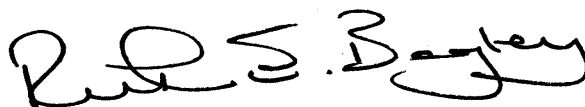


Date of issue: Tuesday, 16 July 2013

MEETING:	HEALTH SCRUTINY PANEL (Councillors S K Dhaliwal (Chair), Chohan, Davis, Grewal, Mittal, Plimmer, Sandhu, Small and Strutton)
	NON-VOTING CO-OPTED MEMBER Slough Healthwatch representative
DATE AND TIME:	WEDNESDAY, 24TH JULY, 2013 AT 6.30 PM
VENUE:	MEETING ROOM 3, CHALVEY COMMUNITY CENTRE, THE GREEN, CHALVEY, SLOUGH, SL1 2SP
DEMOCRATIC SERVICES OFFICER: (for all enquiries)	GREG O'BRIEN 01753 875013

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



RUTH BAGLEY
Chief Executive

AGENDA

PART I

AGENDA
ITEM

REPORT TITLE

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WARD

Apologies for absence.

APOLOGIES FOR ABSENCE

CONSTITUTIONAL MATTERS

1. Declarations of Interest

All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.

The Chair will ask Members to confirm that they do not have a declarable interest.

All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

2. Minutes of the Last Meeting held on 12th June 2013 1 - 4

SCRUTINY ISSUES

3. Member Questions

(An opportunity for Panel Members to ask questions of the relevant Director/ Assistant Director, relating to pertinent, topical issues affecting their Directorate – maximum of 10 minutes allocated).

4. Heatherwood and Wexham Park Hospital NHS Foundation Trust - Merger

To receive oral report.

5. Shaping the Future Implementation

To receive presentation.

6. Health Scrutiny/Slough Wellbeing Board Working Protocol 5 - 10

7. Forward Work Programme 11 - 14

AGENDA
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- | | | | |
|----|---------------------------------|---------|--|
| 8. | Attendance Record | 15 - 16 | |
| 9. | Date of Next Meeting | | |
| | 17 th September 2013 | | |

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

Minicom Number for the hard of hearing – (01753) 875030

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Health Scrutiny Panel – Meeting held on Wednesday, 12th June, 2013.

Present:- Councillors Chohan, Davis, S K Dhaliwal, Mittal, Plimmer and Strutton

Non-Voting Co-optee - Slough LINK representative, Colin Pill

Apologies for Absence:- Councillor Grewal and Small

PART I

1. Declarations of Interest

None were declared.

2. Election of Chair

The nomination of Cllr S K Dhaliwal was proposed and seconded. There being no other nominations it was:

Resolved - That Cllr S K Dhaliwal be elected Chair of the Health Scrutiny Panel for the 2013/14 municipal year.

(Cllr S K Dhaliwal in the Chair)

3. Election of Vice-Chair

The nomination of Cllr Strutton was proposed and seconded.

Resolved - That Cllr Strutton be appointed Vice-Chair of the Health Scrutiny Panel for the 2013/14 municipal year.

4. Minutes of the Last Meeting held on 18th March 2013

Resolved - That the minutes of the last meeting of the Panel held on 18th March 2013 were approved as a correct record.

5. Member Questions

There were no questions received from Members.

6. Mental Health Clinical Services Reconfiguration

Karen Watkins, the Programme Lead, introduced the Berkshire Healthcare NHS Foundation Trust progress report on the Mental Health Clinical Services reconfiguration, together with the operational policy on transport assistance for visitors and details of the ASSiST support service.

The move of Ward 10 from Wexham Park to Prospect Park had taken place on 4th June 2013 as planned and early reports indicated that patients were

Health Scrutiny Panel - 12.06.13

settling in well. Planning was continuing for the move of Ward 12 from Heatherwood and Charles Ward at St Mark's Hospital to Prospect Park in early 2014, subject to ongoing negotiations as to whether an earlier date could be agreed. The move of community services based at Wexham Park would be complete by the end of July. The complex needs service had already moved to the new Athena Unit at Upton Hospital; the memory clinic and Older Peoples CMHT would move to Upton by the end of June; and Outpatients would be relocated at New Horizons during week commencing 22nd July. As a result, the business case conditions for the reconfiguration of services were close to being met in full.

Following questions from Members, the following points were clarified:

- Discussions had taken place with the Police about the procedures over the 'sectioning' of a patient; Prospect Park Hospital is the locally agreed 'place of safety' for such patients; no issues had arisen so far.
- In line with a business case condition, a provision for transport support had been in future contracts with recurrent funding of £100k per annum. Claims for assistance would be dealt with sensitively and flexibly.
- There were limited parking facilities for patients attending the memory clinic moving to Upton Hospital; options for this, including the use of public transport would be kept under review.
- The ASSiST resource was in place but there had been no requests for assistance to date.

