



**Agenda Item No:**

**Bristol City Council**  
**Minutes of the People Scrutiny Commission**  
Thursday, 31<sup>st</sup> July 2014

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**Members Present:-**

Councillor Alexander (Chair), Councillor Clark, Councillor Kirk, Councillor Hickman, Jenny Smith, Councillor Norman, Councillor Campion Smith, Councillor Jethwa, Rob Telford.

**Officers in Attendance:-**

John Readman – People Strategic Director, Karen Blong – Democratic Services Officer, Lucy Fleming – Scrutiny Co-ordinator, Nick Hooper - Service Director: Housing Solutions & Crime Reduction, Ann James – Service Manager: Looked after children and aftercare, Jackie Turner – Service Manager: Secondary Learning, Wanda Knight – Commissioning and Policy Officer: Strategic Housing, Netta Meadows - Service Director: Strategic Commissioning, Jean Pollard - Service Director: Care & Support Children & Families.

**Also in Attendance:-**

Cllr Massey – Assistant Mayor for People, Cllr Pearce - Chair of the Overview and Scrutiny Management Board, Mark Williams – Disability Equalities Forum.

**1. Confirmation of Chair**

**RESOLVED - that Councillors Lesley Alexander be noted as the Chair of the People Scrutiny Commission for the 2014/15 municipal year.**

**2. Election of Vice Chair**

**RESOLVED - that Rob Telford be elected as Vice-Chair of the People Scrutiny Commission for the 2014/15 municipal year.**

**3. Apologies for Absence, substitutions and introductions**

Apologies were received from Councillor Hickman, Cllr Holland attended as a substitute.

Jackie Turner – Service Manager: Secondary Learning was in attendance on behalf of Paul Jacobs – Service Director: Service Director Education & Skills.

#### **4. Membership of the Commission**

Members agreed that no groups would be co-opted on to the Commission in 2014/15 apart from the required statutory education co-optees. Expert witnesses could be invited to attend meetings or inquiry days when topics were of a specific interest.

The Scrutiny Co-ordinator would circulate a copy of the work programme to the equality groups and HealthWatch to provide information on the processes provided for public engagement at the Scrutiny Commissions. (**Action – Lucy Fleming**).

**RESOLVED - that the membership for the 2014/15 Municipal Year be noted as follows:-**

- **Labour - Cllr Clark (Lead), Cllr Kirk, Cllr Hickman, Jenny Smith**
- **Liberal Democrat - Cllr Norman, Cllr Campion-Smith (Lead)**
- **Conservative - Cllr Alexander (Chair), Cllr Jay Jethwa**
- **Green – Rob Telford.**

**and**

- **Statutory co-optees for education matters (names to be confirmed) - 1 Church of England diocese representative, 1 Roman Catholic diocese representative, 2 parent governor representatives**

#### **5. Public Forum**

One public forum statement had been received and circulated to Commission Members prior to the meeting. Ornella Saibene spoke on behalf of Rita Lynch regarding agenda item no. 12. Draft commissioning plan for short breaks and other services for disabled Children and their families.

A copy of the statement would be held on public record in the Minute Book.

The Chair confirmed that the statement had been noted and the comments would be passed to the relevant officers.

#### **6. Declaration of Interest**

None

#### **7. Chairs Business**

The Chair noted two Health items of interest-

- The Bristol Post news article - “Concerns relating to hospital trust debt” - (appendix a)
- Care Quality Commission press release – “Chief Inspector of Hospitals asks people to tell him about the care provided by NHS hospitals and GPs in Bristol” - (appendix b).

The Chair referred to the large scope of the People Scrutiny Commission which had ten meetings scheduled for the year. Members were asked to be clear and conscience when asking questions and anecdotes should be avoided.

A People Bulletin would be circulated on a bi-weekly basis to provide Members with an overview of salient information related to the Directorate.

The Chair noted that the agenda order would be amended to address the reports that were of public interest first.

## **8. Draft commissioning plan for short breaks and other services for disabled children and their families**

The Commission were asked to consider and comment on commissioning proposals for short breaks and other services for children as summarised in the report. The value of the services jointly funded by the Council and the Clinical Commissioning Group would be circa £3.2million (plus overheads). The report was presented by Jean Pollard – Service Director: Care & Support Children & Families and Ann James – Service Manager: Looked after children and aftercare.

Jean Pollard noted that the draft commissioning plan was the subject of an extensive consultation exercise and had been revised in response to issues raised during the consultation. The issues highlighted as part of the public forum were recognised and Officers were aware and understood that children had different needs.

Ann James provided a summary of the process undertaken (appendix c to the minutes), as explained in the report.

