

Public Document Pack



**Service Director – Legal, Governance and
Commissioning**

Julie Muscroft

The Democracy Service
Civic Centre 3
High Street
Huddersfield
HD1 2TG

Tel: 01484 221000

Please ask for: Penny Bunker

Email: penny.bunker@kirklees.gov.uk

Friday 6 July 2018

Notice of Meeting

Dear Member

Overview and Scrutiny Management Committee

The **Overview and Scrutiny Management Committee** will meet in the **Council Chamber - Town Hall, Huddersfield** at **10.00 am** on **Monday 16 July 2018**.

This meeting will be webcast live and will be available to view via the Council's website.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

Julie Muscroft

Service Director – Legal, Governance and Commissioning

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

The Overview and Scrutiny Management Committee members are:-

Member

Councillor Julie Stewart-Turner (Chair)

Councillor Gulfam Asif

Councillor Cahal Burke

Councillor Elizabeth Smaje

Councillor Rob Walker

Agenda

Reports or Explanatory Notes Attached

	Pages
1: Minutes of Previous Meeting	1 - 6
<p>To approve the Minutes of the meeting of the Committee held on 15 June 2018</p> <p>Contact: Penny Bunker – Governance and Democratic Engagement Manager</p> <hr/>	
2: Interests	7 - 8
<p>The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.</p> <hr/>	
3: Admission of the Public	
<p>Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.</p> <hr/>	
4: Transformation Programme	9 - 12
<p>To consider an overview of the Transformation Programme</p> <p>Contact: David Hamilton, Director of Transformation 01484 221000</p> <hr/>	

5: Scrutiny Work Programmes

13 - 30

To approve the final versions of the Scrutiny Panel work programmes for the 2018/19 municipal year.

(Note: The Economy and Neighbourhood Panel work programme will be approved in September 2018)

Contact: Penny Bunker – Governance and Democratic Engagement Manager 01484 221000

6: Forward Agenda Plan / Date of next meeting Committee meeting dates 2018/19

31 - 32

To note the forward agenda plan for meetings of the Scrutiny Committee.

To note that the next meeting of the Committee will be held on Monday 3 September 2018. It will start with an informal workshop at 9.30 a.m. followed by the public meeting at 11.00 a.m.

Contact: Penny Bunker, Governance & Democratic Engagement Manager. Tel: 01484 221000.

Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Friday 15th June 2018

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Elizabeth Smaje
Councillor Rob Walker

Apologies: Councillor Gulfam Asif

3 Minutes of Previous Meeting

The minutes of the meeting held on 13 April 2018 were agreed as a correct record.

4 Interests

No interests were declared.

5 Admission of the Public

It was agreed that all items would be considered in public session.

6 Ways of Working 2018/19

The Management Committee considered an updated version of the guidance on the approach to Overview and Scrutiny for use during the 2018/19 municipal year.

Councillor Stewart-Turner asked that all lead members ensure that the guidance is taken to panels to act as a refresher around the role of Scrutiny and expectations on behaviour and approach to Scrutiny work.

In addition to the guidance, aspects of the lead member role had been pulled into an addendum to set out what scrutiny lead members were responsible for. Those present agreed that it would be helpful for panel members to see what the role of the lead members was as well as the more general guidance. It was further suggested that included within the lead member responsibilities should be a requirement to maintain standards within scrutiny panels.

RESOLVED –

That subject to the amendment to the lead member responsibilities, the ways of working documents be considered by all Scrutiny Panels.

7 Allocation of Scrutiny Co-optees 2018/19

The Scrutiny Management Committee considered the allocation of Scrutiny Co-optees within the Scrutiny structure for the 2018/19 municipal year.

The panel noted that since the report had been produced Sharon Taylor, Co-optee on the Health and Adult Social Care Scrutiny Panel had resigned due to personal reasons. The Committee wished to record its thanks to Mrs Taylor for her contribution to the work of Scrutiny in Kirklees.

The report proposed the following allocations;

Peter Bradshaw – Health and Adult Social Care Scrutiny Panel
Fatima Shah-Khan - Children’s Scrutiny Panel
Dale O’Neill - Children’s Scrutiny Panel
David Rigby - Health and Adult Social Care Scrutiny Panel
Mark Mercer – Economy and Neighbourhoods Scrutiny Panel
Linda Summers – Corporate Scrutiny Panel
Philip Chaloner - Corporate Scrutiny Panel
Kimberley Stock – Ad-Hoc Scrutiny Panel – Elective Home Education
Rosa Vella – Scrutiny Pool.

