

HEALTH AND ADULT SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	Data Working Group final report
Meeting date	20 May 2024
Status	Public Report
Executive summary	<p>The Health and Adult Social Care Overview and Scrutiny Committee commissioned a Data Working Group to consider how it could effectively use data to strengthen scrutiny.</p> <p>The purpose of this report is to inform the committee of the findings and output of the working group and to present recommendations.</p>
Recommendations	<p>It is RECOMMENDED that the Committee:</p> <ol style="list-style-type: none"> 1. notes the findings of the Data Working Group as set out at Appendix A to this report. 2. adopts the Data Use Toolkit at Appendix B to this report and implements it with immediate effect to support O&S work. 3. supports the standard data request to accompany all O&S reports as set out at section 6 of the toolkit. 4. shares the toolkit with the Council's Corporate Management Board to share the expectations of the committee in relation to data reporting, and to highlight the committee's commitment to evidence-based scrutiny. 5. agrees to undertake 'horizon scanning' research proactively and independently, raising any issues of interest or concern into committee. 6. explores the value of using the rapporteur model further in its next round of annual work programming. 7. agrees to review the identified primary sources annually, as part of work programming activity, to assist in setting a value-added programme of work for the forthcoming year. 8. annually reviews its training needs associated with accessing and interpreting data sources, this to form part of the committee's annual work programming activity. 9. agrees to follow the methodology, as set out in the toolkit at section 6, for the scoping of scrutiny items and identification of Key Lines of Enquiry and supporting data

	<p>requests.</p> <p>10. keeps the toolkit under review and strengthens it with additional suitable data and policy, as arising.</p> <p>It is RECOMMENDED that the Committee recommend to the O&S Board:</p> <p>11. that a similar toolkit be developed for all O&S committees to reflect the relevant data and policy landscape within the remit of these committees. This to be added to the O&S Action Plan.</p> <p>12. that the Data Use Toolkit be highlighted within the O&S annual report to Council.</p>
Reason for recommendations	To support an evidence led approach to scrutiny work within BCP Council. To provide a mechanism for councillors to access data and information resources independently, aligning to the principle that scrutiny should be a member-led function. To promote the principle of evidence led scrutiny across the wider council and officer corps.
Portfolio Holder(s):	Cllr David Brown, Portfolio Holder for Health and Wellbeing
Corporate Director	Jillian Kay, Corporate Director for Wellbeing
Report Authors	Lindsay Marshall, Scrutiny Specialist Louise Smith, Senior Democratic and Overview and Scrutiny Officer
Wards	Council-wide
Classification	For Decision

Background

1. The Health and Adult Social Care Overview and Scrutiny Committee agreed to commission a Data Working Group at its meeting on 27 November 23 and agreed the scope of the working group at its meeting of 15 January 2024. The scoping paper is attached to this report at Appendix C.
2. The Data Working Group met on 4 occasions between December 2023 and April 2024. During its meetings it considered the scope of the group and received and considered information and data demonstrations from colleagues within BCP as well as health partners. The group developed the Data Use Toolkit to capture the findings of its work and translate this into a resource that will support present and future O&S councillors. The toolkit is attached to this report at Appendix B.

Key Lines of Enquiry, Findings and Recommendations

3. The scope of the working group was to investigate eight Key Lines of Enquiry (KLOE). The majority of the group's findings were drawn together in a Data Use Toolkit, developed by the group to provide:
 - an understanding of the purpose and benefits of data use by the Health & Adult Social Care (HASC) O&S Committee
 - access to a range of data tools that will support a proactive approach to incorporating data into scrutiny work.

The toolkit is aimed at councillors and may also provide benefit to officers and partners of the council who work with data and/ or support the O&S committee.

4. The KLOE and a summary of related findings and recommendations are set out in Appendix A.
5. In addition to the findings set out at Appendix A, the working group particularly highlighted the enthusiasm of colleagues, both within the council and from NHS and Public Health, towards supporting the O&S committee in its ongoing use of data. Their guidance in data analysis has been captured in the Data Use Toolkit and thanks are given to all those who supported the work of the group.

Measures of Effectiveness

6. The scope of the Data Working Group established the following measures of effectiveness, as set out in the scoping report at Appendix C to this report:
 - a. A clear list of data requests is established that informs the work of the O&S committee.
 - b. If there are data requests that cannot be met, there is clarity in the group on the reasons for this, and any actions that can be taken to change this in future.
 - c. There is a clear process agreed for responding to future arising data requests.
 - d. The work of the O&S committee is enhanced by the data provision established. The Committee may wish to review this regularly, when considering the value added through its overall work to understand the contribution that has been made by data provided.

Measures a, b and c have been met and are set out in the findings of the group and within the toolkit. Measure d can be assessed when the use of data has become embedded by the committee. The committee may wish to reflect on this annually, during work programming activity, to consider how data use has enhanced its work and to use this reflection to inform future work programming choices.

Options Appraisal

7. The Committee is asked to consider and approve or amend the recommendations of the Data Working Group. There are no alternative options proposed.

Summary of financial implications

8. There are no financial implications associated with this report.

Summary of legal implications

9. There are no legal implications associated with this report. Adoption of the Data Use Toolkit will promote statutory guidance relating to overview and scrutiny which outlines that scrutiny work should be driven by evidence.

Summary of human resources implications

10. There are no direct human resources implications associated with this report.

Summary of sustainability impact

11. There are no sustainability implications associated with this report.

Summary of public health implications

12. There are no public health implications associated with this report.

Summary of equality implications

11. There are no equality implications associated with this report.

Summary of risk assessment

12. There are no direct risks associated with this report.

Background papers

There are no background papers to this report.

Appendices

Appendix A – Data Working Group - Key Lines of Enquiry, Findings and Recommendations
Appendix B – O&S Data Use Toolkit
Appendix C – Data Working Group Scoping Report