

Overview & Scrutiny AGENDA



THE PUBLIC MAY ATTEND THIS MEETING

Please note this meeting will be audio recorded.

Date: Wednesday 23rd September 2015

Time: 7:15pm

Venue: Council Chamber, Causeway House, Braintree, CM7 9HB

Membership:

Councillor C Bailey
Councillor K Bowers
Councillor J Goodman

Councillor P Horner
Councillor D Hufton-Rees
Councillor D Mann (Vice Chairman)

Councillor Mrs S Paul
Councillor R Ramage
Councillor F Ricci
Councillor B Rose
Councillor P Schwier
Councillor C Siddall (Chairman)

Members are requested to attend this meeting, to transact the following business:-

PUBLIC SESSION

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1 Apologies for Absence

2 Member Declarations

To declare the existence and nature of any interests relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice (where necessary) before the meeting.

To declare the existence and nature of any instruction given by or on behalf of a political group to any Councillor who is a member of that group as to how that Councillor shall speak or vote on any matter before the Committee or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote on any particular matter.

- 3 Public Question Time**
(See paragraph below)
- 4 Minutes of the Previous Meeting**
To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 15th July 2015 (copy previously circulated).
- 5 Scrutiny Review into Health in the Braintree District - Terms of Reference and Work Programme** **5 - 8**
- 6 Scrutiny Review into Health in the Braintree District - First Evidence Gathering Session** **9 - 12**
- 7 Membership of Task and Finish Groups for 2015-16** **13 - 18**
- 8 Decision Planner**
To consider the Decision Planner for the period October 2015 to January 2016 (previously circulated).
- 9 Urgent Business - Public Session**
To consider any matter which, in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.
- 10 Exclusion of the Public and Press**
To agree the exclusion of the public and press for the consideration of any items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

At the time of compiling this agenda there were none.

PRIVATE SESSION

- 11 Urgent Business - Private Session**
To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

E WISBEY
Governance and Member Manager

Contact Details

If you require any further information please contact the Governance and Members team on 01376 552525 or e-mail demse@braintree.gov.uk

Question Time

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak.

Members of the public wishing to speak should contact the Council's Governance and Members team on 01376 552525 or email demse@braintree.gov.uk at least 2 working days prior to the meeting.

Members of the public can remain to observe the whole of the public part of the meeting.

Health and Safety

Any persons attending meetings at Causeway House are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding during the meeting, you must evacuate the building immediately and follow all instructions provided by a Council officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

Mobile Phones

Please ensure that your mobile phone is either switched to silent or switched off during the meeting.

Comments

Braintree District Council welcomes comments from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please let us have your comments setting out the following information

Meeting Attended..... Date of Meeting.....

Comment.....

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Contact Details:

Scrutiny Review into Health in the Braintree District - Terms of Reference and Work Programme		Agenda No: 5
Portfolio	Overall Corporate Strategy and Direction Planning and Housing Economic Development Health and Communities	
Corporate Priority:	Supporting vulnerable people in our community, Promoting safe and healthy living, Encouraging flourishing communities Securing appropriate infrastructure and housing growth Providing value for money, Delivering excellent customer service, Improving our services through innovation Partnership - Health Improvements – engage with key partners to support the integration of health and social care and improvements to local health services to deliver better outcomes for residents.	
Report presented by:	Lee Crabb, Head of Housing and Leisure	
Report prepared by:	Lee Crabb, Head of Housing and Leisure	
Background Papers:		Public Report
Report and Minutes of the Overview & Scrutiny Committee 15th July 2015.		Key Decision: No
Executive Summary:		
The Overview and Scrutiny Committee at its meeting on 15 th July 2015 selected Health as its main topic.		
This paper sets out the Terms of Reference and the work programme for the Scrutiny Review.		
Decision		
Members are asked to agree the Term of Reference and work programme for the Scrutiny review.		
Purpose of Decision:		
To inform the Overview and Scrutiny Committee work.		

