

AGENDA

Health & Social Care Overview and Scrutiny Committee

Date: **Thursday 7 February 2013**

Time: **7.00 pm**

Place: **Council Chamber - Brockington**

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

For any further information please contact:

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If you would like help to understand this document, or would like it in another format or language, please call David Penrose, Governance Services on 01432 383690 or e-mail dpenrose@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Health & Social Care Overview and Scrutiny Committee

Membership

Chairman **Councillor JW Millar**
Vice-Chairman **Councillor SJ Robertson**

Councillor PA Andrews
Councillor PL Bettington
Councillor WLS Bowen
Councillor MJK Cooper
Councillor KS Guthrie
Councillor JLV Kenyon
Councillor JG Lester
Councillor MD Lloyd-Hayes
Councillor GA Powell
Councillor J Stone
Councillor PJ Watts

AGENDA

		Pages
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2.	NAMED SUBSTITUTES (IF ANY) To receive details of any Members 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 the Agenda.	
4.	MINUTES To approve and sign the Minutes of the meeting held on 11 January 2013	5 - 10
5.	SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY To consider suggestions from members of the public on issues the Committee could scrutinise in the future. <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>	
6.	QUESTIONS FROM THE PUBLIC To note questions received from the public and the items to which they relate. <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 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).</i>	
7.	HEALTH & WELLBEING BOARD - GOVERNANCE AND OPERATION To receive a presentation on the Health & Wellbeing Board prior to the Board becoming formally constituted on 1 April 2013.	
8.	HEALTH WATCH To receive a presentation on the proposed structure for Health Watch.	
9.	EXECUTIVE RESPONSE TO THE OVERVIEW AND SCRUTINY TASK AND FINISH GROUP ON CHILDREN'S SAFEGUARDING IN HEREFORDSHIRE To receive the Executive's response to the Task & Finish Review of children's safeguarding in Herefordshire.	11 - 20
10.	WORK PROGRAMME To receive the Committee's Work Programme.	21 - 36

PUBLIC INFORMATION

Public Involvement at Scrutiny Committee Meetings

You can contact Councillors and Officers at any time about Scrutiny Committee matters and issues which you would like the Scrutiny Committee to investigate.

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.

(Please note that the Scrutiny Committee is not able to discuss questions relating to personal or confidential issues.)

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- 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.
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- 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.
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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.

HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Health & Social Care Overview and Scrutiny Committee held at Council Chamber - Brockington on Friday 11 January 2013 at 10.00 am

Present: Councillor JW Millar (Chairman)
Councillor SJ Robertson (Vice Chairman)

Councillors: WLS Bowen, MJK Cooper, KS Guthrie, JLV Kenyon, MD Lloyd-Hayes, GA Powell, J Stone and PJ Watts

In attendance: Councillor PM Morgan, Cabinet Member (Health and Wellbeing)

Officers: J Davidson (Director of People's Services, G Dean (Scrutiny Officer), J Jones (Head of Governance), K O'Mahony (Assistant Director Children & Young People Provider Services) and D Penrose (Governance Services)

21. APOLOGIES FOR ABSENCE

Apologies were received from Councillors P Andrews and P Bettington.

22. NAMED SUBSTITUTES (IF ANY)

None.

23. DECLARATIONS OF INTEREST

Councillor GA Powell declared a non-disclosable non-pecuniary interest as a member of the Wye Valley NHS Trust.

24. MINUTES

The Minutes of the meeting held on the 14 December 2012 were approved.

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

There were no suggestions from the public.

26. QUESTIONS FROM THE PUBLIC

In reply to a question from Mr Ravenscroft from Ross-on-Wye, the Chairman said that the alteration to the opening hours of the Minor Injuries Unit (MIU) at Ross had been discussed at the last meeting of the Committee. The Committee had received assurances from the Chief Executive of the Wye Valley NHS Trust that the review of the MIUs was on-going.

Mr Langford raised a concern about the changes to the chaplaincy services at the hospital. The Chairman replied that concerns had been expressed to the Chief Executive of the Wye Valley NHS Trust, and the Committee had been assured that negotiations were in hand with local churches and mosques who provide additional support.

27. PRESENTATION FROM THE NATIONAL COMMISSIONING BOARD, ARDEN, HEREFORDSHIRE AND WORCESTERSHIRE

The Committee received a presentation from Lesley Murphy, Area Director, Arden Herefordshire and Worcestershire, National Commissioning Board. During her presentation, Ms Murphy highlighted the following areas:

- That the Board's role was to ensure that the NHS delivered better outcomes for patients within its available resources. Sir David Nicholson had been appointed as Chief Executive, and would manage five regional teams which would, in turn, oversee twenty seven local teams across the country. The West Mercia PCT would cease to exist on the 31 March.
- The Arden, Hereford & Worcester Area Team Structure.
- The Staffordshire Commissioning Support Service. The Service would provide support functions to the HCCG, with costs to be covered within the £25 per head running cost requirement. The details of the agreement were currently included in a series of service specifications within a Memorandum of Understanding. Contracts would be in place before the 1 April 2013.
- That there were other NHS bodies that were being created. These included the NHS Trust Development Authority (NHS TDA) which would, from 1 April 2013 provide governance and accountability for NHS Trusts in England, and would ensure the delivery of Foundation status for those Trusts. Health Education England would be the new national leadership organisation responsible for ensuring that education, training and workforce development supported public health and patient outcomes.

