

Public Document Pack

Healthier Communities Select Committee Agenda

Tuesday, 19 April 2016

7.00 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: Timothy Andrew (02083147916)

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Part 1

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Healthier Communities Select Committee Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Tuesday, 19 April 2016.

Barry Quirk, Chief Executive
Thursday, 07 April 2016

Councillor John Muldoon (Chair) Councillor Stella Jeffrey (Vice-Chair) Councillor Paul Bell Councillor Colin Elliott Councillor Ami Ibitson Councillor Jamie Milne Councillor Jacq Paschoud Councillor Joan Reid Councillor Alan Till Councillor Susan Wise Councillor Alan Hall (ex-Officio) Councillor Gareth Siddorn (ex-Officio)	
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Healthier Communities Select Committee		
Title	Confirmation of Chair and Vice-Chair of the Healthier Communities Select Committee	
Contributor	Chief Executive (Committee Business Manager)	Item 1
Class	Part 1 (open)	19 April 2016

1. Summary

Further to the Annual General Meeting of Council on 30 March 2016, this report informs the Select Committee of the appointment of a Chair and Vice Chair of the Healthier Communities Select Committee.

2. Purpose of the report

To issue directions to the Select Committee regarding the election of their Chair and Vice Chair.

3. Recommendations

The Select Committee is recommended to:

- (i) Confirm the election of Councillor John Muldoon as Chair of the Healthier Communities Select Committee
- (ii) Confirm the election of Councillor Stella Jeffrey as Vice-Chair of the Healthier Communities Select Committee

4. Background

4.1 On 30 March 2016, the Annual General Meeting of the Council considered a report setting out an allocation of seats on committees to political groups on the Council in compliance with the requirements of the Local Government and Housing Act 1989.

4.2 The constitutional allocation for both chairs and vice chairs of select committees is:

Labour: 6

5. Financial implications

5.1 There are no financial implications arising from this report.

6. Legal implications

6.1 Select Committees are obliged to act in accordance with the Council's Constitution.

Background papers

Council AGM Agenda papers 30 March 2016 – available on the Council website <http://www.lewisham.gov.uk/> or on request from Kevin Flaherty, Committee Business Manager (0208 3149327)

If you have any questions about this report, please contact Timothy Andrew, Interim Overview and Scrutiny Manager (020 8314 7916)

MINUTES OF THE HEALTHIER COMMUNITIES SELECT COMMITTEE

Wednesday, 2 March 2016 at 7.00 pm

PRESENT: Councillors John Muldoon (Chair), Stella Jeffrey (Vice-Chair), Paul Bell, Colin Elliott, Ami Ibitson, Jacq Paschoud, Joan Reid and Alan Till

APOLOGIES: Councillors Pat Raven and Susan Wise

ALSO PRESENT: Nigel Bowness (Healthwatch Bromley and Lewisham), Aileen Buckton (Executive Director for Community Services), Dee Carlin (Head of Joint Commissioning) (LCCG/LBL), Joan Hutton (Interim Head of Adult Assessment & Care Management), David Norman (Service Director, Older Adults) (South London and Maudsley NHS Foundation Trust), Georgina Nunney (Principal Lawyer), Folake Segun (Manager) (Healthwatch Bromley and Lewisham), Amanda Pithouse (Deputy Director of Nursing) (South London and Maudsley NHS Foundation Trust) and Simone van Elk (Scrutiny Manager)

1. Minutes of the meeting held on 13 January 2016

- 1.1 **RESOLVED:** that the minutes of the meeting held on 13 January 2016 be agreed as an accurate record.

2. Declarations of interest

- 2.1 The following non-prejudicial interests were declared:

Councillor Muldoon is a governor of the South London and Maudsley NHS Foundation Trust, and the Chair of the London Scrutiny Network (in relation to agenda item 6: Health and care devolution in London).

Councillor Reid is a member of the Department of Health-led Mental Capacity Act Steering Group (in relation to agenda item 5: Lewisham Safeguarding Adults Board Annual Report for 2014-15).

3. SLaM CQC Compliance Inspection Results and actions

- 3.1 David Norman (Service Director, South London and Maudsley NHS Foundation Trust) and Amanda Pithouse (Deputy Director of Nursing, South London and Maudsley NHS Foundation Trust) introduced the report. The following key points were noted:

- The results of the CQC inspection were made public on 8 January 2016. The overall rating for the trust was 'good'. The report presents a summary of the general conclusions reached by the CQC after its inspection of the trust in autumn 2015. Some areas may be more relevant to Lewisham specifically. The

trust has developed a detailed action plan which contains actions the Trust 'must do' as well as actions the trust 'should do'.

- The trust needs to ensure its risk assessments are sufficiently detailed and consistent across the trust. The actions it will take to ensure this is to redesign the electronic Patient Journey System (ePJS), so any risk assessments are consistently captured and can be found in one place. The electronic observations (EObs) are being adapted so more time can be spent with the service users.
- The trust needs to reduce the incidents where restraints are being used, as well as the reporting system for restraints in the trust's electronic reporting system DATIX. More detail needs to be captured about when a restraint is used, by whom, and when the restraint is removed again. The trust is doing a project together with the Devon Partnership NHS trust, funded by the Health Foundation, to reduce any incidents of violence in all inpatients wards. This project will support the work done to reduce the use of restraints.
- The CQC made a number of comments in the area of environmental risk. Some locations the trust operates out of needed to improve their fire escape routes as well as ensuring the buildings were properly maintained overall. The trust has also instigated an audit of the risk for ligatures across the sites it operates out of, and has instituted a capital programme to reduce such risks.
- In some areas, there were concerns that there weren't the right numbers of staff. The trust has put in place a reward scheme for staff in areas where recruitment is difficult. It is also looking at increasing its notice periods. There is also a review of the need for training in dementia for staff in older adults services. Those staff that have received dementia awareness training are good, but the trust now needs to ensure that mostly unqualified staff in bands 2 and 3 receive dementia awareness training.
- The CQC also raised concerns around patient dignity. In some inpatient wards there are windows in the doors of bedrooms which restrict patients' privacy. This was the case in the Heather Close unit. The trust is also reviewing its use of any blanket restrictions to ensure individual patients' needs can be met.