Any Corporate implications in relation to the following should be explained in detail

Financial:	<p>None directly arising from this report.</p> <p>The delivery of the Committee's management and standard work plan is managed within existing resources. Should additional expertise be required this would be an additional cost.</p>
Legal:	<p>None directly arising from this report.</p> <p>Legal issues arising from any issues raised within the topics will be considered as the topics are considered.</p>
Safeguarding	No issues are currently identified, however they would be considered as part of the work.
Equalities/Diversity	No issues are currently identified, however they would be considered as part of the work.
Customer Impact:	No issues are currently identified, however they would be considered as part of the work.
Environment and Climate Change:	No issues are currently identified, however they would be considered as part of the work.
Consultation/Community Engagement:	Relevant stakeholder and community engagement will be managed through the work programme of the Committee.
Risks:	No specific issues are currently identified, however they would be considered as part of the work.
Officer Contact:	Lee Crabb
Designation:	Head of Environment and Leisure
Ext. No.	2227
E-mail:	Lee.crabb@braintree.gov.uk

Terms of Reference for Scrutiny Review – Main Topic 2015/16

The Overview and Scrutiny Committee at its meeting on 15th July 2015 selected Health as its main topic. Members are requested to consider and approve the Terms of Reference for the Scrutiny Review into Health.

Scrutiny Review into Health in the Braintree District - Terms of Reference:

- To consider and understand the health needs of the District with respect to differences in population and relative health issues and to gain an understanding of the various health services that are available to residents and who commissions these services.
- To consider and understand the provision of primary care services which are available to residents and the basis for the distribution of resources.
- To consider the District Councils role in Health Prevention and how it can implement and support appropriate alternatives to primary health care.
- To review projected growth and demographic trends and consider the impact this may have on the provision of Health services and how the various organisations are going about planning for the future.

Work Programme for 2015/16

Subject to the approval of the Terms of Reference, Members are asked to note the work programme set out below.

The review would specifically look at the provision of health care for residents of the Braintree District with emphasis on access to primary health care and future planning for growth in the Braintree District. In view of the enormity of the subject matter it is suggested that the review concentrates its work over four separate sessions.

The aim of the work programme is to provide sufficient opportunity to gather evidence in order prepare a report containing recommendations to Cabinet.

Work Programme:

Evidence Meeting 1 – 23rd September

Because of the complex nature of the subject and the myriad of organisations that deliver health services the first session will be one to introduce members to this complex system and give them an insight in to the main health priorities for the district.

This session will provide Members with:

- Understanding the “Health Profile” of the District and where issues are (or are not)
- An overview of the various health bodies, how these services are funded, commissioned, supported and delivered.
- Patient choice and signposting of choice
- Quality of care provision and how its monitored and explained.

Evidence Meeting 2 – 9th December

This session will concentrate on GP provision and the service provided by the Clinical Commissioning Group.

An understanding of Primary Health Care

- Review of GP provision in the District
- What stresses are there on the GP provision
- Who commissioning the provision of GP services
- How the quality of service is measured
- Viewing the GP practice as a business.
- An overview of the “EPIC” recruitment project; what it means for provision, who is managing this and what is it achieving.
- Transparency of service provision.
- Patient choice and signposting of choice.
- Quality of care provision and how it is monitored and explained.

Evidence Meeting 3 – To be confirmed (anticipated February 2016)

This session will look at the District Councils role in Health Prevention and how it can implement and support appropriate alternatives to primary health care.

Health prevention - Alternatives to GP's

- What is the local authority role in health:
- Social prescribing
- Other Health diversions

Evidence Meeting 4 – 9th March

This session will be to review projected growth and demographic trends and consider the impact this may have on the provision of Health services in our district.

Future Provision

- What are the projections for the District in terms of growth?
- Demographic changes (aging population etc.)
- Risks in relation to exacerbation of inequalities / creation of new inequalities
- Who has control over planning for health provision?
 - Primary Care
 - Ancillary care
 - Hospital services
 - Non-Medical intervention / Social Care
- Planning for access to services
- What role is there for the District Council in ensuring future need is met

Members are asked to note that it may be necessary to revise the work programme due to the availability of the invitees/participants.

Scrutiny Review into Health in the Braintree District - First Evidence Gathering Session		Agenda No: 6
Portfolio	Overall Corporate Strategy and Direction Planning and Housing Economic Development Health and Communities	
Corporate Priority:	Supporting vulnerable people in our community, Promoting safe and healthy living, Encouraging flourishing communities Securing appropriate infrastructure and housing growth Providing value for money, Delivering excellent customer service, Improving our services through innovation Partnership - Health Improvements – engage with key partners to support the integration of health and social care and improvements to local health services to deliver better outcomes for residents.	
Report presented by:	Lee Crabb, Head of Housing and Leisure	
Report prepared by:	Lee Crabb, Head of Housing and Leisure	
Background Papers:	Public Report	
Report and Minutes of the Overview & Scrutiny Committee 15th July 2015.	Key Decision: No	
Executive Summary:		
<p>This meeting is the first session of work programme for the Scrutiny Review in to Health in the Braintree District.</p> <p>The theme of this session is to consider and understand the health needs of the District with respect to differences in population and relative health issues and to gain an understanding of the various health services that are available to residents and who commissions these services</p> <p>Because of the complex nature of the subject and the myriad of organisations that deliver health services, this session introduce Members to this complex system and give them an insight in to the main health priorities for the district.</p> <p>This session will provide Members with:</p> <ul style="list-style-type: none">• An understanding of the Structures within the NHS• An overview of the various health bodies. how these services are funded.		

commissioned, supported and delivered. Such as GP, CCG, Trusts (Acute / Mental Health), NHS England, Pharmacies, Dentists, Opticians etc.

