

## **Health Scrutiny Committee, Wellbeing for Life Board and Healthwatch Newcastle joint framework (paper 3)**

This framework has been developed in collaboration with the Health Scrutiny Committee and the Wellbeing for Life Board. It is intended to clarify the independent, but complementary roles and responsibilities of the Health Scrutiny Committee, the Wellbeing for Life Board and Healthwatch Newcastle. It sets out opportunities that we have to work together and add value to each other's work.

The framework went to the Health Scrutiny Committee in July 2014 where it was signed off with amendments. These amendments have been made.

It is due to be presented to the Wellbeing for Life Board in October.

It is now presented to the Healthwatch Newcastle Board for approval.

**A framework for working in partnership  
to improve the wellbeing and health of  
the people who live, work or learn in Newcastle**

**Newcastle City Council Health Scrutiny Committee  
Healthwatch Newcastle  
Wellbeing for Life Board**

**Healthwatch Newcastle**

Share information from all our sources for example networks of voluntary and community groups.

Gather and present evidence and information to influence Newcastle's high level strategies, for example the Wellbeing for Life Strategy and Newcastle Future Needs Assessment and to support scrutiny reviews.

Draw on excellent engagement work by Newcastle voluntary and community sector to provide an evidence base for positive change in health and social care.

Highlight concerns about health and social care services to Health Scrutiny and the Wellbeing for Life Board.

Cascade information to people who use services and the public about services that are available and/or subject to change.

**Newcastle Wellbeing for Life Board**

Fulfills statutory requirement to have a Health and Wellbeing Board also acts as Newcastle's intersectoral steering group for our participation in WHO European Healthy Cities Network.

Bring together individual and organisational knowledge, expertise and experience.

Develop an area-wide view of wellbeing and health through the Newcastle Future Needs Assessment.

Agree area-wide alignment of services to deliver improved wellbeing and health through the Wellbeing for Life Strategy.

Facilitate shared understanding of information to improve outcomes from decision making.

**working  
together to  
add value**

**Health Scrutiny Committee**

Reflects the views and aspirations of local communities to ensure that all sections of communities have equal access to services and equal chance of a positive outcome.

Reviews the nature, impact and effectiveness of existing policy and contributes to the development of new policy.

Acts as a critical friend to those making decisions and holds decision makers to account for their actions.

Challenges performance to ensure that services are meeting the needs and are in the best interests of local communities.

## Acknowledgement

The following framework has been developed using frameworks and guidance from the following Local Authorities and partner organisations:

- City of Birmingham
- Leicestershire
- Solihull
- Centre for Public Scrutiny

## Document Control

This document will be reviewed by all signatory parties on an annual basis from the date it is signed or earlier if government policy or relevant partners require it.

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## Introduction

This framework is intended to clarify the independent, but complementary roles and responsibilities of Health Scrutiny Committee, the Wellbeing for Life Board and Healthwatch Newcastle. It sets out opportunities that we have to work together and add value to each other's work.

## Principles

Given the common aims of Health Scrutiny Committee, the Wellbeing for Life Board and Healthwatch Newcastle are to improve health and social care outcomes and ensure the commissioning and delivery of high quality, appropriate and efficient services, it is important that we:

- Work in a climate of mutual respect, courtesy and transparency;
- Have a shared understanding of our respective roles, responsibilities, priorities and different perspectives;
- Promote and foster an open relationship, where issues of common interest and concern are shared and challenged in a constructive and mutually supportive way; and
- Share work programmes and information or data we have obtained to avoid the unnecessary duplication of effort.

Whilst recognising our common aims and the need for closer working, it is important to remember that we all are independent bodies and have autonomy over our own work programmes, methods of working and any views or conclusions we may reach.

This framework does not preclude any of us from working with any other local, regional or national organisations to deliver these aims.

