

# A G E N D A

## Health Scrutiny Committee

Date: **Monday, 28th June, 2004**

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Time: **10.00 a.m.**

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Place: **The Council Chamber,  
Brockington, 35 Hafod Road,  
Hereford**

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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](mailto:tbrown@herefordshire.gov.uk)*

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**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
<b>1. APOLOGIES FOR ABSENCE</b>	
To receive apologies for absence.	
<b>2. NAMED SUBSTITUTES (IF ANY)</b>	
To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.	
<b>3. DECLARATIONS OF INTEREST</b>	
To receive any declarations of interest by Members in respect of items on this agenda.	
<b>4. MINUTES (TO FOLLOW)</b>	
To approve and sign the Minutes of the meeting held on 23rd June, 2004.	
<b>5. REVIEW OF MANAGEMENT OF LEGIONNAIRES DISEASE OUTBREAK</b>	1 - 2
To review how the outbreak of legionnaires disease in Hereford City was managed.	



## **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 Cabinet and 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, Cabinet, 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. Please contact the officer named on the front cover of this agenda **in advance** of the meeting who will be pleased to deal with your request.

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- The nearest bus stop to Brockington is located 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 the officer named on the front cover of this agenda 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.**

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## **REVIEW OF MANAGEMENT OF LEGIONNAIRES DISEASE OUTBREAK**

**Report By: Director of Social Care and Strategic Housing**

### **Wards Affected**

County-wide

### **Purpose**

1. To review how the outbreak of legionnaires disease in Hereford City was managed.

### **Financial implications**

2. None identified at this stage. Work is to be carried out from within existing resources.

### **Background**

3. In November 2003 this Committee identified the need to scrutinise the management of the legionnaires disease outbreak. A scoping statement was approved in January, 2004. The view was taken that before commencing the review it would be helpful to have available the official report on lessons learned compiled by the Health Protection Agency. This has taken longer than expected and in order to commence the review before the end of the summer it is proposed to seek to proceed to gather evidence.
4. The terms of reference for the review set out in the scoping statement identified the following key areas of interest:
  1. The role of the Health Protection Agency and chronology of events from the diagnosis of the first case in Herefordshire through to the winding up of the special management arrangements put in place;
  2. Any national criteria used to trigger the decision to change the status of a disease outbreak and any other associated policies regarding publicity etc;
  3. The actions taken by the Primary Care Trust to manage the outbreak;
  4. The actions taken by the Council's Environmental Health service to identify the source of the outbreak;
  5. The arrangements put in place in order to communicate with the public via the media.
  6. To review the effectiveness of the joint response to the outbreak of the agencies involved.
5. The desired outcomes are:
  - To make recommendations to improve the overall management arrangements for dealing with outbreaks of serious diseases such as Legionnaires;

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Further information on the subject of this report is available from Tim Brown, Committee Manager (Scrutiny)  
on 01432 260239

- To make recommendations on the specific role of the Primary Care Trust in dealing with outbreaks of serious diseases such as Legionnaires;
  - To make recommendations on the specific role of the Council's Environmental Health service in dealing with outbreaks of serious diseases such as Legionnaires;
  - To make recommendations on the arrangements for communicating with the public via the media when dealing with outbreaks of serious diseases such as Legionnaires.
6. Written submissions are being sought and it is intended that there will be an opportunity at the meeting to receive presentations from and ask questions of the Director of Public Health, and representatives of the Health Protection Agency, the Herefordshire Primary Care Trust, the Council's Environmental Health Service and the Hereford Hospitals NHS Trust.

**BACKGROUND PAPERS**

- None