

ADULT AND COMMUNITY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 29 March 2011

Present:

Councillor Judi Ellis (Chairman)
Councillor Roger Charsley (Vice-Chairman)
Councillors Reg Adams, Ruth Bennett, Peter Fookes,
William Huntington-Thresher, Diana MacMull,
Charles Rideout and Diane Smith

Angela Clayton-Turner, Leslie Marks and Lynne Powrie

Also Present:

Councillor Graham Arthur and Councillor Catherine Rideout

87 APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS

Apologies were received from Mrs Gill Rose, Dr Angela Bhan, Mr Richard Lane and Mr Keith Marshall. Councillor William Huntington-Thresher submitted apologies for lateness.

88 DECLARATIONS OF INTEREST

Councillor Peter Fookes declared that he was a Trustee of Age Concern Penge and Anerley. Councillor Judi Ellis declared that her father had dementia and was resident in a care home in Bromley. Councillor William Huntington-Thresher declared that he was the Council's representative on the Board of Broomleigh.

89 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

Questions were received from Mrs Sue Sulis and Mrs Jean Stout of the Community Care Protection Group and these are attached at **Appendix A**.

90 MINUTES OF THE MEETING OF ADULT AND COMMUNITY SERVICES PDS COMMITTEE MEETING HELD ON 25TH JANUARY 2011

RESOLVED that the minutes of the meeting held on 25th January 2011 be agreed.

91 MATTERS ARISING FROM PREVIOUS MEETINGS
Report LDCS11052

The Committee considered a report providing an update on the progress made on matters outstanding from previous meetings.

Referring to Item 80: Quality Monitoring in Care Homes from the minutes of the meeting on 25th January 2011, Mrs Clayton-Turner reported that she had not yet received the information regarding residential respite care for people with severe dementia.

RESOLVED that the progress made on matters outstanding from previous meetings be noted.

92 UPDATE: THYME OUT AND BRANCHING OUT
Report DRR10/00125

The Committee considered a report providing an update on the 'Thyme Out' project which obtained external funding through the successful award of £308,320 from the Big Lottery's Reaching Communities Fund. The Manager of the Bromley Field Studies Centre outlined recent developments within the Thyme Out project and introduced Mark Reeves and his father. Mark had been a participant in the first cohort of the 'Thyme Out' project and had completed the project in October 2010. The second cohort of participants would complete the project in 2012.

The Scheme had won significant recognition. Positive feedback had been received from participants and their families, with many highlighting that they enjoyed being part of a team, and managers had been awarded Green Flag. The Scheme had also won a special innovation award.

The scheme was currently being approached by larger organisations to provide services and it appeared that there would be social enterprise opportunities. Officers were investigating the feasibility of undertaking further work for larger organisations.

The Chairman and the Committee congratulated Officers and the participants on the success of the scheme. The Chairman commented that the grounds at the Civic Centre had been transformed. Another Member underlined that the success of the scheme was a tribute to all those involved. The excellent attendance rate of 99% was highlighted and Members agreed that this was a great achievement. The Committee also noted the various award days that had been held to recognise and acknowledge the achievements of the participants.

The Portfolio Holder stressed that this was a celebration of excellence and that it was about valuing people according to their ability rather than judging them by their disability.

Mark Reeves told the Committee how much he had enjoyed participating in the scheme. He was now moving into another project and was involved in developing landscaped gardens at residential homes across the Borough. Mark's father reported that Mark had been apprehensive at the start of the programme but he had enjoyed the scheme and had always liked gardening work. The Thyme Out Scheme had supported Mark in becoming more independent. Mark's father reported that they were very pleased with everything that had been done for Mark.

The Manager of the Bromley Field Studies Centre confirmed that Officers would be putting in another bid for the Thyme Out scheme, but it was very competitive. The Council was also working with the Shaw Trust to secure future projects.

The Chairman thanked Mark and his father for attending the meeting and outlining their experiences.

Branching Out

The Manager of the Bromley Field Studies Centre introduced Mr Charlie Carpenter who was representing Bromley Mind.

