

Agenda Item 14 - Work Programme

	OSM	Business Change	Place	Neighbourhoods	People
July	<input type="checkbox"/> Quarterly Performance Monitoring Report <input type="checkbox"/> Review of the Scrutiny Work Programme <input type="checkbox"/> Mayoral Commissions <input type="checkbox"/> Corporate Plan		<input type="checkbox"/> AGM to include consideration of the <input type="checkbox"/> Scrutiny topics for the coming year - incl update on Green Capital, Bristol Arena, Event Security, Cribbs- Patchway New Neighbourhood Scrutiny Report, response to RPS Working Group Report		<input type="checkbox"/> Introductory Presentation from the Leadership Team <input type="checkbox"/> Short Breaks for Disabled Children Commissioning Plan 1 of 2 <input type="checkbox"/> Commissioning of Homelessness Prevention (Medium Level Services) <input type="checkbox"/> People Scrutiny Commission Annual Business Report
August		<input type="checkbox"/> Business Change & Resources: Overview & Implications <input type="checkbox"/> Scrutiny Intro to Work Programme & Working Principles (Chair) <input type="checkbox"/> Single Change - Briefing <input type="checkbox"/> Clarifying the Budget Process; - 2015/16 Council Budget - What Works/Hasn't Worked Previously <input type="checkbox"/> 2015/16 Council Budget - Process, Timings and Contract for This Year			
September		<input type="checkbox"/> 13-14 Budget Outturn – <i>could be an information only item</i> <input type="checkbox"/> 1st Quarter £ Monitor (September Cabinet) <input type="checkbox"/> Key Capital Projects - the Arena and School Building Programme	Meeting to include: <input type="checkbox"/> RPS – returning <input type="checkbox"/> Metro West Rail Full Business Case (To approve the selection of a single option for the full business case and seek approval to sign the joint promotion agreement and development consent order required to deliver the Metro West Rail project). <input type="checkbox"/> Local Sustainable Transport Fund 2015/2016 (To accept the award of a grant from the Department for Transport of the 2015/16 LSTF, should Bristol's bid be successful). <input type="checkbox"/> Event Security – Correspondence & Cover Report – For Noting <input type="checkbox"/> Cribbs-Patchway New Neighbourhood - For Noting	<input type="checkbox"/> "Introduction to Neighbourhoods" <input type="checkbox"/> Parks and Development of Specs NPS – Positioning Piece <input type="checkbox"/> Review of the Library Service - Positioning Piece <input type="checkbox"/> Review of Community Investment Grants, Part 1 (incl. Social value in procurement and involvement of the public) <input type="checkbox"/> Tree PIPs <input type="checkbox"/> Pets in Flats <input type="checkbox"/> Licensing Policy and Scrutiny <input type="checkbox"/> Inquiry Day Planning	<input type="checkbox"/> Operational Resilience and Capacity Planning - suggestion from Bristol CCG <input type="checkbox"/> Short Breaks for Disabled Children Commissioning Plan 2 of 2 <input type="checkbox"/> Review of Children's Centres and Early Years Support <input type="checkbox"/> Learning City and Mayoral Education and Skills Commission <input type="checkbox"/> Review of Residential Care

