



Leicester
City Council

**MEETING OF THE HEALTH AND WELLBEING SCRUTINY
COMMISSION**

DATE: TUESDAY, 8 APRIL 2014
TIME: 5:30 pm
**PLACE: THE TEA ROOM - FIRST FLOOR, TOWN HALL, TOWN
HALL SQUARE, LEICESTER**

Members of the Commission

Councillor Cooke (Chair)
Councillor Sangster (Vice-Chair)

Councillors Chaplin, Cleaver, Desai, Grant, Singh and Westley

Members of the Commission are invited to attend the above meeting to consider the items of business listed overleaf.

For Monitoring Officer

Officer contacts:

Graham Carey (Democratic Support Officer):

Tel: 0116 454 6356, e-mail: Graham.Carey@leicester.gov.uk

Anita Patel (Members Support Officer):

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INFORMATION FOR MEMBERS OF THE PUBLIC

ACCESS TO INFORMATION AND MEETINGS

You have the right to attend Cabinet to hear decisions being made. You can also attend Committees, as well as meetings of the full Council. Tweeting in formal Council meetings is fine as long as it does not disrupt the meeting. There are procedures for you to ask questions and make representations to Scrutiny Commissions, Community Meetings and Council. Please contact Democratic Support, as detailed below for further guidance on this.

You also have the right to see copies of agendas and minutes. Agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk or by contacting us as detailed below.

Dates of meetings are available at the Customer Service Centre, 91 Granby Street, Town Hall Reception and on the Website.

There are certain occasions when the Council's meetings may need to discuss issues in private session. The reasons for dealing with matters in private session are set down in law.

WHEELCHAIR ACCESS

Meetings are held at the Town Hall. The Meeting rooms are all accessible to wheelchair users. Wheelchair access to the Town Hall is from Horsefair Street (Take the lift to the ground floor and go straight ahead to main reception).

BRAILLE/AUDIO TAPE/TRANSLATION

If there are any particular reports that you would like translating or providing on audio tape, the Democratic Services Officer can organise this for you (production times will depend upon equipment/facility availability).

INDUCTION LOOPS

There are induction loop facilities in meeting rooms. Please speak to the Democratic Services Officer at the meeting if you wish to use this facility or contact them as detailed below.

General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Graham Carey, Democratic Support on 0116 229 8813 or email graham.carey@leicester.gov.uk or call in at the Town Hall.

Press Enquiries - please phone the Communications Unit on 0116 454 4150

THE 6 PRINCIPLES OF EFFECTIVE SCRUTINY

In March 2014, the Health & Wellbeing Scrutiny Commission adopted 6 principles of effective scrutiny and subsequently agreed that these would be included on all agenda to enable anyone observing or attending meetings to be clear about the role of the Commission.

The Commission adopted the four principles developed by the Centre for Public Scrutiny and added two further local principles.

The **Centre for Public Scrutiny's** four principles of effective scrutiny to underpin the work of Scrutiny are:

- 1. To provide a 'critical friend' challenge to executive policy- makers and decision-makers.**
- 2. To carry out scrutiny by 'independent minded governors' who lead and own the scrutiny process.**
- 3. To drive improvements in services and finds efficiencies.**
- 4. To enable the voice and concerns of the public and its communities to be heard.**

The Health & Wellbeing Scrutiny Commission also agreed to add the following two additional local principles to enable effective scrutiny in its work:

- 5. To prevent duplication of effort and resources.**
- 6. To seek assurances of quality from stakeholders and providers of services.**

TERMS OF REFERENCE OF SCRUTINY COMMISSIONS

Scrutiny Committees hold the Executive and Partners to account by reviewing and scrutinising policy and practices. In particular Scrutiny Committees may:-

- a)
 - i. Review and scrutinise the decisions made by and performance of the City Mayor, Executive, Committees and Council officers both in relation to individual decisions and over time.
 - ii. develop policy, generate ideas, review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas.
 - iii. question the City Mayor, members of the Executive, committees and Directors about their decisions and performance, whether generally in

- comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects.
- iv. make recommendations to the City Mayor, the Executive, committees and the Council arising from the outcome of the scrutiny process.
 - v. review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Scrutiny Committee and local people about their activities and performance; and
 - vi. question and gather evidence from any person (with their consent).
- (b) **Finance.** Scrutiny Committees may exercise overall responsibility for the finances made available to them.
- (c) **Annual report.** Scrutiny Committees may report annually to Full Council on their work and make recommendations for future work programmes and amended working methods if appropriate.
- (d) **Work programme.** Scrutiny Committees shall design and be responsible for their annual work programme, subject to endorsement thereof by Overview Select Committee (OSC).

PUBLIC SESSION

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business on the agenda.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 25 February 2014 have been circulated and the Commission will be asked to confirm them as a correct record.

The minutes can be found on the Council's website at the following link:-

<http://www.cabinet.leicester.gov.uk:8071/ieListDocuments.aspx?CId=737&MIId=5795&Ver=4>

4. PETITIONS

The Monitoring Officer to report on the receipt of any petitions submitted in accordance with the Council's procedures.

5. QUESTIONS, REPRESENTATIONS, STATEMENTS OF CASE

The Monitoring Officer to report on the receipt of any questions, representations and statements of case submitted in accordance with the Council's procedures.

6. WORK PROGRAMME

**Appendix A
(Page 1)**

The Scrutiny Support Officer submits a document that outlines the Health and Wellbeing Scrutiny Commission's Work Programme for 2013/14. The Commission is asked to consider the Programme and make comments and/or amendments as it considers necessary.

7. CORPORATE PLAN OF KEY DECISIONS

**Appendix B
(Page 13)**

The Commission is recommended to note the items that are relevant to its work in the Corporate Plan of Key Decisions that will be taken after 1 April 2014.

8. HEALTHWATCH PROTOCOL **Appendix C
(Page 21)
(15 Minutes)**

To receive the proposed protocol for the relationship between the Commission and Healthwatch Leicester, which will be signed by the Chair of Healthwatch and the Chair of the Commission.

9. FIT FOR PURPOSE REVIEW **Appendix D
(Page 29)
25 Minutes)**

To consider the Draft Action Plan arising from the Centre for Public Scrutiny's Fit for Purpose Review and to agree the actions to be taken in the future.

10. COMPLAINTS MONITORING **Appendix E
(Page 53)
(20 Minutes)**

To consider a report and agree arrangements for scrutinising NHS complaints and City Council Complaints.

11. REVIEW OF MENTAL HEALTH SERVICES FOR YOUNG BLACK BRITISH MEN **(5 Minutes)**

To agree the dates for this review, which was approved at the last meeting of the Commission. Following the Commission's approval of the terms of reference for the review at its last meeting, the Overview Select Committee subsequently endorsed the scope and terms of reference of the review at its February meeting. Suggested dates will be submitted to the meeting.

12. UPDATE ON PROGRESS WITH MATTERS CONSIDERED AT A PREVIOUS MEETING **(5 Minutes)**

To receive any updates on matters that were considered at previous meetings of the Commission.

13. DATES OF COMMISSION MEETINGS IN 2014/15 **(5 Minutes)**

To note that meetings of the Commission are being planned to be held in 2014/15 on an 8 week cycle of meetings as follows:-

Tuesday 8 July 2014
Tuesday 2 September 2014
Wednesday 29 October 2014
Tuesday 16 December 2014
Tuesday 10 February 2015
Tuesday 7 April 2015

All meetings are scheduled to start at 5.30pm.

14. ITEMS FOR INFORMATION / NOTING ONLY

**Appendix F
(Page 63)
(5 Minutes)**

Care Quality Commission Report on their Inspections of Leicester Hospitals.

To receive the attached briefing note on the Quality Report issued by the Care Quality Commission following their inspection of Leicester's Hospitals between the 13th -16th January 2014.

15. ANY OTHER URGENT BUSINESS