

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

Date: **Wednesday 22nd January 2014**

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 11 items (two were completed following the last meeting), two more will have been completed following this meeting, seven have been scheduled as future items on the PDS 2013/14 work programme and the remaining two have been added to items to be scheduled on the 2014/15 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 February and March 2014; 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 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.	Scheduled for June 2014.	June 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 as an update on the SEN Pathfinder and Children & Families Bill	January 2014
Minute 109 – Tackling Troubled Families	Update report to be submitted to a future meeting including outcomes achieved	Scheduled for March 2014.	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.	Completed	December 2013
Minute 122 – Citizens Advice Bureau Changes	Officers asked to arrange for the CAB to hold sessions at the Nottingham Community Learning Shop, as there was a significant need for debt management advice.	Nottingham Community Learning Shop is holding a number of advice and information sessions during January/ February	Completed
Minute 133 Work Programme and Matters Arising	Need for an additional Health Scrutiny Sub Committee	Date to be finalised and added to work programme	April 2014

PDS Minute number/ title	Committee Request	Update	Completion Date
Minute 134 (A)Children's Social Care Recruitment and Retention Strategy	Officers requested to develop ant proposed scheme and report back to the committee once	Added to the work programme as item to be scheduled	June 2014
Minute 135 (A) Financial Implications of changes to the Youth remand Framework	Future reports to include more detailed numbers of the individuals involved.	Added to the work programme as item to be scheduled	June 2014
Minute 136 Welfare Reform – Budget Pressures	Homelessness statistics to be closely monitored and the possibility of the Housing Working Group to be re-convened	Mid-year update scheduled for January PDS Meeting	January 2014
Minute 141 Drawdown of the Public Health S256 Monies – NHS Health Check Programme.	Develop full protocol and report to a future meeting	Added to the work programme as item to be scheduled	TBC
Minute 141 (A) Adult Social care – Impact of the Care Bill and the Future NHS Funding	Further update reports to future meetings	Added to the work programme as item to be scheduled	TBC

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

Title	Report Author	Notes
Health and Wellbeing Board – 30th January 2014 (1.30pm)		
Health Scrutiny Sub-Committee- 30th January 2014 (4.30pm)		
Urgent Care Pathway – PRUH Performance	CCG	Standing Items
The ProMISE Programme	TBC	
Care Services PDS–11th March 2014		
PDS Chairman's Annual Report 2013/14	PDS	
Update on Partnership Framework - following changes commencing in July 2013	EDECHS	
Care Services Portfolio Budget Monitoring Q3 2013/14	HoF	
Capital Monitoring Q3 2013/14	HoF	
Outcome of the YOT Thematic Inspection	ADCSC	
Children's Social Care Performance Improvement Plan	ADCSC	
Tackling Troubled Families Update on Outcomes Achieved (to date)	ADCSC	PDS Request
Children's Transport Policy	ADC	
Transport Gateway Review	ADC	
Contract Award LD Day Care	ADC	
LD Employment Support – Contract Awards	ADC	
ECS Contract Activity Report January – June 2014	ADCP	Information Item
Health and Wellbeing Board – 27th March 2014 (1.30pm)		
Health Scrutiny Sub-Committee- April 2014 (4.30pm)		
Urgent Care Pathway – PRUH Performance Update	CCG Kings FNHST	Standing Items
Falls Prevention	TBC	
Integrated Services Programme	TBC	
Health Checks Programme	TBC	
Health and Wellbeing Board – 22nd May 2014 (1.30pm)		

Reports to be scheduled on the 2014/15 PDS Work Programme

Annual Report of Fostering Service 2014 & Foster Panel Annual Report 2014	June 14
Adoption Annual Report	June 14
Children's Social Care Recruitment and Retention Strategy	June 2014
Implications of changes to the Youth remand Framework	June 2014
Drawdown of the Public Health S256 Monies – NHS Health Check Programme.	TBC

Reports to be scheduled on the 2014/15 PDS Work Programme

Adult Social care – Impact of the Care Bill and the Future NHS Funding	TBC
Payment in Lieu (PIL) Fund Update 2013/14	TBC
Incidence of fraud – housing	TBC

Report Author Key

EDECHS	Executive Director Education, Care & Health Services
ADCS	Assistant Director Care Services
ADSS	Assistant Director Strategic Support
ADC	Assistant Director Commissioning
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 February – March 2014

Establishment Name	Date	Time
Prince George, Duke of Kent Court	4 February	14:00-16:00
St Raphaels	11 February	14:30-16:00
Bertha James day Centre	19 February	10:00–11:30
Marjorie McClure School	6 March	09:30-11:30
Mead Road Infant School	13 March	09:30-11:00

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