

<b>Healthier Communities Select Committee</b>		
Title	Select Committee work programme 2018-19	
Contributor	Scrutiny Manager	Item 6
Class	Part 1 (open)	27 June 2018

## **1. Purpose**

1.1. To ask Members to agree an annual work programme for the Healthier Communities Select Committee.

## **2. Summary**

2.1. This report:

1. Provides the context for setting the Committee's work programme for the year.
2. Asks members to decide on the Committee's priorities for the 2018-19 municipal year.
3. Informs members of the process for Business Panel approval of the work programme.
4. Sets out how the work programme can be monitored, managed and developed.

## **3. Recommendations**

3.1. The Select Committee is asked to:

- Note the meeting dates and terms of reference for the Healthier Communities Select Committee.
- Consider the provisional work programme at appendix B.
- Consider adding further items to the work programme, taking into consideration the criteria for selecting topics; information about local assembly priorities and items already added to the provisional work programme.
- Note the key decision plan, attached at appendix H, and consider any key decisions due to be made by the Mayor, which may require further scrutiny.
- Agree a work programme for the municipal year 2018-19.
- Review how the work programme can be developed, managed and monitored over the coming year.

#### **4. Meeting dates**

4.1. The following Committee meeting dates for the next municipal year were agreed at the Council AGM on 23 May 2018:

- 27 June 2018
- 4 September 2018
- 9 October 2018
- 3 December 2018
- 16 January 2019
- 11 February 2019

#### **5. Context**

- 5.1. The Healthier Communities Select Committee's role is to monitor the provision and performance of health bodies providing services for local people in Lewisham. This includes social services for those 19 years old or older and public health services. The Committee's full terms of reference are set out in appendix A.
- 5.2. The committee fulfils the council's statutory health scrutiny responsibilities and has a responsibility to voice the views of local residents and hold NHS and council decision makers to account. This includes scrutinising the work of the health and wellbeing board and the delivery of the nine aims of the Lewisham health and wellbeing strategy. The committee also has role in monitoring lifelong learning of those 19 years old or older and regularly receives updates on the work of Adult Learning Lewisham, making comments and recommendations as necessary.
- 5.3. The committee works closely with Lewisham Healthwatch, the local consumer champion for health and social care, which has non-voting representation on the committee. The committee regularly receives reports on the work of Healthwatch, including its annual report.
- 5.4. The Committee can invite expert witnesses (such as those involved in the voluntary sector) to provide evidence to the Committee on specific topics. While many witnesses welcome the chance to speak to the Committee, they are not obliged to attend (as opposed to officers of the Council and decision makers).

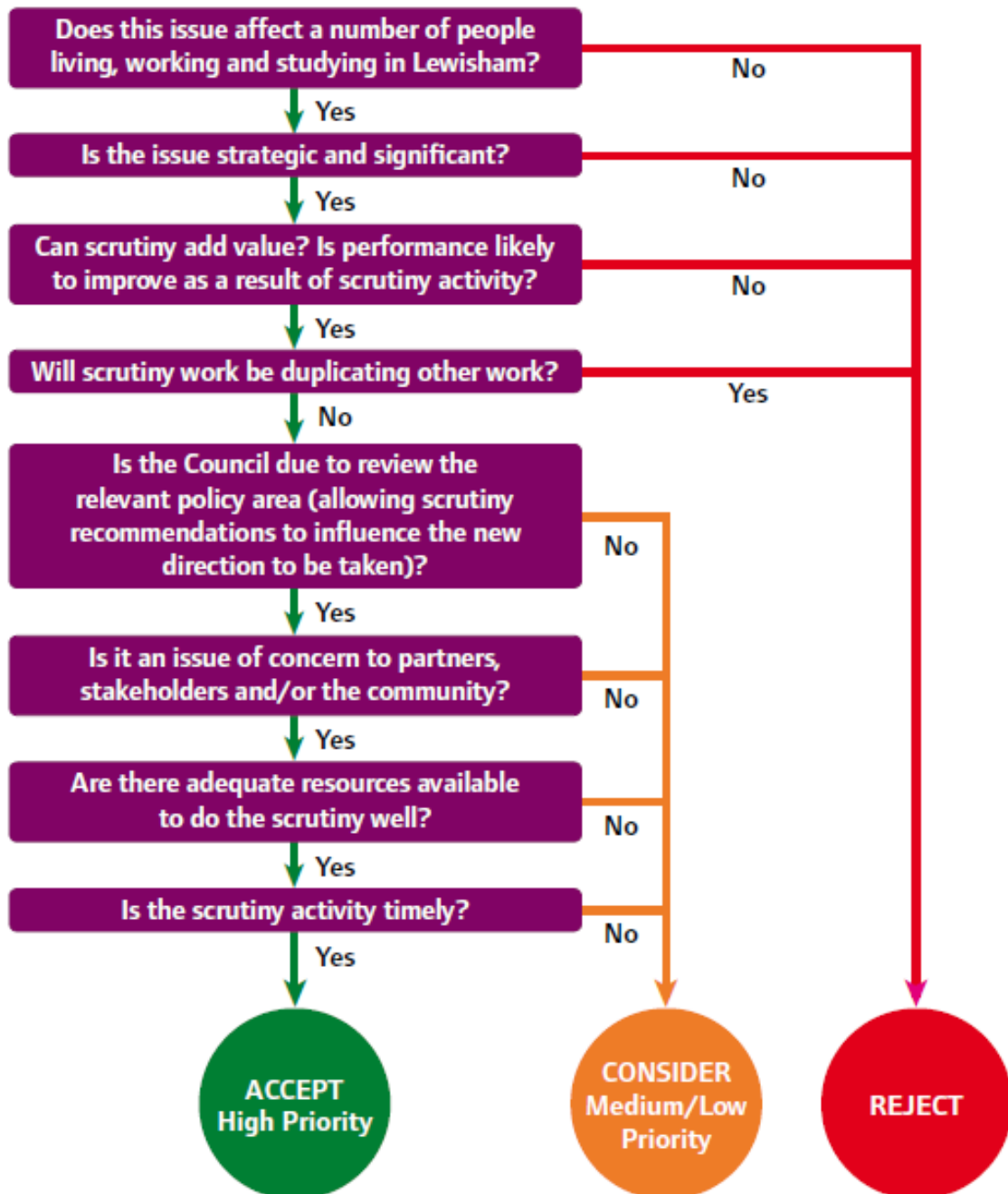
#### **6. Deciding on items to add to the work programme**

