



Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Health and Wellbeing and Adult Social Care)

Date: 15 July 2014

Subject: Work Schedule

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

2 Main issues

- 2.1 Further to the discussions already held during today's meeting, Members are now requested to translate any chosen topics for Scrutiny into a work schedule for the forthcoming municipal year.
- 2.2 A work schedule that will include any traditional 'business items' – such performance monitoring, recommendation tracking and Budget and Policy Framework Plans – will be presented to a future Scrutiny Board meeting.
- 2.3 In addition, as detailed elsewhere on the agenda, it is proposed to establish two formal working groups of the Scrutiny Board, as follows:
- **Health Service Developments Working Group** – to help the Board discharge its health scrutiny function/ role, specifically in relation to NHS service changes and/or developments. The draft terms of reference is attached at Appendix 1. A revised pro-forma to be used when presenting significant/ substantial service changes is provided at Appendix 2.
 - **Review of Homecare Working Group** – to help the Board consider and contribute to the city-wide review (as previously agreed in 2013/14). The draft terms of reference is attached at Appendix 3.

2.4 Relevant stakeholders have been provided with draft copies of the terms of reference for both working groups, for comment. Any specific comments/ observations will be report to the Scrutiny Board at the meeting. .

3. Recommendations

3.1 Members are asked to:

- a) Prioritise the topics identified for Scrutiny and incorporate these into its work schedule for the forthcoming municipal year.
- b) Amend/ agree the draft terms of reference in relation to the Health Service Developments Working Group, including the proposed pro-forma to be used when presenting significant/ substantial service changes to the working group.
- c) Determine the membership of the Health Service Developments Working Group.
- d) Amend/ agree the draft terms of reference in relation to the Review of Homecare Working Group.
- e) Determine the membership of the Review of Homecare Working Group.

4. Background papers¹

4.1 None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.