

**Report of Head of Democratic Services**

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

**Date: 15<sup>th</sup> September 2020**

**Subject: Leeds Health and Care Winter Planning 2020/21 and Business Continuity Planning in Adults and Health**

Are specific electoral wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, name(s) of ward(s):		
Has consultation been carried out?	<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
Will the decision be open for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, access to information procedure rule number:		
Appendix number:		

**1. Purpose of this report**

1. The Adults, Health and Active Lifestyles Scrutiny Board has previously maintained an interest in the Leeds Health and Care Winter planning process. However, with the additional pressure within the system this year due to the Covid-19 pandemic, the Board agreed to use its September meeting to consider what early progress has been made towards ensuring that the Leeds Health and Care system is extremely equipped, prepared and coordinated to respond quickly and appropriately to any change in demand or circumstances that winter and the pandemic may bring.
2. The Leeds Clinical Commissioning Group has therefore provided a briefing document (see Appendix A) on the Leeds Health and Care Winter Planning 2020/21. As plans continue to be developed, representatives from the Leeds health and care system will also be attending today's meeting to provide further updates and respond to Members' questions.
3. As part of this agenda item, the Board will also be briefed on the range of business continuity plans held within the Adults and Health Directorate as these are also an essential part of the resilience and stability of a service. The attached briefing paper from the Director of Adults and Health (see Appendix B) sets out the way in which business continuity plans are used within the Adults and Health Directorate and specifically how they were used in the recent Covid-19 crisis.

## **2. Background information**

- 2.1. Seasonal variations on demand occur year round in many sectors and winter is widely regarded as the time of the most sustained and significant pressure on health and care systems; nationally A&E attendance numbers increase, seasonal infections such as flu are more common, and colder weather can make specific population groups more vulnerable to serious illness.
- 2.2. Consequently each year, every health and care provider, and system formulates plans to better manage this demand, with the aim to make improvements year on year. However, it is acknowledged that this year there will be additional pressure within the system due to the Covid-19 pandemic which will require the Leeds Health and Care system to be extremely equipped, prepared and coordinated to respond quickly and appropriately to any change in demand or circumstances that winter and the pandemic may bring.
- 2.3. Business continuity forms a key part of the Council's own risk management methodology and processes. During July 2020, Scrutiny Board Chairs were initially briefed on how the Council's business continuity plans performed and supported the Council's critical/prioritised services during the initial days of the COVID-19 outbreak with a view to having all Scrutiny Boards reflecting on business continuity as part of their work programmes in 2020/21.

## **3. Main issues**

- 3.1 The Leeds Clinical Commissioning Group has provided a briefing document (see Appendix A) on the Leeds Health and Care Winter Planning 2020/21 for the Board's consideration. As plans continue to be developed, representatives from the Leeds health and care system will also be attending today's meeting to provide further updates and respond to Members' questions.
- 3.2 The Director of Adults and Health has also provided the Board with a briefing paper (see Appendix B) setting out the way in which business continuity plans are used within the Adults and Health Directorate and specifically how they were used in the recent Covid-19 crisis.

## **4. Corporate considerations**

### **4.1. Consultation and engagement**

- 4.4.1 Details surrounding existing and planned consultation and engagement matters linked to the Leeds Health and Care Winter Planning Process for 2020/21 and business continuity planning in Adults and Health are set out within the attached briefing documents.

### **4.2. Equality and diversity / cohesion and integration**

- 4.2.1 The Scrutiny Board Procedure Rules state that, where appropriate, all work undertaken by Scrutiny Boards will '...review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.

4.2.2 The Scrutiny Board may therefore wish to explore any specific Equality and Diversity issues relating to the Leeds Health and Care Winter Planning Process for 2020/21 and business continuity planning in Adults and Health.

### **4.3. Council policies and the Best Council Plan**

4.4.2 Business continuity forms part of the Council's risk management processes which underpin the achievement of the ambitions and all outcomes and priorities within the Best Council Plan.

#### Climate Emergency

4.3.1. The Scrutiny Board may wish to consider any specific climate emergency or sustainability issues relating to the Leeds Health and Care Winter Planning Process for 2020/21 and business continuity planning in Adults and Health.

### **4.4. Resources, procurement and value for money**

4.4.1 The Scrutiny Board may wish to consider any specific resource, procurement or value for money matters associated with the Leeds Health and Care Winter Planning Process for 2020/21 and business continuity planning in Adults and Health.

### **4.5. Legal implications, access to information, and call-in**

4.5.1. This report has no specific legal implications.

### **4.6. Risk management**

4.6.1. Business continuity already forms a key part of the Councils overall risk management methodology and processes, ensuring that business as usual processes are maintained during an emergency.

4.6.2. As part of the Leeds Health and Care Winter Planning Process, there is also a recognised need for partners to work together to maximise skills and capability of the collective workforce to manage/share clinical risk across the system.

## **5. Conclusions**

5.1. The Scrutiny Board agreed to use its September 2020 meeting to consider what early progress has been made towards ensuring that the Leeds Health and Care system is extremely equipped, prepared and coordinated to respond quickly and appropriately to any change in demand or circumstances that winter and the pandemic may bring. The Leeds Clinical Commissioning Group has therefore provided a briefing document on the Leeds Health and Care Winter Planning 2020/21 for the Board's consideration.

5.2. As part of this agenda item, the Board will also be briefed on the range of business continuity plans held within the Adults and Health Directorate as these are also an essential part of the resilience and stability of a service.

## **6. Recommendations**

6.1. The Scrutiny Board is asked to consider and comment on the information provided in the attached documents; identifying any additional actions and/or matters that may require further scrutiny input or activity.

## **7. Background documents<sup>1</sup>**

7.1. None.

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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.