

Decision Maker: **CARE SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

Date: **Tuesday 18th June 2013**

Decision Type: Non Urgent Non-Executive Non-Key

Title: **Care Service PDS Committee Matters Arising and Work Programme**

Contact Officer: Helen Long, Democratic Services Officer
Tel: 0208 313 4595 E-mail: helen.long@bromley.gov.uk

Chief Officer: Director of Resources

Ward: (All Wards);

1. Reason for report

1.1 Members are asked to review the PDS Committee's work programme for 2013/14 and to consider progress on matters arising from previous meetings of the Committee, the report also provides an update on the PDS members' visits to day centres and residential homes.

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: £363, 070
 5. Source of funding: 213/14 revenue budget
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Staff

1. Number of staff (current and additional): There are 10 posts (8.55fte) 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:: This report does not require 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 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 6 items 1 will have been completed following this meeting and 5 have been scheduled as future items on the PDS 2013/14 work programme.
- 3.3 The draft 203/14 Work Programme is attached as **Appendix 2**. It reflects the areas identified at the beginning of the year. Other reports may come into the programme or there may be references from other Committees, the Portfolio Holder or the Executive.
- 3.4 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.
- 3.5 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.
- 3.6 Five visits were arranged for Council Member between May – July 2013, see **Appendix 3** for full details of visits. Three members of this committee have visited two establishments so far this period. There are still places available on the visits scheduled. All visiting members are asked to complete a short feedback sheet after each visit this information is being as part of the regular quality monitoring processes to raise standards in the borough for service users. Feedback from the visits has been summarised in the appendix.

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

Matters Arising 2013/14 progress summary

PDS Minute number/ title	Committee Request	Update	Completion Date
Report CS12024 Annual Report of the Bromley Adoption Agency and the Bromley Adoption Agency Statement of Purpose 2012 - 2013	Consider and approve the arrangements outlined for the presentation of the six monthly reports to the Executive Working Party for Safeguarding and Corporate Parenting and the annual report to be presented for consideration to the Care Services PDS and Portfolio Holder.	Scheduled at a future Safeguarding and Corporate Parenting Executive Working Party. Added to PDS work programme.	September 2013
Minute 73 – Mortality Rates	A presentation on Mortality Rates be presented to the July meeting of the Health Scrutiny Sub Committee		Health sub July 2013
Minute 74 - Care Home Visits	Feedback on Care home visits to all future meetings	Added to report from June.	Ongoing
Minute 76 - Annual Report of the Fostering Service	The report to be presented to the Policy Development and Scrutiny Committee on a 6 monthly basis	Added to PDS Work Programme	September 2013 and March 2014

**CARE SERVICES PDS COMMITTEE
WORK PROGRAMME 2013/14**

Title	Report Author	Notes
Health and Wellbeing Board – 30th May 2013 last agenda papers can be found here		
Health Scrutiny Sub-Committee - Date TBC		
Briefing on the new NHS (Nationally, Regionally and Locally)	TBC	
Mortality Rates	CCG	Including the medical director of the hospital
Trolley Waits	CCG	
Oxleas QA Report 2012/13	Oxleas	Information Item
Care Services PDS– 3rd September 2013		
Annual Report Bromley Adoption Agency	ADCSC	
Annual Report of Fostering Service 2014	ADCSC	
Update on the ECH Strategy - capacity	AD CP	PDS Request
Care Services Portfolio Budget Monitoring Q1 2013/14	HoF	
Capital Monitoring Q1 2013/14	HoF	
Bromley Safeguarding Adults Board Annual Report 2012/13	ADCS	Information Item
Annual Report YOT Partnership 2012/13	ADCSC	Information Item
ECS Contract Activity Report	AD CP	Information Item
Citizens Advice Bureaux Changes – Update	AD CP	PDS Request
Short Breaks Gateway Review	AD CP	
Report from the Housing Working Party	PDS	PDS Request
Response to the audit sub on charging appeal	DECHS	Referral report
Health and Wellbeing Board – 26th September 2013 (12.30pm)		
Care Services PDS–29th October 2013		
Adult Social Care Local Account 2013	ADSS	Information Item
Update on the SEN Pathfinder Project	AD CP	Matter Arising
Update on the changes to Older People’s Day Services	AD CP	Matter Arising
Substance Misuse Annual Report	AD CP	Information Item
Quality Monitoring of Domiciliary Care Services 2013	AD CP	Information Item
Annual ECS Debt Status Report	HoF	
Health and Wellbeing Board – 28th November 2013 (12.30pm)		
Health and Wellbeing Board – 16th January 2014 (12.30pm)		
Care Services PDS–22nd January 2014		
Draft 2014/15 Budget	HoF	
Care Services Portfolio Budget Monitoring Q2 2013/14	HoF	

Care Services PDS–22nd January 2014		
Capital Monitoring Q2 2013/14	HoF	
Care Services Portfolio Priorities Plan June 2013 – May 2014 Progress Update	ADSS	
Housing Services 2013/14 Priorities Progress Update	HOHS	
ECS Contract Activity Report October – March 2014	ADCP	Information Item
Quality Monitoring of Care Homes 2013	ADCP	Information Item
Health Scrutiny Sub-Committee- 30th January 2014		
Care Services PDS–11th March 2014		
PDS Chairman’s Annual Report 2013/14	PDS	
Final 2014/15 Budget	HoF	
Care Services Portfolio Budget Monitoring Q3 2013/14	HoF	
Capital Monitoring Q3 2013/14	HoF	
Annual Report of Fostering Service 2014	ADCSC	Information Item
Children’s Social Care Performance Improvement Plan	ADCSC	
ECS Contract Activity Report January – June 2014	ADCP	
Health and Wellbeing Board – 27th March 2014 (12.30pm)		
Health and Wellbeing Board – 22nd May 2014 (12.30pm)		

Report Author Key

DECHS	Director Education, Care & Health Services
ADCS	Assistant Director Care Services
ADSS	Assistant Director Strategic Support
ADCP	Assistant Director Commissioning & Partnership
ADCSC	Assistant Director Children’s Social Care
HoHS	Head of Housing Services
DPH	Director of Public Health
HoF	Head of Finance
DSO	Democratic Services Officer
TBC	To be confirmed

Attendance Schedule for Council Member Visits

Visits Undertaken May – July 2013

St Blaise home for adults with Learning Disabilities (Mon, 20 May 2013)

Cllr John Getgood

Cllr Mrs Anne Manning

Saxon Day Centre for older people (Wed, 12 June 2013)

Cllr John Getgood

Leslie Marks (Co-Opt)

Cllr Peter Fookes

Forthcoming Visits June – July 2013

There are still places available for this round of visits, if you are interested please contact Angela Buchanan via email angela.buchanan@bromley.gov.uk or by telephone on 0208 313 4199

Summary of Feedback from Visits Undertaken October 2012 – March 2013

? feedback forms have been received from ? visits.

- Staff were leading and participating in activities – lovely atmosphere.
- Staff were happy friendly and caring.
- Plenty of time to speak to day centres users who seemed happy.
- Many residents had dementia lots of interaction between staff and residents.
- Manager had arranged a presentation which meant time talking to residents and staff was very limited.
- Day centre is currently trialling Saturday morning sessions – early days but this could be a valuable addition to the overall service provided.