

**Health & Wellbeing Scrutiny Commission**  
**PROPOSED DRAFT WORK PROGRAMME 2013/14**

**CURRENT / ONGOING / FUTURE ISSUES – Updated December 2013**

| <b>DATE OF COMMISSION MEETING</b>                                                                                  | <b>PROPOSED TOPICS / ITEMS AND LEADS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>ACTIONS / OUTCOMES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <b>Standing Items -</b><br>Accountability of Deputy City Mayor – lead for Health issues,<br>Councillor Rory Palmer | 1) The broad issues around the implementation of NHS & Public Health White Paper (Deb Watson/Rod Moore)<br>2) Public Health Work by the City Council & Health & Wellbeing Board (Deb Watson/Rod Moore)<br>3) Implementation of the Health and Social Care Act (Deb Watson / Tracie Rees)<br>4) Public Health Budget (Deb Watson / Tracie Rees/Rod Moore)<br>5) Commissioning Process for Patient Representative Body - HealthWatch (Tracie Rees)<br>6) Leicester City Council City Mayors Forward Plan (Cllr Palmer/Deb Watson / Tracie Rees)<br>7) Leicester City Clinical Commissioning Group (Simon Freeman/Richard Morris) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>9 April 2013,</b><br>(agenda 26/03/13)                                                                          | 1) <b>Draft Work Plan 2013/14</b> (Cllr Cooke/Anita) – work in progress<br><br>2) <b>The Francis Report</b> – Implications for Health Scrutiny Commission and lessons to be learnt<br>a) An overview of the Francis Report and the implications for the local authority (Rod Moore)<br>b) Responses from LCCCG on the Francis Report (Richard Morris)<br>c) Responses from UHL on the Francis Report (Stephen Ward)                                                                                                                                                                                                            | <b>Action</b> - Discussed in private planning session 18 <sup>th</sup> September to enable effective scrutiny<br><br><b>Actions:</b><br>a) Agreed, an external review of the council's scrutiny arrangements for scrutinising the provision of health services in the city. Agreed 'Fit For Purpose' Review to be led by CfPS expert advisor.<br>b) To explore health commission members to receive mandatory training Liaise with John/legal re: constitution. |

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|                                   |                                                                                                                                                                                                                                | <p><b>Actions (conti)..</b></p> <p>c) Discussed francis report and health scrutiny forward planning.</p> <p>d) Review engagement arrangements with partners involved in health scrutiny e.g. LLR Joint Committee and OSC (part of Fit for Purpose Review)</p> <p>e) To review the development and delivery plans of partner organisations/bodies in light of the Francis Report recommendations (ongoing)</p> |
|                                   | <p>3) <b>LINKS</b> (Local Involvement Network for Patients) – The Emergency Pathways (Michael Smith/Sue Mason)</p> <p>4) Regulations on new Health &amp; Wellbeing Board – Implications for Health Scrutiny (Pretty Patel)</p> | <p><b>Actions:</b></p> <p>a) Private Policy meeting taken place</p> <p>b) Healthwatch to reassure the commission that the Emergency Pathways work will continue.</p> <p>c) Contact LPT re: views on LINKs treatment during Bradgate Unit visit (pending)</p>                                                                                                                                                  |
|                                   | <p>5) <b>Healthwatch</b> and Scrutiny – Framework (Tracie /Jo Clinton)</p>                                                                                                                                                     | <p><b>Action</b> – Healthwatch to bring a paper on draft protocol, setting out how it will actively</p>                                                                                                                                                                                                                                                                                                       |

