

**TELFORD & WREKIN COUNCIL**

**HEALTH & ADULT CARE SCRUTINY COMMITTEE –  
9 JULY 2018**

**WORK PROGRAMME 2018/19**

**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 2018/19.

**2.0 RECOMMENDATIONS**

- 2.1 That the Committee agree its Terms of Reference (Appendix 1)
- 2.2 That the Committee agree items for the 2018/19 work programme (Appendix 2); and
- 2.3 That the Committee agree meeting dates for the remainder of the 2018/19 municipal year.

**3. SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	
	Will the proposals impact on specific groups of people?	
	No	Borough Wide
<b>DELIVERY DATE</b>	The 2018/19 work programme should be delivered in-year before the pre-election period begins.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes/No	Scrutiny has a role in ensuring that local government is effective and accountable. This includes undertaking reviews and challenging and monitoring performance. There is provision for the cost of supporting the Scrutiny function in the 2018/19 budget and the work programme will need to be managed within those resources, any variance that arises will be reported as appropriate as part of financial monitoring. The financial implications of any recommendations made by Scrutiny should be considered as part of reports as relevant.

		Scrutiny also plays an important part of the budget consultation process which is reflected in the work programme and is a key piece of work which feeds into the Council's overall budget strategy  TS – 8.6.18
<b>LEGAL ISSUES</b>	Yes/No	Overview & Scrutiny 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.  Establishing a work plan, and resources as set out in this report will assist O&S to effectively meet its objectives.  SAD – 14.05.18
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	
<b>IMPACT ON SPECIFIC WARDS</b>	No	Borough-wide impact.

## **PART B) – ADDITIONAL INFORMATION**

### **1.0 BACKGROUND INFORMATION**

- 1.1 The Terms of Reference for the Health & Adult Care Scrutiny Committee is attached at Appendix 1. On 24 May 2018, Full Council delegated authority to each Committee to approve its own Terms of Reference.
- 1.2 The suggestions shown in Appendix 2 were considered by the Scrutiny Management Board on 5 June 2018 and referred to the Health & Adult Care Scrutiny Committee to decide which issues should be included in the Committee's Work Programme. In making decisions about the work programme, the Committee should consider any feedback from both Senior Managers and Scrutiny Management Board and the following "Criteria for Scrutiny":-
- How far scrutiny can realistically change or influence things;
  - The extent to which residents or businesses are affected by the issue;

- How well the Council and Partners are performing in the area; and
  - What else is happening to avoid duplication or wasted effort.
- 1.3 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.
- 1.4 The work programme needs to 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.
- 1.5 The Committee should be mindful that 2018/19 is an election year and any reviews will need to be completed by the end of December 2018 at the latest to enable preparation and agreement of final reports to Cabinet before the pre-election period begins in March 2019.

## **2.0 PREVIOUS MINUTES**

- 2.1 None.

## **3.0 BACKGROUND PAPERS**

- 3.1 Scrutiny Handbook.

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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.
  - 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 Health Watch 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 sub-groups 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.

## Appendix 2

### Health & Adult Care Scrutiny Committee – 2018/19 work programme

Key:-

\* New Suggestion

+ Resubmitted from the 2017/18 work programme

Ongoing review or monitoring

	Issue / Topic	Purpose	Status / Source if New	Service Area	SMT Feedback (if any)	SMB Feedback (if any)
*	Supporting alternatives to statutory care provision.	Almost all VCS organisations have been told their funding will cease in March 2019. What impact assessment has been done to ascertain the impact of this on the most vulnerable people in the borough? What plans does the Council have to replace the services the VCS provide? If none what effect will this have on vulnerable people?	New – From Scrutiny Co-Optee	Adult Social Care		
*	CAMHS – Emotional Health and Wellbeing Service – links with SEND/EHCP Process		NEW – From Parent/Carer Forum	Education & Corporate Parenting		

	<b>Issue / Topic</b>	<b>Purpose</b>	<b>Status / Source if New</b>	<b>Service Area</b>	<b>SMT Feedback (if any)</b>	<b>SMB Feedback (if any)</b>
*	Social Care – criteria for access around eligibility under C&F Act		NEW – From Parent/Carer Forum	Adult Social Care		
*	Transition into adulthood using Preparation for Adulthood principles as guidelines		NEW – From Parent/Carer Forum	Adult Social Care		
+	STP Neighbourhoods – Community Resilience including transformation of Primary Care/ GP Forward view	To quantify the impact of projects implemented through STP Neighbourhoods to support the acute services reconfiguration	Work begun 2016/17 Resubmitted	Adult Social Care, Public Health, NHS		
	Quality of adult social care provision	In depth review of quality of social care services to identify where there is unmet need.	Scoping started 2017/18 – continuation	Adult Social care		
	Adult Care Performance, Budget and Savings (inc CHC) - Cost Improvement Plan (CIP)	Monitoring in relation to individual strategies – Older People and Adults with learning disabilities.	Continuation of work started 2017/18	Adult Social Care		

	<b>Issue / Topic</b>	<b>Purpose</b>	<b>Status / Source if New</b>	<b>Service Area</b>	<b>SMT Feedback (if any)</b>	<b>SMB Feedback (if any)</b>
	Implementation of Suicide Prevention Plan	Draft Suicide Prevention Strategy was presented to HWB June 2017. Local Action Groups report back to HWB/ updates circulated to HAC SC	Monitoring (Health Select Committee recommendation)	Public Health		
	NHS Quality Accounts – WMAS; SMHT, SATH, RJAH  NHS Independent Complaints and Advocacy Service	Monitoring	Ongoing	NHS, WMAS		