



Report of Head of Governance and Scrutiny Support

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

Date: 2 April 2019

Subject: Work Schedule (April 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 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 Progress on fully scoping the focus of this work and putting arrangements in place have been delayed due to focusing on other areas of work during the year. . . .
- 3.7 Members of the Scrutiny Board are invited to confirm this as a priority area going forward and highlight / recommend this area for consideration, including the development of a new dementia strategy, by the successor board in the new municipal year

Proposed changes to mental health services for adults and older people in Wetherby

- 3.8 The Board has previously been made aware of proposed changes to mental health services for adults and older people in Wetherby – currently delivered through a contract arrangements with Tees, Esk and Wear Valley NHS Foundation Trust.
- 3.9 In summary, the proposals are focused on the closure of current in-patient facilities in Harrogate (with future in patient access at an alternative location – most likely York) with an enhanced offer of community support services.
- 3.10 As the proposals potentially impact on two local authority areas (North Yorkshire County Council and City of York Council), member of the Board have been working in collaboration with other health scrutiny members from those authorities. This

included a joint meeting, held in public on 15 February 2019. The draft minutes from that meeting are attached at Appendix 2, for consideration by the Scrutiny Board.

- 3.11 The Scrutiny Board is asked to endorse the draft minutes and to agree that the ongoing work in this area (including the minutes as presented) inform part of the Board's statement on its work around mental health.

Hyper Acute Stroke Unit

- 3.12 Members of the Board previously asked for assurance regarding the proposed changes to stroke care provision across West Yorkshire and Harrogate, and the impact on services to Leeds residents provided by Leeds Teaching Hospitals NHS Trust.
- 3.13 A letter of assurance has now been received and is attached at Appendix 3 for the Board's consideration.
- 3.14 The Scrutiny Board is asked to note the information provided and identify any additional information or further assurance that may be required.

Bereavement arrangements

- 3.15 Building on the work of the previous Board and its review / report associated with the bereavement at Leeds Teaching Hospitals NHS Trust (LTHT), the Scrutiny Board has been kept informed of the work being progressed through the Chair of the Board – particularly focusing on the timely release of bodies (and the consistency of practice across neighbouring Trusts) and the potential use of non-invasive post-mortems. – A copy of the letter sent to LTHT on 11 December 2018 is presented at Appendix 4 for information.
- 3.16 A summary of progress since that time and an outline of the next steps is set out below:

Progress

- The Chairs letter has been shared with the leadership of LTHT's Pathology Clinical Service Unit (PCSU).
- PCSU raised the feedback with the West Yorkshire Association of Acute Trusts (WYAAT) Pathology network meeting
- WYAAT Pathology network agreed to undertake a piece of work to review and compare practice across the six Trusts
- The aim was to complete the review work within 1 month and report the findings back to the WYAAT Pathology network meeting.
- An initial baseline has been established across the six Trusts and identified/ confirmed some variation in practice
- Work is now underway to agree consistent 'best practice'.
- It has been reported that Bradford currently offer non-invasive PM; and it is something other Trusts want to expand; and a programme of work around offering non-invasive PM is being scoped.

Next steps

- The Chair has requested a fuller and more formal update that can be reported to the Scrutiny Board that should include confirmation of the:
(a) Identified inconsistencies in practice across West Yorkshire.

- (b) Extent that the inconsistencies reflect custom and practice at individual Trusts and/or the impact of having two HM Coroners offices covering West Yorkshire.
- (c) Engagement of the coroners' offices in WYAAT work to date; and plans for further engagement.
- (d) Proposed next steps for LTHT and the associated timescales.

3.17 To help ensure the continuation of this area of work into the new municipal year; it is proposed that the Scrutiny Board sets out its formal position on this matter by the end of April 2019.

Health Service Developments

- 3.18 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.
- 3.19 Members of the Scrutiny Board considered the proposals in more detail at a working group meeting held on 11 March 2019. The outcome of that discussion is being used to inform the Board's formal response to the proposals, which will be presented no later than the 23 April meeting for agreement. Leeds CCG has been advised of the likely timescales involved.

