

# Health and Social Security Scrutiny Panel

## Record of Meeting

Date: 20th November 2014

Present	Deputy R. Renouf, Chairman Deputy G. Southern, Vice-Chairman Deputy T. McDonald
Apologies	
Absent	
In attendance	Miss S. McKee, Scrutiny Officer Miss K. Boydens, Scrutiny Officer

Ref Back	Agenda matter	Action
	<p><b>1. Welcome</b></p> <p>The Chairman welcomed all Members to the Panel's first meeting.</p>	
	<p><b>2. Vice-Chairman</b></p> <p>On the Chairman's proposal, the Panel appointed Deputy G. Southern as its Vice-Chairman in accordance with Standing Order 135(5).</p>	
<b>517/1/1(2)</b>	<p><b>3. Working Practices</b></p> <p>The Panel noted the recommendations of a Report (R.118/2011) undertaken by the previous Chairman's Committee, which examined the role of Scrutiny within the existing structure of government. The Panel agreed to be mindful of the recommendations whilst undertaking its own reviews during this term of office.</p> <p>The Panel noted the importance of openness and transparency with Members of the public in regards to the work it carries out. Accordingly, the Panel agreed that the majority of Hearings would be held in public.</p> <p>Consideration was given to the involvement of Scrutiny in policy development. The Panel agreed that it would be beneficial for the Panel to begin work at the early stages of policy development and that any confidentiality agreement drawn up between the Panel and the relevant Department would be respected and adhered to. However, it was noted that a confidential agreement would also make it more difficult for the Panel to engage in the initial stages of policy development as a result of being unable to question the Minister about the draft policy in the public domain.</p> <p>It was agreed that good communication between the Panel and the Departments and a willingness of the executive to work with Scrutiny were of utmost importance.</p> <p>In regards to communication between Members and Officers, it was agreed that all Panel Members should check their emails regularly for Panel correspondence. It was further agreed that both Scrutiny Officers would be copied in to all emails sent to the Scrutiny Office in relation to the Health and Social Security Scrutiny Panel.</p>	

	<p><b>4. Future Meetings</b></p> <p>The Panel considered a meeting schedule for the remainder of 2014 and 2015, noting the Chairman's proposal that the Panel meet fortnightly at 9:30am on Thursday mornings. The Panel adopted the schedule as proposed.</p> <p>The Panel noted that three of its scheduled meetings were due to take place over the States summer recess. It was agreed that it would be preferable, if possible, to conclude reviews on the lead up to the summer recess due to Member availability. The Panel further agreed to re-visit this matter at a later date.</p> <p>The Scrutiny Officer was requested to send meeting requests to the Panel for the agreed scheduled meeting dates.</p> <p>The Panel noted that its next scheduled meeting would take place on 4th December 2014.</p>	<p><b>KB</b></p>
<p><b>517/1/1(6)</b></p>	<p><b>5. Quarterly Hearings</b></p> <p>The Panel considered arrangements for Quarterly Hearings in 2015. It was agreed that the first Quarterly Hearing would be held in February to allow the Panel time to receive the briefings from the respective Ministers and their Departments and to have familiarised themselves with the Ministers' remits and work-streams before the first hearing.</p> <p>The Panel noted that the previous Health, Social Security and Housing Panel had divided its Quarterly Hearings by Department. It was further noted that due to the Health Department being so vast, the previous Panel agreed to separate the Health Quarterly Hearings into two particular areas; community services and acute services, covering one area at one Hearing and the other at the subsequent Hearing.</p> <p>The Panel noted that although the previous arrangement allowed for more focused and manageable Hearings it did not allow for a great deal of flexibility. As a result the Panel agreed, for the time being, to hold one Hearing every Quarter with the Minister for Health and Social Services, which would cover all subject areas.</p> <p>The Panel noted that potential areas of questioning for the Hearings would be discussed at a preceding Panel meeting and, based on that discussion, a question plan would be drafted and circulated to the Panel prior to the Hearing date. The Panel agreed that the questions asked by Members in the States during question time could be useful when considering question areas for Quarterly Hearings.</p> <p>The Panel noted that the purpose of a Quarterly Hearing was to hold the Minister to account for the work being undertaken within their Department. As a result, the Panel agreed that it would be preferable if the Ministers were not accompanied by a large number of Officers to the Hearings. The Scrutiny Officers were requested to advise the Departments accordingly.</p> <p>The Panel further agreed that it would be helpful to receive information from the Department about detailed or technical subject areas prior to the Hearing, to help aid discussions.</p>	<p><b>SM/KB</b></p>