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October	<input type="checkbox"/> Performance Monitoring Report - Note July item deferred to October <input type="checkbox"/> Corporate Risk Register <input type="checkbox"/> Review of the Scrutiny Work Programme (standing item) <input type="checkbox"/> Green Capital	<input type="checkbox"/> Mayor's Forward Plan and Budget Assumptions – <i>Deep Dive - to include financial and demographic information and MTFP Assumptions</i> <input type="checkbox"/> Avon Pension Fund Deficit – note the annual report will be published on 29th September	<input type="checkbox"/> Transport issues - to potentially include Transport Provision for Policy, European Rail Hub, Freight Strategy, Eliminate/Reduce Need to Travel (Home Working), Park & Ride schemes including Portway and M32 and which ones are next, Ferries <input type="checkbox"/> Bus Report to incl: Review Community Transport Grants (review of the funding allocated to community transport providers) <input type="checkbox"/> Review of Non Statutory Free Travel (Community Transport Concessions - following First Bus's decision to offer a one third fare reduction to 16- 21 year olds from November 2013, the pilot concessionary travel scheme may no longer be required). <input type="checkbox"/> Local Bus Service Subsidy (review of the level of subsidy given to bus companies to run services that they otherwise wouldn't operate). <input type="checkbox"/> Walking & Cycling Strategies (responses) <input type="checkbox"/> LSTF (deferred) <input type="checkbox"/> RPS Financial Statement	<input type="checkbox"/> Neighbourhood Partnerships - Positioning Piece <input type="checkbox"/> Libraries of the Future <input type="checkbox"/> Briefing on the ASB, Policing and Crime Act 2014 <input type="checkbox"/> Police Community Support Officers – briefing (for information only)	<input type="checkbox"/> Housing Strategy Development <input type="checkbox"/> Supported Housing Element of Home Care Recommissioning <input type="checkbox"/> Development of the 0-25 Service Within Children and Young People's Services/Health & Social Care <input type="checkbox"/> Corporate Parenting Annual Report <input type="checkbox"/> Child sexual exploitation
November	<input type="checkbox"/> Bristol Arena	<input type="checkbox"/> Single Change – <i>Deep Dive - Must include Workplace, Restructure and Category Management</i>	<input type="checkbox"/> RPS Financial Statement (deferred) <input type="checkbox"/> Public Transport Up-date (deferred) <input type="checkbox"/> Waste Inquiry Day: led by Neighbourhoods (26/11/14)	<input type="checkbox"/> "How do we keep our parks and green spaces safe for everyone" Inquiry Day <input type="checkbox"/> Waste Inquiry Day - Jointly with Place but lead by Neighbourhoods (26/11/14)	<input type="checkbox"/> Adult Social Care Local Account <input type="checkbox"/> Implementation of the Care Act <input type="checkbox"/> Quality Framework for Older People - suggested by Officers <input type="checkbox"/> Developing CCG <input type="checkbox"/> Commissioning Intentions <input type="checkbox"/> 2015/16 - suggested by Bristol CCG
December		<input type="checkbox"/> 2nd Quarter £ Monitor (December cabinet) <input type="checkbox"/> Bedroom Tax provisions of the Welfare Reform Act <input type="checkbox"/> 2015/16 Council Budget; <input type="checkbox"/> Business Change Directorate	<input type="checkbox"/> Air Quality Strategy (2013/14 Scrutiny received the Consultant's Report and emerging strategy December 2013 and a progress up- date March 2014) <input type="checkbox"/> Review of Council Energy	<input type="checkbox"/> Update on Mayoral Sports Commission and Sports Development Review <input type="checkbox"/> Progress report on activities funded by PCC Community Safety Grant (report not taken at the	No December meeting 2 x meetings to be held in March 2015

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		<ul style="list-style-type: none"> ○ People Directorate ○ City Directorate ○ Other Budgets 	<p>Policy (Including ELENA programme and the establishment of an energy and technology company)</p> <p><input type="checkbox"/> Update of the Climate Change & Energy Security Framework (to adopt an updated Climate Change and Energy Security Framework)</p>	<p>meeting)</p> <p><input type="checkbox"/> Draft Strategic Assessment of the PCC Community Safety Grant</p> <p><input type="checkbox"/> Libraries of the future - update</p> <p><input type="checkbox"/> Outcomes of Inquiry Day – verbal discussion</p>	

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January		5 th January: 2015/16 Council Budget ; <ul style="list-style-type: none"> o Place Directorate o Neighbourhoods Directorate o Capital Budget o Housing Revenue Account 12 th January; <ul style="list-style-type: none"> • Capital Budget 	<input type="checkbox"/> Mayoral Homes Commission (including progress up-date) <ul style="list-style-type: none"> • Local Sustainable Transport Fund - up-date report on the previously funded Infrastructure Projects 	<input type="checkbox"/> Inquiry Day on Libraries of the Future	<input type="checkbox"/> Review the Shared Lives Programme <input type="checkbox"/> Annual Education Performance – All Key Stages <input type="checkbox"/> Annual Safeguarding Children's Report <input type="checkbox"/> Children's Services Improvement Plan <input type="checkbox"/> School Road
					Joint meeting with Bristol City Council People Scrutiny Commission and South Gloucester Council's Public Health and Health Scrutiny Commission regarding Severn Pathology
February	<input type="checkbox"/> Quarterly Performance Monitoring Report – Q3 <input type="checkbox"/> Review of the Scrutiny Work Programme (standing item) <input type="checkbox"/> CfPS Review of Scrutiny <input type="checkbox"/> West of England Working (including Scrutiny, Leaders Board etc)		<input type="checkbox"/> “Transport Service Maintenance Contracts – <i>The Transport Service is reviewing the delivery model of its existing portfolio of Highways Maintenance Contracts with the aim of implementing a new contract model for April 2017. Consideration is being given to a range of possible options and aligning with industry best practice as advocated by Dft Highways Maintenance Efficiency Programmes”</i> <input type="checkbox"/> Resident Parking Scheme – further finance report <input type="checkbox"/> Hydrogen & Other Fuel Technologies Report & Mayors Hydrogen & Other Fuel Technologies Statement <input type="checkbox"/> WoE Joint Transport Board – MetroWest & Rail Update (Info item) <input type="checkbox"/> Avonmouth & Portbury Docks	<input type="checkbox"/> Education and Skills Inquiry day - Jointly with People – 27 th Feb 2015 <i>Will include full consideration of the interface between BCC and the Academies</i>	<input type="checkbox"/> Education and Skills Inquiry Day - Jointly with Neighbourhoods – 27 th Feb 2015 <i>Will include full consideration of the interface between BCC and the Academies</i>

