

<b>11 June 2013</b>		<b>ITEM: 5</b>
<b>Health and Wellbeing Overview and Scrutiny Committee</b>		
<b>HEALTH AND WELLBEING OVERVIEW AND SCRUTINY COMMITTEE SUPPORT AND DEVELOPMENT</b>		
<b>Report of:</b> Roger Harris, Director of Adults, Health and Commissioning		
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> Non-key	
<b>Accountable Head of Service:</b> Roger Harris, Director of Adults, Health and Commissioning		
<b>Accountable Director:</b> Roger Harris, Director of Adults, Health and Commissioning		
<b>This report is</b> Public		
<b>Purpose of Report:</b> This report sets out proposals a Health and Wellbeing Overview and Scrutiny Committee support and development programme.		

## **EXECUTIVE SUMMARY**

This report provides a range of proposals aimed at supporting and developing the Health and Well-Being Overview and Scrutiny Committee to be as effective as possible.

### **1. RECOMMENDATIONS:**

#### **1.1 To agree the Health and Wellbeing Overview and Scrutiny Committee's Support and Development Programme.**

### **2. INTRODUCTION AND BACKGROUND:**

2.1 The Health and Wellbeing Overview and Scrutiny Committee is expected to operate within both a vast and complex agenda. The complexity of this agenda has increased as a result of recent health reforms.

2.2 The Committee's role is different from other scrutiny committees because it has certain duties and responsibilities in relation to scrutinising the NHS locally. As such, it needs to build up a body of expertise and be on the front foot with a fast moving external health agenda.

2.3 This report puts forward a number of support and development proposals that aim to help the Committee build on and utilise its capacity as effectively as possible.

2.4 The Committee are asked to consider and agree the proposals.

### **3. ISSUES, OPTIONS AND ANALYSIS OF OPTIONS:**

#### **Proposals**

3.1 These proposals are designed to enhance the capacity and skills of the Committee and its members and allow it to plan its work across the whole year in a far more pro-active and informed way.

#### **Induction Session**

3.2 An induction session at the start of the municipal year will allow Committee members to gain a good grounding in the health and well-being agenda.

3.3 The induction session will include an overview of the role of the Committee, and a presentation including questions and answers about the health and well-being agenda – particularly those issues currently most important to Thurrock.

3.4 Committee members may also wish to identify issues that they would like to be briefed on for inclusion on the agenda. Two sessions will be organised with compulsory attendance at one of the meetings.

#### **Meeting Briefing Sessions**

3.5 Meeting briefing sessions will occur one hour immediately before Committee meetings and be open to all Committee members. The meeting will focus on providing context and background on agenda items for the evening. Officers will attend to respond to any questions members may have.

3.6 Meeting briefing sessions allow Committee members with the opportunity to fully understand agenda items and how they are likely to impact on Thurrock. It allows members to have the latest known position – which is important if the item being discussed is constantly changing or evolving. The meetings allow the Committee with the space to explore or gain clarity on agenda items.

#### **Briefing Notes**

3.7 The Committee need to have sufficient meeting time to discuss key agenda items. For this reason, agendas will need to be selective and not all issues will come to the Committee for consideration. Briefing notes are a good way of keeping the Committee up to date on a range of issues without having to use valuable meeting time.

3.8 Briefing notes also provide an alternative to physical briefing sessions. Members may then decide that they want to know more about particular issues through a briefing session, which officers can then organise.

#### **Portfolio Holder Input**

3.9 The Committee may wish to hold a question and answer session with the portfolio holder responsible for health and social care. It is recommended that this occurs at a couple of meetings during the year.

- 3.10 This will help the Committee to scrutinise and/or gain an overview of existing or potential decisions relating to health and social care that the Executive may make.

**Health and Wellbeing Board**

- 3.11 Health and Wellbeing Boards have a significant new role as part of the NHS reforms. They have responsibilities for furthering the integration of commissioning, developing the Health and Wellbeing Strategy which articulates the health and wellbeing priorities for Thurrock, and developing the Joint Strategic Needs Assessment which articulates the health and wellbeing needs of the Borough.

