



**SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)**

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Wednesday, 18th May, 2016 at 10.00 am

(Please note there will be a pre-meeting for all members of the Scrutiny Board at 9:30am)

MEMBERSHIP

Councillors

- C Anderson - Adel and Wharfedale;
B Flynn - Adel and Wharfedale;
P Gruen (Chair) - Cross Gates and Whinmoor;
A Hussain - Gipton and Harehills;
G Hussain - Roundhay;
S Lay - Otley and Yeadon;
C Macniven - Roundhay;
B Selby - Killingbeck and Seacroft;
A Smart - Armley;
E Taylor - Chapel Allerton;
S Varley - Morley South;

Co-opted Member (Non-voting)

- Dr J Beal - Healthwatch Leeds
Mr R Taylor - Healthwatch Leeds

Please note: Certain or all items on this agenda may be recorded

**Agenda compiled by:
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Scrutiny Support Unit
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Tel: 24 74707**

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 19 APRIL AND 29 APRIL 2016</p> <p>To confirm as a correct record, the minutes of the meetings held on 19 April and 29 April 2016.</p>	1 - 12
7			<p>MINUTES OF HEALTH AND WELLBEING BOARD - 21 APRIL 2016</p> <p>To receive for information purposes the minutes of the Health and Wellbeing Board meeting held on 21 April 2016.</p>	13 - 22
8			<p>MINUTES OF EXECUTIVE BOARD - 20 APRIL 2016</p> <p>To receive for information purposes the minutes of the Executive Board meeting held on 20 April 2016.</p>	23 - 32

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p data-bbox="676 181 1326 215">SCRUTINY INQUIRY INTO BEREAVEMENT</p> <p data-bbox="676 255 1394 434">To receive and consider a report from the Head of Scrutiny and Member Development presenting the Board's draft report following its recent inquiry into Bereavement, alongside advice received from the relevant Director.</p>	33 - 34
10			<p data-bbox="676 584 1307 647">SCRUTINY INQUIRY INTO CANCER WAIT TIMES IN LEEDS</p> <p data-bbox="676 692 1394 871">To receive and consider a report from the Head of Scrutiny and Member Development presenting the Board's draft report following its recent inquiry into Cancer Wait Times in Leeds, alongside advice received from the relevant Director.</p>	35 - 36
11			<p data-bbox="676 976 1406 1039">WORK SCHEDULE - RECOMMENDATIONS FOR 2016/17</p> <p data-bbox="676 1084 1394 1263">To receive and consider a report from the Head of Scrutiny and Member Development in order to make recommendations on potential areas of work for the successor Scrutiny Board in the new municipal year, 2016/17.</p>	37 - 42

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

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SCRUTINY BOARD (ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)

TUESDAY, 19TH APRIL, 2016

PRESENT: Councillor P Gruen in the Chair

Councillors C Anderson, B Flynn,
A Hussain, C Macniven, J Pryor, B Selby,
E Taylor and S Varley

Co-opted Member: Dr J Beal (Healthwatch Leeds)

133 Late Items

The following supplementary information was submitted to the Board:

- Agenda item 8 – Chair’s Update: CCG briefing note on Whinmoor Surgery
- Agenda item 8 – Chair’s Update: CQC response to its consultation on proposed fee structure
- Agenda item 9 – NHS Provider Updates (April 2016): updates from LTHT, LCH and LYPFT
- Agenda item 10 – Care Quality Commission (CQC) – Inspection Outcomes: Presentation slides.

In addition, the following late item was submitted to the Board

- Agenda item 15 – Delivering the Better Lives Strategy in Leeds: Proposed next steps – Draft response to the proposed closure of The Green.

The above information was not available at the time of agenda despatch, but was subsequently made available on the Council’s website.

134 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting, however the following matters were brought to the attention of the Scrutiny Board:

- Councillor B Selby advised that a close family member was employed within the local NHS
- In relation to the closure of Whinmoor Surgery, Councillor P Gruen advised that he was Ward Member for Cross Gates and Whinmoor.

The above Board Members remained present for the duration of the meeting.

135 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors G Hussain, S Lay and A Smart and Co-opted Member, Mr R Taylor (Healthwatch Leeds). Notification had been received that Councillor J Pryor was to substitute for Councillor A Smart.

136 Minutes - 15 March 2016

RESOLVED – That the minutes of the meeting held on 15 March 2016 be approved as a correct record.

137 Minutes of Executive Board - 9 March 2016

RESOLVED – That the minutes of the Executive Board meeting held on 9 March 2016 be noted.

138 Matters arising from minutes of Executive Board - 9 March 2016

Leeds City Council Health Breakthrough Project “Early Intervention to Reduce Health Inequalities”

The Board discussed the importance of ensuring effective links between LCC and local NHS providers. The Board was advised that this was being undertaken through development of the NHS Sustainability and Transformation Plan and Leeds’ Joint Health and Well-being Strategy.

139 Chair's Update

The Chair provided a verbal update on scrutiny activity since the March Board meeting.

The following information was appended to the report:

- Notes of the Bereavement – Policies and Practice Working Group meeting held on 1 February 2016.

The following were in attendance:

- Mark Bradley (Chief Finance Officer & Executive Lead for Primary Care) – Leeds South and East Clinical Commissioning Group.

The key areas of discussion were:

- An update on the recent Bereavement – Policies and Practice Working Group meeting.
- Concern about the outcome of the consultation process undertaken by Care Quality Commission (CQC) in relation to inspection charges. The Board requested confirmation regarding the cost of undertaking the consultation.

- An update on the closure of Whinmoor Surgery and transfer of patients to neighbouring practices at Ashfield Medical Centre and Park Edge. The Board emphasised the importance of ensuring effective and early engagement with local communities regarding proposed closures.
- The Board requested further information about GP provision across Leeds – particularly in terms of single-handed GP practices.
- In relation to the correspondence that had been issued regarding the closure, the Board recommended that all patients be notified, not just head of households.
- The Chair urged that as part of its next steps, the Clinical Commissioning Group considers using the Whinmoor Surgery premises as a ‘branch surgery’ to help ensure good patient access to local primary care services.

RESOLVED –

- (a) That the Chair’s update be noted
- (b) That the requests for information be provided.

140 Late item - Delivering the Better Lives Strategy in Leeds: Proposed next steps - Draft response to the proposed closure of The Green

The Head of Scrutiny and Member Development submitted a report which presented a draft Scrutiny Board response to the proposed closure of The Green.

The following were in attendance:

- Councillor Lisa Mulherin, Executive Board Member (Health, Well-being and Adults)
- Cath Roff, Director of Adult Social Services, Leeds City Council.

The key areas of discussion were:

- The implications of implementing the living wage for independent sector care home providers.
- The availability of alternative local provision of equivalent quality.
- The development of different models of care, such as extra care housing.
- The changing nature of occupancy levels.
- Suggested amendments to the draft response, specifically the bullet point regarding ‘busting some of the myths’ and clarification around recommendation c).
- Confirmation of the likely timescales of the Executive Board’s decision and therefore the Scrutiny Board’s formal response to the current proposals.
- The timing and issuing of the draft response for consideration.

RESOLVED –

- (a) That the current draft response be redrafted to reflect the comments identified at the meeting.
- (b) That a special meeting be convened at the earliest opportunity to consider the Board's redrafted response for approval.