The Committee were told that the first cohort of participants in the Branching Out scheme had over-achieved on qualifications. A series of approximately 19 community projects had been undertaken in conjunction with the Friends of Parks groups. Officers were now reviewing ways to fund the project into the future.

A Member asked whether participants would be monitored once they had left the programme. The Manager of Bromley Field Studies Centre confirmed that former participants would be invited back to 6-month celebration events.

The Chairman questioned whether additional mainstream funding could be secured, as there were clear benefits to continuing the programme. The Manager of Bromley Field Studies Centre commented that it would be interesting to see how GPs would commission services for people with mental health needs in the future.

Mr Carpenter reported that this had been a very exciting project. People who had been struggling with mental health issues were now blossoming and progressing well. Some participants in the scheme had managed to secure jobs and become more independent. The Manager of the Bromley Field Studies Centre stressed that the successes could not have been achieved without the support of key partners.

The Chairman thanked Mr Carpenter and the Manager of Bromley Field Studies Centre for attending the meeting and outlining the scheme.

93 QUESTIONS TO THE ADULT AND COMMUNITY PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

No questions were received.

94 PORTFOLIO HOLDER DECISIONS TAKEN SINCE THE LAST MEETING

The Committee noted the decisions taken by the Portfolio Holder since the last meeting held on 25th January 2011.

95 MINUTES OF THE SPECIAL PORTFOLIO HOLDER MEETING HELD ON 18 MARCH 2011

The Committee noted the minutes of the Portfolio Holder meeting held on 18th March 2011.

96 PRE-DECISION SCRUTINY OF ADULT AND COMMUNITY PORTFOLIO REPORTS

The Portfolio Holder provided the Committee with an update of the events he had attended since the last meeting:

- The delayed CAB and Care Organisation Group (COG) AGM. The Portfolio Holder reported that attendance at the event had been disappointing and he hoped that in the future the event could be more widely publicised.
- The Thyme Out celebration.
- The opening of Shaw Trust's new offices.
- University of the Third Age. Discussions had surrounded the role of the older person in the community. There had also been a great deal of interest in the opportunities for volunteering which the Portfolio Holder felt was promising.
- The Third Sector Summit.
- The Special Portfolio Holder Meeting on 18th March. The Portfolio Holder reported that a review of charging policy was always difficult, but he was pleased at the strong response of partners and service users to the consultation, which had led the Local Authority to amend the policy.
- The Portfolio Holder stressed that the work of the Health and Wellbeing Board, which was now well established, should regularly be reviewed by the Adult and Community PDS Committee.
- The reintroduction of double-swiping for Taxicard had been a great success. The Portfolio Holder highlighted the work undertaken by Councillor Colin Smith on behalf of residents with Taxicards.

A) SUPPORTING INDEPENDENCE IN BROMLEY: PHASE 3
Report ACS11020

The Portfolio Holder introduced a report reviewing the progress made in delivering the transforming social care objectives and outlining the remaining benefits to be delivered during phase 3 of the Supporting Independence in Bromley (SIB) programme.

The Programme Manager, Supporting Independence in Bromley, outlined the key elements of the programme, highlighting the successes of the programme and explaining to Members how the key elements would be progressed in Phase 3 of the programme.

The Chairman thanked the Officers for a comprehensive report.

The Committee considered the number of people who had previously been on full care packages that were considering changing to direct payments as a result of the Supporting Independence in Bromley Programme. The Programme Manager explained that as client's care packages were reviewed, the direct payments process was explained. Around 550 clients were now utilising direct payments, which supported clients to have more choice and control over their care packages, and the Department had a target to increase this figure. The Director ACS noted that as the direct payment process had become more straight forward, more clients had developed the confidence to use them.

Lynne Powrie asked whether Officers had considered the role of carers and the Director ACS acknowledged that this had not been reviewed yet, but a review would be undertaken as part of the strategy. The Programme Manager suggested that it may be helpful to develop a factsheet for carers.

