



**Action Sheet – People Scrutiny Commission  
31<sup>st</sup> July 2014**

<b>Minutes No.</b>	<b>Title of Report/ Description</b>	<b>Action and Deadline</b>	<b>Responsible officer</b>	<b>Action taken and date completed</b>
4	Membership of the Commission	Circulation of the work programme and public forum guidance to the Equality Groups and HealthWatch.	Lucy Fleming	Complete
10	Minutes from Children, Young People and Families Scrutiny Commission (2 <sup>nd</sup> April 2014) – a) Response to recommendation from the Select Committee on the Role of the Local Authority in Education  b) Children’s safeguarding update	A further meeting to be arranged between the Commission Leads and the Service Director – Education and Skills and Service Director – Policy, Strategy and Communications.  The Chair of the Safeguarding Board to be invited to the Commission meeting in March 2015 which would consider the Annual Safeguarding Children’s Report.	Karen Blong  Karen Blong	Currently being arranged by Claudette Campbell  In progress

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
	c) Quarter 3 performance monitor	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.	Lucy Fleming	Complete
12.	People Scrutiny Annual Business Report – Work programme	<p>Hospital Debt Information report to be circulated.</p> <p>Circulation of the Corporate Parenting Panel Work programme</p> <p>Information related to the number of children in care and need to be every six months via the People bulletin.</p>	<p>Karen Blong to request.</p> <p>Jean Pollard</p> <p>Jean Pollard</p>	<p>Request for information sent to North Bristol NHS Trust</p> <p>Once the work programme has been agreed in September it will be circulated to the Commission</p> <p>To be included on the next People Bulletin - to be circulated week commencing 25<sup>th</sup> August 2014</p>