141 NHS Provider Updates - April 2016

The Head of Scrutiny and Member Development submitted a report which introduced brief update reports, setting out key organisational issues and developments from the main NHS providers in Leeds.

The following were in attendance:

- Professor Suzanne Hinchliffe (Deputy Chief Executive) – Leeds Teaching Hospitals NHS Trust
- Bryan Machin (Executive Director of Finance and Resources) – Leeds Community Healthcare NHS Trust
- Jill Copeland (Interim Chief Executive) – Leeds and York Partnership Foundation NHS Trust.

The key areas of discussion were:

Leeds Teaching Hospitals NHS Trust

- An update on the previous CQC inspection process and the actions in place to address the recommendations – both in terms of the 'must do' and 'should do' actions.
- Preparation for the forthcoming CQC inspection and the Trust's self-assessment processes.
- Achievement of 'Cancer Waiting Time' targets.
- Preparations for the planned Junior Doctor Industrial Action and the plans to minimise the impact on patients.
- Information sought about estate options. The Board was advised that discussions had taken place both internally and with partners about making better use of estates. Further information about this was to be provided to the Board at a future meeting.

Leeds Community Healthcare NHS Trust

- An update on the implications of the reduced level of public health budget.
- Progress against the previous CQC inspection and the actions in place to address the recommendations.
- Details about work being undertaken to ensure staff had a greater say in service delivery.
- Recent progress to reduce waiting times for children to be assessed for autism.

Leeds and York Partnership Foundation NHS Trust

- Priorities for 2016/17 and proposals for re-launching the Trust's revised strategy.
- The Trust's current and projected future financial position.
- A request to be provided with information about follow up actions arising from the recent unannounced CQC inspection.
- The Urgent Care Vanguard, particularly in relation to mental health services and sharing best practice.

RESOLVED – That the update reports be noted and the additional information requested be provided.

(The meeting was adjourned for a short break at 3.40pm and reconvened at 3.50pm.)

142 Leeds Safeguarding Adults Board - update

The Head of Scrutiny and Member Development submitted a report setting out a summary of the key issues in preparation for a verbal update on Leeds Safeguarding Adults Board.

The following were in attendance:

- Cath Roff, Director of Adult Social Services, Leeds City Council.

The Scrutiny Board had previously recommended that the Chair of Leeds Safeguarding Adults Board and those officers supporting the work of the Board consider mechanisms to ensure the appropriate representation of BME communities within the membership of the Safeguarding Board, in the longer-term; and the co-option of appropriate representatives as an immediate, interim measure.

The Scrutiny Board was advised that the Safeguarding Board's Communities and Engagement sub-group had agreed to seek appropriate nominations to serve on the Safeguarding Board through the Third Sector BME hub. In seeking nominations, there was a conscious effort to ensure any nominees had a recognised constituency to represent and report back to.

RESOLVED –

- (a) That the verbal update on Leeds Safeguarding Adults Board, be noted.
- (b) That an update on the Leeds Safeguarding Adults Board's Business Plan be provided in 6 months.

143 Care Quality Commission (CQC) - Inspection Outcomes

The Head of Scrutiny and Member Development submitted a report which provided details of recently reported Care Quality Commission (CQC) inspection outcomes for health and social care providers across Leeds.

Draft minutes to be approved at the meeting
to be held on Friday, 29th April, 2016

The following were in attendance:

- Lorna Knowles (Inspection Manager (Adult Social Care Directorate)) – Care Quality Commission
- Rod Hamilton (Inspection Manager (West Yorkshire) – Primary Medical Services and Integrated Care) – Care Quality Commission.

The key areas of discussion were:

- A general overview provided by representatives from CQC regarding the inspection of Adult Social Care and Primary Medical Services in Leeds.
- Concern that a dental breach had been reported at a practice that was previously reported to be 'not compliant'. The Board was advised about follow up actions in place following below standard inspection outcomes.
- The importance of ensuring a consistent approach to judgements. The Board was advised that judgements were made as part of a team approach.
- The Board was also advised of the CQC internal processes for ensuring a robust and consistent approach, particularly when reporting 'Outstanding' or 'Inadequate' services.
- Confirmation following inspections about the process for providing feedback and reporting key findings to providers.
- The comparative outcomes of inspections in Leeds against national and sub-regional outcomes.
- Confirmation that the characteristics of 'good care' were detailed on the CQC website to help providers self-assess service quality.
- Timeliness of the publication of inspection reports generally and CQC internal processes.
- The importance of ensuring that appropriate action was taken to address safeguarding concerns.

RESOLVED – That the Board notes the inspection outcomes for health and social care providers across Leeds, and the information discussed at the meeting.

144 Update on the Children and Young People's Oral Health Promotion Plan 2015-19

The Director of Public Health submitted a report which presented an update on the Children and Young People's Oral Health Promotion Plan 2015-19.

The following information was appended to the report:

- Draft Leeds Children and Young People Oral Health Promotion Plan 2015-2019
- Leeds Children and Young People Oral Health Promotion Implementation Plan 2015-2017.

Draft minutes to be approved at the meeting
to be held on Friday, 29th April, 2016

The following were in attendance:

- Dr Ian Cameron (Director of Public Health) – Leeds City Council
- Sharon Yellin (Consultant in Public Health Medicine) – Office of the Director of Public Health, Leeds City Council
- Janice Burberry (Health Improvement Manager) – Office of the Director of Public Health, Leeds City Council.

The key areas of discussion were:

- General support for the majority of actions detailed in the implementation plan.
- Concern about the cost of delivering the proposed toothbrushing scheme involving the application of fluoride varnish to reduce tooth decay in children and young people.

The Board discussed development of an alternative approach involving water fluoridation for all age groups and the merits of undertaking further scrutiny of the matter. The Director of Public Health advised that given the geography of water supplies across Leeds (and West Yorkshire in general), it may be more meaningful to consider the issue of water fluoridation on a sub-regional basis.

RESOLVED –

- (a) That the Board notes the contents of the Implementation Plan and the progress to take forward actions.
- (b) That an alternative approach involving water fluoridation for all age groups be referred to the West Yorkshire Joint Health Overview and Scrutiny Committee for further consideration.

145 Work Schedule - April

The Head of Scrutiny and Member Development submitted a report which invited Members to consider the Board's work schedule for the 2015/16 municipal year.

The Chair advised that an additional Board meeting in May had been arranged to receive final reports on Integrated Health and Social Care teams; cancer wait times; involvement of the third sector; and bereavement – policies and practice.

RESOLVED – That subject to any on-going scheduling decisions, the Board's work schedule be approved.

146 Date and Time of Next Meeting

Wednesday, 18 May 2016 at 9.30am (no pre-meeting)

(The meeting concluded at 5.00pm)

**SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)**

FRIDAY, 29TH APRIL, 2016

PRESENT: Councillor P Gruen in the Chair

Councillors C Anderson, B Flynn,
R Grahame, G Hussain, A Khan, S Lay,
C Macniven, B Selby and S Varley

147 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting, however the following matter was brought to the attention of the Scrutiny Board:

- Councillor B Selby advised that a close family member was employed within the local NHS

Councillor B Selby remained present for the duration of the meeting.

148 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor Alice Smart, Councillor Eileen Taylor, Dr John Beal (HealthWatch Leeds) and Mr Richard Taylor (HealthWatch Leeds).