In the ensuing discussion, the following points were raised:

In reply to a Member, the Chief Officer of the Herefordshire Clinical Commissioning Group (HCCG) said that GPs who were involved in the governance of the HCCG had all negotiated cover in their practices, and patients would not be unattended. As Chairman, Dr Watts spent two days with the HCCG and the rest of the week as working GP. Other GPs leading specific pieces of work for the HCCG had their time backfilled whilst they were involved with the Group.

In reply to a further question, the Area Director went on to say that, in change of this nature, there was always an on-going bedding down process. Pressure was being kept on the system to ensure quality and performance. There was a Quality Systems Group that included the Care Quality Commission and patients, and their work would be incorporated into the new structure to help ensure that there was on going confidence that lessons would continue to be learnt. Concerns regarding incidents could be picked up from local staff and driven through the system, which had been set up to be more appropriate to local patients.

That there were mechanisms in place to help ensure the wellbeing of staff, and that all staff should be aware of where they would be placed by the end of December 2012. Whilst some staff were being moved to different parts of the organisation, every member of staff who was without a post was receiving support. This was a dwindling pool of individuals, as more staff found jobs.

In reply to a further question, the Area Director said that joining a number of PCTs up, each with different IT systems, was a challenge which was being addressed. Chief Officer (HCCG), said that a decision had been made that all practices would have the same IT systems. District nurses and the Wye Valley NHS Trust had been consulted on the matter. Consideration was also being given as to how the Sentinel system, currently being used by Worcestershire, could be brought to Herefordshire. It was likely that the Sentinel system would be in place by the summer.

In reply to a question regarding how the National Commissioning Board would work with the Council to deliver public health, the Area Director said that two senior staff had been appointed to lead on public health commissioning. There would be clarity as to how this would dovetail with the Council and the Health and Wellbeing Board within a month or so.

A Member asked what the risks were concerning the HCCG authorisation process. The Area Director replied that the Area Team would work with the HCCG in order to ensure that there was a system in place for both financial and leadership processes. There could also be financial support available to facilitate changes in the financial and quality arenas.

28. PRESENTATION FROM THE HEREFORDSHIRE CLINICAL COMMISSIONING GROUP

The Committee received a presentation from Cathy Gritzner, the Chief Officer of the Herefordshire Clinical Commissioning Group (HCCG). During her presentation, she highlighted the following areas:

- That the Commissioning Support organisation was in place and whilst services would be provided by the NHS Staffordshire Commissioning Support Service, all staff would be based in Herefordshire.
- That the Authorisation process was on going, and that there were 19 areas for improvement out of 119 criteria that had to be met. These areas would be sorted out by the time the review of all governance structures was finalised and submitted in March. Neighbouring CCG's which were further along the authorisation process had been asked to peer review the HCCG's submissions.
- That the National Commissioning Board had produced the 'Everyone Counts: Planning for Patients 2013/14' guidance that outlined the incentives and levers that would be used to improve services from April 2013, the first year of the new NHS, where improvement would be driven by clinical commissioners. The process would be both patient centred and planned in association with partners. It would focus services, looking at how to improve standards and care. The first iteration would be submitted to the Local Area Team of the National Commissioning Board by the 25th of January, and the final version would be approved in April.
- The key local priorities for the HCCG, which included the development of Neighbourhood Teams and Primary Care, a programme of cardiovascular work and the future of Wye Valley Trust.

In the ensuing discussion, the following points were raised:

- That there would be challenges in providing a twenty four hour, seven day a week primary care service, but ways would be found to deliver the existing Primecare GP system would be delivered through the Neighbourhood Teams, who would work with social services. Services would need to be networked in order to ensure that they were delivered to all.
- That benchmarking was undertaken against other Clinical Commissioning Groups in Worcestershire, Shropshire and Telford & Wreakin.
- That one of the key findings of the Herefordshire Quality of Life Survey undertaken by the Council was a desire on residents parts to have health services closer to home.

29. RECOVERY PLAN FOR CHILDREN'S SAFEGUARDING

The Committee received a verbal report on the Recovery Plan for Children's Safeguarding.

The Director of People reported that the Draft Improvement notice had only just been received from the Department for Education, and the final version should be received within the next two weeks. Work was already underway within the Council, and the first report would be submitted to the Department before the Improvement Notice had come into effect.