3.2 David Norman and Amanda Pithouse answered questions from the Committee. The following key points were noted:

- The CQC's inspection was conducted by more than 100 inspectors over the course of one week in September. The inspectors were able to visit the trust at any time during the day or night, although none visited during the night. The Child and Adolescent Mental Health Services (CAMHS) and older adults units both had unannounced visits in the week before the formal inspection which fed into the overall assessment of the trust.
- The CQC raised concerns about the quality of the trust's places of safety. The staffing levels across the places of safety are being reviewed. There were also concerns around the on-going maintenance of the physical environment.
- In some areas, it is difficult to recruit the necessary staff so the trust relies on agency staff. In those cases it is more difficult to ensure that all teams are run in the most optimal way. The trust is investing in a recruitment drive to ensure the necessary staff can be recruited. It is generally difficult to recruit staff in band 5.
- The DATIX electronic reporting system allows any incidents of restraints to be captured by clinical staff and ensure that information is held in one central

place. Cases of the use of restraint would then be anonymized and shared with larger groups of staff for learning.

- The trust was capturing data on incidents where restraints were being used, but not data on how long restraints were in place.
- The fit and proper person's tests had been carried out for all trust board members as required, but the data was not present in every board member's files when the CQC inspected them. The action listed in the report related to the trust ensuring the files of their board members were all up to date.

3.3 The Committee made a number of comments. The following key points were noted:

- In some areas, it may be difficult for the trust to ensure improvements are being made, especially when it comes to changes in staff attitudes and ways of working. Medical information is captured on a patients' chart which provides a method to ensure the right actions are taken consistently across the trust. With improvements to patient's rights and dignity, it would be more difficult to capture and track changes.
- The trust may want to consider the option of in-house provision of their catering during the tendering process. It may be economical to share this kind of service across multiple trusts if other trusts are also about to retender their catering contracts.

3.4 **RESOLVED:** that the Committee noted the report.

4. Healthwatch report - The Vietnamese Community and Access to Health and Wellbeing services in Lewisham

4.1 Folake Segun (Director, Healthwatch Lewisham and Bromley) introduced the report. The following key points were noted:

- Healthwatch has undertaken a piece of work to look at access to health and wellbeing services for members of the Vietnamese community in Lewisham. This work took place over the course of two months.
- The report details the conclusions of this work. Many instances of good practice were recorded, where GPs were helpful and many members of the community felt they received the care they needed.
- There were also concerns recorded about the quality of the interpretation services offered. Some interpreters may have expertise in conversations around immigration issues, but not medical issues which had an impact on the quality of care.
- Some individuals were not aware of the medical landscape so found it difficult to know where to go to get the care they needed. Lewisham CCG has been made aware of this report and has taken steps to engage with the Vietnamese community to understand their concerns better.
- Vietnamese is the third most requested language from interpretation services in Lewisham. Healthwatch is also working with the Polish community to identify any problems they may have in accessing health and care services, but that report has not been written yet.

4.2 The Committee made a number of comments. The following key points were noted:

- The Committee expressed concern about some of the quality of interpretation services described in the report. There was particular concern that some interpreters may not have the medical vocabulary necessary to ensure that information about medical conditions was conveyed accurately and understood by the patient.
- The Committee raised concerns that it may not be appropriate for residents to have to rely on friends or family members to provide translation services for them. Some conversations around health and wellbeing may not be appropriate to be shared with family members and friends, especially when the person providing the translation is a child, but also because there can be issues around confidentiality. In addition, a lay individual may not be able to convey medical information in the right words or with the right tone, which means people may leave medical appointments without the necessary information about their health.
- The Committee agreed that it can be difficult to book a timely appointment with a GP but noted that these problems of access seem to apply to residents across Lewisham and not only members of the Vietnamese community.
- The Committee agreed that it was important that eligibility criteria for interpreting services are clarified and published among Lewisham residents.
- The Committee suggested that one method that may help GPs in communicating with residents that do not speak English would be to provide a series of documents that provides information about medical conditions in both English and the languages most commonly spoken in Lewisham aside from English. GPs and patients could use this document to point to during appointments. The document would contain the names of common medical conditions, a description of the most common symptoms, a description of the most commonly prescribed treatment options and appropriate advice on lifestyle choices. Information already provided on NHS websites could be used as the basis for such documents.

4.3 **RESOLVED:** that the Committee noted the report and that the Committee's comments in paragraph 4.4 be sent to Healthwatch Lewisham and Bromley as a response to their report.

5. Lewisham Safeguarding Adults Board Annual Report for 2014-15

5.1 Joan Hutton (Head of Assessment and Care Management) introduced the report. The following key points were noted:

- All partners that are members of the Lewisham Adult Safeguarding Board comply with the same safeguarding duties. All partner organisations audit themselves and present the findings to the board. Each partner organisation has provided their own report on adult safeguarding that has been incorporated into the LSAB annual adult safeguarding report.
- There is an increased demand relating to Deprivation of Liberty Safeguards (DoLS).

- No Safeguarding Adults reviews were necessary in Lewisham in 2014-15. There have been some reviews of domestic homicide cases.
- The next LSAB annual adult safeguarding report with data from 2015-16 will be published in July instead of February, but with non-validated data.

5.2 Joan Hutton and Aileen Buckton (Executive Director Community Services) answered questions from the Committee. The following key points were noted:

- The national trend for DoLS is that overall the figures have gone up. The numbers of DoLS in Lewisham are in line with those in neighbouring authorities. The Councils is following the CQCs guidance on the appropriate use of DoLS.

5.3 The Committee made a number of comments. The following key points were noted:

- There has been a spike in DoLS nationally since the Supreme Court judgement that lowered the threshold for what counts as a deprivation. This was expected to come down.
- The report uses the phrase 'own home' as distinct from 'care home' or 'residential home' to describe people's living arrangement. Care homes and residential homes are people's own homes for the people living in them, which is an important realisation for staff providing care in those environments.

5.4 **RESOLVED:** that the Committee noted the report.

6. Health and care devolution in London

6.1 Aileen Buckton introduced the item. The following key points were noted:

- The London Health and Care Collaboration Agreement is a London-wide agreement that has been signed by each local authority in London. The care act places a legal duty on local authorities and organisations in the NHS to work collaboratively to improve health outcomes.
- The Agreement functions as an expression of interest to find further avenues for collaboration.
- At the same time, regional pilots are taking place that are testing new ways of working to improve collaboration. The pilots have key themes: management of estates, developing of joint roles between local authorities and NHS bodies, developing community services, and developing preventative work.
- A business case for each pilot needs to be developed that would outline what central government could do to help. The timetable was that each business case needed to be sent to London Health Board by June 2016. A draft business case would be presented to the Healthier Communities Select Committee before going to Mayor and Cabinet for a decision.