It was noted that Councillor Stewart-Turner discussed the work of the Co-optees with the Leadership and it was suggested that a voluntary network in North Kirklees be approached to fill the vacancy currently on the Economy and Neighbourhoods Scrutiny Panel.

The Committee commended the contribution of the Co-optees to scrutiny work in Kirklees. It was agreed that a recruitment campaign to refresh the Co-optee pool should start in September 2018. In addition the Committee agreed that the diocese and Governing Bodies should be approached to seek nominations for statutory Co-optees for the Children’s Scrutiny Panel.

RESOLVED -

- 1) That Mrs S Taylor be thanked for all her work as a co-optee on the Health and Adult Social Care Scrutiny Panel.
- 2) That the allocation of co-optees, as set out in section 2.1 of the report, be approved.
- 3) That a voluntary co-optee recruitment campaign commence in September 2018.
- 4) That Governing Bodies and the Diocese be contacted to seek statutory co-optee nominations.

8 Re-establishment of Ad Hoc Scrutiny Panel

The Management Committee considered a request to re-establish the Ad Hoc Scrutiny Panel into Elective Home Education in order for it to complete the work it had started towards the end of the 2017/18 municipal year.

A report set out the terms of reference for the Ad Hoc Panel and detailed the progress to date. Panel members were Councillor Cahal Burke, Councillor Habiban Zaman, Councillor Lisa Holmes and Kimberley Stocks. In March 2018 the panel had started its work by considering a number of briefing papers around the duties that Local Authorities have in respect of children who are home educated. The intention of the panel was to meet with some parents who home educate their children. It was also intended to look at access to exams for home educated children and the current Kirklees Policy relating to Elective Home Education.

The Management Committee recognised the importance of completing the piece of work and agreed to re-establish the Ad Hoc Scrutiny Panel. It was noted that the Education Select Committee was also starting to look at the issue.

RESOLVED -

That the Elective Home Education Ad Hoc Scrutiny Panel be reappointed to complete its work in the 2018/19 municipal year.

9 Draft Scrutiny Work Programme

The Scrutiny Management Committee considered an initial draft of the Scrutiny Work Programme for the 2018/19 Municipal year. It was noted that following discussions at the Committee, Lead Members would take the potential list of items into panels for further consideration. The Management Committee considered each of the programme areas for Scrutiny Panels and Lead Members commented on the potential issues. It was noted in the Economy and Neighbourhoods Panel, housing work had been rolled forward from the previous year and one of the top priorities for the year was looking at the economic and skills strategies.

In respect of the Children's panel, Councillor Burke reported that due to urgent pre scrutiny issues, the panel had already held one meeting in the current municipal year. It had started to look at its priorities for the year ahead and would pick up on the issues identified in the draft programme. Councillor Burke said the panel were keen to do more visits to look at service provision first hand.

In respect of the Health and Adult Social Care Scrutiny Panel, Councillor Liz Smaje took the Management Committee through the draft programme. Councillor Smaje also highlighted that within the joint health scrutiny work the issues on a West Yorkshire level were starting to develop and the panel would be keeping a close eye on them. Councillor Stewart-Turner thanked Councillor Smaje for the work that the joint Health and Overview Scrutiny Committee had undertaken in looking at the Calderdale and Huddersfield Health proposals and the outcomes of the referral to the Secretary of State. Councillor Smaje explained that the joint committee would be meeting shortly to look at the next steps following the recommendations of the Secretary of State.

Overview and Scrutiny Management Committee - 15 June 2018

Councillor Stewart-Turner outlined the issues identified for the Scrutiny Management Committee and suggested that the scrutiny of crime and disorder discussion should focus on domestic violence. It had been suggested that the committee may wish to look at the safety camera partnership and Councillor Stewart-Turner was awaiting further information on that issue.

