

**HEALTH AND ADULT SOCIAL CARE OVERVIEW AND SCRUTINY PANEL  
WORK PLAN REPORT 2013/14**

<b>Relevant Cabinet Member(s)</b>	<b>Wards Affected</b>	<b>Key Decision</b>
Councillor Pat Knight – Cabinet Member for Health and Adult Social Care	All	None

**EXECUTIVE SUMMARY**

1. The Panel is asked to note and consider the work plan for 2014/2015 and to take account of new working arrangements and practices.

**EXEMPT INFORMATION**

2. Not exempt

**RECOMMENDATIONS**

3. The Panel is asked to:
  - i. Note the draft work plan for 2014/15 in Appendix A, which takes account of issues considered at the informal work planning meeting held on the 8<sup>th</sup> April 2014 and was agreed by formal OSMC on the 26<sup>th</sup> June 2014.
  - ii. Note that the work plan is a living document and will be reviewed and updated at each meeting of the Panel to include any relevant correspondence, updates, new issues and resources available to meet additional requests;
  - iii. Discuss and agree how performance is addressed and fed through OSMC via the Chair.
  - iv. Discuss and agree the arrangements of partnership links between the Health and Adult Social Care and the Health and Wellbeing Board.
  - v. Note the appointment of the Adults and Communities Overview and Scrutiny Panel's representative on the Joint Health Overview and Scrutiny Committee.

**WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?**

4. The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives by holding decision makers to account, reviewing

performance and developing policy. The Overview and Scrutiny of health is an important part of the Government's commitment to place patients at the centre of health services. It is a fundamental way by which democratically elected community leaders may voice the views of their constituents and require local NHS bodies to listen and respond. In this way, local authorities can assist to reduce health inequalities and promote and support health improvement. The Health and Adult Social Care Overview and Scrutiny Panel is the appropriate have been designated as having responsibility of carrying out the Health scrutiny function.

## **BACKGROUND**

5. Overview and Scrutiny has a number of key roles which focus on:
  - Holding decision makers to account
  - Policy development and review
  - Monitoring performance (both financial and non-financial)
  - Considering issues of wider public concern.
  
6. The Panel may recall that a revised Overview and Scrutiny structure was agreed at Council on 30<sup>th</sup> January 2014. The main features of the new structure include:
  - OSMC meeting monthly and operating as a business Committee considering all aspects of Overview and Scrutiny (except Health Scrutiny) and delegating a small number of review issues to the standing Panels.
  - OSMC taking a greater role in identifying issues for consideration by the Panels and agreeing recommendations.
  - Overview and Scrutiny Panels focusing on undertaking a small number of reviews within a timetable that will suit the review rather than trying to complete the work within a number of pre-determined dates.
  - Panel recommendations and updates should be regularly fed back to OSMC by Panel Chairs.
  - Scrutiny Panel Chairs will be Members of OSMC. This will ensure greater co-ordination of activities.
  
7. The statutory responsibilities that Overview and Scrutiny must undertake include an annual review of the Community Safety Partnership, consultation on budget and policy framework issues and health scrutiny issues.
  
8. The new structure includes a new Health and Adult Social Care Panel that will discharge Health Scrutiny functions. The scrutiny of the Community Safety Partnership will be undertaken by the Community and Environment Panel possibly as a spotlight or one off review.

9. It is anticipated that these new arrangements will deliver a more outcome focused Scrutiny function with Panels focusing on delivering evidence based recommendations whilst OSMC will focus on effective Scrutiny and performance monitoring and co-ordination of the wider Overview and Scrutiny activities

### **Developing the 2014/15 Work Programme**

10. OSMC and the standing Panels held work planning sessions in April 2014 and a workplan has been developed for the Health and Adult Social Care Overview and Scrutiny Panel for 2014/2015. A further work planning session was held by the OSMC on 20<sup>th</sup> June and the draft work plan as attached in Appendix A was agreed by OSMC on the 26<sup>th</sup> June 2014.
11. When developing the workplan further, the Panel is requested to take account of the best practice principles attached at Appendix A, Annex 1.

### **Monitoring the Work Programme**

12. An updated version of the work plan will be regularly presented to the Health and Adult Social Care Overview and Scrutiny Panel for consideration and this will include copies of correspondence and briefings in relation to recommendations resulting from Scrutiny Panel reviews and meetings. In this way, Members will be able to see more clearly the progress and impact being made. The work of OSMC and the Panels will be reported annually to full Council and the progress of the standing Panels will be reported to OSMC where appropriate and to the Chairs and Vice Chairs Liaison Group.

### **Performance Links**

13. As part of the new working arrangements of the revised Overview and Scrutiny structure, it was agreed that Overview and Scrutiny Management Committee would be responsible for considering quarterly Finance and Performance Improvement information that was previously taken to individual Panels. This Panel will therefore need to discuss and agree how its members would like to engage with the process to ensure that they are able to feed into the debate.