Resolved –

- (a) That the report be noted.
- (b) That a further update be requested for the January 2014 meeting of the Panel.

7. Heatherwood and Wexham Park Hospitals NHS Foundation Trust - Draft Quality Account 2012/13

The Panel considered the draft Quality Account 2012/13 for Heatherwood and Wexham Park Hospitals NHS Foundation Trust, as presented by Grant McDonald (Deputy Chief Executive) and Jane Chandler (Associate Director of Nursing).

The Panel noted that the Trust had recognised 2012/13 as a challenging year both financially and operationally. The Trust was due to deliver a £6.9m end of year deficit in 2012/13, achieving its pre-year forecast and substantially improving on the £14m deficit of the previous year. The level of clinical performance, quality of care and patient safety delivered had been excellent, with continued improvement against a wide range of clinical quality indicators.

The Panel asked and received answers to a number of questions relating to the reduction in the deficit; dementia; the cancellation of operations; the management of medicines; complaint handling and IT systems. In particular,

Health Scrutiny Panel - 12.06.13

suggestions were made for the Quality report to be clarified or further information provided separately around a number of issues including:

- incident report figures (including reporting of near misses)
- the reasons behind the cancellation of operations
- complaints about appointments and the reasons for them
- more detail around the issue of cardiac arrests
- more detail on issues around timely discharge of patients and pre-preparation of medicines
- issues on complaints concerning communication and professional conduct
- figures/performance on collection of monies from visitors/overseas patients who should be paying for services
- IT infrastructure and its impact on quality of care, patient flow etc.
- an additional table early in the report summarising the targets for the Trust

Resolved – That the draft Quality Account be received and noted, subject to the comments set out above.

8. Review of Accident and Emergency Services at Wexham Park Hospital

Consideration was given to a report putting forward terms of reference for a review into Accident and Emergency Services at Wexham Park Hospital. The draft terms, reflecting the discussion of the Panel at its meeting on 18th March 2013, provided an outline for a Scrutiny Review which would add value to the work being undertaken by other Groups whilst focussing on the priorities of the Panel in terms of the provision of A&E services.

A Task and Finish Group was proposed to undertake the review and members expressed their interest in serving on it.

Resolved - (a) That the terms of reference for the review of Accident and Emergency Services at Wexham Park Hospital be approved.
(b) That a Task and Finish Group be appointed to carry out the review comprising Cllrs Chohan, Davis, S K Dhaliwal, Mittal and Strutton, together with Colin Pill representing Healthwatch.

9. Health Scrutiny Panel Work Programme

The Panel considered a draft 2013/14 work programme setting out suggested priorities and topics for the year ahead. There were a number of topics referred to which had yet to be programmed within the timetable of meetings. A suggestion for a change to the programme was made whereby the Chief Executive of Heatherwood and Wexham Park Hospitals NHS Foundation Trust would attend the next Panel meeting in July.

Resolved - That the work programme be noted, subject to the inclusion of a progress report on the proposed merger of Wexham and Heatherwood with Frimley Park at the July meeting, with the LD Change Programme to be deferred.

Health Scrutiny Panel - 12.06.13

10. Members' Attendance 2012/13

The Panel received a report setting out Members' attendance over the past year.

Resolved – That the report be noted.

11. Date of Next Meeting

Resolved - That the date of the next meeting of the Panel be changed to Wednesday 24th July 2013.

Chair

(Note: The Meeting opened at 6.30 pm and closed at 7.45 pm)

SLOUGH BOROUGH COUNCIL

REPORT TO: Health Scrutiny Panel **DATE:** 24 July 2013

CONTACT OFFICER: Sarah Forsyth – Scrutiny Officer
(For all Enquiries) (01753) 875657

WARD(S): All

PART I

FOR COMMENT, CONSIDERATION & ENDORSEMENT

HEALTH SCRUTINY/SLOUGH WELLBEING BOARD WORKING PROTOCOL

1. **Purpose of Report**

To endorse the proposed protocol for working arrangements between the Council’s Scrutiny Function and the Slough Wellbeing Board.

2. **Recommendation(s)/Proposed Action**

The Health Scrutiny Panel is requested to endorse the proposed working protocol for working arrangements between the Council’s Scrutiny Function and the Board.

3. **Other Implications**

(a) Financial

There are no financial implications of proposed action.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal	None	None
Property	None	None
Human Rights	None	None
Health and Safety	None	None
Employment Issues	None	None
Equalities Issues	None	None
Community Support	None	None
Communications	None	None
Community Safety	None	None
Financial	None	None
Timetable for delivery	None	None

Project Capacity	None	None
Other	None	None

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act or other legal implications associated with the recommendation in this report.

