

Decision Maker: CARE SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Thursday 10 March 2016

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

Title: MATTERS ARISING AND WORK PROGRAMME

Contact Officer: Kerry Nicholls, Democratic Services Officer
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Chief Officer: Director: Children's Services (ECHS)

Ward: N/A

1. Reason for report

1.1 The Care Services PDS Committee is asked to review its work programme for 2015/16, the programme of visits to day centres and residential homes, an additional Care Services PDS Committee Co-opted Membership appointment for 2015/16, and matters arising from previous meetings.

2. **RECOMMENDATION**

2.1 **The Committee is requested to:**

1) **Consider the Care Services PDS Committee work programme for 2015/16, the schedule of visits to day centres and residential homes and matters arising from previous meetings, and indicate any changes required; and,**

2) **Agree the following Care Services PDS Committee Co-opted Membership appointment for 2015/16:**

- **Ms Lynn Sellwood as Voluntary Sector Strategic Network (VSSN) Representative**

Corporate Policy

1. Policy Status: Existing Policy: As part of the Excellent Council workstream within Building a Better Bromley, Policy, Development and Scrutiny Committees should plan and prioritise their workloads to achieve the most effective outcomes.
 2. BBB Priority: Children and Young People Excellent Council Supporting Independence
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Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £326,980
 5. Source of funding: 2015/16 revenue budget
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Staff

1. Number of staff (current and additional): 8 posts (7.27 fte)
 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: None
 2. Call-in: 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 the benefit of members of this Committee to use in controlling their work.
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Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Care Services PDS Committee's matters arising table updates Members on recommendations from previous meetings which continue to be "live" and is attached at **Appendix 1**.
- 3.2 The Care Services PDS Committee Work Programme 2015/16 outlines the programme of work for the Committee including areas identified at the beginning of the year, new reports and those referred from other committees, the Portfolio Holder for Care Services or the Council's Executive. 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. In considering 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 holding the Executive to account, policy development and review, and external scrutiny of local services, including health services; and that the programme is realistic in terms of Member time and Officer support capacity, and the Work Programme is attached at **Appendix 2**.
- 3.3 The schedule of visits to day centres and residential homes has been updated and information on recent and forthcoming visits is provided in the table in **Appendix 3**. A new schedule of visits for September to December 2016 will be organised and circulated to Care Services PDS Committee members in late June-early July 2016.
- 3.4 The Committee re-appointed the Health Scrutiny Sub-Committee for the 2015/16 municipal year to scrutinise local health issues, and a Joint Health Scrutiny Committee comprising the boroughs of Bromley, Bexley, Greenwich, Lambeth, Lewisham and Southwark had been formed for the purpose of scrutinising the "Our Healthier South East London" (OHSEL) project. A motion to authorise participation in the non-executive joint committee was considered at the meeting of Council on 14th December 2015, following which Members agreed that Councillors Judi Ellis and Hannah Gray be appointed as the Local Authority representatives, and for authority to be delegated to the Director of Corporate Services, in consultation with the Chairman of the Care Services PDS Committee, to make any other detailed arrangements relating to the Council's representation on the non-executive joint committee that are necessary.
- 3.5 At its meeting on 21st January 2015, the Committee agreed to re-convene the Care Homes Reference Group to monitor work around moving residents from Lubbock House. The membership was confirmed at the meeting on 23rd June 2015 as Councillors Ruth Bennett, Charles Rideout and Diane Smith, with additional representation from Leslie Marks, Angela Clayton-Turner and residents of Lubbock House. The Reference Group subsequently met on 22nd June 2015 and 17th August 2015.
- 3.6 At its meeting on 23rd June 2015, the Committee appointed co-opted members and alternates for the 2015/16 Council year representing Healthwatch Bromley, Bromley Experts by Experience, Living in Care Council and the Carers Forum. In the light of the recent changes to the overarching groups that represent specific interests, in particular the cessation of the Council on Ageing and Mental Health Forum, work was undertaken with the Voluntary Sector Strategic Network (VSSN) to identify a representative to provide input to the Care Services PDS Committee on behalf of older people, carers, people with mental ill health and people with learning disabilities following which it is recommended that a Co-opted Member be appointed to the Care Services PDS Committee as follows –

Co-opted Member	Organisation
Ms Lynn Sellwood	Voluntary Sector Strategic Network (VSSN)

This change will not affect the status of the current Healthwatch Bromley, Bromley Experts by Experience, Living in Care Council and the Carers Forum Representatives previously confirmed as Co-opted Members to the Committee

