

Appendix A

	OSM	Business Change	Place	Neighbourhoods	People
July	<ul style="list-style-type: none"> Quarterly Performance Monitoring Report Review of the Scrutiny Work Programme Mayoral Commissions Corporate Plan 		<ul style="list-style-type: none"> AGM to include consideration of the 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 		<ul style="list-style-type: none"> Introductory Presentation from the Leadership Team Short Breaks for Disabled Children Commissioning Plan 1 of 2 Commissioning of Homelessness Prevention (Medium Level Services)
August		<ul style="list-style-type: none"> Business Change & Resources: Overview & Implications for Scrutiny Intro to Work Programme & Working Principles (Chair) Single Change - Briefing <i>Clarifying the Budget Process;</i> <ul style="list-style-type: none"> 2015/16 Council Budget - What Works/Hasn't Worked Previously 2015/16 Council Budget - Process, Timings and Contract for This Year 			
September		<ul style="list-style-type: none"> 13-14 Budget Outturn – <i>could be an information only item</i> 1st Quarter £ Monitor (September Cabinet) Key Capital Projects - the Arena and School Building Programme 	<p>Meeting to include:</p> <ul style="list-style-type: none"> RPS – returning Metro West Rail Full Business Case <i>(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).</i> Local Sustainable Transport Fund 2015/2016 <i>(To accept the award of a grant from the Department for Transport of the 2015/16 LSTF, should Bristol's bid be successful).</i> Event Security – Correspondence & Cover Report – For Noting Cribbs-Patchway New Neighbourhood - For Noting 	<ul style="list-style-type: none"> “Introduction to Neighbourhoods” Parks and Development of Specs NPS – Positioning Piece Review of the Library Service - Positioning Piece Review of Community Investment Grants, Part 1 (incl. Social value in procurement and involvement of the public) Tree PiPs Pets in Flats Licensing Policy and Scrutiny Inquiry Day Planning 	<ul style="list-style-type: none"> Operational Resilience and Capacity Planning - suggestion from Bristol CCG Short Breaks for Disabled Children Commissioning Plan 2 of 2 Review of Children's Centres and Early Years Support Learning City and Mayoral Education and Skills Commission Review of Residential Care

<p>October</p>	<ul style="list-style-type: none"> • Performance Monitoring Report - <i>Note July item deferred to October</i> • Corporate Risk Register • Review of the Scrutiny Work Programme (standing item) • Green Capital • West of England Working (including Scrutiny, Leaders Board etc) 	<ul style="list-style-type: none"> • Mayor's Forward Plan and Budget Assumptions – <i>Deep Dive - to include financial and demographic information and MTFP Assumptions</i> • Avon Pension Fund Deficit – <i>note the annual report will be published on 29th September</i> 	<p>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</p> <p>Bus Report to incl:</p> <ul style="list-style-type: none"> • Review Community Transport Grants (<i>review of the funding allocated to community transport providers</i>) • Review of Non Statutory Free Travel (<i>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</i>). • Local Bus Service Subsidy (<i>review of the level of subsidy given to bus companies to run services that they otherwise wouldn't operate</i>). • Walking & Cycling Strategies (responses) • LSTF (deferred) • RPS Financial Statement 	<ul style="list-style-type: none"> • Neighbourhood Partnerships - Positioning Piece • Libraries of the Future • Briefing on the ASB, Policing and Crime Act 2014 • Police Community Support Officers – briefing (for information only) 	<ul style="list-style-type: none"> • Housing Strategy Development • Supported Housing Element of Home Care Recommissioning • Development of the 0-25 Service Within Children and Young' People's Services/Health & Social Care • Corporate Parenting Annual Report • Child sexual exploitation
<p>November</p>		<ul style="list-style-type: none"> • Single Change – <i>Deep Dive - Must include Workplace, Restructure and Category Management</i> 	<ul style="list-style-type: none"> • Bristol Arena • Green Capital • Waste Inquiry Day: joint but led by Neighbourhoods (26/11/14) 	<ul style="list-style-type: none"> • “How do we keep our parks and green spaces safe for everyone” Inquiry Day • Waste Inquiry Day - Jointly with Place but lead by Neighbourhoods (26/11/14) 	<ul style="list-style-type: none"> • Children's Health Services Recommissioning • Adult Social Care Local Account • Implementation of the Care Act • Review Home to School Transport • Active Travel for Schools • Quality Framework for Older People - suggested by Officers • Annual Safeguarding Children's Report Adult's Health Services Recommissioning - Suggested by CCG • Developing CCG Commissioning Intentions 2015/16 - suggested by Bristol CCG

