

**REPORT TO THE NORTH SOMERSET HEALTH OVERVIEW & SCRUTINY  
PANEL**

**DATE OF MEETING: 29<sup>TH</sup> OCTOBER 2009**

**SUBJECT OF REPORT: UPDATE ON THE PROPOSED RELOCATION AND  
EXPANSION OF WRINGTON VALE MEDICAL PRACTICE**

**TOWN OR PARISH: ALL**

**OFFICER PRESENTING: JEANETTE GEORGE, DIRECTOR OF STRATEGIC  
DEVELOPMENT, NHS NORTH SOMERSET**

**KEY DECISION:**

The purpose of this paper is to update the North Somerset Health Overview & Scrutiny Panel (HOSP) on progress to date regarding the consultation process on the proposed relocation and expansion of Wrington Vale Medical Practice.

This paper provides assurance that the conclusions and recommendations made by North Somerset HOSP at their meeting on 27 August 2009 have been incorporated into the consultation plan.

Whilst no specific decision is required by HOSP on the contents of this paper NHS North Somerset would welcome further comments on our plan before it is finalised. In particular:

- Are our plans inclusive and proportionate?
- Are there any obvious omissions?

HOSP is also asked to confirm they would be willing to consider the needs of all patients served by the practice on behalf of Somerset County Council HOSP.

**1. SUMMARY OF REPORT**

This report presents the progress to date on the consultation relating to the proposed relocation and expansion of Wrington Vale Medical Practice

**2. POLICY**

The requirement for patient and public involvement in significant service change is described within Section 242 of the NHS Act 2006 and the Local Government and Public Involvement Act 2007.

### **3. CONSULTATION**

This paper sets out the consultation process on this service change.

### **4. FINANCIAL IMPLICATIONS**

Resources to support the consultation will be provided by NHS North Somerset.

### **5. EQUALITY IMPLICATIONS**

Undertaking an Equalities Impact Assessment is a legal requirement for all public sector bodies. The requirements are set out in the Race Relations (Amendment) Act 2000 together with the Disability Discrimination Act 2005 and will be complied with during this consultation.

### **6. CORPORATE IMPLICATIONS**

The feedback from the formal consultation and engagement process will be brought together and inform the final decision on the preferred option.

The HOSP will be kept informed of progress throughout the consultation phase and a report on the outcome will be presented to the committee.

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## **Background**

On 27<sup>th</sup> August 2009 NHS North Somerset presented a paper on the proposed relocation and expansion of Wrington Vale Medical Practice to North Somerset Health Overview & Scrutiny Panel (HOSP). HOSP concluded that:

- the Practice's impact assessment needed further work
- the proposed service design constituted a significant service change that requires formal consultation and that the consultation period should be extended to four months
- NHS North Somerset advises Bath & North East Somerset Council and Somerset County Council Health Overview and Scrutiny Committees about the proposals
- NHS North Somerset provides the panel with progress updates

Since this meeting NHS North Somerset has been undertaking the planning work relating to the consultation process. This has included writing the consultation document, organising public meetings, “conversation cafes” and focus groups as well as meeting with a number of interested stakeholders.

## **Local Impact Assessment**

HOSP was previously presented with a draft local impact assessment which included early consideration of the equality implications. The North Somerset LINK has been asked to undertake another local impact assessment to strengthen the work that has already taken place.

## **Equalities Impact Assessment**

Undertaking an Equalities Impact Assessment is a legal requirement for all public sector bodies. The requirements are set out in the Race Relations (Amendment) Act 2000 together with the Disability Discrimination Act 2005.

Equalities Impact Assessment screening will be undertaken at an early stage of the consultation process. This will be followed by engagement with target community groups during the formal consultation period. The findings of the Assessment, together with any actions identified, will be reported in the feedback.

## **Public Consultation**

NHS North Somerset is planning for the formal public consultation to start on Wednesday 11 November 2009 and finish on Friday 12 March 2010.

To ensure all patients are aware of the consultation a number of methods will be used to advertise the meeting dates. All households will receive a flyer containing the meeting dates and the meetings will also be advertised via the local media, leaflets and posters.

The consultation document will be available via the NHS North Somerset website and hard copies will also be available on request. NHS North Somerset is working closely with its “Involving People Team” to finalise the list of relevant people/organisations who will be specifically targeted for receipt of either the consultation document itself or reference to where it can be accessed. Feedback on the proposals will be able to be given via a number of methods including:

- By writing to NHS North Somerset
- By e-mailing NHS North Somerset on a dedicated e-mail address
- Completing the feedback form in the back of the consultation document
- Via the NHS North Somerset website

A number of reference documents including “Frequently Asked Questions” will also be available on the NHS North Somerset website (and available in hard copies on request) to ensure interested parties have as much background information as possible.

NHS North Somerset has been advised that all HOSP members would like to receive a copy of the consultation document when it is published but do not wish to review the document prior to this time.

The timetable for the consultation meetings is as follows:

<b>Public Meetings (open meetings)</b>		
<b>Date</b>	<b>Time</b>	<b>Venue</b>
17 November 2009	6:30 -8:30pm	Langford Veterinary School
18 February 2010	6:30 -8:30pm	Langford Veterinary School

The aim of the public meetings is twofold:

- It provides an opportunity for interested parties to learn the facts about what is proposed and the reasons why the options have been put forward for formal consultation.
- It also provides an opportunity for the public to feedback their views and ‘rank’ their preference for the various options.

The public meetings are open to everyone in the local area who would like to feedback their views and comment on the options under consultation. The venue can accommodate 300 people (the upper limit is imposed by Health and Safety regulations). No booking will be required.