A Member asked about the 12 retailers who had recently been accredited as part of the Transforming Community Retail Stores. The Programme Manager explained that the retailers were mainly local pharmacies but that a couple of local specialist shops had been accredited. Information on accredited retailers would be made available through the Borough's web site.

The Director ACS reported that 40 former in-house care workers had become re-ablement facilitators. The appointments had been made through competitive interview and the new staff were very dedicated to the programme.

In conclusion, the Portfolio Holder highlighted that work still needed to be undertaken to provide support to carers and ensure that clients were adequately safeguarded. The Portfolio Holder suggested that at a future meeting it would be beneficial for the Committee to receive a presentation from a service user around how their lives had changed as a result of the Supporting Independence in Bromley Programme.

RESOLVED that the Portfolio Holder be recommended to endorse the arrangements for taking forward Phase 3 of the Supporting Independence in Bromley programme.

**B) TAXI CARD REPORT
Report ACS11017**

The Portfolio Holder introduce a report providing an update on recently agreed changes to the methodology for distributing Transport for London Taxicard funding and exploring the impact on the Bromley Taxicard scheme.

The Assistant Director (Commissioning and Partnerships) and the Commissioning Officer introduced the report and outlined to the Committee the new methodology to redistribute TfL's Taxicard contribution across all London boroughs. Three proxy measures had been used:

- The number of Borough residents 65 years of age and over;
- The number of Higher Rate Mobility Component of the Disability Living Allowance recipients in the Borough;
- The number of active Taxicard members in each Borough.

The Commissioning Officers reported that costs would need to be contained within budgets. However the cost saving measures taken to Committee in November 2010 had been successful and as a result of this it was possible to re-introduce double swiping.

A Member asked when users would be informed of the decision to re-introduce double swiping. The Assistant Director (Commissioning and Partnerships) reported that once the Portfolio Holder had taken his decision and the call-in period on the decision had expired, Officers would write to all Taxicard holders.

Another Member expressed concerns with the Dial-a-Ride service and reported that there was widespread dissatisfaction with the current booking system. The Commissioning Officer confirmed that London Councils was reviewing the whole transport strategy and that a review of Dial-a-Ride would form part of this. Mrs Leslie Marks, Chairman of the Mobility Forum, reported that the Forum would also be reviewing Dial-a-Ride later in the year.

The Committee considered ways in which Taxicard users could be encouraged to use their card responsibly in order to reduce pressure on the system.

The Director ACS reported that as long as the Local Authority monitored usage of the Taxicard, considered decisions could be taken in the future if it became clear that the financial pressures on the scheme were increasing.

RESOLVED that the Portfolio Holder be recommended to agree the reintroduction of double swiping from 1st April 2011 and to note that a review of trip numbers will be carried out after six months.

C) SUPPORT PLANNING AND BROKERAGE FOR PEOPLE WHO DO NOT MEET THE COUNCIL'S ELIGIBILITY CRITERIA FOR SOCIAL CARE
Report ACS11019

The Portfolio Holder introduced a report proposing to award a one year contract to continue to provide support to older people with moderate needs. The existing contract with Age Concern Bromley for provision of support planning and brokerage to older people who do not meet the Council's eligibility criteria for social care would expire on 31st March 2011.

The Joint Strategic Commissioning Manager (Older People and Adults with Complex Health and Social Care Needs) introduced the report and explained to the Committee that the service had been in place since 2007, and in 2009/10 over 3000 clients had accessed the service. The service had constantly met the targets that had been set and the Local Authority received positive feedback from service users.

The Chairman questioned why the contract was being extended for only one year and expressed concerns that a one year contract would not provide sufficient certainty for staff. The Director ACS reported that Officers had not felt that it was appropriate to ask for longer term funding due to the current financial situation. The Director ACS reported that once more information had been gathered, the option of a longer contract would be a consideration in the future. .

A Member highlighted the tight timescales as the Committee was considering the waiver two days before the contract expired. Following discussion it was agreed that the Committee would consider the next contract in January 2012, a couple of months before the waiver expired.