The main drivers for changing short breaks were highlighted (as summarised in the report):

“a. The population of children in Bristol is rising rapidly and the proportions of children with complex disabilities is also increasing (we estimate there will be around 10 more each year from a baseline in 2013 of 300). We need to commission the most cost-effective short breaks to make sure that our limited resources go further.

b. To give children, young people and their families more choice and control over the short breaks they get, using personal budgets where appropriate and making sure the right options are available in the right place, at the right time.

c. To improve outcomes and customer satisfaction, so that children enjoy their breaks, families’ well-being increases and they are able to lead a more ordinary life.

d. To ensure services are targeted at those families who most need them.

e. To commission a whole system of short breaks that is integrated, with complementary services that make it easier for children and families to step up and down through the system as their needs change”.

The Commission were invited to ask questions and the following was noted as part of the discussion –

- The Mayor would be invited to approve the final commissioning plan in Cabinet in October 2014 and no services would change until this decision.
- A variety of options were considered and modelling had taken place. The layout of the Bush was an L shape and set out in two, five bed units.
- The Autism project would be commissioned and tendered in the form of two targeted services. The specifications of the services could change.
- Information on the local offer for short breaks would be published in September and communication would be improved.
- Foster breaks were currently referred to as ‘short breaks with an alternative family’ and Officers would be happy to consider alternative and more user friendly suggested wording.
- Jenny Smith noted that the Health and Wellbeing Board suggested that the number of people registered with GP’s was 26,000 more than the number stated in the report. The officers confirmed they would welcome any new information related to the number of residents in Bristol – it would be important to gather correct facts.
- The Bush would remain a Local Authority Service. Officers had been asked to provide families with greater choice and control: providing the right services at the right time. Members were invited to view the detailed modelling that had taken place when considering the variety of options. Offering bed to other Local Authorities had been considered and could be explored again the future.
- Reducing the number of beds at the Bush would generate savings of £260,000 annually which would be re-invested in alternative short breaks.
- The Direct Payments Service and WECIL could assist families in setting up Direct Payment and it was noted that the process had some times proved challenging. Adult services were further ahead than Children’s services and already regularly used direct payments. The services needed to support the carers and children: creative thinking would be required. Funding could be provided for support workers to allow children to access mainstream activities which could reduce the need for specialist services.

- Cllr Massey, Assistant Mayor for People referred to a recent, informative visit at the Bush. The new building had a lot of potential to be used in other ways.

The Chair thanked the officers for the report and asked for the Member comments to be noted.

**Resolved - That the report was noted.**

## **9. Medium Level Homelessness Prevention Services – Commissioning Plan**

The Commission were asked to consider the report which outlined the commissioning of 95 units of supported accommodation for vulnerable homeless people in line with the preventing homelessness strategy previously agreed at scrutiny.

Nick Hooper - Service Director: Housing Solutions & Crime Reduction and Wanda Knight – Commissioning and Policy Officer: Strategic Housing presented the report which outlined the significant issues and the other options considered.

Nick Hooper referred to the recent media interest in the women only accommodation. The commissioning plan required a separate contract for high and medium support beds for women only, this would not in the same building as men. A separate section of the contract related to generic beds for men and women.

Users had indicated that the 'mental health services' label had been detrimental and the services had been re-named as 'medium level services'. A lot of work had taken place in relation to equalities and the new contract required more accessible accommodation.

The Commission were invited to ask questions and the following was noted as part of the discussion –

- Women only accommodation was often used by sex workers and links were made to specialist services.
- One hostel had closed as part of a planned closure on Wade Street.
- Housing benefit payments continued to be used for providers of social housing. Issue could arise with private rented accommodation due to the high rents being charged.
- Reference was made to page 151 of the agenda papers: the diagram showing the supported accommodation pathways. Commissioned by the CCG, Compass health was located in the Compass centre and provided dedicated primary health service for people who rough sleep.

- Providers would collect in-depth information related to the number of people who accessed service, i.e. the number of people who used to be in the forces and information would be required as part of the tender process. SSAFA provided support for ex forces and provided grants.
- Large hostels were not the preferred option when commissioning. The concentration of hostels in Stokes Croft was acknowledged but it would not be possible to re-locate hostels. Planning restrictions operated in the area so no new hostels could be introduced.
- During the tender process, 80% of the points awarded related to quality and 20% related to cost. Contracts had improved and were more detailed and actions plans were in place to ensure the quality would be sustained.
- The new contracts would benefit smaller organisations. A Provider day would take place in September and VOSCUR would play a key role.
- A higher % of people who leave supported accommodation should go in to private rented accommodation but the majority of people would still be re-housed through the social housing system. Bristol has a lack of housing and finding accommodation would often be a huge challenge. Contact with services could not always be maintained with people sofa surfing and living in overcrowded accommodation.

The Chair thanked the Officers for the update.

**Resolved - That the report was noted.**

## 10. Minutes

### a) **Minutes of the Health, Wellbeing and Adult Social Care Scrutiny Commission held on 15th April 2014.**

The following was highlighted –

**Progress report: Health and Wellbeing Board Work Programme** (page 11)

Child Population Increase Report to be sent to Jenny Smith. (**Action – Karen Blong**)

**Health and Social Care Transformation – Briefing** (page 15)

School Road – work continued in relation to this.