<b>Conversation Cafes (ticket)</b>		
<b>Date</b>	<b>Time</b>	<b>Venue</b>
26 November 2009	6:30 -8:30pm	Wrington Memorial Hall*
08 December 2009	2:30-4:30pm	Sandford Village Hall*
02 February 2010	4:00 -6.00pm	Churchill War Memorial Hall*
09 February 2010	6:30 -8:30pm	Blagdon Village Hall*

*\*Note these meetings will be by ticket only – if these are over-subscribed we will arrange other opportunities to feedback views*

Conversation cafes are being held to provide further opportunities for local people to attend a meeting closer to where they live and with a more informal style and approach.

These meetings will provide similar opportunities in terms of information sharing, participation and feedback as the larger scale public meetings but, by working in a small group format. It is hoped that people will be supported and encouraged to discuss and debate the options in depth and also to make suggestions about issues which might not have been considered so far.

## Topic Focus Groups (ticket)

Date	Time	Topic	Venue
15 December 2009	6:30 - 8:30pm	<b>Access and Transport</b>	Langford Veterinary School*
19 January 2010	4:00-6:00pm	<b>Village Cohesion/Sustainability</b>	Churchill War Memorial Hall*
26 January 2010	6:30-8:30pm	<b>Improving Primary Health Services in rural areas</b>	Blagdon Village Hall*

*\*Note these meetings will be by ticket only –places will be allocated on a first come first serve basis.*

The topics for the focus groups have been chosen because they are the key themes that have emerged from our pre-consultation work. The focus groups are small groups of up to 15 participants to allow for in-depth, detailed discussion and debate.

The focus groups will allow the chosen topics to be discussed at a level that provides us with a very clear and specific idea of what is working well for people currently, but also what issues and concerns currently exist. The focus groups will then explore how this might change and/or be improved upon for people, in respect of each of the options under consultation. It is hoped that by having a single focus we will be able to generate realistic and workable solutions from the information gathered.

NHS North Somerset will also be providing a variety of community groups with the opportunity to invite us to one of their regular community group meetings where we will provide a presentation and to listen to their feedback. We are hoping that some community groups, e.g. age, gender or faith related, will provide us with specific 'equalities' information to inform the Equality Impact Assessment work.

NHS North Somerset believes that, to make the consultation process credible, it is important to ensure that views made known as part of the consultation process are independently recorded. We believe it would be very helpful to have impartial facilitators and scribes to lead and record the discussions at these meetings and have therefore invited LINK and Voluntary Action North Somerset to provide this service for us.

LINK has also been asked if it feels it would be able to produce the final consultation report because NHS North Somerset believes having an impartial party involved adds to the credibility of the consultation process. If LINK is unable to provide this service NHS North Somerset will have to seek alternative options.

All feedback will be collected and grouped into emerging issues and themes. These issues and themes will be analysed, summarised and given a 'weighting' as to how frequently people have raised them, and what importance (assessed by priority scoring) people attach to the particular issue raised.

All public feedback will be summarised into a Public Consultation Feedback Report on the formal consultation. The feedback report will be available through NHS North Somerset's website or by request and is expected to be available by April 2010.

The NHS North Somerset Board is expecting to consider the feedback from the consultation at their meeting in April 2010.

## **Consultation Reference Group**

As part of the consultation process a Consultation Reference Group has been established by NHS North Somerset. The Consultation Reference Group is needed for a variety of reasons, acting in an advisory capacity to:

- consider the consultation materials, e.g. the Consultation Document, publicity materials and methods for the consultation
- facilitate the completion of a Local Impact Assessment and Equalities Impact Assessment about the proposals
- facilitate the contribution of a spectrum of views from various stakeholder perspectives from the local community affected
- act as a focal point and communication channel to both capture local views and to inform local people of what's happening and how they can participate
- After reviewing the Public Consultation Feedback Report to recommend the Consultation Reference Group preferred option to the Project Board

The process that NHS North Somerset has taken to recruit to this group is as follows:

1. Names have been selected from a list of people who expressed interest in being a member of this group following the stakeholder meeting on the 18th August 2009 (which became a listening exercise) at Wrington Memorial Hall or that have approached us through correspondence since this time.
2. Chairs of Parish Councils are being requested to nominate a person who will be the link back to their Parish Council population affected by the proposals.
3. Key voluntary sector stakeholders e.g. Community Transport and Carers are being invited.
4. A representative of the North Somerset Local Involvement Network (LINK) is being invited.
5. NHS North Somerset key stakeholders are being invited including those with responsibility for NHS workforce issues and patient and public involvement.

The meetings of the Consultation Reference Group have been arranged throughout the formal consultation period and will take place in venues across the Wrington Vale area.

## **Feedback from other HOSPs**

NHS North Somerset wrote to Bath & North East Somerset Council and Somerset County Council's Overview & Scrutiny Committees on 14 September 2009.

To date a response has been received from Somerset County Council who have stated that they have recently revised their scrutiny arrangements and the responsibility for health scrutiny is now part of a wide ranging remit of their Scrutiny Committee. The Chairman has declined the offer of being directly involved but has requested that North Somerset HOSP considers the needs of all patients of the practice in their review.

Somerset County Council's Overview & Scrutiny Committee asked NHS North Somerset to convey this request to the Chairman of the North Somerset Panel and this was done on 9 October 2009. They have also asked that NHS North Somerset keep the County Councillor for the Cheddar division, where residents are those most likely to be patients of the practice, included in the consultation distribution.

Bath & North East Somerset HOSP responded by requesting the full set of papers from the meeting on 27<sup>th</sup> August 2009 but to date have not requested to have direct involvement in the consultation process.