

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

CURRENT / ONGOING / FUTURE ISSUES – Updated March 2014

PROPOSED TOPICS / ITEMS AND LEADS	ACTIONS / OUTCOMES
Standing Items – Accountability of Deputy City Mayor, lead for Health Issues (Cllr Rory Palmer)	
<ul style="list-style-type: none"> -The broad issues around the implementation of NHS & Public Health White Paper (Deb Watson/Rod Moore) -Public Health Work by the City Council & Health & Wellbeing Board (Deb Watson/Rod Moore) -Implementation of the Health and Social Care Act (Deb Watson / Tracie Rees) -Public Health Budget (Deb Watson / Tracie Rees/Rod Moore) -Commissioning Process for Patient Representative Body - HealthWatch (Tracie Rees) -Leicester City Council City Mayors Forward Plan (Cllr Palmer/Deb Watson / Miranda Cannon) -Leicester City Clinical Commissioning Group (Simon Freeman/Richard Morris) 	
9th April 2013 (agenda mtg 26 th March 2013)	
Draft Work Plan 2013/14 (Cllr Cooke/Anita) – work in progress	Agreed to discuss in private planning session 18 th September to enable effective scrutiny
The Francis Report – Implications for Health Scrutiny Commission and lessons to be learnt <ul style="list-style-type: none"> - An overview of the Francis Report and the implications for the local authority (Rod Moore) - Responses from LCCCG on the Francis Report (Richard Morris) - Responses from UHL on the Francis Report (Stephen Ward) 	Agreed for external review of the council’s scrutiny arrangements for scrutinising the provision of health services in the city. Agreed to explore mandatory training for health commission members (John/legal re: constitution). Agreed to review the development and delivery plans of partner organisations/bodies in light of the Francis Report recommendations (ongoing)

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LINKS (Local Involvement Network for Patients) – The Emergency Pathways (Michael Smith/Sue Mason)	Agreed Healthwatch to reassure the commission that the Emergency Pathways work will continue. Agreed to contact LPT re: views on LINKs treatment during Bradgate Unit visit.
Regulations on new Health & Wellbeing Board – Implications for Health Scrutiny (Pretty Patel)	Agreed to note
Healthwatch and Scrutiny – Framework (Tracie /Jo Clinton)	Agreed Healthwatch to bring a paper on draft protocol, setting out how it will actively engage with the scrutiny commission.
Councils Forward Plan	Agreed to note
28th May 2013 (agenda mtg 14 th May 2013)	
1) University Hospitals of Leicester (UHL) 1a) UHL - Strategic Direction Presentation (Stephen Ward/John Adler) 1b) UHL Annual Quality Accounts (Sharon Hotson, UHL) 1c) UHL Unannounced Hospital Visits – feedback report (Richard Morris) 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)	Agreed: 1a) The Strategic Direction report was noted. 1b) The Quality Accounts 2013/14 report noted and comments to be sent to UHL (done) 1b) HSC members invited to visit the hospital to see how services are provided. 1c and 1d) Reports noted and further updates in 6 months.
NHS 111 Non-Emergency Helpline – Information/update report on plans for this emergency helpline to go live in Leicestershire on 25 th June 2013 (Richard Morris)	Agreed for comments made by HSC to be taken into account by the West Leicestershire CCG when implementing the NHS 111 System (Richard to action).

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Public Health Structure – to include organisation chart, posts and functions, plus current areas of work, budgets and schedule of commissioning areas and timescales (Rod Moore)	Agreed private session to be arranged to discuss functions and commissioned services. Report noted.
Healthwatch – Protocols of how HW will actively engage with and support the commission in its scrutiny of health issues (Vandna Gohill, VAL/ Jo Clinton)	Agreed Report noted.
Drugs and Alcohol Scrutiny Review – draft report of findings for members of the commission to discuss/approve (cllr Sangster/Anita)	Agreed Draft report and recommendations endorsed. Final report to go to OSC, then to the City Mayor. Agreed for Chair to discuss procedures and mechanisms for council to commission drug and alcohol services.
Draft Work Programme 2013/14 – update/suggestions from commission members (cllr Cooke/Anita) Summary of Work Completed 2012/13 – for information, commission contribution to Scrutiny Annual Report (cllr Cooke/Anita)	Agreed to note.
City Mayor’s Delivery Plan – Leicester City Council 2013/14, referred from Overview Select Committee for comments (Rod Moore)	Agreed to arrange private session for further discussion on the Plan. Agreed HSC reserved the right to submit comments at a later date. Agreed to receive progress report in 6 months - Joint scrutiny reviews with Adult Social Care SC is supported.
a) Health & Wellbeing Board – minutes of last meeting b) Council’s Forward Plan c) Glenfield Hospital Heart Unit Review – verbal update (cllr Cooke)	Agreed to note these items