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|                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                       | engage with the scrutiny commission.                                                                                                                                                                                                                                                                                                                                                      |
|                                                      | <b>7) Councils Forward Plan</b>                                                                                                                                                                                                                                                                                                                                                                                       | Noted.                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>28<sup>th</sup> May 2013</b><br>(agenda 14/05/13) | <b>1) University Hospitals of Leicester (UHL)</b><br>1a) UHL - Strategic Direction Presentation (Stephen Ward/John Adler)<br>1b) UHL Annual Quality Accounts (Sharon Hotson, UHL)<br>1c) UHL Unannounced Hospital Visits – feedback report (Richard Morris)<br>1d) Urgent Care Centre (A&E) at Leicester Royal Infirmary, to monitor progress on the pilot programme to refer non urgent cases to GP (Richard Morris) | <b>Actions:</b><br>1a) The Strategic Direction report was noted.<br>1b) The Quality Accounts 2013/14 report noted and comments to be sent to UHL (done)<br>1b) HSC members invited to visit the hospital to see how services are provided (to be arranged).<br>1c) Report noted. HSC to receive further updates on future visits.<br>1d) Report noted. Further update to HSC in 6 months. |
|                                                      | <b>2) NHS 111 Non-Emergency Helpline</b> – Information/update report on plans for this emergency helpline to go live in Leicestershire on 25 <sup>th</sup> June 2013 (Richard Morris)                                                                                                                                                                                                                                 | <b>Action:</b> The report was noted and comments made by HSC to be taken into account by the West Leicestershire CCG when implementing the NHS 111 System (Richard to action).                                                                                                                                                                                                            |
|                                                      | <b>3) Public Health Structure</b> – to include organisation chart, posts and functions, plus current areas of work, budgets and schedule of commissioning                                                                                                                                                                                                                                                             | <b>Action:</b> Private session to be arranged to discuss functions and commissioned services.                                                                                                                                                                                                                                                                                             |

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|                                   | areas and timescales (Rod Moore)                                                                                                                                                                                                                         | Report noted.                                                                                                                                                                                                           |
|                                   | <b>4) Healthwatch</b> – Protocols of how HW will actively engage with and support the commission in its scrutiny of health issues (Vandna Gohill, VAL/ Jo Clinton)                                                                                       | Report noted.                                                                                                                                                                                                           |
|                                   | <b>5) Drugs and Alcohol Scrutiny Review</b> – draft report of findings for members of the commission to discuss/approve (cllr Sangster/Anita)                                                                                                            | <b>Actions:</b><br>- Draft report and recommendations endorsed. Final report to go to OSC, then to the City Mayor.<br>- Chair to discuss procedures and mechanisms for council to commission drug and alcohol services. |
|                                   | <b>6) Work Plan</b><br>6a) Draft Work Programme 2013/14 – update/suggestions from commission members (cllr Cooke/Anita)<br>6b) Summary of Work Completed 2012/13 – for information, commission contribution to Scrutiny Annual Report (cllr Cooke/Anita) | 6a ongoing & 6b noted.                                                                                                                                                                                                  |
|                                   | <b>7) City Mayor’s Delivery Plan</b> – Leicester City Council 2013/14, referred from Overview Select Committee for comments (Rod Moore)                                                                                                                  | <b>Actions:</b><br>- Chair to arrange private session for further discussion on the Plan.<br>- HSC reserved the right to submit comments                                                                                |

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|                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>at a later date.</p> <ul style="list-style-type: none"> <li>- HSC request progress report in 6 months</li> <li>- Joint scrutiny reviews with Adult Social Care SC is supported.</li> </ul>                                                                                                                                                                                                                                                                                                                   |
|                                                           | <p><b>8) Items for noting:</b></p> <ul style="list-style-type: none"> <li>a) Health &amp; Wellbeing Board – minutes of last meeting</li> <li>b) Council’s Forward Plan</li> <li>c) Glenfield Hospital Heart Unit Review – verbal update (cllr Cooke)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>All noted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <p><b>17<sup>th</sup> July 2013</b> (agenda 25/06/13)</p> | <ul style="list-style-type: none"> <li>1) East Midlands Ambulance Service “Being the Best” Report (Karl Thompson)</li> <li>2) Update on Glenfield Hospital Heart Unit Review (Cllr Cooke)</li> <li>3) ‘Alcohol Awareness Social Marketing’ consultation proposals (Julie/Rod)</li> <li>4) Development Training Session for HSC members to cover the following:               <ul style="list-style-type: none"> <li>a) ‘Better Understanding of the New Structures of the NHS’ (Rod)</li> <li>c) Feedback from Derbyshire CfPS Workshop 8<sup>th</sup> July on ‘Developing Relationships with Public Health England and NHS England, including lessons from the Francis Report’ (Anita/Rod)</li> </ul> </li> <li>5) External Review of Health Scrutiny Arrangements (Cllr Cooke/Anita)</li> </ul> | <ul style="list-style-type: none"> <li>1) <b>Action:</b> Six monthly updates in order to monitor progress Re: detailed management performance criteria and data (Anita add to w/p)</li> <li>2) <b>Action:</b> Update to September meeting.</li> <li>3) <b>Action:</b> Feedback to September meeting</li> <li>4c) <b>Action:</b> Proposal for Leicester to be offered as a venue for a future regional event (Anita to liaise with CfPS)</li> <li>5) <b>Action:</b> Engaged expert advisor from CfPS.</li> </ul> |