**Signatories**

Date:  
Chair  
Health Scrutiny Committee

Date:  
Chair  
Wellbeing for Life Board

Date:  
Chair  
Healthwatch Newcastle

## Health Scrutiny Committee

### Role and responsibilities

Health Scrutiny Committee is responsible for leading and coordinating the Council's scrutiny activity in relation to wellbeing and health, and it has various legislative powers and duties in relation to this. This includes the ability to:

1. Review and scrutinise any matter relating to the planning, provision and operation of the health service in Newcastle. Including:
  - a. health and public health services commissioned by the Clinical Commissioning Groups, the NHS Commissioning Board and the local authority;
  - b. health and public health services provided by NHS bodies and any other health service providers, including those from the independent and voluntary sectors providing services under contract with the NHS; and
  - c. the planning, management, provision and performance of adult and children's social services.
2. Make reports and recommendations to NHS bodies, relevant health service providers and commissioners, and the local authority on any matter it has reviewed and scrutinised; and expect a response where one is requested.
3. Comment on consultations by NHS bodies and relevant health service providers about proposals for a substantial variation or development to health services in Newcastle.
4. Make recommendations to Council on issues related to proposed service changes, for Council referral to the Secretary of State, where it considers that: there has been inadequate consultation on a proposed change/development in health services or where the proposal is not in the interests of the health service in the area.

### Who it is

Health Scrutiny Committee is made up of 12 elected members of Council, who are not members of the Council's Cabinet. Members are agreed by Council on an annual basis.

### Health Scrutiny Committee can

- Request information from NHS bodies and relevant health service providers about the planning, provision and operation of health services in the city.
- Request the attendance of NHS staff and employees of relevant health service providers at health scrutiny meetings, in order to answer questions the committee may have as it carries out its scrutiny function.
- Consider health or wellbeing decisions made by council, which are "called in" for scrutiny.

### Health Scrutiny Committee aims to ensure that

- The planning and delivery of healthcare reflects the views and aspirations of local communities.
- All aspects of a local community have equal access to health services.
- All aspects of a local community have an equal chance of a successful outcome.
- Any proposals for substantial service change are in the best interests of local people.

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Scrutiny aims to make decision-making processes more transparent, accountable and inclusive and to improve services for people by being responsive to their needs. In carrying out its role it will:

- Act as bridge between professionals and people who use health services;
- Act as a 'critical friend', championing good practice and challenging where necessary;
- Look at the outcomes for service users, of any policies and decisions and will raise concerns as necessary; and
- Carry out in-depth inquiries, making recommendations that can inform and enhance policy and services.

Bringing items to health scrutiny provides relevant organisations with an opportunity to explain proposals for significant changes/developments in services, highlight good practice and also highlight areas of concern.

For more information about the role and function of Health Scrutiny Committee please visit <http://www.newcastle.gov.uk/your-council-and-democracy/policies-strategies-and-performance/overview-and-scrutiny-in-newcastle>

### **To support this framework agreement, Health Scrutiny Committee will:**

- Share with Healthwatch Newcastle proposals for variations/developments to health services in Newcastle and will take account of any comments it may have.
- Work with Healthwatch Newcastle on joint pieces of work and areas of common interest, where there is benefit in doing so.

### **Health Scrutiny Committee may:**

- Take account of and respond to any comments, recommendations and/or areas of referral submitted to it by the Wellbeing for Life Board and Healthwatch Newcastle. Where it does not wish to take forward items of referral then it will provide feedback to the referrer on the reasons why.
- Invite Healthwatch Newcastle to undertake a particular piece of work in order to inform the Committee of public opinion and experiences of services (it may choose not to do so if it wishes).
- Refer matters to the Wellbeing for Life Board and or Healthwatch Newcastle for investigation and/or comment, where there are particular issues of mutual concern (they may choose not to action further if they wish).
- Inform Healthwatch Newcastle of current issues and, in exceptional circumstances, make recommendations on use of its 'enter and view' powers (it may choose not to do so if it wishes).

## Wellbeing for Life Board (Newcastle's statutory health and wellbeing Board)

### Role and responsibilities

The aim of the Wellbeing for Life Board is to improve wellbeing and health in the city through leading action on the social determinants of health and promoting integrated working between local health care, social care, public health and other public services. The Board also has a particular focus on promoting equity and fairness.

The Board as a committee of Council, is accountable to the council and ultimately through this, to the public. Notable, other partners participating in the Wellbeing for Life Board will also have other governance and accountability arrangements. The Board is also subject to the council's scrutiny function, which allows scrutiny members to review and scrutinise matters relating to the planning, provision and operation of the health service in their area.