6.2 Aileen Buckton answered questions from the Committee. The following key points were noted:

- The changes to health and social care presented in the Lewisham devolution pilot are part of the integration work. This integration has previously been consulted on.
- It was illegal to charge for health services. In integrated care this was taken account of by people not being charged for the health care aspect of their care plans while still being means tested for the adult social care aspects of their care plans.
- There was no element of devolution being proposed where local authorities would take on responsibility for health services.

6.3 The Committee made a number of comments. The following key points were noted:

- That London health and social care devolution programme board had not made arrangements for scrutiny, and that some could question whether this would lead to a deficit in accountability.
- One Member of the Committee requested that it be noted that they had grave concerns that devolution of health and care would lead to further fragmentation of health services.

6.4 **RESOLVED:** that the Committee noted the update provided, and the documents tabled at the meeting.

7. **Autism Spectrum Housing Progress Report (information item)**

7.1 **RESOLVED:** that the Committee noted the report.

8. **Select Committee work programme**

8.1 Simone van Elk (scrutiny manager) introduced the report. The Committee made the following recommendations for items for next year's work programme:

- An item about the Deal for adult social care and wellbeing offered by Wigan Council, as an approach to providing adult social care.
- Devolution

8.2 Aileen Buckton made the following suggestions:

- The Committee review the business case for health and care devolution at its April meeting.
- That the Committee review the proposal from the South London and Maudsley NHS Trust to make changes to the provision of places of safety at its April meeting.

8.3 **RESOLVED:** that the Committee noted the report.

9. **Referrals to Mayor and Cabinet**

None

The meeting ended at 9.00 pm

Chair:

Date:

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Agenda Item 3

Healthier Communities Select Committee		
Title	Declaration of interests	
Contributor	Chief Executive	Item 3
Class	Part 1 (open)	19 April 2016

Declaration of interests

Members are asked to declare any personal interest they have in any item on the agenda.

1. Personal interests

There are three types of personal interest referred to in the Council's Member Code of Conduct:

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

2. Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person* for profit or gain
- (b) Sponsorship – payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.
- (e) Licence to occupy land in the borough for one month or more.
- (f) Corporate tenancies – any tenancy, where to the member's knowledge, the Council is landlord and the tenant is a firm in which the relevant person* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:
 - (a) that body to the member's knowledge has a place of business or land in the borough;
 - (b) and either

- (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
- (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

*A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

3. Other registerable interests

The Lewisham Member Code of Conduct requires members also to register the following interests:-

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes, or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

4. Non registerable interests

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members' Interests (for example a matter concerning the closure of a school at which a Member's child attends).

5. Declaration and Impact of interest on members' participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.

- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

6. Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

7. Exempt categories

There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:-

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

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Healthier Communities Select Committee		
Title	Select Committee work programme 2016-17	
Contributor	Interim Overview and Scrutiny Manager	Item 4
Class	Part 1 (open)	19 April 2016

1. Purpose

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

2. Summary

This report:

1. Informs Members of the meeting dates for this municipal year.
2. Provides the context for setting the Committee's work programme.
3. Invites Members to decide on the Committee's priorities for the 2016-17 municipal year.
4. Informs Members of the process for Business Panel approval of the work programme.
5. Outlines how the work programme can be monitored, managed and developed.

3. Recommendations

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 F, and consider any key decisions for further scrutiny.
- Agree a work programme for the municipal year 2016-17.
- 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 30 March 2016:

- 19 April 2016
- 18 May 2016
- 28 June 2016
- 13 September 2016

- 18 October 2016
- 24 November 2016
- 12 January 2017
- 01 March 2017

5. Context

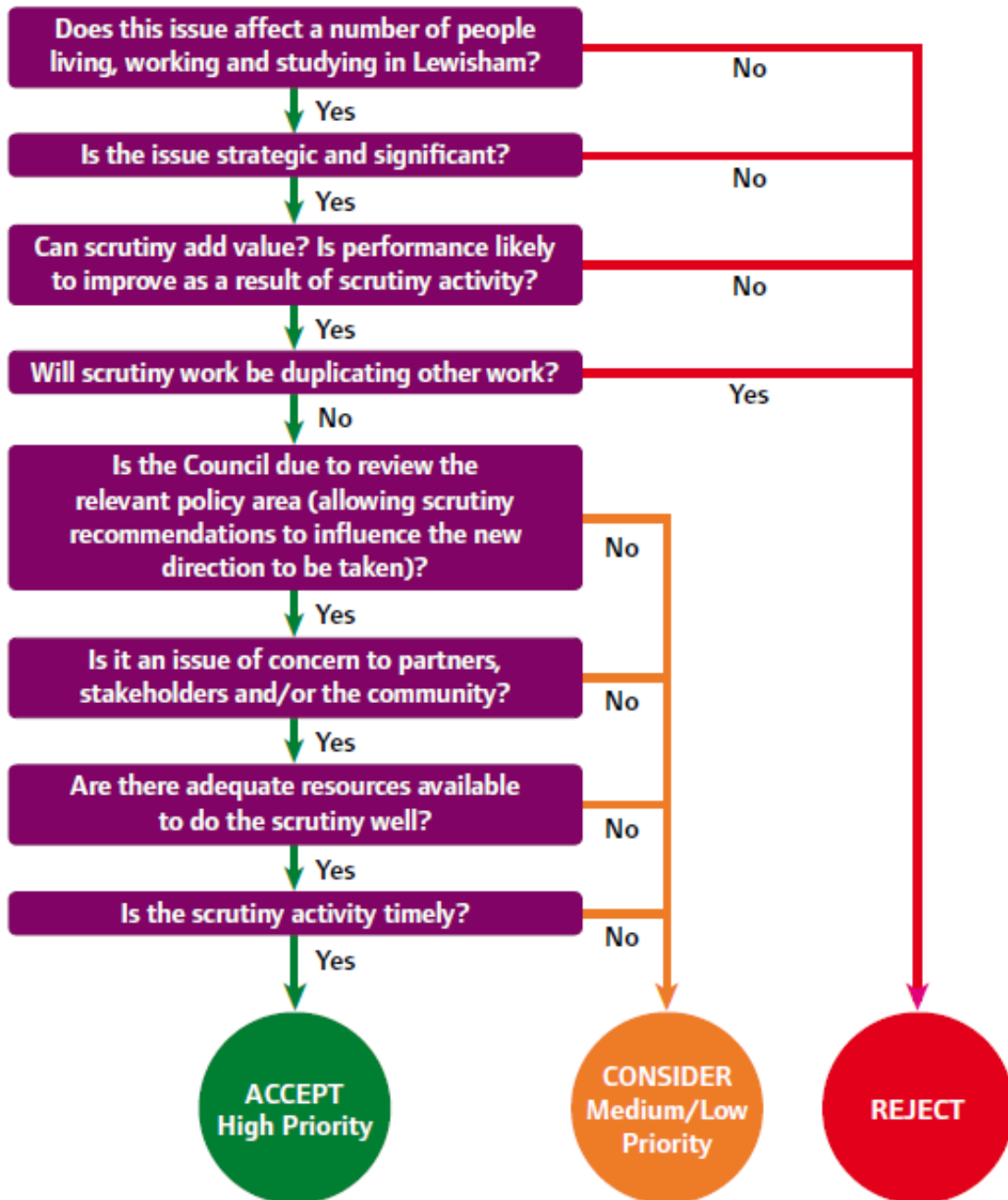
- 5.1 The Committee has a responsibility for carrying out the duties of the Overview and Scrutiny Committee as they relate to the provision of service by, and performance of, health bodies providing services for local people. The Committee's terms of reference are set out in appendix A.
- 5.2 The Committee regularly scrutinises the work of Lewisham's Community Services directorate, which includes teams responsible for adult social care, joint commissioning, community education and public health. The Committee also has a role in questioning local providers and commissioners – including Lewisham and Greenwich NHS Trust, South London and Maudsley NHS Foundation Trust and Lewisham's clinical commissioning group.
- 5.3 The Committee works with Healthwatch Lewisham and Lewisham's Health and Wellbeing board to drive improvements to services for local people.

