

**Work Programme**

***Great Western Ambulance Joint Health Scrutiny Committee***  
**11<sup>th</sup> June 2010**

**Author:** Chair, Great Western Ambulance Joint Health Scrutiny Committee

**Purpose**

To agree the next stages of the work programme for the Great Western Ambulance Joint Health Scrutiny Committee for 2010/11.

**Recommendation**

The Great Western Ambulance Joint Health Scrutiny Committee is requested to:

- Agree the future items on the Work Programme and authorise the Chair and support officers to make arrangements for the delivery of the Work Programme
- Agree the proposed date and hosting arrangements for the forthcoming meetings in September and December

**1.0 Reasons**

- 1.1 In order to facilitate the preparation of meetings, the Great Western Ambulance Joint Health Scrutiny Committee has agreed to develop a work programme that outlines its priorities.

**2.0 Detail**

- 2.1 At the last meeting on 29<sup>th</sup> January 2010, Members agreed a work programme up to the 23<sup>rd</sup> April 2010.
- 2.2 Members are requested to confirm work programme priorities for the next meeting of the Committee on Friday 17<sup>th</sup> September 2010, which will be hosted by Gloucestershire.
- 2.3 Members are requested to confirm the proposed date of Friday 17<sup>th</sup> December (in order to maintain the three month cycle of meetings). South Gloucestershire has offered to host this meeting.
- 2.4 A draft Work Programme is attached, which includes the standing items that are reported to every meeting of the Committee.

### **3.0 Background Papers and Appendices**

#### *Appendices*

Appendix A - Great Western Ambulance Joint Health Scrutiny Committee  
Work Programme 20010/11

## Appendix A

### Work Programme

#### Great Western Ambulance Joint Health Scrutiny Committee Work Programme 2010/11 (Updated 17th May 2010)

Please note:

- Where possible, a 45 minute pre-meeting will be held before all formal Committee meetings. These will be held in private.
- Members are reminded that the Work Programme is a live document and will be reviewed at every Committee meeting to ensure that it remains relevant and to plan future meetings.

**Friday 11th June 2010 at 11.00am at Swindon Borough Council, Civic Offices, Euclid St, Swindon SN1 2J**

| Agenda Item  | Issues to be Considered  | Witnesses Required   | Details of Evidence Required   |
|--|--|--|--|
| To consider any issues arising from the Monthly Performance Report, and response times for district councils.<br>(also included will be a full breakdown of handover times/delays by hospital) | <ul style="list-style-type: none"><li>• To consider the latest data regarding key performance information</li><li>• To raise any issues with officers from GWAS and Gloucestershire PCT</li><li>• To determine whether any further action is required by the Joint Committee</li></ul> | <ul style="list-style-type: none"><li>• Representative from GWAS</li><li>• Representative from Gloucestershire PCT</li></ul> | <ul style="list-style-type: none"><li>• Commissioners Monthly Report (2009/10 year end plus April 2010), GWAS</li><li>• Board Performance Report (April 2010) GWAS</li><li>• Handover times/delays by hospital</li><li>• District Response Times</li></ul> |

|   |   |   |  |
|---|---|---|--|
| Report from Short Life Group on Rural Response Times                        | <ul style="list-style-type: none"> <li>To consider the recommendations of the Short Life Group</li> </ul>   | <ul style="list-style-type: none"> <li>Representative from GWAS</li> <li>Members of the Short Life Group</li> </ul> |  |
| Report from Joint Working Group   |   | Local LINK rep  |  |
| Quality Accounts  | <ul style="list-style-type: none"> <li>To explain the background to Quality Accounts</li> </ul>   | Scrutiny Officer  |  |
| GWAS Quality Account  | <ul style="list-style-type: none"> <li>For information</li> </ul>   | Representative from GWAS  | GWAS Quality Account   |
| GWAS Joint Health Scrutiny Committee Work Programme                         | <ul style="list-style-type: none"> <li>To review the Committee's work programme to ensure that it remains relevant</li> </ul>   | Scrutiny Officer  |  |
| Update from local authority Health Overview and Scrutiny Committees (HOSCs) | <ul style="list-style-type: none"> <li>To enable individual HOSCs to advise the Joint Committee of any work they are undertaking and the outcomes of such work</li> </ul> | N/A   | <ul style="list-style-type: none"> <li>Extracts of minutes from local authority HOSCs</li> </ul> |