RESOLVED that the Portfolio Holder be recommended to waive the requirements for competitive bids pursuant to Contract Procedure Rule 13.1 and to approve the proposal to negotiate a new contract with the current provider for the provision of support planning and brokerage services to older people for a period of one year from 1st April 2011 to 31st March 2012.

97 BUDGET MONITORING 2010/11
Report ACS11018

The Committee considered the budget monitoring position for the Adult and Community Portfolio based on expenditure and activity levels up to 31st January 2011.

The Portfolio Holder reported that for the past five years the Portfolio had remained within budget, and congratulated the Director ACS and Officers

within the Department for the work that had been undertaken to keep the Portfolio within budget.

The Director ACS highlighted that a number of short-term measures had been taken to balance the budget and without these there could have been a significant overspend due to the significant cost pressures facing the Portfolio.

The Chairman sought clarification surrounding the overspend on the Meals Service. The Head of ACS Finance reported that work was on-going to reduce the overspend and Officers believed that the budget would be contained in the future.

RESOLVED that the Portfolio Holder be recommended note that a projected underspend of £161,000 is forecast on the controllable budget for the Adult and Community Portfolio as at 31st January 2011.

**98 CAPITAL PROGRAMME 3RD QUARTER
Report DR11009**

On 2nd February 2011, the Executive received the 3rd quarterly capital monitoring report for 2010/11 and agreed a revised Capital Programme for the four year period 2010/11 to 2013/14. The Committee considered a report highlighting changes agreed by the Executive in respect of the Capital Programme for the Adult & Community Services Portfolio. At its meeting, the Executive also approved new capital bids recommended by Chief Officers in this year's Capital Review process. Details of successful Adult & Community Services Portfolio bids were included in paragraph 3.1 of the report. The revised programme for this portfolio was set out in Appendix A of the report.

RESOLVED that the Portfolio Holder be recommended to note the report.

99 HEALTH SUB-COMMITTEE VERBAL UPDATE

The Chairman tabled the draft Terms of Reference (attached at **Appendix B**) for the proposed Health Sub-Committee and reported that initial discussions with South London Healthcare Trusts had been positive. The Health Sub-Committee would enhance scrutiny of the health agenda.. Representatives of the Health Trusts operating in the Borough, including South London Healthcare Trusts, Oxleas, London Ambulance Service and the GP Commissioning Consortia would be invited to the meetings.

The Chairman thanked the Director of Legal, Democratic and Customer Services, the Assistant Director ACS (Strategy and Performance) and the Democratic Services Officer for the work they had undertaken developing the terms of reference for the Sub-Committee.

Membership of the Sub-Committee would include the Members of the Adult and Community PDS Committee as well as a representative from Bromley LINK and possibly a representative of another patient group. A Member

suggested that it would be helpful to have an older person's representative as there were a number of concerns surrounding end of life care.

The Committee considered how Children's Health would fit with this agenda and the Chairman suggested that it would be helpful if the Chairman of the CYP PDS Committee also sat on the Health Sub-Committee.

The Director ACS highlighted that it was also important that the Committee had a mechanism to respond to NHS consultations.

In response to a question, the Chairman confirmed that the next step would be to set up the first meeting of the Health Sub-Committee.

RESOLVED that the draft Terms of Reference be noted.

100 DRAFT PORTFOLIO PLAN 2011/2012
Report ACS11015

The Committee considered a report presenting Members with the most recent update on progress with the ACS Portfolio Priorities for 2010/11, and the Draft Portfolio Plan for 2011/2012 for consideration.

The Information Services Manager introduced the draft Portfolio Plan and reported that good progress had been made across the 2010/2011 Portfolio Plan.

A Member highlighted the importance of ongoing support and learning and development for staff. The Member also questioned whether the targets that were reported were national targets. The Information Services Manager confirmed that there were some national targets as well as local targets. The Director ACS reported that there had been a welcome shift away from measuring targets, but that Officers had been reviewing indicators in order to understand which targets were good proxy indicators of what residents would expect from services.

