

Scrutiny Work Programme 2019 / 2020

People Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
July 2019				
2pm, Thursday 18th July	2pm, Thursday 24th July	6pm, Tues 23rd July (WECA Briefing beforehand)		6pm, 17th July (MQT 5pm)
Annual Business Report	Annual Business Report	Annual Business Report		Performance Report (Q4)
Performance Report (Q4)	Performance Report (Q4)	Performance Report (Q4)		Risk Report (Corporate)
Transition Support for Disabled Young People	Parks and Green Spaces Strategy (possibly allotments)	School Streets and No-idling		Clean Air Plan
SEND Standing Item -> SEND Strategy	Crime and Disorder - Crime and ASB performance	Public Transport including 'Transport Authority and Governance', Bus Strategy, Bus Deal, real-time information, and future mobility		BREXIT Preparedness Report
Better Lives – focus on working age adults	Waste – recycling and reuse; waste minimisation; clean Streets and enforcement (including graffiti update).	Multimodal Transport (including mass transit and rail, interchanges, ticketing)		Work Programme – including Scrutiny Inquiry Days and Task and Finish Groups
				Budget Scrutiny Process Confirmation
				BCC Thematic Boards
				Health Sub-Committee Terms of Reference
				Temple Island - update on proposals and disposal arrangements
August 2019				
				3pm - 14th August
				Companies Performance
September 2019				
		6pm, Thurs, 26th September	4pm, Weds 18th September	Sept TBC – Post Cabinet Dispatch
		Performance Report (Q1)	Annual Business Report	Air Quality (Cabinet Report)

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		Assets Strategy	Performance Report (Q1)	
		Update on the Mayor's Climate Emergency Action Plan	Finance Monitoring Reports	
		Local Plan (responses to May 2019 public consultation)	IT Transformation Programme To include External Auditor	
		Bristol Harbour Review	Financial Debt / Arears across the council	
			Commercialisation and Innovation – general overview	
			Investment in Regional Community Bank and City Fund – questions only	
			Annual Business Report	
October 2019				
5pm, Monday 14th October	5pm, Thursday 10th October		3pm Thurs 31st October	6pm, Wed 30th October
Performance Report (Q1)	Performance Report (Q1)		Finance Monitoring Report	Performance Report (Q1)
SEND Standing Item -> SEND OFSTED Inspection/ Improvement plan	Libraries - Update		Legal Services - Service Plan and Draft Strategy	Clean Air Plan
Contextualised Safeguarding	Neighbourhood Enforcement		Collection Fund / Financial Surplus/Deficit Report	
Strengthening Families Programme	Risk Report (Corporate)		Council Tax Base Report	
Risk Report (Corporate)			Report from Financials T&F Group	
			Risk Report (Corporate)	
November 2019				

People Scrutiny Commission	Communities Scrutiny Commission	Growth and Regeneration Scrutiny Commission	Resources Scrutiny Commission	Overview & Scrutiny Management Board
2pm, Thursday 28th November		6pm Thurs, 14th Nov MEETING POSTPONED		
Performance Report (Q2)				
Thrive update				
Substance Misuse Strategy development				
Domestic Violence and Sexual Abuse commissioning				
December 2019				
			3pm Wednesday 18th December	5pm Weds, 18th December
			Performance Report (Q2) - TO NOTE	Performance Report Q2
			Finance Monitoring Report P7 - TO NOTE	Risk Report
			University Buildings and Business Rates	Housing Company Business Plan
			Report of Financial T&F Group	Energy Company Business Plan
			Commercialisation and Innovation (Information Item)	Bristol Waste Company Business Plan
			Contract Management	
			Agile Working ICT Report	
January 2020				
10am Mon 27th January	10am Mon 27th January	6pm, 9th January 2020		10am, Tue 28th January
Keeping Bristol Safe - new governance arrangements and remit. Joint session with Communities Scrutiny	Keeping Bristol Safe - new governance arrangements and remit. Joint session with People Scrutiny Commission	Performance Report (Q2)		High Streets Inquiry Day

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Commission				
	Housing Lettings Review	Risk Report		
	Performance Report (Q2)	DRAFT Asset Management / Property Strategy		5pm, 30th January 2020
	Student Impact on Communities	Update on the Mayor's Climate Emergency Action Plan Emerging Evidence Base for the One City Climate Strategy		One City Plan – annual report
		Temple Island Regeneration Approach		One City Plan – progress update
				Clean Air Zone Update