Quality Accounts

- 3.20 A Quality Account is an annual report about the quality of services offered by an NHS healthcare provider; and are regarded as an important way for local NHS services to report on quality and show improvements in the services they deliver to local communities and stakeholders.
- 3.21 The quality of the services is measured by looking at patient safety, the effectiveness of treatments patients receive, and patient feedback about the care provided and the Department of Health and Social Care requires providers to submit their final Quality Account to the Secretary of State (by uploading it to the NHS website) by June 30 each year.
- 3.22 As part of the requirements of producing Quality Accounts, providers are required to share the quality accounts with local Healthwatch organisations and Health Overview and Scrutiny Committees. These bodies are able to comment on the quality accounts and have those comments included in the final document submitted to the Secretary of State. However, the timing of the production of Quality Accounts does not take account of the recognised municipal year that local authorities work to; with much of providers preparation work taking place around the time of local elections etc.
- 3.23 Recognising some of the practicalities associated with providing comments on the draft Quality Accounts of local NHS healthcare providers, in recent years the Scrutiny Board has adopted an approach where it works collaborative with HealthWatch Leeds to jointly consider and comment on providers draft Quality Accounts – usually in late April. This approach also makes a more effective use of provider's resources – as there is a single discussion on the draft content.
- 3.24 The arrangements have tended to be coordinated by HealthWatch Leeds; and the proposal is to adopt a similar approach for 2019, with the arrangement being made for 24 April 2019.

3.25 The Scrutiny Board is specifically asked to:

- Confirm its support for a joint approach with HealthWatch Leeds that will provide a joint comment / commentary for inclusion in each of the providers draft quality account.
- Note 24 April 2019 (from 1:00pm) as the date of the proposed workshop.
- Agree nominations from the membership of the Scrutiny Board to attend and contribute to the workshop discussion.

Chairs update

3.26 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.

3.27

Unscheduled matters

3.28 It should be noted that the work schedule also identifies a number of matters that are currently 'unscheduled'. These are matters highlighted throughout the year and reflect the Board's previous discussions on its work schedule.

3.29 Given the end of the municipal year is approaching and there will be limited opportunity for these matters to be given detailed consideration, members are asked to consider these matters and identify those areas that should be highlighted / recommended to the successor board in the new municipal year.

3.30 More details on planning for the forthcoming municipal year are presented elsewhere in this report, namely paragraphs 3.26 to 3.34.

Minutes of meetings

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

- Draft minutes of the West Yorkshire Joint Health Overview and Scrutiny Committee held 11 February 2019 (Appendix 5).
- Minutes of the Executive Board meetings held 14 January 2019 (Appendix 6) and 13 February 2019 (Appendix 7); and,
- Draft minutes of the Health and Wellbeing Board meeting held on 28 February 2019 (Appendix 8)

3.32 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.

Developing the work programme for the new municipal

3.33 Scrutiny Boards are subject to an annual review and appointment process as part of the overall governance arrangements presented and agreed by Council at its annual meeting each year

3.34 As such, Scrutiny Boards have tended to adopt different approaches to planning for the new municipal year and providing a 'handover' of issues to be considered by the appropriate and newly constituted Scrutiny Board.