In considering the ways in which user satisfaction could be measured, the Committee heard that the Government had introduced an Adult Social care Survey for all social care users. The Director ACS confirmed that the Department would report the outcomes of the survey to the Committee in summer 2011.

Following a question from a Co-opted Member, the Director ACS suggested that it may be helpful for the Committee to review the dementia strategy in autumn 2011. It was agreed that the dementia strategy would be added to the Committee's work programme for September 2011.

The Portfolio Holder drew the Committee's attention to the success of the Mortgage Rescue Scheme which had received national recognition. The Portfolio Holder highlighted that housing pressures would continue across the borough. The benefits of the Portfolio Plan were highlighted and the Portfolio

Holder reported that he felt it was important to measure outcomes, especially as financial challenges increased.

RESOLVED that the performance against the actions in the 2010/2011 portfolio plan be noted.

**101 ANNUAL REPORT OF THE ADULT AND COMMUNITY PDS COMMITTEE
Report ACS11054**

The annual report on Policy, Development and Scrutiny activity was to be considered by the Executive and Resources PDS Committee on 30 March 2011, before submission to full Council on 11 April 2011. The Committee considered its annual report to reflect the 2010/11 Council Year.

The Chairman thanked the Committee for another year's commitment.

RESOLVED that the draft annual report, which reflects the work programme for the Adult and Community Policy Development and Scrutiny Committee over the 2010/11 Council Year, be approved for inclusion in the annual report on the Council's Policy Development and Scrutiny activity.

102 WORK PROGRAMME

The Committee considered its work programme for 2010/2011.

The Committee noted that items had been added to the Work Programme for the September 2011 and January 2012 meetings.

The Chairman highlighted the importance of reviewing larger contracts as they came up for renewal.

RESOLVED that the Work Programme be noted.

103 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000

RESOLVED that the Press and public be excluded during consideration of the items of business listed below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

**104 EXEMPT PORTFOLIO HOLDER DECISIONS TAKEN SINCE
THE LAST MEETING**

The Committee noted exempt decisions taken by the Portfolio Holder since the last meeting.

**105 EXEMPT MINUTES FROM THE PORTFOLIO HOLDER
MEETING ON 18 MARCH 2011**

The Committee noted the exempt minutes from the Portfolio Holder meeting held on 18th March 2011.

The Meeting ended at 9.30 pm

Chairman

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Minute Annex

Adult and Community PDS Committee: 29th March 2011

Questions to the Chairman of the A&C PDS Committee

From Susan Sulis, Secretary, Community Care Protection Group

CLOSURE OF BROMLEY MYTIME 'FRESH START' AND 'FRESH START PLUS' MEDICAL REFERRAL EXERCISE SESSIONS AT THE PRIORY, DARWIN, PAVILION, ERIC LIDDEL, & WEST WICKHAM LEISURE CENTRES.

1. Costings for the Current Scheme

What was the:

(a) total budget for, and

(b) income from, Fresh Start Programmes for 2008/09; 2009/10; 2010/11?

(c) income for 2010/11 for (i) Fresh Start members (ii) Fresh Start Plus members for each centre?

(d) breakdown of 2010/11 costs of running FS only sessions at each centre?

(e) additional 2010/11 costs for FSP at each centre?

2. Users

How many:

(a) users were registered in 2010/11 as (i) FS and (ii) FSP per centre?

(b) sessions are currently held at each centre?

(c) Fresh Start members are estimated will inducted in the shorter 12 week sessions at the Walnuts and the Spa, under the new 2011/12 scheme?

3. Fresh Start Plus Users

(a) What would be the hourly rate, and cost for each centre of retaining FSP sessions, using a 'coach', instead of a qualified 'fitness advisor'?

(b) Why have decisions to cut this valued scheme been taken at short notice, behind 'closed doors', without a report to the Council or Bromley PCT Board?

From Jean Stout, Chair, Community Care Protection Group

1. Equality Impact Assessment.

(a) Why has there been no public consultation with users and carers on the closure of these sessions?

(b) Why are local sessions in areas of the most deprivation ie Ramsden/the Crays; Mottingham: and most isolated ie Biggin Hill, being closed?