6. Deciding on items for 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 and prioritising topics;
 - the capacity for adding items;
 - the context for setting the work programme and advice from officers;
 - suggestions already put forward by Members.

6.2 The following flow chart, based on the Centre for Public Scrutiny (CfPS) advice for prioritising topics is designed to 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 four meetings to complete:

- Meeting 1: Scoping paper (planning the review)
- Meetings 2 & 3: Evidence sessions
- Meeting 4: Agreeing a report and recommendations

7.4 If the Committee wants to designate one of its work programme items as an in-depth review, this should be done early in 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.

8. Provisional 2016/17 work programme

8.1 The Scrutiny Manager has drafted a provisional work programme for the Committee to consider, which is attached at appendix B. This includes:

- suggestions from the Committee in the previous year;
- suggestions from officers;
- issues arising as a result of previous scrutiny;
- issues that the Committee is required to consider by virtue of its terms of reference;
- items requiring follow up from Committee reviews and recommendations;
- standard reviews of policy implementation or performance, which is based on a regular schedule;

8.2 The Committee should also give consideration to:

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

Suggestions from the Committee

8.3 At its last meeting of the 2015/16 municipal year, the Committee agreed that the following suggestions would be put forward for consideration as part of the work programme for this year:

- An item about the deal for adult social care and wellbeing offered by Wigan Council, as an approach to providing adult social care.
- Devolution

Suggestions from officers

8.4 The following are additional suggestions from officers:

- Health and social care integration;
- Devolution business case;

8.5 The budget report to Council in February 2016 estimated that a further £45m of savings will be required for the period 2017/18 to 2019/20, profiled circa £15m per year. This estimate will be updated in the Medium Term Financial Strategy in July 2016, along with the Mayor's request for work on a three year budget. In order to achieve these savings the Council continues to work on a series of thematic (Lewisham Future Programme) and cross-cutting (Lewisham 2020) reviews to fundamentally revisit the way it delivers services.

8.6 It remains officers intention to bring forward savings for scrutiny and decision as and when they are identified. However, it is also recognised that the annual cycle will mean the majority of savings for the following financial year will be presented over the summer for decision in the autumn. Officers remain committed to regular interactions with Members in order to facilitate scrutiny of the specific savings proposals as they arise. The Select Committees will therefore need to retain capacity in their work programmes to consider these as necessary.

8.7 Issues arising as a result of previous scrutiny

- Development of Neighbourhood Care Networks;
- Access to GP services

Issues that the Committee is required to consider by virtue of its terms of reference

8.8 Items added to the provisional work programme under this heading include:

- Healthwatch annual report
- Public health annual report
- Delivery of the health and wellbeing strategy priorities
- Adult safeguarding reports

Items requiring follow up from Committee reviews and recommendations

8.9 Monitoring plans for the transition from childrens' to adults' social care

Standard reviews of policy implementation or performance, which is based on a regular schedule

8.10 In previous years, Members of the Committee have agreed to consider the following items on a regular cycle:

- Leisure centre contract
- Community education annual report

Decisions due to be made by Mayor and Cabinet

8.11 Members are asked to review the most recent notice of key decisions (at appendix F) and suggest any additional items for further scrutiny.

Consideration of issues of importance to Local Assemblies

8.12 A list of assembly priorities is included at appendix D. Members are asked to consider whether there are issues of importance arising from their interactions with their ward assembly that should be considered for further scrutiny.

- Ten of the ward assemblies have priorities relating to intergenerational activities or caring for older people.
- Lewisham Central and Lee Green wards have developed specific priorities relating to local health and wellbeing.

8.13 It is up to the Committee to agree the provisional work programme, outlined at appendix B and decide which items should be removed and which should be added.

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 on 27 April 2016 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 seven scheduled meetings this municipal year and its work programme needs to be achievable in terms of the amount of meeting time available.

- 10.3 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.

Length of meetings

- 10.4 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 standing orders. 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.
- 10.5 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/guests.

The number of items scheduled for each meeting

- 10.6 The terms of reference of the Committee are broad and there are many areas of health and wellbeing provision 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.
- 10.7 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;

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 in order to provide context for future discussions.

- 10.8 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, substantial variations and other urgent business.

The order of items at meetings

- 10.9 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.

- 10.10 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.
- 10.11 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, 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).
- 10.12 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.

11. Financial implications

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

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.

14. Crime and disorder implications

There may be crime and disorder 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.

