

**OLDER PEOPLE TASK GROUP**

**TERMS OF REFERENCE**

The attached scrutiny exercise scoping checklist, (which will act as the Older People Task Group's terms of reference) was approved by the Overview Board on 3rd March 2009.

"Health and Wellbeing, Community Facilities and Activities, Housing and Cost of Living".

**"Other areas such as transport have already been looked at taking into account the needs of older people, so will not be covered again".**

During the Task Group meeting held on 21st July 2009 Task Group Members revisited the original scoping checklist and the following changes were made and agreed by the Task Group.

- Healthy Living (inclusive of community facilities, activities, participation and inclusion)
- Housing (inclusive of market and social, supporting people - Telecare, adaptations, handyperson schemes)
- Income and Employment (inclusive of pension and benefits advice, employment and training opportunities and preparing for retirement)

Task Group Members agreed the age group criteria of 60+ and to look at 'what is the need', existing services / provision, access to existing services / provision, identify any gaps and agree recommendations.

## OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Mental and physical wellbeing of the older population of Bromsgrove District.**

- Specific subject areas to be investigated:

- **Health and Wellbeing**
- **Community Facilities and Activities**
- **Housing and Cost of Living**

**Other areas such as transport have already been looked at taking into account the needs of older people, so will not be covered again**

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

**To develop a strategic plan for older people in Bromsgrove District to ensure that the services provided by the Council and its partners are responsive to the emerging challenges of the changing demographics.**

**All councils need to understand their older communities and shape both universal and targeted services accordingly. Increased awareness, better engagement and innovation could help many older people without significant expenditure. (Don't stop me now, Audit Commission 2008)**

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**
- Which officers should be invited to give evidence?  
(Please state name of officer and/or job title)

**Assistant Chief Executive/Senior Policy Officer; Strategic Housing Manager; Health Improvement Practitioner (from PCT based at the Council House)**

- Should any external witnesses be invited to give evidence? **YES**  
If so, who and from which organisations?

**Age Concern; Worcestershire County Council; PCT; and Older Peoples Forum.**

- What key documents/data/reports will be required?

**An assessment of each council priority to determine the extent to which its delivery currently takes into account the needs of older people. To include evidence and recommendations stating what changes will be needed in the future.**

**Scrutiny exercises undertaken by other authorities that may be relevant. Mott McDonald Bromsgrove Report 2007. Reports from other organisations e.g. Age Concern; Don't stop me now, Audit Commission 2008.**

- Is it anticipated that any site visits will be required? **NO**  
If so, where should members visit?

**N/A**

- Should a period of public consultation form part of the exercise? **NO**  
If so, on what should the public be consulted?

**Have already consulted via focus groups and there will be the usual press release requesting comments/suggestions from the public.**

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **YES**  
If so, which authorities?

**Stoke-on-Trent  
West Lancashire**

- Will the investigation cross the District boundary? **NO**  
If so, should any other authorities be invited to participate? **NO**  
If yes, please state which authorities:

**N/A**

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO\***  
If so, who and from which organisations?

**Anne Sowton, Chair of the Older Peoples Theme Group**

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

**To be discussed by the Overview Board.**