

## WORK PROGRAMME 2012/2013

**Officer Contact**

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**Papers with report**

Appendix A: Work Programme 2012/2013 &amp; 2013/2014

### REASON FOR ITEM

To enable the Committee to plan and track the progress of its work in accordance with good project management practice.

### OPTIONS AVAILABLE TO THE COMMITTEE

1. Note the proposed Work Programme.
2. To make suggestions for/amendments to future working practices and/or reviews.

### INFORMATION

1. The meeting dates for 2013/14 have been agreed by Council. Members are asked to highlight issues that they feel the Committee may want to examine in 2013/14. The meeting dates for the next municipal year are as follows and the meetings will start at 6pm unless indicated:

Meetings	Room
Wednesday 5 June 2013	CR6
Tuesday 16 July 2013	CR6
Thursday 5 September 2013	CR6
Thursday 10 October 2013	CR6
Tuesday 19 November 2013	CR6
Thursday 9 January 2014	CR6
Tuesday 18 February 2014	TBC
Tuesday 18 March 2014 – 5pm	TBC
Thursday 17 April 2014	TBC

2. Members of the Committee have agreed that, over the year, major reviews that were undertaken of the following topics:
  - The role of Special Constables – The final report was considered by Cabinet at its meeting on 21 March 2013, and the recommendations were fully endorsed.
  - Diabetes – The draft final report is being prepared and would be available for External Services to consider at this meeting.

## **SUGGESTED COMMITTEE ACTIVITY**

1. Members to review the work to be undertaken in the 2013/2014 municipal year and highlight issues for potential scrutiny.
2. Members note the Work Programme and make any amendments as appropriate.
3. Ensure Members are clear on the work coming before the Committee.

## **BACKGROUND DOCUMENTS**

None.

## EXTERNAL SERVICES SCRUTINY COMMITTEE

## 2012/13 WORK PROGRAMME

*NB – all meetings start at 6pm in the Civic Centre unless otherwise indicated.*

*Shading indicates completed meetings*

Meeting Date	Agenda Item
6 June 2012	<p><b>NHS NWL</b> NHS North West London will attend to update the Committee to Shaping a healthier future.</p>
17 July 2012 – 5pm	<p><b>LINK</b> To receive a report on the progress of LINK in the Borough since the last update received by the Committee in July 2011.</p> <p><b>CNWL</b> To receive an update from CNWL.</p> <p><b>Public Health</b> To receive an update in relation to public health from Dr Friedman.</p>
13 September 2012	<p><b>NHS &amp; GPs</b> Performance updates, updates on significant issues and review of effectiveness of provider services:</p> <ul style="list-style-type: none"> <li>• NHS Hillingdon</li> <li>• The Hillingdon Hospital NHS Foundation Trust</li> <li>• Royal Brompton &amp; Harefield NHS Foundation Trust</li> <li>• Central &amp; North West London NHS Foundation Trust</li> <li>• London Ambulance Service</li> <li>• Hillingdon CCG</li> <li>• Hillingdon LINK</li> </ul> <p><b>Previous Major Review Updates</b> To receive an update on progress made with regard to the Committee's major review recommendations over the last four years - Members requested that they receive an update at the meeting on 13 September 2012 on progress made with regard to the Committee's major review recommendations over the last four years.</p>

## PART 1 – MEMBERS, PUBLIC AND PRESS

Meeting Date	Agenda Item
<b>11 October 2012</b>	<p><b>Safer Hillingdon</b> To scrutinise the issue of crime and disorder in the Borough (Safer Neighbourhoods Team, Metropolitan Police Service, etc).</p>
<b>20 November 2012</b>	<p><b>Pharmacies and Opticians</b> To receive an update in relation to pharmacies and opticians in the Borough.</p> <p><b>Prescription Services</b> To receive a report on prescription services in the Borough.</p> <p><b>CNWL Consultation Update</b> To receive an update following the conclusion of the consultation in relation to proposed changes to the bed based mental health service at Hillingdon Hospital.</p>
<b>10 January 2013</b>	<p><b>Utility Services</b> To receive an update on the impact of the provision and quality of services provided by the utility companies in the Borough (TfL, water, gas, electricity, cable and telephone).</p> <p>Other areas to be scrutinised include the standard of maintenance of the substations and the enforcement options open to the Council when utility companies fail to adhere to standards.</p>
<b>19 February 2013 – 4pm</b>	<p><b>Community Cohesion Review</b> To review the community cohesion achievements since March 2012 – Young People in the Borough</p>
<b>19 March 2013 – 5pm</b>	<p><b>Crime &amp; Disorder</b></p> <ul style="list-style-type: none"> <li>• Metropolitan Police Service (MPS)</li> <li>• Safer Neighbourhoods Team (SNT)</li> <li>• London Fire Brigade</li> <li>• Probation Service</li> <li>• British Transport Police</li> </ul>

<b>Meeting Date</b>	<b>Agenda Item</b>
<b>18 April 2013</b>	<b>Quality Reports &amp; CQC Evidence Gathering</b> <ul style="list-style-type: none"><li>• Hillingdon Primary Care Trust (PCT)</li><li>• The Hillingdon Hospital NHS Foundation Trust</li><li>• Royal Brompton &amp; Harefield NHS Foundation Trust</li><li>• Central &amp; North West London NHS Foundation Trust</li><li>• London Ambulance Service</li><li>• Care Quality Commission (CQC)</li><li>• Hillingdon LINK</li></ul>

Themes	Future Work to be Undertaken
<p><b>The Role of Special Constable Working Group</b></p> <p><b>Comprising Councillors:</b></p> <ul style="list-style-type: none"> <li>• Dhillon</li> <li>• Gilham</li> <li>• Kemp</li> <li>• Yarrow</li> </ul>	<p>Detailed review of the role of special constables.</p> <p>Working Group Meeting dates:</p> <ul style="list-style-type: none"> <li>• 2pm, Wednesday 17 October 2012 – CR6 (1<sup>st</sup> witness session)</li> <li>• 2pm, Wednesday 24 October 2012 – CR4 (2<sup>nd</sup> witness session)</li> <li>• 4.30pm, Wednesday 10 January 2013 – CR7 (To review final report)</li> </ul>
<p><b>Diabetes Care Working Group</b></p> <p><b>Comprising Councillors:</b></p> <ul style="list-style-type: none"> <li>• East</li> <li>• Gilham</li> <li>• Jarjussey</li> <li>• Kauffman</li> <li>• White</li> </ul>	<p>Detailed review of the diabetes care in Hillingdon.</p> <p>Working Group Meeting dates:</p> <ul style="list-style-type: none"> <li>• Stakeholder event -1.30pm, Wednesday 30 January 2013 – Middlesex Suite</li> <li>• 2pm, Tuesday 5 February 2013 – CR3 (1<sup>st</sup> witness session)</li> <li>• 4pm, Thursday 21 February 2013 – CR6 (2<sup>nd</sup> witness session)</li> <li>• 4pm, Thursday 3 March 2013 – CR6 (2<sup>nd</sup> witness session)</li> <li>• 2pm, Tuesday 9 April 2013 – CR6 (To review final report)</li> <li>• Site visit to be arranged - TBC</li> </ul>