Background documents

Lewisham Council's Constitution
Centre for Public Scrutiny: The Good Scrutiny Guide

Appendices

Appendix A – Committee's terms of reference
Appendix B – Provisional work programme
Appendix C – CfPS criteria for selecting scrutiny topics
Appendix D – Local assembly priorities
Appendix E – How to carry out reviews
Appendix F – Key decision plan

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 following roles are specific to the Healthier Communities Select Committee:

(a) To fulfil 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 Health and Social Care Act 2001, the NHS Act 2006 as amended, the Health and Social Care Act 2012 and regulations made under that legislation, and any other legislation in force from time to time. For the avoidance of doubt, however, decisions to refer matters to the Secretary of State in circumstances where a health body proposes significant development or significant variation of service may only be made by full Council.

(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) To fulfil 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, National Assistance Act 1948, Mental Health Act 1983, NHS and Community Care Act 1990, Health Act 1999, Health and Social Care Act 2001, NHS Act 2006, Health and Social Care Act 2012 and any other relevant legislation in place from time to time.

(f) To fulfil 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 receive referrals from the Healthwatch and consider whether to make any report/recommendation in relation to such referral (unless the referral relates solely to health services for those aged under 19 years of age, in which case the referral from the Healthwatch should be referred to the Children and Young People Select Committee

(h) To review and scrutinise the Council's public health functions.

(i) 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
- Libraries

- other matters relating to Health and Adult Care and Lifelong Learning for those aged 19 years or over

(j) 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 Work Programme 2016/17

Work item	Type of item	Priority	Strategic priority	Delivery deadline	19-Apr	18-May	28-Jun	13-Sep	18-Oct	24-Nov	12-Jan	01-Mar
Lewisham future programme	Standard item	High	CP9	On-going								
Confirmation of Chair and Vice Chair	Constitutional req	High	CP9	Apr								
Select Committee work programme	Constitutional req	High	CP9	Apr								
Sustainability and Transformation Plans	Standard item	High	CP9	Apr								
SLaM place of safety changes	Information item	High	CP9	Apr								
Devolution pilot business case	Standard item	High	CP9									
Health and social care integration	Standard item	High	CP9									
In-depth review	In-deptch review	High	CP9				Scope	Evidence session	Evidence session	Evidence session	Report	Referral
Lewisham and Greenwich NHS Trust Quality Account	Standard item	High	CP9									
SLaM quality account	Performance monitoring	High	CP9									
Adult safeguarding	Standard item	High	CP9									
Healthwatch annual report	Standard item	High	CP9									
Public health annual report	Performance monitoring	High	CP9									

Work item	Type of item	Priority	Strategic priority	Delivery deadline	19-Apr	18-May	28-Jun	13-Sep	18-Oct	24-Nov	12-Jan	01-Mar
Lewisham hospital update (systems resilience)	Standard item	High	CP9									
Tbc												
LCCG commissioning intentions	Standard review	High	CP9									
Transition from children's to adult social care	Standard item	High	CP9									
Adult learning Lewisham annual report	Performance monitoring	High	CP9									
Access to GP services	Standard item	High	CP9									
Implementation of the Care Act	Performance monitoring	High	CP9									
Development of neighbourhood care networks	Standard item	High	CP9									
Delivery of the Lewisham Health & Wellbeing priorities	Performance monitoring	High	CP9									
Leisure centre contract	Performance monitoring	High	CP9									

**Shaping Our Future: Lewisham's Sustainable
Community Strategy 2008-2020**

	Priority	
1	Ambitious and achieving	SCS 1
2	Safer	SCS 2
3	Empowered and responsible	SCS 3
4	Clean, green and liveable	SCS 4
5	Healthy, active and enjoyable	SCS 5
6	Dynamic and prosperous	SCS 6

Corporate Priorities

	Priority	
1	Community Leadership	CP 1
2	Young people's achievement and involvement	CP 2
3	Clean, green and liveable	CP 3
4	Safety, security and a visible presence	CP 4
5	Strengthening the local economy	CP 5
6	Decent homes for all	CP 6
7	Protection of children	CP 7
8	Caring for adults and older people	CP 8
9	Active, healthy citizens	CP 9
10	Inspiring efficiency, effectiveness and equity	CP 10

Appendix C – 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 D – 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

- Streetscape and environment (litter, dog fouling, fly tipping, street furniture).
- Developing local opportunities for children (aged 16 and under) and young people (aged 17–25)
- Increase opportunities for older people
- Improvements to shopping hubs
- Community cohesion

Crofton Park

- Children, young people and older people
- The environment
- Health and well-being
- Improving community facilities
- Unemployment and skills development

Downham

- Children & Young People
- Health & Wellbeing
- Safety, Crime & Anti-social Behaviour
- Community Facilities
- Unemployment & Skills Development

Evelyn

- Young people and children.
- Provision for older people.
- Community support on anti-social behaviour, crime and drug issues.
- Housing issues/developments.
- Community capacity building.

Forest Hill

- youth engagement and provision
- making Forest Hill more attractive
- community events and publicity

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 young people.
- Better access to training and employment for all inhabitants of the ward.
- Promoting and improving community cohesion.

New Cross

- Unemployment.
- Child poverty and young people.
- Community facilities.
- Environment.
- Community cohesion and engagement.
- Crime and antisocial behaviour.

Perry Vale

- The environment.
- Roads and traffic.
- Activities for younger people.
- Antisocial behaviour and crime.
- Activities for the whole community.

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.

Sydenham

- Bringing the community together – intergenerational and intercultural activities.
- Health, wellbeing and community safety – increasing wellbeing including supporting people who cannot get out as much.
- Vibrant high street.
- Clean and green – helping to keep Sydenham streets clean and appealing.
- Transport improvements

Telegraph Hill

- Safety, crime and antisocial behaviour.
- Youth activities and support projects.
- Traffic calming and transport.
- Community activities.
- Cleaning up dirty streets.

Whitefoot

- Older people and intergenerational projects
- Safety, crime and antisocial behaviour
- Community facilities
- Neighbourliness, community activities, events and cohesion
- Unemployment and skills development

How to carry out an in-depth review



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FORWARD PLAN OF KEY DECISIONS

Forward Plan April 2016 - July 2016

This Forward Plan sets out the key decisions the Council expects to take during the next four months.

Anyone wishing to make representations on a decision should submit them in writing as soon as possible to the relevant contact officer (shown as number (7) in the key overleaf). Any representations made less than 3 days before the meeting should be sent to Kevin Flaherty, the Local Democracy Officer, at the Council Offices or kevin.flaherty@lewisham.gov.uk. However the deadline will be 4pm on the working day prior to the meeting.

A "key decision"* means an executive decision which is likely to:

- (a) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates;
- (b) be significant in terms of its effects on communities living or working in an area comprising two or more wards.