The external audit of the casework files undertaken by Outcomes UK Ltd would report shortly. The majority of the cases had been audited by the company, but around 5% had been done by the Council in order to be in a position to strengthen its in-house auditing. Similar themes to those found by OFSTED had been identified. Of the cases that had been audited, 60% were in the adequate/good/outstanding categories. A number of practitioners were operating on a good to outstanding level, and the analysis that had been undertaken would allow the Service to build on its strengths and provide support to teams where necessary.

She went on to outline the risks that had been identified in the system. One of these was a weakness in frontline and middle management. Interim and permanent managers were in place following the OFSTED inspection, but until there was a permanently recruited and stable cohort of front line management, it would be difficult to ensure a sustained and effective service.

A further risk was the volume of work that was currently in the system. Child protection numbers had increased, and the team had to deal with a 50% higher workload than several month previously. Whilst additional staff were being recruited, there was still a problem in providing timely responses to inquiries. There had been an impact on morale as a result of these pressures. Staff were supportive of change and improvement to the service, but there were anxieties around the volume of work.

The Assistant Director Children & Young People Provider Services added that significant work was being undertaken in looking at the child's journey through the system. Complexity and duplication was being taken out of the system, which was being simplified. She added that front line managers found the support of Members very useful.

In reply to a question from a Member, the Director said that, under child protection legislation, it was not possible to utilise means testing when taking children into care. Some Local Authorities had considered this, but had not implemented it. The administrative cost of ensuring payments were made was often prohibitive as, in such cases, parents were often in dispute with the local authority. The numbers of people fostering in the County had grown over the previous two years,

In reply to a further question, the Director went on to say that a tender exercise had been undertaken on the case audit of 1,600 cases, and there would be a cost to the Council of £92k for using Outcome Uk Ltd. The on-going audit of cases that was now possible following this process would mean that the Council would not need to use outside contractors in this manner again. Consideration was also being given to the setting up of a West Midlands group of Local Authorities who could loan out their staff to audit the quality of work. This cost effective process was already being used in London boroughs.

30. WORK PROGRAMME

The Committee noted its Work Programme. The Chairman announced that there would be an additional meeting of the Committee on the 1 February, in order to consider the Council's Budget for 2013/14 and the Medium Term Financial Strategy.

The meeting ended at 12.30 pm

CHAIRMAN

MEETING:	HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE
DATE:	7 FEBRUARY 2013
TITLE OF REPORT:	EXECUTIVE RESPONSE TO THE OVERVIEW AND SCRUTINY TASK AND FINISH GROUP ON CHILDREN'S SAFEGUARDING IN HEREFORDSHIRE
REPORT BY:	DIRECTOR FOR PEOPLE'S SERVICES

1. Classification

Open

2. Key Decision

This is not a key decision

3. Wards Affected

County-wide

4. Purpose

To respond to the Task & Finish review of children's safeguarding in Herefordshire

5. Recommendation(s)

THAT:

- (a) **The contents of the action plan is noted and that Members support the overall response.**
- (b) **That the Committee confirm that, given the overlap, updates for progress on actions in the plan are subsumed in the progress reports for the Children's Improvement Plan.**

6. Key Points Summary

- Overview and Scrutiny Committee commissioned a Task and Finish Group to undertake a review of Safeguarding Arrangements for Children in Herefordshire which was undertaken in July, 2012.

- The review focussed on safeguarding arrangements for Looked After Children in Herefordshire in relation to partnership working in education, health, Youth Offending Service and social care and considered the arrangements for 16/17 year old homeless young people.
- The review found from the data available, that in most cases referred the newly developed family support worker in the 16+ service was able to work with the family and young person, and find a solution that allowed the young person to remain within the family home, demonstrating that the relationship between early intervention through the family support worker to be successful
- However the review also noted that co-location of Children Service's teams, health professionals and the police would help to both speed up processes and prevent any cases from being missed.
- The review also noted that, paperwork and caseloads were the biggest problems for social workers.
- The review also considered the demands on Herefordshire by children from other local authorities placed in private placements within the County.
- The review also concluded that, whilst there was a collective will to work collaboratively to improve multi-agency safeguarding, there was also a need for greater mutual understanding between agencies.
- The task and finish group made a number of recommendations, the executive responses to which are attached. However, in summary these are as follows:
 1. Herefordshire Safeguarding Children Board (HSCB) will ensure that the Health and Social Care Overview and Scrutiny Committee regularly scrutinizes the activities of the HSCB by providing its annual report and Business Plan to committee for challenge.
 2. A Multi-Agency Safeguarding Hub (MASH) is in development and a progress reports will be made to the Health and Social Care Overview and Scrutiny Committee.
 3. Mechanisms, processes and practice in relation to Child Protection Strategy meetings are in the process of being improved.
 4. Posts have already been added to the establishment to ensure that the staff can be recruited and retained in the Looked After Children service.
 5. Additionally resources have recently been made available to speed up the progress of development and implementation of Frameworki, the electronic record keeping system.
 6. Regular reports will be made to Health and Social Care Overview Committee will be made on the development of Frameworki, in the context of the overall current improvement plan.
 7. Discussions are currently underway to determine how the Children and Adolescent Mental Health Service (CAMHS) can meet the needs of Looked After Children.
 8. The Government has initiated proposals for an improved system for notification of placements of children placed across local authority boundaries.
 9. A programme of Safeguarding Seminars has been developed for delivery during 2013.
 10. The need for appropriate and proportionate information sharing between all local authority multi-agency partners is contained within statutory guidance and is currently being reinforced through improvements in practice.

