

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD MARCH 2009

OLDER PEOPLE TASK GROUP

Responsible Portfolio Holder	Councillor R. D. Smith
Responsible Head of Service	Assistant Chief Executive

1. SUMMARY

1.1 At the last meeting, the Overview Board established a new Task Group to look at the mental and physical wellbeing of the older population. The Board now needs to decide the way forward for the Task Group.

2. RECOMMENDATION

2.1 Members are requested to:

- (a) appoint a Task Group Chairman
- (b) consider and agree the membership of the Task Group (completed membership forms are attached at Appendix 1);
- (c) invite Ms. A. Sowton, Chairman of the Older People Theme Group, to become a co-opted Member of the Task Group;
- (d) consider and agree the terms of reference of the Older People Task Group (see attached Overview and Scrutiny Exercise Scoping Checklist at Appendix 2);
- (e) decide upon the length of time the Task Group will have to carry out its investigation (Task Groups are normally expected to conclude their investigations within four months from the date of the first meeting); and
- (f) request the Task Group to commence its investigation as soon as there is the necessary officer support from the Assistant Chief Executive (anticipated to be between mid April and end of May 2009).

3. BACKGROUND

3.1 At the previous meeting of the Overview Board on 3rd February 2009, the Older People Task Group was established following a scrutiny proposal submitted by Councillor Mrs. M. Bunker.

Membership

- 3.2 As agreed, Task Group Membership Forms were sent out to all Members (with the exception of Members of the Cabinet) asking anyone who had an interest in becoming a Member of the Task Group to complete a membership form. Members were given just over one week to respond. Information was also included in the Members' Bulletin and a further reminder was issued just before the deadline.
- 3.3 Group Leaders were informed of the new Task Group and were asked if they could encourage their Members to complete a membership form if they had an interest in the topic and/or had relevant skills and knowledge which would be useful for the investigation.
- 3.4 Five membership forms have been completed and submitted. They are attached at Appendix 1.

Chairman

- 3.5 The Overview Board needs to appoint a Chairman for the Task Group. It should be noted that it is usual that if the proposer is a Member of the Board (and therefore has received the appropriate training), they are appointed as Chairman. In this case, it would be Councillor Mrs. M. Bunker and her membership form is attached at Appendix 1. Alternatively, the Board can decide otherwise. However, it should be pointed out that whoever is appointed must have had the necessary training.

Co-optee

- 3.6 It is suggested that Ms. Sowton, Chairman of the Older Peoples Local Strategic Partnership (LSP) Theme Group, is invited to sit on the Task Group as a co-opted member. (Please note: Co-optees are non-voting members.)
- 3.7 For the Board's information, Ms. Sowton is from the Bromsgrove and Redditch Network (BARN) which is a network of voluntary and community organisations and statutory agencies that provide a service to individuals or organisations in the local authority districts of Bromsgrove and Redditch. BARN was formed in 1997 to help provide support and services to community and voluntary sector organisations. The aim of the Network is to give the voluntary sector a collective voice, share ideas and information, identify training opportunities and discuss funding issues.
- 3.8 Ms. Sowton was appointed to the Older Peoples LSP Theme Group to represent the voluntary and charity sector and her skills and knowledge could be very beneficial to the Task Group. Co-opting the Chairman of the Older Peoples LSP Theme Group could also help to avoid any duplication of work by the two groups. Ms. Sowton has been informed of the Task Group

and has expressed an interest in joining the Task Group should the Board decide to invite her. She has also indicated that she would be able to commit to the Task Group from April/May onwards.

Terms of Reference

- 3.9 Members are requested to consider in detail the terms of reference (see appendix 2) so to ensure the Board is clear what they expect the Task Group to achieve. The Board can make amendments to the terms of reference if it wishes. Please note that the Task Group Members, at the first meeting, will also be given the opportunity to discuss the terms of reference. However, should they wish to make any significant changes, this would first need to be approved by the Overview Board.
- 3.10 The Board should be aware that there is a Bromsgrove "Housing Choices for Older People" Partnership Board which consists of District Councillors, (including relevant Portfolio Holders) Members of the Bromsgrove District Housing Trust (BDHT) Board (including Councillor Mrs. M. Bunker) and officers from both BDHT and this Council. As the title of the Board suggests, it is looking at housing options for older people specifically and has met on two occasions. It is likely to complete its work in approximately 4 months time. As Councillor Mrs. M. Bunker is a Member of this Board, this could potentially help to avoid duplication of work.

Length of investigation

- 3.11 Members are reminded that when setting a timescale for a Task Group, it is usually expected that a Task Group will conclude its investigation within four months from the date of the first Task Group meeting. However, the Board can decide that certain topics require more time to ensure complex issues are properly scrutinised.

Start Date

- 3.12 The Board is requested to note that due to staff vacancies within the Assistant Chief Executive's section, there is currently an issue with obtaining appropriate officer support for this particular Task Group investigation as the Assistant Chief Executive would be expected to attend meetings and provide necessary information when requested. It is expected that two vacancies will be filled following interviews in mid March and it is anticipated that the successful applicants will be in post between mid April and the end of May 2009.
- 3.13 It is vital that appropriate officer support is provided to help ensure an effective investigation is undertaken leading to strong recommendations. Taking this into consideration, together with the availability of Ms. Sowton, it is suggested that the Task Group commences its investigation as soon as

officer support is available (anticipated to be between mid April and end of May 2009).

4. FINANCIAL IMPLICATIONS

4.1 There are no financial implications directly relating to this report.

5. LEGAL IMPLICATIONS

5.1 There are no legal implications directly relating to this report.

6. COUNCIL OBJECTIVES

6.1 This report does not directly link to Council Objectives.

7. RISK MANAGEMENT

7.1 There is a risk of the Task Group being unsuccessful should it not receive the appropriate officer support. This could be avoided by the Task Group commencing its investigation as soon as the support is available, anticipated to be between mid April and the end of May 2009.

8. CUSTOMER IMPLICATIONS

8.1 There are no customer implications directly relating to this report.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

9.1 There are no implications directly relating to this report for the Council's Equalities and Diversity Policies.

10. VALUE FOR MONEY IMPLICATIONS

10.1 There are no Value for Money implications directly relating to this report.

11. OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – None
Governance/Performance Management – None
Community Safety including Section 17 of Crime and Disorder Act 1998 – None
Policy – None
Environmental – None

Please Note: All implications relating to the subject area of the Task Group will be considered as part of the Task Group investigation. Any such implications will be included in the final report back to the Overview Board.

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes – he is aware the Task Group has been established
Chief Executive	Yes
Executive Director (Partnerships and Projects)	Yes
Executive Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

13. WARDS AFFECTED

All Wards.

14. APPENDICES

Appendix 1 – Completed Membership Forms

Appendix 2 – Overview and Scrutiny Exercise Scoping Checklist completed by Councillor Mrs. M. Bunker

15. BACKGROUND PAPERS

None.

CONTACT OFFICER

Name: Della McCarthy, Scrutiny Officer
E Mail: d.mccarthy@bromsgrove.gov.uk
Tel: (01527) 881407