### b) **Minutes of the Children, Young People and Families Scrutiny Commission held on 2nd April 2014.**

The following was highlighted –

**Report back from the 3 February 2014 adoption inquiry** (page 19)

Cllr Massey, Assistant Mayor for People Mayor confirmed that a response related to the 2014 adoption inquiry had been provided.

**Bristol Youth Links review – 3<sup>rd</sup> March 2014 – Report and recommendations** (page 20)

A Bristol Youth Links Action Plan to be produced and monitored on a six monthly basis. The item would be added to the work programme (**Action – Lucy Fleming**).

**Response to recommendation from the Select Committee on the Role of the Local Authority in Education** (page 21)

It was agreed that a further meeting would be arranged between the Scrutiny Lead Members and the Service Director, Education and Skills. (**Action – KB**)

**Children’s safeguarding update** (page 22)

The Commission agreed that the Chair of the Safeguarding Board should be invited to the Commission meeting in March 2015 which would consider the Annual Safeguarding Children’s Report. (**Action – KB**)

**Annual report of the Corporate Parenting Panel** (page 22)

Jean Pollard confirmed a workshop took place to review the governance.

**Quarter 3 performance monitor** (page 24)

The issue of disabled 16- 18year olds not in education, employment or training would be considered as part of the Development of the 0-25 Service at the September Commission meeting. (**Action – LF**)

**RESOLVED - that the minutes of the following meeting be agreed and signed by the Chair -**

- a) **Minutes of the Health, Wellbeing and Adult Social Care Scrutiny Commission held on 15th April 2014.**
- b) **Minutes of the Children, Young People and Families Scrutiny Commission held on 2nd April 2014.**

**11. Introductory Presentation from the Leadership Team.**

The Commission were provided with a presentation (append D to the minutes) from John Readman, People Strategic Director and the People Service Directors which provided an overview of the People Directorates and highlighted some of the key issues. A People Directorate Structure chart would be appended to the minutes and include phone numbers. (**Action – KB**).

There was some cross over between directorates and joint scrutiny meetings had been planned to address this, i.e. Public Health. All directorates would be responsible for addressing the disadvantaged.

The Chair thanked the Leadership team for the presentation.

**Resolved - that the presentation be noted.**

## **12. People Scrutiny Annual Business Report.**

The Commission agreed to note the Terms of Reference, the Membership, the proportionality arrangement. The Commission dates and time for the year (as stated in the report) were agreed.

An updated work programme had been provided (appendix E) which had been produced in collaboration with the Chair and Vice Chair of the Commission, The Chair of the Overview and Scrutiny Management Board (OSMB), the Bristol Clinical Commissioning Group and the Strategic and Service Directors.

Any further changes to the work programme would require agreement from the Chair of the Commission, the Chair of OSMB and the People Strategic Director.

Due to the large size of the directorate, work would be targeted and focused. Reports for information would be circulated as part of the bulletin.

The Commission were invited to ask questions and the following was noted as part of the discussion –

- A short information report on hospital debt would be requested and circulated to the Commission. **(Action – KB to contact x).**
- The OSMB would be responsible for the work of the Fairness Commission going forward.
- Members would be able to attend other Commission meeting for particular topics of interest.
- The OSMB would be responsible for performance indicators. Netta Meadows noted the Commissions interest and would ensure performance information would be provided.
- The School Organisational Plan had been agreed in October 2013 and would be refreshed annually. Jackie Turner confirmed that a satellite group had been established to address the issue on secondary school places and the refreshed School Organisational Plan would include a lot more detail.



- Jean Pollard would circulate the Corporate Parenting Panel Work programme to Commission Members for information. Information related to the number of children in care and the number of children in need would be provided every six months via the People bulletin. (**Action – Jean Pollard**)

The Commission agreed the updated work programme.

**Resolved –**

1. **That the People Scrutiny Commission's terms of reference be noted;**
2. **That the Commission's Membership (as stated on the agenda) and the proportionality arrangements be noted;**
3. **That the Commission dates and start time for 2014/15 be agreed;**
4. **That the updated Work Programme for 2014/15 be agreed (Appendix E to the minutes).**

(The meeting ended at 7.20 pm)

CHAIR

Two hospital trusts in the Bristol area are being referred to health secretary Jeremy Hunt because of concerns over debt.

The Audit Commission has flagged up 20 hospital trusts across the country to the secretary of state for health, due to its 'rising concern' about the organisations' finances.

North Bristol Trust, which is in charge of Bristol's new £430 million hospital, has a deficit of around £33 million.

And Weston Area Health NHS Trust owes around £5 million.

Health chiefs at WAH are hoping to merge with a nearby trust to help solve its debt problems.

Chief executive of NBT, Andrea Young, told the BBC, the trust had always expected to be in debt after the merger of Southmead and Frenchay hospitals.