December		<ul style="list-style-type: none"> • 2nd Quarter £ Monitor (December cabinet) • 2015/16 Council Budget <p><i>Note: there are likely to be two meetings in December</i></p>	<ul style="list-style-type: none"> • Flood Risk Management Strategy Consultation Feedback (<i>including Flood Protection/Land made useable</i>) • Air Quality Strategy (2013/14 Scrutiny received the Consultant's Report and emerging strategy December 2013 and a progress update March 2014) • Review of Council Energy Policy (<i>Including ELENA programme and the establishment of an energy and technology company</i>) • Update of the Climate Change & Energy Security Framework (<i>to adopt an updated Climate Change and Energy Security Framework</i>) • Mayoral Homes Commission (TBC) 	<ul style="list-style-type: none"> • Possible Inquiry Day or Themed Meeting Regarding the Library Service 	
January	<ul style="list-style-type: none"> • Quarterly Performance Monitoring Report • Corporate Risk Register • Review of the Scrutiny Work Programme (standing item) • Mid-year Review of Scrutiny • Review of Voluntary and Community Sector Budgets - <i>provisional item</i> • Community Involvement • Mayoral Fairness Commission 	<ul style="list-style-type: none"> • 2015/16 Council Budget – <i>potentially to include consideration of budget amendments, although the approach is to be agreed nearer the time</i> • Single Change – <i>Provisional item</i> 		<ul style="list-style-type: none"> • Mayoral Sports Commission • Review of Sports Development Work • Crime and Disorder Strategic Assessment <ul style="list-style-type: none"> • (provisional) Review of Public Toilets 	<ul style="list-style-type: none"> • Update on New Adult Mental Health Services - suggested by Bristol CCG • Review of Funding for Floating Support Services • Review the Shared Lives Programme • Review Community Supported Accommodation • Annual Education Performance - All Key Stages
February			<ul style="list-style-type: none"> • Mayoral Homes Commission - optional second session • Review Arrangements for Blaise Castle Museum, Red Lodge, Georgian House, Roman Villa • Highways Maintenance Contract Consolidation (<i>To approve a new contract model for procuring highways maintenance contracts that may range from a contract with a single supplier to consortia of providers, or other models</i>). 	<ul style="list-style-type: none"> • Education and Skills Inquiry Day - Jointly with Neighbourhoods - date TBC <i>Will include full consideration of the interface between BCC and the Academies</i> • Health and Wellbeing Board Work Programme (incl Public Health). <i>Note: Could be a themed meeting or inquiry day and will be done in conjunction with People</i> 	<ul style="list-style-type: none"> • Education and Skills Inquiry Day - Jointly with Neighbourhoods - date TBC <i>Will include full consideration of the interface between BCC and the Academies</i> • Health and Wellbeing Board Work Programme (incl Public Health). <i>Note: Could be a themed meeting or inquiry day and will be done in conjunction with Neighbourhoods</i> • Refresh of School Organisation Strategy (Members of Business Change Commission to be invited)

<p>March</p>		<ul style="list-style-type: none"> Partnerships & Commissioning Inquiry Day 3rd Quarter £ Monitor (March Cabinet) 		<ul style="list-style-type: none"> Possible Inquiry Day or Themed Meeting Regarding the Neighbourhood Partnerships 	<ul style="list-style-type: none"> Review of Recommendations from Independent Review of Concerns About Children's Cardiac Services (NHS England/UHB) Better Care Fund - Year 1 Progress Recommendations of the Adult Safeguarding Board Including Annual Adults Safeguarding Report
<p>April</p>	<ul style="list-style-type: none"> Quarterly Performance Monitoring Report Corporate Risk Register Review of the Scrutiny Work Programme (standing item) 	<ul style="list-style-type: none"> Single Change Phase 2; <i>Service Redesign; Implications; Culture and Training' Consultation; and What the Council will not Do?</i> Review of the Budget Process for 14/15 MTFP and Budget Assumptions Update 	<ul style="list-style-type: none"> LEP Enterprise Zone Officer Report Sustainable Prosperity 	<ul style="list-style-type: none"> Equalities Action Plan and Community Cohesion Plan Safer Bristol - Review Spending on Crime Reduction Projects <i>Note - will be done in conjunction with People</i> 	<ul style="list-style-type: none"> Review of Mayoral Education and Skills Commission Recommendations

