

# Adult Social Care Policy Committee

1 July 2024



**Report of:** Tim O’Gara, Director: Legal & Democratic Services

**Title:** Adult Social Care Policy Committee annual business report 2024/25

**Officer presenting report:** Bronwen Falconer, Policy Committee Advisor

## **Recommendations:**

1. To note the membership of the Adult Social Care Policy Committee for 2024/25.
2. To note the appointment of Cllr Lorraine Francis as the Chair of the Adult Social Care Policy Committee for 2024/25.
3. To note the appointment of Cllr Kelvin Blake as the Vice-Chair of the Adult Social Care Policy Committee for 2024/25.
4. To note the terms of reference of the Adult Social Care Policy Committee.
5. To note the Adult Social Care Policy Committee’s meeting dates for 2024/25.



## **1. Context/background**

### **a. Membership of the Adult Social Care Policy Committee**

At the annual Full Council meeting held on 21 May 2024, the following members were appointed to serve on the Adult Social Care Policy Committee for 2024/25:

- Cllr Kelvin Blake
- Cllr George Calascione
- Cllr Jos Clark
- Cllr Lorraine Francis
- Cllr Mohamed Makawi
- Cllr Louis Martin
- Cllr Mark Weston
- Cllr Tim Wye

### **b. Chair of the Adult Social Care Policy Committee**

At the annual Full Council meeting held on 21 May 2024, Cllr Lorraine Francis was appointed as Chair of the Adult Social Care Policy Committee for 2024/25.

### **c. Vice-Chair of the Adult Social Care Policy Committee**

At the annual Full Council meeting held on 21 May 2024, Cllr Kelvin Blake was appointed as Vice-Chair of the Adult Social Care Policy Committee for 2024/25.

### **d. Terms of reference of the Adult Social Care Policy Committee**

The terms of reference of the Adult Social Care Policy Committee, as set out in the Council's constitution, are as follows:

#### **Terms of Reference of Policy Committees**

All policy committees have the following terms of reference:

1. To deliver their functions in accordance with the Corporate Plan and any other plan or strategy approved by Full Council.
2. To take decisions above the financial threshold of £500,000 for decisions of Policy Committees and in accordance with the Council's approved budget and policy framework and decisions that are significant in terms of their effects on communities living or working in two or more wards in the city.
3. To consider matters that are referred to the Committee by the Chair of the Committee or which are escalated to the Committee.
4. To develop and agree strategies, policies and plans in respect of the areas of responsibility of the Committee.
5. To approve fees and charges.
6. To exercise statutory scrutiny functions through the appropriate Policy Committee, or Sub-Committee established for that purpose (health, flood risk management and crime and disorder).
7. To review risk management, financial management and performance reports from service areas within the areas of responsibility of the Committee.

8. To establish Sub-Committees and delegate functions to them.
9. To conduct task and finish activities to consider policy development matters. It is recommended that this be two per Policy Committee per municipal year.
10. To foster relationships with residents, businesses and stakeholders within the city and encourage them to participate in the Council's democratic processes.

### **Policy committees carrying out policy development**

Where a policy committee is carrying out policy development, it will do so in accordance with the following principles:

11. Policy development will be carried out within the framework of the Council strategic priorities as set out in the Council's Corporate Plan.
12. Policy development will consider the Council Budget and Policy Framework and review of their impact on service delivery and outcomes for people in Bristol.
13. Consider 'city-wide issues' (and where appropriate sub regional, regional and national issues), in particular through collaborative work with local partner authorities, providers, stakeholders and members of the public.
14. Consider organisational performance (ICT, legal, financial and HR services) and commission performance reviews.

### **Specific functions of the Adult Social Care Policy Committee**

- Adult Social Care
- Safeguarding Adults (including safeguarding boards)
- Age Friendly City
- Better Lives Programme
- Family or Friend Carers
- Ethical Care Council
- Adaptable homes and Intergenerational housing
- Integrated Care System
- Departmental performance, budget and risk

### **e. Meeting dates**

The meeting dates of the Adult Social Care Policy Committee for 2024/25 are (all at 2.00 pm):

- Monday 1 July 2024
- Monday 2 September 2024
- Monday 21 October 2024
- Monday 2 December 2024
- Monday 27 January 2025
- Monday 24 March 2025

### **3. Legal and Resource Implications**

N/A

### **Appendices:**

None

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**Background Papers:**

Full Council agenda papers and minutes, 21 May 2024 [ModernGov – bristol.gov.uk](https://www.moderngov.com/d/4283467/summary/2024-05-21)