7. Alternative Options

7.1 None

8. Reasons for Recommendations

8.1 To ensure a robust response to the Task and Finish group report.

9. Introduction and Background

9.1 Overview and Scrutiny Committee commissioned a Task and Finish Group to undertake a review of Safeguarding Arrangements for Children in Herefordshire which was undertaken in July, 2012. This report contains the executive response to the recommendations.

10. Key Considerations

10.1 The task and finish group carried out a valuable exercise and many of its recommendations reflect the improvements either ongoing or initiated additionally, as a result of the recent Ofsted inspection. Therefore many of the actions taking place in response to this report, will be absorbed into the ongoing improvement plan.

11. Community Impact

11.1 The improvements planned will lead to a positive impact on the most vulnerable children and families in Herefordshire.

12. Equality and Human Rights

12.1 By the nature of its work Children's early help and child protection services, in the exercise of their functions, have due regard to the need to -

- eliminate discrimination, harassment, victimisation and any other conduct prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it."

13. Financial Implications

13.1 There are no additional financial implications to this response, other than costs already accounted for in other improvement plans.

14. Legal Implications

14.1 Legal requirements have been considered as a factor in the review and recommendations.

15. Risk Management

15.1 Risks to delivery/non-delivery of the action plan have been considered and will be captured

within the improvement plan risk register which is reviewed regularly.

16. Consultees

16.1 Directorate Leadership Team

17. Appendices

17.1 Executive Response Action Plan

18. Background Papers

18.1 Safeguarding Arrangements for Children in Herefordshire – Review Report.

There should be regular scrutiny of the activities of the Children's Safeguarding Board by the Overview and Scrutiny Committee				
Recommendation No. 1	Owner	By When	Target/Success criteria	Progress
Executive's Response	This is agreed and the Herefordshire Safeguarding Children Board will be required to provide its annual report and Business Plan as well as thematic reports to Overview and Scrutiny Committee. The Task and Finish Group for children's safeguarding will develop the knowledge and understanding of the scrutiny committee			
Action	Chair, Herefordshire Safeguarding Children Board	February 2013	Good Ofsted inspection	Whilst annual reports and plans will be produced within timescales shown. The minimum likely period for the Council to be subject to an improvement plan is 18 months. This would lead to an expectation that a 'good' inspection outcome would not be achieved until at least June, 2014.
Business Plan 2013/2014	Chair, Herefordshire Safeguarding Children Board	May 2013	Good Ofsted inspection	As above
Thematic Reports	Chair, Herefordshire Safeguarding Children Board	3 monthly	Good Ofsted inspection	As above
Recommendation No. 2	Co-location of Children Service's teams, health services and the police should be encouraged. Co-location of the Public Protection Team and the Child Abuse Team in order to prevent cases from being missed should also be put in place as soon as possible.			
Executive's Response	This recommendation is agreed. A Multi-Agency Safeguarding Hub (MASH) is in development and a progress reports will be reported to Overview and Scrutiny Committee as part of the progress and impact of the improvement plan.			
Action	Owner	By When	Target/Success criteria	Progress
Progress Report	Head of Casework	April 2013	MASH established and functioning operationally	

