



**DEMOCRATIC SERVICES  
ACTION SHEET – OSMB – 17 July 2014**

**Agenda Item 4 B**

Ref/ Min no	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
Item 4	Election of Vice Chair	Cllr Hopkins nominated and seconded – no further nominations – Cllr Hopkins elected Vice Chair	N/A	N/A
Item 5	Public Forum	Statement for Disability Equalities Forum regarding use of co-optees - Agreed not to formally co-opt equalities reps. Commission Chairs to be informed that need to plan ahead to engage equalities groups early enough to make a difference.	Lucy Fleming to inform Chairs  (cross ref with Item 11 – Wk Prog)	Completed
Item 7 A & B	Minute and Action Sheet – 20 March 2014	Cllr Holland referred to Cabinet Member Question time and the Mayor agreeing to put in writing his intentions in respect of £500K in relation to Children’s Centres. She had seen nothing on this.	Chair to liaise with Mayor’s office to follow up this action and other unpopulated actions	

Item 9	Chair's Business	Request to look into resources put into West of England Scrutiny Cttee	Paul Taylor to liaise with West of England policy advisors.	Raised but discussions have been inconclusive
Item 10	OSMB Annual Business Report	16 Oct 14, 5 Feb 15 and 9 April 15 agreed as future dates of OSMB – all to take place at 6pm – with Mayoral & Executive Question Time preceding at 5pm	Democratic Services to send appts to Board from Civic Diary	Allison Taylor – actioned August 14 – update note – 5 Feb now moved to 26 Feb
Item 11	Work Programme 14/15	<p>Agreed not to formally co-opt equalities reps. Commission Chairs to be informed that need to plan ahead to engage equalities groups early enough to make a difference.</p> <p>Agreed that Work Programme needs to be accessible to members on Alfresco site</p> <p><b>OSMB Wk Prog.</b></p> <p>Agreed that Mayoral Fairness Commission was cross cutting and should therefore sit in OSMB and not Business Change.</p> <p>Agreed New Constitutional arrangements should be reviewed in Feb by OSMB – Party Group Leads</p>	<p>Lucy Fleming to inform Chairs (Cross ref with Item 5 – Public Forum Statement)</p> <p>Lucy Fleming</p> <p>All changes for Lucy Fleming to action</p> <p>Action re Party Group Leads</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p>

		<p>and Chair and Vice Chair of each Commission/Cttee feed into OSMB</p> <p>Agreed Chair and Vice Chair of each Committee be sent a pro-forma in Jan to comment on new constitutional arrangements for submission to OSMB in Feb</p> <p>Agreed to add Community Engagement Programme to Work Programme</p> <p>Agreed for Oct mtg briefing on WofE working</p> <p><u>Place Commission</u></p> <p>1<sup>st</sup> mtg – Agreed skeleton reports on - :</p> <p>Cribbs/Patchway Inquiry Day Review of Res.Pkg. Wkg Group Report Green Capital Update</p> <p>Agreed to add Private Security arrangements at Council event to WP</p> <p>Agreed fuller Scrutiny of Green Capital in Nov 14</p>	<p>Shana Johnson to note</p> <p>Lucy Fleming to send out pro-forma at end of calendar year</p> <p>Lucy Fleming</p> <p>Lucy Fleming</p> <p>Lucy to action</p>	<p>Diarised for action later in year</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>
--	--	---	--	---

		<p><u>Business Change Commission</u></p> <p>Avon Pension Fund – agreed add two slots – one for Avon Pension Fund Cttee to present their Full Council report &amp; a later one for more detailed scrutiny</p> <p><u>Neighbourhoods</u></p> <p>Agreed to add Education and Skills – joint Inquiry day between People and Neighbourhoods</p> <p>Agreed to add health/public health for Neighbourhoods and People to do together</p> <p>Agreed Safer Bristol move to N’hoods from People</p> <p><u>People</u></p> <p>Agreed to add Education and Skills – joint Inquiry day between People</p>	<p>Alison Comley and John Readman to work with Cllrs Alexander and Lovell to ensure that public health is properly reflected</p>	<p>Completed</p> <p>Completed</p> <p>Joint meeting between Chairs and Officers completed and Plan agreed</p> <p>Completed</p>
--	--	--	--	---

