

# AGENDA

## Overview and Scrutiny Committee

Date: **Friday 18 May 2012**

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Time: **10.30 am**

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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:

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# Agenda for the Meeting of the Overview and Scrutiny Committee

## Membership

**Chairman**  
**Vice-Chairman**

**Councillor A Seldon**  
**Councillor JW Millar**

**Councillor AM Atkinson**  
**Councillor PL Bettington**  
**Councillor WLS Bowen**  
**Councillor MJK Cooper**  
**Councillor PGH Cutter**  
**Councillor EPJ Harvey**  
**Councillor MAF Hubbard**  
**Councillor RC Hunt**  
**Councillor TM James**  
**Councillor Brig P Jones CBE**  
**Councillor JLV Kenyon**  
**Councillor JW Millar**  
**Councillor R Preece**  
**Councillor SJ Robertson**  
**Councillor P Rone**  
**Councillor PJ Watts**

## Statutory co-optees

**Mr P Burbidge - Roman Catholic Church**

**Miss E Lowenstein – Secondary School Parent Governor**

**Mr T Plumer – Primary School Parent Governor**

**Mr P Sell – Church of England**

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A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### What do I need to do if I have a personal interest?

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

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You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

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If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

## AGENDA

		Pages
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive apologies for absence.</p>	
2.	<p><b>NAMED SUBSTITUTES (IF ANY)</b></p> <p>To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.</p>	
3.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>To receive any declarations of interest by Members in respect of items on the Agenda.</p>	
4.	<p><b>MINUTES</b></p> <p>To approve and sign the Minutes of the meetings held on 5 March, 19 March, 13 April (to follow) and 23 April (to follow).</p>	1 - 14
5.	<p><b>SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY</b></p> <p>To consider suggestions from members of the public on issues the Committee could scrutinise in the future.</p> <p><i>(There will be no discussion of the issue at the time when the matter is raised. Consideration will be given to whether it should form part of the Committee's work programme when compared with other competing priorities.)</i></p>	
6.	<p><b>QUESTIONS FROM THE PUBLIC</b></p> <p>To note questions received from the public and the items to which they relate.</p> <p><i>(Questions are welcomed for consideration at a Scrutiny Committee meeting so long as the question is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it <b>no later than two working days before the meeting</b> to the Committee Officer. This will help to ensure that an answer can be provided at the meeting).</i></p>	
7.	<p><b>MENTAL HEALTH SERVICES FOR HEREFORDSHIRE - 2GETHER NHS TRUST</b></p> <p>To receive a presentation on the work of the Trust.</p>	
8.	<p><b>TASK &amp; FINISH GROUP REPORT - REVIEW OF THE WEST MIDLANDS AMBULANCE SERVICE NHS INTEGRATED PATHWAYS AND MAKE READY SYSTEM IN HEREFORDSHIRE</b></p> <p>To consider the findings arising from the Task &amp; Finish Review into the West Midlands Ambulance Service NHS Trust.</p>	15 - 18
9.	<p><b>THE ROLLING PROGRAMME</b></p> <p>To provide the Committee with an overview of the Rolling Programme, its purpose and management.</p>	19 - 32

**10. WORK PROGRAMME**

To consider the Committee's work programme.

## **PUBLIC INFORMATION**

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There are also two other ways in which you can directly contribute at Herefordshire Council's Scrutiny Committee meetings.

#### **1. Identifying Areas for Scrutiny**

At the meeting the Chairman will ask the members of the public present if they have any issues which they would like the Scrutiny Committee to investigate, however, there will be no discussion of the issue at the time when the matter is raised. Councillors will research the issue and consider whether it should form part of the Committee's work programme when compared with other competing priorities.

#### **2. Questions from Members of the Public for Consideration at Scrutiny Committee Meetings and Participation at Meetings**

You can submit a question for consideration at a Scrutiny Committee meeting so long as the question you are asking is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting. Contact details for the Committee Officer can be found on the front page of this agenda.

Generally, members of the public will also be able to contribute to the discussion at the meeting. This will be at the Chairman's discretion.

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- 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.
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HEREFORDSHIRE COUNCIL

**MINUTES of the meeting of Overview and Scrutiny Committee held at Council Chamber - Brockington on Monday 5 March 2012 at 10.00 am**

**Present:** Councillor A Seldon (Chairman)  
Councillor JW Millar (Vice Chairman)

**Councillors:** AM Atkinson, PL Bettington, WLS Bowen, MJK Cooper, EPJ Harvey, MAF Hubbard, RC Hunt, TM James, Brig P Jones CBE, JLV Kenyon, R Preece, SJ Robertson, P Rone and PJ Watts

**In attendance:** Councillors RB Hamilton and RJ Phillips

**Officers present:** Dr S Aitken (Interim Director of Public Health), J Jones (Head of Governance), D Penrose (Democratic Services Officer) and D Taylor (Deputy Chief Executive)

**Also in Attendance:** Mr N Henry (General Manager, West Midlands Ambulance Service NHS Trust) and Mr P Murtagh (Commissioning Director, West Midlands Ambulance Service NHS Trust)

**76. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Cutter.

**77. NAMED SUBSTITUTES**

None.

**78. DECLARATIONS OF INTEREST**

Councillors RC Hunt and Brigadier P Jones, personal interests as Trustees and Directors of Leominster Tourist Association.

**79. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY**

None.

**80. QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**81. WEST MIDLANDS AMBULANCE SERVICE NHS TRUST**

The Committee received a presentation from Mr P Murtagh, Commissioning Director West Midlands Ambulance Service. A copy of the presentation has been placed with the Agenda Papers on the Minute Book. During the presentation, he highlighted the following areas:

- That there was a transformational strategy in place to move from functioning as a traditional ambulance service to becoming an integrated healthcare provider.
- That the Service was the only Ambulance Service to have achieved all its operational performance indicators in 2010-11. This was challenging in rural areas of Herefordshire.
- That the Quality and Risk Profile was improving on a monthly basis.
- That the move to Foundation Trust status was entering its final phase and the Trust should become a Foundation Trust by the end of the July 2012. The change would mean greater involvement from the public, and accountability for the Trust. There were 8,500 public members, from which 15 Members of the 29 Council of Governors were elected.
- The Make Ready system was in place, with large hubs which serviced local ambulance crews. Herefordshire was one of the first counties to open a hub, a system that maximised the time paramedics could be on the road by providing them with operational ready ambulances.

In the ensuing discussion, the following points were raised:

- That there was concern over the principal timing of the consultation that had been issued regarding the operational change to the service and the subsequent closure of ambulance stations. The consultation had been issued over the Council's purdah period during the elections in 2011, and no response had been possible.
- That the work that was being undertaken by the Service was designed to free up resources by improving clinical performance and efficiency. The Make Ready Hubs would allow clinical staff more time with patients. Mr Murtagh added that greater clarity would be provided by including local ambulance stations on the map in the presentation. The Hubs would only have ambulances in them at night, because operational crews would be spread across the County during the day.
- That whilst there had been a drop in performance against targets in July and August 2011, this was as a result of a number of staff undergoing advanced paramedic training. At the lowest point, the Service had still attained 84.62% of its targets. Following the training, the Bromyard community paramedic scheme had hit 100% of its target (to reach all cases within 8 minutes) in September. This scheme had proved to be invaluable, and would be rolled out across the County from April. The Chairman commented that whilst this was a welcome scheme, he did not want to see the County's resources stretched with an emphasis on achieving targets in urban areas.
- Herefordshire would not be marginalised, and the service would still be a local one throughout the County. It was important that a rural presence should be maintained, and there were staff within the call centres who were dedicated to specific local areas within the area covered by the centre. In reply to a specific question from a Member, Mr Murtagh went on to say that there was both a local and regional Gold Command structure.
- Mr N Henry (General Manager, West Mercia Ambulance Service) undertook to provide the Committee with data on the number of Community First Responders

that there were in the County. Whilst it was relatively simple to become a First Responder, it was much harder to gain experience in the role, as there were few callouts in rural areas.