The Board has two statutory responsibilities:

- To prepare a Joint Strategic Needs Assessment setting out the health and wellbeing needs of the local population. In Newcastle, this statutory requirement is fulfilled through the Newcastle Future Needs Assessment (NFNA); and
- To develop a Joint Health & Wellbeing Strategy, based on priorities that form through the NFNA information in the NFNA. In Newcastle, this statutory requirement is fulfilled through the Wellbeing for Life Strategy.

Statutory board members, who are also commissioners of services, are also required to have due regard to the NFNA and the Wellbeing for Life Strategy, when making commissioning decisions.

The Board also has the power to encourage:

- Close working between commissioners of health-related services and the Board itself; and
- Close working between commissioners of health-related services (such as housing and other local government services) and commissioners of health and social care services.

The Board does not have a role in performance managing its partners, nor can it veto any of its members commissioning plans.

### Who it is

Statutory membership requirements include Newcastle City Council (at least one elected member and statutory officers), Clinical Commissioning Groups, Newcastle City Council and Healthwatch. In Newcastle, membership has been extended to include local NHS trusts, both Universities, the voluntary and community sector and elected members of Council.

### The Newcastle Future Needs Assessment

Partners in Newcastle, led by the Wellbeing for Life Board, have committed to working together through a single policy approach, called the Newcastle Future Needs Assessment (NFNA). As a process, the NFNA provides an integrated, coherent and evidence-based means of partners working together to determine priorities in the city.

The NFNA is the way in which we fulfill our statutory responsibilities for undertaking a Joint Strategic Needs Assessment but we are also developing it to fulfil other requirements for assessment or evidence-based planning.

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The NFNA aims to be:

- Holistic – to draw not just on statistical data, but other sources of knowledge such as the insights of practitioners and local people
- Participatory – based on dialogue and joint thinking through which people develop shared understanding of the issues facing the city
- Forward-looking – to help us anticipate the future and take collective action to shape it
- Value-informed - shaped by our values, particularly those of fairness and inclusion
- Integrated – to inform different levels and types of policy and strategic activity whether undertaken together or individually by partners

In March 2014, we ended the most intensive development phase for the Newcastle Future Needs Assessment. You can read more in a report which was received by the Wellbeing for Life Board on 11 March 2014. A key element of the Newcastle Future Needs Assessment is Know Newcastle - a web-based city information resource - that includes statistical insights about people in the city and acts as a repository of narratives and other reports. Please browse Know Newcastle to find out more about people living, working or learning in Newcastle.

### The Wellbeing for Life Strategy

The strategy provides a framework for action and a set of partner commitments. This broad framework provides context and driver for partner commissioning and organisational plans. The ambition of the strategy is for people who live, work or learn in Newcastle to equally enjoy positive wellbeing and good health. It contains partner commitments in relation to:

- Tackling inequalities through improving the conditions in which people are born, grow up, live their lives and grow old;
- Tackling inequalities through strengthening the impact of services; and
- Improving the capacity of partners to work with each other, with other partners, and with people of Newcastle, to improve wellbeing and health.

For more information about the Wellbeing for Life Board and the Wellbeing for Strategy please visit: <http://www.wellbeingforlife.org.uk/wellbeing-life-board>. For information about the NFNA please visit: <http://www.wellbeingforlife.org.uk/newcastle-future-needs-assessment>.

#### **To support this framework agreement, the Wellbeing for Life Board will:**

- Publish and circulate a decision and action list within 10 working days of each meeting.
- Publish details of current and upcoming work of the Board, recognising that changes will be made on an ongoing basis to reflect emergency priorities.
- Ensure that all items considered at its meetings can clearly answer the question “how are you involving local people and responding to their participation in this piece of work”.
- Be aware that a representative from Health Scrutiny Committee will attend its meetings as an observer.

#### **The Board may:**

- Refer matters to Health Scrutiny Committee/Healthwatch Newcastle for investigation and/or comment, where there are particular issues of mutual concern (they may choose not to action further if they wish).
- Consider recommendations and/or areas of referral submitted by Health Scrutiny Committee, in relation to areas of current and upcoming work of the board, or priorities of the Wellbeing for Life Strategy. Where it does not wish to take forward items of referral then it will provide feedback to Committee on the reasons why.



