

**HERTFORDSHIRE COUNTY COUNCIL  
ADULT CARE SERVICES SCRUTINY COMMITTEE  
THURSDAY 17 JANUARY 2002 AT 10.30 A.M.**

Agenda Item No:

**2**

**NON-VOTING REPRESENTATION - 2002 - OPTIONS AND REVIEW**

*Report of the County Secretary*

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Executive Member: Jane Pitman.

**1. Purpose of the report**

- 1.1 The Committee at its meeting on 11 January 2001 considered a report on ways in which it wished to fulfil its scrutiny role and what part non-voting non-County Councillor representatives should take in this process.
- 1.2 Three options were referred to in the report of the County Secretary,. Option 'A' made reference to the possible selection of 3-4 non-voting co-opted members to mirror the remit of the Scrutiny Committee. Option 'B,' a distinct difference from the appointment of co-optees, posed the question that individuals with a special interest could be invited to attend meetings given the subject matters involved. Option 'C' was status quo i.e. the invitation of professional representatives from the Health Service etc.
- 1.3 The Committee agreed that they should seek the maximum amount of input from a wide range of people with an interest in Adult Care Services.

Therefore it was agreed to pursue Options 'B' (inviting people with an interest in the subjects under discussion at a particular meeting) and 'C' (inviting professional representatives) with the following provisos:-

- (a). A framework for involving user and carer organisations and representatives be presented to a future meeting.
- (b). That the system be reviewed in 12 months time.
- (c). The Adult Care Services topic groups may invite appropriate co-optees to join.
- (d). That appropriate expenses, including where necessary care costs, be paid.

- (e). That there need to be continuing work on developing systematic arrangements for consulting and involving users and carers in the whole range of Adult Care Services and policy outside the Scrutiny Committee.

1.4. Members are requested to review the process.

## **2. Summary**

2.1 The functions of the Scrutiny Committee outlined in the Constitution are

Standing Order SC1(4) concerning the constitution and membership of committees indicates “that committees shall take account of views from a wide range of sources and shall each determine their own arrangements for doing so including whether to co-opt non-voting members”.

2.2 The Committee’s remit is:

- (i) the overview and scrutiny of policies and services of the County Council as a Social Services Authority in relation to adults.
- (ii) overview and scrutiny of all aspects of gypsy and traveller site provision
- (iii) the overview and scrutiny of the Council’s relationship with the Health Service

2.3 Options include:

- (a) the selection of 3-4 permanent non-voting co-opted members to mirror the remit of the Scrutiny Committee in relation to adults services, gypsy and traveller site provision and the Council's relationship with the Health Service. The main example of co-options onto the County Council Committee has been the Children, Schools and Families Select Committee (and the previous Education Committee) where 6 non-voting teacher representatives have been appointed and 4 voting parent governors and 2 voting representatives. Any co-optees appointed to the Adult Care Services Scrutiny Committee would be non-voting for the period to May 2002. They would need a broad remit and need to acquire some familiarisation with procedures of both the Scrutiny Committee and the County Council in order to play an effective role. Training for such individuals would be necessary. Appointments would be through this Committee after identification of the number of co-optees and the subject matters co-optees should cover. They would be recruited through appropriate advertisements.
- (b)(i) as a distinct difference from the appointment of co-optees individuals with a special interest have been invited to attend meetings given the subject matter involved. For example appropriate representation from users, carers, voluntary

organisations and the Health Authority was invited to the Scrutiny Committee during 2001 for the scrutiny of the following items:-

<u>Meeting</u>	<u>Subject</u>	<u>Representation</u>
(a) 11 January 2001	National Carers Strategy in Hertfordshire	Carer representatives together with the Director of Carers in Hertfordshire (note: a short life Topic Group set up constituted to include carer representatives “to review the allocation of the carers grants in order to support the objectives of the carer strategy”).
(b) 22 March 2001	Annual Assessment of the Social Services Inspection Unit	One representative from Health Authority, two representatives from HNRC Association. One Lay Assessor. Internal Audit representative. Head of Registration
(c) 16 July 2001	Implementation of the National Service Framework - Mental Health in Hertfordshire	Seven users in Hertfordshire of mental health services. MIND Network representatives.
(d) 4 October 2001	Hospital Discharge Arrangements	Chief Executive Primary Care Trust Herts Health Authority representative. Carer in Herts representative. Age Concern representative. Dacorum CVS representative. Director of Nursing West Herts Hospital.

The arrangements whereby non-voting, special interest representatives have attended Committees has worked well. Contributions made by the representatives has, in the main, assisted members in their scrutiny of the many issues that have been before them in the last year. Representatives have given an extra dimension to the process of scrutiny particularly where users and carers were concerned. Members were party to the individual experiences, concerns and hopes for the future from people who use services and from carers.

The process gives the Committee great flexibility in who it invites for particular scrutiny items.

- (c) Status Quo i.e. Invitation of Professional Representatives from the Health Service etc to attend meetings as and when necessary

### **3. Conclusions**

The Committee needs to determine in what way it wishes to fulfil its scrutiny role and what part non-voting non County Council representatives should take in this process.

The three options above give different perspectives. It is intended that the Scrutiny Committee will conduct its business as effectively as possible and members may wish to continue the process described in option (b) whereby special interest groups etc should be invited to attend individual meetings as and when specific subjects are under discussion.

Also, where necessary, professional representatives from the Health Authority should be invited to attend meetings as and when necessary.

### **4. Financial Implications**

It is very difficult to provide an accurate estimate of the financial implications since it depends on how many representatives claim. However, the costs are estimated not to exceed £1,000 based on payments made during 2001. Approximately £250 was claimed for expenses only by the carers and users of services who attended meetings of the Adult Care Services Select Committees and Carers Topic Group meetings during 2001. For 2002 non-Committee special interest representatives would be entitled to claim expenses for travel and subsistence, care costs and possibly a loss of earnings allowance.

#### *Background papers used by the author in compiling this report:*

Constitution of the County Council  
Standing Order SC1(4) - Constitution and Membership of Select Committees