Recommendation No. 3	There should be greater use of tele-conferencing systems in order to facilitate Strategy Meetings of the partner agencies			
Executive's Response	It is agreed that practice, processes and mechanisms for strategy meetings require improvement which include more use of teleconferencing. .			
Action	Owner	By When	Target/Success criteria	Progress
Multi-Agency practice seminars	Head of Casework	Nov 2012 – Feb 2013	Agreed and robust practice is in place for strategy meetings.	Practice seminars have taken place and new tools to assist processes in development.
Recommendation No. 4	That a realistic establishment of the costs of the Looked After Children Service should be set, to allow for staff recruitment and retention.			
Executive's Response	This is agreed and since the undertaking of this report, additional posts have been added to the establishment. As part of the Child's Journey work, all the social work teams will be reassessed and costed to ensure that realistic staffing budgets are set. This will be reported through the improvement plan monitoring.			
Action	Owner	By When	Target/Success criteria	Progress
Additional 2 posts are added to the establishment	Head of Looked After Children Services	Request made 13 th Dec 2012	Stable staff groups	
Recommendation No. 5	All attempts should be made to simplify, rationalise and reduce the amount of recording in Frameworki			
Executive's Response	This is agreed and resources have been made available to speed up the progress of development and implementation of Frameworki			
Action	Owner	By When	Target/Success criteria	Progress
Project Manager appointed	Head of Improvement	Nov 2012	Prioritised Project Plan in place	
Additional temporary Business Analyst appointed	Head of Improvement	Dec 2012	Frameworki Development Plan implemented	
Report on Progress to Committee	Head of Improvement	May 2013	As Above	

Recommendation No. 6	That Frameworki should be reviewed, with regular reports to the Overview & Scrutiny Committee			
Executive's Response	The Frameworki project has recently been reviewed, with additional support in place and a new project plan and operational group is being established in February, 2013 to ensure that developments take place rapidly over the coming year. Regular update reports on the progress of Frameworki will be provided to Overview and Scrutiny Committee			
Action	Owner	By When	Target/Success criteria	Progress
Report on Progress to Committee	Head of Improvement	May 2013	As Above	
Recommendation No. 7	A review of Children and Adolescent Mental Health Services (CAMH'S) by the 2 gether NHS Trust and the commissioning team should be undertaken to investigate how the needs of looked after children are being met by the service			
Executive's Response	This is agreed and discussions are taking place through s.75 arrangements.. A review will be scheduled and undertaken during 2013 and a report will be provided by January, 2014.			
Action	Owner	By When	Target/Success criteria	Progress
Confirm contractual (section 75) arrangements between Council and PCT/ CCG and 2G	Head of Childrens Commissioning	Feb 2013	Clarity over contractual responsibilities and current service specification	
Schedule review formally with 2G (potentially to dovetail with 2G break in contract?)	Lead Commissioner - CAMHS	March 2013	Review scope and timetable agreed	

<p>Recommendation No. 8</p>	<p>That following a number of incidents in the County involving children who had been placed with private contractors in the County from other local authorities without the knowledge of the Council or the Safeguarding Team, that the Council be strongly urged to lobby the Government in order to make it compulsory that all local authorities placing children outside their counties, should inform the local authority into whose area the child is placed</p>			
<p>Executive's Response</p>	<p>We acknowledge the Government's proposals which we support which will negate the need for any lobbying at this stage. The HSCB has established revised arrangements as detailed below, with Care Home Providers to encourage them to notify us of placements.</p>			
<p>Action</p>	<p>Owner</p>	<p>By When</p>	<p>Target/Success criteria</p>	<p>Progress</p>
<p>Improved System of Notification of Placements</p>	<p>Head of Safeguarding</p>	<p>March 2013.</p>	<p>The Council is routinely notified of all placements of Children & Young People within Herefordshire.</p>	<p>HSCB via a Contract of Expectation with accommodation providers based in Herefordshire is asking providers to notify the council when all placements are made with them and come to an end. This will be more reliable than obtaining information from placing authorities. This actually pre-empted pending Government action which will require accommodation providers to notify authorities in a similar way.</p>

Recommendation No. 9	There should be regular briefings to all Members on safeguarding and child protection and that these briefings should be made mandatory for all Members. These briefings should be led by the safeguarding board and the directorate		
Executive's Response	A programme of Safeguarding Seminars has been developed. Given the importance of corporate parenting and safeguarding responsibilities, a number of training sessions should be held every year covering key aspects of safeguarding and corporate parenting for members. A report could be provided to Overview and Scrutiny Committee detailing attendance and feedback in order to assure Overview and Scrutiny Committee of the quality, appropriateness and attendance at training sessions.		
Action	Owner Director, People's Services	By When January 2013 onwards	Target/Success criteria Members are fully informed of safeguarding and child protection matters.
Recommendation No. 10	There should be absolute commitment to information sharing between all Local Authority multi-agency partners operating within the County with regard to children in care in Herefordshire, and that this commitment is implemented and effective		
Executive's Response	This is agreed and is captured within current statutory 'working together' guidance.. An information sharing agreement is in development for the Multi Agency Safeguarding Hub. The Improvement Plan Practice workstream is also tackling issues of information with particular agencies such as Probation through use of the Herefordshire Safeguarding Children Board challenge mechanisms.		
Action	Owner Chair, Herefordshire Safeguarding Children Board	By When Ongoing	Target/Success criteria Information is shared appropriately relating to looked after children across agencies.

MEETING:	HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE
DATE:	7 FEBRUARY 2013
TITLE OF REPORT:	OVERVIEW AND SCRUTINY WORK PROGRAMME
REPORT BY:	ASSISTANT DIRECTOR – LAW, GOVERNANCE AND RESILIENCE

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To consider the Committee's work programme.

