

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

Date: **Tuesday 29th October 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 Care Services 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 9 items and 1 will have been completed following this meeting and 4 have been scheduled as future items on the PDS 2013/14 work programme and 3 have been added to items to be scheduled on the 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 Four visits have been arranged between October and December 2013; see **Appendix 3** for full details of visits. There are still places available on all the scheduled visits. 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.

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
Minute 74 - Care Home Visits	Feedback on Care home visits to all future meetings		Ongoing as part of the matters arising and work programme report.
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	March 2014
Minute 106 – Work Programme and Matters arising	Both the Annual Report of the Fostering service (Minute 76) and the Annual Report of the Fostering Panel would be added to the work programme.		March 2014
Minute 10b (B) Housing Services 2013/14 Priorities	A further report outlining the incidences of fraud to be brought to a future meeting.	Added to the work programme as item to be scheduled	March 2014
Minute 108 – Update on the transition Strategy	Update reports on further reforms by the Government on the SEND pathway.	Added to the work programme as item to be scheduled	January 2014
Minute 109 – Tackling Troubled Families	List of outcomes to be circulated to members by email. Update report to be submitted to a future meeting	Added to the work programme as item to be scheduled	March 2014
Minute 122 – Short Breaks for Children with Disabilities	Officers were requested to arrange a visit to the St Quentin Centre in the Royal Borough of Kensington and Chelsea, which had been identified as an excellent model of specialist care.		TBC
Minute 122 – Citizens Advice Bureau Changes	Officers asked to arrange for the CAB to hold sessions at the Mottingham Community Learning Shop, as there was a significant need for debt management advice.		TBC

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

Title	Report Author	Notes
Health and Wellbeing Board – 28th November 2013 (1.30pm)		
ProMISE Programme Update		
Bromley's response to Winterbourne View recommendations		
CCG Integrated commissioning plan 2013-2016		
Refreshed Health and Wellbeing Strategy 2013		
Health and Wellbeing Board – 16th January 2014 (1.30pm)		
Pharmaceutical Needs Assessment		
Care Services PDS–22nd January 2014		
Draft 2014/15 Budget	HoF	
Education Outcomes for IBB Children in Care		
Update on Changes to Older People's Day Services		
Care Services Portfolio Budget Monitoring Q2 2013/14	HoF	
Capital Monitoring Q2 2013/14	HoF	
Annual ECS Debt Status Report		
Care Services Portfolio Priorities Plan in June 2013-2014 – Progress Update		
Care Services Portfolio Priorities Plan June 2013 – May 2014 Progress Update	ADSS	
Housing Services 2013/14 Priorities Progress Update	HOHS	
Report from the Mobility Forum		
ECS Contract Activity Report October – March 2014	ADCP	Information Item
Quality Monitoring of Care Homes 2013	ADCP	Information Item
Quality Monitoring of Domiciliary Care Services 2013		
Quality Monitoring of Children's' Social Care Services (Residential and Dom)		
Update on Partnership Framework - following changes	ADSS	
PIL Funds monitoring and progress report		
Update on the SEN Pathfinder Project	ADCP	
Annual Update on Youth Offending Team		
Health Scrutiny Sub-Committee- 30th January 2014 (4.30pm)		
Mortality Rates:Emergency Pathway	CCG	Standing Items

Falls Prevention	TBC	
Integrated Services Programme	TBC	
The ProMISE Programme	TBC	
Health Checks Programme	TBC	
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	
Outcome of the YOT Thematic Inspection		
Children's Social Care Performance Improvement Plan	ADCSC	
ECS Contract Activity Report January – June 2014	ADCP	Information Item
Health and Wellbeing Board – 27th March 2014 (1.30pm)		
Healthwatch update		
Health and Wellbeing Board – 22nd May 2014 (1.30pm)		

Matters to be scheduled		
Annual Report of Fostering Service 2014	ADCSC	May/ June 14
Adoption Annual Report	ADCSC	May/ June 14

Report Author Key

EDECHS	Executive 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

Forthcoming Visits October – December 2013

Establishment Name	Date	Time	Comments
St Paul's Wood Day Centre	23 October	14:00-15:00	Completed
Bromley Autistic Trust	28 October	11:30-13:30	Visit includes lunch
Clairleigh Nursing Home	12 November	10:30-12:00	-
Burrows House	27 November	14:30-16:00	-

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