- 3.12 The Committee will need to hold the Board to account for the decisions it makes. To help it to do this, it is recommended that the Chair of the Health and Wellbeing Board attends the Committee twice during the year for a question and answer session. Where the post is held by the relevant Council portfolio holder they would attend once as the portfolio holder and once as chair of the Health and Wellbeing Board.

**Joint meeting with Essex and Southend HOSC**

- 3.13 A number of the issues on the Committee's work plan will be broader than Thurrock's boundaries (especially around NHS changes) and therefore be of interest to both Essex and Southend Committees too – e.g. stroke services review, pathology services review. The Committee has already held one joint meeting with Essex HOSC relating to Basildon Hospital. There may be other agenda items and issues common to all three HOSCs. Where this is the case, it may be advisable to hold a joint session or a joint Chairs' meeting. Two joint meetings should be put in the calendar for the year to allow for this. In addition, officers from the three authorities will also hold regular meetings to co-ordinate work where relevant – e.g. it may be possible to highlight and share common issues this way without the need to hold a joint meeting. The Democratic Services Officer responsible for Thurrock HOSC has already agreed a regular meeting with his equivalent in Southend to enable shared issues to be identified and discussed.

**Themed Work**

- 3.14 Some key issues can not be dealt with in the space of one meeting – for example 'Improve the Quality of Primary Care'. HOSC may therefore have some agenda items that are reoccurring and indeed commission some extra work outside of the formal committee business meetings. These items will come to the Committee at different stages of development and will give the Committee an opportunity to see issues through from the start to finish.

**Work Programme**

- 3.15 The draft work programme is being considered as part of the 11<sup>th</sup> June Committee Meeting and is a separate agenda meeting.

**Co-optees**

- 3.16 We have already strengthened the input of co-optees by inviting a member from the Thurrock Coalition on to the Committee. This is in addition to HealthWatch.

**Summary of Recommendations**

- 3.17 Two induction sessions – of which attendance to one will be compulsory;  
 3.18 Briefing sessions prior to each Committee meeting to brief on agenda items;  
 3.19 Briefing notes to be provided to give a round up of current issues – and to ease the number of items on meeting agendas;  
 3.20 Question and answer sessions twice each municipal year with the portfolio holder and also the Chair of the Health and Well-Being Board;  
 3.21 The possibility of joint meetings with Essex and Southend Committees – with two meetings being put in the calendar to allow for this purpose;  
 3.22 Other arrangements in place to allow for identifying and sharing of issues across Thurrock, Essex, and Southend Committees – e.g. officer meetings and/or joint Chair meetings; and  
 3.23 A number of themed items of work on the Board’s work plan – to allow for the Committee to see items through.

**4. REASONS FOR RECOMMENDATION:**

- 4.1 To ensure that the Committee’s capacity is utilised as effectively and it has a good understanding of the complex health and wellbeing agenda.

**5. CONSULTATION (including Overview and Scrutiny, if applicable)**

- 5.1 Consultation is taking place with the Health and Wellbeing Overview and Scrutiny Committee through the presentation of this report to the June Committee meeting.

**6. IMPACT ON CORPORATE POLICIES, PRIORITIES, PERFORMANCE AND COMMUNITY IMPACT**

- 6.1 The aims of the support and development proposals are to enable the Committee to effectively discharge their responsibilities.

**7. IMPLICATIONS**

**7.1 Financial**

Implications verified by: **Mike Jones**  
 Telephone and email: **mxjones@thurrock.gov.uk**  
**2772**

There are no direct financial implications associated with the recommendations of the report.

**7.2 Legal**

Implications verified by: **David Lawson and Shahnaz Patel**  
Telephone and email: **dlawson@thurrock.gov.uk**  
**2087**

None identified.

**7.3 Diversity and Equality**

Implications verified by: **Samson De'Alyn**  
Telephone and email: [sdealyn@thurrock.gov.uk](mailto:sdealyn@thurrock.gov.uk)  
**2472**

None identified.

**7.4 Other implications (where significant) – i.e. Section 17, Risk Assessment, Health Impact Assessment, Sustainability, IT, Environmental**

None identified.

**BACKGROUND PAPERS USED IN PREPARING THIS REPORT (include their location and identify whether any are exempt or protected by copyright):**

- None.

**APPENDICES TO THIS REPORT:**

- None.

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