
Decision Maker: CARE SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 28th June 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 of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 The Care Services PDS Committee is asked to review its work programme for 2016/17, Care Services PDS Committee Co-opted Membership appointments for 2016/17, and matters arising from previous meetings.
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2. **RECOMMENDATION**

2.1 **The Committee is requested to:**

- 1) **Consider the Care Services PDS Committee work programme for 2016/17, and matters arising from previous meetings, and indicate any changes required; and,**
- 2) **Agree the following Care Services PDS Committee Co-opted Membership appointments for 2016/17:**

Co-Opted Member	Organisation	Alternate Member
Justine Godbeer	Experts by Experience (X by X)	-
Rosalind Luff	Carers Forum	-
Linda Gabriel	Healthwatch Bromley	Leslie Marks
Lynn Sellwood	Voluntary Sector Strategic Network	-

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: £335,590
 5. Source of funding: 2016/17 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 2016/17 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 A new schedule of visits to day centres and residential homes 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 2016/17 municipal year to scrutinise local health issues, and a Joint Health Scrutiny Committee comprising the boroughs of Bromley, Bexley, Greenwich, Lambeth, Lewisham and Southwark was formed in late 2015 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 Co-opted Members bring their own area of interest and expertise to the work of a PDS Committee. 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 on issues. They broaden the spectrum of involvement in the PDS process and make the intrusion of party politics into scrutiny proceedings more difficult. It was proposed that Co-opted Members and Alternates be appointed to the Care Services PDS Committee for 2016/17 as follows:

Co-Opted Member	Organisation	Alternate Member
Justine Godbeer	Experts by Experience (X by X)	-
Rosalind Luff	Carers Forum	-
Linda Gabriel	Healthwatch Bromley	Leslie Marks
Lynn Sellwood	Voluntary Sector Strategic Network	-

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.	A report would be provided to the meeting of Care Services PDS Committee on 13 th September 2016.	September 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 at the joint meeting with Education PDS Committee.	-	February 2017
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.	A report would be provided to the meeting of Care Services PDS Committee on 13 th September 2016.	September 2016
Minute 58 12 th January 2016 Capital Programme Monitoring - 2nd Quarter 2015/16	The Care Services PDS Committee requested that Audit Sub-Committee consider a range of issues identified around the Manorfields refurbishment.	A provisional update was reported to the meeting of Audit Sub-Committee on 5 th April 2016 and a further update would be provided to the next meeting of Audit Sub-Committee on 6 th July 2016.	September 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 report would be provided to the meeting of Care Services PDS Committee on 28 th June 2016.	June 2016

CARE SERVICES PDS COMMITTEE WORK PROGRAMME

Table 1. Draft Schedule of Reports for 2016/17

Report Title	Note	Potential PDS Meeting
Care Services Portfolio Plan Priorities (Jun 16-May 17)		September 2016
Annual ECHS Debt Report		September 2016
ECHS Complaints Annual Report 2015/16		September 2016
Young Carers	PDS request	September 2016
Supporting Looked after Children in University		September 2016
Ofsted Inspection Report Children's Services		September 2016
Extra Care Housing Schemes Contact Award		September 2016
CareLink Contact Award		September 2016
Drawdown of Homeless Contingency Needs Grant		November 2016
Update on Tackling Troubled Families (Outcomes/ Drawdown)		November 2016
Impact of Charging for Transport - Update	PDS request	November 2016
Independent Reviewing Officers Annual Report 2015/16		November 2016
Bromley Safeguarding Adults Board Annual Report 2015/16		November 2016
Adult Social Care Local Account 2015/16		November 2016
Bromley Safeguarding Children's Board Annual Report 2015/16		November 2016
Care Services Portfolio Draft Budget 2017/18		January 2017
Education Outcomes of LBB Children in Care		January 2017
Proposed Changes to the Non Residential Charging Policy		January 2017
Quality Monitoring Report (Care Homes, Dom Care & CSC Services)		January 2017
Care Services Portfolio Plan (Mid Year Update)		January 2017
Bromley Early Intervention Strategy (Year One) Update 2015/16		January 2017
Update on Carers Strategy (Year One) 2016/17		February 2017
Confirmation of Changes to the Non Residential Charging Policy (engagement feedback)		February 2017
Update - Community Integration		TBC
Disability Strategy		TBC
Care Services Portfolio Budget Monitoring 2016/17	Standing Item	All meetings
Capital Monitoring 2016/17	Standing Item	All meetings
Update on procurement of housing IT system	Standing Item	All meetings
Contract Activity Report 2016/17	Standing Item	All meetings