

## Scrutiny Work Programmes September 2020 to September 2021

### 1. Cross-cutting Scrutiny (involving more than one Committee)

Topic (including focus for scrutiny & focus)	Corporate or Service Priority	Performance, Outcome or Budget	Timing
<b>Horsham Fire Station and Training Facility</b> <ul style="list-style-type: none"> <li>FRSSC and PFSC: Task and Finish Group to carry out pre-decision scrutiny of the plans for a new station and fire training facility.</li> </ul>	Service Improvement Plan	IRMP and Inspection preparation	Sept 20
<b>Children First Strategic Approach</b> <ul style="list-style-type: none"> <li>CYPSSC and PFSC: Pre-decision scrutiny of the proposed Children First Strategic Approach. Scrutiny approach to be determined.</li> </ul>	Service and Corporate	Service Improvement Plan	Sept/Oct 20
<b>Children's Trust establishment</b> <ul style="list-style-type: none"> <li>CYPSSC: Pre-decision scrutiny of proposals for the establishment of a Children's Trust to deliver Children's Services. Scrutiny approach to be determined.</li> </ul>	Corporate	Ofsted and Commissioner report	Sept/Oct 20
<b>Home to School Transport</b> <ul style="list-style-type: none"> <li>PFSC and CYPSSC: Cross-cutting Task and Finish Group to explore budget pressures. To review service policy and operations, contract arrangements, value for money.</li> </ul>	Service pressures	Budget	TBC
<b>Mental Health</b> <ul style="list-style-type: none"> <li>CYPSSC and HASC: Special meeting with the West Sussex Youth Cabinet, to review emotional health and wellbeing support for children and young people.</li> </ul>	-	Performance and outcomes	Mar 21
<b>Support Service Out-sourcing (SSO) Contract</b> <ul style="list-style-type: none"> <li>All Committees: planning for the delivery of the Council's back-office functions (currently via Capita contract). A Task and Finish Group to include all Scrutiny Chairmen and minority party representation.</li> </ul>	-	Performance	TBC

### 2. Children and Young People's Services Scrutiny Committee (CYPSSC)

Topic (including focus for scrutiny & focus)	Corporate or Service Priority	Performance, Outcome or Budget	Timing
<b>Children First Improvement Programme</b>	Service	Performance	Ongoing

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<ul style="list-style-type: none"> <li>Performance monitoring: To seek assurance and evidence of progress. Areas of focus include preparation for and outcomes of OFSTED monitoring visits, workforce stability and outcomes for children and families.</li> </ul>			
<b>Early Help Proposals</b> <ul style="list-style-type: none"> <li>Pre-decision scrutiny: Assessing the draft proposals for the Early Help re-design.</li> </ul>	Service	Budget	Sept 20
<b>Education and Skills Annual Report</b> <ul style="list-style-type: none"> <li>Performance monitoring: To review output of the Task and Finish Group of July 2020 to monitor educational attainment.</li> </ul>	Corporate	Performance	Sept 20
<b>Impact of Covid-19 on Educational Outcomes for Children and Young People</b> <ul style="list-style-type: none"> <li>Assessing the impact of school/college closures on children and young people; measures to support the return to education; preparedness for any future emergencies. External evidence required.</li> </ul>	Corporate	Outcomes	Nov 20
<b>SEND (Special Educational Needs and Disability) and Inclusion Strategy</b> <ul style="list-style-type: none"> <li>Performance monitoring: To review the effectiveness of the Strategy and identify areas for improvement.</li> </ul>	Corporate	Performance	Jan 21
<b>Support for School Governors</b> <ul style="list-style-type: none"> <li>To identify any areas of improvement for the support, training and guidance provided to school governors and to consider recruitment and retention issues.</li> </ul>	-	-	Jan 21
<b>Mental Health</b> <ul style="list-style-type: none"> <li>Performance monitoring: To review emotional health and wellbeing support for children and young people, jointly with the Health &amp; Adult Social Care Scrutiny Committee and the West Sussex Youth Cabinet.</li> </ul>	-	Performance	Mar 21
<b>Fostering and Adoption</b> <ul style="list-style-type: none"> <li>To assess the impact of the new Regional Adoption Agency and input</li> </ul>	-	-	TBC

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
into proposals arising from the Fostering Service Review.			
<b>High Cost Residential Placements and Residential Homes</b> <ul style="list-style-type: none"> <li>Service improvement: To review plans for post-16 residential placements and the re-opening of some children's residential homes.</li> </ul>	Service improvement	Outcomes	TBC