### **Links with the Local Partners**

14. The Panel is asked to discuss and agree how it would intend to maintain an overview and understanding of its partnership links with the Health and Wellbeing Board. As the delivery of Borough priorities relies on a partnership approach the Panel is requested to make the necessary arrangements to secure links with relevant partnership bodies. Subject to agreement with the strategic partnership this may include attendance at meetings by a Panel Member to observe and feedback to the Panel. Alternatively this could include regular updates from the partnership body or Council representative. It is suggested that a flexible approach

to working with the partnership will enable the identification of future work plan issues and help ensure Members gain a greater awareness of partnership activity.

### **Joint Health Overview and Scrutiny Committee - Representation**

15. Since 2005, Doncaster has been signed up to a South Yorkshire Joint Health Scrutiny Protocol, enabling it to undertake joint health work with neighbouring local authorities. In 2009, a revised protocol was agreed in order to reflect issues concerning an increasingly wider geographical area.
16. To address these issues, a protocol was agreed by OSMC on the 11th March 2010 to enable 15 local authorities in the Yorkshire and Humber region to undertake scrutiny work together. It provides a framework for any number of authorities (from two to 15) to meet, investigate an issue and make recommendations, taking the best elements from all the sub-regional protocols that are currently in existence.
17. Regarding representation onto the committee, please refer to extract below (Para 7.3 as taken from the 'Protocol for the Yorkshire and the Humber Councils Joint Health Scrutiny Committee' report that went to OSMC) which states: -  
  
"In accordance with the above, a Joint Committee will be composed of Councillors drawn from Yorkshire and the Humber local authorities in the following terms:-
  - where 9 or more Yorkshire and the Humber local authorities participate in a Joint Health Scrutiny Committee – the Chair (or Chair's representative) of each participating authority's Overview and Scrutiny Committee responsible for health will become a member of the Joint Health Scrutiny Committee;"
18. The Panel is asked to note the appointment of the Health and Adults Social Care Overview and Scrutiny Panel's representative on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) which was agreed as Councillor Tony Revill at Council on the 6<sup>th</sup> March 2014 whose appointment will be in place until the Annual Council Meeting in 2015.

### **OPTIONS CONSIDERED**

19. There are no specific options to consider within this report as it provides an opportunity for the Committee to develop a work plan for 2014/15.

### **REASONS FOR RECOMMENDED OPTION**

20. This report provides the committee with an opportunity to develop a work plan for 2014/15.

## IMPACT ON COUNCIL'S KEY OBJECTIVES

	<b>Priority</b>	<b>Implications</b>
1.	<p>We will support a strong economy where businesses can locate, grow and employ local people.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Creating Jobs and Housing</i></li> <li>• <i>Mayoral Priority: Be a strong voice for our veterans</i></li> <li>• <i>Mayoral Priority: Protecting Doncaster's vital services</i></li> </ul>	<p>The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives by holding decision makers to account, reviewing performance and developing policy through robust recommendations, monitoring performance of council and external partners services and reviewing issues outside the remit of the council that have an impact on the residents of the borough.</p>
2.	<p>We will help people to live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Safeguarding our Communities</i></li> <li>• <i>Mayoral Priority: Bringing down the cost of living</i></li> </ul>	
3.	<p>We will make Doncaster a better place to live, with cleaner, more sustainable communities.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Creating Jobs and Housing</i></li> <li>• <i>Mayoral Priority: Safeguarding our Communities</i></li> <li>• <i>Mayoral Priority: Bringing down the cost of living</i></li> </ul>	
4.	<p>We will support all families to thrive.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Protecting Doncaster's vital services</i></li> </ul>	
5.	<p>We will deliver modern value for money services.</p>	
6.	<p>We will provide strong leadership and governance, working in partnership.</p>	

## RISKS AND ASSUMPTIONS

21. To maximise the effectiveness of the Overview and Scrutiny function it is important that the work plan devised is manageable and that it accurately reflects the broad

range of issues within its remit. Failure to achieve this can reduce the overall impact of the function. Ensuring the work plan is developed with a key set of principles in mind e.g. holding to account, undertaking policy review and development and is focused strategically will help support the development of a robust work programme. National research has identified that over ambitious work plans that include too many items are a common cause of frustration for Scrutiny Members as they fail to achieve any outcomes. The work plan will be reviewed at each ordinary meeting and officers will advise on the capacity available to undertake any additional work. This will provide an opportunity to ensure work plans can be regularly monitored and reviewed.

## **LEGAL IMPLICATIONS**

22. The Council's Constitution states that subject to matters being referred to it by the Full Council, or the Executive and any timetables laid down by those references Overview and Scrutiny Management Committee will determine its own Work Programme (Overview and Scrutiny Procedure Rule 6a).
23. Specific legal implications and advice will be given with any reports when Overview and Scrutiny have received them as items for consideration.