February 2020

12:30pm, Mon 3rd February		February (TBC/ WC 11th Feb 6pm) (G&RSC Member visit to Temple Meads in advance of meeting)	4pm, Thurs 6th February	
OFSTED/CQC report		Temple Meads and St Philips Master Plan To include Temple Quarter Enterprise Zone	Budget Scrutiny meeting (see appendix A)	
		Bristol Local Flood Risk Management Strategy, including River Avon Flood Strategy	Information Management Strategy (TBC)	
1:30pm, Mon 3rd February		City Centre Framework	Legal Services - Service Plan and Draft Strategy – Exempt Item?	
SEND Evidence Day				
10am, Thursday 27th February				
Hospital Education				

Strategy for Inclusion				
Fixed Term Exclusions				
SEND Evidence Day recommendations				
	10am, Thursday 12th March			5pm, 2nd March 2020
	Risk Report			City Leap
	Performance Report (Q3)			Business Plans
	Community strategy, including community partnerships / Area Committees			
	Bristol Impact Fund (funding for the voluntary sector)			
Items to be Scheduled				
	Sports Strategy briefing Community Safety Partnership / Crime and Disorder briefing: To inform for December CSC (new structure – new governance arrangements and what is the remit).			
	Performance criteria for waste – possible T&F			
	Parks commercialisation			
	Waste			

2019/2020 Budget / MTFP Scrutiny: timeline, process and associated Task and Finish Group

The proposal for 2019 /2020 scrutiny of the budget and MTFP is as follows:

- Budget / MTFP Task and Finish Group – see timeline below. Please note the number of T&F Group meetings is yet to be confirmed
 - Suggestion that the Group is retitled the ‘Financials’ T&F Group
- Because of the short timescales between the release of the budget information and Cabinet meeting it has been suggested to feed Budget Scrutiny into Full Council instead of Cabinet as this gives much more time for officers to respond to questions and provide information. The Task and Finish Group would work as before and assist officers in preparing a robust budget and make sure all councillors are as informed as possible before they vote at the end of February.
- A report on the budget from scrutiny would be submitted to Full Council and sent to all Members (via MATI email). This would be around the same time as the Group Amendments are submitted.
- The Scrutiny Budget Report will be a public document.
- The Task & Finish Group will start to look at the MTFP in September. Then switch to the Budget and complete in end of January / early February with the goal of informing Full Council.

Timeline and Activity

Green = T&F Group

Blue = Resources Scrutiny Commission

Purple = Cabinet

Orange = Full Council

Date	Activity	Further Information
<ul style="list-style-type: none"> • 20/09/19 • 04/10/19 • 18/10/19 	Financials T&F Group – begins	Stage 1 (3 meetings) on Government’s 4 year settlement for 2020 incl. 75% business rates, MTFP and capital program. Ending in a paper to Resources Scrutiny (and Cabinet).
<ul style="list-style-type: none"> • 31/10/19 	Resources Scrutiny Commission meeting	Ahead of 6 th November Cabinet

<ul style="list-style-type: none"> 05/11/19 	MTFP on Cabinet Meeting Agenda	
<ul style="list-style-type: none"> 15/11/19 29/11/19 	Financials T&F Group	Stage 2 (2 meetings) and informed by P4 and/or P5 accounts / variances etc, challenging the budget assumptions (in 2018 we looked at SEN and both aspects of ASC). And perhaps a summary to December Resources Scrutiny.
<ul style="list-style-type: none"> 18/12/19 	Resources Scrutiny Commission meeting	
<ul style="list-style-type: none"> 13/01/20 21/01/20 	Budget Cabinet Meeting Papers Published Budget Cabinet Meeting	
<ul style="list-style-type: none"> 24/01/20 	Financials T&F Group	<p>Stage 3 (1 or 2 meetings) and informed by Cabinet Budget papers, “to make sure FC makes an informed decision when it votes in February 2020”. This stage would include a joint meeting with Resources Scrutiny (as per below)</p> <ul style="list-style-type: none"> Pre-prepared questions for officers Finance Officers present Report produced for RSC in Feb
06/02/20	Resources Scrutiny Commission - Budget Scrutiny Meeting	<ul style="list-style-type: none"> Invite T&F Group and OSMB Members RSC report produced and sent to all Members to inform Full Council debate Exec Directors and Portfolio holders invited to respond to questions
14/02/20	Budget Full Council Papers Dispatch	To include a report from Scrutiny
25/02/20	Budget Full Council	