

**Report of Head of Governance and Scrutiny Support**

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

**Date: 23 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 As previously report, 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.

#### Summary of 2018/19 municipal year

- 3.4 A summary of the work schedule for the 2018/19 municipal year is attached as Appendix 1. This will be used to form the basis of the Board’s contribution to the overall Annual Scrutiny Report (2018/19), which will be presented to Council in the new municipal year.

#### *Position Statement on Mental Health Services*

- 3.5 The Board has considered a range of matters associated with the provision of mental health services in Leeds – including the impact of the planned 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.
- 3.6 A draft position statement setting out the Board’s work on mental health services will be presented in advance of the meeting for consideration and agreement.

#### *Integrated Market Position Statement*

- 3.7 Under the Care Act 2014, one of the Council’s responsibilities around health, care and support services is to produce a Market Position Statement (MPS). This is aimed at the health and care provider market to stimulate conversations around the Council’s commissioning intentions across the City.
- 3.8 As previously reported, a joint meeting with members of the Scrutiny Board (Children and Families) took place on 4 April 2019 that considered the draft Integrated Market Position Statement (IMPS) for 2019-22. The draft IMPS having a broader focus than previous editions, looking beyond adult social care and being produced in partnership with Children’s Services and Leeds CCG.
- 3.9 The outcome of the joint meeting will be presented in advance of the meeting for consideration and will be used to inform the on-going development of the draft IMPS ahead of its consideration by Executive Board early in the new municipal year.

### *Health Service Developments*

- 3.10 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.
- 3.11 Members of the Scrutiny Board considered the proposals in more detail at a working group meeting held on 11 March 2019. The outcome from that discussion is being used to inform the Board's formal response and will be provided in advance of the meeting for formal agreement.

### *Quality Accounts*

- 3.12 At its previous meeting, the Scrutiny Board confirmed its support for a joint approach with HealthWatch Leeds to consider and provide a joint comment / commentary for inclusion in each of the NHS providers' draft quality account.
- 3.13 This joint meeting is scheduled for 24 April 2019 and therefore the outcome of that meeting will be reported to the successor Scrutiny Board at the beginning of the new municipal year.

### Minutes of meetings

- 3.14 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 Executive Board meeting held on 20 March 2019 (Appendix 2).
- 3.15 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

- 3.16 At its previous meeting, the Scrutiny Board considered and endorsed a more consistent approach associated with planning for the scrutiny arrangements for the new municipal year and the 'handover' of issues to be considered by the appropriate and newly constituted Scrutiny Board.
- 3.17 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.
- 3.18 Following discussions at the previous Board meeting, these details are presented at Appendix 3 by way of a draft work schedule for 2019/20. Subject to agreement, this will form the basis of the Board's handover to the appropriate and newly constituted Scrutiny Board in 2019/20.

3.19 In agreeing the draft 2019/20 work schedule 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.

3.20 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, but 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) Note the summary of the 2018/19 work schedule presented at Appendix 1, which will be used as the basis of the Board's contribution to the overall Annual Scrutiny Report (2018/19), which will be presented to Council in the new municipal year
- (b) Agree the draft position statement setting out the Board's work on mental health services considered over the course of the year – incorporating any agreed amendments.
- (c) Endorse the outcome of the joint meeting that considered the draft Integrated Market Position Statement (IMPS) (2019 – 22) that will be used to inform the on-going development of the draft IMPS ahead of its consideration by Executive Board early in the new municipal year.
- (d) Agree the Board's formal response to the proposed development of Urgent Treatment Centres across the City.
- (e) Note the agreed 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; with the outcome being reported to the successor Scrutiny Board at the beginning of the new municipal year.
- (f) Note and comment on the minutes of draft minutes of the Executive Board meeting held on 20 March 2019.
- (g) Subject to any identified amendments, agree the draft work schedule for 2019/20 (presented at Appendix 3) that will form the basis of the Board's handover to the appropriate and newly constituted Scrutiny Board in 2019/20.

## **5 Background papers<sup>1</sup>**

5.1 None used

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<sup>1</sup> 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.