## **EQUALITY IMPLICATIONS**

24. This report provides an overview on the work programme undertaken by Health and Adult Social Care Overview and Scrutiny at their first meeting. There are no significant equality implications associated with this report. Within its programme of work Overview and Scrutiny gives due consideration to the extent to which the Council has complied with its Public Equality Duty and given due regard to the need to eliminate discrimination, promote equality of opportunity and foster good relations between different communities.

## **FINANCIAL IMPLICATIONS**

25. There are no specific financial implications associated with this report.

## **CONSULTATION**

26. During April 2014 OSMC and the standing Panels held work planning sessions to identify issues for consideration during 2014/2015. A further OSMC work planning event was held on 20<sup>th</sup> June 2014 to give further consideration to work plan topics.

## **BACKGROUND PAPERS**

27. Agenda, guidance and draft work plan produced following OSMC work planning event held on 10th April 2014.

## **REPORT AUTHOR & CONTRIBUTORS**

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**Adults & Communities Overview and Scrutiny Workplan 2014/2015**  
**Health and Adult Social Care Overview & Scrutiny Workplan 2014/2015 - 3<sup>rd</sup> July 2014**

<b>Wednesday 30 July 2pm</b>	<b>Wednesday 24 September 10am</b>	<b>Wednesday 26 November 10am</b>	<b>Tuesday 27 January 10am</b>	<b>Tuesday 24 March 10am</b>	<b>Other Meetings</b>
Overview of How the NHS works including roles of Public Health, CCG and NHS England - Integration	Better Care Fund - to consider extent to which it is meeting national and local challenges			Holding to Account Public Health Protection Responsibilities	Joint Workshop - Health and Well-Being Board and Health and Adult Social Care Scrutiny Care and Challenges RDASH/DRI and response to Francis Recommendations
Health and Well Being Strategy – oversight and challenging progress – Rupert Suckling and Louise Robson				Progress on improving dementia services in Doncaster and learning from the dementia joint commissioning pilot over the last 12 months	
Update on Regional Joint Health Overview and Scrutiny Committee re: Children and Adults Cardiac review – if required	Update on Regional Joint Health Overview and Scrutiny Committee re: Children and Adults Cardiac review – if required	Update on Regional Joint Health Overview and Scrutiny Committee re: Children and Adults Cardiac review – if required	Update on Regional Joint Health Overview and Scrutiny Committee re: Children and Adults Cardiac review – if required	Update on Regional Joint Health Overview and Scrutiny Committee re: Children and Adults Cardiac review – if required	

Areas to be programmed

- NHS England Call to Action – July to September
- 5 Year Strategy for Specialised Services – July to September
- Influencing the independent sector to deliver high quality care for older people in residential homes (1) (linked to \*\* below) Gary Jones
- Adult Safeguarding – holding to account (Annual Report?) (2) (linked to \*\* below) Ann Graves
- Modernisation and Peer Review Plan – tracking progress and challenge – New Director (later in the year)

Possible All Members Seminar

- \*\*Planning and Preparation for the Care Bill (Guidance October 2014 and implement April 2015) Linked (1) and (2) above. Gary Jones
- Influencing and shaping the market to develop capacity for adult social care – Michaela Pinchard

Possible Indepth Review

- Children’s Health e.g. Child Obesity review/update (Obesity is a H&WBB priority)

Notes

- Integration to be used as a common theme across all areas throughout the year.



**INGREDIENTS FOR AN EFFECTIVE REVIEW**

Detailed below is some guidance to assist Members in identifying and agreeing topics for review.

An effective review/topic for consideration:

1. Is focused on a specific issue not a wider theme. It has a clear objective and is likely to bring about SMART (Specific, Measurable, Achievable, Realistic and Time-based) recommendations.
2. Will seek to improve awareness and understanding on a significant or complex issue that is likely to help inform future decision making.
3. Is likely to result in service improvements, budget savings, improve the lives of residents of the Borough and contributes to one or more of the Borough's key priorities.
4. Addresses an area of customer/public concern over performance of services and further investigation is likely to bring about greater understanding and inform future decision making.
5. Is an area where the Overview and Scrutiny process can add some unique value or perspective and does not duplicate work being undertaken elsewhere e.g. through a Partnership Task Group or other organisation.
6. Is not an issue that is more appropriately addressed through another body/Committee e.g. The Audit Committee, Employee Relations Committee etc.
7. Is potentially an area of public interest and may provide a real opportunity for public engagement and involvement.
8. Provides the opportunity to engage with partners, share learning, develop relationships, provide critical friend challenge and/or hold them to account and support the delivery of cross organisational priorities.
9. Can be achieved within the proposed timescales i.e. Up to 6 months and has sufficient resources to allow the review group to undertake the work.
10. Is interesting and relevant to Members.