Since the Management Committee had last met two suggested areas for Scrutiny had been referred. The first concerned the relocation of the EFA Assessment Centre. Councillor Stewart-Turner was waiting for further information concerning the current position of this issue before the committee could reach any decisions about whether it was an appropriate area of scrutiny. In addition Councillor Martyn Bolt had suggested SEN support was an issue that Scrutiny should be considering as it had been raised by a number of members of the public. Councillor Burke was asked to consider the request and identify the areas of SEN support that were already within the Children's Scrutiny Panel work programme.

RESOLVED –

- 1) That the draft work programme be noted and forwarded for consideration as part of scrutiny panel work programme discussions.
- 2) That following Panel consideration the proposed work programmes are submitted to OSMC for approval.

10 Scrutiny Communications

The Management Committee continued to consider the approach to communication of scrutiny activity in 2018/19.

Penny Bunker, Governance and Democratic Engagement Manager updated the committee on work that had been undertaken since the last meeting. It was noted that the scrutiny Twitter account was now active to promote issues that scrutiny was looking at. It was suggested that at the end of every scrutiny meeting communications was considered.

It was noted that work was on going in developing a webpage to include more general information on Scrutiny.

There followed a discussion on scrutiny updates at the council meeting. It was decided that it would be appropriate to update on previous scrutiny investigations, such as adult mental health assessment. It was also agreed that sharing of work programmes, with lead members highlighting a couple key issues would also be appropriate.

Councillor Stewart-Turner reported back on her visit to the Council Management Group which had requested that scrutiny bulletins include a little more detail. It was suggested that this might be achieved by including additional links that took the reader to the more detailed information if they wish to consider it.

Overview and Scrutiny Management Committee - 15 June 2018

Management Committee welcomed the update and agreed that scrutiny needed to be more proactive in sharing information with Councillors to try to get them along to meetings where relevant issues were being considered.

RESOLVED -

- 1) That the update on proposals for Scrutiny communications be noted.
- 2) That at the July meeting of Council, the Chair of Scrutiny and Lead Members provide an update on a couple of issues from work programmes for 2018/19.
- 3) That Councillor Smaje provide an update to Council on joint health scrutiny committee work.

11 Committee meeting dates 2018/19

The management Committee considered dates for future meetings during the 2018/19 Municipal year. In addition the committee agreed arrangements including scheduling Lead Member reports.

RESOLVED -

- 1) That meetings of the Overview and Scrutiny Management Committee be held on the following dates at 10.00 a.m.
 - 16 July 18
 - 3 September
 - 5 November
 - 7 January 19
 - 4 March
 - 15 April
- 2) That Panel Lead Member update reports be considered on the following dates:
 - 3 September
 - 7 January
 - 15 April

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KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
Overview & Scrutiny Management Committee			
Name of Councillor			
Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

- (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
(b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

Name of meeting: Overview and Scrutiny Management Committee
Date: 16 July 2018
Title of report: Overview of the Transformation Programme

Purpose of report

The report and enclosed slides provide an overview of the council's transformation programme in 2017/18, achievements and learning for 2018/19.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	No
The Decision - Is it eligible for call in by Scrutiny?	No – The item is for discussion rather than decision
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall, Strategic Director for Corporate Strategy and Public Health, 5 July 2018
Is it also signed off by the Service Director for Finance IT and Transactional Services?	No – discussion item
Is it also signed off by the Service Director for Legal Governance and Commissioning Support?	No – discussion item
Cabinet member portfolio	Cllr Graham Turner, Corporate Services

Electoral wards affected: The council's transformation activities potentially affect all electoral wards

Ward councillors consulted: None specifically for this report. The content of the draft annual report has been received by the Portfolio Holder

Public or private: Public

1. **Summary**

The council has undertaken a review of its transformation activities in 2017/18 in order to produce an annual report. The report is currently in draft and being shared with officers and councillors through a number of engagement sessions, prior to final publication.

At the meeting on 16 July 2018, the Director of Transformation – David Hamilton, will present the high level findings from that review including achievements from 2017/18 and the learning to be applied in a refreshed approach to transformation in 2018/19. This will be supported by an extract from the draft annual report which accompanies this report.

The intention for the item is to engage the Overview and Scrutiny Management Committee in a discussion about transformation activities to date and how to achieve the objective of continuously improving the approach. This will include effective engagement of councillors.

2. **Information required to take a decision**

No decisions are required. This is a discussion item. The information to support the item is contained within this report and the enclosed slides.