She said money saved from the move, which will be generated from sharing staff and equipment, will mean the organisation will hopefully claw back a lot of money during the next few years

A report presented to NBT's board meeting at the end of June stated: "The projected financial position for 2014/15 and beyond is a significant issue for the Trust; the income & expenditure plan for 2014/15 shows a deficit of £33.6m.

"This means the trust will not achieve its statutory duty to break even and will require temporary financing to bolster its cash position in 2014/15.

"Detailed work is underway to bring this back to balance by 2016/17."

Marcine Waterman, controller of audit said: "This year auditors are reporting concerns about the financial resilience of a third of NHS trusts compared with a quarter last year. This level of reporting is worrying and reflects the increasing risks to the financial sustainability of individual NHS trusts, as they continue to face sizeable financial pressures due to a rising demand for services and the necessary focus on quality of care, whilst balancing the need for continued cost savings."

The Bristol Post – 24<sup>th</sup> July 2014

## **DRAFT Press release**

1 August 2014

### **Chief Inspector of Hospitals asks people to tell him about the care provided by NHS hospitals and GPs in Bristol**

England's Chief Inspector of Hospitals is inviting members of the public to tell his inspection panel what they think of the services provided by Bristol's largest hospitals.

Their views and experiences will help inspectors decide what to look at when they inspect University Hospitals Bristol Foundation Trust and the North Bristol NHS Trust this autumn.

The Bristol Royal Infirmary, Bristol Children's Hospital, St Michael's Hospital and Southmead Hospital will be inspected and given an overall rating under the new inspection regime which has been introduced by the Care Quality Commission. The first inspections will start in September.

The Chief Inspector, Professor Sir Mike Richards, announced last year that he will lead significantly larger inspection teams than before, headed up by clinical and other experts including trained members of the public.

To ensure the views of patients and the local community are properly heard, the inspectors will be holding a listening event for the whole of Bristol:

- [Wednesday 3 September 2014 at 5.00pm Bristol City Hall, College Green, Bristol](#)

People are being encouraged to attend the listening event to find out more about the inspection process, to tell the team about their experiences of care and to say where they would like to see improvements made in the future.

People who use Bristol's GPs are also being encouraged to give their views on their services in advance of the inspection of GPs in the Bristol central area in November.

Sir Mike said: "The new inspections are designed to provide people with a clear picture of the quality of the services in their local hospitals, exposing poor or mediocre care as well as highlighting the many hospitals providing good and excellent care.

"We know there is too much variation in quality – these new in-depth inspections will allow us to get a much more detailed picture of care in hospitals than ever before.

"Of course we will be talking to doctors and nurses, managers and patients in the hospitals. But it is vital that we also hear the views of the people who have experienced the care provided by University Hospitals Bristol Foundation Trust and the North Bristol NHS Trust over the course of the last year or so, or anyone who wants to share information with us. This will help us plan our inspections, and so help us focus on the things that really matter to people who depend on this service.

"This is your opportunity to tell my team what you think, and make a difference to the NHS services in the Bristol area."

Sir Mike's inspection team is expected to look in detail at eight key service areas: A&E; medical care (including frail elderly); surgery; intensive/critical care; maternity; paediatrics/children's care; end of life care; and outpatients.

A full report of the inspectors' findings will be published by the Care Quality Commission later in the year. The trust will be given one of the following ratings: Outstanding, Good, Requiring improvement, Inadequate.

- The inspection of the University Hospitals Bristol Foundation Trust will start on 9 September
- The inspection of North Bristol NHS Trust will start on 20 October
- Bristol Central GPs will be inspected during November.

**For media enquiries, call the CQC press office on 020 7448 9401 during office hours or out of hours on 07917 232 143.**

**For general enquiries, call 03000 61 61 61.**

#### **Notes to editors**

Anyone who is unable to attend the listening events but wishes to give their views to the inspection team can do this in a number of ways:

Online: <http://www.cqc.org.uk/contact-us>

By email: [enquiries@cqc.org.uk](mailto:enquiries@cqc.org.uk)