December 2015	'A natural Renaissance for Lewisham (2015-2020)' The Borough's Biodiversity Action Plan.	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		
January 2016	Brasted Close Housing Development	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Cabinet Member Housing		
February 2016	Comprehensive Equalities Scheme	23/03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Joan Millbank, Cabinet Member Third Sector & Community		
December 2015	Deferred Payment Agreement Arrangements Care Act 2014	23/03/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Disposal of Land at Corner of Deptford Church Street and Creekside	03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
August 2015	Housing Allocations Policy	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Lewisham Homes Management Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	OFSTED Inspection of Services	23/03/16	Sara Williams, Executive		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	for Children in Need of Help and Protection, Children Looked After and Care Leavers and Lewisham Safeguarding Children Board OFSTED Action Plan	Mayor and Cabinet	Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
January 2016	Phoenix Homes Community Housing Development Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for Community Nutrition and Physical Activity	23/03/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Annual Pay Statement	30/03/16 Council	Andreas Ghosh, Head of Personnel & Development and Councillor Kevin Bonavia, Cabinet Member Resources		
January 2016	Catford Regeneration Partnership Ltd Business Plan 2016-17	30/03/16 Council	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Contract Variation and Single Tender Action for	05/04/16 Overview and	Kevin Sheehan, Executive Director for		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	PLACE/Ladywell	Scrutiny Business Panel	Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for works to convert Hamilton Lodge to Hostel Accommodation	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Janet Daby, Cabinet Member Community Safety		
February 2016	2016 School Minor Works Contract	05/04/16 Overview and Scrutiny Education Business Panel	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	LED Lighting Project Laurence House	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Annual Lettings Plan	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Beeson Street Scheme Approval and Proposed form of investment partnership/procurement route	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
February 2016	Development Agreement with the Education Commission for the Archdiocese of Southwark	04/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
November 2015	Discharge into Private Rented Sector Policy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Disposal of Saville Centre Lewisham High Street	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Miscellaneous Debts Write Off	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
June 2014	Surrey Canal Triangle (New Bermondsey) - Compulsory Purchase Order Resolution	05/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	New Bermondsey Housing Zone Bid Update	06/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources &		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Regeneration and Councillor Alan Smith, Deputy Mayor		
May 2015	Formal Designation of Crystal Palace & Upper Norwood Neighbourhood Forum and Area	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
November 2015	Temporary Accommodation Procurement Strategy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Health and Social Care Devolution Pilot	05/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
January 2016	Hostels/Private Sector Leased Service Transfer to Lewisham Homes	05/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Processing of Dry Recyclables Contract	05/16 Mayor and Cabinet (Contracts)	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Lewisham Adoption Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	Lewisham Fostering Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
February 2016	Contract Award Security	06/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Cleaning	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Planned and Preventative Maintenance	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Campshill Road Extra Care	07/16	Kevin Sheehan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Scheme	Mayor and Cabinet	Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Insurance Renewal	09/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		

Healthier Communities Select Committee		
Title	South East London Sustainability and Transformation Plan	
Contributor	Interim Overview and Scrutiny Manager	Item 5
Class	Part 1 (open)	19 April 2016

1. Recommendation

- 1.1. The Select Committee is asked to note the content of the report (below) which was submitted to the Health and Wellbeing board on 29 March 2016.

2. Background

- 2.1. The leaders of the national health and care bodies in England have set out steps to help local organisations plan over the next six years to deliver a sustainable, transformed health service and to improve quality of care, wellbeing and NHS finances.
- 2.2. At its meeting on 29 March 2016, Lewisham’s Health and Wellbeing Board received an update on the delivery of South East London’s Sustainability and Transformation Plan.
- 2.3. The Chair of Healthier Communities Select Committee has resolved that, given the timeline set out in the report and the strategic significance of the sustainability and transformation plans, this update should be considered by health scrutiny as an urgent item at the Committee’s meeting on 19 April.
- 2.4. The Chair has specifically requested that the Council officers involved in the development of the Plan be called to attend Committee.

3. Further implications

- 3.1. At this stage there are no specific financial, legal, environmental, equalities or crime and disorder implications to consider.

Background documents

Appendix A: report for the Health and Wellbeing Board 290316: South East London Sustainability and Transformation Plan

If you have any questions about this report, please contact Timothy Andrew, Interim Overview and Scrutiny Manager (02083147916)

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HEALTH AND WELLBEING BOARD			
Report Title	South East London Sustainability and Transformation Plan		
Contributors	Our Healthier South East London Programme Team	Item No.	7D
Class	Part 1	Date:	29 March 2016
Strategic Context	The report provides an update on strategic planning processes for South East London		

1. Purpose

- 1.1 This report provides members of the Health and Wellbeing Board with an update on the NHS South East London Sustainability and Transformation Plan. The report is for information.

2. Recommendation/s

Members of the Health and Wellbeing Board are recommended to:

- 2.1 Note the progress of this programme of work.

3. Policy Context & Background

- 3.1 The leaders of the national health and care bodies in England have set out steps to help local organisations plan over the next six years to deliver a sustainable, transformed health service and to improve quality of care, wellbeing and NHS finances.

Called Delivering the Forward View, the NHS planning guidance for 2016/17 – 2020/21 includes the introduction of a new, dedicated Sustainability and Transformation Fund worth £2.1 billion in 2016/17 and rising to £3.4 billion in 2020/21. This fund will help to get hospitals back on their feet, support the delivery of the NHS Five Year Forward View, and enable new investment for critical priorities such as primary care, mental health and cancer services.

The planning guidance outlines a new approach to help ensure that health and care services are planned by place rather than around individual institutions.

As in previous years, NHS organisations are required to produce individual operational plans for 2016/17. In addition, every health and

care system will be required, for the first time, to work together to produce a Sustainability and Transformation Plan (STP), a separate but connected strategic plan covering the period October 2016 to March 2021.

The STP will describe an overall local vision to pursue the 'triple aim' set out in the NHS Five Year Forward View:

- improved health and wellbeing
- transformed quality of care delivery
- and sustainable finances

The plan will also cover all areas of CCG and NHSE commissioned activity including:

- Specialised services, from the 10 collaborative commissioning hubs
- Primary medical care, from a local CCG perspective
- Integration with local authority services (prevention, social care, reflecting local agreed health & wellbeing strategies)

The STP process is significant because it:

- takes a whole system approach to health and social care planning
- requires systems to work together to produce a sustainable plan that both meets quality and performance standards and ensures financial sustainability
- this will require conjoined commissioner and provider plans which align activity and finance and achieve the national must dos on quality and performance
- the STP is the single application and approval process for transformation funding for 2017/18, and provider access to the £1.8bn STP fund in 2016/17 which is targeted primarily at providers of emergency care and is aimed at getting the sector back into balance as a whole.

