

Report No.
RES12067

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: **Adult and Community PDS Committee**

Date: **10th April 2012**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **ADULT AND COMMUNITY PDS WORK PROGRAMME
2011/2012 AND MATTERS ARISING**

Contact Officer: Helen Long, Democratic Services Officer
Tel: 020 8313 4595 E-mail: helen.long@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Resources

Ward: N/A

1. Reason for report

1.1 Members are asked to review the Committee's work programme for 2011/12 and to consider progress on matters arising from previous meetings of the Committee.

2. **RECOMMENDATION(S)**

2.1 The Committee is asked to consider its work programme and matters arising and indicate any changes that it wishes to make.

Corporate Policy

1. Policy Status: Existing policy. As part of the Excellent Council stream within Building a Better Bromley, PDS Committees should plan and prioritise their workload to achieve the most effective outcomes.
 2. BBB Priority: Excellent Council.
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Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £344,054
 5. Source of funding: Existing 2011/2012 budgets
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Staff

1. Number of staff (current and additional): There are 10 posts (9.22 fte) in the Democratic Services Team .
 2. If from existing staff resources, number of staff hours: Maintaining the Committee's work programme takes less than an hour per meeting.
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Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable. This report does not involve an executive decision
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of this Committee to use in controlling their on-going work.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 The report format has changed. Both the Work programme and the Matters Arising from previous meetings reports have been amalgamated into one report. The changes are intended to make the report easier for members rather than having 2 separate reports. In addition the Work Programme now includes the dates of any partnership groups and sub committees.
- 3.2 The Committee's matters arising table is attached at **Appendix 1** this report updates Members on recommendations from previous meetings which continue to be "live". Currently there are 2 items both of which are included on the work programme.
- 3.3 The draft 2012/13 Work Programme is attached as **Appendix 2**. It reflects a couple of areas that were rescheduled from 2011/12. Other reports may come into the programme or there may be references from other Committees, the Portfolio Holder or the Executive.
- 3.2 The Committee is asked at each meeting to consider its Work Programme and review its workload in accordance with the process outlined at Section 7 of the Scrutiny Toolkit. All PDS Committees are also recommended to monitor the Council's Forward Plan of Key Decisions for their portfolios and to use it for identifying issues for consideration in advance of executive decisions being made. The Forward Plan issued on 1st April 2012 includes key decisions related to the Adult and Community Portfolio and the next Forward Plan will be published on 1st August 2012.
- 3.3 In approving the work programme Members will need to be satisfied that priority issues are being addressed; that there is an appropriate balance between the Committee's key roles of (i) holding the Executive to account, (ii) policy development and review, and (iii) external scrutiny of local health services; and that the programme is realistic in terms of Member time and officer support capacity.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous work programme reports

Matters Arising 2011/12 progress summary

PDS Minute number/ title	Committee Request	Update	Completion Date
27 (B) July 2011 Provision of equipment and talking books for the visually impaired	Review the impact of the changes – Summer 2012	Added to the PDS work programme – September 2012	
57 November 2011 Update on the implementation of the PB & Contributions Policy	Cttee request a further report of the impact of the introduction of day centre charges.	Report to be considered at April PDS meeting.	10/04/12

**ADULT AND COMMUNITY PDS COMMITTEE
FORWARD PROGRAMME FOR MEETINGS 2012/13**

HSCH -23 rd April 2012 (9.30am) AGENDA		
Health and Wellbeing Board – 17 th May 2012 (12.30pm)		
Adult and Community PDS – 19 June 2012		
Title	Report Author	Notes
Tenancy Strategy	AD CS	
Adult and Community Portfolio Plan 2012/13	AD SS	
Annual Complaints Report	AD SS	
Housing and Residential Services Annual Report	AD CS	
Housing Register and Temporary Accommodation update	AD CS	
Contract Activity 6 Monthly Update	AD CP	
Budget Closedown 2011/12	DDF	
Capital Monitoring Q4	DDF	
Matters Arising and Work Programme	DSO	
HSCH -23 rd April 2012 (9.30am)		
HSCH -25 th June 2012 (9.30am)		
Health Scrutiny Sub Committee – 11 th July 2012		
Title	Report Author	Notes
Orpington Hospital & Health Intermediate Care Beds Update	NHS Bromley	
LAS update on waiting times	LAS	
NHS Quality, Innovation, Productivity & Prevention (QIPP) Programme Update	NHS Bromley	
Oxleas Mental Health Services	Oxleas	
Healthwatch Arrangements	AD CP	
Health and Wellbeing Board – 19 th July 2012 (12.30pm)		
Adult and Community PDS – 4 th September 2012		
Title	Report Author	Notes
Bromley Safeguarding Adults Board Annual Report 2011/12	AD SS	
Impact of changes to visual impairment equipment & talking books	AD CP	PDS request
Review of respite care (both bed and non bed based)	AD CP	PDS request 17/09/12
Transition Strategy for young people with a disability	AD CP	PDS request
Budget Monitoring	DDF	
Capital Programme	DDF	
Matters Arising and Work Programme	DSO	
HSCH -10 th September 2012 (9.30am)		
HSCH -19 th October 2012 (9.30am)		
Health and Wellbeing Board – 15 th November 2012 (12.30pm)		
Adult and Community PDS – 4 th December 2012		
Title	Report Author	Notes
Adult & Community Portfolio mid-year performance report	AD SS	
Housing Services mid-year performance report.	AD CS	
Update of Quality of Domiciliary Care	AS CP	
Drug Action Team Annual Report	AD CP	With Public Protection and Safety Committee

Title	Report Author	Notes
Budget Monitoring	DDF	
Adult and Community Services Debtors Report	DDF	
Matters Arising and Work Programme	DSO	
HSCH -19th October 2012 (9.30am)		
Adult and Community PDS – 17th January 2013		
Title	Report Author	Notes
Contract monitoring of Care Homes – Annual Report	AD CP	
Contract Renewal 6 Monthly Update	AD CP	
Budget Monitoring	DDF	
Capital Programme	DDF	
Matters Arising and Work Programme	DSO	
Health and Wellbeing Board – 17th January 2013 (12.30pm)		
Health Scrutiny Sub Committee – 31st January 2013		
Title	Report Author	Notes
Proposed model for Cancer Services	TBC	
JSNA Health Needs Assessments	DPH	
South London Healthcare NHS Trust	TBC	
Out of hours GP cover	NHS Bromley	PDS request
Adult and Community Services PDS – 12th March 2013		
Title	Report Author	Notes
Homelessness and Tenancy Strategies	AD CS	
Draft Portfolio Plan 2012/13 priorities /aims	AD SS	
Budget Monitoring	DDF	
Capital programme Monitoring	DDF	
Matters Arising and Work Programme	DSO	
Health and Wellbeing Board – 21st March 2013 (12.30pm)		

Report Author Key

DE CS	Director Education & Care Services
AD CS	Assistant Director Care Services
AD SS	Assistant Director Strategic Support
AD CP	Assistant Director Commissioning & Partnership
DPH	Director of Public Health
DDF	Deputy Director Finance
DSO	Democratic Services Officer
TBC	To be confirmed

ADULT AND COMMUNITY SERVICES PDS COMMITTEE FUTURE ITEMS TO BE CONSIDERED:

ITEM	NOTE
Public Health Update from Resources Portfolio Holder	Needs to be rescheduled
Support Planning & Brokerage Services – review outcomes	
Advocacy review outcomes	
Review outcomes of changes to older people centres	
Presentation form DWP – Supporting Vulnerable People (AIG changes)	