

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Adults, Health and Active Lifestyles)

Date: 15 January 2019

Subject: Work Schedule (January 2019)

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 on-going development of the Scrutiny Board's work schedule for the current 2018/19 municipal year.

2 Background

- 2.1 During discussions meeting in June 2018, the Scrutiny Board discussed a wide range of matters for possible inclusion within the overall work schedule for 2018/19.
- 2.2 In considering the wide range of matters identified, the Board acknowledged that, due to the level of resource directly available to support the Board's work, there would be limitations on the work schedule; and that the Scrutiny Board would need to prioritise its main areas of focus for 2018/19.
- 2.3 Reflecting the areas identified by Board members, an outline work schedule was produced and presented to the Board for agreement. The work schedule has been refined during the course of the year, and presented to the Board for consideration and agreement at each of its formal meetings.

3 Main Issues

Developing the work schedule

- 3.1 The work schedule should not be considered as a fixed and rigid schedule but be recognised as something that can be adapted to respond to any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.

- 3.2 However, when considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
 - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
- 3.3 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Current work schedule

- 3.4 The latest iteration of the work schedule is attached as Appendix 1 for consideration by the Scrutiny Board. The work schedule also identifies the priority areas identified by the by the Scrutiny Board for specific focus and more detailed consideration.
- 3.5 Members of the Scrutiny Board are invited to consider and comment on the details outlined in this report and presented in the attached work schedule, identifying any suggested amendments, as appropriate. In this regard, the following matters are also highlighted for specific consideration by the Scrutiny Board.

Dementia

- 3.6 Identified as a specific area of focus at the start of the new municipal year; progress on putting relevant arrangements in place to consider the identified matters have been delayed.
- 3.7 In order to deliver some conclusions by the end of the current municipal year, it is proposed to re-focus efforts in this area; to allow members of the Scrutiny Board to consider relevant matters through appropriate working group arrangements.
- 3.8 Members of the Scrutiny Board are invited to confirm this as a priority area and consider the proposal to increase efforts to conclude this area of work during the current municipal year.

Health Service Developments

- 3.9 Members of the Scrutiny Board have previously been made aware of the work being undertaken by NHS Leeds Clinical Commissioning Group (CCG) associated with the proposed development of Urgent Treatment Centres across the City.
- 3.10 In later December 2018, the Chair of the Scrutiny Board shared a letter from the CCG advising that, following its pre-engagement exercise, the CCG is now in a position to commence to a 12 week formal engagement exercise regarding the

proposals. The engagement is proposed to begin on Monday 21 January 2019 and run until Monday 15 April 2019.

- 3.11 During this period of public engagement, the Scrutiny Board will have the opportunity to provide a formal response on the proposals.

Chairs update

- 3.12 The matters raised in this report and appendix should also be considered in the context of any additional issues / work areas identified through the Chairs Update – which is presented elsewhere on the agenda.

Unscheduled matters

- 3.13 It should be noted that the work schedule also identifies a number of matters that are currently 'unscheduled'. These are matters highlighted during the Board's previous discussions on the work schedule and includes:

- Provision of Homecare Services in Leeds
- Congenital Heart Disease Services – Implementation of National Review/Update
- Yorkshire Ambulance Service NHS Trust – transformation programme
- Local System Review – outcome and associated improvement plan
- Stroke care services – operational plan and implications for Leeds

- 3.14 Given the number of formal meetings currently scheduled for the remainder of the municipal year, members of the Scrutiny Board are invited to consider these matters and how they may be considered prior to the end on the current municipal year; or carried forward for the successor Scrutiny Board to consider.

Minutes of meetings

- 3.15 The following minutes, which may be pertinent to the work of the Board, are also appended to this report for information and consideration, as appropriate:

- Minutes of the Executive Board meeting held 21 November 2018 (Appendix 2);
- Draft minutes of the Executive Board meeting held 19 December 2018 (Appendix 3); and,
- Draft minutes of the West Yorkshire Joint Health Overview and Scrutiny Committee held 5 December 2018 (Appendix 4).
- Draft minutes of the Health and Wellbeing Board meeting held on 12 December 2018.

- 3.16 Members of the Scrutiny Board are invited to comment on any matters highlighted in the attached minutes that specifically fall within the Board's remit.

4 Recommendations

- 4.1 Members of the Scrutiny Board are asked to:

4.1.1 Consider the details presented in this report and the associated appendices and

4.1.2 Consider the matters currently identified as 'unscheduled' and agree how they may be considered prior to the end on the current municipal year; or carried forward for the successor Scrutiny Board to consider.

4.1.3 Agree the latest work schedule (incorporating any agreed amendments) for the remainder of 2018/19, based on the details presented at Appendix 1.

5 Background papers¹

5.1 None used

6 Appendices

Appendix 1 – Outline Work Schedule 2018/19

Appendix 2 – Minutes of the Executive Board meeting held 21 November 2018

Appendix 3 – Draft minutes of the Executive Board meeting held 19 December 2018

Appendix 4 – Draft minutes of the West Yorkshire Joint Health Overview and Scrutiny Committee held 8 October 2018

Appendix 5 – Draft minutes of the Health and Wellbeing Board meeting held on 12 December 2018

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.