By letter: CQC, Citygate, Gallowgate, Newcastle upon Tyne, NE1 4PA

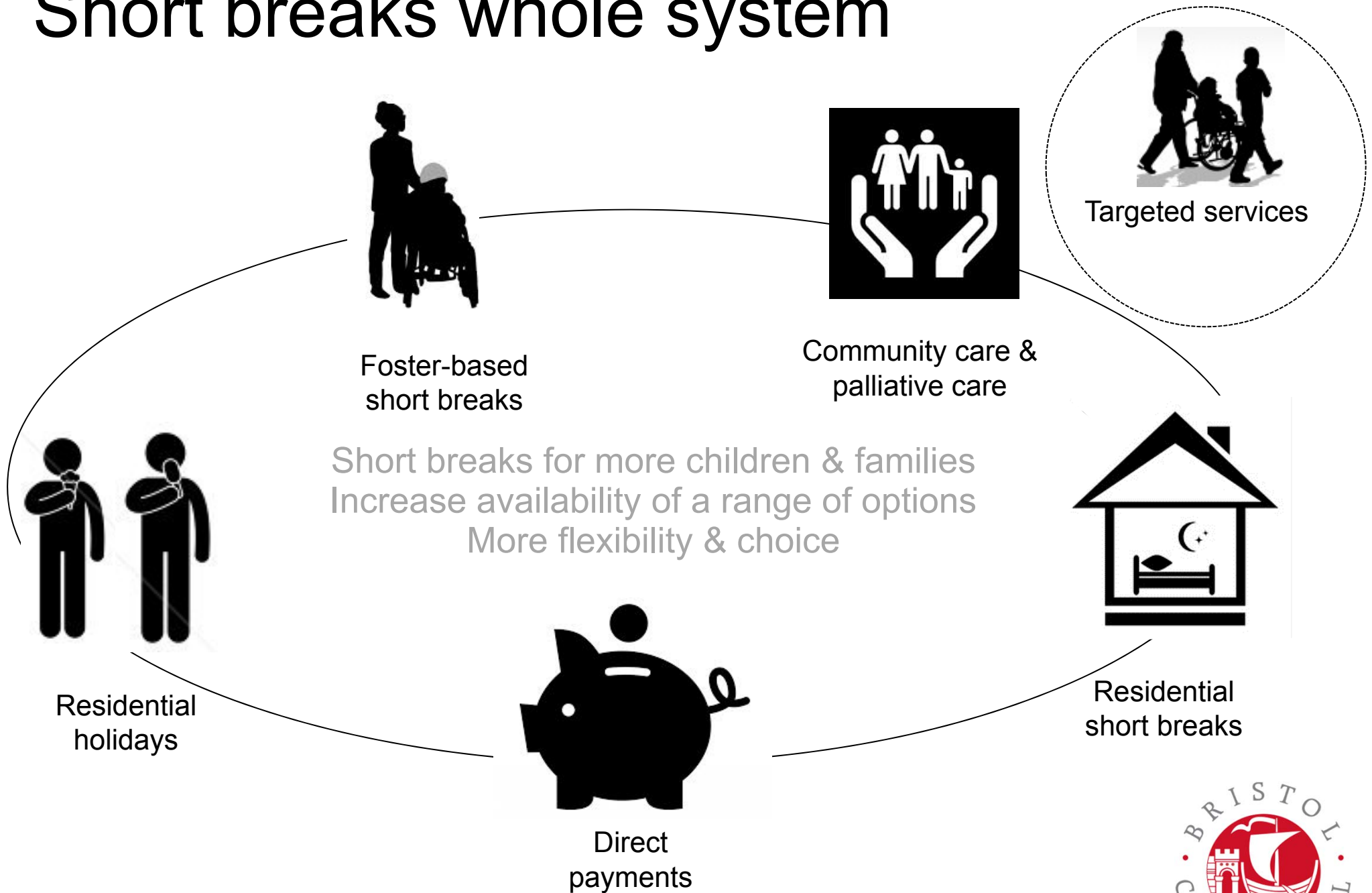
By phone: 03000 61 61 61

While the listening events will not be open to the media, we will make sure there are other opportunities for journalists to talk to panel members about the inspection – please contact us and we will set something up for you. The listening event is being held to enable members of the public to share their experiences of care with members of the inspection team. These discussions will take place in small groups, and we want people to be able to talk safe in the knowledge that the confidences they are sharing will be respected.