- Understanding the “Health Profile” of the District and where issues are or are not.

For this session the following invitee have kindly agreed to participate in this scrutiny review

- Caroline Russell, Accountable Officer, NHS Mid Essex CCG;
- Dr. Mike Gogarty, Director of Public Health at Essex County Council.
- Dr Caroline Dollery – Chairman of the Clinical Commissioning Group Board
- Dr James Booth – Vice Chairman of the Clinical Commissioning Group Board

At the date of publication we have been working with a number of invitees to secure their attendance at either this meeting or on the 9th December 2014. If additional attendees are available for this meeting an updating note will be circulated.

Decision

There is no decision before the Committee.

Purpose of Decision:

Not applicable.

Any Corporate implications in relation to the following should be explained in detail

Financial:	None directly arising from this report.
Legal:	None directly arising from this report.
Safeguarding	None directly arising from this report.
Equalities/Diversity	None directly arising from this report.
Customer Impact:	None directly arising from this report.
Environment and Climate Change:	None directly arising from this report.
Consultation/Community Engagement:	None directly arising from this report.
Risks:	None directly arising from this report.
Officer Contact:	Lee Crabb
Designation:	Head of Environment and Leisure
Ext. No.	2227
E-mail:	Lee.crabb@braintree.gov.uk

Biographies

Caroline Russell, Accountable Officer, NHS Mid Essex CCG;

Caroline started her career as a trainee accountant in local government and spent 15 years working in London Boroughs and locally at District and County Level. Caroline joined South Essex Health Authority as the Deputy Director of Finance and then moved to Southend PCT as Director of Commissioning. Up to 2009 Caroline worked extensively across Essex PCTs in a number of Board level posts including Finance and Commissioning. In 2009 Caroline moved to work nationally in a Department of Health company (Community Health Partnerships) and then in 2012 was asked to become Director of Finance of the newly formed property company NHS Property Services. In 2014 Caroline joined Mid Essex CCG as the Accountable Officer.

Dr. Mike Gogarty, Director of Public Health at Essex County Council.

Dr. Mike Gogarty serves as Director of Public Health at Essex County Council. He has been a consultant in public health for 22 years including several years as part of Councillor Butland's staff. Prior to working in Public Health, Dr. Gogarty was a GP in Clacton. He then had fourteen years of experience as a Director of Public Health in parts of South then North Essex before becoming Essex County Council's Director of Public Health.

Dr James Booth – Vice Chairman of the Clinical Commissioning Group Board

Dr James Booth qualified in 2002 from University College London and since then has worked nearly his entire career in Chelmsford, first at Broomfield and St. John's hospitals and subsequently as a GP partner at Melbourne House Surgery. He is a member of the Royal College of General Practitioners. He has also worked as the Named GP for Child Safeguarding in Mid-Essex for the last five years, and has more recently been elected as Clinical Vice-Chair of the Clinical Commissioning Group Board.

Membership of Task and Finish Groups for 2015/16		Agenda No: 7
Portfolio	Overall Corporate Strategy and Direction Planning and Housing Economic Development Health and Communities Finance and Performance Corporate Services and Asset Management	
Corporate Priority:	Supporting vulnerable people in our community, Encouraging flourishing communities Boost employment skills and support business, Securing appropriate infrastructure and housing growth Providing value for money, Delivering excellent customer service, Improving our services through innovation	
Report presented by:	Emma Wisbey, Governance and Members Manager	
Report prepared by:	Emma Wisbey, Governance and Members Manager	
Background Papers:		Public Report
Report and Minutes of the Overview & Scrutiny Committee 15th July 2015.		Key Decision: No
Executive Summary:		
At its meeting on 15 th July 2015, the Overview and Scrutiny Committee agreed that the following Task and Finish Groups be established: 1. Apprentices for the Braintree District. 2. Review of the Bus and Community Transport services in the Braintree District. The terms of reference for the Task and Finish Groups are set out in Appendix A of this report. The Overview and Scrutiny Steering Board, comprising of the Chairman of the Overview and Scrutiny Committee and Group Leaders have been consulted and recommend the proposed memberships of the Task and Finish Groups. Members are invited to consider proposed membership of the Task and Finish Groups. The Chairmen for the Task and Finish Groups will be determined by the Groups themselves.		