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			Freehold		
March		<input type="checkbox"/> 3rd Quarter £ Monitor (March Cabinet) <input type="checkbox"/> Under Occupancy Charge <input type="checkbox"/> Review of the Budget Process for 14/15 <input type="checkbox"/> Single Change - to review the Cabinet report	<input type="checkbox"/> Integrated Public Transport - Inquiry Day (5 th March) <input type="checkbox"/> Waste Inquiry Day (2) Details TBC (18 th March)	<input type="checkbox"/> Waste Inquiry Day 2 (16 th March, details TBC) <input type="checkbox"/> Health and Wellbeing Board Work Programme (joint with People) <input type="checkbox"/> Update on Public Health (Joint with People)	First March meeting (9th March) <input type="checkbox"/> Supported Housing Element of Home Care Re-Commissioning <input type="checkbox"/> Recommendations of the Adult Safeguarding Board Including Annual Adults Safeguarding Report <input type="checkbox"/> Update on ILF task group <input type="checkbox"/> Housing Strategy Development (Members of Place & Neighbourhoods Scrutiny Commissions to be invited)
					Second March meeting (25th March) <input type="checkbox"/> Health and Wellbeing Board Work Programme (joint with neighbourhoods) <input type="checkbox"/> Update on Public Health (joint with neighbourhoods) <input type="checkbox"/> Better Care Programme - Year 1 Progress
April	<ul style="list-style-type: none"> Review of the Scrutiny Work Programme (standing item) Governance Arrangements relating to the Energy Company, including the Sovereign Wealth Trust The Arena – consideration of the April Cabinet report including; the outcome of the design competition and an update on the operator procurement CfPS Next Steps 	Workshops – April 13th; 1. How Does the Council Generate Additional Income Responsibly? 2. How do we Involve Citizens in Designing our Services? Inquiry day – April 20th; ‘Making our Money go Further – Social, Economic and Environmental Procurement’	<input type="checkbox"/> LEP Enterprise Zone Officer Report (to include area Traffic & Transport Plans) <input type="checkbox"/> Sustainable Prosperity <input type="checkbox"/> Lorries Report (Deliveries) <input type="checkbox"/> Integrated Public Transport Inquiry Day – DRAFT Report	<input type="checkbox"/> Equalities Action Plan <input type="checkbox"/> Libraries of the Future - update <input type="checkbox"/> Safer Bristol – 2014/15 Review of Spending on Crime Reduction Projects (funded by PCC Community Safety Grant) Note - will be done in conjunction with People <input type="checkbox"/> Review of Public Toilets <input type="checkbox"/> ASB Policing and Crime Act 2014 – update <input type="checkbox"/> Report and Recommendations from Scrutiny Inquiry Day “How do we keep our parks and green spaces safe for everyone?”	<input type="checkbox"/> Review of Mayoral Education and Skills Commission Recommendations <input type="checkbox"/> Quality Account Checks <input type="checkbox"/> Update on issues related to Dementia <input type="checkbox"/> Performance monitoring <input type="checkbox"/> Standards and Management of the private rented sector (N’hds Councillors to be invited) <input type="checkbox"/> Children Services Improvement Plan – Information update report
Potential Items To be scheduled					