Amendments to Scrutiny Work Programme Post OSMB 17/7/14

Appendix B

OSMB

Work Programme Item	Amendment made	Comments (if known)
Mayoral Fairness Commission	Moved from Business Change Subsequently moved from October OSM to January OSM	OSM request
Review of Voluntary and Community Sector Budgets	Moved from People	Provisional item as this work is being picked by the Cat Management team
West of England Working (including Scrutiny, Leaders Board etc)	Added following a request from OSM	
Community Involvement	Added following a request from OSM	
Performance Outturn	Deferred from July to October	Agreed at the AGM
Green Capital	Added to October OSM	

Neighbourhoods

Work Programme Item	Amendment made	Comments (if known)
Byelaws Inquiry Day	Brought forward from Feb to November	
Education and Skills Inquiry Day	Added - but People will lead	
Ongoing Departmental Issues	Now includes Public Health update	People could join for relevant items
Review of Community Investment Grants	Brought forward from Oct to Sept	Service Director's request
Safer Bristol - Review spending on crime reduction projects	Moved from People to Neighbourhoods (but could be held jointly)	
HWB Work Programme	Added	Will be run jointly with People

Waste Disposal Inquiry Day	Postponed to October	
Ongoing Departmental Issues	Deleted from Sept, Jan and April	Items to be dealt with individually
Tree PiPs	Inserted in Sept	
Pets in Flats	Inserted in Sept	
“Introduction to Neighbourhoods”	Inserted in Sept	
Licensing Policy and Scrutiny	Inserted in Sept	
Inquiry Day Planning	Inserted in Sept	
Libraries of the Future 2016	Inserted in October	
Crime and Disorder Strategic Assessment	Moved from October to January	
Safer Bristol Crime Needs Development	Deleted from April	Superseded by Crime and Disorder Strategic Assessment in January
Briefing on the ASB, Policing and Crime Act 2014	Added to October	
Review of Public Toilets - positioning piece	Deleted from October	
(provisional) Review of Public Toilets	Added to January	Added provisionally as this date may change

People

Work Programme Item	Amendment made	Comments (if known)
Academies - How can Scrutiny be More Aware of What is Happening ?	Will be considered as part of the Education and Skills Inquiry Day following discussion with the Chair/VC	
Active Travel for Schools	Moved to November following discussion with the Chair/VC	Will be considered alongside the Home to School Transport Review

Adult's Health Services Recommissioning	Added following a suggestion from the CCG/officers and discussion with the Chair/VC	
Annual Education Performance - All Key Stages	Moved from April to January	
Children's Health Services Recommissioning	Moved to November following advice from the CCG	
Commissioning Against Reablement Outcomes	Removed following discussion with the Chair/VC	The tender process will have commenced so there is limited opportunity for meaningful Scrutiny. Can be taken as an information item if desired.
Developing CCG Commissioning Intentions 2015/16	Added to October following advice from the CCG	
Education and Skills Inquiry Day	Added - to be held in conjunction with Neighbourhoods in early 2015, but People will lead	
HWB Work Programme	Made explicit that this includes public health and will be conducted in conjunction with Neighbourhoods	
Mayoral Education & Skills Commission	To be taken twice	
Operational Resilience and Capacity Planning -	Added to September following advice from the CCG	Update/information item as the plan will already have been approved but it will provide Members with useful context
Quality Framework for Older People	Added following a suggestion from officers and discussion with the Chair/VC	

Review of Funding for a Specialist Floating Support Service for Older People	Title changed to 'Review of Funding for Floating Support Services'	
Review of Older Peoples' Alarms and Warden	Removed following discussion with the Chair/VC	This option was included in error as the proposal was taken out of the budget
Review of Strategic Housing Services	Removed following discussion with the Chair/VC	No longer timely
Review of Supported Housing for Physically and Sensory Impaired People	Title changed to 'Supporting Housing Element of Home Care Recommissioning'	
Review of Voluntary and Community Sector Budgets	Moved to OSM	
Safer Bristol – Review spending on crime reduction projects	Moved to Neighbourhoods	
Short Breaks for Disabled Children Recommissioning	To be taken twice – July and September	Going to Cabinet in October 2014
Standing Items on Health	Removed as have been replaced with a number of substantive items	
Update on New Adult Mental Health Services - suggested by Bristol CCG	Added to January following advice from the CCG	A progress report on the introduction of a range of new adult mental health services.
2 x Amendments Requested at July AGM		
1. Development of the 0-25 Service Within Children and Young' People's Services/Health & Social Care	Will include the number of disabled 16-18 year olds not in employment, education or training	Note: Subsequently moved from September to October following agreement from the Chair
2. Bristol Youth Links Action Plan	To be produced and monitored on a six monthly basis	Provisionally added to February
1 x Amendments Requested at August 2014 Planning meeting		