Decision

1. That the Task and Finish Group reviewing Apprentices for the Braintree District comprises of :

Councillors: M Banthorpe, K Bowers, S Canning, Mrs M Cunningham, M Dunn, H Johnson, Mrs S Paul and Mrs L Walters.

(8 Members)

2. That the Task and Finish Group reviewing the Bus and Community Transport Services in the Braintree District comprises of:

Councillors: Mrs J Allen, Mrs M Cunningham, A Hensman, Mrs I Parker, Mrs J Pell, Mrs L Walters and Mrs S Wilson.

(7 Members).

Note: The Chairmen for the Task and Finish Groups will be determined by the Groups.

Purpose of Decision:

To agree the Membership of the Task and Finish Groups for 2015/16.

Any Corporate implications in relation to the following should be explained in detail

Financial:	The Chairman of the Task and Finish Groups will receive a Chairman's allowance for the duration of the scrutiny review in accordance with the Members Allowance Scheme.
Legal:	None directly arising from this report.
Safeguarding	None directly arising from this report.
Equalities/Diversity	None directly arising from this report.
Customer Impact:	None directly arising from this report.
Environment and Climate Change:	None directly arising from this report.
Consultation/Community Engagement:	Expressions of interest were invited from all Members of the Council to participate in the Task and Finish Groups' Scrutiny Reviews. Consultation on the composition of the Task and Finish Groups has been undertaken with the Overview and Scrutiny Steering Board

Risks:	The composition of the Task and Finish Groups need to be agreed to undertake and complete the Reviews as part of the Committee's Annual Work Programme for 2015/16.
Officer Contact:	Emma Wisbey
Designation:	Governance and Member Manager
Ext. No.	2610
E-mail:	emma.wisbey@braintree.gov.uk

Terms of Reference for Tasks and Finish Groups

Task and Finish Group into Apprentices for the Braintree District

Terms of reference:

1. Review of take up of apprenticeships in the District relative to:
 - a. Essex Districts
 - b. Essex County
 - c. Nationally
2. Barriers to employers in taking on apprentices:
 - a. Awareness
 - b. Capacity
 - c. Financial
 - d. Complexity and confusion
 - e. Mismatch between skills required and apprenticeships offered
3. Barriers to individuals in accessing apprenticeships
 - a. Awareness
 - b. Quality of Information Advice And Guidance (Careers advice) in schools
 - c. Schools focus on academic achievement and pathways
 - d. Perception of value of apprenticeships
4. District Council role in promoting apprenticeships – particularly given Government expectations/targets
 - a. Raising employer awareness
 - b. As an Apprenticeship provider
 - c. Brokerage/ management

Time Scale for Review:

This Scrutiny Review must be completed by June 2016 to present its final report to Overview and Scrutiny in June 2016* and to be recommended to Council in June/July 2016* and for Cabinet to respond.

*Meeting dates to be confirmed at the AGM on 25th April 2016.

Lead Officer:

Peter Smith, Head of Economic Development and Regeneration

Task and Finish Group into Bus Services and Community Transport in the Braintree District

Terms of Reference:

1. To develop a clear understanding about the interactions between relevant bodies in developing and running passenger bus services:
 - Essex County Council (Highways commissioning).
 - Private bus companies.
 - The District Council; particularly with respect to Community Transport.
2. To consider the development of and outcomes of the Essex County Council Passenger Transport Strategy
3. Consider the public bus links within the district with a focus on:
 - Links from and to major centres.
 - Links to key facilities / points of interest.
 - Rural connections.
4. Consider where there are key gaps in the provision of passenger transport
5. With respect to the Community Transport Scheme
 - To understand the service currently delivered, including its scope, service volumes, range of operation and the cost.
 - To consider whether it is (or is capable of) meeting the gaps in passenger transport provision.

Time Scale for Review:

This Scrutiny Review must be completed by June 2016 to present its final report to Overview and Scrutiny in June 2016* and to be recommended to Council in June/July 2016* and for Cabinet to respond.

*Meeting dates to be confirmed at the AGM on 25th April 2016.

Lead Officers:

Joanne Albini, Head of Housing, Community and Housing Services
Angela Verghese, Community Wellbeing Manager