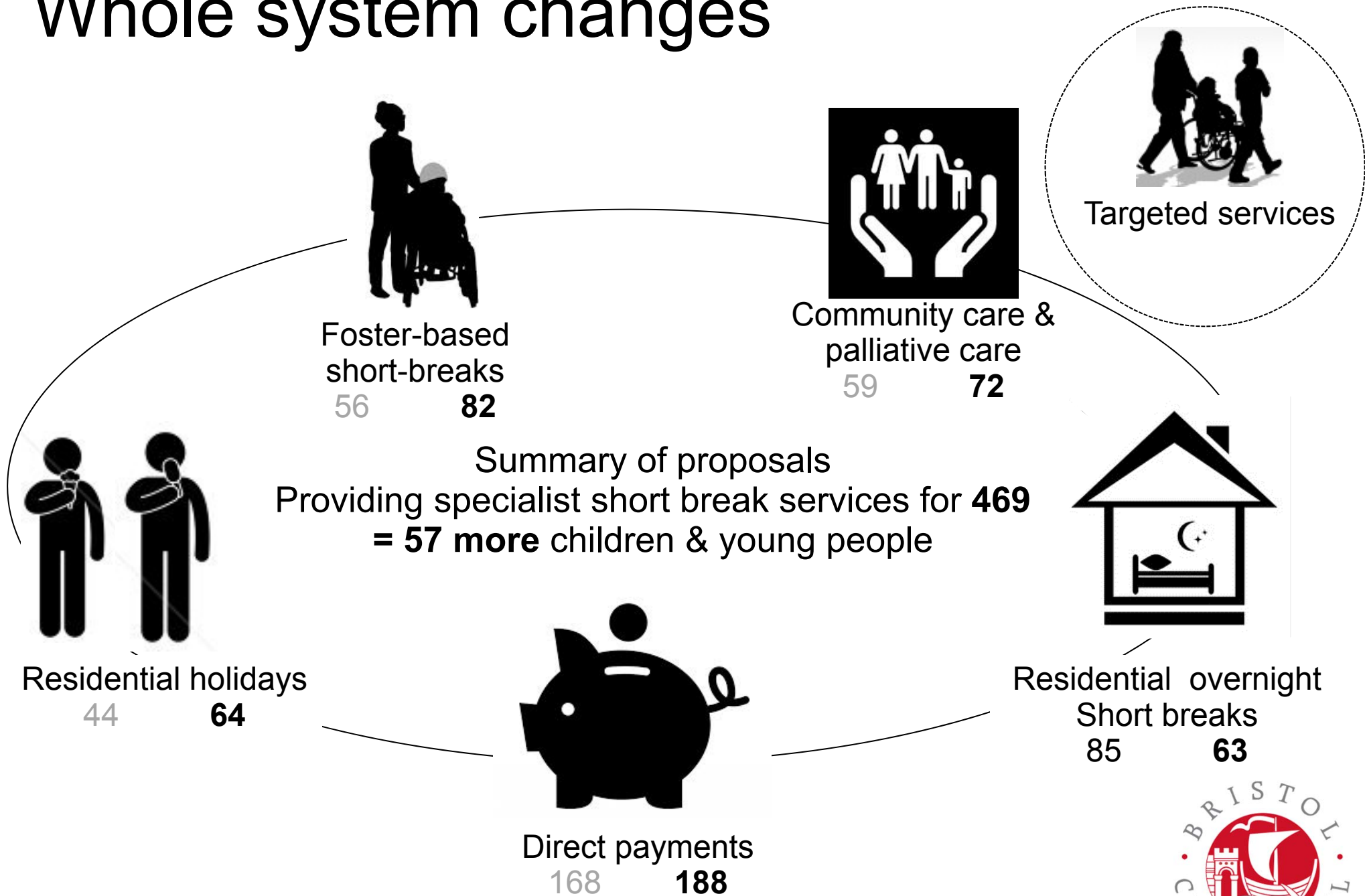
#### **About the Care Quality Commission**

The Care Quality Commission (CQC) is the independent regulator of health and social care in England. We make sure health and social care services provide people with safe, effective, caring, well-led and responsive care, and we encourage care services to improve. We monitor, inspect and regulate services to make sure they meet fundamental standards of quality and safety and we publish what we find to help people choose care.

# Short breaks whole system



# Whole system changes



# People Scrutiny Commission



31<sup>st</sup> July 2014



# Meet the Team

- John Readman Strategic Director, People
- Paul Jacobs Service Director, Education & Skills
- Jean Pollard Service Director, Care & Support - Children & Families
- Nick Hooper Service Director, Housing Solutions & Crime Reduction
- Mike Hennessey Service Director, Care & Support and Provider Services – Adults
- Netta Meadows Service Director, Strategic Commissioning (*Directorate Lead for Scrutiny*)



# What does the People Directorate do?

- Education and Skills
- Care & Support - Children & Families
- Housing Solutions and Crime Reduction
- Care & Support and Provider Services - Adults
- Strategic Commissioning



# City Vision

Our services contribute to the following strategic outcomes:

- **Healthy and Caring Bristol**
- **Keep Bristol Working and Learning**
- Keep Bristol Moving
- Building Successful Places
- Global Green Capital
- Vibrant Bristol
- Addressing Inequalities
- Active Citizens
- Empowered City



# People Directorate Themes



People Directorate



# Education & Skills

What we do:

- Early Years and Learning
- Primary Learning
- Secondary Learning
- Additional Learning Needs
- Skills
- Trading with Schools



# Education & Skills

Examples of our current work in this area:

- Bristol's Primary Schools Programme will have provided 6,270 extra schools places by Sep 2014
- Improvements in results and Ofsted inspection outcomes means we are closing the gap with national outcomes.
- Working to reduce number of Bristol's 16-18 year olds not in education, employment or training. It has significantly reduced to 6.4%
- Improving skills for work: In 2013/14, we supported 66 apprenticeships to achieve Level 2 & 3 qualifications and adult learners to achieve 178 functional skills qualifications



# Care & Support – Children & Families

What we do:

- Children in Care (690) and Care Leavers
  - Direct Support
  - Sufficiency
- Child Protection (420)
- Children in Need (1,500)
- Disabled Children
- First Response
- Early Help



# Care & Support – Children & Families

Examples of our current work in this area:

- Early Help development
- Social Work Remodelling
- Placement Provision
- 0-25 Integrated Service and SEND Reform





# Housing Solutions & Crime Reduction

What we do:

- Housing Options; including Home Choice, housing advice, homelessness, welfare rights & tenant support
- Private Housing & Accessible Homes; including adaptations, standards in private housing and travellers
- Crime Reduction & Substance Mis-use; including YOT, emergency control, crime reduction, commissioning of drug treatment, domestic abuse and hate crime
- Housing Policy & Contracts



# Housing Solutions & Crime Reduction

Examples of our current work in this area:

- Police/probation/prison – all changing operating models
- Demand management – need for social housing far outstrips supply; supported housing; drug treatment; home adaptations
- Rising homelessness – impact on welfare changes/recession
- Changes in private rented sector – rise in numbers; fall in standards at bottom of market
- Resilience of low income/low skill households – loss of welfare benefits
- Changing operating models as crime falls – shift to restorative approaches



# Care & Support and Provider Services - Adults

What we do:

- Adult Social Work
- Care Direct
- Safeguarding Adults
- Hospital Social Work
- Mental Health Act and Deprivation of Liberty Safeguards
- Intermediate Care Services & Reablement
- Adults residential and Respite Services
- Shared Lives and Community Meals Service
- Community Services



# Care & Support and Provider Services - Adults

Examples of our current work in this area:

- Care Act 2014
- Better Care Fund
- Mental Health Act Services
- Forensic Services
- Market capacity and quality
- Rising demand and working with the NHS
- School Road
- Deprivation of Liberty Safeguards



# Strategic Commissioning

What we do:

- Children's Commissioning
- Troubled Families
- Adult Commissioning
- Contracts & Quality Management
- Client & Carer Financial Services Team
- Admin & Business Support
- Operational Support Team
- Link to Strategic Planning & Performance

People Directorate



# Strategic Commissioning

Examples of our current work in this area:

- Joint Commissioning – Adults
- Joint Commissioning – Children's
- Targeted Support includes:
  - Bristol Youth Links
  - Troubled Families
- Quality of Care – Framework in Adults



	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>OSM</b>		Quarterly Performance Monitoring Report			Quarterly Performance Monitoring Report			Quarterly Performance Monitoring Report			Quarterly Performance Monitoring Report		
		Review of the Scrutiny Work Programme			Corporate Risk Register			Corporate Risk Register			Corporate Risk Register		
		Mayoral Commissions			Review of the Scrutiny Work Programme			Review of the Scrutiny Work Programme			Review of the Scrutiny Work Programme		
		Corporate Plan			Mayoral Fairness Commission <i>Note: Cross Cutting Theme So Could Invite Other Members</i>			Review of Voluntary and Community Sector Budgets - <i>provisional item</i>					
					West of England Working (including Scrutiny, Leaders Board etc)			Community Involvement					

*Note: The Chair would like a piece of work on BCC's Community Engagement Strategy to be added to the OSM Work Programme*

	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
<b>PLACE</b>		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 Grp Report		Waste Inquiry Day Jointly with Neighbourhoods	Transport issues - to potentially include Transport Provision for Policy, European Rail Hub, Freight Strategy, Eliminate/Reduce Need to Travel (Home Working) <i>Note: October is very busy so some items may be rescheduled</i>	Bristol Arena	Flood Risk Management Strategy Consultation Feedback - <i>including Flood Protection/Land Made Useable</i>			Mayoral Homes Commission - optional second session		LEP Enterprise Zone Officer Report		
				Mayoral Homes Commission	Highways Maintenance Contract Consolidation		Air Quality Strategy		Review Arrangements for Blaise Castle Museum, Red Lodge, Georgian House, Roman Villa		Sustainable Prosperity			
				Possible meeting	Review Community Transport Grants		Review of Council Energy Policy							
					Review of Non Statutory Free Travel (Community Transport Concessions)		Local Sustainable Transport Fund							
					Local Bus Service Subsidy		Update of the Climate Change & Energy Security Framework							
					Metro West Rail Full Business Case									
					Green Capital & Cycling Strategy Responses *									

\* Change agreed at OSMB 17 July 14



	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
<b>BUSINESS CHANGE</b>			Business Change & Resources: Overview & Implications for Scrutiny	Avon Pension Fund Deficit	ELENA	WEP/LEP Financial Implications	2015/16 Council Budget	2015/16 Council Budget - to include consideration of budget amendments	3rd Quarter £ Monitor (December Cabinet)	Partnerships & Commissioning Inquiry Day	Single Change Phase 2; Service Redesign; Implications; Culture and Training' Consultation; and What Won't the Council Do?			
			Intro to Work Programme & Working Principles (Chair)	13-14 Budget Outturn	From Mayor's Forward Plan - Council Tax Reduction (November Cabinet)	2nd Quarter £ Monitor (December cabinet)			Single Change (March Cabinet)		Review of the Budget Process for 14/15			
			Single Change - Briefing	MTFP and Budget Assumptions Update	Single Change - Phase 1; Progress to Date; Restructure; Workplace Programme; and Challenges for Year 2							MTFP and Budget Assumptions Update		
			Clarifying the Budget Process;	Single Change Programme Update										
			2015/16 Council Budget - What Works/Hasn't Worked Previously											
			2015/16 Council Budget - Process, Timings and Contract for This Year											
			1st Quarter £ Monitor (September Cabinet). NB will have to move to September											

