

**Scrutiny Board (Adult Social Care)  
Work Programme 2008/09**

Item	Description	Notes	Type of item
<b>Meeting date – 23 July 2008</b>			
<b>Dignity in Care</b>	To receive an update on the current work and developments across the City.	May result in further scrutiny work.	B
<b>Income Generation for Community Care Services</b>	To provide the Board with an outline of the planned consultation regarding Income Generation for Community Care services	Executive Board report presented on 11 June 2008	B
<b>Personalised Day Support for Older People</b>	To provide the Board with an outline service improvement plan to deliver increased choice and more personalised day activities for older people.	Executive Board report presented on 16 July 2008	B
<b>Inquiry into Adaptations – draft terms of reference</b>	To consider draft terms of reference for the scrutiny inquiry into adaptations.	Need to determine the process and timing for undertaking this inquiry.	RP
<b>Meeting date – 17 September 2008</b>			
<b>Inquiry into Adaptations – 1<sup>st</sup> session</b>	To consider a report that provides an overview of the adaptations across the city.	Need to determine the terms of reference, process and timing for undertaking the inquiry.	RP

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**Scrutiny Board (Adult Social Care)  
Work Programme 2008/09**

Item	Description	Notes	Type of item
<b>Commissioning in Adult Social Care</b>	To consider a report on commissioning within Adult Social Services, specifically including: <ul style="list-style-type: none"> <li>➤ Mental Health services</li> <li>➤ Neighbourhood Networks</li> <li>➤ Contract issues</li> <li>➤ Risk Taking</li> <li>➤ Partnerships for Older Peoples Projects</li> </ul>	Lead Officer - Dennis Holmes	PM
<b>Update on Leeds Local Involvement Network (LINK)</b>	To provide the Board with an update and consider the Board's relationship with the host organisation.	May need some input from Legal regarding relationship issues.	B
<b>Meeting date – 15 October 2008</b>			
<b>Performance Management</b>	Quarter 1 information for 2007/08 (April - June)	All Scrutiny Boards receive performance information on a quarterly basis	PM
<b>Homecare provision</b>	Performance report on homecare provision across the City, including independent sector providers.	Lead Officer - Dennis Holmes	PM
<b>Inquiry into Adaptations – Terms of Reference</b>	To consider and approve the draft terms of reference for the inquiry.		RP
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Item	Description	Notes	Type of item
<b>Meeting date – 12 November 2008</b>			
<b>Joint Strategic Needs Assessment (JSNA) - update</b>	To consider an update in the development of a joint assessment that identifies the future needs of the populous of Leeds and any identified service changes/ reconfigurations	Also likely to be reported to the Health Scrutiny Board and Children's Services Scrutiny Board.	B
<b>The Mental Capacity Act</b>	To consider the impact, implications and proposed response to legislative changes regarding the Mental Capacity Act.	Lead Officer – Dennis Holmes.	B
<b>Meeting date – 24 November 2008 (additional meeting)</b>			
<b>Income Generation for Community Care Services</b>	To provide the Board with the results of the consultation undertaken regarding Income Generation for Community Care services and any subsequent decisions.	Ann Hill to draft report	DP
<b>Dignity in Care</b>	To consider the Board's draft statement.	Principal Scrutiny Adviser to draft	

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Item	Description	Notes	Type of item
<b>Meeting date – 10 December 2008</b>			
<b>Adult Social Services- Annual Review Report (2007/08)</b>	To consider the outcome of the annual review undertaken by the Commission for Social Care Inspection (CSCI) for 2007/08	Report scheduled for Executive Board meeting on 3 December 2008. Representative from CSCI invited to present outcomes.	PM
<b>Independence, Well-being and Choice – inspection report</b>	To consider the outcome of the inspection and associated action plan.	Report scheduled for Executive Board meeting on 3 December 2008. Lead inspector invited to present outcomes.	PM
<b>Meeting date – 7 January 2009</b>			
<b>Personalisation</b>	To consider a scoping report on the personalisation agenda to help identify any specific aspects which the Board may wish to consider in more detail.	Outcome of the ASC Proposals Working Group meeting (12 December 2008) to feed into this item. Additional focus on the IWC Action Plan for future reports.	B
<b>Performance Management</b>	Quarter 2 information for 2008/09 (July-Sept)	All Scrutiny Boards receive performance information on a quarterly basis	PM
<b>Dignity in Care</b>	To receive an update on the current work and developments across the City following the report received in July 2008.	6-monthly report requested in July 2008. Mick Ward produced the last report.	B

