

Report to:	South West London and Surrey County Council Joint Health Scrutiny Committee	Date: 30 January 2019
Report title:	Trigger template for plans to changes to health services	
Report from:	David Olney, Statutory Scrutiny Officer	
Ward/Areas affected:	Borough Wide	
Chair of Committee/Lead Member:		
Author(s)/Contact Number(s):	David Olney 020 8770 5207	
Corporate Plan Priorities:	<ul style="list-style-type: none"> ● Being Active ● Making Informed Choices ● Living Well Independently ● Keeping People Safe 	
Open/Exempt:		
Signed:	<i>David Olney</i>	Date: 23 January 2019

1. Summary

- 1.1 A trigger document has been prepared so that local NHS colleagues would be able to provide the relevant local authority scrutiny bodies with early notice and information about possible changes to health services affecting one or more of the authority areas.

2. Recommendations

The Committee is recommended to:

Agree the trigger template.

3. Background

- 3.1 Change in health services is unavoidable and necessary. This report and the attached trigger document sets out an approach for situations where there are plans for changes to health services across the South West London area so that the relevant local NHS Commissioners can engage with the appropriate Local Authority scrutiny functions.

- 3.2 In some circumstances the proposed or possible changes may need oversight from local health scrutiny either as an individual authority or on occasions, where the change may affect more than one area, a number of authorities.
- 3.3 The trigger document approach provides a way for NHS commissioners to share information about possible changes at an early stage in their thinking.
- 3.4** In broad terms, three levels of change may be identified:
- (i) Minor changes that are undertaken as part of routine management in order to address identified problems or bring about service improvements. For such very minor changes, it is unlikely that any specific consultation or engagement process will be required;
 - (ii) Changes that go beyond routine management but are still relatively minor in nature. For such changes, engagement with service users and other stakeholders may be necessary, but a formal consultation process is unlikely to be required;
 - (iii) Changes involving a substantial reconfiguration of services, on which there should be formal consultation in accordance with the relevant health scrutiny regulations.
- 3.5 The purpose of the document is to help local agencies share information early in the process before formal consultation might be triggered and to assist local agencies in agreeing into which category a proposal falls.
- 3.6 Early completion of those parts of the trigger document which it is possible for commissioners to provide will be helpful, it is not expected that the document needs to be fully completed before submission. The value of the document and the approach taken by both commissioners and Local Authority scrutiny is dependent on the exercise of common sense and the readiness of all parties to adopt a proportionate approach. This is important as there is no formal definition of a substantial reconfiguration.
- 3.7 The South West London Health and Care Partnership has agreed in principle to the trigger document and its use and is in the process of taking it to the constituent CCGs board meetings for agreement.

4. Appendices and Background Documents

Appendix letter	Title
A	Trigger template

Audit Trail		
Version 1	Final	Date: 23 January 2019

Background documents

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