6.1. When deciding on items to include in the work programme, the Committee should have regard to:

- items the Committee is required to consider by virtue of its terms of reference;
- the criteria for selecting topics;
- the capacity for adding additional items;
- the context for setting the work programme - the key services, programmes and projects which fall within the committee's remit;
- suggestions already put forward.

6.2. The following flow chart, based on the Centre for Public Scrutiny advice for prioritising topics for scrutiny should help members decide which items should be added to the work programme:

## Scrutiny work programme – prioritisation process



## 7. Different types of scrutiny

- 7.1. It is important to agree how each work programme item will be scrutinised. Some items may only require an information report to be presented to the committee and others will require performance monitoring data or analysis to be presented. Typically, the majority of items take the form of single meeting items, where members:
- (a) agree what information and analysis they wish to receive in order to achieve their desired outcomes;
  - (b) receive a report presenting that information and analysis;
  - (c) ask questions of the presenting officer or guest;
  - (d) agree, following discussion of the report, whether the Committee will make recommendations or receive further information or analysis before summarising its views.
- 7.2. For each item the committee should consider what type of scrutiny is required and whether the item is high or medium/low priority (using the prioritisation process). Allocating priority to work programme items will enable the committee to decide which low and medium priority items it should remove from its work programme, when it decides to add high priority issues in the course of the year.

### In-depth review

- 7.3. Some items might be suitable for an in-depth review, where the item is scrutinised over a series of meetings. Normally this takes five meetings to complete:
- Meeting 1: Scoping paper (planning the review)
  - Meetings 2 & 3: Evidence sessions
  - Meeting 4: Agreeing a draft report and recommendations
  - The report is then sent to Mayor and Cabinet for consideration and response.
- 7.4. If the committee would like to designate one of its work programme items as an in-depth review, this should be done at the first meeting of the municipal year to allow sufficient time to carry out the review. A scoping paper for the review will then be prepared for the next meeting.
- 7.5. To carry out the review, the Committee can use a range of investigative routes. In previous administrations scrutiny committees have: invited expert witnesses and specialists to meetings; tasked Council officers with providing analysis or detailed information about their service areas; carried out visits or fact finding trips; asked individual members or the committee's scrutiny manager to report on meetings, events and visits; consulted with members of the public or special interest groups.

## **8. The Committee's areas of focus in the 2014-18 administration**

- 8.1. Over the four years of the last administration, the Committee considered a broad range of issues and considered a number of topics in-depth. A summary of this work is included in (appendix G) and members are asked to give this due consideration when deciding on the programme for 2018-19.
- 8.2. In line with its terms of reference, the Committee played a lead role in the scrutiny of the performance and development of health and social care services in the borough. This included carrying out two in-depth reviews: one focused on the integration of health and social care, and the other focused on social prescribing. The committee continues to monitor the outcome of the recommendations of each.
- 8.3. The committee received regular updates on a range of local health and care issues, including progress with the development of neighbourhood care networks, the work of SAIL and community connections, and the process around the transition from children's to adult social care. The transition for children's to adult social care was an area of particular focus.
- 8.4. The committee also worked closely with a range of local health and care partners, including Lewisham and Greenwich NHS Trust, South London and Maudsley NHS Foundation Trust, Lewisham CCG, Healthwatch. The committee scrutinised annual reports, quality accounts and key changes.
- 8.5. This included closely scrutinising the Lewisham CCG's plans for primary care in the borough and its consultation on the future of the New Cross walk-in centre. The committee received regular updates on these matters and expressed its intention to continue monitoring the transition period following the closure of the New Cross walk-in centre.
- 8.6. The committee has also worked closely with voluntary and community sector organisations over 2014-18. A wide range of organisations have contributed to individual items and in-depth reviews, in person and in writing.
- 8.7. The Mayor and the Cabinet Member for Adult Social Care have also been regular attendees at the Committee to answer questions in relation to the delivery of the Council's health and wellbeing priorities.
- 8.8. Once they have considered an issue, scrutiny committees have the option to refer their views to Mayor and Cabinet in the form of a formal referral. The Chair, or a nominated member, of the Committee can attend the relevant meeting of Mayor and Cabinet to present the referral and add additional context to the Committee's views. The Council's constitution states that Mayor and Cabinet should produce a response within two months.