**Friday 17<sup>th</sup> September 2010 at 11.00am at Gloucestershire Council**

| <b>Agenda Item</b>   | <b>Issues to be Considered</b>   | <b>Witnesses Required</b>   | <b>Evidence Required</b>   |
|--|--|---|--|
| To consider any issues arising from the Monthly Performance Report, and response times for district councils.<br>(also included will be a full breakdown of handover times/delays by hospital) | <ul style="list-style-type: none"> <li>• To consider the latest data regarding key performance information</li> <li>• To raise any issues with officers from GWAS and Gloucestershire PCT</li> <li>• To determine whether any further action is required by the Joint Committee</li> </ul> | <ul style="list-style-type: none"> <li>• Representative from GWAS</li> <li>• Representative from Gloucestershire PCT</li> </ul> | <ul style="list-style-type: none"> <li>• Commissioners Monthly Report, GWAS</li> <li>• Board Performance Report, GWAS</li> <li>• Handover times/delays by hospital</li> <li>• District Response Times</li> </ul> |
| Report from Joint Working Group  | <ul style="list-style-type: none"> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>• Local LINK rep</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| Interim (3 month) update on locally focussed work (from Short Life Group on Rural Response Times)  | <ul style="list-style-type: none"> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>   | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| GWAS Joint Health Scrutiny Committee Work Programme  | <ul style="list-style-type: none"> <li>• To review the Committee's work programme to ensure that it remains relevant</li> </ul>  | <ul style="list-style-type: none"> <li>• Scrutiny Officer</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| Update from local authority Health Overview and Scrutiny Committees (HOSCs)  | <ul style="list-style-type: none"> <li>• To enable individual HOSCs to advise the Joint Committee of any work they are undertaking and the outcomes of such work</li> </ul>  | <ul style="list-style-type: none"> <li>• N/A</li> </ul>   | <ul style="list-style-type: none"> <li>• Extracts of minutes from local authority HOSCs</li> </ul>   |

**Friday 17<sup>th</sup> December at South Gloucestershire Council, Council Offices, Castle Street, Thornbury, BS35 1HF)**

| <b>Proposed Outcome</b>  | <b>Issues to be Considered</b>   | <b>Witnesses Required</b>   | <b>Evidence Required</b>   |
|--|--|---|--|
| To consider any issues arising from the Monthly Performance Report, and response times for district councils.<br>(also included will be a full breakdown of handover times/delays by hospital) | <ul style="list-style-type: none"> <li>• To consider the latest data regarding key performance information</li> <li>• To raise any issues with officers from GWAS and Gloucestershire PCT</li> <li>• To determine whether any further action is required by the Joint Committee</li> </ul> | <ul style="list-style-type: none"> <li>• Representative from GWAS</li> <li>• Representative from Gloucestershire PCT</li> </ul> | <ul style="list-style-type: none"> <li>• Commissioners Monthly Report, GWAS</li> <li>• Board Performance Report, GWAS</li> <li>• Handover times/delays by hospital</li> <li>• District Response Times</li> </ul> |
| Six month update on locally focussed work (from Short Life Group on Rural Response Times)  | <ul style="list-style-type: none"> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>   | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| Report from Joint Working Group  | <ul style="list-style-type: none"> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>• Local LINK rep</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| GWAS Joint Health Scrutiny Committee Work Programme  | <ul style="list-style-type: none"> <li>• To review the Committee's work programme to ensure that it remains relevant</li> </ul>  | <ul style="list-style-type: none"> <li>•</li> </ul>   | <ul style="list-style-type: none"> <li>•</li> </ul>  |
| Update from local authority Health Overview and Scrutiny Committees (HOSCs)  | <ul style="list-style-type: none"> <li>• To enable individual HOSCs to advise the Joint Committee of any work they are undertaking and the outcomes of such work</li> </ul>  | <ul style="list-style-type: none"> <li>• N/A</li> </ul>   | <ul style="list-style-type: none"> <li>• Extracts of minutes from local authority HOSCs</li> </ul>   |