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<b>Commissioning in Adult Social Care</b>	To consider an update report on commissioning within Adult Social Services.	Further update from September 2008 focusing on Neighbourhood Networks. Additional focus on IWC Action Plan.  Lead Officer – Dennis Holmes/ Tim O’Shea	PM
<b>Inquiry into Adaptations – update</b>	To consider a report from the working group providing an update on the progress of the scrutiny inquiry into adaptations.	Principal Scrutiny Adviser to draft	RP
<b>Meeting date – 11 February 2009</b>			
<b>Independence, Well-being and Choice – action plan update</b>	To consider progress against the action plan arising from the inspection report	Outcome of the ASC Proposals Working Group meeting (January 2009) to feed into this item.	RFS/PM
<b>Safeguarding – Strengthening Strategic Partnerships</b>	To examine and evaluate specific actions arising from the Independence wellbeing and choice inspection report.	Focusing on recommendations 3,7,8,25, within the IWC action plan.  Lead Officer – Dennis Holmes	RFS/PM
<b>Health and Wellbeing Plan</b>	To consider and comment on the draft plan, prior to it being considered by the Executive Board.  In addition Healthy Leeds Partnership to outline key areas being taken forward in the partnership arena relevant to this SB	Added to the Budget and Policy Framework on 22/5/08(CG&A on 14/5/08)  Scheduled to be considered by the Executive Board on 1st April 2009 and Council on 22nd April 2009	DP

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<b>Meeting date – 11 March 2009</b>			
<b>Independence, Well-being and Choice – action plan update</b>	To consider progress against the action plan arising from the inspection report	Outcome of the ASC Proposals Working Group meeting (Feb 2009) to feed into this item.	RFS/PM
<b>Safeguarding – Implementation of Quality Assurance Processes and Procedures</b>	To examine and evaluate specific actions arising from the Independence wellbeing and choice inspection report.	Focusing on recommendations 2,6,11 within the IWC action plan.  Lead officer – Dennis Holmes	RFS/PM
<b>Commissioning in Adult Social Care</b>	To consider an update report on commissioning within Adult Social Services.	6-monthly report. Additional focus on IWC Action Plan. Procurement timetable to be included in this report. Lead Officer – Dennis Holmes/ Tim O’Shea	PM
<b>Joint Strategic Needs Assessment (JSNA) - update</b>	To consider a further report on the development of Leeds JSNA	Further update from November 2008 Lead Officer – John England	B
<b>Sustainable Communities Act</b>	To receive information regarding the act, consult, and consider the implications for the scrutiny process.	Lead officer – Dylan Griffiths	B

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Item	Description	Notes	Type of item
<b>Dignity in Care – Draft Statement</b>	To consider the draft statement submitted to the board for approval.	The draft statement was provided to the board on the 7 <sup>th</sup> of January. The board have been asked to submit comments for prior to the 11 <sup>th</sup> of February.	B
<b>Meeting date – 8 April 2009</b>			
<b>Performance Management</b>	Quarter 3 information for 2008/09 (Oct-Dec)	All Scrutiny Boards receive performance information on a quarterly basis	PM
<b>Independence, Well-being and Choice – action plan update</b>	To consider progress against the action plan arising from the inspection report	Outcome of the ASC Proposals Working Group meeting (March 2009) to feed into this item.	RFS/PM
<b>Safeguarding – Strengthening Strategic Partnerships and Implementation of Quality Assurance Processes and Procedures</b>	To conclude the examination of and make recommendations on specific actions arising from the Independence wellbeing and choice inspection report.	Outcome of Feb and March inquires, including further updates.  Lead Officer – Dennis Holmes	RFS/PM
<b>Income Review - Consultation and Engagement Review</b>	Reviewing the effectiveness of consultation and engagement with particular reference to the Income Review	Lead Officer – Janet Somers Originally scheduled for February but advised not available until April.	PM