*To be scheduled;* 1. Council Procurement; and 2. Welfare Reforms - Cumulative Impact and Debt Strategies

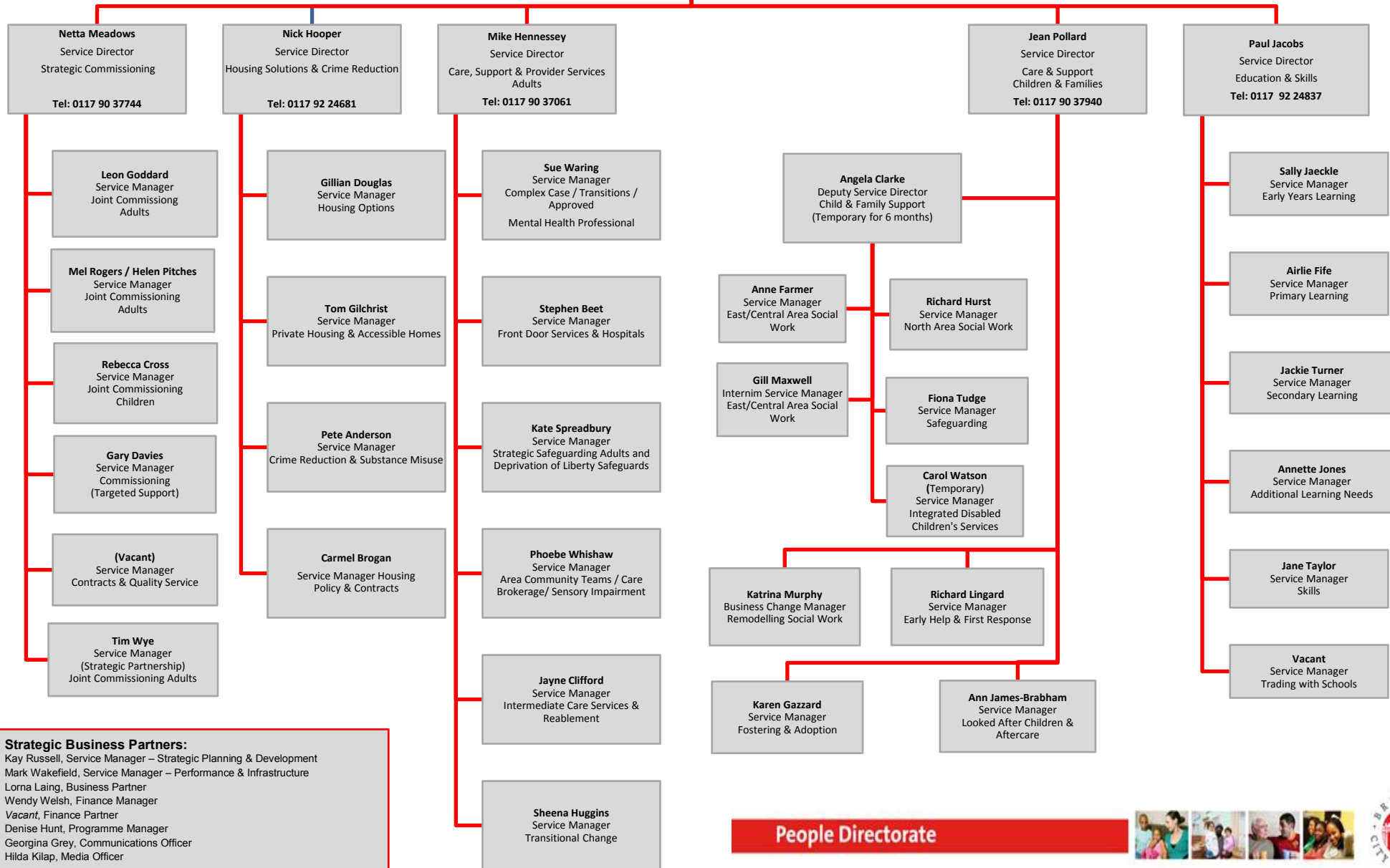
*Potential Topics;* 1. Business Rate Pooling; 2. Shared Services - Internal and External; and 3. Arena Funding

*Notes;* 1. Treasury Management now with Audit Committee and Mayor's Fairness Commission with OSM; and 2. The January meeting could be rescheduled to come before Cabinet





**John Readman**  
Strategic Director



**People Directorate**



**Strategic Business Partners:**  
 Kay Russell, Service Manager – Strategic Planning & Development  
 Mark Wakefield, Service Manager – Performance & Infrastructure  
 Lorna Laing, Business Partner  
 Wendy Welsh, Finance Manager  
 Vacant, Finance Partner  
 Denise Hunt, Programme Manager  
 Georgina Grey, Communications Officer  
 Hilda Kilap, Media Officer