- It was noted that 94% of ambulances in Herefordshire carried paramedics.
- That whilst the Make Ready system was based on a South Staffordshire model which had not achieved its targets for a year, performance in South Staffordshire would have been significantly lower without the system in place.
- That the NHS Pathway model had been instigated in June 2011, and had gone live in Herefordshire in September 2011. There had been a steady rise in calls that were able to channel patients through alternative care pathways than the acute hospital. The Vice Chairman asked that statistical evidence that demonstrated the improvements should be provided to the Committee.
- That the correct drugs were available on ambulances to treat conditions such as cardiac thrombosis.
- A Member pointed out that whilst 1 in 4 ambulances were not attaining the target of reaching the patient in eight minutes, there was apparently no measure to indicate how long these calls were taking. He asked whether there was an analysis of those calls where the target was not hit, and where in the County this was most likely to occur. Mr Murtagh said that the Community Response Manager was looking at this area.
- That whilst there was no representation from Herefordshire on the proposed Members Council for the Foundation Trust, the Trust had asked the Local Government Association (LGA) to facilitate a system whereby local representatives could be selected to serve. Specific localities had not been selected by the Trust, but had been put forward using the LGA system.

The Chairman thanked Mr Murtagh for his presentation.

#### **RESOLVED:**

**That**

- a) representations should be made at the highest level that there should be a Governor on the West Mercia Ambulance Service Foundation Trust Members Council from Herefordshire Public Services.**
- b) a half day review of the Make Ready and NHS Pathway Systems should be undertaken by a Task and Finish Group, chaired by Councillor JW Millar.**

#### **82. NHS WEST MERCIA CLUSTER**

The Committee received a presentation from Mr Eamonn Kelly, Chief Executive of the NHS West Mercia PCT Cluster. The presentation is attached as Appendix 2. During the presentation, Mr Kelly highlighted the following areas:

- The national quality priorities for 2012/13. These included a general message concerning the needs to address the shortfalls in dealing with older people, and the pivotal role of carers. There was also an emphasis on the military and veterans' health.

- There were a number of national clinical outcomes against which there were quality measures. In the past there had been different standards for rural communities for measures such as ambulance response times, but these were now all of a single standard. The area of quality of life for those with long term conditions would continue to grow and managing this area would be a huge challenge; there were presently 145 different significant illnesses in this category.
- Key challenges for Herefordshire included meeting targets for C Difficile and A&E admissions. Wye Valley Trust were confident that both of these could be met in the coming year.
- That the reform of the commissioning system to complete the transition to the new NHS architecture would be radical. Across West Mercia there would be six Clinical Commissioning Groups under one Commissioning Support Organisation. This was considered to be the most effective model. The West Midlands would be one of the local parts of the single National Commissioning Board. Principal responsibility for public health would fall to the Local Authority.
- This would be a challenging time for staff, 45% of which would be employed by the Clinical Commissioning Group and the Clinical Support Organisation, 20% from the National Commissioning Board, 17% from the local authority, which left 18% to be determined. There were a number of schemes running to offer support, such as regular briefings, surveys and Q&A sessions.
- The QIPP (Quality, Innovation, Productivity and Prevention) plans would present a huge challenge for West Mercia, which would have to save £377m over 4 years. The providers would have the greatest challenge, having to save £21m out of a total of £295m

In the ensuing discussion, the following points were raised:

- That the Wye Valley Trust would provide integrated provider services, and the organisational model was currently being reviewed. The single management authority for the PCT would no longer exist after the abolition of the PCT. The Clinical Commissioning Group (CCG) would take its place with the Local Authority and would commission services from Hoople Ltd and Herefordshire Public Services (HPS)
- That the Care Quality Commission (CQC) would be responsible for regulating all healthcare providers; they were currently responsible for all community health care providers. The first responsibility for assessing providers would be to get the appropriate combination of PCT, CCG and Local Authority clinicians under the aegis of the Integrated Commissioning Directorate, the Public Health Directorate and the Health and Wellbeing Board.

In answer to a question, Mr Kelly said that whilst the changes were complex and appeared fragmented, there would be a net reduction of £1.7bn in national staffing costs. The intention was that there should be greater clarity and accountability locally as providers and commissioners worked in an integrated fashion with the Health and Wellbeing Boards providing an overview of the system and acting as a lynch pin. In answer to a further question, he went on to say that whilst alcohol consumption was not a national quality measure, it would be in Herefordshire.

The Deputy Chief Executive said that the work of the Health & Wellbeing Board was fundamental to the effective operation of local relationships within the County. The

Council was working with Mr Kelly and his team in order to minimise uncertainty during this transition period.

In reply to a further question, Mr Kelly agreed that the most formidable challenge would be to avoid staff losing heart during this process, not least as a result of the necessary 4% year on year efficiency savings, especially in the Wye Valley Trust. Restructuring would reduce costs in the wider organisation.

In reply to a question concerning the ability to mitigate risk, Mr Kelly said that the PCT was no longer a robust organisation and that whilst the cluster was not an ideal replacement, it was the best option for West Mercia. It would be run in a shadow form within the PCT umbrella, until the latter was abolished. The biggest risk would be attempting to return to the original system, whilst bringing forward the implementation date would be the best option.

Whilst there was a certain amount of opposition within the NHS as a whole, there was an appetite amongst GPs in the County to embrace the CCG. Real administrative improvements were being seen in the use of resources by GPs. They were seeking to rebuild the relationships with colleagues in hospitals. These relationships had broken down, but now there was a greater degree of communication.

**RESOLVED: That the Committee would regularly monitor the activities of the Health and Wellbeing Board.**

**83. TASK AND FINISH REVIEW: TOURIST AND TEMPORARY EVENT SIGNAGE REVIEW**

The Task & Finish Review Report: Tourist and Temporary Event Signage was deferred to the meeting to be held on the 19 March 2012.

The meeting ended at 1.10 pm

**CHAIRMAN**



**MINUTES of the meeting of Overview and Scrutiny Committee held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Monday 19 March 2012 at 10.00 am**

**Present:** Councillor A Seldon (Chairman)  
Councillor JW Millar (Vice Chairman)

Councillors: AM Atkinson, PL Bettington, WLS Bowen, MJK Cooper, EPJ Harvey, MAF Hubbard, RC Hunt, TM James, Brig P Jones CBE, JLV Kenyon, JW Millar, R Preece, SJ Robertson and PJ Watts

**In attendance:** Councillors: AJM Blackshaw (Cabinet Member - Highways, Transportation and Waste, RB Hamilton, JG Jarvis (Leader of the Council), PM Morgan (Cabinet Member - Health and Wellbeing), GJ Powell and PD Price (Cabinet Member – Corporate Services and Education).

**Officers in attendance** J Jones, Head of Governance; D Powell, Chief Officer Finance & Commercial; R Hemblade, Parks Countryside & Leisure Development Manager; N Bridges, Sustainable Communities Manager; T Brown, Democratic Services.

**84. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor PGH Cutter; Councillor P Rone and Mr P Burbidge.

**85. NAMED SUBSTITUTES**

There were no named substitutes.

**86. DECLARATIONS OF INTEREST**

7. TASK AND FINISH REVIEW - TOURIST AND TEMPORARY EVENT SIGNAGE REVIEW.

Councillor Brig P Jones CBE, Personal, By virtue of being a Trustee/Director of Leominster Tourist Association..