Officers will be happy to discuss any of the content, with a particular interest in effective councillor engagement and the views of the committee in how to achieve this.

3. **Implications for the Council**

The council's transformation activities are designed to support the achievement of the shared partnership outcomes, particularly the changes that are required in the services provided by the council and partners (where relevant) in order to do so. This has implications for all of the outcome areas listed below:

- 3.1 **Early Intervention and Prevention (EIP)**
- 3.2 **Economic Resilience (ER)**
- 3.3 **Improving Outcomes for Children**
- 3.4 **Reducing demand of services**
- 3.5 **Other (e.g. Legal/Financial or Human Resources)**

The council and its partners must continue to adapt to the needs of the district in the context of a changing financial and national, regional and local policy environment. Our transformation activities support our areas of priority – where greatest effort and focus is required in order to achieve the above outcomes.

4. **Consultees and their opinions**

- The enclosed slides are an extract from the draft Annual Report for Transformation 2017/18. The draft report has been considered by Executive Team (Chief Executive and Strategic Directors) and the Cabinet Portfolio Holder. All are supportive of the content and are keen to ensure broader engagement with councillors.

5. **Next steps**

- The full draft Annual Report for Transformation 2017/18, will be considered by the Leader and Leadership Management Team on 16 July 2018.

- The draft annual report will also be shared with councillors attending cross-party member engagement sessions – dates set in July 2018, as invited by Cllr Graham Turner.
- Individual conversations with councillors will also be arranged where requested, or where councillors cannot attend the engagement sessions.
- The final annual report will subsequently be shared on the council’s web site.
- There are many actions arising from the review of transformation activities. All will be progressed and reported through the appropriate governance channels. Our approach to member engagement will be to engage in discussions early during development.

6. Officer recommendations and reasons

That this cover report and the accompanying slides be received and support a discussion from which further learning can be applied into our approach to transformation.

7. Cabinet portfolio holder’s recommendations

That cross-party councillors be openly engaged in the council’s transformation activities through the most effective approaches. The Portfolio Holder has personally invited all councillors to workshops to further engage them in our approach to transformation.

8. Contact officer

David Hamilton, Director of Transformation
Andy Simcox, Head of Policy, Strategic Partnerships and Transformation

9. Background Papers and History of Decisions

No further papers provided to support this item

10. Service Director responsible

Rachel Spencer-Henshall, Strategic Director for Corporate Strategy and Public Health

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Corporate Scrutiny Panel - Work Programme 2018-19

<u>Item</u>	<u>Areas of Focus</u>	<u>Timetable</u>	<u>Officer lead</u>
1. Financial Monitoring (To include training)	See separate work programme at Appendix 1	Ongoing	
2. Corporate Plan	To consider the revised Corporate Plan prior to submission to Council	3 rd July 18	Kate McNicholas/ Rachel Spencer-Henshall to present
3. Libraries Review	<ul style="list-style-type: none"> - Report recommends alternative delivery models used elsewhere should be researched. - Could recommendations in this report support the place based working agenda? 	Extra meeting arranged for 2 nd August to consider prior to submission to Cabinet on 21 st August 2018 (TBC)	Carol Stump
4. Access to Services	Link to Libraries Review. Services traditionally based within libraries – do they need to be? <i>(Consider</i>	2 nd August 2018 (Extra meeting)	Carol Stump

	<i>recommendations of independent report that outline the public would prefer to move services into libraries rather than close the libraries)</i>		
5. Transformation Programme	<p>Work streams to include:</p> <ul style="list-style-type: none"> - Procurement - Commercialisation (pre-scrutiny – what can we learn?) 	31 August 18 TBC - Look at procurement first	Jane Lockwood
6. People Strategy	<ul style="list-style-type: none"> - Staff Wellbeing - Succession Planning - Induction - Right people in right place to enable continuity 	October 2018 TBC	
7. Digital by Design Strategy	Link to Transformation Work Streams	TBC	Andrew Brammall
8. Land lettings policy	Community groups pay to borrow land for community events – conflicts with communities' strategy.	TBC	

9. Democracy Commission <i>Lead Member to include within LM Briefings</i>	Link with “We’re Kirklees”	Not for full panel discussion – LM will update the Panel as necessary	Carl Whistlecraft/ Cllr Scott
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Financial Scrutiny – Work Programme