## 9. Provisional 2018-19 work programme

9.1. The Scrutiny Manager has drafted a provisional work programme for the Committee to consider. It is attached at appendix B and it includes:

- items suggested by the Committee in the course of the previous year- and at the last meeting of the previous municipal year.
- items suggested by Council officers.
- those items that the select committee is required to consider by virtue of its terms of reference
- monitoring of the recommendations of recent reviews.

9.2. The Committee should also give consideration to:

- issues of importance to Local Assemblies (appendix C);
- decisions due to be made by Mayor and Cabinet (appendix H).

### suggestions from the Committee

9.3. At its last meeting of the 2017-18 municipal year, the committee put forward the following suggestions for scrutiny topics for this year:

- Lewisham, Southwark and Lambeth sexual health strategy
- Update on social prescribing review
- Efficacy of the flu vaccine

### suggestions from officers

9.4. Officers were invited to suggest additional items for the work programme, in view of the activity that will be taking place over the course of the next municipal year. These suggestions have been provisionally added into the work programme attached at appendix B.

9.5. There was one suggestion from officers:

- Health and social care integration - an item based on the manifesto commitment to establish a new publicly-owned community-based care service.
- Partnership commissioning intentions – an item setting out Lewisham Council and Lewisham CCG's shared plans and priorities for the commissioning (planning, buying and monitoring) adult health and care over the two years from 2019/20.

### issues arising as a result of previous scrutiny

- Transition period following the closure of the walk-in centre  
In 2017/18 the committee received a number of updates on the Lewisham CCG's consultation and decision on the future of the New Cross walk-in centre. Following the CCG's decision to close the walk-in centre, the committee asked to be updated on the transition period following the closure in order to monitor the impact on access to primary care. An update is expected in the autumn.
- Neighbourhood Care Networks  
Neighbourhood Care Networks (NCN) are a key part of the development of community-based care in Lewisham. There are four NCNs arranged around four neighbourhood area footprints. The committee received regular updates on the development of NCNs over the course of the 2014-18 administration. NCNs were also a focus of the committee's 2016/17 review of health and social care integration. Developments with NCNs are ongoing and officers are likely to ask the committee for further comment.
- Transition from children's to adult social care  
The transition process from children's and potentially to adult social care was a key focus of the committee over the previous administration. In 2015/16 the committee referred its views to the Mayor on the need for transitional support in those cases where children are not eligible for adult social care on reaching adulthood. The committee has received a number of updates since on the "Preparing for Adulthood and Transition from Children's to Adult services" work stream, including the pilot transition team, which went live in March 2017. A further update is expected later in the year.

### those items that the select committee is required to consider by virtue of its terms of reference

- Delivery of the Health and Wellbeing priorities  
The committee has received an update every year on the performance in delivering the priorities of the Lewisham Health and Wellbeing Strategy. This includes a dashboard of outcomes measures in each priority area. The nine priorities of the strategy can be seen [online](#). The committee usually invites the Mayor, as chair of the Health and Wellbeing Board, to attend.
- SLaM and LGT quality accounts  
The South London and Maudsley NHS Foundation Trust (SLaM) quality accounts set out the Trust's performance against the quality priorities and national priorities set the previous year, as well as setting out new priority areas for the coming year. The Lewisham and Greenwich NHS Trust (LGT) quality accounts include similar information. The committee is asked to comment on both of these reports annually. Senior officers from both Trusts are usually invited to present.

- Service area and partner annual reports

The committee also receives the following annual reports, summarising the work of that particular service area or organisation: Public health; Adult Learning Lewisham; leisure centre contract; Healthwatch; and adult safeguarding. Senior officers and representatives are invited to present their reports.

#### monitoring of the recommendations of recent reviews

- Social prescribing

The committee carried out an in-depth review of social prescribing over the 2017/18 municipal year. The review concluded in February 2018, making a series of recommendations to the Mayor on, among other things, building a greater evidence base, addressing gaps in provision, and working closely with GPs. The committee is due to receive the Mayor's response to the recommendations early in 2018/19.

- Health and social care integration

The committee carried out an in-depth review in 2016/17 of the integration of health and social care. The committee made a series of recommendations to the Mayor in [March 2017](#) on, among other things, communications with the public, working with the voluntary sector, and developing neighbourhood care networks. The Mayor responded in [June](#) and officers provided a further update in [December](#). The committee may wish to continue monitoring progress with certain recommendations from this review.

## **10. Approving, monitoring and managing the work programme**

- 10.1. In accordance with the Overview and Scrutiny Procedure rules outlined in the Council's constitution, each select committee is required to submit their annual work programme to the Overview and Scrutiny Business Panel. The Business Panel will meet in July 2018 to consider provisional work programmes and agree a co-ordinated Overview and Scrutiny work programme, which avoids duplication of effort and which facilitates the effective conduct of business.
- 10.2. The work programme will be reviewed at each meeting of the Committee. This allows urgent items to be added and items which are no longer a priority to be removed. Each additional item added should first be considered against the criteria outlined above. If the Committee agrees to add additional items because they are high priority, it must then consider which medium/low priority items should be removed in order to create sufficient capacity. The Committee has six scheduled meetings this municipal year and its work programme needs to be achievable in terms of the amount of meeting time available.
- 10.3. Previously, members of some committees have requested additional guidance about prioritising and managing their work programmes. In 2018-19 it will be particularly important for committees to closely manage their workloads and to ensure that all councillors (those that are new and those that are returning) are clear about the way in which each committee will operate



over the course of the year. The Council's constitution sets out the procedure rules for overview and scrutiny committees (see part IV, section E) however, the following issues have been noted as key areas for agreement in the 2014-18 administration:

- the length of meetings;
- the number of items scheduled for each meeting
- the order of items at meetings;

10.4. At each meeting of the Committee, there will be an item on the work programme presented by the Scrutiny Manager. When discussing this item, the Committee will be asked to consider the items programmed for the next meeting. Members will be asked to outline what information and analysis they would like in the report for each item, based on the outcomes they would like to achieve, so that officers are clear on what they need to provide. The discussion also provides the opportunity for the Committee to manage and prioritise its work programme for future meetings.

#### Length of meetings

10.5. Provision is made for Committee meetings to last for two and a half hours. If the items scheduled for the meeting are not completed within this time the Committee may decide suspend the Council's standing orders in order to complete Committee business. The Council's constitution also provides the option for meetings to be adjourned by the Chair until a later date (with limitations). The suspension of standing orders and any decision to adjourn a meeting are matters for members of the Committee and the Chair.

10.6. The length of each item at Committee meetings will vary based on a number of factors – including the complexity of the subject under scrutiny; the number of issues identified by members and the range of questions put to officers and guests.

#### The number of items scheduled for each meeting

10.7. The terms of reference of the Committee are broad and there are many areas of service delivery and budgetary management that the Committee could scrutinise. The prioritisation process set out above (at paragraph 6.2) is designed to help the Committee decide whether it should add items to its work programme.

10.8. Where the committee identifies issues of interest that are low priority because:

- they are not due to be reviewed by the Council;
- there are inadequate resources available to carry out the scrutiny effectively;
- the issue has recently been reviewed by others;

then members may wish to make a request to receive a briefing – or task the relevant scrutiny manager to identify sources of further information for circulation to the Committee by email in order to provide context for future discussions.

- 10.9. It is for members of the Committee to decide how many items should be scheduled for the meeting. However, giving consideration to the time available and the length of previous meetings of the Committee, Members may wish to schedule three items for each meeting, leaving space available for responses to consultations and other urgent business.

#### The order of items at meetings

- 10.10. The Council's standing orders require that the minutes of previous meetings, declarations of interest and responses to select committees from Mayor and Cabinet are considered as the first items on select committees' order of business. At the beginning of the municipal year – it is also necessary for a committee to decide on a chair and vice chair and to set a programme of business for the coming year at the earliest opportunity.
- 10.11. It has become standard practice for committees to consider items presented by guests and officers from partner organisations at the beginning of each agenda. This allows these speakers and presenters to be released from the meeting at the earliest opportunity.
- 10.12. The Committee has been asked to allocate a level of priority to each of the items on its work programme. Following the consideration of standing items and taking into account invitations to guests and external witnesses as well as the complexity and length of the reports on the agenda, work programmes are ordered by priority (from high to low).
- 10.13. Decisions about agreeing the order of business and changing the priority of items for discussion are made by the Chair, with the agreement of the Committee, where possible.

### **11. Financial Implications**

- 11.1. There may be financial implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

### **12. Legal Implications**

- 12.1. In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

### **13. Equalities Implications**

- 13.1. The Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and

civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

13.2. The Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

13.3. There may be equalities implications arising from items on the work programme and all activities undertaken by the Committee will need to give due consideration to this.

## **Background Documents**

Lewisham Council's Constitution

## **Appendices**

Appendix A – Committee's terms of reference

Appendix B – Provisional work programme

Appendix C – Local assembly priorities

Appendix D – Areas of the Council scrutinised by the Select Committee

Appendix E – Centre for Public Scrutiny criteria for selecting scrutiny topics

Appendix F – How to carry out reviews

Appendix G – End of administration review

Appendix H – Notice of forthcoming executive decisions

## **Appendix A**

The following roles are common to all select committees:

### **(a) General functions**

To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions

To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function

To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents

The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

### **(b) Policy development**

To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate

To conduct research, community and/or other consultation in the analysis of policy options available to the Council

To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

### **(c) Scrutiny**

To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time

To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas

To question members of the Executive or appropriate committees and executive directors personally about decisions

To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and targets over time or in relation to particular initiatives which have been implemented

To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance

To question and gather evidence from any person outside the Council (with their consent)

To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

To promote and put into effect closer links between overview and scrutiny members and the local community

To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people

To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.

To keep the Council's local ward assemblies under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced

To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary

To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters).

(e) Finance

To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every

member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.