Notification had been received that Councillor Asghar Khan was attending as a substitute member in place of Councillor Alice Smart and Councillor Ron Grahame was attending as a substitute member in place of Councillor Eileen Taylor.

149 Delivering the Better Lives Strategy in Leeds: Proposed next steps - Draft response to the proposed closure of The Green

The Head of Scrutiny and Member Development submitted a report which presented a draft Scrutiny Board response to the proposed closure of The Green.

The following were in attendance:

- Councillor Lisa Mulherin, Executive Board Member (Health, Well-being and Adults)
- Cath Roff, Director of Adult Social Services, Leeds City Council.

The Principal Scrutiny Adviser briefly introduced the report and the Chair provided the following background information for members' consideration:

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th May, 2016

- In January 2016, the Scrutiny Board had received and accepted a request for scrutiny around the proposed closure of The Green.
- The Scrutiny Board had agreed to consider the issues in more detail through a working group, which met in March 2016.
- Details of the working group meeting, along with an initial draft consultation response were presented to the Scrutiny Board at its meeting on 19 April 2016.
- Following comments from the Executive Board member, the Director of Adult Social Services and members of the Scrutiny Board at that meeting, a redrafted consultation response was now submitted for the Board's consideration. The redrafted response took account of the comments made at the previous Board meeting, alongside further information presented by the Care Quality Commission to the Scrutiny Board.
- The purpose of the meeting was for the Scrutiny Board to:
 - Consider its draft response and recommendations (as presented); and,
 - Taking account of any further advice from the Director of Adult Social Services and the Executive Board member, agree its final response.

The Chair acknowledged the significant budgetary pressures and challenges facing the Council and Adult Social Services.

In addressing the Scrutiny Board, the Director of Adult Social Services provided a range of information, including:

- Taking current occupancy levels into account, alongside the impact of implementing a national living wage, the closure of The Green would generate savings of £278,000.
- The current and future budgetary pressures on Adult Social Services and the 'potential squeeze' on preventative services (which currently accounted for approximately £15M from a £200M net budget).
- The national access to care requirements within the Care Act 2014.
- A current review of staffing being undertaken.
- Potential financial pressure on the Third Sector in Leeds.

In addressing the Scrutiny Board, the Executive Board Member made a number of comments, including:

- The Council's continued attempts to protect services provided by Adult Social Services in a very challenging financial environment.
- The significant demographic pressures facing Adult Social Services.
- The consultation launched in the autumn of 2015 was a genuine attempt to listen and gather views on the proposals set out in the Executive Board report in September 2015.
- The consultation responses were being analysed and would be presented to Executive Board in June 2016.

Representatives of the petitioners were in attendance and invited to address the Board.

The Scrutiny Board had a lengthy and wide ranging discussion on the draft report and the information and advice provided at the meeting. Some of the key areas of discussion were:

- The lengthy and genuine consultation process.
- Clarification on the revisions to the draft response following the meeting on 19 April 2016.
- Significant issues of balance between cost, quality of services (in the independent sector) and the impact on existing residents and their families.
- Potential financial implications on other service areas within Adult Social Services.
- Assurances regarding the quality of care from the independent sector in Leeds.
- Recognition that the views of the Scrutiny Board formed part the wider consultation, the results of which would be reported to the Executive Board at the time of decision.
- Social wellbeing factors within the local community.

Prior to the Board agreeing its response and recommendations, and following a request from the Chair for any further and final advice, the Director of Adult Social Services confirmed the points of clarification and issues around factual accuracy had been addressed in the re-drafted response presented to the meeting, and following an open debate, there was no further advice she wished to provide to the Scrutiny Board.

Following a further brief discussion, the Board was asked to consider two separate amendments to the draft recommendation, as follows:

- To include a further recommendation to assess the potential implications on the Adult Social Service's 'preventative budget'.

This proposed amendment failed due to not being seconded.

- To remove the 'for a minimum of 2 years' section from the recommendation.

This proposed amendment was seconded but not supported when put to the vote (Votes for – 3; Votes against – 6; Abstentions – 1). The Chair requested for his abstention to be noted.

The Board then considered and voted on the original draft recommendation set out in the draft report. The votes were as follows: Votes for – 8; Votes against – 0; Abstentions – 2. The draft response and associated recommendation were therefore agreed.

RESOLVED –

That the draft consultation response, as presented, be submitted to the Director of Adult Social Services, with the following recommendation:

That any decision regarding the long-term future of The Green be deferred for a minimum of 2 years, in order to:

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th May, 2016

- a) Re-consider the comparative costs of provision as the impact of a national living wage takes effect, alongside the requirements of the Care Act 2014.*
- b) Assess the occupancy levels achieved through positive promotion of The Green to local residents and beyond.*
- c) Re-assess the overall 'quality landscape' across the care sector in Leeds and specifically the quality of alternative nearby provision in the independent sector.*

Following the discussion, the Chair thanked all those present at the meeting for their attendance and contribution to the discussion.

150 Date and Time of Next Meeting

Wednesday, 18 May 2016 at 9.30am (no pre-meeting)

(The meeting concluded at 10.40am)

HEALTH AND WELLBEING BOARD

THURSDAY, 21ST APRIL, 2016

PRESENT: Councillor L Mulherin in the Chair

Councillors N Buckley, D Coupar, and
L Yeadon

Representatives of Clinical Commissioning Groups

Dr Jason Broch	Leeds North CCG
Dr Andrew Harris	Leeds South and East CCG
Nigel Gray	Leeds North CCG
Matt Ward	Leeds South and East CCG
Phil Corrigan	Leeds West CCG

Directors of Leeds City Council

Dr Ian Cameron – Director of Public Health
Cath Roff – Director of Adult Social Services

Representative of NHS (England)

Brian Hughes - NHS England

Third Sector Representative

Heather O'Donnell – Age UK Leeds

Representative of Local Health Watch Organisation

Lesley Sterling-Baxter – Healthwatch Leeds

Representatives of NHS providers

Jill Copeland - Leeds and York Partnership NHS Foundation Trust
Julian Hartley - Leeds Teaching Hospitals NHS Trust
Thea Stein - Leeds Community Healthcare NHS Trust

70 Chair's Opening Remarks

The Chair welcomed all present to the last meeting of the Health and Wellbeing Board (HWB) for the 2015/16 Municipal Year and thanked all Board members for the work they had undertaken during the previous, challenging year.

The Chair also took the opportunity to introduce a brief animated film promoting the refreshed Leeds Health and Wellbeing Strategy. Board Members and partners were encouraged to utilise the film in their own organisations to promote the Strategy as widely as possible.

Councillor Mulherin additionally welcomed Lesley Sterling-Baxter to her first meeting as representative of Leeds Healthwatch. It was noted that Lesley and John Beale had been appointed as Co-Chairs of Leeds Healthwatch after Linn Phipps stood down from the position of Chair. Councillor Mulherin expressed her thanks and best wishes to Linn on behalf of the HWB. It was agreed that the Chair would write to Linn to formally acknowledge her contribution to the

Draft minutes to be approved
at the next meeting

work of the Board and the development of the Leeds Health and Wellbeing Strategy.

71 Appeals against refusal of inspection of documents

No appeals against refusal of inspection of documents were received.

72 Exempt Information - Possible Exclusion of the Press and Public

No exempt information was contained within the agenda.