Topic	Areas of focus	Officer	Actions	Outcomes
Financial Planning	<ul style="list-style-type: none"> • MTFP • Annual Council Budget • Reserves Policy 	Eamonn Croston	<ul style="list-style-type: none"> • How is the Corporate Plan informed by financial strategy • Are all of the Council's strategies in sync? • Consider if the Annual Budget set in accordance with MTFP? • Have targets been met and how are these measured? • Outline of any overspends/underspends and how these have been considered for future budget planning • Outline of any implications arising from service plans • Is the level of reserves in line with the MTFP? 	<ul style="list-style-type: none"> • Is the impact of resource allocation, decisions and spending measured? • Are financial targets appropriate in relation to the MTFP forecast and monitored regularly? • Is Social Value of spending measured, where appropriate? • Are targets being achieved?

Financial Scrutiny – Work Programme

<p>Financial Management</p>	<ul style="list-style-type: none"> • Budget Monitoring 	<p>Eamonn Croston</p>	<ul style="list-style-type: none"> • Consider revisions to current budget, including pressures and arising issues and compare to last year's statements. • Consider Executive's proposals for next financial year. • Consider provisional settlement and Executive's response. • Consider final budget proposals. 	<ul style="list-style-type: none"> • Have planned service outputs been achieved? (<i>Link to performance monitoring</i>) • What has been achieved from additional resources? • Have resources been managed effectively throughout the year? • Where does this year's outturn leave the council finances for next year?
<p>Savings and Efficiency Plans</p>	<ul style="list-style-type: none"> • MTFP • Council Budget 	<p>Eamonn Croston</p>	<ul style="list-style-type: none"> • Are efficiency plans being managed with adequate resources? • What variances have arisen during the year? • Are variations reviewed and linked back to original strategy? • How is the impact on services being monitored? 	<ul style="list-style-type: none"> • Were objectives outlined and achieved? • What savings were not achieved and how is the impact of this being managed?

Financial Scrutiny – Work Programme

<p>Citizen Participation</p>	<ul style="list-style-type: none"> • Public Participation 	<p>Eamonn Croston</p>	<ul style="list-style-type: none"> • How engaged are the public with the Council’s financial processes? • Do items on the forward plan reflect interests and concerns of the public (and service users)? • How is social media used to enable public participation? • How do decision makers take into account the views of the public currently? 	<ul style="list-style-type: none"> • Has there been an increase in participation of the public?
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Children's Scrutiny Panel

Agenda Plan 2017/18

Date of Meeting	Issues for Consideration	Officer Contact	Comments
Monday 11th June 2018	Public Items: Draft Sufficiency Policy	Steve Comb	Principles of policy agreed. Ongoing - Regular statistics relating to children in care should be brought to each panel meeting for monitoring.
<i>Monday 11th June 2018 Informal</i>	<i>Informal Items: Q4 Performance Home to School Transport</i>	<i>Sue Grigg Joanne Bartholomew / Jo-Anne Sanders</i>	<i>Complete Ongoing – policies to be brought to panel</i>
Friday 27th July Reports due Wednesday 18th July	Public Items: Statistical information / table relating to children in care (standing item) Ofsted letter to DCS CSE / Safeguarding Update	Steve Comb Sal Tariq TBC	

	<p style="text-align: center;">Informal Items</p> <p style="text-align: center;">Updated Improvement Plan</p> <p style="text-align: center;">Improvement Board Minutes</p>	Sal Tariq	
<p>Monday 10th September Reports due Thursday 30th August</p>	<p style="text-align: center;">Public Items:</p> <p style="text-align: center;">Statistical information / table relating to children in care (standing item)</p> <p style="text-align: center;">Strategy for Partnership working - Early Help</p> <ul style="list-style-type: none"> • Multi Systemic Therapy • Family Mental Health Service • Family Conferencing <p style="text-align: center;">EHE Update</p> <p style="text-align: center;">Review of All Age Disability</p> <p style="text-align: center;">Update on Recommendations of Ad-Hoc Scrutiny Panel</p> <p style="text-align: center;">Informal Items</p> <p style="text-align: center;">Q1 Performance Monitoring</p>	<p>Steve Comb</p> <p>Elaine McShane (Michelle Attmere)</p> <p>Mandy Cameron</p> <p>Sal Tariq</p> <p>Sue Grigg</p>	
<p>Friday 2nd November Reports due Wednesday 24th October</p>	<p style="text-align: center;">Public Items:</p> <p style="text-align: center;">Statistical information / table relating to children in care (standing item)</p> <p style="text-align: center;">KSCB Annual Report</p>	<p>Steve Comb</p> <p>Sheila Lock</p>	

