

# Notice of Overview and Scrutiny Board

Date: Monday, 4 January 2021 at 2.00 pm

Venue: Virtual Meeting – Via MS Teams



---

## Membership:

### Chairman:

Cllr S Bartlett

### Vice Chairman:

Cllr T O'Neill

Cllr D Borthwick

Cllr M Cox

Cllr L Dedman

Cllr B Dion

Cllr M Earl

Cllr J Edwards

Cllr G Farquhar

Cllr D Farr

Cllr L Fear

Cllr M Howell

Cllr D Kelsey

Cllr C Rigby

Cllr V Slade

---

All Members of the Overview and Scrutiny Board are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MId=4308>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston - 01202 123663 or email [claire.johnston@bcpcouncil.gov.uk](mailto:claire.johnston@bcpcouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email [press.office@bcpcouncil.gov.uk](mailto:press.office@bcpcouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](https://democracy.bcpCouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

22 December 2020



Available online and  
on the Mod.gov app



## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([susan.zeiss@bcpcouncil.gov.uk](mailto:susan.zeiss@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

## 1. Apologies

To receive any apologies for absence from Members.

## 2. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

## 3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

## 4. Confirmation of Minutes

7 - 22

To confirm and sign as a correct record the minutes of the meetings held on 7 December 2020.

### a) Action Sheet

23 - 26

To note and comment on the attached action sheet which tracks decisions, actions and recommendations from previous meetings.

## 5. Public Speaking

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of a public question is 4 clear working days before the meeting.

The deadline for the submission of a statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

## 6. Pay & Reward Update

27 - 32

The Overview and Scrutiny Board are asked to consider the attached report which provides an update on progress of the Pay and Reward Strategy.

Portfolio Holder invited for this item: Cllr Drew Mellor, Leader of the Council and Portfolio Holder for Transformation and Finance.

**7. Scrutiny of Finance and Transformation Related Cabinet Reports**

33 - 62

To consider the following Finance and Transformation related reports scheduled for Cabinet consideration on 13 January 2021:

- 2020/21 Mid-Year Performance Report

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Drew Mellor, Leader of the Council and Portfolio Holder for Finance and Transformation

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

**8. Scrutiny of Cabinet Reports from the Tourism, Leisure and Culture Portfolio**

63 - 132

To consider the following Culture related report scheduled for Cabinet consideration on 13 January 2021:

- Setting up the BCP Cultural Compact

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Mohan Iyengar, Portfolio Holder for Tourism, Leisure and Culture.

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

**9. Scrutiny of Transport and Sustainability Related Cabinet Reports**

133 - 152

To consider the following Transport and Sustainability related reports scheduled for Cabinet consideration on 13 January:

- Concessionary Fares Bus Operator Reimbursement

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Mike Greene, Portfolio Holder for Transport and Sustainability

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.