8. HEREFORDSHIRE COMMUNITY SAFETY PARTNERSHIP.

Councillor WLS Bowen, Personal, By virtue of being the Council's representative on the West Mercia Police Authority.

11. TASK AND FINISH REVIEW - INCOME AND CHARGING.

Councillor SJ Robertson, Personal, By virtue of a family connection to a car parking business..

**87. MINUTES**

**RESOLVED:**

- a) that the Minutes of the meeting held on 17 February, 2012 be confirmed as a correct record and signed by the Chairman; and

- b) **that the Minutes of the meeting held on 21 February, 2012 be confirmed as a correct record and signed by the Chairman, subject to the word “public” in the penultimate line on page 3 of the Minutes being amended to read “private”.**

**88. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY**

A Councillor referred to a specific incident relating to a patient being discharged from hospital.

It was noted that it had been agreed to establish a Task and Finish Group to enquire into rehabilitation services for trauma and stroke services, and agreed that the Group would also seek clarification on arrangements for discharges from hospital.

It was also noted that a letter had been received regarding the Three Counties Cancer Network and this would be discussed with the Network lead before deciding whether any further investigation was necessary.

**89. QUESTIONS FROM THE PUBLIC**

Mrs M Morawiecka asked at the meeting why the European Procurement Rules did not appear have been applied to funding allocated to Hereford Futures Ltd.

The Chairman responded that a written reply would be given.

**90. TASK AND FINISH REVIEW - TOURIST AND TEMPORARY EVENT SIGNAGE REVIEW**

*(Councillor Brig P Jones CBE, declared a Personal interest by virtue of being a Trustee/Director of Leominster Tourist Association.)*

The Committee considered the findings arising from the Task and Finish Group –Tourist and Temporary Event Signage Review and whether to recommend the report to the Executive for consideration.

Councillor R Preece, Chairman of the Task and Finish Group, presented the report.

In discussion the following principal points were made:

- It was noted that the report supported the use of symbols on signs and it was agreed to check whether there was a village hall symbol.
- The recommendation stressing the importance of the prompt removal of signs once they were no longer required was welcomed.

It was questioned why the report was recommending further review of various aspects rather than itself having reviewed the issues and proposed new policy solutions in accordance with the original scoping of the project.

The Leader of the Council commented that the operation of the Task and Finish Groups needed to be reviewed in the light of the first round of reviews to reappraise their role in policy development.

It was generally recognised that Members needed to be equipped with the necessary skills to carry out their role and that there was a consistency of approach to the policy



development role. This was something that would be discussed further at the Committee's forthcoming workshop.

It was suggested that there needed to be some flexibility in the management of signage especially given the current economic climate. The scope to charge for a licence to display signs and an appropriate enforcement regime needed to be considered.

**RESOLVED:**

**That (a) the Committee agreed the findings and recommendations contained in the report of the Task & Finish Group – Tourist and Temporary Event Signage Review and to forward the report to the Executive for consideration; and**

**(b) the Executive's response to the Review including an action plan be reported to the first available meeting of the Committee after the Executive has approved its response.**

**91. HEREFORDSHIRE COMMUNITY SAFETY PARTNERSHIP**

*(Councillor WLS Bowen, declared a Personal interest by virtue of being the Council's representative on the West Mercia Police Authority.)*

The Committee received an update on the current priorities and issues for the Herefordshire Community Safety Partnership (HCSP) formerly known as Safer Herefordshire and considered the refreshed Herefordshire Community Safety Strategy 2011 – 2014.

Superintendent Charles Hill introduced the item, as Vice-Chair of the Herefordshire Partnership Executive Group which has taken on the role and function of the Community Safety Partnership for Herefordshire.

He advised the Committee that the Community Safety Strategy had three priorities for 2012/13: Integrated Offender Management, Alcohol Harm Reduction and Empowered Localities. The Partnership would also be developing an education package to inform young people on issues such as alcohol and drug misuse, road safety which can impact on their quality of life and long-term health and well-being. He also emphasised that Herefordshire was essentially a very safe county in which to live and work and this was the message he urged ward members to give to their communities.

He emphasised that as with other areas within the public sector, funding both for the Community Safety Partnership and individual partners was reducing significantly and that there was therefore a need to work together to maximise impact. He also made reference to the Police and Crime Commissioner who would be elected in November 2012 and the need for the Community Safety Partnership to work closely with the Commissioner in the future to ensure that the community safety issues across Herefordshire were understood and addressed. Liz Smith, Head of Service in Herefordshire for the West Mercia Probation Trust, advised the meeting that Prolific and other Priority Offenders were being targeted and that there was very effective partnership working especially between the police and probation to tackle this issue.

Issues raised by Councillors included the rise in rural crime, particularly the theft of metal and scrap, concerns about unlicensed taxis, anti-social behaviour, especially linked to alcohol misuse, as well as speeding through rural areas, cold calling, concerns on the pricing of alcohol and the need for supermarkets to be more responsible about the sale of alcohol and the need to get reassurance messages out into communities.

In answer to issues raised, Superintendent Hill advised that the Police had instigated Operation Ignite to tackle rural crime. He asked elected Members to advise local businesses and residents to use products such as SmartWater to forensically mark property and valuables. He spoke of the partnership work taking place to address alcohol misuse with licencing officers and licensees. He suggested that an approach to take in high crime areas, such as South Wye and parts of Leominster would be to set up multi-agency teams targeted on the most vulnerable, often with complex issues. He agreed to take back the request for community speedwatches as a way of empowering communities to address speeding.

There was support for the work of the Community Support Officers (CSOs) across Herefordshire. Superintendent Hill advised that the budget for CSOs would be held by the Police and Crime Commissioner (PCC). The Committee agreed that it would be important for the PCC to know the strength of support for the continued level of CSOs across the County.

There was also recognition at the meeting of the importance of an overall alcohol strategy which looked at both crime and health issues. The Committee agreed to consider how this could be included in its work with the Health and Wellbeing Board.

**RESOLVED:**

- That**
- (a) the Committee noted the content of the report;**
  - (b) the Committee noted the refreshed Herefordshire Community Safety Strategy 2011 – 2014; and**
  - (c) the Committee would consider how to include community safety into its Committee work programme at their forthcoming workshop.**

**92. TASK AND FINISH REVIEW - ADULT SAFEGUARDING**

The Committee considered the findings arising from the Task and Finish Group – Adult Safeguarding and whether to recommend the report to the Executive for consideration.

Councillor JW Millar, Chairman of the Task and Finish Group, presented the report. He highlighted the review's focus on assurance processes, the key interface with the police, the role of the Care Quality Commission and, with a growing elderly population, the need to ensure that the relevant services were appropriately resourced.

In discussion the following principal points were made:

- There was a need to ensure that the review's findings were subsequently considered alongside the findings of the ongoing review of Safeguarding Children to establish whether there were any common areas of concern that needed to be addressed. It was welcomed that no specific concerns had been identified in the adult safeguarding review that needed to be investigated by the Safeguarding Children Review.
- There was support for the finding that the Committee needed to carry out a further review of access to GP Services in particular the out of hours service.

It was proposed that recommendation 2 should be expanded to make clear that appropriate, clearly defined authority should be granted to any co-located team to enable it to take action. It was noted that if physical co-location proved not to be possible every effort should be made to promote integrated working and team building.

A discussion took place on the role of the Care Quality Commission with regard to adult safeguarding.

