

West Yorkshire Joint Health Overview and Scrutiny Committee

Scrutiny Review of the West Yorkshire and Harrogate Health and Care Partnership Workforce Strategy

Terms of Reference for the Working Group

Introduction

The West Yorkshire Joint Health Overview and Scrutiny Committee (the JHOSC) has agreed to undertake a review of the West Yorkshire and Harrogate Health and Care Partnership Workforce Strategy and has agreed to appoint a working group to undertake this review.

Objectives

- To understand how the strategy addresses key areas of concern such as shortages in key staff groups such as GPs, medical and nursing specialists and paramedics.
- To understand how the workforce strategy contributes to the delivery of West Yorkshire and Harrogate Health and Care Partnership key priorities and other key priorities.
- To understand the contribution all partner agencies can make in delivering the strategy, including local authorities.
- To prepare a report for the West Yorkshire Joint Health Scrutiny Committee including any key findings and recommendations for the West Yorkshire Health and Care Partnership and key partner agencies.

Membership

The membership of the review group will comprise one Member from each of the six authorities represented on the JHOSC.

The following Members have been appointed to the working group.

Bradford	Councillor Vanda Greenwood
Calderdale	Councillor Colin Hutchinson
Kirklees	Councillor Liz Smaje
Leeds	Councillor Billy Flynn
North Yorkshire	Councillor Andy Solloway
Wakefield	Councillor Yvonne Crewe

If a Member is unable to attend a meeting, their authority may identify a substitute Member.

Who should give evidence to the Working Group?

- West Yorkshire and Harrogate Health and Care Partnership - Workforce Action Board (Chris Mannion – Associate Director - Workforce transformation, West Yorkshire & Harrogate Local Workforce Action Board and Kate Holliday – Workforce Transformation Lead, Health Education England)
- West Yorkshire and Harrogate Health and Care Partnership - leadership
- Yorkshire and Humber LMC Alliance
- Trades Unions - Unite, Unison, GMB
- Royal College of Nursing
- British Medical Association
- West Yorkshire Association of Acute Trusts
- Yorkshire Ambulance Service NHS Trust
- Mental Health Trusts
- GPs and Primary Care
- Community Health Services
- Queens Nursing Institute
- Therapist professional bodies, including the Chartered Society of Physiotherapists, the Royal College of Occupational Therapists, the British Orthoptic Society
- Local Authorities
- Institute of Health Visiting
- Health Education England
- NHS England
- Kings Fund

What resources do we need?

- Support will be provided by Mike Lodge, Senior Scrutiny Support Officer, Calderdale Council
- Assistance may be sought from Council HR departments
- There may be a need for some desktop research, including a literature search, examples of best practice from other areas.

Timetable

It is anticipated that the review will need at least three meetings to complete its work. If three meetings are not sufficient, the review group will prepare a report for the April 2019 meeting of the JHOSC and arrange a subsequent “scrutiny in a day” session to cover further areas, with a second report back to the JHOSC at a later date.

Meeting 1 – January 2019

- To elect a chair
- To agree Terms of Reference to be submitted to February JHOSC
- To consider a critique of the Workforce Strategy
- To agree a programme of work

The working party may choose to issue a call for evidence well before Meeting 2 to allow organisations and individuals to submit written evidence and to help the working party decide who it wished to invite to attend the meeting.

Meeting 2 – Early March 2019

Scrutiny “in a day” – to question key witnesses
To identify broad conclusions

The meeting will probably take a whole day, starting at 1000 and ending at 1630

Meeting 3 – late March 2019

To consider a draft report and recommendations that has been prepared by the Scrutiny Officer
To agree final report to be presented to the JHOSC at the April 2019 meeting

Meeting 2 will be open to the public to attend and observe.

The Terms of Reference will be submitted to the JHOSC for approval on 11 February 2019 when it meets.

A final report will be submitted to the JHOSC when it meets on 8 April 2019 when it meets.