The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The Healthier Communities Select Committee has specific responsibilities for the following:

- a) To fulfill all of the Overview and Scrutiny functions in relation to the provision of service by and performance of health bodies providing services for local people. These functions shall include all powers in relation to health matters given to the Council's Overview and Scrutiny Committee by any legislation but in particular the NHS Act 2006 as amended, the Health and Social Care Act 2012, the Care Act 2014 and regulations made under that legislation, and any other legislation in force from time to time.
- b) To review and scrutinise the decisions and actions of the Health and Wellbeing Board and to make reports and recommendations to the Council and/or Mayor and Cabinet.
- c) To review and scrutinise in accordance with regulations made under Section 244 NHS Act 2006 matters relating to the health service in the area and to make reports and recommendations on such matters in accordance with those regulations.
- d) Require the attendance of representatives of relevant health bodies at meetings of the select committee to address it, answer questions and listen to the comments of local people on matters of local concern.
- e) With the exception of matters pertaining to the Council's duty in relation to special educational needs, to fulfill all of the Council's Overview and Scrutiny functions in relation to social services provided for those 19 years old or older including but not limited to services provided under the Local Authority Social Services Act 1970, Children Act 2004, National Assistance Act 1948, Mental Health Act 1983, NHS and Community Care Act 1990, NHS Act 2006, Health and Social Care Act 2012 and any other relevant legislation in place from time to time.
- f) To fulfill all of the Council's Overview and Scrutiny functions in relation to the lifelong learning of those 19 years or over (excluding schools and school related services).
- g) To review and scrutinise the Council's public health functions.

h) Without limiting the remit of this Select Committee, its terms of reference shall include Overview and Scrutiny functions in relation to:

- people with learning difficulties
- people with physical disabilities
- mental health services
- the provision of health services by those other than the Council
- provision for elderly people
- the use of Section 75 NHS Act 2006 flexibilities to provide services in partnership with health organisations
- lifelong learning of those aged 19 years or more (excluding schools and school related services)
- Community Education Lewisham
- other matters relating to Health and Adult Care and Lifelong Learning for those aged 19 years or over

i) Without limiting the remit of the Select Committee, to hold the Executive to account for its performance in relation to the delivery of Council objectives in the provision of adult services and health and lifelong learning.

**NB** In the event of there being overlap between the terms of reference of this select committee and those of the Children and Young People Select Committee, the Business Panel shall determine the Select Committee which shall deal with the matter in question.

## Appendix B

### Provisional Healthier Communities Select Committee Work Programme 2018-19

#### Healthier Communities Select Committee work programme 2018/19

#### Programme of work

Work item	Type of item	Priority	Strategic priority	Delivery deadline	27-Jun	04-Sep	09-Oct	03-Dec	16-Jan	11-Feb
Lewisham future programme	Standard item	High	CP9	Ongoing			savings			
Confirmation of Chair and Vice Chair	Constitutional req	High	CP9	June						
Select Committee work programme 2017/18	Constitutional req	High	CP9	June						
Sexual and reproductive health services	Standard item	Medium	CP9	June						
Draft sexual health strategy	Standard item	High	CP9	September						
Community-based care	Standard item	High	CP9	September						
Healthwatch annual report	Standard item	Medium	CP9	September						
Leisure centre contract	Standard item	Medium	CP9	September						
SLaM quality account	Standard item	Medium	CP9	September						
Lewisham and Greenwich NHS Trust Quality Account	Standard item	Medium	CP9	October						
Improving access to and provision of primary care	Performance monitoring	High	CP9	October						
Adult safeguarding annual report	Standard item	Medium	CP9	October						
Partnership commissioning intentions	Standard item	Medium	CP9	December						
Lewisham hospital update (systems resilience)	Performance monitoring	Medium	CP9	December						
Public health annual report	Standard item	Medium	CP9	January						
Social prescribing in-depth review update	Policy development	Medium	CP9	January						
Adult learning Lewisham annual report	Standard item	Medium	CP9	February						
Delivery of the Lewisham Health & Wellbeing priorities	Standard item	High	CP9	February						

	Item completed
	Item on-going
	Item outstanding
	Proposed timeframe
	Item added

Meetings					
1)	Tuesday	27 June	4)	Thursday	3 December
2)	Thursday	4 September	6)	Tuesday	16 January
3)	Thursday	9 October	7)	Thursday	11 February



## Appendix C - Assembly priorities

### Bellingham

- Children and young people.
- Older people's issues
- Community events and festivals
- The promotion and development of Bellingham as a community

### Blackheath

- Environment and Community.
- Provision for Older people, Young People and Children
- Parking, Streets and Waste.
- Crime and Anti-Social Behaviour

### Brockley

- Creating a high-quality living environment – improving our local living environment and making Brockley a safer, cleaner and greener place to live, work and learn
- Connecting communities – bringing Brockley residents together and fostering a sense of community spirit, mutual understanding and respect, through community projects, events and activities

### Catford South

#### Improving the Catford South Environment

Parking, Idling and CPZs  
Improving Cycling Provision  
General traffic issues in Catford South  
Supporting Local Air Quality Campaigns

#### Improving Catford South for Residents

Fly-tipping, Litter and Bins  
Greening through planting trees and flowers  
Noise nuisance  
Street cleaning

#### Developing more activities for Children and You People in Catford South

Activity for Teenagers  
Activity for Young Adults  
Developing activity for under 5s  
Activity for Children aged 6-12 years

#### Improving the Cultural offer in Catford South

Developing Community Events  
Access to Theatre and Music  
Night time offer for adults better  
Access the Visual Arts Film

#### Increasing opportunities for Older People Catford South Community

Providing activities and events for older people  
Dementia Friendly Community Work  
Improving the health of Older People  
Maintaining the Independence of older people

#### General things that matter to Catford South Residents

Volunteering Opportunities  
Crime and Safety  
Supporting Local Business  
Employment and Training

### Crofton Park

- Activities for older people
- Activities for younger people
- The environment
- Health and wellbeing
- Supporting community cohesion

### Downham

- Cleaner, Greener, Safer Downham
- Older People & Intergenerational Projects
- Health & Wellbeing

### Evelyn

- Provision for young people and children
- Provision for older people, people with disabilities and intergenerational activities
- Skills development and access to local employment opportunities
- Community support on anti-social behaviour, crime and drug issues
- Housing issues / developments and improving the built environment
- Community capacity building, cohesion and events.