	The Scrutiny Officers were requested to identify potential hearings dates with the relevant Departments and revert to the Panel.	<b>SM/KB</b>
<b>517/1/1(3)</b> <b>517/1/1(4)</b>	<p><b>6. Introductory Meetings</b></p> <p>The Panel agreed that it would be beneficial to hold informal meetings with the Minister for Health and Social Services and the Minister for Social Security in the forthcoming weeks to discuss potential review topics and the Ministers' future work priorities. The Scrutiny Officers were requested to contact the relevant Departments and make the necessary arrangements.</p>	<b>SM/KB</b>
<b>517/1/1(1)</b>	<p><b>7. Work Programme</b></p> <p>The Panel noted the legacy report of the former Health and Social Security Scrutiny Panel and considered the establishment of its Work Programme.</p> <p>The Panel considered previous correspondence that had been sent to the former Health and Security Scrutiny Panel in respect of patient safety in the hospital. The Panel noted that due to the particular case being a personal grievance matter, it was unable to examine the submission further. However, the Panel agreed that the matter of patient safety in the hospital in general was an important issue.</p> <p>During its discussion the Panel identified the following subjects as potential review topics:</p> <ul style="list-style-type: none"> <li>• Respite Care for Adults</li> <li>• Sex Discrimination Regulations</li> <li>• Mental Health</li> <li>• Maternity Leave</li> <li>• Family Friendly Legislation</li> <li>• Living Wage</li> <li>• Zero Hour Contracts</li> <li>• Performance Monitoring in Departments</li> </ul> <p>The Panel agreed to enquire about the work currently being undertaken in respect of these areas at the introductory meetings with the Ministers.</p> <p>The Chairman recalled that email correspondence had been circulated to all election candidates by the Chairman of the Special Needs Advisory Panel (SNAP), which indicated its top three priorities. The Chairman agreed to circulate the email to the Scrutiny Officers for their information.</p> <p>The Panel agreed to request a meeting with the Chairman of SNAP to discuss its priorities and potential topics of review. The Scrutiny Officer was asked to enact the necessary arrangements.</p> <p>The Panel requested an updated corporate governance structure and operations structure for the hospital.</p>	<b>RR</b>  <b>SM</b>  <b>SM</b>
<b>517/1/1(7)</b>	<p><b>8. Conflicts of Interest</b></p> <p>The Chairman declared a potential conflict of interest due to a family member being in current receipt of Health Care Services and the future possibility of them benefiting from the Long-</p>	

	<p>Term Care Scheme. Deputy G. Southern also declared a potential conflict of interest as a Union representative.</p> <p>It was agreed that neither declaration warranted any concern in regards to their impact on the Panel's potential work programme. The Panel further agreed that at the start of each review, consideration would be given to whether any Member had a conflict in the relevant area.</p>	
<b>510/1(3)</b>	<p><b>9. Scrutiny Training</b></p> <p>The Panel noted that Scrutiny Training would be provided for all Scrutiny and Public Accounts Committee Members on the Scrutiny Review Process on 2nd and 3rd December 2014. The Panel further noted that all of its Members would be attending the training that is being provided.</p> <p>The Panel was advised that non-executive Members, who are not appointed to a Scrutiny Panel, will be invited to attend parts of the training that covers general information about the Scrutiny process.</p>	
<b>510/1(3)</b>	<p><b>10. Visit to Westminster</b></p> <p>Consideration was given to the potential benefits that a visit to the House of Commons would have for the Panel. It was agreed that visiting a Select Committee meeting, as well as a discussion with the Committee Chairman, would be an educational experience.</p> <p>The Panel noted that, due to the forthcoming UK elections in May 2015, visits to Westminster would be limited to December 2014 to mid-February 2015 then again in October 2015 onwards. It was agreed that the Panel should look into the possibility of visiting Westminster in the early part of 2015. The Panel further agreed to extend the visit to include London Assembly.</p> <p>Due to its remit, the Panel would be invited to attend either the Health Committee meeting; the Work &amp; Pensions Committee meeting; or the Communities &amp; Local Government Committee meeting. The Officer was requested to ascertain who chaired each Committee before the Panel made the decision as to which meeting it wished to attend.</p>	<p><b>KB</b></p> <p><b>KB</b></p>