

**Decision Maker:** Care Services PDS Committee

**Date:** 26th June 2014

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

**Title:** CARE SERVICES PDS CO-OPTED MEMBERS SELECTION

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

**Chief Officer:** Director of Corporate Services

**Ward:** (All Wards);

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1. Reason for report

- 1.1 Members are asked to confirm the arrangements for the nomination of Co-opted Membership to the Care Services PDS Committee for 2014 -16. Following the review of ECHS partnership arrangements in 2012/13 it was proposed that the areas being represented by Co-opted Members and the selection process should be examined to ensure that they reflect any changes resulting from the review. This report outlines the proposed new arrangements and timescales for adopting.
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2. **RECOMMENDATION(S)**

2.1 **Members of the PDS committee are asked to comment on the proposed framework for selecting co-opted members for 2014 – 16; and,**

2.2 **agree that the:**

- i. **groups listed in section 3.3 are approached for nominations to represent the areas outlined in section 3.4;**
- ii. **timescales for implementing as outlined section 3.5 are adopted;**
- iii. **selected co-opted members are appointed for two years;**
- iv. **selected co-opted members provide the Care Services PDS committee an annual report.**

### Corporate Policy

1. Policy Status: Not Applicable:
  2. BBB Priority: Excellent Council:
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### Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre:
  4. Total current budget for this head: £
  5. Source of funding:
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### Staff

1. Number of staff (current and additional): N/A
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: None:
  2. Call-in: Not Applicable:
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The Care Services PDS committee covers all areas of the Borough – co-opted members will represent the views and interests of a wide range of residents.
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

- 3.1 The Borough has a wide range of groups and organisations that represent residents of the borough who have particular needs. The Care Services PDS Committee (including sub committees) has appointed over many years a number of co-opted members (with alternates) to allow representation from key groups in the community. It is recommended that this continues as co-opted members bring their own area of interest and expertise to the work of a PDS Committee and broaden the spectrum of involvement in the scrutiny process.
- 3.2 The Care Services PDS Committee Chairman and ECHS Officers have revised the process for selecting co-opted members and alternates to reflect the changes implemented following the Care Services Portfolio review of partnership engagement arrangements during 2012/13 and changes made by some organisations representing residents.
- 3.3 The dissolution of Disability Voice Bromley was recently agreed by the organisation. It is therefore proposed that there are two representatives covering all disabilities, one from XbyX and one from the Young Advisers Group (supported by Advocacy for All), to replace the representatives for physical disabilities and learning disabilities. It is also proposed that the representative for looked after children comes directly from the Living in Care Council and that the Council on Ageing and the Mental Health Forum be asked to nominate representatives as they have done previously. The refreshed Carers Forum will also be asked to nominate from its membership.
- 3.4 In Summary the following groups will be asked to nominate a representative and alternate to Care Services PDS Committee to represent the interests of key groups of service users and carers in the Borough:

| Forum                          | Representing...  |
|--------------------------------|--|
| Healthwatch Bromley            | all groups   |
| Council on Ageing              | older people   |
| Mental Health Forum            | adults with mental ill-health                                    |
| Carers Forum                   | carers of all ages   |
| Experts by Experience (X by X) | adults with disabilities (including learning disabilities)       |
| Young Advisers                 | young people with disabilities (including learning disabilities) |
| Living in Care Council         | looked after children  |

- 3.5 Subject to agreement from Care Services PDS Committee, these groups will be asked to submit nominations for a representative and alternate between 30<sup>th</sup> June and 25<sup>th</sup> July. These nominations will be considered by the Care Service PDS Chairman with a view to confirming new co-opted members and alternates at the meeting on 24 September 2014.
- 3.6 Those nominated will be asked to demonstrate that they have a knowledge and experience of their key group that will contribute to discussions at Committee. They will be expected to have access to key community groups where they can share information from PDS meetings and receive issues and questions to raise at the PDS meetings. They will also be asked to prepare a short annual report outlining how this has been undertaken.
- 3.7 Co-opted Members will be selected to serve for two years, unless a new service user group is established which could also equally provide a co-opted member. If this situation arises a review will be undertaken. Co-opted members are not eligible to be paid an allowance, but reasonable travel expenses to attend committee meetings may be claimed.

#### 4. POLICY IMPLICATIONS

- 4.1 Whilst there is no statutory requirement to have co-opted members on the Care Services PDS Committee it is recognised that co-opted members bring their own area of interest and expertise to the work of a PDS Committee and broaden the spectrum of involvement in the scrutiny process. Co-opted members often represent the interests of key groups within a Portfolio and co-option to a Committee can ensure that their views are taken into account.

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| <b>Non-Applicable Sections:</b>                       | <b>FINANCIAL LEGAL and PERSONNEL IMPLICATIONS</b> |
| Background Documents:<br>(Access via Contact Officer) |   |