

A G E N D A

Health Scrutiny Committee

Date: **Thursday, 29th April, 2004**

Time: **5.00 p.m.**

Place: **Brockington , 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of
the meeting.

For any further information please contact:

*Tim Brown, Members' Services,
Tel 01432 260239 e-mail
tbrown@herefordshire.gov.uk*

**County of Herefordshire
District Council**

AGENDA

for the Meeting of the Health Scrutiny Committee

To: Councillor W.J.S. Thomas (Chairman)
Councillor T.M. James (Vice-Chairman)

Councillors Mrs. W.U. Attfield, G.W. Davis, Mrs. J.A. Hyde, Brig. P. Jones CBE,
G. Lucas, R. Mills, Ms. G.A. Powell and J.B. Williams

		Pages
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2.	NAMED SUBSTITUTES (IF ANY) To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.	
3.	DECLARATIONS OF INTEREST To receive any declarations of interest by Members in respect of items on this agenda.	
4.	MINUTES To approve and sign the Minutes of the meeting held on 6th April, 2004.	1 - 4
5.	EAR, NOSE AND THROAT SERVICE CONSULTATION (TO FOLLOW) To consider the response to the Ear, Nose and Throat Service consultation exercise.	

PUBLIC INFORMATION

HEREFORDSHIRE COUNCIL'S SCRUTINY COMMITTEES

The Council has established Scrutiny Committees for Education, Environment, Health, Social Care and Housing and Social and Economic Development. A Strategic Monitoring Committee scrutinises Policy and Finance matters and co-ordinates the work of these Committees.

The purpose of the Committees is to ensure the accountability and transparency of the Council's decision making process.

The principal roles of Scrutiny Committees are to

- Help in developing Council policy
- Probe, investigate, test the options and ask the difficult questions before and after decisions are taken
- Look in more detail at areas of concern which may have been raised by the Cabinet itself, by other Councillors or by members of the public
- "call in" decisions - this is a statutory power which gives Scrutiny Committees the right to place a decision on hold pending further scrutiny.
- Review performance of the Council
- Conduct Best Value reviews
- Undertake external scrutiny work engaging partners and the public

Formal meetings of the Committees are held in public and information on your rights to attend meetings and access to information are set out overleaf

The Public's Rights to Information and Attendance at Meetings

YOU HAVE A RIGHT TO:-

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of the Cabinet, of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet, subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, its Committees and Sub-Committees and to inspect and copy documents.

Please Note:

Agenda and individual reports can be made available in large print, or on tape. Please contact the officer named below in advance of the meeting who will be pleased to deal with your request.

The Council Chamber where the meeting will be held is accessible for visitors in wheelchairs, for whom toilets are also available.

A public telephone is available in the reception area.

Public Transport links

Public transport access can be gained to Brockington via the bus service that operates from the 'Hopper' bus station at the Tesco store in Bewell St (next to the roundabout at the junction of Blueschool Street/Victoria St/Edgar St). The nearest bus stop to Brockington is in Old Eign Hill near to its junction with Hafod Road. The return journey can be made from the same bus stop.

If you have any questions about this Agenda, how the Council works or would like more information or wish to exercise your rights to access the information described above, you may do so either by telephoning Mr Tim Brown on 01432 260239 or by visiting in person during office hours (8.45 a.m. - 5.00 p.m. Monday - Thursday and 8.45 a.m. - 4.45 p.m. Friday) at the Council Offices, Brockington, 35 Hafod Road, Hereford.

COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

FIRE AND EMERGENCY EVACUATION PROCEDURE

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit.

You should then proceed to Assembly Point J which is located at the southern entrance to the car park. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.

COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the Health Scrutiny Committee held at Brockington, 35 Hafod Road, Hereford on Tuesday, 6th April, 2004 at 2.00 p.m.

Present: Councillor W.J.S. Thomas (Chairman)

Councillors: G.W. Davis, Mrs. J.A. Hyde, G. Lucas, R. Mills and J.B. Williams

23. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs W.U. Attfield, T.M. James, Brig. P. Jones CBE, and Ms G.A. Powell.

(The Committee observed a Minute's silence in memory of former Councillor Mrs J.A. Carter.)

24. NAMED SUBSTITUTES

There were no named substitutes.

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. MINUTES

RESOLVED: That the minutes of the meeting held on 29th January, 2004 be confirmed as a correct record and signed by the Chairman.

27. EAR, NOSE AND THROAT SERVICE CONSULTATION

The Committee received an update on the process for responding to the Ear, Nose and Throat Service Consultation exercise.

A Group had been established by the Committee in January to prepare a draft response to the consultation once launched. The report set out action which had been undertaken by the Group to date to gather evidence on the provision of ear, nose and throat services.

It was noted that the formal consultation document, a copy of which was appended to the report, had now been issued by the Herefordshire Primary Care Trust and that the consultation period ended on 7th May, 2004. The report outlined the provisions of the Government guidance on responding to consultations.

In the course of discussion it was noted that the options had implications for the Ambulance Service and proposed that the time was appropriate for a wider update on the operation of the service to be presented following work undertaken by Councillor R. Mills whom the Committee had asked to maintain a watching brief on the service.

RESOLVED:

- That (a) the latest position on the preparation of the response to consultation report on the future arrangements for the Ear Nose and Throat Service be noted;
- (b) a date be agreed to consider the Committee's response to the Consultation, which ensured that the response reached the Primary Care trust by 7th May, 2004;
- and
- (c) a report be made to a future meeting on the Ambulance Service.

28. HEALTH AND SOCIAL CARE INVOLVEMENT STRATEGY

The Committee was informed of an event on 6th May, 2004 to support the development of a new Involvement Strategy across the Health & Social Care sectors which had been arranged by Herefordshire Primary Care Trust and the Council's Social Care and Strategic Housing Directorate, and invited to consider how the Committee might be represented at the event.

The Director of Social Care and Strategic Housing suggested that it would provide Members with an opportunity to familiarise themselves further with the arrangements for patient and public involvement. The nature of the event would be compatible with their role and assist in developing it.

RESOLVED: That Members of the Committee be invited to indicate whether they wished to attend the event to support the development of a new Involvement Strategy across Health and Social Care in Herefordshire.

29. WEST MIDLANDS REGIONAL OVERVIEW AND SCRUTINY SURVEY

The Committee received an update on the results of a survey undertaken by the West Midlands Local Government Association (WMLGA) on the regional health scrutiny development priorities.

In the course of discussion it was suggested that it would be helpful if in future the Committee were to be circulated with an informal briefing note alongside the agenda papers for programmed meetings. This would consist of information which did not merit formal consideration as part of the agenda but would provide useful background information and assist Members in keeping up to date in particular with progress being made on issues in the Committee's work programme. Provision would also be made for Members of the Committee to have the opportunity to exchange information after each programmed meeting.

RESOLVED:

- That (a) the regional health scrutiny development priorities identified as a result of the survey undertaken by the West Midlands Local Government Association be noted;

And

- (b) that there should be a briefing note available to all Committee Members, as appropriate, alongside agenda papers.

The meeting ended at 2.40 p.m.

CHAIRMAN

