

TELFORD & WREKIN COUNCIL**HEALTH & ADULT CARE SCRUTINY COMMITTEE – 18 JULY 2017****WORK PROGRAMME 2017/18****REPORT OF THE ASSISTANT DIRECTOR: GOVERNANCE, PROCUREMENT & COMMISSIONING****1.0 PURPOSE**

- 1.1 To enable the Health & Adult Care Scrutiny Committee to consider and agree the Committee's work programme for 2017/18.

2.0 RECOMMENDATIONS

- 2.1 That the Committee agree its Terms of Reference (Appendix 1)
- 2.2 That the Committee agree items for the 2017/18 work programme (Appendix 2); and
- 2.3 That the Committee agree meeting dates for the remainder of the 2017/18 municipal year.

3.0 BACKGROUND INFORMATION

- 1.1 The Terms of Reference for the Health & Adult Care Scrutiny Committee is attached. On 25 May 2017, Full Council delegated authority to each Committee to approve its own Terms of Reference. Scrutiny Management Board have endorsed the Terms attached at Appendix 1 for agreement.
- 3.1 The suggestions shown in Appendix 2 were considered by the Scrutiny Management Board on 20 June 2017 and referred to the Health & Adult Care Scrutiny Committee to decide which issues should be included in the Committee's Work Programme.
- 3.2 Scrutiny Management Board allocated a baseline of four formal meetings during the municipal year for scrutiny of items on the Health & Adult Care Scrutiny Committee's work programme. This allocation does not include informal or sub-group meetings which may be held to gather evidence as part of a review, briefing meetings or regional/external scrutiny meetings.
- 3.3 The work programme will be flexible to allow for important issues which emerge during the year to be scrutinised. However, if a new topic is added to the work programme, consideration must be given to removing an existing item to avoid the workload becoming unmanageable and losing focus.
- 3.4 Scrutiny Management Board also re-asserted previous agreement that any items remaining at the end of the work programme period should automatically be

removed so that future work programmes are fresh and focused on current issues and concerns. If an issue remains of concern it may be submitted for re-consideration in the next work programme.

4.0 EQUAL OPPORTUNITIES

4.1 There are no specific equal opportunity impacts arising from this report. Equal Opportunity issues will be considered as part of any scrutiny work.

5.0 ENVIRONMENTAL IMPACT

5.1 There are no specific environmental impacts arising from this report. Environmental impacts will be considered as appropriate to the topics in the work programme.

6.0. LEGAL COMMENT

6.1 Overview & Scrutiny (O&S) for local authorities was introduced as part of the modernisation of local government in Section 21 of the Local Government Act 2000. It required every local authority to have at least one O&S committee, to: hold the Executive to account; undertake policy development and review; monitor and improve performance; investigate issues of public concern; and carry out external scrutiny including the NHS.

6.2 Establishing a work plan as set out in this report contributes to the requirement of the overview and scrutiny committee to; investigate the policies of the Council's executive and their implementation, issue reports accordingly which draw attention to any shortcomings and make recommendations as appropriate.

SAD – 22.5.17 (Suzanne Dodd)

7.0 LINKS WITH CORPORATE PRIORITIES

7.1 Scrutiny members are asked to agree the work programme in the context of the Council's priorities.

8.0 OPPORTUNITIES AND RISKS

8.1 There is an opportunity to focus the work programme on fewer topics and in more depth in areas of policy development where scrutiny can have a greater impact. There is a risk that too many topics are kept in the work programme so that it loses focus and impact.

9. FINANCIAL IMPLICATIONS

9.1 Scrutiny has a role in ensuring that local government is effective and accountable. This includes undertaking reviews and challenging and monitoring performance. Support for the committee and the work programme are managed within existing resources. The financial implications of any recommendations made by Scrutiny should be considered as part of reports as relevant.

TS – 26.5.17 (Tracey Smart/ Richard Peach)

10. WARD IMPLICATIONS

10.1 There are no specific ward implications arising from this report.

11. PREVIOUS MINUTES

11.1 None.

12. BACKGROUND PAPERS

12.1 None

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HEALTH & ADULT CARE SCRUTINY COMMITTEE TERMS OF REFERENCE

1. The group will be made up of 9 elected members of the Scrutiny Assembly, appointed at Annual Council in line with the political balance of the Council.

The Committee may include Co-opted scrutiny members but they must not exceed 50% of the number of elected members. Vice-Chairs may be appointed by majority decision of the Committee.

2. In addition to standing co-optees the Committee may appoint additional co-optees for one-off reviews to supplement the skills, knowledge and experience of the Committee on that particular issue.

3. The Committee will be the main mechanism by which Scrutiny members will scrutinise and monitor the planning and performance of the Council's adult social care services and health services matters under the Health and Social Care Act 2012. Full Council has delegated the health scrutiny powers to this Committee.

4. The Committees takes the key role in:

- a) Monitoring the performance of NHS Trusts whose services effect local people;
- b) Acting as the statutory consultee on NHS proposals for substantial variation in service and responding to these NHS consultations. Full Council has delegated to this committee the power to refer the outcome of an NHS consultation to the Secretary of State for Health to this Committee in line with the Department of Health Guidance on Health Scrutiny (2014)
- c) Participating in a Joint Health Overview and Scrutiny Committee with elected members from Shropshire Council to scrutinise and respond to NHS proposals that apply to both areas;
- d) Responding to referrals from HealthWatch regarding health services;
- e) Monitoring the Council's performance in relation to social care service for adults;
- f) Responding to referrals from HealthWatch regarding Adult Care Services
- g) Scrutinising proposals for the provision of adult care services and the impacts of any proposed changes to services;
- h) Scrutinising adult care services that are of concern to local people.

