 01225 396353	Strategic Director - Resources
ITEMS TO BE SCHEDULED				
	Resources PDS	Training and Development	William Harding, David Trethewey Tel: 01225 477203, Tel: 01225 396353	Strategic Director - Resources

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
	Resources PDS	Equalities and Performance Impacts of Strategic Spending Review	David Trethewey Tel: 01225 396353	Strategic Director - Resources

The Forward Plan is administered by **DEMOCRATIC SERVICES**: Michaela Gay 01225 394411 Democratic_Services@bathnes.gov.uk