

Report No.

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: **Adult and Community PDS Committee**

Date: **29th March 2011**

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

Title: **ADULT AND COMMUNITY PDS WORK PROGRAMME
2010/2011**

Contact Officer: Philippa Stone, Scrutiny Co-ordinator
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Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: N/A

1. Reason for report

1.1 This report provides the Committee with an opportunity to review its work programme and make any necessary adjustments.

2. **RECOMMENDATION(S)**

2.1 The Committee is asked to consider its work programme and schedule of meetings 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: £504,640 (controllable budget)
 5. Source of funding: Existing budgets
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Staff

1. Number of staff (current and additional): There are 14 posts in the Democratic Services Team (11.89 fte, of which 10 fte are dedicated to committee support).
 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: Call-in is not applicable.
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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 2009/10 Work Programme to date is attached at **Appendix A**.
- 3.2 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. The Forward Plan issued on 17th March 2011 includes key decisions related to the Adult and Community Portfolio and the next Forward Plan will be published on 15th April 2011.
- 3.3 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.

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

A&C PDS Committee – Work Programme 2011/2012**4th April 2011 (Joint with PPS PDS)**

SLAM Update

June 2011

Appointment and Review of Co-opted Members
 Supporting Independence in Bromley Update
 Annual Monitoring Report on Adult & Community Services - Complaints 09/10
 Housing and Residential Services 2009/10 Annual Report
 Empty Properties: Outcome of Feasibility Review
 Sheltered Housing Review
 Budget Closedown 2010/2011
 Matters Arising/Work Programme

July 2011

Bromley Safeguarding Adults Board 2009/10 Annual Report
 Budget Monitoring 2010/11
 Matters Arising/Work Programme

September 2011

Supporting Independence in Bromley Update
 Budget Monitoring 2010/11
 Blue Badge Update
 Capital Programme
 Matters Arising/Work Programme

November 2011

Supporting Independence in Bromley Update
 Adult and Community Services Mid-year Performance Report
 Housing and Residential Services Mid-year Performance Report
 Update on Quality of Domiciliary Care
 Budget Monitoring 2010/11
 Matters Arising/Work Programme

January 2012

Supporting Independence in Bromley
 Contract Monitoring of Care Homes – Annual Report
 Budget Monitoring 2010/11
 Capital Programme
 Matters Arising/Work Programme
 Drug Action Team Annual Report

April 2012

Supporting Independence in Bromley Update
 Draft Portfolio Plan
 Budget Monitoring 2010/11
 Capital Programme

* Part 2 (Exempt) Report

Last Updated 15.03.11