73 Late Items

No formal late items of business were added to the agenda, however the following supplementary documents were despatched prior to the meeting:
Item 8 – Leeds Health and Wellbeing Strategy – Appendix 2 to the report (minute 78 refers)

Item 9 – CCG Operational Plans 2016-17 – Appendices A, B and C to the report (minute 79 refers)

Item 12 – Leeds Better Care Fund – Appendix A of the report (minute 82 refers)

74 Declarations of Disclosable Pecuniary Interests

No declarations of disclosable pecuniary interests were made.

75 Apologies for Absence

Apologies for absence were received from Councillor Golton, Gordon Sinclair (Leeds CCG) and Moira Dumma (NHS England). The Chair welcomed Brian Hughes as representative for NHS England.

76 Open Forum

The Chair allowed a period of up to 10 minutes for members of the public to make representation on matters within the remit of the Health and Wellbeing Board (HWB)

Refugee and Asylum Seeker access to Healthcare – Lorna Gledhill, Regional Asylum Activism Co-ordinator for Yorkshire & Humberside, addressed the meeting on tackling existing barriers to healthcare faced by refugees and asylum seekers in relation to the recent Department of Health Consultation, 'Making a Fair Contribution'. Specifically, concerns about the impact of the proposed changes outlined in Consultation on entitlement to free NHS care in England for refugees and people seeking asylum.

Ms Gledhill highlighted the complex medical needs, mental health support and maternal health needs refugees and asylum seekers often required whilst awaiting the outcome of their request to stay and the challenges they faced when accessing healthcare, particularly GP healthcare.

Ms Gledhill acknowledged the response to the Consultation sent by Leeds City Council and urged individual Board members to raise concerns again directly with the Department of Health over the impact of charging for healthcare on the refugee and asylum seeker groups as well as the wider population. Additionally, the Board was encouraged to consider the refugee and asylum seeker population during discussions on the refreshed Leeds

Draft minutes to be approved
at the next meeting

Health and Wellbeing Strategy. The Board noted the response that migrant health remained a priority for the Leeds Health Protection Board

RESOLVED –

- a) To note the contents of the representation and the comments made during discussions
- b) To note that a copy of the response submitted by Regional Asylum Activism to the 'Making a Fair Contribution' consultation would be shared directly with individual Board members

77 Minutes

RESOLVED – To approve the minutes of the meeting held 20th January 2016 as a correct record

78 Leeds Health and Wellbeing Strategy

The Board considered the joint report of the Director of Adult Social Services, The Director of Public Health and the Director of Children's Services which accompanied the publication of the Leeds Health and Wellbeing Strategy 2016-2021. The report provided a summary of findings from the public engagement undertaken and of the changes subsequently made for the final publication since the last report to the Board on 20th January 2016.

Appendix 1 of the report provided a summary of the third phase of engagement undertaken on the strategy. A copy of Appendix 2 - the final Leeds Health and Wellbeing Strategy 2016-21 document - was provided as a supplement following the despatch of the agenda. At the meeting, the Board received a copy of Appendix 3 – indicator wording and technical descriptions.

Paul Bollom, Chief Officer, Health Partnerships, presented the refreshed Strategy 2016/21 and highlighted the benefits for all Board partners being able to use the longer term strategy effectively to promote and improve health outcomes in Leeds.

During discussions the following comments were made:

- The Strategy was an "all age" strategy, from birth through to end of life care
- The Strategy had been effective in helping to inform the emerging Sustainability and Transformation Plan (STP) for Leeds. The next iteration of the STP would better reflect and link to the approach of the newly signed-off Strategy
- Whether the design and graphics used in the Strategy could be utilised in other health Plans/Strategies to further emphasise and reinforce the joined-up partnership working. The Board also suggested that the graphics and design for the Sustainability and Transformation plan should be consistent with the Leeds Health and Wellbeing Strategy wherever possible.

The Board welcomed the Leeds Health and Wellbeing Strategy and expressed thanks to the team who had produced the document.

Arrangements for the launch of the Strategy were briefly discussed, noting that details would be sent to Board members shortly.

RESOLVED - That the Leeds Health and Wellbeing Strategy 2016-2021 be approved.

79 Clinical Commissioning Group Operational Plans 2016-17

Further to minute 61 of the meeting held 20th January 2016, where the Board considered the NHS planning guidance and cost pressures facing the three Leeds CCGs in 2016-17, Matt Ward, Chief Operating Officer, Leeds South & East CCG, presented a report providing a high level overview of the three Leeds CCG's 1-year Operational Plans for 16-17. The report included information on the city-wide commissioning plans as well as the individual CCG plans included within Appendices A, B & C which were despatched as part of a supplementary pack prior to the meeting.

The report outlined the new planning requirements introduced for NHS in 2015 - the production of a 1-year operational plan (per NHS organisation); and the creation of a place-based 5-year Sustainability and Transformation Plan (STP).

The individual Operational Plans provided details of the CCGs forward planning aimed directly at meeting local needs. The presentation set the context of the Plans within the hierarchy of the Leeds Health and Wellbeing Strategy and the Sustainability and Transformation Plan; emphasising the links to those two documents.

The Board noted that this year the Plans placed additional focus on:

- Value, particularly in primary and community care
- New models of care and new models of testing
- Support and system resilience
- How the 2016-17 CCG plans would support a sustainable Health and Social Care System
- Improving the health of the most disadvantaged the fastest, through focussed and targeted commissioning

During discussions, comments on the responsiveness of the Operational Plans to workforce and resource pressures were noted. The Board also noted that all plans refer to and address the same pressures, both in primary care and hospital settings.

RESOLVED –

- a) To note the comments made during discussions on the development of the CCG operational plans in the context of the place-based five-year Sustainability and Transformation Plan (STP).
- b) That having considered the CCG Operational Plans, the Board considered that the Plans did take proper account of the Leeds Health and Wellbeing Strategy 2016-2021.

80 Update on NHS England Commissioning Plans and Intentions for 2016-17

Draft minutes to be approved
at the next meeting

Brian Hughes, Locality Director, NHS England (NHSE) presented a report which set out the NHSE Commissioning Plans and intentions for 2016-17. The report highlighted how the Plan aligned with the NHSE assurance role and direct commissioning responsibilities; as well as reflecting both national and West Yorkshire service requirements.

Additionally the Plan considered the following:

- The focus of Primary Care, not just GP care, as well
- The issues around dental care and the challenges ahead particularly emergency access to dental care
- The aim to align with the focus of Public Health responsibilities
- Ongoing work in respect of specialised service areas

Discussions followed during which the following comments were noted:

- The focus on dental health was welcomed, noting the current pressure on the 18 week treatment wait and that the largest Dental Hospital was based in Leeds. The issue of dental health was flagged as a future focus for the HWB
- Noted that, due to pressure on District Hospitals and their lack of capacity, more cases presented to Leeds Hospitals generally and the NHSE Plan was welcomed in terms of its aim to plan for such instances. The response was noted that the Plan promoted collaborative working in such instances – where treatment is undertaken in Leeds and subsequent recuperation is provided by District Hospitals
- Workforce pressures and the impact that the reported lack of qualified nurses had on the ability to provide general, primary and elderly care. Additionally the effect of the diminishing number of GPs was noted
- Workforce pressures in relation to the gaps in services. The Board noted the comment that a mapping exercise of workforce provision and availability should be a key feature of the STP and be undertaken prior to the design of future services
- General Practice provision and accommodation in Leeds, and whether there were funds available to improve premises. The Board noted the response that funds were available as part of the CCGs devolved responsibilities. NHSE worked closely with the three Leeds CCGs to plan to minimise the impact of GP retirement or premises closures.