## **Forest Hill**

- Youth engagement and provision- looking for activities that will appeal and support new and existing schemes young people. These could include those that are Art, Music, Drama and Sports based. We are also keen to open up the criteria to include ideas around exciting intergenerational projects.
- Making Forest Hill more attractive - looking for proposals that will help to keep Forest Hill streets clean and appealing. This could include the planting of trees and flowers or a proposal that would increase street art or improve an area.
- Community events – looking for proposals around events that include celebrations, e.g Christmas or events that engage residents and local groups offering education and relevant information to the Forest Hill area, as well as being fun.
- Supporting local Traders – looking for proposals that could support and promote Forest Hill as a vibrant town centre and the Kirkdale area for local businesses.

## **Grove Park**

- Improving the town centre
- Crime and antisocial behaviour
- Neighbourliness, community activities, events and cohesion
- Community facilities
- Parking, road safety & traffic calming

## **Ladywell**

- Environment and landscape.
- Antisocial behaviour and crime.
- Local shops.
- Lack of youth and community facilities.
- Traffic.

## **Lee Green**

- Safe healthy living – improving health services, crime reduction, improved environment, provision of outdoor spaces / exercise spaces, promote measures to reduce air pollution / promoting cleaner air.
- Roads and streets – road safety and traffic calming measures, road maintenance, cleaner streets, tree planting, rubbish collection, improved road use, provision of cycling tracks, addressing parking and CPZ issues.
- Leisure and amenities – improved parks and open spaces, more meeting spaces / community centres, provision of cycling tracks, improved shops, Leegate, provision of more local events.
- Services and infrastructure – better social housing, provision of jobs locally, more services for the elderly and young people, increased use and access to local use for recreational activities, more school spaces.

## **Lewisham Central**

- Improving health and well-being.
- Cleaner, better environment.
- Better access to activities and facilities for children and young people.
- Better access to training and employment for all inhabitants of the ward.
- Promoting and improving community cohesion.

## **New Cross**

- Unemployment and skills development
- Activities for older people and tackling social isolation
- Housing developments and the built environment
- Health, wellbeing and community safety

## **Perry Vale**

- Children and Young People
- Unemployment and skills development
- Older people and intergenerational
- Crime and antisocial behaviour
- Environment and ecology

## **Rushey Green**

- activities and opportunities for children (under 18) and young people (under 25)
- increasing opportunities for older people (55+)
- community cohesion – including events, activities and projects designed to create a sense of community in Rushey Green
- culture and the arts – with particular reference to improving the wellbeing of people in the Rushey Green Area
- improving your local area – including local 'streetscape', environment and ecology.

The Rushey Green Assembly is also committed to keeping residents informed about the ongoing improvements to Catford town centre.

## **Sydenham**

- bringing our community together
- health and wellbeing
- vibrant high street
- clean and green
- crime and anti-social behaviour.

## **Telegraph Hill**

- Unemployment and skills development
- Activities for older people
- Neighbourliness and tackling social isolation.
- Community safety, wellbeing and tackling anti-social behaviour.

## **Whitefoot**

- Children, young people and youth work.
- Older people and transport.
- Creative arts (e.g. participatory art projects like storytelling, theatre, etc.)
- Healthy living, including fitness, wellbeing and mental health.
- Improved use in parks, play areas and green spaces

## **Appendix D – Further information about areas of the Council scrutinised by Public Accounts Select Committee**

### **Chief Executive's Division**

The Chief Executive leads the work of the Council's staff and is accountable for the overall effectiveness and efficiency of their work in delivering services and social results locally. He works closely with the directed elected Mayor and elected councillors to provide:

- **positive results** – setting the Council's management arrangements and practices to ensure effective and efficient delivery of services through well organised and motivated staff
- **strategic direction** – ensuring that the Mayor and Council's priorities and goals can be implemented through focused strategies, projects and programmes
- **policy advice** – acting as the principal policy adviser to the directed elected Mayor and elected councillors and securing best professional advice on all relevant matters in respect of the Council's functions and services
- **partnerships** – leading and developing effective partnerships at management level with other public agencies, private companies and local community organisations to achieve better public services and improved results for local people
- **operational management** – ensuring that the Council has the highest standards of achievement in financial and budgetary management; the management of service performance; the management of emergencies and risks generally; the management of suppliers; and the overall management of change and improvement within the Council.

**Chief Executive – Ian Thomas**

### **Policy and Governance**

- **Policy** – supports the Council's purpose (promoting the social, economic and environmental well-being of the borough) and direction (progress towards socio-economic and environmental goals) through research, strategic planning, policy development and support along with a rigorous approach to performance management. This combination of functions helps to provide corporate assurance for both democratic decision-making and corporate management. The function is now incorporated within the Policy, Service Design & Analysis Hub.
- **Governance** – supports the work of the directly elected Mayor and Council in the discharge of both executive and overview & scrutiny functions, and also supports elected Members in fulfilment of their respective duties as ward representatives. The function seeks to ensure the efficient and effective discharge of statutory and constitutional responsibilities for the enhancement of

local democracy and public engagement.