1. Review of Residential Care	Moved from January 2015 to September 2014	Additional item for September meeting suggested by the Service Director and agreed by the Chair.
Corporate Parenting Annual Report	Added to the October meeting prior to presentation at the November Cabinet meeting.	Agreed with Strategic Directors, Chair and Assistant Mayor
1 x Amendments agreed with the Chair / John - 01 09 014		
Move forward the Annual Safeguarding Children's Report	Moved from March 2015 to November 2014	Published in October 2014 and therefore more timely to present in November 2014.
3 x Amendments requested at Planning meeting - 15 th September 2014		
Child sexual exploitation	Added to the agenda for the 6 th October	Members raised concerns following the Independent Inquiry into Child Sexual Exploitation in Rotherham
Adult's Health Services Recommissioning - Suggested by CCG	As requested by Tony Jones (CCG) deferred to the November meeting - to be discussed further at the planning meeting.	The start of public consultation has been delayed - more timely to bring an update later in the year
Developing CCG Commissioning Intentions 2015/16 - suggested by Bristol CCG	As requested by Tony Jones (CCG) deferred to the November	The CCG Head of Strategic Planning has very recently been appointed - more timely to bring the update to the November Commission meeting.

Place

Work Programme Item	Amendment made	Comments (if known)
Bristol Arena	Added to July Agenda	
Cribbs Patchway New Neighbourhood	Added to work programme & July Agenda	Request by Chair
Cycling Strategy	Added to Oct with green Capital	Agreed between Chair & Strategic Director post OSM

Event Security Report	Added to work programme & July Agenda	Request by Chair
Green Capital	Added to July Agenda	Agreed between Chair & Strategic Director post OSM
Mayoral Homes Commission	Added item to September	Requested to move all forward but have left optional Feb slot
Metro West	Moved from Oct to Nov	Post OSM
Metro West	Moved back to October	Or would have missed Nov Cabinet slot
RPS Working Group Report - Response from Mayor	Added to July Agenda	Request by Chair
Amendments requested at July AGM.		
Standard agenda item of 'key decisions'	To add the item to all future meeting agendas	Notify Commission of all future relevant items
Agreed to meet in September	Add meeting to work programme	Date TBC
RPS and Mayor attendance at next meeting	Added to September Agenda	As above
Metro West Rail Full Business Case	Move from October to September	Moved because Oct too busy and Metro West going to Cabinet Nov 4 th and Oct Scrutiny too late
Green Capital and Cycling Strategy Responses	Both items to be included on work programme for future meeting	Green Cap- Requested draft Programme Plan to be sent to Commission in the meantime. Cycling Strategy responses won't be ready until October
Local Strategic Transport Fund (LSTF)	Move forward from December to September	
New Item on 'Ferries'	To be added to October Agenda under Transport Items	

Event Security Item	Another report requested for future meeting	Report on what went wrong and officer recommendations on how to ensure it doesn't happen again. This will be now be added to January's agenda due to staff running of existing 2014 events and this being a significant piece of work
Cribbs Patchway New Neighbourhood - Mayors Response	To be included on September Agenda	Ran out of time so moved to next meeting
Amendments Requested at 28/08/14 Planning Meeting		
Homes Commission	Postpone to a later meeting	Needs to be agreed when this will come to scrutiny commission (Provisionally moved to December)
Event Security	<ul style="list-style-type: none"> Copies of all letters sent and covering note to be submitted for 'Noting only' in September Policy to be reviewed and then brought back to scrutiny in New Year (probably Jan) 	
Cribbs-Patchway	Item for 'Noting only'	Cllr Negus to submit questions prior to scrutiny meeting which will be responded to and included in the papers.
Waste Inquiry Day	To be moved to October	Neighbourhoods leading and Place invited to participate
Highways Maintenance Contract Consolidation	Move to February 15 meeting	
Green Capital	Full report to be move to November meeting	
	Responses to Action Points to come to October meeting	