	<p style="text-align: center;">Informal Items</p> <p style="text-align: center;">Improvement Board Minutes (20.09.2018)</p>		
<p>Monday 3rd December Reports due Thursday 22nd November</p>	<p style="text-align: center;">Public Items:</p> <p style="text-align: center;">Statistical information / table relating to children in care (standing item)</p> <p style="text-align: center;">Learning Strategy Refresh</p> <p style="text-align: center;">Children & Young People's Plan</p> <p style="text-align: center;">Informal Items</p> <p style="text-align: center;">Q2 Performance Information</p> <p style="text-align: center;">Improvement Board Minutes (18.10.2018)</p>	<p style="text-align: center;">Steve Comb</p> <p style="text-align: center;">Jo-Anne Sanders</p> <p style="text-align: center;">Sal Tariq Elaine Mc-Shane Jo-Anne Sanders</p>	
<p>Monday 14th January 2019 Reports due Thursday 3rd January</p>	<p style="text-align: center;">Public Items:</p> <p style="text-align: center;">Statistical information / table relating to children in care (standing item)</p> <p style="text-align: center;">Informal Items</p>	<p style="text-align: center;">Steve Comb</p>	
<p>Friday 22nd February Reports due Wednesday 13th February</p>	<p style="text-align: center;">Public Items:</p> <p style="text-align: center;">Statistical information / table relating to children in care (standing item)</p> <p style="text-align: center;">Informal Items</p> <p style="text-align: center;">Q3 Performance Information</p>	<p style="text-align: center;">Steve Comb</p>	

<p>Monday 1st April Reports due Thursday 21st March</p>	<p>Public Items: Statistical information / table relating to children in care (standing item)</p> <p>Early Help</p> <p>Informal Items</p>	<p>Steve Comb</p>	

HEALTH AND ADULT SOCIAL CARE SCRUTINY PANEL – WORK PROGRAMME 2018/19

MEMBERS: Cllr Liz Smaje (Lead Member), Cllr Nell Griffiths, Cllr Fazila Loonat, Cllr Alison Munro, Cllr Gemma Wilson, Cllr Habiban Zaman, Peter Bradshaw (Co-optee), David Rigby (Co-optee).

SUPPORT: Richard Dunne, Principal Governance & Democratic Engagement Officer

FULL PANEL DISCUSSION		
ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
<p>1. Financial position of the Kirklees Health and Adult Social Care Economy.</p>	<p>Maintain a focus on the finances of the health and social care system in Kirklees to include:</p> <ul style="list-style-type: none"> • Reviewing any emerging transformation programmes and assessing their contribution to increasing efficiencies and impact on services. • Considering the various Cost Improvement Schemes (CIPs) and their impact on the delivery and commissioning of services. 	<p><u>Panel meeting 19 June 2018</u></p> <p>The Panel received an update on the financial position of the health and adults social care economy. The Panel agreed :</p> <ol style="list-style-type: none"> 1. To look in detail at the Cost Improvement Plans from NHS Partners and the Council. 2. That the Panel would wish to see more discussions taking place across CCG and Acute Trust areas to better support the work of Place in Kirklees. 3. To receive a copy of the Kirklees Integrated Commissioning Boards Work Plan. 4. To receive a copy of the Winter Pressures report that will go to the Kirklees Health and Wellbeing Board
<p>2. Kirklees Health and Wellbeing Plan (STP) to include work emerging from the West Yorkshire and Harrogate Health and Care Partnership (WY&H HCP)</p>	<p>Monitor progress and implementation of the Local and West Yorkshire plans to include:</p> <ul style="list-style-type: none"> • Assessing any emerging proposals (West Yorkshire wide) that relate to the measures that were proposed within the Health Optimisation Programme (withdrawn locally by the CCGs). 	