- 3.35 Historically, at the first meeting of the municipal year, Scrutiny Boards have been presented with an outline of proposed formal meeting dates, alongside a draft work schedule that reflected traditional and known items of scrutiny activity, such as performance and budget monitoring, identified Budget and Policy Framework items and recommendation tracking.
- 3.36 Specific scrutiny inquiries have tended to be identified at the initial meetings in June / July each year; however some Scrutiny Board members have raised concern around this approach and the impact this can have on progressing and completing identified inquiries in a timely manner.
- 3.37 In order to bring these matters together and to adopt a longer-term approach to planning Scrutiny Board work programmes; each Scrutiny Board is being presented with the following information before the end of the municipal year:
- (a) A draft schedule of planned meeting dates for the municipal year (2019/20)
 - (b) A draft work schedule that includes known items of scrutiny activity, such as performance and budget monitoring, identified Budget and Policy Framework items and recommendation tracking.
 - (c) Details of specific areas / matters to be recommended for consideration by the appropriate Scrutiny Board, as part of the overall 2019/20 work programme.
- 3.38 For consistency, it is proposed to maintain the current meeting arrangements for the new municipal year, i.e. meeting on Tuesdays at 1:30pm (pre-meeting at 1:00pm). As such, the proposed meeting dates for the forthcoming municipal year are as follows:
- 25 June 2019
 - 23 July 2019
 - 17 September 2019
 - 22 October 2019
 - 26 November 2019
 - 14 January 2020
 - 11 February 2020
 - 24 March 2020
- 3.39 It is proposed to further reflect on the discussion at the meeting and present a draft work schedule for 2019/20 to the next meeting of the Scrutiny Board on 23 April 2019.
- 3.40 In agreeing to recommend any specific matters for consideration by the successor Scrutiny Board, members should recognise any future work schedule will:
- Become the responsibility of a successor Scrutiny Board (subject to the arrangements agreed by Council in May 2019).
 - Remain flexible and adaptable to reflect any new and emerging issues or changing priorities identified in the new municipal year.
 - Need to reflect any timetabling issues that might occur from time to time.
- 3.41 Nonetheless, setting out proposed meeting dates and a draft work schedule for the new municipal year will provide a foundation that will not only help with the initial planning for next year's Scrutiny Board, it also has the potential to help with planning the work programme in the longer-term.

4 Recommendations

- 4.1 Members of the Scrutiny Board are asked to consider the details presented in this report and the associated appendices and
- (a) Agree the latest iteration of the 2018/19 work schedule (incorporating any agreed amendments) presented at Appendix 1.
 - (b) Confirm that dementia should be highlighted as a priority area for the forthcoming municipal year.
 - (c) Endorse the draft minutes of the joint health scrutiny meeting (presented at Appendix 2) and agree that the ongoing work associated with the provision of mental health services for adults and older people in Wetherby be reflected in the Board's statement on mental health.
 - (d) Note the assurance provided in relation to the Hyper Acute Stoke Unit at Leeds Teaching Hospitals NHS Trust (presented at Appendix 3); and identify any additional information or further assurance that may be required.
 - (e) Note the update provided in relation to Bereavement arrangements, including the details set out in the letter presented at Appendix 4 and the fuller and more formal report to be presented to the next meeting of the Scrutiny Board – to help the Board sets out its formal position by the end of the municipal year.
 - (f) 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.
 - (g) Notes the intention to present the Board's draft formal response to the proposed development of Urgent Treatment Centres to the next meeting of the Scrutiny Board on 23 April 2019.
 - (h) Confirm the Scrutiny Board's support for the proposed joint approach with HealthWatch Leeds to consider local NHS healthcare providers Quality Accounts for 2019; that will provide a joint comment / commentary for inclusion in each of the providers draft quality account.
 - (i) Note the proposed joint Quality Account workshop will take place on 24 April 2019 (from 1:00pm) and agree nominations from the membership of the Scrutiny Board to attend and contribute to the workshop discussion.
 - (j) Consider the 'unscheduled' matters identified in the current year's work scheduled and identify those areas that should be highlighted / recommended to the successor board in the new municipal year.
 - (k) Note and comment on the minutes of the meetings of other Boards / Committees detailed in paragraph 3.31 and appended to this report (Appendix 5, 6 7 and 8).
 - (l) Note the arrangements for developing work programmes for the new municipal year across all Scrutiny Boards; and for planning purposes agree the proposed

meeting arrangements for the successor Scrutiny Board, as set out in paragraph 3.38.

(m) Note the intention to present a draft work schedule for 2019/20 to the next meeting of the Scrutiny Board on 23 April 2019 that reflects the outcome of the Board's discussion.

5 Background papers¹

5.1 None used

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