(c) Why has there been no EIA carried out?

2. Costings for the New 2011/12 Scheme

(a) PCT funding for the scheme has been greatly increased, so why are hours of fitness advisors are being cut, and trained, experienced and qualified staff lost?

(b) Will fewer people will be inducted, with a shorter programme?

(c) Will the additional funding be spent on administration? How much will this cost?

3. Future of Local Fresh Start and Fresh Start Plus Sessions.

(a) Will this Committee scrutinise this withdrawal of a successful scheme which penalises people with conditions and disabilities who can't exercise in the normal way, who are prepared to take responsibility for their health and invest time and money?

(b) Will the Committee investigate the feasibility of obtaining an alternative provider?

Your questions have been forwarded to Bromley PCT and Bromley MyTime as the organisations responsible for commissioning and providing these services. We are awaiting a detailed response to the questions and will forward the answers to you as soon as they are received. Answers to your questions will also be included as Matters Arising at the next meeting of the Committee in June.

In response to your final question regarding the scrutiny of any withdrawal of the scheme, the Committee is aware that in the answer to your question to the Portfolio Holder meeting on 18th March, the Director of Public Health advised the Portfolio Holder that the PCT would continue to fund the Fresh Start programme, with the an increase in the amount of funding available for 2011/2012 in order to pilot an extension of the scheme for patients identified through NHS checks. As you are aware, there is a requirement for any providers of NHS-funded services to consult the PDS Committee regarding any substantial variations in services. If it becomes apparent that there will be a substantial variation to the service in the future this Committee would expect to be consulted as a matter of course.

Thank you for bringing this issue to the Committee's attention.

Minute Annex

Adult and Community PDS Committee

Health Scrutiny Sub-Committee – Proposed Draft Terms of Reference

1. To be responsible for:
 - (i) the review and scrutiny of matters relating to the health service in the Borough, including NHS scrutiny, in accordance with the provisions of the Health and Social Care Act 2001 (with the exception of matters relating to Children's health which shall be within the remit of the Children and Young People Policy Development and Scrutiny Committee) as follows:
 - the review and scrutiny of local providers of NHS-funded services, in particular (but not limited to) any matter relating to the planning, provision and operation of health services in the Borough;
 - supporting the improvement of health services and the reduction of health inequalities for the people of Bromley;
 - considering and responding directly to consultations from the National Health Service on any proposals for a substantial development or substantial variation in the provision of health services in the Borough;
 - any other health matters within the remit of the Adult and Community PDS Committee that the Committee may wish to delegate to the Sub-Committee;
 - (ii) collaborative working with health agencies operating in the Borough;
 - (iii) the promotion of good health and the Council's specific initiatives to support this.
2. To provide a forum for questions to be asked of the Health Trusts.
3. To consider how the Adult and Community Policy Development and Scrutiny Committee can contribute to the assessment of performance against national and local health standards in Health Trusts operating within the Borough.
4. To consider what practices, processes, structures and relationships are needed to have an ongoing impact on local health services in future years.
5. To submit an annual Work Programme to the Adult and Community Policy Development and Scrutiny Committee for approval.
6. To report progress annually to the Adult and Community Policy Development and Scrutiny Committee.

Draft Rules of Procedure

1. The Sub-Committee will meet twice a year (June and November), during the day.
2. Once it has formed recommendations on proposals for development, the Sub-Committee will prepare a formal report and submit it to the Adult and Community Policy Development and Scrutiny Committee for consideration.
3. If a report is submitted to a Health Trust or any other responsible authority or co-operating body; a response must be received in writing (including email) and within 28 days from the date of the report or recommendations, or if this is not reasonably possible, as soon as reasonably possible thereafter.
4. Any public questions received by the Sub-Committee and directed to Health Trusts will be forwarded to the relevant member of staff in advance of the meeting. The expectation will be that answers to public questions are provided at the meeting. Where this is not possible a response from the Trust must be received in writing (including email) and within 20 days of the questions being sent.