FULL PANEL DISCUSSION

ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
	<ul style="list-style-type: none"> • Reviewing any West Yorkshire wide reconfiguration proposals and assessing their impact on local services. • Assessing progress and effectiveness of the Care Closer to Home programme with a focus on the progress being made in reducing demand on hospital services including winter pressures. • Considering the governance arrangements for West Yorkshire and Harrogate Health and Care Partnership. <p>This has been scheduled for the Panel meeting 14 August 2018.</p>	
<p>3. Integration of Health and Adult Social Care</p>	<ul style="list-style-type: none"> • Continue to monitor the planned activity outlined in the Integrated Kirklees Commissioning Plan. • Assess the impact of the work on the robustness of Adult Social Care. • Assess how effectively the Better Care Fund is being used to support and progress the work on integration. • Review the effectiveness of the implementation of the integrated approach to the delivery of community services through Care Closer to Home. • Looking at Primary Care in Kirklees and the role of GPs in supporting the delivery of Care Closer to Home. 	
<p>4. CQC inspections</p>	<p>Review progress of key local providers following a CQC inspection to include looking at the provider action plan and outcomes.</p>	

FULL PANEL DISCUSSION

ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
5. Integrated Wellness Model	Receive an update following completion of the procurement process.	
6. Quality of Care in Kirklees	Receive an annual presentation from CQC on the State of Care across Kirklees	
7. Suicide Prevention	Review progress of the Kirklees Suicide Prevention Action Plan to include: <ul style="list-style-type: none"> • Looking in more detail at the relationship between the West Yorkshire and Harrogate Health Care Partnership (WYHCP) Suicide Prevention Strategy and the Kirklees Strategy/Plan. • Challenges of data sharing. • The work with GPs. • Looking at the overall local financial envelope to support the Council’s work on suicide prevention. 	
8. Podiatry Services	Maintain an overview of the implementation of the new service to include : <ul style="list-style-type: none"> • Assessing the impact on individuals who are housebound. • Assessing the outcome of the further review of transport options to include a focus on the impact on services users of those clinics proposed for closure (particularly the centrally located clinics). • Reviewing feedback of the alternative provision being provided by Age UK. 	

FULL PANEL DISCUSSION		
ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
9. Mental Health Services – Transformation Programme	<p>Areas of focus to include:</p> <ul style="list-style-type: none"> • Overview of progress of the programme to include timelines covering key areas of transformation work. • Where implementation has taken place considering the emerging outcomes and lessons learned. • Consideration to be given to having a wider session on mental health services to include suicide prevention. 	
10. Interim Changes to Acute Inpatient Elderly Medicine, Cardiology and Respiratory Services provision at Calderdale and Huddersfield NHS Foundation Trust (CHFT).	<ul style="list-style-type: none"> • Panel visit to CHFT to see first-hand the changes that have taken place. • Subject to outcomes of the visit and panel sign off move item to Lead Member briefings to monitor impact of changes. 	
11. Wheelchair Services	<ul style="list-style-type: none"> • Follow up progress of panel recommendations from meeting held in January 2018. • Review plans being developed to reprocur services to include considering the proposed model and if required consultation plan and document. <p>This has been scheduled for the Panel meeting 14 August 2018.</p>	
12. Adult Care Offer Consultation	<p>To receive and consider:</p> <ul style="list-style-type: none"> • Results from the analysis of the consultation. • The draft proposals <p>This has been scheduled for the Panel meeting 17 July 2018.</p>	

FULL PANEL DISCUSSION

ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
13. Kirklees Safeguarding Adults Board (KSAB) 2017/18 Annual Report	To receive and consider the KSAB Annual Report.	
14. Mental Health Rehabilitation and Recovery Services Transformation Project.	<p>To receive and consider :</p> <ul style="list-style-type: none"> • Details of the new proposed service. • The Communication and Engagement Plan. <p>This has been scheduled for the Panel meeting 17 July 2018.</p>	
15. Carers in Kirklees	<p>An adult safeguarding review undertaken by Healthwatch Kirklees focused on the feedback of the experience of people with dementia and their carers. The report highlighted the important role of carers and the challenges they faced when trying to help a family member or friend with dementia navigate the social care support pathways.</p> <p>Has been identified as having the potential for being a focused piece of work that could potentially be undertaken as a task oriented (ad hoc) review.</p> <p>An initial scoping exercise will be carried out to identify the key areas of focus</p>	
16. Diabetes in Kirklees	To receive an update on prevalence rates in Kirklees and to look more closely at the work being done by Public Health to help people manage and control the condition.	