(d) Equalities Impact

There is no identified need for the completion of an Equalities Impact Assessment relating to this report.

4. **Supporting Information**

4.1 The protocol detailed at 4.2 looks to establish a process for collaboration between the Slough Wellbeing Board and the Council's Scrutiny Function to ensure that effective channels of communication are in place and ensure the management of expectations between the various elements.

4.2 **Memorandum of Understanding between the Slough Wellbeing Board and Slough Borough Council Health Scrutiny**

Background

The Health and Social Care Act 2012 redefined the roles of, and relationships between, different sections of the health infrastructure. Locally, this led to the creation of the Slough Wellbeing Board (SWB), with the primary responsibility for wellbeing policy being managed through the Health Priority Delivery Group (Health PDG). There were also changes to arrangements for commissioning health services and to the structures for public involvement, engagement, advice and advocacy. The Public Health function transferred from the NHS to the local authority.

The SWB is the key forum, where leaders from the health and social care system will work together to reduce health inequalities, and improve the health and wellbeing of residents.

Slough Borough Council's Scrutiny function is made up of the following:

- Overview and Scrutiny Committee - focuses its attention on issues of finance and strategy, and performance and accountability, whilst also providing overall responsibility for the consideration of all scrutiny matters within the Council;
- Neighbourhoods and Community Services Scrutiny Panel - responsible for scrutinising issues relating to neighbourhoods and renewal, community and leisure, and environment and open spaces.
- Education and Children's Services Scrutiny Panel - responsible for scrutinising issues relating to education and children, and opportunities and skills.

- Health Scrutiny Panel - responsibility for scrutinising issues of health and wellbeing. Its remit extends to all organisations involved in the provision of health services in the area, and so is not limited to the local authority and NHS (in this way health scrutiny would cover the Slough Wellbeing Board as a commissioner of health services in the borough as well as in its capacity as a committee of the Council). In exercising its remit on external scrutiny, the Health Scrutiny Panel would look to collaborate with the Slough Wellbeing Board to drive improvements in the broader health service.

The primary contact between Slough Borough Council Overview and Scrutiny and the Slough Wellbeing Board or Health PDG where relevant, would take place through the Health Scrutiny Panel, as it operates within the primary remit of that Panel. However, where issues arise falling into the work programmes of the other committees, the same principles of co-operation would stand, as they from time to time would seek to scrutinise the broader remit of the Slough Wellbeing Board.

Purpose of Protocol

This Memorandum of Understanding deals with the specific working relationship between the new Slough Wellbeing Board and the Council's Overview and Scrutiny function.

Both parties will start from an assumed position of openness, honesty, partnership and collaboration. Both parties will also respect the need for planned work programming and realistic workloads.

The Slough Wellbeing Board will:

- Ensure that a representative of the Board or Health PDG where relevant, is made available to attend Health Scrutiny on request, where reasonable notice has been given.
- Provide information to Health Scrutiny where reasonable, and where reasonable notice has been given.
- Provide a written response to Health Scrutiny recommendations (whether from Reviews or individual meeting discussions) within 28 days of the request. If this deadline cannot be met, notice shall be given and an alternative deadline negotiated.
- Provide a quarterly forward work programme report to the Health Scrutiny Panel for information.
- Involve Health Scrutiny at key stages in the development and finalisation of the following documents:
 - Slough Joint Wellbeing Strategy
 - Slough's Joint Strategic Needs Assessment
 - Slough Wellbeing Board's Annual Report

Health Scrutiny will:

- Provide requests for attendance at meetings or information with reasonable notice.

- Avoid duplication of requests for information or attendance at meetings, and ensure that requests are appropriate and proportionate.
- Provide a quarterly forward work programme report to the Slough Wellbeing Board for information.
- Where a relevant topic has been selected for a Scrutiny Review, the Slough Wellbeing Board will be informed including the reasons for the Scrutiny Review, the Terms of Reference and detailed Plan for the work.
- Acknowledge within five working days receipt of any request for a Scrutiny Review from the Slough Wellbeing Board, advising the date of the Committee/Panel meeting that the matter would be considered, and provide a formal response of acceptance/rejection of request within seven working days of the Committee/Panel meeting.
- Provide updates to the Slough Wellbeing Board, where appropriate, on key findings and recommendations from Scrutiny Reviews.
- Where investigations, following the provision of information from Healthwatch Slough, find evidence relating to strategic and/or service planning, these will be provided to the Slough Wellbeing Board.
- Have the power to call-in decisions if executive functions of the Council have been delegated to the Board at any time.