<ul style="list-style-type: none"> • Review Community Transport Grants • Review of Non Statutory Free Travel • Local Bus Service Subsidy 	3x items rolled into one 'Bus' report	
Amendments Requested at 15/09/14 Meeting		
Local Sustainable Transport Fund	Deferred to October meeting	Appendix A missing and meeting ran out of time
RPS - Financial Report	Added to October's agenda	Agreed during meeting

Business Change

Work Programme Item	Amendment made	Comments (if known)
Avon Pension Fund Deficit	<p>Moved from April to September following a request from the Chair</p> <p>Subsequently moved to October as the Annual report will not be available until 29th September</p>	OSM had previously agreed that this would be considered twice - a preliminary report followed by an in- depth look
Business Rate Pooling	Moved to the list of potential topics following a request from the Chair	
Feedback/Complaints Risk	Removed following a request from the Chair	

From Mayor's Forward Plan – Council Tax Reduction	Moved from October to November following a request from the Chair (because it will align better with the Cabinet dates) Subsequently removed, although it might be added back on as an information item.	
	Added back on to October as an information only item following advice from Cllr Gollup	
Key Capital Projects	Added to September following discussion at the August meeting. Topics will be the Arena and ELENA therefore they have been removed as standalone items	
Mayoral Fairness Commission	Moved to OSM	Due to cross cutting theme
Mayor's Forward Plan Review	Added to September following a request from the Chair and title amended as will now include 'budget assumptions update' Subsequently moved from September to October following discussion at August meeting.	
Organisational Development	Added to the list of potential topics following a request from the Chair	
Partnerships/Co Production/Commissioning With Third Sector Inquiry Day	Inquiry day added following a request from the Chair to enhance the two standalone items; 'Partnerships and Co-production' plus 'Commissioning with the Third Sector.'	

Quarterly Financial Monitoring Report	September and April items also replaced with other budget/financial monitoring items.	
Review of Budget Process for 14/15	Added to August following a request from the Chair	
Risk/Service Impact of Restructure (Unseen Costs)	Added to October following a request from the Chair	
Shared Services – Inner and Outer	Moved to the list of potential topics following a request from the Chair	
Single Change Programme Update	Removed from January following a request from the Chair Single Change briefing added to September and February to meet Cabinet deadlines	Being considered by the Business Change Committee on several occasions over the Municipal Year Will be moved to interweave with Cabinet – so at three monthly intervals inbetween cabinet meetings.
Single Change – Phase 1	Added to October following a request from the Chair. Will include; Progress to Date; Restructure; Workplace Programme; and Challenges for Year 2 Subsequently moved to November following discussion at the August meeting so that it be considered at three month intervals with Cabinet	
Single Change – Phase 2	Added to April following a request from the Chair. Will include; Service Redesign; Implications; Culture & Training; Consultation; and What won't the Council do?	
Treasury Management Reports	Passed to Audit Committee following a recommendation from the Strategic Director	Note that all other financial monitoring is remaining

WEP/LEP Financial Implications	Added to November following a request from the Chair. Subsequently removed as it will be picked up by OSM.	
13/14 Budget Outturn	Added to September following a request from the Chair	
Cumulative Impact of Welfare Reforms	Moved from September to the list of additional topics to be scheduled following a request from the Chair	
ELENA	Added to October following a request from the Chair	Could be incorporated into the Key Capital Projects item added to September, in which case it will be taken off as a standalone item
The Arena	Added to the list of potential items following a request from the Chair	Could be incorporated into the Key Capital Projects item added to September, in which case it will be taken off as a standalone item
From MTPF - Council Tax Reduction (November Cabinet)	Added to October following a request from the Chair Subsequently removed as the item will no longer be going to Cabinet.	
Risk / Service Impact of Restructure (Unseen Costs)	Removed from October following a request from the Chair as it will be picked up in April as part of the third Single Change report	
2015/16 Council Budget	Discussions regarding the value of scrutinising budget amendments is ongoing and a decision will be made nearer the time. An appropriate note has been added to the item.	
Amendments Requested at August AGM		

Single Change Updates	Moved to intersperse with Cabinet meetings. November to be a deep dive to include	
	-Workplace, Restructure and Category Management	