

Joint Great Western Ambulance Overview and Scrutiny Committee
Draft Work Programme

Introduction

This document outlines the work programme for the Joint Health Scrutiny Committee.

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 living document and will be reviewed at every Committee meeting to ensure that it remains relevant and to plan future meetings.

Glossary

S = Swindon Borough Council

G = Gloucestershire County Council

GWA = Great Western Ambulance NHS Trust

B = Bristol City Council

HOSC = Health Overview & Scrutiny Committee

PCT = Primary Care Trust

10.30 on 29th February 2008 at Swindon Borough Council

| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Documents Required |
|--|---|---|--|
| To obtain a common understanding of the role and responsibilities of GWA, an overview of performance and commissioning | <ul style="list-style-type: none">• Appointment of Chair & Vice Chair• Approval of Terms of Reference• • Explanation of Terms of Reference of Committee & objectives of this review• Introduction to GWA, service delivered and strategic objectives• Overview of GWA key performance indicators and trust-wide performance• Overview of how GWA is | <ul style="list-style-type: none">• Tim Lynch, Chief Executive, GWA• Rachel Pearce, Director Corporate Governance, GWA• Victoria Eld, Head of Communications, GWA• Chair, GWA Board• Jan Stubbings, Chief | <ul style="list-style-type: none">• Draft Terms of Reference• Draft Work Programme• Report from GWA summarising key strategic aims and objectives and performance indicators |

Agenda Item 6

| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Documents Required |
|------------------|--|-----------------------------------|--|
| | <ul style="list-style-type: none"> commissioned Approval of draft Work Programme including evidence and witnesses required for next meeting Agree date and venue for next meeting | Executive, Gloucestershire PCT | <ul style="list-style-type: none"> Latest GWA performance report Report from Gloucestershire PCT outlining commissioning |

Write to Chair of GWA Public and Patient Involvement Forum asking for their views on the steps taken by the Trust to improve performance? (PPI Forums disbanded 31st March 2008)

Date & Venue To Be Agreed (TBA)

| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|--|--|--|--|
| To hear detailed evidence regarding GWA performance management | <ul style="list-style-type: none"> Explanation of GWA performance targets Performance management mechanisms & process Background to National Ambulance Improvement Agency Report GWA's response to National Ambulance Improvement Agency Report Progress in implementing Action Plan Barriers to achieving targets Performance reporting to HOSCs Review of Work Programme | <ul style="list-style-type: none"> Tim Lynch, Chief Executive, GWA Rachel Pearce, Director Corporate Governance, GWA Chair, GWA Board | <ul style="list-style-type: none"> Report outlining performance management structure within GWA GWA NAIA Action Plan & summary of progress made in achieving targets Summary of GWA's response to all of the issues |

For more information contact Emma Powell, Scrutiny Officer, Swindon Borough Council on 01793 463412 or epowell@swindon.gov.uk

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| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|------------------|--|--------------------|--|
| | <ul style="list-style-type: none"> Agree date of next meeting | | <p>raised in the NAIA report</p> <ul style="list-style-type: none"> Performance management data July 2007 - present |

Date & Venue To Be Agreed (TBA)

| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|---|--|---|--|
| To consider the role of PCTs in monitoring the performance of GWA | <ul style="list-style-type: none"> Role of Gloucestershire PCT as lead commissioner in monitoring performance & remedial action taken in response to failure to meet targets Role of other PCTs in monitoring performance & remedial action taken in response to failure to meet targets (verbal or written evidence) Review the work programme Agree date of next meeting | <ul style="list-style-type: none"> Jan Stubbings, Chief Executive, Gloucestershire PCT Director of Strategic Commissioning and Primary Care, Gloucestershire PCT Representative from other PCTs or evidence in writing | <ul style="list-style-type: none"> Report from Gloucestershire PCT outlining the performance management of GWA Evidence from other PCTs – Scrutiny Officer to compile into single report |

Date & Venue To Be Agreed (TBA)

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| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|---|---|--|---|
| To consider the role of NHS South West, the National Ambulance Improvement Agency and Healthcare Commission in performance management | <ul style="list-style-type: none"> • Role of NHS SW in monitoring performance of GWA and remedial action taken in response to failure to meet targets • Role of National Ambulance Improvement Agency in supporting failing Trusts and views of NAIA on steps taken by GWA and commissioners to address issues raised in their report • Role of the Healthcare Commission in monitoring the performance of GWA | <ul style="list-style-type: none"> • Representative from NHS South West • Representative from National Ambulance Improvement Agency • Representative from the Healthcare Commission | <ul style="list-style-type: none"> • Report from NHS South West outlining its role & action taken regarding GWA performance • Report from NAIA outlining its role • Report from the Healthcare Commission outlining its role |

Date & Venue To Be Agreed (TBA)

| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|--|---|--|--------------------------|
| To consider evidence from public & patient involvement groups regarding the engagement with the Trust to improve performance | <ul style="list-style-type: none"> • How GWA engages with PPI groups to develop, plan and deliver services • The views of PPI groups regarding the performance of GWA | <ul style="list-style-type: none"> • Representatives from ex GWA PPIF • Representatives from LINKs • Representatives from other PPI groups such as older people & carers forums | |

Date & Venue To Be Agreed (TBA)

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| Proposed Outcome | Issues to be Considered | Witnesses Required | Evidence Required |
|--|---|---|--|
| To consider draft report and agree recommendations arising from review. To consider future role of Committee | <ul style="list-style-type: none">• Consider draft report arising from review• Recommendations to be included in the final report of the review• To agree future role of Joint Committee & Terms of Reference | <ul style="list-style-type: none">• N/A | <ul style="list-style-type: none">• Draft report• TOR |

Other Evidence Sources

Final Report on the Review on Great Western Ambulance Service, National Ambulance Improvement Agency, July 2007

Joint Health Scrutiny Committees: A Practical Guide, Centre for Public Scrutiny, 2004

Operational Plan 2007/08, Great Western Ambulance Service NHS Trust, 2007

Public & Patient Involvement (PPI) Plan, Great Western Ambulance Service NHS Trust, June 2007

“Right Care, Right Place, Right Time” Understanding the GWAS Vision, Great Western Ambulance Service NHS Trust, September 2007

Strategy & Corporate Objectives 2007/08, Great Western Ambulance Service NHS Trust, July 2007