

**Action Sheet – People Scrutiny Commission
21st November 2016**

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
Action from 18th July 2016				
1.	Welcome, introduction and safety information	The Chair requested that future agendas schedule a ten minute break half way through the meeting.	Claudette Campbell (CC), DSO	Ongoing request
8.	Annual Business Report	Link to People Commission agenda papers to be sent to Council Equality Groups, HealthWatch and the Youth Council	CC	Ongoing request
Action from 26th September 2016				
7.	Bristol's strategy for Children, Young People and Families, and Family Partnership work programme	Members were concerned that some communities did not have the opportunity to fully engage in any consultation process. Members shared that children's centres in communities on the outskirts of the city engage with communities and therefore those working in these areas have insight and intelligence about the immediate community that can feed into further work. MF to contact Cllr Anna Keen for point of contact in the Hillfields Ward.	Michele Farmer, Service Director, Early Intervention and Targeted Support.	Complete

12.	Risk register	<p>The potential unitary charge, risk relating to student shortfall was discussed. Members sought fuller understanding on the risk to schools and academies where Skanska applied a 9% increase in charges.</p> <p>Members request additional information on the challenges being faced by academies because of the increase to be included in the risk register.</p>	Paul Jacobs, Service Director for Education & Skills	Complete
13.	Adult Social Care Strategic Plan 2016-2020	<p>Members requested further information:</p> <ul style="list-style-type: none"> • about the Care Direct service and its functionality. • together with details of Bristol standard of care quality framework and • the standard required for commissioned care homes and homecare services. 	Rachel Allbless, Planning & Development Manager, Strategic Planning	<ul style="list-style-type: none"> • Overview of the Care Direct Service – information provided in the November Member bulletin • Other information to be provided as part of the commissioning report in Jan 17. <p>Complete</p>
Actions from 20th October 2016 meeting				
7	The draft Corporate Strategy 2017-22, Business Plan 2017-18 and Medium Term Financial Plan 2017-18 – 2021-22	Judith Brown, Older People Forum requested information on how Older People and other residents without internet access could respond to the consultation.	Karen Blong, Policy Advisor People Scrutiny	<p>Consultation cards provided to Cllrs and other stakeholders on request. Contact telephone number and information on stakeholder event provided.</p> <p>Complete</p>
7	The draft Corporate Strategy 2017-22, Business Plan 2017-18 and Medium Term Financial Plan 2017-18 – 2021-22	A summary of Frequency asked Questions to be created	Karen Blong, Policy Advisor People Scrutiny	In progress

8	Re-commissioning Bristol Youth Links	Members requested the percentage figure that reflects the number of young people served by Bristol's youth provision.	Michele Farmer, Service Director, Early Intervention and Targeted Support.	Of the 54,000 young people in Bristol what percentage access the service 20% of young people in Bristol access Bristol Youth Links Services in 2014-15. Complete.
8	Re-commissioning Bristol Youth Links	Members asked how the youth service supported young offenders and the impact on minimising repeat offenders.	Rachel Beatty, Commissioning Manager	Information provided in the November Member bulletin. Complete
Actions from 21st November 2016 meeting				
8	The draft corporate strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18-2021/22	Members would be canvassed about a requirement for an informal briefing in January 2017.	Joshua Van Haaren/Karen Blong	Complete
8	The draft corporate strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18-2021/22	Future presentations should include figures rather than %.	All Officers	On going
8	The draft corporate strategy 2017-2022, Business Plan 2017/18 and Medium Term Financial Plan 2017/18-2021/22	Members requested the National living wage report (previously presented the Human Resources Committee)	Karen Blong	Web link to the agenda papers and minutes for the Human Resources Committee – 22 nd September 2016 – Click here to view. Complete

11	Bristol as City of Sanctuary and Supporting refugees and asylum seeker children	The Commission requested a list of items needed ahead of Christmas	Mike Hennessey to liaise with Citizens UK	Update from Mike Hennessey: All of the families have had Christmas hampers, met Santa and all of the Children received presents from Santa. There was a party which was not only great fun, it was an opportunity for the families to learn about Christmas in Bristol, as well as prepare for the holidays.
9	Bristol Safeguarding Children's Board Annual Report	Members requested an update on the Children and Social Care bill at the appropriate time.	Hilary Brooks / Karen Blong	The Chair of the Commission and the Chair of the Corporate Parenting Panel agreed that an update would be provided via the Corporate Parenting Panel. Complete
12	Home Care Update	Members requested information about the costing model	Leon Goddard	Info provided in a Member bulletin Complete
12	Home Care Update	The Commission discussed increasing collaboration with other Local Authorities in order to standardise or increase the hourly rate in Bristol. Officers referenced £3.5 million savings required in the MTFP. Members requested a breakdown of figures.	Netta Meadows	Attached as appendix A Complete
12	Home Care Update	Members requested regular updates.	Mike Hennessey, Leon Goddard and Karen Blong	Added to the work programme for March 2017 (TBC)

Actions from the 23rd November meeting in common with South Gloucestershire Council

57	Independent Reports related to the Bristol Royal Hospital for Children 2016 – Three month review	A7. The family suggested that Recommendation 1 had not been completed. The Trust agreed to address the concern when provided responses to the 80 questions submitted.	UHB	An update will be provided at the meeting on the 27 th February 2017
57	Same as above	A10. The Trust were asked to check what the circumstances were in this case regarding family accommodation.	UHB	An update will be provided at the meeting on the 27 th February 2017
57	Same as above	A12. The Trust we asked to check the date and outcomes of the South West audit at Verita	UHB	An update will be provided at the meeting on the 27 th February 2017
57	Same as above	A15. The Trust were asked to provide the specific figures related to the number of senior leaders who had been trained in accordance with recommendation 6.	UHB	An update will be provided at the meeting on the 27 th February 2017
As part of the Resolution	Same as above	A visit to the hospital to see some of the changes first-hand would be arranged for Councillors prior to the next update meeting on the 27 th February 2017	UHB / Officers	In progress
As part of the Resolution	Same as above	An update on the 80 questions formulated with the Condon family would be provided as part of the six month update in February 2017	UHB	An update will be provided at the meeting on the 27 th February 2017

Appendix A

The breakdown of the planned Home Care savings is:

Description	Assumptions	£'m
Reduction in price	c19,000 hours/week provided at new hourly rate of maximum £14.20	1.3
Reduction in demand	c18% reduction in demand by using a maximising independence model of care	2.2

The planned saving from Residential and Nursing Care Recommissioning is £2.6m which is expected to be fully from price reduction by using a dynamic purchasing system.