



Leicester  
City Council

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

**DATE: TUESDAY, 16 DECEMBER 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 Cutkelvin (Vice-Chair)

Councillors Bajaj, Chaplin, Glover, Grant, Sangster and Wann

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](mailto:Graham.Carey@leicester.gov.uk)

**Anita Patel (Members Support Officer):**

Tel: 0116 454 6342, e-mail: [Anita.Patel@leicester.gov.uk](mailto:Anita.Patel@leicester.gov.uk)

Leicester City Council, City Hall, 115 Charles Street, Leicester, LE1 1FZ

# Information for members of the public

## Attending meetings and access to information

You have the right to attend formal meetings such as full Council, committee meetings, City Mayor & Executive Public Briefing and Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at [www.cabinet.leicester.gov.uk](http://www.cabinet.leicester.gov.uk), from the Council's Customer Service Centre or by contacting us using the details below.

## Making meetings accessible to all

Wheelchair access – Public meeting rooms at the Town Hall are accessible to wheelchair users. Wheelchair access to the Town Hall is from Horsefair Street (Press the buzzer on the left hand side of the door to be let in to the building, then take the lift to the ground floor and go straight ahead to the main reception).

Braille/audio tape/translation - If you require this please contact the Democratic Support Officer (production times will depend upon equipment/facility availability).

Induction loops - There are induction loop facilities in Town Hall meeting rooms. Please speak to reception staff at the Town Hall or the Democratic Support Officer at the meeting if you wish to use this facility or contact us using the details below.

Filming and Recording the Meeting - The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media. In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the Council's policy are available at [www.leicester.gov.uk](http://www.leicester.gov.uk) or from Democratic Support.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Democratic Support Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc.

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

## Further information

If you have any queries about any of the above or the business to be discussed, please contact Graham Carey, **Democratic Support on (0116) 454 6356** or email [graham.carey@leicester.gov.uk](mailto:graham.carey@leicester.gov.uk) or call in at City Hall, 115 Charles Street, Leicester, LE1 1FZ.

For Press Enquiries - please phone the **Communications Unit on 454 4151**

## **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. These 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.**
- 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. Scrutiny Committees will have regard to the Political Conventions and the Scrutiny Operating Protocols and Handbook in fulfilling their work.

The Overview and Select Committee and each Scrutiny Commission will perform the role as set out in Article 8 of the Constitution in relation to the functions set out in its

Scrutiny Commissions may:-

- 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, 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).

**Annual report:** The Overview Select Committee will report annually to Full Council on its work and make recommendations for future work programmes and amended working methods if appropriate. Scrutiny Commissions / committees will report from time to time as appropriate to Council.

**SCRUTINY COMMISSIONS will:-**

- Be aligned with the appropriate Executive portfolio.
- Normally undertake overview of Executive work, reviewing items for Executive decision where it chooses.
- Engage in policy development within its remit.
- Normally be attended by the relevant Executive Member, who will be a standing invitee.
- Have their own work programme and will make recommendations to the Executive where appropriate.
- Consider requests by the Executive to carry forward items of work and report to the Executive as appropriate.
- Report on their work to Council from time to time as required.
- Be classed as specific Scrutiny Committees in terms of legislation but will refer cross cutting work to the OSC.
- Consider the training requirements of Members who undertake Scrutiny and seek to secure such training as appropriate.

## **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**

**Appendix A  
and A1  
(Pages 1 and15)**

The minutes of the meeting held on 4 November 2014 (Appendix A) and the Minutes of the Special Meeting held on the 25 November 2014 (Appendix A1) are attached 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/ieListMeetings.aspx?CId=737&Year=0>

**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 B  
(Page 27)**

The Scrutiny Policy Officer submits a document that outlines the Health and Wellbeing Scrutiny Commission's Work Programme for 2014/15. The Commission is asked to consider the Programme and make comments and/or amendments as it considers necessary.

**7. DEVELOPMENT SESSION - LOCAL AUTHORITY HEALTH SCRUTINY** **Appendix C (Page 35)**

The Chair will lead a presentation on the Local Authority Health Scrutiny Guidance issued by the Department of Health in June 2014.

A briefing note on the guidance is attached and the Department of Health Guidance has been issued previously to Members and it requested that this document is brought to the meeting for this item. The document can also be downloaded from the link provided at the end of the briefing note.

**8. CONGENITAL HEART DISEASE REVIEW**

The Chair to report on the joint response of scrutiny and the executive to the NHS England consultation on the on draft standards and service specifications for congenital heart disease (CHD) services. The consultation ends on 8 December 2014. The response is not in the public domain at the time this agenda is published, but will be made available to Members when it has been submitted.

**9. CITY MAYOR'S DELIVERY PLAN 2013/14 - REVIEW OF PROGRESS** **Appendix D (Page 41)**

The Divisional Director Public Health submits a report on the City Mayor's Delivery Plan 2013/14 which has been updated to review its progress.

**10. SUBSTANCE MISUSE CONSULTATION** **Appendix E (Page 109)**

To receive a report providing background information to the consultation process which started on 4 November 2014 in relation to the Substance misuse services. The services have been identified as part of the Councils Spending Review Programme for 2016/17, and the city council is exploring whether £1million could be saved from the overall pooled substance misuse budget of £8.3 million.

In order to achieve a new service model within the reduced financial envelope the consultation exercise has been designed to gain the views of key stakeholders over the future design of services.

**11. NHS LEICESTER CITY CLINICAL COMMISSIONING GROUP - PRIMARY CARE STRATEGY 2014-2019** **Appendix F (Page 119)**

Leicester City Clinical Commissioning Group to submit a report on the CCG's Primary Care Strategy – 2014-19. The strategy sets out the vision for primary care over the next five years, describing a service delivery model that addresses the issues and challenges of today whilst transforming primary care

services so that they are fit for the future. There will also be presentation on the report at the meeting.

## **12. UPDATE ON PROGRESS WITH MATTERS CONSIDERED AT A PREVIOUS MEETING**

To receive updates on the following matters that were considered at previous meetings of the Commission:-

- 1) Air Quality Report –The report is scheduled to be submitted to the Economic Development Transport and Tourism Scrutiny Commission on 14 January 2015. Members of the Commission will be invited to attend the meeting for this item.
- 2) Care Quality Commission (CQC) – The Commission’s Work Programme had included an item on this agenda for the CQC to outline its inspection programme and work. The CQC’s Inspection Manager was unable to attend the meeting and alternative dates are being explored.
- 3) Joint Scrutiny with Adult Social Care Scrutiny Commission – The Chair has agreed to take the reports on the Better Care Fund, Dementia and a briefing on the Social Care Act to the Commission’s scheduled meeting on 27 January, in view of the difficulty in arranging a Joint meeting of the two Commissions in January.

## **13. ANY OTHER URGENT BUSINESS**