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Work Programme 2008/09**

Item	Description	Notes	Type of item
<b>Meeting Date – 6<sup>th</sup> May 2009</b>			
<b>Independence, Well-being and Choice – action plan update</b>	To consider progress against the action plan arising from the inspection report	Outcome of the ASC Proposals Working Group meeting (April 2009) to feed into this item.	RFS/PM
<b>Personalisation</b>	To consider and make comment on the progress and outcomes of the Early Implementer Project	Quarterly reports requested at the ASC Scrutiny Board of the 9 <sup>th</sup> January 2009.	B
<b>The Mental Capacity Act</b>	To consider a further report on progress made implementing the requirements of the MCA.	Further update from November 2008 Lead Officer – Dennis Holmes.	B
<b>Homecare provision</b>	Performance report on homecare provision across the City, including independent sector providers.	Further update from October 2008 Lead Officer – Dennis Holmes	PM
<b>Annual Report</b>	To agree the Board's contribution to the annual scrutiny report		
<b>Inquiry into Adaptations – Draft Final Report, including initial response to recommendations</b>	To consider the draft final report in relation to the scrutiny inquiry into adaptations and initial responses.	Principal Scrutiny Adviser to draft	RP

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<b>Working Groups</b>			
<b>Working group</b>	<b>Membership</b>	<b>Progress update</b>	<b>Dates</b>
<i>Personalisation Working Group</i>	<i>Cllr. Judith Chapman Cllr. Debra Coupar Cllr. Stuart Andrew Cllr. Suzi Armitage Cllr. Hussain Cllr Alan Taylor Joy Fisher (co-optee) Sally Morgan (co-optee)</i>	<i>Terms of reference agreed. Meetings provisionally scheduled.</i>	<i>16 March 2009 2-4 ( Comm Room 4) 22 April 2009 10 - 12</i>
<i>Adaptations working group</i>	<i>Cllr. Judith Chapman Cllr. Debra Coupar Cllr. Stuart Andrew Cllr. Suzi Armitage Cllr. Hussain Joy Fisher (co-optee) Sally Morgan (co-optee)</i>	<i>Feedback on the complex case management every 3 months. Due March 2009 to working group if still ongoing, if not Board.</i>	<i>6 October 2008 4 November 2008 15 December 2008 12 January 2009 12 February 2009</i>
<i>Proposals working group</i>	<i>Cllr. Judith Chapman Cllr. Debra Coupar Cllr. Penny Ewens Cllr. Suzi Armitage Cllr. Clive Fox Joy Fisher (co-optee) Sally Morgan (co-optee)</i>	<i>12 December 2008 – meeting arranged to consider issues around personalisation and the role of the working group/ Scrutiny Board.  Jan meetings onwards to consider IWC action plan</i>	<i>12 December 2008 30 January 2009 25 February 2009 25 March 2009 30 April 2009</i>

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<b>Working Groups</b>			
<i>Older People's Housing working group</i>	<i>Cllr. Judith Chapman Cllr. Debra Coupar</i>	<i>This scrutiny inquiry is being led by the Scrutiny Board (Environment and Neighbourhoods). The Scrutiny Board (Adult Social Care) nominated 2 members as representatives to serve on the working group.</i>	<i>1 December 2008</i>

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<b>Unscheduled / Potential Items</b>		
<b>Item</b>	<b>Description</b>	<b>Notes</b>
<b>Annual complaints report</b>	To consider the annual report and any emerging issues.	Report published on published on 20 August 2008
<b>Continuing Care Implementation</b>	To consider the local impact and future activity associated with implementing the national framework for continuing NHS care.	Lead Officer – Dennis Holmes. Report presented to the Executive Board in October 2007.
<b>Valuing People Now</b>	To consider progress against the implications outlined in the report presented to the Executive Board in February 2008, alongside any future proposed actions.	Lead Officer - Paul Broughton. Executive Board scheduled to receive an update in February 2009.

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