

Decision Maker: Care Services Policy Development and Scrutiny Committee

Date: 19th June 2012

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

Title: CARE SERVICES PDS WORK PROGRAMME 2012/2013 AND MATTERS ARISING

Contact Officer: Helen Long, Democratic Services Officer
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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 2012/13 and to consider progress on matters arising from previous meetings of the Committee.
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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 Care Services 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 Care Services PDS work programme – September 2012	
24th January 2012 That the outcomes from Ofsted’s Thematic Inspection of Safeguarding and Disabled Children undertaken in March 2012 be reported to the Committee.	A report would be presented to a future meeting of the Committee.	Added to both the Education and Care Services PDS work programmes – September 2012	

**CARE SERVICES PDS COMMITTEE
FORWARD PROGRAMME FOR MEETINGS 2012/13**

HSCH - 25th June 2012 (9.30am)		
Health Scrutiny Sub Committee – 11th July 2012		
Title	Report Author	Notes
Orpington Hospital & Health Intermediate Care Beds Update	NHS Bromley	
London Ambulance Service update on waiting times	LAS	
NHS Quality, Innovation, Productivity & Prevention (QIPP) Programme Update	NHS Bromley	
Healthwatch Arrangements	AD CP	
Health and Wellbeing Board – 19th July 2012 (12.30pm)		
Care Services PDS – 4th September 2012		
Bromley Safeguarding Adults Board Annual Report 2011/12	AD SS	
Tenancy Strategy	AD CS	Moved from June
Impact of changes to visual impairment equipment & talking books	AD CP	PDS request
Review of respite care (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	
Supported Living Services for People with Learning Disabilities - Award of Contract	AD CP	
Annual Update Report on Bromley Youth Offending Team Partnership 2011/12	AD CSC	
Annual Report on Adoption Activity 2011/12	AD CSC	
Bromley Safeguarding Children Board, 2011/12: Annual Report	AD CSC	Joint Education/ Care Services PDS report
Outcomes from Ofsted's Thematic Inspection of Safeguarding and Disabled Children	AD CSC	Joint Education/ Care Services PDS report
ECS Contract Activity Report	AD CP	Joint Education/ Care Services PDS Info Item
Matters Arising and Work Programme	DSO	
HSCH -10th September 2012 (9.30am)		
HSCH -19th October 2012 (9.30am)		
Health and Wellbeing Board – 15th November 2012 (12.30pm)		
Care Services PDS – 4th December 2012		
Title	Report Author	Notes
Adult & Community Services Mid-year Performance Report/Local Account	AD SS	
Housing and Residential Services Mid-year Performance	AD CS	

Title	Report Author	Notes
Report		
Update on Quality of Domiciliary Care	AD CP	
Drug Action Team Annual Report	AD CP	
Budget Monitoring 2012/13	DDF	
ECS Debtors Report	DDF	
Bromley Youth Council Manifesto Campaign Update	AD CSC	
Drug Action Team Annual Report	AD CP	With Public Protection and Safety Committee
Matters Arising and Work Programme	DSO	
HSCH -19th October 2012 (9.30am)		
Care Services PDS – 17th January 2013		
Title	Report Author	Notes
Contract monitoring of Care Homes – Annual Report	AD CP	
ECS 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
Care Services 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
AD CSC	Assistant Director Children's Social Care
DPH	Director of Public Health
DDF	Deputy Director Finance
DSO	Democratic Services Officer
TBC	To be confirmed

CARE SERVICES PDS COMMITTEE FUTURE ITEMS TO BE CONSIDERED:

ITEM	NOTE
Public Health Update from Resources Portfolio Holder	
Advocacy review outcomes	
Review outcomes of changes to older people centres	
Presentation form DWP – Supporting Vulnerable People (AIG changes)	