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17th July 2013 (agenda mtg 25 th June 2013)	
East Midlands Ambulance Service "Being the Best" Report (Karlie Thompson)	Agreed Six monthly updates in order to monitor progress Re: detailed management performance criteria and data.
Glenfield Hospital Heart Unit Review – Update (Cllr Cooke)	Agreed Update to September meeting.
'Alcohol Awareness Social Marketing' consultation proposals (Julie/Rod)	Agreed Feedback to September meeting
Development Training Session for HSC members to cover the following: a) 'Better Understanding of the New Structures of the NHS' (Rod) b) Feedback from Derbyshire CfPS Workshop 8 th July on 'Developing Relationships with Public Health England and NHS England, including lessons from the Francis Report' (Anita/Rod)	Agreed Proposal for Leicester to be offered as a venue for a future regional event (Anita to liaise with CfPS)
External Review of Health Scrutiny Arrangements (Cllr Cooke/Anita)	Agreed Engaged expert advisor from CfPS.
6th August 2013	
Glenfield Heart Unit – NHS ENGLAND new review process to discuss. SPECIAL MEETING ARRANGED FOR THIS ITEM ONLY	Actions: HSC to monitor progress
3rd September 2013 (agenda mtg 14 th August 2013)	
Council's Procurement Plan – Health & Wellbeing Topics (Neil Bayliss)	Agreed Further breakdown of Commissioning Contracts re: Public Health budgets to future meeting – Nicola Hobbs/Rod Moore
Access for All Document – referred by Overview Select Committee to all scrutiny commissions for comments (Paul Lenard-Williams)	Agreed Deferred to future meeting

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Alcohol Awareness Project feedback (Julie)	Agreed Project not started, deferred to future meeting.
LCCCG Response to Francis Report – Update (Simon Freeman)	Agreed An update to further responses by the CCG still to be reported to future meeting.
UHL Emergency Floor Scheme Report – (Stephen/Mark) 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.	Agreed Noted and agreed in principle.
Leicestershire Partnership NHS Trust re: Bradgate Mental Health Unit	Agreed 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. Agreed HSC members voiced their concerns /disappointment for the failings at Bradgate Unit and at LPT.
a) Glenfield Heart Unit NHS England Review – Update for information b) External Review of Health Scrutiny Arrangement – Update for info	Items noted.
18th September 2013 - PRIVATE DEVELOPMENT SESSION FOR HSC MEMBERS	
<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> To be led by the Chair, assisted by Brenda Cook, expert health scrutiny advisor, and Anita Patel/Graham Carey	Agreed Work plan to be updated / progressed as part of the Fit for purpose review outcomes.
15th October 2013 (agenda 1 st October 2013)	
Procurement & Commissioning Public Health Budget – Further breakdown of Commissioning Contracts to better understand Public Health budgets and who provides services (Nicola Hobbs/Rod Moore)	Agreed Further reports on commissioning items to future meetings

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Access for All – Deferred from last meeting (Paul Leonard-Williams)	Agreed report noted
Work Programme – Update from 18 th September private members session (Chair/Anita)	Agreed to Update work programme - in progress
Glenfield Heart Unit Review Update - NHS England letter and Response from Cllr Cooke RE NHS England Review Team request to visit Joint Health Scrutiny (Chair/Anita)	Agreed Meeting with John Holden, NHS England Review team lead on 25 th Oct
Leicestershire Partnership NHS Trust – Update on Progress to improve services and feedback from minutes of last meeting RE Bradgate MHU.	Agreed to invite to October meeting to report progress.
'Fit for Purpose' Health Scrutiny Review – Progress update (Chair/Anita)	Agreed to progress
Alcohol Awareness Project – feedback on progress (Julie/Rod)	Agreed report noted
NHS 111 Service – Update on progress (Dr Johri/Richard Morris)	Agreed to note, Equality Impact Assessment to Oct mtg.
26th November 2013 (agenda mtg 13 th November 2013)	
Francis Report Recommendations - Progress Reports from UHL, LCCCG, LPT, LCC Public Health	Agreed to note progress reported Agreed that commission was concerned that there was not reference in the Governments response to the Francis Report to the local gov scrutiny role in the process.
Closing the Gap – Review of progress (Adam Archer/Rod)	Agreed that health implications should be included in reports suggesting revisions to budget strategies. Agreed that it would be beneficial if these monitoring reports could be presented to the commission prior to the Health and Wellbeing Board so that the commissions comments can be considered as part of the monitoring process.