In response to a query regarding the consultation on Children's Epilepsy Services, it was noted that the process of consultation on proposals for 4 national centres was ongoing. The Chair received the support of the Board to write to the Department of Health to urge consideration of a 5th Yorkshire and Humber Centre to support the 9 million residents of the region.

The Board considered both the CCG Operational Plans and the NHS England Plan together. In conclusion, the Plans were welcomed by the Board, particularly their presentation together with the Leeds Health and Wellbeing Strategy which clearly emphasised the links and consistency between the documents.

Draft minutes to be approved
at the next meeting

RESOLVED - That the comments made during discussions on the development of NHS England's Commissioning plans and intentions for 2016-17 be noted

81 Sustainability and Transformation Plan Update

Matt Ward, Chief Operating Officer, Leeds South and East CCG, presented a report which provided the Board with an overview of the development of the Sustainability and Transformation Plan (STP), including the relationship between the Leeds STP and the West Yorkshire STP.

The report sought support for the approach undertaken to develop the Leeds STP as well as the key areas to be developed April to June 2016. The priorities, ambitions and technical detail on how the outcomes will support the Leeds Health and Wellbeing Strategy were highlighted along with the following matters:

- The focus of the West Yorkshire STP on urgent and emergency care, cancer, mental health and specialised services
- Funding and resource commitments were considered to better understand how individual health care providers could work together in partnership
- The emphasis on an enhanced social contract; prevention and rapid response in a time of crisis; efficient and effective secondary care; innovation, education and research
- The development of a consultation plan

It was also noted that key points from the Health and Wellbeing Board workshop held on 17th March 2016 had informed and shaped the STP.

During discussions, the Board made the following comments:

- Acknowledged that it was crucial to encourage individual organisations to work together and have regard to all partners to ensure delivery of services in the light of the financial constraints
- Support was expressed for the key themes of the STP
- How the Leeds STP integrated with the wider West Yorkshire STP was seen as a key issue
- Recognition for the work undertaken to establish public consultation on the Plan and the comments made in respect of providing the public with unambiguous information on resources and what they can expect from a diminished public purse
- Recognition of the role that Leeds Healthwatch will play in the consultation/engagement process
- Recognised that the role of the members of the Third Sector as a key partner organisations and solution providers should be emphasised within the STP. The recent establishment of the Third Sector Forum was noted and Heather O'Donnell, Third Sector representative, extended an offer to work on the further development of the STP.

In conclusion, the Board welcomed the links and integration between the developing STP and the Leeds Health and Wellbeing Strategy. The Board

Draft minutes to be approved
at the next meeting

also expressed thanks to the team developing the STP for the volume of work undertaken already, particularly recognising the work done to reflect the Board's desire expressed at the January 2016 meeting to create a Leeds specific STP.

RESOLVED -

- a) That the approach described within this paper for the development of the STP be endorsed by the Board;
- b) That approval be given to the key areas of focus identified in this report as the ones that the Leeds STP will focus on and will support the delivery of the Leeds Health and Wellbeing Strategy;
- c) That support be given by the Board to ensure that staff and resources from the organisations represented by the Board are made available to support the development and implementation of the STP;
- d) To note that the draft STP will be made available for review and comment by the Health and Wellbeing Board in June 2016 prior to its submission to NHS England on 30 June 2016.

82 Leeds Better Care Fund Plan 2016-17

Matt Ward, Chief Operating Officer, Leeds South and East CCG, presented a report as an introduction to the Better Care Fund (BCF) Submission, which required sign-off from the Health & Wellbeing Board prior to its final submission. It was noted that the date for submissions had changed since the publication of the agenda from 25th April 2016 to 3rd May 2015. As this was the second operational year of the BCF; the report provided a comparison between 2015/16 and 2016/17 and noted that the general ambitions remained constant.

The report detailed how, although the BCF allocation for 2016/17 was £1 million more than last year (a total of £55.9 million), in real terms this amounted to a reduction due to the level of contingency funds that will be needed to ensure stability in the system (in order to counteract any potential further increases in non-elective admissions to hospital), as well as the national withdrawal of the Social Care Capital Grant and the ring fence around the use of the Disabled Facilities Grant.

In response, the contingency fund had been capped at £7.5 million. Any funds not used to buffer non-elective admission activity in-year will be re-directed to supporting out of hospital services. Additionally, schemes that had not met their 'invest to save' targets would not receive BCF funding in 2016-17. Schemes in receipt of BCF support in 2016-17 would form part of the whole system response to health and social care transformation and be monitored accordingly.

The significant impact of non-elective admissions on the future BCF plan was acknowledged; and would be a main theme of the focus of the BCF Delivery Group & Partnership Board during 2016-17. Additionally, the report outlined a proposal for the BCF Delivery Group/Partnership Board to engage both the Clinical Senate and Leeds Institute for Quality Healthcare (LIQH) for appropriate analysis and advice from a practice perspective to support the aim to reduce the level and cost of avoidable non-Elective Admissions.

Draft minutes to be approved
at the next meeting

Steve Hume and Cath Roff, LCC Adult Social Services, further emphasised the impact of both non-elective admissions and the delayed transfer of care on the fragility of the system and the overall impact of funding changes, including tariffs and the 'invest to save' funds.

Discussion followed on the impact of mid-year restricted funding which occurred during 2015/16 on the delivery of some schemes. Comments were noted on how the subsequent gaps in service provision were met with responsive stand-alone schemes and that the various responsive pathways into care now required review as better integration was required to plan for such instances. Additionally the need to ensure all schemes proposed to the BCF met all of the BCF criteria was emphasised. The Board also acknowledged the real tension between the requirements of the BCF, national evidence and actual knowledge of the local services.

Members also noted comments made that whilst discussing the 2016/17 BCF, the Board had also just considered the Leeds Health and Wellbeing Strategy and the STP, both of which are 5 year plans. In light of this and the changing national requirements, the Board noted the importance of system leaders 'holding their nerve' in order to deliver on the longer term strategic outcomes of the city.

(Councillor Yeadon joined the meeting at this point and requested that her support as Executive Member for Children and Families for the Leeds Health and Wellbeing Strategy be formally recorded. Additionally, Councillor Yeadon reported the support of Children's Services for the Strategy and gave apologies for Nigel Richardson (Director of Children's Services) who was attending a meeting of Scrutiny Board (Children's Services)

RESOLVED

- a) To note the priorities and commitments described in the Plan.
- b) That, having considered the BCF Plan, approval be given to the Plan prior to final submission on the 3rd May 2016.
- c) That the proposal to engage the Clinical Senate and Leeds Institute for Quality Healthcare (LIQH) in reviewing the level of Non-Elective Admissions from a practice perspective be endorsed

83 For Information: Delivering the Strategy

The Board received a copy of the bi-monthly "Delivering the Strategy" document, which gives the Board the opportunity to monitor progress of the Joint Health and Wellbeing Strategy 2013-15.

In response to comments regarding the appropriateness of the current performance indicators, the Board noted that national data sets and indicators had changed through the course of the year. Further work would be done with the Board and performance leads across the city throughout the summer to agree the best way to monitor the progress of the refreshed Strategy.