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| <b>6<sup>th</sup> August 13</b>                        | 1) Glenfield Heart Unit – NHS ENGLAND new review process to discuss.<br><b>SPECIAL MEETING ARRANGED FOR THIS ITEM ONLY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Actions:</b> HSC to monitor progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>3<sup>rd</sup> September 2013</b> (agenda 14/08/13) | 1) Council's Procurement Plan – Health & Wellbeing Topics (Neil Bayliss)<br>2) Access for All Document – referred by Overview Select Committee to all scrutiny commissions for comments (Paul Lenard-Williams)<br>3) Alcohol Awareness – Project feedback (Julie)<br>4) LCCCG Response to Francis Report – Update (Simon Freeman)<br>5) UHL Emergency Floor Scheme Report – (Stephen/Mark)<br>RE: to brief the Commission on UHL Emergency Floor scheme and the associated enabling scheme under which it is proposed to move temporarily some outpatient services from Leicester Royal Infirmary to Leicester General Hospital.<br>6) Leicestershire Partnership NHS Trust<br>7) <u>Items for noting:</u><br>a) Glenfield Heart Unit NHS England Review – Update<br>b) External Review of Health Scrutiny Arrangement – Update | <b>Item 1</b> – Further breakdown of Commissioning Contracts re: Public Health budgets to future meeting – Nicola Hobbs/Rod Moore<br><b>Item 2</b> – Deferred to future meeting<br><b>Item 3</b> – Project not started, deferred to future meeting.<br><br><b>Item 4</b> – An update to further responses by the CCG still to be reported to future meeting.<br><b>Item 5</b> – Noted and agreed in principle.<br><b>Item 6</b> – Viv Addey submitted a letter of representation on concerns about the number of recent suicides of people in Bradgate Unit calling for an independent inquiry into the failing.<br><br><b>Outcome:</b> HSC members voiced their concerns /disappointment for the failings at Bradgate Unit and at LPT. |

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| <b>18<sup>th</sup> September 2013</b><br><b>PRIVATE SESSION FOR HSC MEMBERS</b> | <p><i>Private session planned to discuss the work programme to enable effective scrutiny and give members the opportunity to shape and direct the commission's activities.</i></p> <p>To be led by the Chair, assisted by Brenda Cook, expert health scrutiny advisor, and Anita Patel/Graham Carey</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p>Notes taken and submitted to HSC meeting. Work plan to be updated / progressed as part of the Fit for purpose review outcomes.</p>                                                                                                                                                                                                                                                                                                                                                        |
| <b>15<sup>th</sup> October 2013</b> (agenda 01/10/13)                           | <ol style="list-style-type: none"> <li>1) <b>Procurement &amp; Commissioning Public Health Budget</b> – Further breakdown of Commissioning Contracts to better understand Public Health budgets and who provides services (Nicola Hobbs/Rod Moore)</li> <li>2) <b>Access for All</b> – Deferred from last meeting (Paul Leonard-Williams)</li> <li>3) <b>Work Programme</b> – Update from 18<sup>th</sup> September private members session (Chair/Anita)</li> <li>4) <b>Glenfield Heart Unit Review</b> Update - NHS England letter and Response from Cllr Cooke RE NHS England Review Team request to visit Joint Health Scrutiny (Chair/Anita)</li> <li>5) <b>Leicestershire Partnership NHS Trust</b> – Update on Progress to improve services and feedback from minutes of last meeting RE Bradgate MHU. (tbc)</li> <li>6) <b>'Fit for Purpose' Health Scrutiny Review</b> – Progress update (Chair/Anita)</li> <li>7) <b>Alcohol Awareness Project</b> – feedback on progress (Julie/Rod)</li> <li>8) <b>NHS 111 Service</b> – Update on progress (Dr Johri/Richard Morris)</li> </ol> | <ol style="list-style-type: none"> <li>1) Further reports on commissioning items to future meetings.</li> <li>2) report noted</li> <li>3) Updating work programme - in progress</li> <li>4) Meeting with John Holden, NHS England Review team lead on 25<sup>th</sup> Oct</li> <li>5) to be invited to October meeting to report progress.</li> <li>6) In progress</li> <li>7) report noted</li> <li>8) NHS 111 Equality Impact Assessment report for local service – to Oct mtg.</li> </ol> |