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	Agreed a report be submitted to the next meeting on why the indicators relating to 'carer-reported quality of life' and the proportion of carers who reported that they had been included or consulted in discussions about the person they cared for were declining and what steps were being taken to improve them.
Hospital Unannounced Visits – Reports from CCG (Richard Morris)	Agreed to note report
UHL Emergency Department Assessment Service and CQC planned inspection – Progress Reports (Mark / John Adler)	Agreed for CQC inspection report to be submitted to future meeting. Agreed that UHL consider using the dashboard monitoring process being used by LPT to triangulate various performance indicators to see if there was any correlation between them.
Winter Care Plan Review – Update (Cllr Chaplin)	Agreed to note progress
Bradgate Adult Mental Health Unit – LPT update report and CQC latest inspection report (Cheryl Davenport)	Agreed report noted and further update be submitted to next meeting with CQC report of second inspection visit.
Oral Health in the City, Dental Health Policy and Strategy (Jasmine Murphy)	Agreed for members comments to be incorporated into the strategy. Agreed to ask the Health and Wellbeing Board to revisit the issue of whether local water supplies should be fluoridated as a measure to improve oral health and reduce oral health inequalities.
Health Visitors report (Rod/Jo)	Agreed to note report.
Responses to Scrutiny Review Reports (MHR and VCS) from UHL, CCG, LPT and City Council	Agreed on progress as chair attended Council's Executive on 5 th Nov 2013 to present the 2 reports. Both reports well received and resulted in the chair being appointed as the Council's Advocate for Mental Health. Agreed that some procedural issues were outstanding around

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	feedback from the Executive, but the chair will raise this at OSC. Agreed with joint response from ASC and CCG. LPT and UHL responses also noted.
For info , Congenital Heart Disease Review – Update (Chair) For info, East Midlands Regional Health Scrutiny Network – update (Chair) For info, External Scrutiny Review 'Fit for Purpose' by CfPS – update (Chair)	Agreed to note
14th January 2014 (agenda mtg 31 st December 2013)	
Question submitted by Cllr Singh (taken as any other urgent business) to the Chief Executive of UHL re: financial position budget deficit.	Question answered by John Adler. No discussion / debate, under rules of this item.
EMAS - East Midlands Ambulance Service 'Being the Best' Progress Report Stephen Firman, Programme Director of EMAS	Agreed to receive report in 6 months on the Trust's achievements in relation to Key Performance Indicators in 6 months' time. Agreed for Future reports to identify the Trust's performance both within the context of Leicester City specifically compared to the East Midlands as a whole.
NHS Complaints and Leicester City Council Complaints UHL – Moira Durbridge, Director of Safety and Risk. Mark Wightman, Director of Communications & External Relations LPT – Paul Miller, Chief Operating Officer and Richard Chester, head of Patient Experience & Partnerships LCCCG – Richard Morris, Chief Corporate Affairs Officer EMAS – Clare Wade, Patient Safety and Experience Manager LCC - Melinda Capewell, Customer Service Development Manager, Jo Tansey, Complaints Manager, Adult Social Care and Jane Boulton, Head of Quality Practice &	Agreed to thank all orgs for their participation and responses. Agreed to receive further future reports on the analysis of complaints when the Commission's work programme has been finalised.