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	<ul style="list-style-type: none"> Community Involvement Q4 Quarterly Performance Monitoring Report <p>Scrutiny of The Arena – provisional items and dates;</p> <ul style="list-style-type: none"> Planning application Submission – June/July 15 Building Contractor Selection – September 15 <p>Scrutiny of Green Capital – provisional items and dates;</p> <ul style="list-style-type: none"> Update on Strategic Grants - December 15 Evaluation of Funded Projects – January 16 <p>Details of further Green Capital milestones awaited</p> <p>Mayoral Fairness Commission</p> <p>Scrutiny in a Partnership Context – <i>deferred from March 15</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Avon Pension Fund – Outcome from the Mayor’s Instruction to Raise Concerns about Representation <input type="checkbox"/> ELENA – potential item <input type="checkbox"/> Social Care Budget – possible item for 15/16 (to review cumulative impact of Local Government cuts) <input type="checkbox"/> Potential scrutiny of the benefits of Early Intervention. Possible joint work with the People Commission. <input type="checkbox"/> Category Management/Income <input type="checkbox"/> Municipal Bonds 	<ul style="list-style-type: none"> Air Quality Update (inc Public Health England monitoring up-date) Climate Change and Energy Security Framework Update Energy Company Update Review Arrangements for Blaise Castle Museum, Red Lodge, Georgian House, Roman Villa 	<ul style="list-style-type: none"> <input type="checkbox"/> Themed Meeting/workshop/Inquiry regarding the Neighbourhood Partnerships <input type="checkbox"/> ‘Employment and Skills for All’ Inquiry Day report <input type="checkbox"/> Progress monitoring of Recommendations from Inquiry Day “How do we keep our parks and green spaces safe for everyone?” <input type="checkbox"/> Progress monitoring implementation of Libraries Review <input type="checkbox"/> Directorate Risk Register (to be twice yearly) 	<ul style="list-style-type: none"> <input type="checkbox"/> Report Adult’s Health Services Re-commissioning - Suggested by CCG <input type="checkbox"/> Review of Recommendations from Independent Review of Concerns About Children’s Cardiac Services (NHS England/UHB) (aprox Sep 2015) <input type="checkbox"/> Scrutiny of Health Pathways <input type="checkbox"/> Budget Performance 2015 /16 <input type="checkbox"/> Early intervention <input type="checkbox"/> Children’s Services Improvement Plan – 3 monthly information update report (April 2015) and six monthly committee report (July / August 2015). <input type="checkbox"/> Update on New Adult Mental Health Services - suggested by Bristol CCG <input type="checkbox"/> Bristol Youth Links – Update report <input type="checkbox"/> Update on the Implementation of the Care Act 2014 <input type="checkbox"/> Update on Severn Pathology – January 2016 <input type="checkbox"/> ‘Employment and Skills for All’ Inquiry Day report <input type="checkbox"/> Integrated Education & Capital Strategy (previously titled School Organisation Strategy) (Members of Business Change Commission to be invited) – to be added on early in the municipal year (July?) <input type="checkbox"/> Update report on emergency accommodation for people made homeless <input type="checkbox"/> Report on empty homes and landlord registration scheme and what Council doing to change and adapt it <input type="checkbox"/> Review Home to School Transport & Active Travel for Schools (first meeting in municipal year) <input type="checkbox"/> Re-commissioning of children’s community health services and Child and Adolescent Mental Health Services (CAMHS) (September) – joint with Neighbourhoods due to the joint commissioning with Public Health

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Updates on Inquiry Days

Employment and Skills for all Inquiry Day

An Inquiry Day was held on the 27th February in South Bristol and considered the following key question - **What are the top three priorities and suggestions to improve skills and employment in the future?**

Information from the Inquiry Day was collected in a number of ways –

- Notes were taken over the course of the day which included the question and answer sessions that took place after each section;
- Delegates were asked to record their thoughts on flip / charts and post it notes as the day progressed;
- A survey was circulated to service providers prior to the event;
- Providers were asked to submit case studies providing information to illustrate the positive impact of work.

The event was well attended and a large amount of information was gathered. Directly after the Inquiry Day the Councillors from the People and Neighbourhood Commission met and preliminary discussions indicated that Bristol would benefit from a city wide plan for employment and skills. Councillors requested that the Policy Advisor for the People Scrutiny Commission collate and consider the information gathered and draft recommendations for Councillors to consider. As agreed with both the Commission Chairs, a draft report will be presented to the People Scrutiny Commission AGM meeting on the 13th July with Neighbourhoods Scrutiny Commission Members invited to attend for this item.