**RESOLVED:**

- That
- (a) recommendation 2 contained in the Task & Finish report be expanded to make it clear that appropriate, clearly defined authority should be granted to any co-located team to enable it to take action;
  - (b) the Chairman of the Committee be authorised to finalise the report for submission to Cabinet in consultation with the relevant Vice-Chairman of the Committee to take account of comments made by the Committee and any proofreading corrections needed;
  - (c) subject to (a) and (b) above the Committee agreed the findings and recommendations contained in report of the Task & Finish Group – Adult Safeguarding and to forward the report to the Executive for consideration; and
  - (d) the Executive’s response to the Review including an action plan be reported to the first available meeting of the Committee after the Executive has approved its response.

**93. TASK AND FINISH REVIEW - COUNCIL PROCUREMENT AND LOCAL EMPLOYMENT**

The Committee considered the findings rising from the Task and Finish Group –Council Procurement and Local Employment and whether to recommend the report to the Executive for consideration.

Councillor AM Atinkson, Chairman of the Task & Finish Group, presented the report. He highlighted various elements which had led to the recommendations.

A Member sought clarification on the composition of the Team undertaking the negotiations on the Amey contract. The Deputy Chief Executive commented that the Team was being led by him and the Director for People’s Services. The Team had an understanding of the relevant services covered by the Contract but was sufficiently removed from service delivery to provide independent challenge. The involvement of the Council’s auditors provided a level of external challenge.

**RESOLVED:**

- That
- (a) The following recommendations be added to the report:
    - I. The Council reviews the benefits of joint venture companies to see if they are distorting the market and consequently do not represent value for money; and
    - II. The potential for the Council’s buying power to drive down costs be explored;
  - (b) the Chairman of the Committee be authorised to finalise the report for submission to Cabinet in consultation with the relevant Vice-Chairman of the Committee to take account of comments made by the Committee and any proofreading corrections;

- (c) **subject to a) and b) above the Committee agreed the findings and recommendations contained in report of the Task & Finish Group – Council Procurement and Local Employment and to forward the report to the Executive for consideration; and**
- (d) **the Executive’s response to the Review including an action plan be reported to the first available meeting of the Committee after the Executive has approved its response.**

**94. TASK AND FINISH REVIEW - INCOME AND CHARGING**

*(Councillor SJ Robertson declared a Personal interest by virtue of a family connection to a car parking business.)*

The Committee considered the findings rising from the Task and Finish Group –Council Procurement and Local Employment and whether to recommend the report to the Executive for consideration.

Councillor EPJ Harvey, Chairman of the Task and Finish Group, presented the report. She noted that following approval of the original scope of the review the Commercial Board had separately commissioned PriceWaterhouse Coopers to review the Council’s income management. This had overlapped with the remit of the Group and it had refocused its work accordingly as described in the report.

She highlighted:

- The implications of the charging principles adopted by Cabinet in June 2011, with a move to cost recovery for services.
- The importance of improving the transparency for charging with a clearer understanding of what was chargeable and what was not.
- The need to make clear what services were subsidised, why and to what extent and, align subsidies to the Council’s policies in an equitable way.
- The need to explain to the public the rationale for charging.
- The importance of providing the necessary infrastructure to allow income to be collected efficiently and economically.
- The additional recommendation at page 164 of the report that a report be made to the Overview and Scrutiny Committee in October 2013, setting out how much of the projected additional income had been achieved and reviewing the intended and unintended consequences of new/additional charges.

In the course of discussion the following principal points were made:

- That a number of issues were associated with introducing charges that would require careful consideration including: the implications of means testing, the risk of unintended consequences, already experienced with car parking charges.
- That outsourcing of services also required careful consideration.
- That if charges were introduced where, by paying more, someone received a better service, as in the case of recent changes to planning charges, it was essential that the charging structure was publicised effectively.

- In terms of car parking charges a Member suggested that consideration should be given to charging for concessionary parking disks for the over 65s rather than removing the concession. It was also important that the current concession to Councillors ended and they contributed to the cost of parking when on official business and that staff should also be charged for parking.
- That the effect of the introduction of the recent car parking charges demonstrated the importance of consulting Ward Members and keeping them informed.

**RESOLVED:**

- That**
- (a) the Chairman of the Committee be authorised to finalise the report for submission to Cabinet in consultation with the relevant Vice-Chairman of the Committee to take account of comments made by the Committee and any proofreading corrections;**
  - (b) subject to a) above the Committee agreed the findings and recommendations contained in report of the Task & Finish Group – Income and Charging and to forward the report to the Executive for consideration;**
  - (c) the Executive’s response to the Review including an action plan be reported to the first available meeting of the Committee after the Executive has approved its response; and**
  - (d) a report be made to the Overview and Scrutiny Committee in October 2013, setting out how much of the projected additional income had been achieved and reviewing the intended and unintended consequences of new/additional charges.**

**95. WORK PROGRAMME**

The Committee considered its work programme and noted that the programme would be discussed further at the Committee’s forthcoming workshop.

The meeting ended at 1.10 pm

**CHAIRMAN**



<b>MEETING:</b>	<b>OVERVIEW &amp; SCRUTINY COMMITTEE</b>
<b>DATE:</b>	<b>18 MAY 2012</b>
<b>TITLE OF REPORT:</b>	<b>TASK &amp; FINISH GROUP REPORT – REVIEW OF THE WEST MIDLANDS AMBULANCE SERVICE NHS INTEGRATED PATHWAYS AND MAKE READY SYSTEM IN HEREFORDSHIRE</b>
<b>REPORT BY:</b>	<b>Task &amp; Finish Group</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To consider the findings arising from the Task & Finish Review into the West Midlands Ambulance Service NHS Trust.

### **Recommendation(s)**

**THAT: the Committee notes the report of the Task & Finish Group – Review of the West Midlands Ambulance Service NHS Integrated Pathways and Make Ready System in Herefordshire.**

### **Key Points Summary**

- A half day scrutiny Task & Finish Review has been undertaken into the performance of the West Midlands Ambulance Service NHS Trust in Herefordshire.
- The scope of the Review Group was limited to the consideration of the performance of the NHS Integrated Pathways and Make Ready System in Herefordshire. The principal conclusion from the Review is that there were no major concerns with the two aspects of the Ambulance Service in Herefordshire. There are therefore no recommendations to the Executive from this report.

### **Alternative Options**

- 1 There are no alternative options.

### **Reasons for Recommendations**

- 2 On the 5 March 2012 This Committee commissioned a half day Task & Finish Group to look at the performance of the NHS Integrated Pathways and Make Ready System operated by the West Midlands Ambulance Service NHS Trust in Herefordshire. The Task & Finish Group has completed its task and its report is required to be submitted to this Committee for approval.

## Introduction and Findings

- 3 On the 5 March 2012 This Committee commissioned a Task & Finish Group to look at the performance of the NHS Integrated Pathways and Make Ready System operated by the West Midlands Ambulance Service NHS Trust in Herefordshire. The Group was chaired by Councillor JW Millar, and comprised Councillors P Bettington and WLS Bowen.
- 4 The Group interviewed Mr Mark Gough (Service Delivery Director – Operations) and Mr Paul Musticone (Director of Services, NHS Pathways, Birmingham and Solihull Cluster) who informed the Group that the NHS Integrated Pathways were a suite of clinical assessment tools for triaging telephone calls from the public, based on the symptoms they report when they call. Structured symptom based pathways determined the clinical skills required, and the timeframe in which they must be accessed. As an assessment progressed, the system collected 'Markers' that identified if a particular clinical skill would be required to treat the patient. This mapped the call against a record of clinical skills in primary care services local to the patient using the integrated Directory of Services, which enabled the call handler to offer the caller details of a service local to the patient. There were 700 services on the Directory, ranging from GPs, to pharmacies and dentists.