RESOLVED – To note receipt of the "Delivering the Strategy" Joint Health and Wellbeing Strategy monitoring report

Draft minutes to be approved
at the next meeting

84 Any Other Business

Future meeting dates – Arrangements for a Board meeting on June 2016 would be confirmed with Board Members in due course

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EXECUTIVE BOARD

WEDNESDAY, 20TH APRIL, 2016

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, D Coupar, M Dobson,
S Golton, J Lewis, R Lewis, L Mulherin,
M Rafique and L Yeadon

161 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) Appendix 5 to the report entitled, ‘The First White Cloth Hall and the Lower Kirkgate Townscape Heritage Initiative (THI)’, referred to in Minute No. 164 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within the submitted appendix relates to City Fusion Ltd. and other businesses within the THI area, and release of that information may prejudice their commercial interests. It is considered that withholding the information outweighs the public interest in its disclosure. Further risks, in addition to those outlined in section 4.6 of the publically accessible cover report, are identified in exempt Appendix 5 which relate to the financial or business affairs of the Council. Disclosure of those risks would be prejudicial to the interests of the Council. It is considered that the public interest in treating this information as exempt from publication outweighs the public interest in disclosing it and as such, Appendix 5 of the submitted report be treated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3).

162 Declaration of Disclosable Pecuniary Interests

There were no declarations of Disposable Pecuniary Interests made during the meeting.

163 Minutes

RESOLVED – That the minutes of the meeting held on 9th March 2016 be approved as a correct record.

REGENERATION, TRANSPORT AND PLANNING

164 The First White Cloth Hall and Lower Kirkgate Townscape Heritage Initiative

Further to Minute No. 10, 25th June 2014, the Director of City Development submitted a report which sought approval to purchase the freehold of the First White Cloth Hall (FWCH) and also to procure a multi-disciplinary design team to develop proposals for the refurbishment of the FWCH. In addition, the report also sought the Board's support to undertake those regeneration actions as recommended in exempt Appendix 5 to the submitted report.

Members highlighted the historical significance of the Lower Kirkgate area and as such, welcomed the proposals detailed within the submitted report.

Following consideration of Appendix 5 to the submitted report, designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4 (3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the Director of City Development be authorised to purchase the freehold of the First White Cloth Hall;
- (b) That the Director of City Development be authorised to progress the procurement of a multi-disciplinary design team in order to develop proposals for the refurbishment of the First White Cloth Hall by a mini competition for firms within Lot 4 (Architecture) of the Fusion 21 Framework and, that the evaluation criteria used to assess the suitability of bidders to undertake the commission be split: 60% quality and 40% price;
- (c) That the Director of City Development be authorised, in liaison with the Executive Member (Regeneration, Transport and Planning), to undertake the actions recommended in exempt Appendix 5 to the submitted report, should a Compulsory Purchase Order (CPO) be the only alternative to acquire the building and to secure the proper restoration of the First White Cloth Hall and surrounding land within Lower Kirkgate;
- (d) That it be noted that the Programme Manager (Major Projects) is responsible for the implementation of such matters.

165 White Paper Motion - Locally-set Building Standards for new housing

The Director of City Development submitted a report which looked to investigate the scope for the development of the Passivhaus, or other similar standards in Leeds, and sets out the key issues resulting from the White Paper Motion on such matters which was approved by full Council on 16th September 2015 (Minute No. 51 of that meeting refers).

Responding to Members' enquiries, officers provided the Board with details on:

- the actions being taken by the Council to work with developers in order to encourage an innovative approach towards achieving Passivhaus or other similar design and construction standards; and
- the liaison taking place with developers in order to maximise the provision of public open space as part of new housing developments.

RESOLVED – That approval be given to the preparation of a Development Plan Document for space and access standards in line with the timetable, as set out in paragraph 4.5 of the submitted report.

(Under the provisions of Council Procedure Rule 16.5, Councillor Golton required it to be recorded that he abstained from voting on the decisions referred to within this minute)

HEALTH, WELLBEING AND ADULTS

166 A Business Case for a Leeds Academic Health Partnership

Further to Minute No. 168, 18th March 2015, the Director of Public Health and the Director of City Development submitted a joint report regarding the proposed establishment of the Leeds Academic Health Partnership (LAHP). The report provided an explanation and summary of the business case for the Academic Health Partnership, and described the framework within which the proposed Health Partnership would operate, including its strategic priorities and opportunities, financial and non-financial outcomes, governance funding and fit within other partnership structures. Additionally, the report also advised of the challenges to be addressed in order for the partnership to remain successful.

Responding to a Member's enquiry, the Board received details of specific areas where the partnership approach had already achieved tangible progress to date. In addition, it was noted that should the Board resolve to support the recommendations within the submitted report, then further reports would be submitted to the Board on the progress and achievements of the LAHP.

RESOLVED –

- (a) That the Business Case for the LAHP and its programme to deliver:- better Health Outcomes; reduced Health Inequality; more jobs together with the development of skills and technology; and the stimulation of investment in health and social care, be supported;
- (b) That support be given to the City Council's contribution towards the delivery of the LAHP's programme of work, as set out within the business case (appended to the submitted report), including potential sources of funding and metrics identified in the document, to drive investment and create jobs in the city's health economy and that its work be developed within the city's agreed Joint Health and Wellbeing Strategy;

- (c) That further reports detailing the progress being made by the LAHP be submitted to future meetings of the Board for consideration, as and when appropriate;
- (d) That it be noted that the Chief Officer (interim), Health Partnerships Team, will be responsible for overseeing the implementation by the LAHP.

CHILDREN AND FAMILIES

167 Outcome of Consultations to increase primary school places in Hunslet and Beeston

The Director of Children's Services, the Director of City Development and the Deputy Chief Executive submitted a joint report which sought approval for the publication of a Statutory Notice proposing the expansion of capacity at Low Road Primary School and also to approve the publication of a Statutory Notice proposing the expansion of Cottingley Primary Academy.

In considering the submitted report, Members thanked officers for the significant work which continued to be undertaken to increase the number of forms of entry available for young people across Leeds.

RESOLVED –

- (a) That the publication of a Statutory Notice to expand Low Road Primary School from a capacity of 140 pupils to 210 pupils, with an increase in the admission number from 20 to 30, with effect from September 2017, be approved;
- (b) That the publication of a Statutory Notice to expand Cottingley Primary Academy from a capacity of 315 pupils to 420 pupils, with an increase in the admission number from 45 to 60, with effect from September 2017, be approved;
- (c) That it be noted that the officer responsible for the implementation of such matters is the Capacity Planning and Sufficiency Lead.

COMMUNITIES

168 The creation of affordable accommodation to buy and rent in Leeds

The Director of City Development and the Director of Environment and Housing submitted a joint report which responded to the White Paper Motion resolution agreed at full Council on 13th January 2016 which related to the provision of affordable accommodation (Minute No. 99 of that meeting refers). Specifically, the report set out the actions undertaken by the Government in relation to affordable housing and introduced a proposal to develop a housing for sale programme, through which the Council could help meet the requirements of low income households who wanted to purchase a home.