Waste Inquiry Day

An Inquiry Day was held on 18th March to consider what improvements could be made to management of the city's waste. The Inquiry was led by the Place Scrutiny Commission.

The Inquiry Day took place in the context of the previous event of November 2014, which had been led by the Neighbourhoods Scrutiny Commission and which looked at current waste technologies and processes and how these could best be utilised by Bristol.

The purpose of the day was for councillors to consider how best to minimise waste and encourage recycling and re-use, particularly amongst key demographic groups in the city. All Bristol councillors were invited to the event.

As the Inquiry was led and owned by the Place Scrutiny Commission, the Commission Chairs agreed that the draft report will be presented to the

Place Scrutiny Commission on 9th April, with Neighbourhoods Scrutiny Commission Members invited to attend the meeting.

Minute Extract from a Joint Meeting of the Neighbourhoods Scrutiny Commission and the People Scrutiny Commission – 25th March 2015

Minute Number 6 - Health and Wellbeing Board Work Programme

The Commissions were asked to consider the work programme of the Health and Wellbeing Board (HWB) presented by The Mayor, George Ferguson and Dr Martin Jones, Co-Chairs of the Bristol Health and Wellbeing Board.

Dr Martin Jones, presented the report on behalf of the HWB. He explained the key duties placed on the Health and Wellbeing Board by the Health and Social Care Act 2012 as follows:

- Produce and update the Joint Strategic Needs Assessment
- Produce and implement a Joint Health and Wellbeing Strategy
- To promote integration
- To produce and update a Pharmaceutical Needs Assessment

In May 2014, Bristol City Council's constitution changed to enable the Mayor to take key Decisions at the HWB. The first two key decisions were the Public Health contract wavers and the second the Programme of Public Health Intervention Proposals.

The Work Programme of the HWB has been developed based on a number of key factors but must have scope to react to events and the tight timescales imposed for responses from national bodies.

The Health and Wellbeing Strategy would be refreshed in the Autumn. The 10 priorities focused on the wider determinants of health, as well as the quality and effectiveness of services. The Strategy would reflect the move towards an 'integration agenda' through the Better Care Programme and the new models of care proposed within the NHS 5 year forward view.

The HWB supported the development of the principle of whole system approach to tackling issues such as Alcohol Misuse, from prevention to acute care. With Health and social care working together under the Better Care programme Hospitals would be encouraged to move services from within hospital units into the community.

The following comments were noted from the discussion that followed:

- a. In January the NHS invited individual organisations and partnerships, including those within the voluntary sector to apply to become 'vanguard' sites for the New

Care Models Programme, one of the first steps towards delivering the Five Year Forward View and supporting improvement and integration of services.

b. A group of five GP practices in Bedminster applied for vanguard status but not selected in the first round. Work continues to combine service provision for patients in that locality.

c. Dr Martin Jones said that the HWB worked with both hospital trusts and this provided an opportunity to improve collaboration. The Mayor agreed that one Trust would seem logical. Reference was made to the devolution agenda and the opportunities this might present to do things differently.

d. It was confirmed that a report on Standards and management of the private rented sector would be presented to the People Commission meeting (Neighbourhoods Scrutiny Commission Members invited to attend) in April following a discussion at Full Council. The Mayor referred to the insulation programme taking place in Bristol which had assisted in raising housing standards.

e. General discussion on the strategic priorities. Work continued to promote a healthy approach to lifestyle where residents were encouraged to walk or cycle in place of driving to the gym. Many benefits were apparent from encouraging the movement of exercise to the outside environment, including greater interaction between people of all ages as they share space.

f. Food' had been identified as an objective for The Green Capital funding programme. Programmes funded projects, for example 'Food Route' and 'Kitchen on prescription based in Southmead'. The Mayor's Healthy Food award existed to encourage schools to provide healthy meals for pupils and encourage classes that improve pupils' skills and knowledge in food preparation and production.

g. Safer Bristol were the regulatory team that covered the work related to misuse of illegal substances. The HWB strategy covered alcohol as a priority because of the impact the misuse of it has on the lives of so many.

h. The Chair thanked the Mayor and Dr Jones for attending the Commission meeting.