The following areas were highlighted:

- That the Services was aiming to meet a target of 6% of all calls at a Hear and Treat level, which meant that the Ambulance was stopped at source, and the patient routed elsewhere, and 8% of See and Treat, which meant that the patient was sent to the appropriate care within 24 hours. Herefordshire was not meeting this, and current performance was at 4%. Consideration was being given to reconfiguring faulty pathways whilst also looking at how to improve the See and Treat figures.
  - that the Category A (75% of calls reached within eight minutes) response times for Bromyard had improved from 76% to 93% since the introduction of the Pathways and Make Ready System which were supported by the Community Paramedic Scheme that was in place in the town.
  - that the Service would not stop using the response times as a measure of performance, and that these would be combined with clinical indicators.
- 5 The Group interviewed Ms Debbie Small (West Mercia Assistant Area Manager) and Mr Mark Gough on the Make Ready system that had gone live in Herefordshire on the 2 April 2012. The Make Ready programme was a quality assurance vehicle and equipment preparation programme designed to improve efficiencies across the whole spectrum of Ambulance Operations, and involved the creation of 24/7 fleet maintenance hubs where a dedicated team of Ambulance Fleet Assistants prepare, service and maintain the fleet of ambulances. Oncoming ambulance crews collect their 'made-ready' vehicle and go to Community Ambulance Stations from where they respond to 999 calls.

The aim of the hubs was to cut down on ambulance crew downtime; time when the crew are dealing with issues such as cleaning their vehicle or restocking. Make Ready also significantly reduced waste with a reduction in of out-of-date drugs and supplies. It also reduces spending on aged and expensive ambulance station buildings.

The following areas were highlighted:



- The new system meant that the down time that had occurred for an ambulance whilst it was checked and cleaned was now being used, as the crew could go on shift and be in a position to take a vehicle out within twenty minutes.
- that the Bromyard Community Paramedic Scheme had been going for 8 months, and transit times had been reduced to 51%. The same scheme in Ledbury was now manned on a 24 hour, seven day a week basis, and acted as a 'virtual' ambulance station, as all the Community Ambulance Stations in the market towns would, with the ambulances themselves based in Hereford.
- that apart from Kington, where the ambulance would be based in the newly built medical centre, the vehicles would co-locate with other emergency services in market towns.
- That Community paramedics would be able to assess and give medication for cardiac arrests and stroke cases. There were a higher number of Advanced Paramedics in Herefordshire than elsewhere in the region. Training would be undertaken on a rolling basis, and would be offered in the County after other areas in the West Midlands had undertaken the necessary training to implement the system in the same way that Herefordshire had. A wholesale review of resources was underway combined with a forecast of demand for the Service. The restructuring of annual leave and rotas meant that there was a saving of 0.5 of a post on each ambulance.

Following the meeting the Group visited the Make Ready Ambulance Station in Hereford.

## **Key Considerations**

- 6 The Task & Finish Group considered the range of information put before it and its principal finding was that the performance of the NHS Integrated Pathways and Make Ready System in Herefordshire was acceptable.

## **Community Impact**

- 7 The Review links to the priority in the Corporate Plan of improving health care and social care and the long term outcome of improved intervention and support for older people and keeping them safe.

## **Equality and Human Rights**

- 8 There is no change to the Equality Analysis of the Council as result of the report.

## **Financial Implications**

- 9 There are no financial outcomes as a result of the report.

## **Legal Implications**

- 10 There are no legal outcomes as a result of the report.

## **Risk Management**

- 11 There is no reputational risk to the Council as a result of this report.

## **Consultees**

- 12 As part of the Review interviews were held with Mr Mark Gough (Service Delivery Director – Operations), Ms Debbie Small (West Mercia Assistant Area Manager) and Mr Paul Musticone (Director of Services, NHS Pathways, Birmingham and Solihull Cluster)

## **Appendices**

- 13 None

## **Background Papers**

- 14 None.

<b>MEETING:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>DATE:</b>	<b>18 MAY 2012</b>
<b>TITLE OF REPORT:</b>	<b>THE ROLLING PROGRAMME</b>
<b>REPORT BY:</b>	<b>HEAD OF GOVERNANCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To provide the Committee with an overview of the Rolling Programme, its purpose and management.

### **Recommendation**

**THAT the content of the report be noted.**

### **Key Points Summary**

- The Rolling Programme is a table of issues that will be brought to Council, Cabinet or other committees during the following 12 months;
- The Rolling Programme is maintained by the Governance Support Team. It is reviewed daily and updated as and when new issues arise or existing items require amendment;
- The Rolling Programme forms the basis of the Forward Plan by identifying key decisions for inclusion in the Forward Plan.

### **Alternative Options**

- 1 There are no alternative options as this report is for information only, however, Members may wish to undertake a formal review of the process.

### **Reasons for Recommendations**

- 2 This report is in response to a request for information from the Committee.

### **Introduction and Background**

- 3 Appendix 1 is the current Rolling Programme. The Programme includes all items under consideration, not just those that will be Key Decisions. It consists of two parts: items that have been allocated to a specified Council or Cabinet meeting within the next 12 months, and

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Further information on the subject of this report is available from  
John Jones, Head of Governance on (01432) 260222

unallocated items. Unallocated items are items that may become allocated to a meeting in due course, or non-Key Decisions that can be taken by a Cabinet Member or an officer operating under delegated powers.

4. The Head of Governance has recently undertaken a full review of the Rolling Programme and implemented a more robust system of identifying reports that will be submitted to a cabinet Member, the cabinet or council. The Rolling Programme also now identifies where input/consultation is required from other parts of the authority before a decision is made, for example, Overview and Scrutiny Committee.
5. Each month, the Governance Support Team sends all officers a copy of the Rolling Programme covering the following 12 months. Officers are asked to submit all items for inclusion on the Rolling Programme, including unallocated items. There is a dedicated Executive Rolling Programme mailbox for this purpose.
6. Officers are asked to submit the first draft of any Cabinet Report and Cabinet Member report as soon as it becomes available, and are advised that the final report, signed off by the Director using the report cover sheet, should be received by 9.00am on the Thursday *two weeks prior* to either the date of the Cabinet meeting or the date of a Cabinet Member decision. In addition, any report signed off by a Director must first have been through Herefordshire Public Service Leadership Team (HPSLT).
7. In relation to unallocated items, officers are asked to advise whether they are for Cabinet, Cabinet Member(s), any other Committee or non-Key Decisions that can be taken by an officer. If an item is not going to be taken forward, officers are asked to advise whether the item needs to be removed from the rolling programme.
8. When an item has been added to the Rolling Programme, advice is given as to whether the item needs to be added to the Forward Plan as a Key Decision. Officers must ensure that the consultation requirements have been observed. It is fair to say there has been confusion in the past as to what constitutes a Key Decision. More robust advice is now available to service areas on this point.
9. Prior to any report appearing on an agenda for decision, it must have been cleared by the Legal Services Section. Officers are advised to ensure that ward members are fully consulted and involved in any issues that might arise in their ward or in an adjoining ward, if appropriate. All Members receive a weekly bulletin, and are sent a copy of the Rolling Programme on the first Friday of each month.
10. To inform the Rolling Programme, the Governance Support Team receives weekly updated lists of agenda items for HPSLT and Leader's Briefing (LB), looking ahead 12 months. The Rolling Programme also lists, for each item, the date of any relevant meeting of the Audit and Governance Committee; Clinical Commissioning Group; Health and Wellbeing Board; NHS Herefordshire Board; Overview and Scrutiny Committee; Planning Committee, Regulatory Committee and Senior Management Team.
11. The Rolling Programme is a key resource for Members, and particularly, Overview and Scrutiny Committee members. It enables them to suggest items for the work programme which may not have already been proposed to come to O & S, where they have concerns regarding the decisions to be made.