South east London is further advanced compared to other STP footprints in the country, with a large amount of work already done as part of the Our Healthier South East London (OHSEL) programme. The south east London STP will build on the OHSEL strategy. Work has already started in light of the tight timelines associated (outlined below), with a dedicated programme workstream supporting the submission planning process.

The core components of the first STP submission on 11 April are expected to include:

- a base case; both financial and clinical (i.e. the do nothing scenario)
- a number of supporting artefacts that enable development of the STP including:
 - a programme plan with clearly defined workstreams and milestones
 - governance arrangements that provide appropriate leadership and control to STP development
 - resource agreements across the strategic planning group to support STP development
- interdependencies between both the financial and clinical base case will need to be considered and accounted for when designing and agreeing supporting artefacts.

4. Timeline

The final submission of the STP is late June 2016, with a first draft expected by NHS England in early April.

Background Documents

Delivering the Forward View: NHS planning guidance 2016/17 – 2020/21 can be found at www.england.nhs.uk/ourwork/futurenhs/deliver-forward-view/

Further information on the Our Healthier South East London programme can be found at www.ourhealthiersel.nhs.uk

If there are any queries on this report please contact Charles Malcolm-Smith, Deputy Director (Strategy & OD), Lewisham CCG, e-mail charles.malcolm-smith@nhs.net

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Healthier Communities Select Committee		
Title	Information item: Joint Health Overview and Scrutiny Committee	
Contributor	Interim Overview and Scrutiny Manager	Item 6
Class	Part 1 (open)	19 April 2016

1. Recommendation

- 1.1. The Select Committee is asked to note the content of the report (attached) considered by Council.

2. Background

- 2.1. At the meeting of full Council on 30 March, it was agreed that Lewisham would join an Overview and Scrutiny Committee with the boroughs of Lambeth, Croydon and Southwark to review changes being proposed to the delivery of services by the South London and Maudsley NHS Foundation Trust.

3. Further implications

- 3.1. The legal implications for the creation of the joint committee are included in the report to Council. At this stage there are no specific financial, legal, environmental, equalities or crime and disorder implications to consider.

Background documents

Constitutional Matters: Joint Health Overview and Scrutiny Committee report to Council 30 March 2016: <http://tinyurl.com/grvt3or>

If you have any questions about this report, please contact Timothy Andrew, Interim Overview and Scrutiny Manager (02083147916)

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Council		
Title	Constitutional Matters: Joint Health Overview and Scrutiny Committee	
Key decision	N/A	
Contributor	Head of Law	
Class	Part 1 (open)	30 March 2016

Reason for lateness and urgency

The report has not been available for five clear working days before the meeting and the Chair is asked to accept it as an urgent item. The report was not available for dispatch on Thursday 17 March 2016 because of the time taken to reach agreement on the terms of reference. The report cannot wait until the next meeting because the decision on changes to services (as set out in the report) is due before the next meeting of Council.

1. Summary

- 1.1 This report proposes the creation of a Joint Health Overview and Scrutiny Committee (JHOSC) with Lambeth, Southwark, Croydon and Lewisham as the participant authorities. Its purpose will be to scrutinise proposals from the South London and Maudsley NHS Foundation Trust (SLaM) on changes to the current service model of Place of Safety provision within the SLaM area, from four separate Places of Safety, for the boroughs of Southwark, Lambeth, Lewisham and Croydon, to one centralised Place of Safety, provided in Southwark.
- 1.2 The report sets out the proposed terms of reference (appendix 1) for the JHOSC and asks Council to appoint two members to it.

2. Purpose

- 2.1 The creation of a JHOSC will enable the views of the affected local authorities on SLaM's changes to the provision of Places of Safety to be heard. There is also a legal requirement for the establishment of a JHOSC where the proposals would affect more than one council area.

3. Recommendations

Council is asked to agree:

- 3.1 To the creation of a JHOSC with the participant authorities being Lambeth, Southwark, Croydon and Lewisham, with the terms of reference set out in Appendix 1.
- 3.2 Subject to agreement of the recommendation in 3.1 above:

- (a) to appoint two councillors to sit on that joint committee
- (b) to agree that the councillors appointed to the JHOSC be able to nominate substitutes to attend meetings of the JHOSC in their place in the event that they are unable to attend.
- (c) That the terms of reference do not include the power to make a report to the Secretary of State (under regulation 23(9) of the Regulations in relation to the proposal from SLaM for Croydon, Lambeth, Lewisham and Southwark Councils.

4. Background

- 4.1 Places of Safety are provided by SLaM for a people who are brought to hospital under powers granted by Section 136 of the Mental Health Act. This power can be used by police officers if someone is in a public place and the police have concerns about them. Across the SLaM there are currently four places of safety, or '136 Suites', where people can be brought, assessed and cared for. The four suites are located at each of SLaM's four hospital sites. Following an assessment in one of these suites by a doctor and an interview with an Approved Mental Health Professional the person can either be discharged with or without referral for further mental health support, or admitted for further treatment.
- 4.2 SLaM believes that the current provision of places of safety is inadequate and it has had difficulty in maintaining availability of staff, resulting in the suites being closed regularly. During the period January 2015 through to August 2015, the Trust reports that it was unable to provide any place of safety to the Police on 40 occasions.
- 4.3 The Trust's proposal is for the development of a central place of safety. The aim of the proposed model is to ensure that an assessment facility is always available.
- 4.4 Set out in Section 244 NHS Act 2006 and Regulation 23 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (the Regulations) is the requirement that relevant NHS bodies or relevant health service providers consult an affected local authority when a substantial variation or substantial development of health services in the area is under consideration.
- 4.5 The Regulations also state that where proposals would affect more than one authority, those authorities must respond through one committee. This can be achieved by establishing a joint overview and scrutiny committee for the purposes of consultation.
- 4.6 The four Councils are legally compelled to establish the joint committee for the purposes of consultation on the current proposals by SLaM and once established only it may:
 - (a) Make comments on the proposals;
 - (b) Require the provision of information about the proposals; and/or
 - (c) Require the attendance of a member or officer of the relevant NHS body or health service provider to answer questions in connection with the consultation.