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

MATTERS ARISING FROM PREVIOUS MEETINGS

PDS Minute number/title	Committee Request	Update	Completion Date
Minute 48 11 November 2014 Work Programme – Young Carers	The Chairman requested a report on Young Carers be provided to a future meeting of the Care Services PDS Committee.	Added to work programme.	June 2016
Minute 81 25 th February 2015 Assurance Arrangements for Children’s Services	The Care Services PDS Committee requested that issues identified with the Bromley Safeguarding Children Board around a lack of representation from some agencies, or representation which was not at a sufficiently senior level be addressed as soon as practicable, and that the assurance test be repeated and reported biennially.	-	June 2016
Minute 94 4 th March 2015 Supporting Looked after Children in University	The Care Services PDS Committee requested a further report in a year’s time.	Added to work programme.	June 2016
Minute 11e 23 rd June 2015 Gateway Review of Tenancy Sustainment Services	The Care Services PDS Committee requested that Officers review the impact of welfare reforms on the demand for Tenancy Sustainment Services and report back in Spring 2016 with recommendations for further commissioning.	A report on Tenancy Sustainment Services, including the impact of welfare reforms, would be considered at the meeting of Care Services PDS Committee on 10 th March 2016.	March 2016
Minute 73a 9 th February 2016 Housing IT System (Contract Extension)	The Care Services PDS Committee requested that an update on the procurement process for the new Housing IT system be reported to all future meetings of Care Services PDS Committee.	A written update on the procurement process for the new Housing IT system is attached at Appendix 4	May 2016

CARE SERVICES PDS COMMITTEE WORK PROGRAMME

Table 1. Draft Schedule of Reports for 2016/17

Report Title	Note	Potential PDS Meeting
ECH Void Update		
ECH contract award		May
Update on procurement of Housing IT system		May
Young Carers	PDS Request	
Final 2015/16 Budget Outturn		
Social Care Innovation grant update on outcomes		June
Fostering Annual Reports 2015/16		June
Update - Community Integration		June
Disability Strategy		June
Adoption Annual Reports 2015/16		June
Virtual School Annual Report 2015/16		June
Review Foster Carer Allowances		June
Supporting Looked after Children in University		June
Care Services Portfolio Plan Priorities 2016/17		June
Housing Performance Plan Priorities 2016/17		June
Bromley Y Wellbeing Service (Children) Update		TBC
DoLS Update		TBC
Portfolio Budget Monitoring 2016/17	Standing Item	All meetings
Portfolio Capital Monitoring 2016/17	Standing Item	All meetings
Contract Register Activity 2016/17	Standing Item	All meetings

SCHEDULE OF VISITS TO DAY CENTRES AND RESIDENTIAL HOMES

Table 1. Visits that have taken place

Establishment Name	Date	Council Members Attending
Coloma Court Care Home	Wednesday 13.01.16	Council Members Attending Cllr Nicholas Bennett Cllr Pauline Tunnicliffe Cllr Alan Collins Joan McConnell (Co-Opted Member) Cllr Peter Fookes
Community Options Chislehurst High Street	Tuesday 26.01.16	Cllr Peter Fookes Leslie Marks (Co-Opted Member)
Blenheim Children and Family Centre (Orpington)	Friday 29.01.16	Cllr Mary Cooke Cllr Peter Fookes Cllr Ruth Bennett
Archers Point Residential Home	Wednesday 10.02.16	Cllr Ruth Bennett Cllr Peter Fookes Cllr Kathy Bance
Saxon Day Centre	Tuesday 23.02.16	Cllr Mary Cooke Cllr Ruth Bennett Cllr Peter Fookes
Hollybank	Thursday 26.02.16	Cllr Christopher Pierce Leslie Marks (Co-Opted Member) Cllr Mary Cooke Rosalind Luff (Co-Opted Member) Cllr Ruth Bennett Cllr Peter Fookes

Table 2. Scheduled visits

Establishment Name	Date	Time	Council Members Attending
Heathers Residential Care Home	Wednesday 09.03.16	0930-1100	Cllr Pauline Tunnicliffe Cllr Ruth Bennett Cllr Peter Fookes

**UPDATE ON THE PROCUREMENT PROCESS FOR THE
NEW HOUSING IT SYSTEM**

The original procurement was undertaken using a Crown Commercial Services framework. Officers have liaised with the listed framework suppliers and Crown Commercial Services, (CCS) who provide the framework in order to understand the reasons that the market did not respond to the initial tender. There was no indication that the CCS framework would not be an appropriate vehicle for the tender as it listed several suppliers of acceptable housing systems and other authorities had successfully used it to procure new systems.

Feedback from CCS was that this was the first time that bids have not been received in response to a call off and that the over-riding reason suppliers gave them for not responding was that the timing of the exercise was unfortunate.

Feedback from suppliers contacted after the tender had closed to bids was that:

- Requirements document over complex
- Evaluation weighting of 50/50 price/quality implies the Council has an emphasis on keeping costs down over commissioning a quality system

Officers have been undertaking detailed reviews of the offers readily available from the market alongside the requirements documents and are also considering alternative procurement options available. Care Services PDS Committee will receive a report with recommendations in June 2016.