Responding to Members' enquiries, the Board noted the intention to submit a report to the September 2016 Executive Board meeting which provided further detail on the proposed programme of providing low cost housing for sale, including the consideration of potential initiatives such as the development of a Local Housing Company. In addition, the Board received an update on the development of a 'brownfield register' for the city, and noted that Leeds was one of fifteen Local Authorities participating in the associated pilot initiative.

RESOLVED –

- (a) That the issues raised in relation to the future supply of affordable housing, be noted;
- (b) That the programme regarding the delivery of affordable housing for rent, together with the progress which has been made to date, be noted;
- (c) That officers be requested to explore the feasibility of the extent to which local housing companies could support the building of affordable housing for sale, with a report being submitted to Executive Board in Autumn 2016 on the outcome of this work.

ENVIRONMENTAL PROTECTION AND COMMUNITY SAFETY

169 Recycling and Energy Recovery Facility Update

Further to Minute No. 69, 17th September 2014, the Director of Environment and Housing submitted a report providing an update on the Recycling and Energy Recovery Facility (RERF) being delivered by Veolia ES (Leeds) Ltd. under the Council's PFI contract. Specifically, the report provided a summary of the progress achieved since the matter was previously considered by the Board, together with an overview of the key areas of environmental and financial benefit resulting from the project.

Members welcomed the submitted report and the key achievements detailed within it, whilst emphasis was placed upon the need to ensure that the potential of, and benefits arising from the facility continued to be maximised.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the fact that the Full Service Commencement under the PFI contract has now been achieved, be noted, together with the resulting significant environmental and financial benefits for the Council and the city.

ECONOMY AND CULTURE

170 Leeds (River Aire) Flood Alleviation Scheme - Upstream of the City Centre

Further to Minute No. 157, 9th March 2016, the Director of City Development submitted a report which sought approval for the Council to lead and develop

with partners, a feasibility study to define the extent, the standard of protection and subsequently, the engineering of suitable solutions for a flood alleviation scheme upstream of the city centre. In addition, the report also sought approval to incur expenditure for the resourcing of technical staff, feasibility design, river modelling, ecological surveys, legal and business case work, securing of planning permission and the procurement of consultants and contractors for these purposes.

In introducing the report, the Chair provided information on the current position regarding the development of a feasibility study and business case for a flood alleviation scheme, and highlighted the need for further cross-party work to be undertaken on the issue of insurance provision for affected commercial properties. Furthermore, the Board received an update on the continued work being undertaken on the development of the Regeneration Strategy for the Kirkstall Corridor.

In noting the co-ordinated approach being taken to develop flood alleviation measures, Members also welcomed the actions being taken to ensure that any future work to reduce flood risk upstream was compatible with the ongoing scheme and would not negatively impact upon downstream communities.

In addition, emphasis was also placed upon the importance of other measures which could be introduced alongside a flood alleviation scheme, such as the further use of flood plains and tree replacement schemes for example, both within the Leeds boundary and beyond, to the upper reaches of the catchment area. Following this, it was requested that further details on such initiatives be submitted to a future meeting of the Board in due course.

In noting that Leeds had provided a submission to the 'National Flood Resilience Review', it was requested that once the review had been published, a report on such matters be submitted to the Board for consideration.

RESOLVED –

- (a) That approval be given for Leeds City Council, as Lead Local Flood Authority, to work with the Environment Agency and partners in order to direct and procure further work to develop proposals in efforts to secure funding to advance an upstream flood alleviation scheme and programme of flood defence measures;

- (b) That authority to spend £3m be approved, to be funded from the Environment Agency's Flood Defence Grant in Aid allocation in order to progress the recommendations of the submitted report, including resourcing of technical staff, further feasibility design and river modelling work, undertake ecological surveys, legal work, securing of planning permission and procurement (Authority to Tender) of consultants and contractors for these purposes;

- (c) That the scope of the feasibility study and investigation, as covered under section 3.1.8 of the submitted report, be agreed;
- (d) That the Director of City Development be authorised to negotiate the detailed terms of the acquisition of land required to facilitate the construction of the flood defences;
- (e) That the necessary authority be provided in order to negotiate the detailed terms, and to subsequently enter into legal agreements with third parties for the incorporation of flood defence solutions;
- (f) That it be noted that a working group representing the upper and lower reaches of the catchment outside of the Leeds boundary is to be established;
- (g) That it be noted that the Chief Officer (Highways and Transportation) shall be responsible for the implementation of resolutions (a)-(f) above;
- (h) That the intention to bring forward a Regeneration Strategy for the Kirkstall Corridor which will ensure the integration of future flood alleviation works with any land use changes, development proposals and property improvements, and that will safeguard and promote the sustainable environmental, economic and social future of the area, be noted.
- (i) That further information be submitted to the Board in due course, both on measures, such as the further use of flood plains and tree replacement schemes, which could be introduced alongside a flood alleviation scheme and also on the conclusions of the 'National Flood Resilience Review' and the implications for Leeds arising from that review.

EMPLOYMENT, ENTERPRISE AND OPPORTUNITY

171 Leeds Apprenticeship Recruitment Fair

The Director of Children's Services submitted a report providing an update on the activity undertaken to support young people to access apprenticeships, with specific focus upon the Leeds Apprenticeship Recruitment Fair which was held at the First Direct Arena on 14 March 2016 at the beginning of National Apprenticeship Week.

Responding to a Member's enquiry, the Board was provided with information on the range of actions being taken with young people, parents, schools and other partners to improve the levels of awareness which currently existed around apprenticeship schemes and the accessibility of such schemes.

In conclusion, it was requested that a further report be submitted to a future meeting of the Board regarding the introduction of the Apprenticeship Levy and the implications arising from it for Leeds.

RESOLVED –

- (a) That the successful delivery of the Leeds Apprenticeship Recruitment Fair on the 14th March 2016, be noted;
- (b) That the proposal to deliver a series of future events in 2017 be supported, which will respond to the significant demand for information by young people and which will also respond to the demand from businesses as they prepare for the introduction of the Apprenticeship Levy;
- (c) That a further report be submitted to a future meeting of the Board regarding the introduction of the Apprenticeship Levy and the implications arising from it for Leeds.

RESOURCES AND STRATEGY

172 Financial Health Monitoring 2015/16 - Provisional Outturn

The Deputy Chief Executive submitted a report which detailed the Council's projected financial health position for 2015/16 together with other key financial indicators. Additionally, the report presented the provisional outturn position and commented on the key issues impacting upon the overall achievement of the 2015/16 budget.

Responding to an enquiry, the Board received an update on the current position regarding Innovations Funding within the Children's Services directorate.

In conclusion, the Board thanked Council officers across all directorates for the significant work undertaken which had led to the provisional outturn position for 2015/16 as presented within the submitted report.

RESOLVED – That the projected financial position of the Authority for 2015/16 be noted.

173 Changing the Workplace - Progress and Business Case Refresh

Further to Minute No. 157, 11th February 2015, the Director of City Development and the Deputy Chief Executive submitted a joint report advising of the progress which had been made in respect of phase 1 of the Changing the Workplace programme, whilst also providing an update in respect of phase 2. In addition, the report also provided an update on the savings estimated to be delivered by phase 1.

The Board noted a Member's comments regarding the need to ensure that dialogue both with directorates and also with local Ward Members continued when considering the implementation of proposals regarding locality based buildings as part of phase 2.

Members noted the positive impact of the programme to date, whilst emphasis was placed upon the significant work which continued to be

undertaken to ensure that the programme looked to make those reasonable adjustments which were required in order to meet disabled employees' needs.