4.7 Authorities have the power to refer proposals for substantial variation of health services in the area to the Secretary of State if they consider:

(a) The consultation has been inadequate

(b) Where there has been no consultation the relevant NHS body or health service provider has not adequately explained the reason why it did not do so in terms of urgency relating to the safety or welfare of patients or staff.

(c) A proposal would not be in the interests of the health service in the area.

5. Legal implications

5.1 The legal implications are reflected in the body of the report. In addition, executive members are prohibited from membership of the JHOSC.

5.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). 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.

5.3 In summary, 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.

5.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

5.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

5.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and the equality duty

5.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

6. Financial implications

- 6.1 There are no direct financial implications arising from the implementation of the recommendations in this report. As a scrutiny committee, the newly created JHOSC will comment on the financial impact and implications of matters to be consulted on. Members will therefore have the support of officers in their respective boroughs to advise on these matters when they arise.
- 6.2 There will be a cost for the scrutiny functions in each borough to support the work of this additional committee.

Appendix 1: proposed terms of reference

Background Information

For any further information on this report call Kath Nicholson, Head of Law on 0208 3147648

Appendix 1

Joint Health Overview and Scrutiny Committee SLaM Place of Safety

Terms of reference

The Joint Health Overview and Scrutiny Committee (JHOSC) is constituted in accordance with the Local Authority Public Health, Health & Wellbeing Boards and Health Scrutiny Regulations 2013 (the “Regulations”) and Department of Health Guidance to respond to a substantial reconfiguration proposal covering more than one Council. The JHOSC will scrutinise the proposal from South London and Maudsley NHS Foundation Trust (SLaM), and their commissioners, to change the current service model of Place of Safety provision within SLaM from four separate Places of Safety, for the boroughs of Southwark, Lambeth, Lewisham and Croydon, to one centralised Place of Safety, provided in Southwark for all four boroughs. The relevant commissioners for this proposal from SLaM are Croydon, Lambeth, Lewisham and Southwark Clinical Commissioning Groups (CCGs) and the Local Authorities social care commissioners from all four boroughs.

Context

Places of Safety are provided by SLaM for a number of people who are brought to hospital under Section 136 of the Mental Health Act (MHA). This is a power that police officers can use if someone is in a public place and the police have concerns about them. Across the SLaM there are currently four Place of Safety, or 136 Suites, where people can be brought, assessed and cared for. The four suites are located at each of SLaM’s four hospital sites. Following an assessment in one of these suites, by a doctor and an interview with an Approved Mental Health Professional (AMHP), the person can either be discharged with or without referral for further mental health support, or admitted for further treatment.

The Joint Committee’s terms of reference are:

1. To undertake all the functions of a statutory Joint Health Overview and Scrutiny Committee in accordance with the Regulations and Department of Health Guidance. This includes, but is not limited to the following:
 - (a) To consider and respond to the proposals from SLaM for the provision of one centralised Place of Safety
 - (b) To scrutinise the commissioners of the SLaM proposal and to seek assurance that the proposal is supported and that partnership arrangements between health & social care and across the boroughs are adequate
 - (c) To scrutinise any consultation process
 - (d) This does not include the power to make a report to the Secretary of State (under regulation 23(9) of the Regulations) in relation to the proposal from SLaM for Croydon, Lambeth, Lewisham and Southwark Councils. However,

any individual authority may make a specific delegation to the JHOSC in relation to their own power to make such a report on their behalf. The JHOSC will undertake to go through all the necessary steps needed to enable either collective or individual councils to exercise their power to refer to the Secretary of State

Membership

Membership of the Joint Committee will be two named Members from each of the following local authorities:

London Borough of Lambeth;
London Borough of Lewisham;
London Borough of Southwark;
London Borough of Croydon.

Members must not be an Executive Member.

Procedures

Chair and Vice-Chair

1. The Joint Committee will appoint a Chair and Vice-Chair at its first meeting. The Chair and Vice-Chair should be members of different participating authorities.

Substitutions

2. Substitutes may attend Joint Committee meetings in lieu of nominated members. Continuity of attendance throughout the review is strongly encouraged however.
3. It will be the responsibility of individual committee members and their local authorities to arrange substitutions and to ensure that the lead authority is informed of any changes prior to the meeting.
4. Where a substitute is attending the meeting, it will be the responsibility of the nominated member to brief them in advance of the meeting

Quorum

5. The quorum of the meeting of the Joint Committee will be 3 members, each of whom should be from a different participating authority.

Voting

6. It is hoped that the Joint Committee will be able to reach their decisions by consensus. However, in the event that a vote is required each member present will have one vote. In the event of there being an equality of votes, the Chair of the meeting will have the casting vote.

7. On completion of the scrutiny review by the Joint Committee, it shall produce a single final report, reflecting the views of all the local authorities involved.

Meetings

8. Meetings of the Joint Committee will normally be held in public and will take place at venues within South London. The normal access to information provisions applying to meetings of the Overview and Scrutiny committees will apply. However, there may be occasions on which the Joint Committee may need to make visits outside of the formal Committee meeting setting.
9. Meetings shall last for up to two hours from the time the meeting is due to commence. The Joint Committee may resolve, by a simple majority, before the expiry of 2 hours from the start of the meeting to continue the meeting for a maximum further period of up to 30 minutes.

Local Overview and Scrutiny Committees

10. The Joint Committee will encourage its Members to inform their local overview and scrutiny committees of the work of the Joint Committee on the SLaM Place of Safety proposal
11. The Joint Committee will invite its Members to represent to the Joint Committee the views of their local overview and scrutiny committees on the SLaM Place of Safety proposal and the Joint Committee's work.

Communication

12. The Joint Committee will establish clear lines of communication between itself, SLaM, the CCG, and local authorities. All formal correspondence between the Joint Committee, local authorities and the NHS on this matter will be administered by *Julie Timbrell*, *Southwark Council*) or (*other*) until such officer is appointed.

Representations

13. The Joint Committee will identify and invite witnesses to address the committee, invite comments from interested parties and take into account information from all the local Healthwatch organisations. It may wish to undertake further consultation with a range of stakeholders.

Support

14. Administrative and research support will be provided by the scrutiny teams of the 4 boroughs working together.

Assumptions

15. The Joint Committee will be based on the following assumptions:

- (a) That the Joint Health Scrutiny Committee is constituted to respond to SLaM Place of Safety proposal.
- (b) SLaM, and their commissioners, will permit the Joint Health Scrutiny Committee access to the outcome of any public consultation.