## **Key Considerations**

12. None.

## **Community Impact**

13. The Rolling Programme alerts local members to issues where decisions are to be made affecting their areas.

## **Financial Implications**

14. None.

## **Legal Implications**

15. None.

## **Risk Management**

16. The Rolling Programme acts as an early warning system about issues that require decisions, and allows time to ensure risks are taken into account.

## **Consultees**

17. None

## **Appendices**

1. The current Rolling Programme;

## **Background Papers**

None identified



HPS Rolling Programme

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHSH Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
<b>ALLOCATED ITEMS</b>					
<b>CABINET 10/05/12</b>	O&S Cttee April '12	Vision for Education - renamed <b>Guiding Principles for the Herefordshire Learning Community</b> (the decision date has moved to April as currently carrying out consultation)	To agree the guiding principles for a council perspective to agree the steps to turn guiding principles into action. <b>*This has been removed from the Forward Plan as it is an important decision but not a key decision.</b> <b>**This item has been moved to 10 May Cabinet due to the late completion of consultation with the Schools' Strategic Planning Group.</b>	Cabinet	DforP&S
Cabinet 10/05/12 LB 26/04/12		Police and Crime panel (generic report to all authorities)	Report on the composition of a Police and Crime Panel.	Council	
Cabinet Member 24/05/12 HPSLT 17/04/12 LB 19/04/12	n/a	Procurement of services to support the delivery of Herefordshire's Adult Services The date of decision has been revised from February to March to allow for the tendering process to be completed	To seek approval to commit funding over £500k in the procurement of services for Adults in line with the Service Plan and based on an evaluation of current contracts, equality impact assessments and information from the Joint Strategic Needs Assessment. Decision planned for 15/03/12, but delayed due to complexity of contracts (C. Marshall 15/02/12)	Key Decision Cabinet Member 24/05/12	DforPS / Chris Baird / Interim Programme Director, Adult Social Care
Cabinet Member		Local Authority Governor	Review of the existing procedure for the appointment of Local	Cabinet	DforPS

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHS Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
Date of decision to be agreed HPSLT 01/05/12 LD 10/05/12		Appointments	Authority Governors and to seek approval on the proposed changes recommended following the review.	Member Non-key decision	
<b>ANNUAL COUNCIL 25/05/12</b>		Appointments to Committees (possible changes)		Council	
HPSLT 24/01/12 LB 26/01/12	A&G cttee 09//03/12	Report on amendments to the constitution.	To review the current list of budget and policy framework items in the Council's constitution.	Council	DCE / AD LG&R
Annual Council 25/05/12		Annual Leader's report		Council	
Annual Council 25/05/12		Police and Crime panel (generic report to all authorities)	Report on the composition of a Police and Crime Panel.	Council	DCE / AD LG&R
Annual Council 25/05/12		Annual report O&S Cttee		Council	
Annual Council 25/05/12		Annual report Planning Cttee		Council	
Annual Council 25/05/12		Annual report A&G Cttee		Council	
		Annual report of the Standards Cttee			
Annual Council 25/05/12		The future of the Standards Committee / the appointment of independent persons	To discuss the revisions under the localism act.	Council	DCE/HofLGR
Annual Council		Annual report Regulatory		Council	



MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHSH Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
25/05/12		Cttee			
Annual Council		Referrals from Audit & Governance	Referrals from Audit & Governance regarding procedural issues	Council	
25/05/12		Adoption of the Rifles	Presentation of a certificate to be made on the adoption of the Rifles as the county regiment.	Council	
25/05/12					
<b>CABINET</b>					
14/06/12		Local Transport Plan		B&PF Council 20/07/12	DforP&C / Steve Burgess
HPSLT 01/05/12 LB 17/05/12					
Cabinet 14/06/12 HPSLT 01/05/12 LB 03/05/12 & LB 31/05/12	OSC - 29/05/12 LDF Grp May	Local Development Framework	To consider a submission draft version of the Core Strategy.	B&PF Council 20/07/12	DforP&C / Dave Nicholson
Cabinet 14/06/12 HPSLT 15/05/12 CMB 17/05/12 LB 17/05/12		Yes We Can Plan - Refresh		B&PF Council 20/07/12	DforPS / Philippa Granthier
Cabinet 14/06/12 HPSLT 15/05/12 LB 17/05/12	Public consultation to be carried out January to March 2012	Children's Centre Review	The report will detail the results of a consultation on the future model for children centre delivery in Herefordshire. The options being consulted on are: 1. Local authority continues to run children centre delivery directly, through a strategic delivery model; 2. A mixture of commissioned and directly delivered services 3. Children centre delivery is fully commissioned 4. A social enterprise model of delivery. Cabinet will be asked to agree the preferred model. Decision will have significant effect on one or more wards.	Cabinet Key Decision	DforPS/Tina McGrath

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHSH Brd O&S Cttee Planning Cttee Regulatory Cttee SMT	Future of Amey Strategic Partnership	To consider the future of the Amey Strategic Partnership	Key Decision Cabinet	
Cabinet 14/06/12		Future of Amey Strategic Partnership		Key Decision Cabinet	DCE/Madeline Spinks
Cabinet 14/06/12 LB 31/05/12		Integrated Needs Assessment (formerly JSNA)		Cabinet	
Cabinet 14/06/12 HPS LT 15/05/12 CMB 17/05/12 LB 17/05/12		Youth Services Review	Follow on from the report that went to Cabinet on 15 December to review the outcomes of the consultation.	Key Decision Cabinet	DforPS / Tim Fewell
Cabinet 14/06/12 HPSLT 03/04/12 LB 26/04/12		CPO Edgar Street Grid Link Road and Urban Village	To consider invoking appropriate powers to enable the making of a Compulsory Purchase Order (CPO) and Side Roads Order (SRO) for the acquisition of land, easements and rights of access over land for the construction of a link road between Edgar Street (A49) and Commercial Road (A465) and the subsequent creation of linked development plots.	Cabinet Key Decision	DforP&C/ Richard Ball
Cabinet 14/06/12 CM 10/05/12 HPSLT 15/05/12 LB 17/05/12		Future of the Youth Offending Service	To consider whether to move from a joint Hfdshire/Wcstshire YOS to a West Mercia Yos; and to consider whether it should continue to be hosted by a local authority - Worcestershire hosts it currently - or whether another organisation such as a Probation Trust should provide. If the WM YOS doesn't come into being, HC would have to run its own as it is a statutory function of a local authority to have a YOS.	Cabinet	DforPS / Debbie Macmillan
Cabinet 14/06/12 HPSLT 08/05/12 LB 17/05/12		Understanding Herefordshire (IEB) report	To receive annual report on evidence of need and determine whether, in the light of that information, the JCP needs to be reviewed.		
Cabinet 14/06/12		ICPR	End of year report for 2011/12		

