

**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

*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 31<sup>st</sup> March 2008)*

**18<sup>th</sup> April 2007, Bristol City Council House**

<b>Proposed Outcome</b>	<b>Issues to be Considered</b>	<b>Witnesses Required</b>	<b>Evidence Required</b>
To hear detailed evidence regarding GWA performance management	<ul style="list-style-type: none"> <li>• Latest performance data</li> <li>• Progress in implementing National Ambulance Improvement Agency Report</li> <li>• Consideration of information requested by the Committee at the last meeting:</li> </ul>	<ul style="list-style-type: none"> <li>• Tim Lynch, Chief Executive, GWA</li> <li>• Rachel Pearce, Director Corporate Governance, GWA</li> <li>• Steve West, Director Operations</li> </ul>	<ul style="list-style-type: none"> <li>• GWA NAIA Action Plan &amp; summary of progress made in achieving targets</li> <li>• Latest performance</li> </ul>

For more information contact Emma Powell, Scrutiny Officer, Swindon Borough Council on 01793 463412 or [epowell@swindon.gov.uk](mailto:epowell@swindon.gov.uk)

Proposed Outcome	Issues to be Considered	Witnesses Required	Evidence Required
	<ul style="list-style-type: none"> <li>- Information regarding the number of Community First Responders, their location and usage</li> <li>- Hospital turnaround times for all acute Trusts in the Great Western Ambulance region</li> <li>- Response times broken down to District level</li> </ul> <ul style="list-style-type: none"> <li>• Review of Work Programme</li> <li>• Agree date of next meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Jan Stubbings, Chief Executive, Gloucestershire PCT</li> </ul>	<p>management data</p> <ul style="list-style-type: none"> <li>• Community First Responder data</li> <li>• Hospital turnaround times</li> <li>• District response times</li> </ul>

**Date & Venue To Be Agreed (TBA)**

Proposed Outcome	Issues to be Considered	Witnesses Required	Evidence Required
To consider the views of staff in relation to the performance of GWA	<p>The views of staff representatives in relation to:</p> <ul style="list-style-type: none"> <li>• Staff learning and development</li> <li>• Effectiveness of consultation with staff &amp; keeping them informed</li> <li>• Recruitment and retention of staff</li> <li>• Staff sickness</li> <li>• Impact of the new clinical teams</li> </ul> <ul style="list-style-type: none"> <li>• Review of Work Programme</li> <li>• Agree date of next meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Representatives from Trade Unions</li> <li>• Judy Saunders, Director of HR, GWA</li> </ul>	<ul style="list-style-type: none"> <li>• Latest performance data</li> </ul>

**Date & Venue To Be Agreed (TBA)**

To consider the role of PCTs in monitoring the performance of GWA	<ul style="list-style-type: none"> <li>• Role of Gloucestershire PCT as lead commissioner in monitoring performance &amp; remedial action taken in response to failure to meet targets</li> <li>• Role of other PCTs in monitoring performance &amp; remedial action taken in response to failure to meet targets (verbal or written evidence)</li> <li>• Review the work programme</li> <li>• Agree date of next meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Jan Stubbings, Chief Executive, Gloucestershire PCT</li> <li>• Director of Strategic Commissioning and Primary Care, Gloucestershire PCT</li> <li>• Representative from other PCTs or evidence in writing</li> </ul>	<ul style="list-style-type: none"> <li>• Report from Gloucestershire PCT outlining the performance management of GWA</li> <li>• Evidence from other PCTs – Scrutiny Officer to compile into single report</li> </ul>
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**Date & Venue To Be Agreed (TBA)**

<b>Proposed Outcome</b>	<b>Issues to be Considered</b>	<b>Witnesses Required</b>	<b>Evidence Required</b>
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"> <li>• Role of NHS SW in monitoring performance of GWA and remedial action taken in response to failure to meet targets</li> <li>• 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</li> <li>• Role of the Healthcare Commission in monitoring the performance of GWA</li> </ul>	<ul style="list-style-type: none"> <li>• Representative from NHS South West</li> <li>• Representative from National Ambulance Improvement Agency</li> <li>• Representative from the Healthcare Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Report from NHS South West outlining its role &amp; action taken regarding GWA performance</li> <li>• Report from NAIA outlining its role</li> <li>• Report from the Healthcare Commission outlining its role</li> </ul>

**Date & Venue To Be Agreed (TBA)**

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

**Date & Venue To Be Agreed (TBA)**

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

**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

For more information contact Emma Powell, Scrutiny Officer, Swindon Borough Council on 01793 463412 or [epowell@swindon.gov.uk](mailto:epowell@swindon.gov.uk)

*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