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| <p><b>26<sup>th</sup> November 2013</b> (agenda 13/11/13)</p> | <ol style="list-style-type: none"> <li>1) Francis Report Recommendations - Progress Reports from UHL, LCCCG, LPT, LCC Public Health</li> <li>2) Closing the Gap – Review of progress (Adam Archer/Rod)</li> <li>3) Hospital Unannounced Visits – Reports from CCG (Richard Morris)</li> <li>4) UHL Emergency Department Assessment Service and CQC planned inspection – Progress Reports (Mark / Richard)</li> <li>5) Winter Care Plan Review – Update (Cllr Chaplin)</li> <li>6) Bradgate Adult Mental Health Unit – LPT update report and CQC latest inspection report (Cheryl Davenport)</li> <li>7) Oral Health in the City, Dental Health Policy and Strategy (Jasmine Murphy)</li> <li>8) Health Visitors report (Rod/Jo)</li> <li>9) Responses to Scrutiny Review Reports (MHR and VCS) from UHL, CCG, LPT and City Council</li> <li>10) Congenital Heart Disease Review – Update (Chair)</li> <li>11) East Midlands Regional Health Scrutiny Network – update (Chair)</li> <li>12) External Scrutiny Review 'Fit for Purpose' by CfPS – update (Chair)</li> </ol> |                           |



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| <b>14<sup>th</sup> January 2014</b>  | 1) East Midlands Ambulance Service "Being the Best" Progress Report<br>2) NHS Complaints Procedures – process of CCG, UHL, LPT, EMAS and Leicester City Council<br>3) Bradgate Mental Health Unit, LPT, CQC inspector to be invited to provide a progress report.<br>4) Closing the Gap, Performance Indicators on Carers, follow up information requested.<br>5) NHS 111, local Equality Impact Assessment document, for information.<br>6) Francis Report, Health Secretary of State response to Francis (CfPS), for information.<br>7) Overview of CCG Mental Health Scoping Document, for information.<br>8) Public Health Budgets and Commissioning<br>9) External 'Fit for Purpose' Health Scrutiny Review – update |                           |
| <b>25<sup>th</sup> February 2014</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                           |
| <b>8<sup>th</sup> April 2014</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                           |
| <b>20<sup>th</sup> May 2014</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                           |

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|                                   | <p><b>Suggested Items for above Work Plan:</b></p> <ul style="list-style-type: none"> <li>- Public Health Team – Structures, responsibilities, budgets and outputs</li> <li>- Leicestershire Partnership NHS Trust – The Agnes Unit and Bradgate Unit (follow up)</li> <li>- Better Care Together</li> <li>- Health Variations – Public Health Team</li> <li>- NHS Reconfiguration – G.P practices fit for purpose</li> <li>- NHS Commissioning</li> <li>- LPT/UHL – to review and monitor their performance data / complaints data</li> <li>- Lead Commissioners of Health Services across the city – work plans</li> <li>- Annual Reports – LOROs, UHL, ICAS, LPT NHS TRUST and HEALTHWATCH</li> <li>- ICAS and HEALTHWATCH – Regular Reports</li> <li>- Hospital Discharges</li> <li>- Homelessness Strategy – Implementation</li> <li>- Capital Programme – monitoring role</li> <li>- Forward Plan – monitoring role</li> <li>- Corporate Strategies – monitoring role</li> <li>- Stickle Cell Anemia Services</li> </ul> |                           |

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|                                   | <ul style="list-style-type: none"><li>- BME groups – targeting of specific health services</li><li>- HIV/AIDs Services</li><li>- Mental Health Services for BME e.g. Aqwaabaa</li></ul> |                           |