- **Executive Support Office** – supports Executive Directors, Heads of Service and the Director and Service Managers in Children’s Social Care through PA, clerical and administrative support.

**Head of Corporate Policy & Governance** – Barrie Neal

**Overview & Scrutiny Manager**– Charlotte Dale

**Business & Committee Manager** – Kevin Flaherty

**Service Group Manager, Policy Development and Analytical Insight** – Paul Aladenika

**Service Group Manager, Inter Agency Service Development & Integration**  
- Salena Mulhere

**Executive Support Office Manager**– Margaret Anderson

## Strategy

- **Mayor & Cabinet Office** – provides organisational and executive support to the Mayor, Deputy Mayor and Cabinet to enable them to fulfil their leadership roles within the authority, across the community, regionally and nationally. They act as an interface between the political and managerial leadership of the Council, facilitating and managing the decision making process including sensitive and high level information, correspondence and casework directed to the Mayor & Cabinet. The Office also includes the Office of the Young Mayor, which supports Lewisham’s Young Mayor, Young Advisors, Young Citizens Panel, as well as other Youth Engagement activities across the authority and partners.
- **Communications** – delivers proactive and reactive communications to support the delivery of the Council’s corporate priorities. The team co-ordinates the Council’s online, media and marketing communications with the aim of engaging and influencing our residents, staff and stakeholders.
- **Strategy & Partnerships** – work on cross cutting projects where multiple partners are involved.

**Head of Strategy** – (vacant)

**Head of Communications** – (vacant)

**Executive Manager, Mayor & Cabinet Office** – (vacant)

**Strategy & Partnerships Manager** – Fenella Beckman

## Community Services Directorate

The Community Services Directorate provides a range of both universal and targeted community based services and in particular provides support for vulnerable residents. The services provided by the Directorate seek to build independence and inter-dependence in local communities, strengthen the social fabric of the borough and promote the voice and the role of the voluntary and community sector. Its work links to the Sustainable Community Strategy's priorities of Safer, Healthy Active and Enjoyable, and Empowered and Responsible, and is delivered across 5 divisions:

- Adult Social Care
- Culture and Community Development
- Crime Reduction and Supporting People
- Joint Commissioning (Mental Health, Older Adults, Physical Disabilities and Procurement and Contracts)
- Public Health

Additionally the Directorate leads on the Council's strategic links and partnerships with Health partners, The Police, the London Probation Trust, the Voluntary and Community Sector, Cultural, Sport and Leisure partners.

**Executive Director for Community Services** – Aileen Buckton

[aileen.buckton@lewisham.gov.uk](mailto:aileen.buckton@lewisham.gov.uk)

020 8314 8107

PA Leonie Reeves 020 8314 6304 (Sharon Gibbs on secondment)

### **Adult Social Care**

Adult Social Care provides assessments, care, support and safeguards for those people aged 18 or over who have the highest level of need, and for their carers.

**Head of Service** – Joan Hutton - 020 8314 8364

[joan.hutton@lewisham.gov.uk](mailto:joan.hutton@lewisham.gov.uk)

PA Margaret Adade - 020 8314 8847

- **Joint Health and Social Care (Therapies)**

Lucy Carter – 020 8613 9204

- **Joint Health and Social Care**

Glynn Jones (secondment) – 020 3049 2647/020 8613 9212

- **Integrated Neighbourhoods Teams**

Kate Pottinger – 020 8314 8934

- **Learning Disabilities**

Linda Smith – 020 8314 8319

- **Safeguarding Quality Assessment (SQR)**

Brian Scouler – 020 8314 3246

- **Provider Services (Enablement, Linkine, Day Support and Special Duty)**

Michelle Oliver-Lockwood – 020 8690 7404

- **Service Manager, Service Development & Improvement**

Mary Farinha – 020 8314 9827

## **Culture and Community Development**

The Culture and Community Development division leads and coordinates the Council's work with local communities. The division supports the 18 local assemblies giving a focus for community engagement and social action at a ward level. It also supports the Stronger Communities Partnership Board and the Positive Ageing Council, and provides the lead for the Council's relationship with the voluntary, community and faith sectors and organises Peoples Day and Blackheath Fireworks.

The division manages four directly provided libraries, nine community libraries, three Community Education Centres, the Broadway theatre and the two leisure centre contracts that support the network of sport and leisure facilities across the Borough. It supports and works to develop the sports and culture offer across the borough.

**Head of Service** – Liz Dart 020 8314 6115/James Lee 020 8314 6548 (job share)  
[liz.dart@lewisham.gov.uk](mailto:liz.dart@lewisham.gov.uk) / [james.lee@lewisham.gov.uk](mailto:james.lee@lewisham.gov.uk)  
PA – Pauline Richards 020 8314 8637

- **Libraries, Information and Broadway Theatre**  
Antonio Rizzo – 020 8314 8025
- **Broadway Theatre**  
Carmel O'Connor – 020 8314 9471
- **Adult Learning Lewisham**  
Gerald Jones – 020 8314 6189
- **Cultural and Community Development Service**  
Community Enterprise – Winston Castello 020 8314 7729  
Community Resources – Eric Mtungwazi (starts in mid February 2018)  
Cultural Development (Arts & Sports) – Andy Thomas 020 8314 9996

## **Crime Reduction and Supporting People**

The service aims to reduce crime, disorder and substance misuse in Lewisham in partnership with other agencies. Most of its functions involve the exercise of statutory responsibilities.