Recommendation

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.

Further information on the subject of this report is available from
David Penrose, Democratic Services, on (01432) 383690

Community Impact

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

Financial Implications

- 6 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

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

Risk Management

- 8 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

- 9 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

- 10 Health Overview and Scrutiny Committee outline Work Programme
Herefordshire Public Services Rolling Programme

Background Papers

- None identified.

**HEALTH AND SOCIAL CARE OVERVIEW & SCRUTINY COMMITTEE
ITEMS IDENTIFIED FOR INCLUSION IN THE WORK PROGRAMME**

DRAFT WORK PROGRAMME

22 MARCH 2013	
2gether NHS Foundation Trust	To provide a report on the Trust's Annual Plan for 2013/14.
West Midlands Ambulance NHS Trust	To provide a report on the Trust's Annual Plan for 2013/14.
Strategic Plan for Delivering Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)
Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan.
Work Programme	To consider the Committees Work Programme
12 APRIL 2013	
Wye Valley NHS Trust; Clinical Commissioning Group; and NHS West Mercia Cluster.	To provide a report on the Trust's Annual Plan for 2013/14. Content of future updates to ensure they present clear picture of service delivery; with performance information to be provided in advance of the meeting and with each meeting to have a particular purpose. (May 12) Cluster performance data to be monitored quarterly. Committee to assess the impact on population. (July 12)
Stroke Services	To receive an update.
Work Programme	To consider the Committees Work Programme
3 MAY 2013 at 7pm	
Quality Accounts: Wye Valley NHS Trust West Midlands Ambulance NHS Trust 2gether NHS Foundation Trust	To consider the Quality Accounts
Work Programme	To consider the Committees Work Programme
JULY 2013	
Recovery Plan for Children Safeguarding	To receive a progress report on the Action Plan.
Strategic Plan for Delivering Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)

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

Root and Branch Reviews – (relating to this Committee - pre consideration by Cabinet)
Children's health and wellbeing (a focus on Childhood obesity)
Health Trust Quality Accounts (annually in spring if required)
National Health Policies
Committee visit to 2gether NHS Foundation Trust followed by update on user feedback.

Executive Rolling Programme: February 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM FM (Additional Meeting)	5/2/13 Press Release: 22/1/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Budget		
COUNCIL	18/2/13	B&PF	Medium Term Financial Strategy including Pay Policy Statement	To receive the recommendations of Cabinet held on 17 January 2013 to approve the draft financial strategy for 2013/14 to 2014/15 that includes the 2013/14 budget.	Corporate Services / David Powell
COUNCIL	18/02/13		Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Clr Hubbard)	Corporate Services / MO
Audit & Governance Committee	19/2/13	N/A	Audit and Governance Procedure for dealing with Standards complaints		
Audit & Governance Committee	19/2/13	N/A	Internal Audit Progress Report		
Audit & Governance Committee	19/2/13	N/A	Procurement Report		
CABINET Portfolio – CM FM	21/2/13 Press Release: 7/2/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio – CM E&I	21/2/13 Press Release: 7/2/13	KEY	Local Transport Plan	To consider the revised Local Transport Plan for adoption by Herefordshire Council	Places and Communities / Richard Ball
CABINET Portfolio –CM E&I	21/02/13 Press Release: 7/2/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities / Andrew Ashcroft
CABINET Portfolio – CM H&WB	21/2/13 Press Release: 7/2/13	Non Key	Annual Safeguarding Report	To note the annual safeguarding report.	People's Services

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM H&WB	21/03/13 Press Release 07/02/13	Non Key	H&WB Governance Arrangements		
Cabinet Member Portfolio –CM FM	Feb 13	Non Key	Financial Inclusion Strategy	To adopt the Financial Inclusion Strategy	Places & Communities / Regeneration Programmes Manager

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee	Meeting Date
1 February 2013 Additional Meeting	Budget	Health Scrutiny will debate the budget implications within its terms of reference and make any recommendations.		
11 February 2013	LDF Core Strategy	To consider the Core Strategy process and make recommendations to Cabinet	Cabinet	
11 February 2013	Annual consideration of the Community Safety Strategy	To consider and comment on the Community Safety Strategy (Scrutiny is obliged to consider community safety issues at least once per year).		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee	Meeting Date
1 February 2013 Additional Meeting	Budget	General Scrutiny will sit and consider any implications within its terms or reference and make any recommendations to Cabinet.		
7 February 2013	Health & Wellbeing Board – governance and operation	To receive a report on the Health & Wellbeing Board prior to the Board becoming formally constituted on 1 April 2013		
7 February 2013	Governance of Health Watch	To receive a report on the Governance of Health Watch		