## Healthwatch Newcastle

### Role and responsibilities

Healthwatch Newcastle (HWN) mission is to give a strong voice to local people and community and voluntary groups so they can influence the way their health and social care services are planned, purchased and provided.

Healthwatch is the new independent consumer champion for both health and social care services. However, crucially Healthwatch also:

- Has the power to make recommendations in relation to children's social care services as well as adult social care services;
- Has statutory membership of the Wellbeing for Life Board, which is fulfilled through the full participation of the Chair and the Programme Coordinator;
- Provides a new signposting, advice and information service across adult and children's social care as well as the health care system;
- Has a statutory remit to collate evidence in relation to service shortfalls and issues, reporting on these nationally and ensuring that regulators, other arm's length bodies and government departments respond accordingly; and
- Reports concerns about the quality of health and social care services to HWN England, which can then recommend that the Care Quality Commission takes action.

### How Healthwatch Newcastle operates

Healthwatch Newcastle (HWN) is independent, transparent and accountable to its communities.

HWN will influence health and social care services in Newcastle by collecting and collating intelligence from people in Newcastle, using its powers, and supporting the national influence of Healthwatch England. HWN will be an effective local voice, representing the diverse communities in Newcastle.

Newcastle is in a unique position as some health and social care services are provided on a regional and national basis and HWN considers this in the work that it does. HWN also considers the Newcastle health and social care environment and system as a whole and does not solely concentrate on the services provided.

HWN is a managed project in partnership with Newcastle CVS and Involve North East, however, a 'not for profit' limited company has been set up in case it is decided to become independent. A Board has been appointed with nine members, four of whom are from local community and voluntary organisations in Newcastle. There is also a small staff team who support the work of HWN.

### What Healthwatch Newcastle does

HWN will offer the public and patient's voice into the decision-making process where appropriate. By collecting information from various sources – particularly by working with voluntary and community sector organisations working with vulnerable people - it will understand and research priority issues which are identified to it. HWN will also work in partnership with commissioners and service providers and others such as the local Health Scrutiny Committee to support the monitoring and governance of the health and social care system.

HWN aims to promote the voice of seldom heard groups and has organisational knowledge and relationships with the voluntary and community sector transferred over from Newcastle LINK about seldom heard groups and how to engage them in the decision-making process. This

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knowledge can inform the involvement and consultations of other organisations and ensure they are reaching these groups in appropriate ways.

**Healthwatch Newcastle will:-**

- Collect and share relevant public opinions/experiences in an evidence based approach;
- Have oversight of trends and local issues;
- Access the Healthwatch England repository of information;
- Consider proposals for service changes;
- Exercise its statutory Enter and View power;
- Hold regular discussions with commissioners and providers; and
- Cascade information to people in Newcastle about health and social care services available and/or subject to change.

For more information about the role and function of Newcastle Healthwatch Newcastle please visit [http://www. Healthwatchnewcastle.org.uk](http://www.Healthwatchnewcastle.org.uk)

**To support this framework agreement, Healthwatch Newcastle will:**

- Work with the Wellbeing for Life Board and Health Scrutiny Committee to provide information and comments, as the public champion.
- Assist the Wellbeing for Life Board and Health Scrutiny Committee by providing information and challenge to their work, from the perspective of the public, service users and carers.
- Work with Health Scrutiny Committee on joint pieces of work and areas of common interest where there is value in doing so.
- Where possible, provide partners with information as requested on specific topics and issues regarding patients and users experiences and access to services.
- Use the intelligence of Healthwatch England to support local working and, where appropriate, refer matters Healthwatch England who can recommend that the Care Quality Commission take action.
- Use its powers of 'enter and view' and share the resulting information with the Health Scrutiny Committee and Wellbeing for Life Board, where it considers it is appropriate.

**Healthwatch Newcastle may:**

- Consider recommendations and/or areas of referral submitted by Health Scrutiny Committee. Where it does not wish to take forward items of referral then it will provide feedback to Committee on the reasons why.
- Inform Health Scrutiny Committee of current issues and, in exceptional circumstances, make recommendations to the committee on use of the Council's power of formal referral to the Secretary of State for Health (it may choose not to do so if it wishes).
- Refer matters to Health Scrutiny Committee, where it considers that an issue of mutual concern may require scrutiny (it may choose not to do so if it wishes)