**Head of Public Protection and Safety** – Geeta Subramaniam-Mooney  
020 8314 9569 [geeta.subramaniam@lewisham.gov.uk](mailto:geeta.subramaniam@lewisham.gov.uk)  
PA - Diana Moore - 020 8314 8561

- **Crime, Enforcement and Regulation Service**  
ASB, Licensing, Trading standards, Statutory nuisance, Serious Violence, PREVENT and counter extremism, Violence against Women and Girls, Hate crime, Organised Crime and CCTV

Gary Connors – 020 8314 9773

- **Prevention, Inclusion and Public Health Commissioning**

Drugs, Alcohol, Supported Accommodation and Public Health (adult services) commissioning

James Lee – 020 8314 6548

- **Youth Offending Service**

Working with children in the criminal justice system to prevent and reduce offending

Keith Cohen – 020 8314 9884

- **Environmental Health**

Food safety and standards, Environmental Protection including strategic air quality, Commercial health and safety

David Edwards – 0208 314 2108

## **Joint Commissioning**

The Joint Commissioning Team is responsible for the commissioning of health and social care services across Lewisham for vulnerable adults including people with mental health problems, people with learning disabilities, older adults and people with a physical disability. This arrangement is supported by a legal agreement between the Local Authority and Lewisham CCG.

**Head of Service** – Dee Carlin - 8314 9863

[dee.carlin@nhs.net](mailto:dee.carlin@nhs.net)

PA – Sylvia Whitehead 020 8314 4648

- **Joint Commissioning Lead for Complex Care and Learning Disabilities**

Heather Hughes – 020 8698 8133

- **Joint Commissioning Lead for Community Support and Care**

Corinne Moccarme – 020 8314 3342

- **Joint Commissioning Lead for Mental Health**

Kenneth Gregory – 020 8314 9860

## **Public Health**

Public Health is concerned with the overall health and wellbeing of populations and communities. Its work involves identifying health risks and developing plans and programmes to improve the health of the population as a whole.

All local Lewisham public health functions, including the commissioning of relevant



services, became the responsibility of the London Borough of Lewisham in April 2013. The Public Health Division, the members of which moved to the Council as part of this change, is responsible for the majority of public health functions that were previously the responsibility of the local NHS. Other local public health functions, those that remained within local government when responsibilities were divided in 1974, are the responsibility of several teams and are usually delivered by environmental health officers employed by the Council.

**Director of Public Health** – Danny Ruta 020 8314 8637

[danny.ruta@lewisham.gov.uk](mailto:danny.ruta@lewisham.gov.uk)

PA – Pauline Richards 020 8314 8637

- **Cardio-Vascular Disease (CVD), NHS Health Checks, Primary Care and Community Development**

Frances Fuller, Public Health Strategist – 020 8314 7543

- **Health Protection, Smoking**

Dr Aslam Baig, Public Health Strategist – 020 8314 9369

- **Obesity and Physical Activity**

Gwenda Scott – Public Health Strategist – 020 8314 9108

- **Children’s and Young People’s Health, Sexual Health ,**

Vacant

- **Maternal & Infant Health**

Pauline Cross, Public Health Midwife Consultant – 020 8314 2065

- **Mental Health, Substance Misuse**

Dr Catherine Mbema, Public Health Consultant – 020 8314 3927

- **Population Health & Wellbeing Intelligence**

Trish Duffy – Health Intelligence Manager - 020 8314 7790

## **Appendix E – Criteria for selecting topics**

The Centre for Public Scrutiny (CfPS) has developed a useful set of questions to help committees prioritise items for scrutiny work programmes:

General questions to be asked at the outset:

- is there a clear objective for scrutinising this topic – what do we hope to achieve?
- does the topic have a potential impact for one or more section(s) of the population?
- is the issue strategic and significant?
- is there evidence to support the need for scrutiny?
- what are the likely benefits to the council and its customers?
- are you likely to achieve a desired outcome?
- what are the potential risks?
- are there adequate resources available to carry out the scrutiny well?
- is the scrutiny activity timely?

Sources of topics

The CfPS also suggest that ideas for topics might derive from three main sources: the public interest; council priorities; and external factors. These are described below.

Public interest

- issues identified by members through surgeries, casework and other contact with constituents
- user dissatisfaction with service (e.g. complaints)
- market surveys/citizens panels
- issues covered in media

Internal council priority

- Council corporate priority area
- high level of budgetary commitment to the service/policy area (as percentage of total expenditure)
- pattern of budgetary overspend
- poorly performing service (evidence from performance indicators/ benchmarking).

External Factors

- Priority area for central government
- new government guidance or legislation
- issues raised by External Audit Management Letters/External Audit Reports
- key reports or new evidence provided by external organisations on key issue

## Criteria to reject items

Finally, the CfPS suggest some criteria for rejecting items:

- issues being examined elsewhere - e.g. by the Cabinet, working group, officer group, external body
- issues dealt with less than two years ago
- new legislation or guidance expected within the next year
- no scope for scrutiny to add value/ make a difference
- the objective cannot be achieved in the specified timescale

## Appendix F

### How to carry out an in-depth review