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Service Imp. ASC.	
External 'fit for purpose' health scrutiny arrangements review Brenda Cook, Consultant for Centre for Public Scrutiny	Agreed that the implementation of the recommendations be discussed at the proposed member development event that is planned as part of the external review.
Francis Report – Department of Health responses	Agreed to defer this item – future meeting to consider the Governments response to the Francis Report recommendations
'Closing the Gap' Update on Performance Indicators for Carers Director of Care Services and Commissioning Adult Social Care	Agreed that the Commission be involved in the formulation and review of the survey particulars. Agreed to report the Commission concerns and disappointment with the performance of the 2 indicators to the Health and Wellbeing Board.
Bradgate Adult Mental Health Unit Update - for members information	Agreed to monitor results of further inspections by the Care Quality Commission.
Oral Health in the City Update – for members information	Agreed that the Oral Health Board would consider the comments made by the Commission at a previous meeting.
Response to the Commission's Scrutiny Review Reports Update - for members information	Agreed that the issue of formal feedback from the Executive was in hand and the Deputy City Mayor would be responding in due course.
East Midlands Regional Health Scrutiny Network – Update – for members information	Agreed that the next meeting will be hosted by Leicester City Council to be held in the Town Hall on 17 th Feb 2014.
Improving Mental Health Services in Leicester City – for members information	Agreed to note the presentation received from Leicester City Clinical Commissioning Group.
Congenital Heart Disease Review – for members information	Agreed to note the NHS England Information.

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25th February 2014 (agenda mtg 11 th February 2014)	
5.30pm to 6.30pm – Private session?? for HSC members Private development session for members led by Brenda Cook, Centre for Public Scrutiny	Agreed to produce an action plan to address the recommendations in the report.
6.30pm to 7.30pm – main public meeting items:	
Budget 2014/15 & Pubic Health Budget – Cllr Palmer/Rod Pearson / Rod Moore	Agreed to note the report
City Mayors Plan 2013/14 Update – Rod Moore	Agreed to note the changes.
Draft Scoping Report for the Review of Mental Health Services of Black/Black British Young Men – Mark Wheatley / Rod Moore	Agreed scope of review and to submit to OSC for approval.
<p>For info: NHS England Notes of Congenital Heart Disease Meeting with Local Authorities 8th January 2014</p> <p>For info: Feedback from 17th Feb 2014 East Midlands Region Health Scrutiny Network Event, hosted by Leicester City Council.</p>	Agreed to note
8th April 2014 (agenda mtg 25 th March 2014)	
Healthwatch Protocol – Philip Parkinson and Mercy Lett	
Draft Action Plan for Fit for Purport Review – Chair / Anita Patel	
Complaints Monitoring Future Arrangements – Chair / Anita Patel	
Review of Mental Health Services Young Black British Men – To set dates for review – Chair / Anita Patel	

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20th May 2014	
UHL Quality Accounts 2013 – 2014 (<i>anticipated report from Stephen Ward, Director of Corporate & Legal Affairs</i>)	
EMAS Quality Accounts 2013-2014 - tbc	
June 2014 onwards (<i>dates to be set for next cycle of meetings</i>)	
Leicestershire Partnership NHS Trust Quality Accounts 2013 – 2014 (<i>anticipated report from Paul Miller, Chief Operating Officer</i>)	
<p><u>Suggested Items for the Work Plan:</u></p> <ul style="list-style-type: none"> - Public Health Team – Structures, responsibilities, budgets and outputs - Capital Programme - Leicestershire Partnership NHS Trust – The Agnes Unit and Bradgate Unit (follow up) - Better Care Together - Health Variations – Public Health Team (April 2014 meeting – tbc) - EMAS – Better Patient Care (report expected Aug/Sept 2014 as requested by HSC for the purpose of the Trust’s achievements in relation to key performance indicators. Also the Trust to identify performance both within the context of Leicester City specifically compared to the East Midlands as a whole. - NHS and Leicester City Council Complaints (to be added to the work plan above after March 2014 date tbc. Following the Jan 2014 HSC mtg, agreed that these orgs submit further reports on the analysis of complaints) - NHS Reconfiguration – G.P practices fit for purpose 	

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<ul style="list-style-type: none">- Annual Reports – LOROs, UHL, ICAS, LPT NHS TRUST and HEALTHWATCH- ICAS and HEALTHWATCH – Regular Reports- Hospital Discharges- Homelessness Strategy – Implementation- Corporate Strategies – monitoring role- Stickle Cell Anemia Services- BME groups – targeting of specific health services- HIV/AIDS Services- Mental Health Services for BME e.g. Black/Black British Young Men	