

Work Schedule

Date: 19 July 2022

Report of: Head of Democratic Services

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

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

- All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule. Rather, the work schedule should be recognised as a document that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.
- The Scrutiny Board Procedure Rules also state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will reflect the requirement '*to 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*'.
- The latest iteration of the Board's work schedule for 2022/23 is appended to this report for the Board's consideration.

Recommendations

Members are requested to consider the Scrutiny Board's work schedule for the 2022/23 municipal year.

What is this report about?

- 1 During the Scrutiny Board's initial meeting on 21 June 2022, Members were presented with a draft work schedule for the current municipal year, which reflected known items of scrutiny activity, such as performance and budget monitoring, as well as other areas of work recommended by the former Scrutiny Board to be pursued during the 2022/23 municipal year
- 2 Other potential areas of interest also raised at the initial meeting included:
 - Continued oversight of the Integrated Care System development and progression.
 - Impact of the cost of living crisis.
 - The health and housing breakthrough project linked to the Best City Ambitions.
 - Health inequalities – including a specific focus on gypsy and travellers' health outcomes.
 - Implications of the commitment to Leeds becoming a Marmot city.
 - Exploring barriers to accessing the Council's Leisure Centres.
 - Social Care reform – including fair cost of care reform, charging reforms, and the re-introduction of the Adult Social Care inspection regime
 - Introduction of the Liberty Protection Safeguards.
 - Health impact of climate change.
 - Learning from COVID and the Council's long-term trusted relationship with its communities
 - Elective (planned) care recovery within health services – waiting lists and waiting times.
 - Non-elective (emergency) care and patient flow.
 - LTHTs new hospitals programme.
 - Responding to and managing increases and changes in demand for mental health services – for example adolescent eating disorders and primary care referrals.
 - Workforce Strategy – including workforce challenges, wellbeing and diversity.
 - The role of health estate and investment in estate in providing the right care in the right place for patients
 - Health equity in physical and mental health.
 - Targeted accessibility to mental health services.
 - Using patient experience within services.
 - Capacity and access to GP services and the relationship between primary and specialist (secondary) care services.
 - Service access criteria and expedite letters.
 - The Council's Physical Ambition
 - Active travel
 - Engagement with the Care Quality Commission as the health and care regulator.
 - Focusing on specific areas of influence and outcomes.
 - Supporting people to maintain a healthy diet and healthy weight.
 - Specific neurodiversity mental health pathways.
- 3 However, in recognition of the need to ensure that the work of the Scrutiny Board remains manageable, it was agreed that the Chair of the Scrutiny Board would liaise with the Principal Scrutiny Adviser to consider which of the above areas of interest would best warrant an in-depth piece of scrutiny work; which areas could potentially form part of the Board's general assurance activity and/or discussions when already tracking progress against relevant key strategic plans; and which are deemed less of a priority for this municipal year.
- 4 An analysis of the potential work areas raised during the discussion at the Board meeting and highlighted from other sources is presented at Appendix 1. An updated version of the Board's work schedule for 2022/23 that reflects the analysis is set out in Appendix 2 for the Board's consideration. There will be an opportunity to discuss these details in greater depth during the meeting.
- 5 Feedback on the updated draft work schedule is being sought from relevant Executive Board members and partners, alongside advice from relevant Directors. Any advice and/or feedback received will be provided to the Board at the meeting.

- 6 The latest Executive Board minutes from the meeting held on 22 June 2022 are also attached as Appendix 3. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and consider any matter where specific scrutiny activity may also be warranted.

Developing the work schedule

- 7 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.
- 8 The above working principals have been taken into account when undertaking the analysis of potential work areas, which in turn is reflected in the draft work schedule appended to this report.
- 9 It should be noted that 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 necessary and appropriate.
- 10 These approaches are reflected in the draft work schedule appended to this report. However, it should be noted that the work schedule remains a live document and this flexible approach may require further refinement, which may include additional formal meetings of the Scrutiny Board.

What impact will this proposal have?

- 11 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year.
- 12 Article 6 of the Council’s Constitution includes a requirement for the Council’s Scrutiny Officer to annually report to Council on how the authority has carried out and discharged its overview and scrutiny functions, The Boards work schedule will contribute to and support this requirement.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing Inclusive Growth Zero Carbon

- 13 The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the Best City Ambition.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted? Yes No

14 The Vision for Scrutiny states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director(s) and Executive Member(s) about available resources prior to agreeing items of work. Relevant Directors and Executive Members were actively engaged in the initial meeting of the Board when considering sources of work and priorities for the Scrutiny Board for the current municipal year.

What are the resource implications?

15 Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.

16 The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met.

17 Consequently, when establishing their work programmes Scrutiny Boards should:

- Seek the advice of the Scrutiny officer, relevant Directors and Executive Members about available resources;
- Avoid 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.

What are the key risks and how are they being managed?

18 There are no direct risk management implications associated with this report..

What are the legal implications?

19 There are no specific legal implications associated with this report.

Appendices

- Appendix 1 – Analysis of potential work areas
- Appendix 2 – Latest work schedule of the Adults, Health and Active Lifestyles Scrutiny Board for the current municipal year, 2022/23.
- Appendix 3 – Draft minutes of the Executive Board meeting held on 22 June 2022.

Background papers

- None.