FULL PANEL DISCUSSION

ISSUE	APPROACH/AREAS OF FOCUS	OUTCOMES
	This area of work may also be developed through the Health and Wellbeing Plan and would potentially help to inform the work of the Panel.	
17. NHS Continuing Healthcare	<p>Continuing care means care provided over an extended period of time, to a person aged 18 or over, to meet physical or mental health needs that have arisen as a result of disability, accident or illness.</p> <p>Areas of focus could include:</p> <ul style="list-style-type: none"> • Getting an overview from CCGs of what has happened to continuing care over the last 3 years; • Looking at the impact it has had on the authority in the last few years. 	

LEAD MEMBER BRIEFING ISSUES

ISSUE	APPROACH/AREAS OF FOCUS
1. Care Act 2014	<p>Maintain a High level overview of the implementation of the Act.</p> <p>This could be picked up alongside the Green Paper and the Care Offer</p>
2. All Age Disability and Adult Pathways	Monitor progress of the various transformational workstreams and the redesign of Adult Services pathways. This could also be picked up as part of the Adult Care Offer Consultation work and the Green Paper.
3. Deprivation of Liberty Safeguards	Maintain a High Level overview of the numbers and impact on service. This could be considered as part of the robustness of social care.
4. Healthy Child Programme	Maintain an overview of the progress of the implementation of the programme to include: feedback from practitioners and services users; and assessing the CAMHS cancellation policy.

MONITORING ITEMS	
ISSUE	APPROACH/AREAS OF FOCUS
1. Review of Mental Health Assessments	<p>An update outlining progress on the recommendations from the review was issued to the Panel in April 2018.</p> <p>It has been identified that further work on dual diagnosis is required. This work will initially be led by the Lead Member and one other member from the Ad Hoc Panel. Findings will be reported back to full panel to consider next steps.</p>

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE – AGENDA PLAN – 2018/19

Date of Meeting	Item / Lead Officer	Comments
15 June 2018	Way of working 2018/19 - Penny Bunker Appointment / Allocation of Co-optees – Penny Bunker Re-establishment of Ad Hoc Scrutiny Panel - Penny Bunker Draft Scrutiny Work Programme – Penny Bunker Scrutiny Communications - Penny Bunker	
16 July 2018 11.00 Informal meeting Meeting Room 4	Overview of Transformation Programme (David Hamilton) 10 .00 Scrutiny Panel Work programmes (Panel Lead Members) Informal: Action Log Scrutiny communication Inclusion and Diversity - Year 2 David Bundy	
3 September 2018 <u>9.30 start</u> <u>Council Chamber</u>	Informal meeting: Pre Scrutiny workshop - Cohesion and Integration Strategy 9.30 – 10.30 Play Strategy – An update on progress (Rob Dalby) Action Log Scrutiny Comms Public meeting: 11.00 – Crime and Disorder – Domestic Abuse – to consider the issue of domestic abuse in Kirklees and the partnership approach to tackling the issue. Panel Lead Member Reports	Police and Crime Panel representative to be invited to attend
5 November 2018	Draft 5 year Flood Risk Management Plan - Include Update community and members engagement Ad Hoc Panel progress report	

	<p>Informal:</p> <p>Action Log Scrutiny Comms</p>	
<p>7 January 2019</p> <p>(plus co-optee get together)</p>	<p>Crime and Disorder (meeting 2) - Annual Crime and Disorder Partnership Plan</p> <p>Lead Member Reports</p> <p>Regional Update (TBC)</p> <p>Informal:</p> <p>Action Log Scrutiny Communications</p>	
<p>4 March 2019</p>	<p>Flood Risk Management Update</p> <p>Informal:</p> <p>Action Log Scrutiny Communications</p>	
<p>15 April 2019</p>	<p>Lead Member Reports (incl end of year highlights)</p>	

To be scheduled: [Leader of the Council Priorities 2018/19](#)