At meetings:

- will maintain a positive style of questioning and treat witnesses with courtesy;
- will be familiar with the subject under discussion prior to calling witnesses (and would be prepared to undertake training in a subject should it be required);
- ensure that scrutiny of service changes and wider topics takes account of national policy and government directives driving the service changes, yet focus their scrutiny on the local implementation of the national policy/directive to and the areas of implementation to which they can have a positive impact for local people;

Overview and Scrutiny will not:

Have the power to call-in decisions of the Slough Wellbeing Board relating to its statutory functions.

Signatories

Slough Wellbeing Board:

Slough Borough Council Health
Scrutiny:

5. **Comments of Other Committees / Priority Delivery Groups (PDGs)**

The Slough Wellbeing Board will consider the protocol at its meeting on Wednesday 17 July 2013, and an update of its comments will be provided to the Health Scrutiny Panel at its meeting.

6. **Conclusion**

The proposed protocol will set out the working practices between the Council's Scrutiny Function and the Slough Wellbeing Board to enable effective collaborative working under the new Health and Social Care Act arrangements.

7. **Background Papers**

None.

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SLOUGH BOROUGH COUNCIL

REPORT TO: Health Scrutiny Panel **DATE:** 24 July 2013

CONTACT OFFICER: Sarah Forsyth – Scrutiny Officer
(For all Enquiries) (01753) 875657

WARDS: All

PART I

TO NOTE

HEALTH SCRUTINY – 2013/14 WORK PROGRAMME

1. **Purpose of Report**

1.1 For Members to review the current work programme for the Panel.

2. **Recommendations/Proposed Action**

2.1 That the Panel note its current work programme for the 2013/14 municipal year.

3. **Joint Slough Wellbeing Strategy Priorities**

- **Health and Wellbeing**

3.1 The Council's decision-making, and the effective scrutiny of it, underpins the delivery of all the Joint Slough Wellbeing Strategy priorities; however the Health Scrutiny Panel holds a specific remit to scrutinise and provide public transparency for health and wellbeing issues across Slough.

4. **Supporting Information**

4.1 The current work programme is based on the discussions of the Panel at its previous meetings, looking at requests for consideration of issues from officers and issues that have been brought to the attention of Members outside of the Panel's meetings.

4.2 The work programme is a flexible document which will be continually open to review throughout the municipal year.

5. **Conclusion**

5.1 The Health Scrutiny Panel plays a key role in ensuring the transparency and accountability of healthcare provision in the Borough.

5.2 This report is intended to provide the Panel with the opportunity to review its upcoming work programme and make any amendments it feels are required.

6. **Appendices Attached**

A - Work Programme for 2013/14 Municipal Year

7. **Background Papers**

None.

HEALTH SCRUTINY PANEL
WORK PROGRAMME 2013/14

Meeting Date	
	17 September 2013
Scrutiny Items	<ul style="list-style-type: none"> • Adult Safeguarding Annual Report 2012/13 • Public Local Account • Older People's Strategy
	21 November 2013
Scrutiny Items	<ul style="list-style-type: none"> • Dementia Care Strategy • A&E Review Report • Public Health Strategy • Joint Strategic Needs Assessment
	13 January 2014
Scrutiny Items	<ul style="list-style-type: none"> • Slough's Management of Transition • Autism Strategy • Mental Health In-patient Services Transfer • Public Health Commissioning Strategy

24 March 2014
<p>Scrutiny Items</p> <ul style="list-style-type: none"> • Heatherwood and Wexham Park Hospitals NHS Foundation Trust Quality Account 2013/14 • Berkshire Healthcare NHS Foundation Trust Quality Account 2013/14 • Shaping the Future: implementation of changes and impact

Currently Un-programmed:

- Vascular Services
- Drug and Alcohol Misuse
- Carers Commissioning Strategy Action Plan
- Healthwatch
- Diabetes Strategy
- LD Change Programme
- Francis Inquiry – Impact of findings on scrutiny (information only item)
- Other HWPT quality concerns:
 - SIRIs
 - Stroke Services
 - Discharge
 - CQC Staff and In-patient Survey results

MEMBERS' ATTENDANCE RECORD 2013/14

HEALTH SCRUTINY PANEL

COUNCILLOR	12/06	24/07	17/09	21/11	13/01	24/03
Chohan	P					
Davis	P					
S K Dhaliwal	P					
Grewal	Ap					
Mittal	P					
Plimmer	P					
Sandhu	Ab					
Small	Ap					
Strutton	P					

P = Present for whole meeting
Ap = Apologies given

P* = Present for part of meeting
Ab = Absent, no apologies given

(Ext*- Extraordinary)

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