

<b>Committee:</b>	<b>Date:</b>
Health and Social Care Scrutiny Committee	1 May 2018
<b>Subject:</b> Annual Workplan	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report author:</b> Joseph Anstee, Committee & Members' Services	

### **Recommendation**

Members are asked to agree the frequency of meetings and dates for 2018/19 meetings, to consider the principle of including items that ensure regular internal scrutiny is carried out, and review the Committee's current workplan.

### **Main Report**

#### **Meeting Dates**

1. The Committee meets on average three times a year, with one additional date in the summer months for a visit.
2. It is proposed that this schedule be retained with the following dates:
  - 6 November 2018, 11.30am
  - 27 February 2019, 11.30am
  - 15 May 2019, 11.30am

#### **Workplan**

3. Last year, Members agreed that a mixture of Social Care and Health issues be considered at each Health and Social Care Scrutiny meeting with Members of the Committee (including the co-opted Member) retaining the ability to call in issues or services at any time.
4. This reflected the need for a flexible work programme, as other priorities can emerge during the year at relatively short notice, and that the timing of a number of local and regional consultations from other health and social care bodies can also be subject to change.
5. To ensure that the Committee fulfils its remit of scrutinising internal as well as external services Officers propose that the following items should normally be considered at each meeting:
  - At least one Social Care issue, from a service commissioned or provided by the City of London Corporation
  - Two to three health issues, at least one from a public health service commissioned by the City of London Corporation

6. Members are asked to note that, with the agreement of the Chairman, it may be necessary to vary this arrangement to take account of the factors set out in Paragraph 4.
7. Future agendas can be discussed at each meeting to raise any issues and to determine which topics or services should be considered at the next meeting, to ensure the Committee is able to anticipate emerging issues and priorities in health and social care.

## **Conclusion**

8. Members are asked to consider the structure of the workplan, as proposed at paragraph 5, and whether the frequency of meetings should remain at three times a year along with a summer visit.
9. The current workplan is attached as an appendix to this report.

## **Appendices**

- Current Annual Workplan

### **Joseph Anstee**

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