

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Adults and Health)

Date: 13 February 2018

Subject: Work Schedule – February 2018

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1 Purpose of this report

1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the remainder of the current municipal year (2017/18).

2 Main issues

2.1 During discussions at the initial meeting in June 2017, the Scrutiny Board discussed and identified a broad range of matters for possible inclusion within the overall work schedule for 2017/18. However, it was acknowledged that, due to the resources directly available to support the Board's work, there would be limitations on the work schedule; and that the Scrutiny Board would need to prioritise its main areas of focus for 2017/18.

2.2 The latest iteration of the work schedule is attached at Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

2.3 Executive Board minutes are routinely provided to the Scrutiny Board for consideration in order to help identify any matter where specific scrutiny activity may subsequently be warranted. The next Executive Board meeting is due to take place on 7 February 2018. Any available minutes from that meeting may be presented to the Scrutiny Board to consider at its meeting on 13 February 2018.

Developing the work schedule

- 2.4 The work schedule should not be considered to be a fixed and rigid programme, it should be recognised as something that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetabling issues that might occur from time to time.
- 2.5 However, when considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review
 - Seek advice about available resources and relevant timings taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year
- 2.6 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

- 2.7 Given the nature of the Scrutiny Board’s broad remit, which is reflected in the overall work schedule, it is perhaps useful to consider specific updates and proposals to particular aspects of the work schedule going forward – and building on details previously presented to the Board. Further details are presented below.

Health and Care Needs of Offenders

- 2.8 Since the previous Scrutiny Board meeting in January 2018, the Board will have visited both HMP Leeds and HMP Wealstun. Representatives from Care UK, NHS England and Leeds City Council’s Adult Social Services will also have been in attendance for items elsewhere on the meeting agenda: The Scrutiny Board will also have considered a report from HealthWatch Leeds on people’s experience of health care services in HMP Leeds, alongside the response to the observations made.
- 2.9 Details from the various working group meetings continue to be progressed – including summary notes and any identified follow-up actions. Further activities being planned as part of the inquiry include a discussion with appropriate representatives from the Independent Monitoring Boards from HMP Leeds and HMP Wealstun on 5 March 2018.
- 2.10 It is intended to produce a draft report for consideration at the additional Board meeting being planned for 10 April 2018.

Current provision of GP services

- 2.11 During recent working group discussions, the level of unregistered patients has been identified as an additional area of consideration. Arrangements for considering matters around GP provision continue to be progressed. It is proposed that the Board's meeting in March will include a range of information relating to GP services and primary care provision.

Care at Home: Contract performance and CQC outcomes / actions

- 2.12 Following the Board's meeting in December 2017, it is proposed to present a specific report addressing the concerns identified at that meeting relating to Care at Home provision and performance.

Other Matters

- 2.13 Since the previous meeting in January 2018, the Chair of the Scrutiny Board received the attached letter from the Chair of the Council's Corporate Governance and Audit Committee (Appendix 2); inviting the Scrutiny Board to give further consideration to the Annual Assurance report on Customer Contact and Satisfaction from the Chief Officer Customer Access, as it relates to Adult Social Care.
- 2.14 The Scrutiny Board is specifically asked to give some consideration to the matter of the Annual Assurance report on Customer Contact and Satisfaction, as it relates to Adult Social Care.
- 2.15 A re-scheduling of the update report on Children's Epilepsy Surgery Services is proposed; reflecting the priorities and capacity of the Board.
- 2.16 It is also proposed to present the Annual Report from the Director of Public Health to the additional meeting of the Board in April 2018.

Health Service Developments Working Group

- 2.17 Performance information across the three main NHS Trusts (providers) is planned to take place on 6 April 2018. The intention is to provide the following and most recent details to that meeting:
- Integrated finance report (prepared by Leeds CCG Partnership)
 - Integrated quality and performance report (prepared by Leeds CCG Partnership)
 - Chief Executive reports from:
 - Leeds Teaching Hospitals NHS Trust
 - Leeds Community Healthcare NHS Trust
 - Leeds and York Partnership MHS Foundation Trust
- 2.18 A separate performance discussion covering Adult Social Care and Public Health remains to be arranged and confirmed.
- 2.19 The proposal is to continue with this approach, primarily due to the number and range of bodies involved and the capacity at a single working group meeting. Consideration will need to be given regarding the precise timing of future meetings to coincide with the production of appropriate performance reports/ data.

3 Recommendations

- 3.1 Members are asked to consider the details in this report, in particular the details set out in paragraphs 2.7 – 2.16 of this report and agree/ amend an updated work schedule.

4 Background papers¹

- 4.1 None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.