RESOLVED –

- (a) That the successful delivery of the programme to date, together with the future plans for the remainder of phase 1 (city centre) and the commencement of phase 2 (localities), be noted;
- (b) That it also be noted that the 2016 refresh of the 2012 phase 1 business case now indicates total net present value (NPV) savings of £27m, which is an increase from the original estimate of £15m.

DATE OF PUBLICATION: FRIDAY, 22ND APRIL 2016

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00 P.M., FRIDAY, 29TH APRIL 2016

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Tuesday, 3rd May 2016)

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Adult Social Services, Public Health, NHS)

Date: 18 May 2016

Subject: Scrutiny Inquiry into Bereavement

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

Summary of main issues

1. Following representation from a number of local councillors, in December 2015 during a meeting with the Chief Executive of Leeds Teaching Hospitals NHS Trust (LTHT), the Chair of the Scrutiny Board raised concerns regarding LTHT's processes for the timely release of deceased relatives for the purpose of burial. This was a particular issue for members of the Muslim community, who had previously raised concerns.
2. Further communication with LTHT confirmed the process for releasing bodies would be described in a Trust policy that was being drafted and was expected to be finalised in the early 2016.
3. The Care After Death and Bereavement Policy was subsequently approved at the Executive Director's meeting on 11 January 2016.
4. In order to discuss the new policy with members of the Muslim community, local councillors, Leeds City Council registrar's office and LTHT, working group meetings took place in February 2016 and April 2016. The Chair also held discussions with members of the Jewish community.
5. Scrutiny Board Procedure Rule 13.2 states:

"Where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing

any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised”.

6. In line with Scrutiny Board Procedure Rule 13.2, advice has been sought from the Director of Public Health. On receipt, the advice from the Director of Public Health will be published alongside the draft Scrutiny Board report, for consideration by the Scrutiny Board before finalising its report.
7. As such, the Scrutiny Board’s report will be presented as supplementary information to this report (alongside the advice from the Director of Public Health) and will be published in advance of the meeting on the 18 May 2016.
8. Once the Board publishes its final report, the appropriate bodies will be asked to formally respond to the Scrutiny Board’s recommendations, which will be reported to a future Scrutiny Board meeting.

Recommendations

9. Taking account of advice from the Director of Public Health, Members of the Scrutiny Board are asked to consider and agree its draft report into Bereavement.

Background documents

10. None used¹

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.

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Adult Social Services, Public Health, NHS)

Date: 18 May 2016

Subject: Scrutiny Inquiry into Cancer Wait Times in Leeds

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

Summary of main issues

- 1 At the meeting in June 2015, the Scrutiny Board (City Development) considered its work programme for the 2015/16 municipal year and identified Cancer Waiting Times as a specific area for inquiry during 2015/16.

- 2 The inquiry was conducted over a number of evidence gathering sessions between November 2015 and March 2016, including two formal Board meetings, a meeting of the Joint Health Overview and Scrutiny Committee (West Yorkshire) and a workshop/ conference, jointly delivered by the University of Leeds and Leeds Teaching Hospitals NHS Trust.

- 3 Scrutiny Board Procedure Rule 13.2 states:

"Where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised".

- 4 In line with Scrutiny Board Procedure Rule 13.2, advice has been sought from the Director of Public Health. On receipt, the advice from the Director of Public Health will be published alongside the draft Scrutiny Board report, for consideration by the Scrutiny Board before finalising its report.

- 5 As such, the Scrutiny Board's report will be presented as supplementary information to this report (alongside the advice from the Director of Public Health) and will be published in advance of the meeting on the 18 May 2016.
- 6 Once the Board publishes its final report, the appropriate bodies will be asked to formally respond to the Scrutiny Board's recommendations, which will be reported to a future Scrutiny Board meeting.

Recommendations

- 7 Taking account of advice from the Director of Public Health, Members of the Scrutiny Board are asked to consider and agree its draft report into Cancer Waiting Times in Leeds.

Background documents

- 8 None used¹

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.



Report author: Steven Courtney
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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Adult Social Services, Public Health, NHS)

Date: 18 May 2016

Subject: Work Schedule – recommendations for 2016/17

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 progress and development of the Scrutiny Board’s work schedule for the current municipal year.

2 Summary of main issues

2.1 A summary of the Board’s work schedule, which reflects discussions at the Board’s previous meetings, is attached at Appendix 1. This identifies a number of items/ areas of work where follow-up actions may be required and/or deemed appropriate for consideration by the successor Scrutiny Board in the new municipal year, 2016/17.

2.2 As such, the Board has an opportunity to identify and/or prioritise any specific areas of work for the successor Board. Any agreed details will be presented to the appropriate Scrutiny Board for consideration in the new municipal year.

3. Recommendations

2.1 The Scrutiny Board (Adult Social Services, Public Health, NHS) is asked to consider and, where appropriate, make recommendations for further actions and/or consideration by the successor Scrutiny Board in the new municipal year, 2016/17.

4. Background papers¹

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

4.1 None used.

SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)

APPENDIX 1

2015/16 WORK SCHEDULE

Title	April	May	Unscheduled/ Carry Forward
Integrated Health & Social Care Teams			Scrutiny Board report / statement for agreement - possibly combine with primary care report
Primary Care			Scrutiny Board report / statement
* Access to GPs/ dentists			for agreement
* Workforce planning			
* Future plans for primary care			
* Some aspects of health inequalities			
Air Quality			Consider as Inquiry area for 2016/17
Cancer Wait Times		Scrutiny Board report/ statement for agreement	Follow-up recommendations

SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)

APPENDIX 1

2015/16 WORK SCHEDULE

Title	April	May	Unscheduled/ Carry Forward
Involvement of 3rd Sector			Scrutiny Board report / statement for agreement
Co-commissioning - specialised commissioning	To be confirmed		
Integrated performance reports			Consider arrangements for 2016/17
CQC Inspection outcome	Standing item LCH - progress LYPFT - progress LTHT - progress		Consider reporting arrangements and any Scrutiny Board report / statement for agreement
Care Act Implementation			Progress report from Dir ASC

SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)

APPENDIX 1

2015/16 WORK SCHEDULE

Title	April	May	Unscheduled/ Carry Forward
Adult Safeguarding - Annual Report	Adult Safeguarding Update report		Annual Adult Safeguarding Report
Health Protection Board			Progress report on work of HPB
Director of Public Health - Annual Report			Annual Report (TBC) Review progress on previous recommendations
Quality Accounts - monitoring / development		Joint working group with HWL (May 2016)	
CAMHS & TaMHS			Regular monitoring of local transformation plan
Future provision of homecare			Progress report from Dir ASC

SCRUTINY BOARD
(ADULT SOCIAL SERVICES, PUBLIC HEALTH, NHS)

APPENDIX 1

2015/16 WORK SCHEDULE

Title	April	May	Unscheduled/ Carry Forward
Children's Epilepsy			To be determined
Maternity Strategy			CCG progress report
Children's Oral Health Plan	DPH progress report		
Budget performance/ proposals			
Public Health Budget Reduction			
The Green Care Home	Scrutiny Board report / statement for agreement		
Bereavement		Scrutiny Board report / statement for agreement	Follow-up recommendations
Health Service Developments	W/G meeting		Confirm arrangements for 2016/17