Executive Rolling Programme: March 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: <ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Report Title	Purpose	Directorate and Lead Officer
COUNCIL	8/3/13	B&PF	Council Tax Resolution	To calculate the Council's Council Tax Requirement and set the Council Tax amounts for each category of dwelling in Herefordshire for 2013/14.	Corporate Services / David Powell
COUNCIL	8/3/13		Annual Pay Policy Statement	To approve a pay policy statement for the authority.	Corporate Services / David Powell
COUNCIL	08/03/13	Non Key	Hereford Enterprise Zone Governance Arrangements	To approve the proposed governance arrangements for the Hereford Enterprise Zone and to highlight the responsibilities that would be invested in any incorporated delivery vehicle.	Places & Communities / Mark Pearce
COUNCIL	8/3/13	N/A	Leader's Report	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	Corporate Services /
COUNCIL	8/3/13	N/A	Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Clr Glenda Powell)	Corporate Services
Council	8/3/13	N/A	Hereford and Worcester Fire and Rescue Authority Report		External Report
Council	8/3/13	B&PF	Local Transport Plan		Places and Communities / Richard Ball
Council	8/3/13	Non Key	Response to Local Government Boundary Commission Warding Proposals	To receive the final proposals from the Boundary Commission on the final warding arrangements for Herefordshire.	Corporate Services / Head of Governance
Council	8/3/13	Non Key	Health and Wellbeing Board Governance Arrangements		Corporate Services
Council	8/3/13	N/A	Annual Report on	To monitor the operation of the provisions	Corporate Services /

Final Decision Maker	Meeting / Decision Date	Issue Type: <ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Report Title	Purpose	Directorate and Lead Officer
Council	8/3/13	N/A	Executive Decisions Annual Report – General Overview and Scrutiny Committee	relating to call-in and urgency	Monitoring Officer Corporate Services
Council	8/3/13	N/A	Annual Report – Health and Social Care Overview and Scrutiny Committee		Corporate Services
Council	8/3/13	N/A	Annual Report – Planning Committee		Corporate Services
Council	8/3/13	N/A	Annual Report – Regulatory Committee		Corporate Services
Cabinet	14/3/13		Commissioning and Commercial Strategy		Corporate Services / David Powell / Wayne Welsby
Cabinet Portfolio CM FM	14/2/13	N/A	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Cabinet	14/3/13	Non-key	Herefordshire Council Workforce Strategy 2013-15	To refresh our organisation's Workforce Strategy to ensure it remains aligned to achieving the goals of the organisation.	Corporate Services/Jenny Lewis
Cabinet	14/3/13		Corporate Plan Delivery Plan		Corporate Services /
Cabinet	14/3/13		Information Management & Technology Strategy		Corporate Services / Dom Latham
Cabinet	14/3/13	KEY	Urban Village and CPO Link Road	To consider the way forward and next steps for the Urban Village and ESG Link Road	Places & Communities / Richard Ball / Richard Gabb
Cabinet	14/3/13	B&PF	Council Tax		Corporate Services / David Powell
CABINET	14/03/13	KEY??	Waste Contract		Places & Communities / Andy Tector
Audit & Governance Committee	15/3/13	N/A	Internal Audit Progress Report		Corporate Services / David Powell
Audit & Governance	15/3/13	N/A	Counter-fraud and		Corporate Services /

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
Committee			Corruption Policies – Biennial Review		David Powell
Audit & Governance Committee	15/3/13	N/A	Review of Complaints Policy		
Audit & Governance Committee	15/3/13	N/A	Biannual forecasts of revenue and capital outturn		Corporate Services / David Powell
Audit & Governance Committee	15/3/13	N/A	Review of Audit and Governance Terms of Reference and Effectiveness		Corporate Services / John Jones
Audit & Governance Committee	15/3/13	N/A	Whistle-blowing policy – biennial review		Corporate Services / David Powell

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
		O&SC PRE-DECISION PRIOR TO: A&G Committee Meeting Date Cabinet Council
4 March 2013		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
		O&SC PRE-DECISION PRIOR TO: A&G Committee Meeting Date Cabinet Council
22 March 2013	2gether NHS Trust	To provide a report on the Trust's Annual Plan for 2013/14.
22 March 2013	West Midlands Ambulance NHS Trust	To provide a report on the Trust's Annual Plan for 2013/14.
22 March 2013	Strategic Plan for Delivering Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)

Executive Rolling Programme: April 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee	16/4/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 			
CABINET Portfolio – CM CS	18/4/13 Press Release: 4/4/13	KEY	Root and Branch Review	Phase 1 Implementation and Phase 2 and 3 Proposals	Corporate Services / Donna Etherton
CABINET Portfolio – CM FM	18/4/13 Press Release: 4/4/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Cabinet Member Corporate Services & Cabinet Member Enterprise & Culture	April 2013 (TBC)	KEY	Buttermarket Refurbishment	To establish if and how the Council wishes to fund the refurbishment of the Buttermarket and to clearly set out the options available in managing the delivery of the project should it progress	Places and Communities / Chris Jenner

