



Business Change & Resources Scrutiny Commission Action Tracker 2016/2017

Agenda Item	Title of Report/ Description	Action required and deadline	Responsible officer	Action taken and date completed
BC&RSC Actions 24 November 2016				
5	Action Sheet	<ul style="list-style-type: none"> <i>Web Browser</i> Officers to confirm most suitable option available for councillors to access the internet via iPads 	Richard Billingham / Ian Gale	<p>“Technically, Safari can be deployed to the iPads; however, doing so would allow unfiltered access to the internet. It is Council policy that all internet access from BCC owned devices must pass through our web filtering controls. This is to protect the council from reputational damage and to protect the individual from inadvertently accessing unsuitable sites.</p> <p>The Airwatch browser installed on the iPads uses this filtered channel to access the internet, therefore is the browser provided.</p> <p>We continue to look at how we could provide alternative browsers while retaining the filter controls, but trust that the above explains the current position.”</p> <p>Officers will also provide a verbal up-date to Members at the meeting</p>

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		<ul style="list-style-type: none"> <i>Income Generation</i> Scrutiny Officers to provide a summary of income generation items considered at Scrutiny Commissions. Officers to provide an update on income generation work progressed in the cross council working group. 	Johanna Holmes Anabel Scholes	<p><i>Please see the information provided below.</i></p> <p>Officers will provide an up-date to Members as soon as one is available</p>
9	Business Change Period 5 Finance report	<ul style="list-style-type: none"> <i>HR benchmarking</i> Officers to share concerns HR benchmarking concerns with SLT <i>Finance Savings</i> Officers to confirm how many people work in each of the areas listed under the revised finance structure 	Anna Klonowski Anabel Scholes	<p>The Strategic Director has advised that she has shared Members concerns with the interim Chief Executive and colleagues on SLT.</p> <p><i>Please see the information provided below.</i></p>
10	In-depth Review : Bristol Workplace Programme (presentation)	<ul style="list-style-type: none"> <i>Park View</i> Officers to provide a revised business case to Cabinet to reflect the changes. <i>Property Disposals</i> Officers to provide an update on the disposal of properties, identifying where capital receipts had equalled or exceeded those outlined in the business case for BWP 	Robert Orrett	<p>Members to be notified when this has happened</p> <p>Further information will provided to Members as soon as possible</p>

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12	Procurement Update	<ul style="list-style-type: none"> • <i>First Bus</i> Officers to confirm the position with regard to state aid waivers • <i>Contracts</i> Officers to provide additional detail to include number of contracts, how many involved key decisions and an indication of how much time, the new step extends the process by. • <i>Contract Renewal Timescales</i> Officers to provide Councillors with a list of contracts up for renewal each quarter. • <i>Care Contract : Out of Hours liability</i> Offline discussion with Cllr Barry Clark • <i>SME Local Spend</i> Officers to provide a breakdown on a top level basis within a month. How many SME's are based locally. (Understanding of 'locally' still to be defined. Cllr Stephen Clarke requested that Officers please use their discretion on definition of 'locally' to provide the response). 	<p>Shahzia Daya</p> <p>Netta Meadows</p> <p>Netta Meadows</p> <p>Netta Meadows</p> <p>Alison Slade</p>	<p>An up-date will be provided to Members as soon possible</p> <p>Commissioning Officers are currently pulling the information together for these actions and they will be sent to Members as soon as they are available.</p> <p>In the period 1 April 2016 to 30 September 2016 36.95% of our external spend was with SMEs and of that 15.02 % was with SMEs within BS1 to BS 16 Detail as shown here:</p> <table border="1" data-bbox="1601 1198 2145 1326"> <tr> <td style="text-align: right;">£24.4M</td> <td style="text-align: right;">15.02%</td> </tr> <tr> <td style="text-align: right;">£35.6M</td> <td style="text-align: right;">21.93%</td> </tr> <tr> <td style="text-align: right;">£60.0M</td> <td style="text-align: right;">36.95%</td> </tr> </table>	£24.4M	15.02%	£35.6M	21.93%	£60.0M	36.95%
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9. Business Change Period 5 Finance report: Finance Savings - Officers to confirm how many people work in each of the areas listed under the revised finance structure (Anabel Scholes)

Finance

Finance	FTE
Strategic Finance	7.0
Corporate Finance	24.1
Business Support Finance	
People	17.0
Place & Neighbourhoods	12.6
Resources & City Director	10.0
Finance Operations (AR, AP, cash office, contact centre) - 7	30.6
Total	101.3

Internal Audit

Internal Audit	FTE
Audit Plan	11.0
Counter Fraud	8.4
Risk Management	0.6
Governance	0.4
Total	20.4

5. Action Sheet: Scrutiny Officers to provide a summary of income generation items considered at Scrutiny Commissions

Please see table below

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Scrutiny Commission	Date	Report to Scrutiny	Brief Summary
OSMB	None	None	N/A
Place	19/11/2015 17/03/2016 Postponed from December 2016 – date TBC	<p>Presentation - Place Baseline 2015/16 https://democracy.bristol.gov.uk/Data/Place%20Scrutiny%20Commission/201511191400/Agenda/0910_mins.pdf</p> <p>Presentation - Property Portfolio https://democracy.bristol.gov.uk/Data/Place%20Scrutiny%20Commission/201603171400/Agenda/0317_10.pdf</p> <p>Revenue Generation and Asset Sales</p>	<p>Focused mainly on cost savings and the financial situation within Place Directorate. Briefly touched on income generation opportunities.</p> <ul style="list-style-type: none"> • Total Asset Base • Asset Management • Property Service • Property Structure & Process • Operational Assets & Costs • Development Pipeline • Investment Assets & Income
People	None	None	N/A
Neighbourhoods	14/09/2015	<p>Traded Services: a position statement in respect of the traded services that sit within Environment and Leisure https://democracy.bristol.gov.uk/Data/Neighbourhoods%20Scrutiny%20Commission/201509141000/Agenda/0914_10.pdf</p>	Short report that explained which services are generating income within that particular part of the Neighbourhoods Directorate
Resources	16/11/15 14/03/16	<p>Income Generation Update https://democracy.bristol.gov.uk/Data/Business%20Change%20and%20Resources%20Scrutiny%20Commission/201511160930/Agenda/1116_9.pdf</p> <p>Generating Income: Principles, Performance & Possibilities – A Discussion Paper https://democracy.bristol.gov.uk/Data/Business%20Change%20and%20Resources%20Scrutiny%20Commission/201603140930/Agenda/0314_7.pdf</p>	<ul style="list-style-type: none"> • Progress to-date • Progress – Savings against targets • Next Steps - Across the Council • Existing Income Review • New Income Streams • Overview of Trading Companies and Local Government • KPMG Feedback on Commercial Enablers • Case Study – BCC Traded Services • Developing Commercial Skills • Applied Programmes

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