

**HEALTH COMMITTEE – AGENDA PLAN AND TRAINING PLAN**

*To:* **Health Committee**

*Meeting Date:* **14 June 2017**

*From:* **Director of Public Health**

*Electoral division(s):* **All**

*Forward Plan ref:* **Not applicable**      *Key decision:* **No**

*Purpose:* **At the start of the Municipal Year, the Health Policy and Service Committee is asked to consider its Agenda Plan and Training Plan.**

*Recommendation:* **The Health Committee is asked to:**

- a) agree its agenda plan attached at Appendix A**
- b) agree the training plan that has been developed as set out as Appendix B to this report**
- c) consider if there are any other areas of the Committee's remit where members feel they require additional training.**

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## 1. BACKGROUND

- 1.1 Following a workshop held for Chairmen/women, Vice-Chairmen/women and Spokesmen/women (hereafter referred to as Spokes) of the Policy and Service Committees in August 2015, the Member Development Panel, with the support of Group Leaders, recommended that agenda plans should continue to be placed at the end of Policy and Service Committee agendas, with the exception of the first meeting of the new Municipal Year when the agenda plan should be the first item of business on the agenda.
- 1.2 Constitution and Ethics Committee held a workshop on 27 January 2015 to consider the responses to a survey of Members and officers following the introduction of the new system of governance. As part of its considerations, the need for more accessible training and briefings for members in relation to services within their committee remits and decisions being made was discussed. It was suggested that if a committee was responsible for its own Committee Training Plan, it could arrange training at the convenience of its own committee members, monitor attendance, and ensure that each member received copies of PowerPoint presentations. Council, at its meeting on 24 March 2015, agreed that each Policy and Service committee would consider and approve its own training plan at every meeting. The plan to include figures for attendance at each training session.
- 1.3 Group Leaders have raised the need for this report to set the scene for Policy and Service Committees in the new municipal year. Attention has therefore been drawn to major items coming up for consideration. The training plan has a direct link with the activities of the relevant Service and the items to be considered by the Committee.

## 2. AGENDA PLAN

- 2.1 A copy of the Health Committee Agenda Plan is attached at **Appendix A**. The Plan is considered at each meeting of the Committee. There is a process for managing agenda items requested by Councillors detailed in the Council's Constitution, Part 4.4 – Committee and Sub Committee Meetings, Section 7; see <http://tinyurl.com/Constitution-CCC>.
- 2.2 Council, at its meeting on 24 March 2015, agreed that information reports would not normally be included on committee agendas unless they are updating, at the specific request of the committee, progress of decisions previously agreed by a committee.
- 2.3 The Health Committee is the Policy and Service Committee for Public Health, but also carries out the statutory Health Scrutiny function. Its training therefore needs to equip members to understand issues both in Public Health and in the NHS. Of particular importance in the NHS is the Sustainability and Transformation Programme; see <http://www.fitforfuture.org.uk/> and minutes of previous meetings for further information.

## 3. TRAINING PLAN

- 3.1 For the Health Committee, the development of a training plan has been considered in light of the strategic and the scrutiny functions of the Committee.
- 3.2 An initial draft of topics to be included within the training plan has been developed, and these have are included as **Appendix B**. Once Committee Members have approved the training plan, suitable details and dates for each session will be confirmed.

#### **4. ALIGNMENT WITH CORPORATE PRIORITIES**

##### **4.1 Developing the local economy for the benefit of all**

There are no significant implications for this priority.

##### **4.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

##### **4.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

#### **5. SIGNIFICANT IMPLICATIONS**

##### **5.1 Resource Implications**

There are no significant implications within this category.

##### **5.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

There are no significant implications within this category.

##### **5.3 Statutory, Legal and Risk Implications**

There are no significant implications within this category.

##### **5.4 Equality and Diversity Implications**

There are no significant implications within this category.

##### **5.5 Engagement and Communications Implications**

There are no significant implications within this category.

##### **5.6 Localism and Local Member Involvement**

There are no significant implications within this category.

##### **5.7 Public Health Implications**

There are no significant implications within this category.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Not applicable
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b>	Not applicable
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Not applicable
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Not applicable
<b>Have any engagement and communication implications been cleared by Communications?</b>	Not applicable
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Not applicable
<b>Have any Public Health implications been cleared by Public Health</b>	Not applicable

<b>Source Documents</b>	<b>Location</b>
Council Agenda and Minutes – 24 March 2015	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/276/Committee/20/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/276/Committee/20/Default.aspx</a>