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GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
8 April 2013		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE

12 April 2013	Wye Valley NHS Trust; Clinical Commissioning Group; and NHS West Mercia Cluster.	To provide a report on the Trust's Annual Plan for 2013/14. Content of future updates to ensure they present clear picture of service delivery; with performance information to be provided in advance of the meeting and with each meeting to have a particular purpose. (May 12) Cluster performance data to be monitored quarterly. Committee to assess the impact on population. (July 12) To receive an update.		
12 April 2013	Stroke Services			

Executive Rolling Programme: May 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee	13/5/13	N/A			
CABINET Portfolio – CM CS	16/5/13	Non Key	Quarterly Integrated Corporate Performance Report		Corporate Services / David Powell
CABINET Portfolio – CM FM	16/5/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
Council	24/5/13		Election of the Chairman and Vice Chairman		
Council	24/5/13		Appointment of Chairmen to Cttees		
Council	24/5/13	N/A	Allocation of Committee Seats		Corporate Services
Council	24/5/13		Appointment of Scrutiny Committees		
Council	24/5/13		Nominations to Outside Bodies		
Council	24/5/13		Programme of Meetings	To approve the programme of Ordinary Meetings of Council for the year	
Council	24/5/13		Constitution Amendments?		

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
2 May 2013				

Executive Rolling Programme: June 2013

Final Decision Maker	Meeting / Decision Date	Issue Type: • KEY • Budget & Policy Framework Item (B&PF) • Non Key	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio – CM EH&P	20/6/13	Non Key	Housing Allocations Adoption Policy	The Housing Allocation Policy describes the criteria that Herefordshire Council uses to prioritise affordable housing for those with a housing need. The Local Authority is using powers under the Localism Act 2011 which gives increased flexibility to review its policy to enable them to manage their housing registers which better reflects local demand, whilst still protecting the most vulnerable.	Places and Communities / Richard Gabb
CABINET Portfolio – CM FM	20/6/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio – CM CS	20/06/13	Non Key	Understanding Herefordshire Annual Report		Corporate Services / Jenny Lewis
CABINET Portfolio – CM CS	20/06/13	Non Key	2012/13 Year end report		Corporate Services / Jenny Lewis
CABINET Portfolio – CM E&I	20/6/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities Andrew Ashcroft

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS		
MEETING/ BRIEFNG DATE	ITEM	PURPOSE
		O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council
		Meeting Date

Executive Rolling Programme: July 2013

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
Audit & Governance Committee		<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	Annual Audit Fee Letter and Plan		Corporate Services / David Powell
Audit & Governance Committee		N/A	Annual Governance Statement		Corporate Services / David Powell
Audit & Governance Committee		N/A	Annual Internal Audit Plan		Corporate Services / David Powell
Audit & Governance Committee		N/A	Audit and Governance Committee Work Programme		Corporate Services / David Powell
Council	19/7/13	N/A	Hereford and Worcester Fire and Rescue Authority Report		
Council	19/7/13	N/A	Leader's Report	To receive the Leader's report, which provides an overview of the Executive's activity since the last Council meeting.	
Council	19/7/13	N/A	Audit and Governance Committee Report including Standards Panel Report	To receive a report on standards case (Cllr Glenda Powell)	Corporate Services
Council	19/7/13	KEY	Local Development Framework core strategy	To consider the revised LDF for adoption by Council	Places & Communities Andrew Ashcroft
CABINET Portfolio – CM CS	25/7/13		Integrated Corporate Performance Report Q1		Corporate Services
CABINET Portfolio – CM FM	25/7/13	Non Key	Budget Monitoring Report	To report the financial position for both Revenue and Capital.	Corporate Services / David Powell
CABINET Portfolio -	25/7/13	KEY	Proposed Model of Homecare	To approve the proposed model of home care.	People's Services / Clair McNally
CABINET Portfolio -	25/7/13		Open Book Review of Residential and Nursing Home Fees for Older	To approve the future pricing model for fee increases in the future.	People's Services / Kathy McAteer

Final Decision Maker	Meeting / Decision Date	Issue Type:	Report Title	Purpose	Directorate and Lead Officer
CABINET Portfolio -	25/7/13	<ul style="list-style-type: none"> • KEY • Budget & Policy Framework Item (B&PF) • Non Key 	People Local Account	To approve the Local Account.	People's Services / Peter Sowerby

GENERAL OVERVIEW AND SCRUTINY COMMITTEE ITEMS			
MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council
	Music Service	Agreed in July 2011 to review after 2 years	

HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE ITEMS			
MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO: A&G Committee Cabinet Council