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHS Brd O&S Cttee Planning Cttee Regulatory Cttee SMT	Council Procurement and local employment Fees and Charges Tourist and Temporary Event Signage Review Adult Safeguarding	To consider the findings arising from the task and finish group review. To consider the findings arising from the task and finish group review. To consider the findings arising from the task and finish group review. To consider the findings arising from the task and finish group review.		DT
Cabinet Member end of June				Joint Cabinet Member December	
CABINET 12/07/12 HPSLT 11/10/11 & 12/06/12 LB 28/06/12 Cabinet 12/07/12 HPSLT 18/10/11 LB 27/10/11 & 22/03/12		Future direction of Public Health Older People's Strategy – renamed Vision for Adults in Herefordshire – renamed on 6 March – <b>Strategic Delivery Plan for Adults</b> (moved to April to carry out consultation). Moved to July cabinet 4/4/12. Broadband Contract	Public Health Transformation Plan The vision for Adults in Herefordshire will be significant in informing future service planning across the county, giving a clear message to citizens, staff and stakeholders of the way in which we the council wish to work with residents of Herefordshire, particularly vulnerable adults. Cabinet is asked to approve the vision. <b><i>This has been removed from the Forward Plan as it is an important decision but not a key decision.</i></b>	Cabinet key decision Cabinet	DofPH / Alan Holmes DforPS
Cabinet 12/07/12 HPSLT June '12 LB June '12 Cabinet 14/06/12 Cabinet 14/06/12		Forward Plan update ICPR	To provide quarterly update on the Forward Plan First quarter report	Cabinet key decision Cabinet	DforP&C / Natalia Silver DCE

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHS Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
HPSLT Leaders Briefing					
HPSLT 26/06/12 LB 28/06/12					
<b>COUNCIL</b> 20/07/12 CABINET 14/06/12 HPSLT 01/05/12 LB 17/05/12		Local Transport Plan		B&PF - Council	DforP&C/ Steve Burgess
Council 20/07/12		Local Development Framework	To consider a submission draft version of the Core Strategy.	B&PF	DforP&C/Dave Nicholson
Council 20/07/12		Local Government Boundary Review	To approve wording arrangements for submission to the Local Government Boundary Commission.		DCE/HofG
Council 20/07/12 Cabinet 14/06/12 HPSLT 15/05/12 CMB 17/05/12 LB 17/05/12		Yes We Can Plan - refresh		B&PF	DforPS / Philippa Granthier
Council 20/07/12 Cabinet 19/04/12 HPSLT 28/02/12 LB March?	O&S cttee 19/03/12	Herefordshire Community Safety Strategy (changed from Community Safety & Drugs Partnership)		B&PF	DforP&C Richard Gabb
Council 20/07/12 Council 20/07/12		West Mercia Police Report H&W Fire and Rescue Authority		Council Council	
<b>CABINET</b> 13/09/12		Joint Corporate Plan	For Cabinet to commend the Joint Corporate Plan (JCP) to Council. The JCP is one of a suite of plans and strategies that	B&PF Council November '12	DCE/Jenny Lewis

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MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHSH Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
HPSLT 13/03/12 LB 15/03/12		<i>(This has been moved to September Cabinet and November Council to fit in with the budget process.)</i>	form the Council's Budget & Policy Framework. It incorporates the vision and the priorities for the HPS partnership and outlines a number of outcomes to be pursued to realise those priorities. It is supported by a delivery plan which provides the milestones and targets against which performance is reported.		
Cabinet 13/09/12		Forward Plan update	To provide quarterly update on the Forward Plan	Cabinet	DCE
Cabinet 13/09/12 HPSLT 08/05/12 LB 05/07/12	SMT June 12	Localism Act	Briefing		
<b>CABINET 18/10/12</b>					
<b>Cabinet 18/10/12</b>	OSC	Public Health Annual Report	To receive the annual Public Health report	Cabinet	DofPH
<b>CABINET 15/11/12 HPSLT 22/10/12 LB 01/11/12</b>		JCP	To consider recommendations for Council	Council	DT
		ICPR	2 <sup>nd</sup> Quarter report		
<b>COUNCIL 23/11/12</b>		Joint Corporate Plan			
		<i>(This has been moved to September Cabinet and November Council to fit in with the budget process.)</i>	For Cabinet to commend the Joint Corporate Plan (JCP) to Council. The JCP is one of a suite of plans and strategies that form the Council's Budget & Policy Framework. It incorporates the vision and the priorities for the HPS partnership and outlines a number of outcomes to be pursued to realise those priorities. It is supported by a delivery plan which provides the milestones and targets against which performance is reported.	B&PF	DCE/Jenny Lewis
<b>CABINET 13/12/12</b>					

MEETING / BRIEFING DATE	CONSULT:	REPORT TITLE	PURPOSE	FINAL DECISION MAKER	DIRECTOR / LEAD OFFICER
Cabinet Council Committee Cabinet Member Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHS Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
<b>CABINET</b> 17/1/13					
<b>COUNCIL</b> 18/2/13					
<b>CABINET</b> 21/2/13 HPSLT 22/01/13 LB 31/01/13		ICPR	Third Quarter report		DT
<b>COUNCIL</b> 8/3/13					
<b>CABINET</b> 14/3/13		Response to Local Government Boundary Commission warding proposals			DCE/HofG
<b>CABINET</b> 14/03/13 HPSLT 11/02/13 LB 21/02/13		Corporate Delivery Plan	To approve plan for 2013/14		
<b>OVERVIEW AND SCRUTINY ITEMS</b>					
23/04/12		West Midlands Ambulance Service			
May 2012		Wye Valley NHS Trust Stroke Services/Trauma Care	To follow up on issues raised in the Cttees meeting with the Trust in January 2012.		
June 2012		Safeguarding arrangements for children	To receive the report of the task and finish group		

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Cabinet Council Committee Cabinet Member Briefing HPSLT Leaders Briefing	A&G Cttee Clinical Comm Grp H&WB Brd HPEG NHS Brd O&S Cttee Planning Cttee Regulatory Cttee SMT				
13/05/12		Planning system review	To receive the report of the task and finish group		
23/05/12		Education in Herefordshire National Health Policies Discussion with Clinical Commissioning Group Development of Waste facilities			
		Income & Charging	Income & charging – O&S to receive the response from the Executive		

**Colour code:**

	Cabinet meeting
	Council meeting
	Cabinet Member decision
	Key decision





<b>MEETING:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>DATE:</b>	<b>18 MAY 2012</b>
<b>TITLE OF REPORT:</b>	<b>OVERVIEW AND SCRUTINY WORK PROGRAMME</b>
<b>REPORT BY:</b>	<b>ASSISTANT DIRECTOR – LAW, GOVERNANCE AND RESILIENCE</b>

**CLASSIFICATION:** Open

### **Wards Affected**

County-wide

### **Purpose**

To consider the Committee's work programme.

### **Recommendation(s)**

**THAT: the work programme as appended be noted, subject to any comments the Committee wishes to make.**

### **Key Points Summary**

- The Committee is asked to note its work programme and to note progress on current work. .

### **Alternative Options**

- 1 It is for the Committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. Any number of subjects could be included in the work programme. However, the Committee does need to be selective and ensure that the work programme is focused on the key issues, realistic and deliverable within the existing resources available.

### **Reasons for Recommendations**

- 2 The Committee needs to develop a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

### **Introduction and Background**

- 3 An outline work programme only is appended for this meeting. This is because the programme is under review. The appendix also contains a chart showing progress to date on the 'Safeguarding arrangements for Children'. A review of the Housing Allocations Policy and the Effective Use of the Housing Stock is planned to commence shortly.

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Further information on the subject of this report is available from  
Tim Brown, Democratic Services, on (01432) 260239

- 4 Reports from the following completed reviews have been scheduled for Cabinet consideration:
- Council Procurement Policy and Local Business and Local Employment
  - Income and Charging
  - Planning System Review – Development Control and the Operation of the Constitution
  - Safeguarding Adults
  - Tourist Signing (Brown Signs)
5. The Herefordshire Public Services Rolling Programme is appended on the agenda papers for this meeting with the preceding agenda item on The Rolling Programme.