5. If the Chair and Vice Chair are unable to attend a meeting the members present will elect a Chair for the meeting.

6. Relevant Cabinet Members, Corporate Directors, Assistant Directors and Service Delivery Managers and representatives from NHS commissioners and providers will attend the Committee at the request of the Chair. Representatives from partner organisations may be invited to attend.

7. The meetings will follow the principles of scrutiny i.e. no party whip will be applied and a constructive, evidence based approach will be used.

8. The Committee will consider matters referred by the Scrutiny Management Board, and will exercise discretion as to whether a suggestion falls within the remit of the Committee to scrutinise.

9. Scrutiny Committee meetings will be held in public, unless matters exempt under legislation is being discussed, or the Scrutiny Committee is meeting with vulnerable groups to hear their views and it is not appropriate for these meetings to be open to the public. The Scrutiny Committees may appoint subgroups to carry out investigative work as part of a review, and these may be held as informal meetings, but evidence gathered in this way will be brought back to the overseeing Committee in a public forum. In case of dispute, the Monitoring Officer will advise on the rules of exemption.

10. From time to time members, as part of the work of the Committee, may become privy to information of a sensitive or confidential nature, if this happens members must maintain this confidence. Members are unable to request personal/confidential information from Officers about an individual or family.

11. The meetings will be administered by Scrutiny Services and Democratic Services. Frequency of meetings will be agreed by Committee members as deemed necessary to carry out the work programme.

12. A short report on the work of the group will be provided by the Chair to the Scrutiny Management Board as appropriate.

13. The Chair of the Committee, or his/her representative, will provide and present reports and recommendations of the Committee to the Council's Cabinet or other partner organisation when necessary.

14. The Committee will set its own work programme. The main task of the Committee will be to scrutinise the planning, provision and operation of NHS health services and to scrutinise the performance of the Council's adult social care services that are provided to people in Telford & Wrekin. However, members can look at any other issues within these service areas. The following points should be taken into consideration when considering the work programme each year:

- areas where significant change is proposed and the potential impacts
- performance in areas where significant change has been implemented;
- areas of financial overspend;
- areas receiving a high level of budgetary commitment;
- areas where there is a high level of user dissatisfaction;
- reports and action plans produced/agreed with external inspectors;
- areas that are key issues for the public or have become a public interest issue covered in the media.

15. The quorum required for a meeting is 3 elected members.

16. Three elected Members and 3 co-optees of this Committee will also be expected to take part in the Joint Health Scrutiny Committee set up with elected members and co-optees from Shropshire County Council to scrutinise substantial variations or developments in service that cut across both local authority areas. Separate terms of reference apply to the Joint Health Overview and Scrutiny Committee which have been agreed with Shropshire County Council.

Health & Adult Care Scrutiny Committee – 2017/18 work programme

Topics

Topic	Method	Scoped? Y/N	Timescale	Cabinet Member	Assistant Director	Other Participants	Expected Outcome/ Impact
Social Care Fee Rates		N – new suggestion 2017/18 from SPIC		Children & Adults, Early Help & Support	Governance, Procurement & Commissioning Early Help & Support	TBC	
Implementation of Suicide Prevention Plan		N – Health Select Committee recommendation		Communities, Health & Wellbeing	Governance, Procurement & Commissioning	Clinical Commissioning Group	
STP Neighbourhood Working		Scoping in progress		Communities, Health & Wellbeing	Health & Wellbeing	Clinical Commissioning Group	
Growing Isolation of Older People		Scoping In progress – within scrutiny of Mental Health		Children & Adults, Early Help & Support	Health & Wellbeing	TBC	
Mental Health Commissioning Strategy		Monitoring of T&W Mental Health Action Plan at meetings on 26/07/16, 06/12/16,		Children & Adults, Early Help & Support		Clinical Commissioning Group	

		13/02/17.					
Topic	Method	Scoped? Y/N	Timescale	Cabinet Member	Assistant Director	Other Participants	Expected Outcome/ Impact
Adult Mental Health Services		Regular briefings at JHOSC on how issues identified in 2014 & 2015 had been addressed by the MHTrust Local review of commissioning of mental health services (Castle Lodge)		Children & Adults, Early Help & Support			
Adult Care Performance, Budget and Savings (inc CHC) - related to Cost Improvement Plan (CIP)		Ongoing monitoring. Updates received at meetings 26/07/16, 11/10/16, 13/02/16, 11/04/16		Children & Adults, Early Help & Support	Governance, Procurement & Commissioning		
TW Safeguarding Adults Board Annual Report		Annual report to scrutiny		Children & Adults, Early Help & Support	Health & Wellbeing	TWSAB	

West Midlands Ambulance Service Performance Issues		N		N/A	N/A	WMAS	
NHS Independent Complaints and Advocacy Service -		Not prioritised 2016/17/ nor resubmitted. How the service is commissioned by the Local Authority and the level of funding; joint with Finance & Enterprise		Health and Wellbeing		NHS Bodies	
Results of Carer's Survey		Not prioritised 2016/17 nor resubmitted.		Children & Adults, Early Help & Support			

Monitoring Activity

Due Date	Date Circulated	Topic	Assistant Director and Responsible Officer	Outcome
End June 2017 End June 2017 Not received Not received	N/A June 2017 June 2017	NHS Quality Accounts – annually WMAS SMHT SATH RJAH	N/A	N/A