		<p>and Neighbourhoods</p> <p>Agreed to add health/public health for Neighbourhoods and People to do together</p> <p>Agreed remove Safer Bristol from People and add to Neighbourhoods</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"><li><b>1. That the Work Programme 14/15 be endorsed subject to changes as detailed above;</b></li><li><b>2. That Commissions do not proceed with formal co-opted members and instead ensure that Commission Chairs plan ahead to engage equalities groups early enough to make a difference.</b></li><li><b>3. That arrangements in relation to the review of</b></li></ol>	<p>Alison Comley and John Readman to work with Cllrs Alexander and Lovell to ensure that public health is properly reflected</p>	<p>Joint meeting between Chairs and Officers completed and Plan agreed</p>
--	--	---	--	--

		<b>Licensing Policy be noted.</b>		
Item 12	BCC Corporate Plan 14/17	<p>Agreed –</p> <ul style="list-style-type: none"> <li>- the intro and ‘state of the city’ section to be reduced in order to balance the doc. and give more prominence to main objectives;</li> <li>- key objectives in Plan should signpost existing relevant strategies and plans eg. Child Poverty or Health and Wellbeing Strategies. These should be clearly articulated in all delivery plans that sit beneath the Corp. Plan;</li> <li>- Members noted inclusion of</li> </ul>	All Paul Taylor	Completed

		<p>'addressing inequality' as major theme and its critical importance to our city;</p> <ul style="list-style-type: none"><li>- level of detail attached to each objective should be consistent throughout doc;</li><li>- Prosperity (pg 16) should include a broader set of objectives associated with supporting Bristol's economy as currently seem limited;</li><li>- Clarity re how regular imps can be made to plan, how reviewed and refreshed;</li><li>- All facts and figs to be checked and brought up to date;</li><li>- In the 'flexible and enabling Council' section – greater emphasis to be given to how the change programme is driven by the need to redesign the org to effectively deliver the plan as opposed to emphasis on it being driven by reducing budgets or staff headcount.</li></ul> <p><b>RESOLVED:</b></p> <p><b>that the Bristol City Corporate Plan be revised in line with the changes as detailed above and be resubmitted to Full Council for</b></p>		
--	--	--	--	--

		<b>adoption.</b>		
Item 13	Mayoral Commissions	<ul style="list-style-type: none"> <li>- Lessons learned – for such a large volume of work - reccs done in a hurry and might have benefited from more considered approach;</li> <li>- Certain reccs not just about the Council’s policies and therefore require buy in and engagement with other partners across city – can take time;</li> <li>- Involvement of Scrutiny would have benefited from more thought from outset – in future Scrutiny could work with the Mayor to outline the brief for Commissions’ work;</li> <li>- Important focus is also on what excites and inspires members – and not just concerns and problems;</li> <li>- Any future work on Mayoral Commissions needs to be carefully planned as 4 Comms in parallel created signif demand on officer time. Perhaps limit to one Commission in any 12</li> </ul>	Paul Taylor	Completed



		<p>month period;</p> <ul style="list-style-type: none"> <li>- Make sure the work of the Commissions is not lost and when considering Cabinet report make best use of capacity available in Scrutiny to review any reccs the Exec. is minded to progress to ensure momentum is maintained;</li> <li>- Members wished to bring forward, wherever poss in the Wk Prog, the detailed look at the Mayoral Commission Reccs;</li> <li>- OSM's comments to be included in report going to Cabinet on 5 Aug.</li> </ul> <p><b>RESOLVED:</b></p> <p><b>that the views of OSMB, as detailed above, be fed into Cabinet at its meeting on 5 August.</b></p>		
Item 14	Performance Report	Deferred to next meeting in Oct	Lucy Fleming to note	On 16 Oct agenda