### **Community Impact**

6. The topics selected for scrutiny should have regard to what matters to the County's residents.

### **Financial Implications**

- 7 The costs of the work of the Scrutiny Committee will have to be met within existing resources. It should be noted the costs of running scrutiny will be subject to an assessment to support appropriate processes.

### **Legal Implications**

- 8 The Council is required to deliver an Overview and Scrutiny function.

### **Risk Management**

- 9 There is a reputational risk to the Council if the Overview and Scrutiny function does not operate effectively. The arrangements for the development of the work programme should help to mitigate this risk.

### **Consultees**

- 10 Following initial consultation on topics for scrutiny with Directors and Members of the Cabinet, all Members of the Council were invited to suggest items for scrutiny.

### **Appendices**

- 11 Overview and Scrutiny Committee outline Work Programme
- Herefordshire Public Services Rolling Programme (enclosed for this meeting with the preceding item on the agenda on The Rolling Programme)

### **Background Papers**

- None identified.

Progress on Current Reviews

<b>Review</b>	<b>Meetings</b>	<b>Comment</b>
Council Procurement Policy and Local Business and Local Employment		Review concluded. Findings reported to Overview & Scrutiny Committee on 19 March 2012. Report now scheduled for consideration by Cabinet.
Income and Charging		Review concluded. Findings reported to Overview & Scrutiny Committee on 19 March 2012. Report now scheduled for consideration by Cabinet.
Planning System Review – Development Control and the operation of the Constitution		Review concluded. Findings reported to Overview & Scrutiny Committee on 23 April 2012. Report now scheduled for consideration by Cabinet.
Safeguarding Adults		Review concluded. Findings reported to Overview & Scrutiny Committee on 19 March 2012. Report now scheduled for consideration by Cabinet.
Safeguarding arrangements for Children	25/8	Background documentation has been prepared and circulated to the Group.
	15/9	Interviews held with Police and Heads of Service.
	14/10	Next meeting is to consider arrangements for looked after children.
	22/11	Review Group will meet with Foster Carers in Moor House
	8/12	Meeting with young people in care at Centre 18
	13/01/12	Meeting to discuss initial draft report.
		Meeting with teachers being arranged to get teachers viewpoint.
	30/3/12	Further work identified.
	14/5/12	Discussions with officers scheduled.

<b>Review</b>	<b>Meetings</b>	<b>Comment</b>
Tourist Signing (Brown Signs)		Review concluded. Findings reported to Overview & Scrutiny Committee on 19 March 2012. Report now scheduled for consideration by Cabinet.

**OVERVIEW AND SCRUTINY COMMITTEE – 18 MAY 2012  
ITEMS IDENTIFIED FOR INCLUSION IN THE WORK PROGRAMME**

**THE CURRENT WORK PROGRAMME**

<b>29 May 12</b>	
This meeting was an additional one scheduled to consider the Local Development Framework and Local Transport Plan. A new timetable for these plans is to be reported to Council in May.	
<b>8 JUNE 12</b>	
Discussion with NHS West Mercia Cluster	To discuss current issues.
Executive Responses to Task and Finish Reviews	Deadline for response 5 June. (Procurement; Adult safeguarding; Tourist Signs; Income & Charging.)
<b>4 JULY 12</b>	
Task and Finish Group Report – Safeguarding Arrangements for Children	
Discussion with Wye Valley NHS Trust	
Discussion with Clinical Commissioning Group	
<b>14 SEPTEMBER 12</b>	
Discussion with 2gether NHS Trust	To discuss current issues.
Discussion with West Midlands Ambulance NHS Trust	To discuss current issues.
Discussion with NHS West Mercia Cluster	To discuss current issues.
<b>12 OCTOBER 12</b>	
Discussion with Wye Valley NHS Trust	
Discussion with Clinical Commissioning Group	

<b>9 NOVEMBER 12</b>	
Budget And Emerging Options 2013/14	
<b>10 DECEMBER 12</b>	
Discussion with 2gether NHS Trust	To discuss current issues.
Discussion with West Midlands Ambulance NHS Trust	To discuss current issues.
Discussion with NHS West Mercia Cluster	To discuss current issues.
<b>11 JANUARY 2013</b>	
Medium Term Financial Strategy	
Discussion with Wye Valley NHS Trust	
Discussion with Clinical Commissioning Group	
<b>15 FEBRUARY 2013</b>	
<b>22 MARCH 2013</b>	
Discussion with 2gether NHS Trust	To discuss current issues.
Discussion with West Midlands Ambulance NHS Trust	To discuss current issues.
Discussion with NHS West Mercia Cluster	To discuss current issues.
<b>12 APRIL 2013</b>	
Discussion with Wye Valley NHS Trust	
Discussion with Clinical	

Commissioning Group	
<b>10 MAY 2013</b>	
<b>JULY 2013</b>	
Music Service	Agreed in July 2011 to review after 2 years.
<b>OCTOBER 2013</b>	
T&F – Income & Charging - Projected additional Income	O&SC 19 March 2012 added to the T&F Report that a report be made in Oct setting out how much of the projected additional income had been achieved and reviewing the intended and unintended consequences of new/additional charges.

**The following issues have been identified for consideration but not scheduled:**

Amey Contract
Local Development Framework
Local Transport Plan
Corporate Delivery Plan
Root and Branch Reviews – (contained in Cabinet Report 5 April 2012 (p76) Member engagement by C/Member – O&SC – local members.)
ICT Strategy
Performance Report on Amey
Performance Report on Hoople
Performance Report on Waste Management
Legal Services Improvement Plan Monitoring
Operation of Hereford Futures.
The Population, Management and Communication of the Forward Plan
Accommodation programme/strategy
Children’s health and wellbeing (a focus on Childhood obesity)
Community infrastructure levy
Tourism and the use of the River Wye
Broadband
Affordable Housing Allocation Approaches
Access to health
Park and ride

Variable speed limits within small distances
Community Safety – (19 March on considering the Community Safety Strategy – decided to consider how to include community Safety in the work programme.)
Review of Adult Social Care transformation plans
Review of the Public Health Transformation Plan.
Performance Monitoring
Health Trust Quality Accounts
National Health Policies
GP Out of Hours Service;
Pothole repairs
Clinical Commissioning Group (CCG)
Improving shop fronts in Market Towns;
Document control and information including the website;
Cycle Routes;
Governance of Health Watch;
Health & Wellbeing Board – governance and operation;
Safeguarding of Adults in their own homes (with Healthwatch and CQC)
Democratic Process and public engagement
Locality Working.

**Suggestions from the Public (30 September 2011 on)**

Suggestion that the Council's consultation processes were flawed, exposing the Council's decisions to the risk of challenge, and the processes should therefore be reviewed by the Committee.	OSC September 11
Request that the Committee consider the future of the libraries programme for the County.	OSC November 11
That the possibility of creating an eastern bypass for Hereford along a route close to the Aylestone Ridge should be explored.	OSC December 11
That the quality of Council surveys and the use of results of surveys should be examined. (Later clarified by e-mail – to refer to “the integrity of the Council's research process”/ how research is commissioned, conducted, appraised and used.	OSC December 11 & OSC 13 April



LTP3 and the Link Road. How Cabinet anticipates making a decision on a compulsory purchase order for the 'Link Road' on 14 June 2012 when the new Local Transport Plan (LTP3) is not due to be considered by Council until July 2012	OSC 13 April
Concern over the ever expanding remit of Hereford Futures. When will the company provide a formal report to Council and make its accounts available?	OSC 13 April
The role of organisations which are promoting via the Herefordshire Council Parish Liaison Officer, the Living Villages and Herefordshire 20/20 events.	OSC 13 April
The role of the Parish Liaison Officer and whether it should be allowed to promote political events.	OSC 13 April

At 10.5.12