### 3. Environment and Communities Scrutiny Committee (ECSC)

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>Highways and Transport Delivery Programme 2020/21</b> <ul style="list-style-type: none"> <li>To scrutinise progress in delivering the programme.</li> </ul>	Service	Outcomes	Mar 21
<b>Serious Violence</b> <ul style="list-style-type: none"> <li>scrutiny of crime and disorder prevention. To be informed by witnesses from districts and boroughs, and Sussex Police</li> </ul>	-	Outcomes	Sept 20
<b>Waste Strategy</b> <ul style="list-style-type: none"> <li>Pre-decision scrutiny: A Task and Finish group, to input into the development of the Strategy and help shape the strategic options, prior to Cabinet Member decision in September 2020.</li> </ul>	Service	Outcomes	TBC
<b>Review of Road Safety Strategy</b> <ul style="list-style-type: none"> <li>Policy development: For the Committee to influence development of the Strategy at an early stage in its preparation, in the context of recent performance.</li> </ul>	Corporate	Outcomes and Performance	Nov 20
<b>Climate Change</b> <ul style="list-style-type: none"> <li>Scrutiny of the Action Plan to ensure progress is being made. Consideration to be given as to whether this could be carried out under the Joint Scrutiny Protocol with District and Borough Councils.</li> </ul>	Corporate	Outcomes and Performance	TBC
<b>Trading Standards - Proposed Priorities and Workplan 2021/22</b> <ul style="list-style-type: none"> <li>Cabinet Member Referral: The Committee is asked to input into plans for service development and review.</li> </ul>	Operational	Outcomes	Nov 20

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>Worthing Community Hub</b> <ul style="list-style-type: none"> <li>To review progress in delivering the Community Hub at Worthing Library and assess implications/plans for similar initiatives.</li> </ul>	Corporate	Outcomes	Jan 21
<b>Local Flood Risk Management Strategy</b> <ul style="list-style-type: none"> <li>Pre-decision scrutiny: to scrutinise the decision and make any recommendations to the Cabinet Member prior to implementation.</li> </ul>	-	-	Jan 21
<b>Highways and Transport Improvement Schemes</b> <ul style="list-style-type: none"> <li>to review progress in coordination of different types of highways schemes and how prioritised, and to contribute to development of prioritisation criteria and processes.</li> </ul>	Service	Outcomes	Jan 21
<b>Community Delivery of Highways Services</b> <ul style="list-style-type: none"> <li>to review the new approach to using community groups to deliver Highways Services one year on.</li> </ul>	-	Performance	Mar 21
<b>Electric Vehicle Strategy Progress</b> <ul style="list-style-type: none"> <li>To monitor progress in delivering the Strategy.</li> </ul>	-	Outcomes	Mar 21

#### 4. Fire and Rescue Service Scrutiny Committee (FRSSC)

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>Performance &amp; Assurance Framework</b> <ul style="list-style-type: none"> <li>each meeting will assess a suite of performance indicators: fires and fatalities, prevention, protection and response rates.</li> </ul>	Service	Performance	Ongoing
<b>Fire &amp; Rescue Service Improvement Programme</b> <ul style="list-style-type: none"> <li>To monitor progress after inspection report ahead of reinspection in February 2021. To assess inspection preparedness and ensure the Service is on track with its priorities.</li> </ul>	Service	Performance	Ongoing
<b>Statement of Assurance</b> <ul style="list-style-type: none"> <li>To input into the annual Statement of Assurance for the Fire &amp; Rescue</li> </ul>	Service	Performance	Sept 20

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
Service and to assess how well it is meeting its obligations.			
<b>Risk Assessment</b> <ul style="list-style-type: none"> <li>to monitor how risks relating to the Fire and Rescue Service are being addressed and to identify any specific issues/areas of concern</li> </ul>	Service	-	TBC
<b>Impact of COVID-19 on service delivery</b> <ul style="list-style-type: none"> <li>Focus to be determined – possibly lessons learned and preparedness for future pressures.</li> </ul>	-	-	TBC
<b>Joint Call Centre</b> <ul style="list-style-type: none"> <li>A Task and Finish Group to scrutinise the effectiveness of the joint call centre with Surrey County Council.</li> </ul>	-	Performance	TBC

## 5. Health and Adult Social Care Scrutiny Committee (HASC)

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>Covid-19 - Preparedness and Restoration/Recovery Planning in West Sussex</b> <ul style="list-style-type: none"> <li>Task and Finish Group (including representation from Healthwatch) to assess lessons learned and to inform preparedness for future. To review NHS local restoration and recovery plans, the Local Outbreak Plan and plans for ongoing monitoring/assurance through Health and Wellbeing Board.</li> </ul>	Corporate	Outcomes	July - Sept 20
<b>Improved Better Care Fund (iBCF)</b> <ul style="list-style-type: none"> <li>annual review of the improved Better Care Fund Plan (iBCF) for the financial year 2019/20. To monitor outcome, scheme suitability and priority. To seek assurance that outcomes have been achieved in line with funding conditions.</li> </ul>	-	Budget and outcomes	Sept 20
<b>West Sussex response to the NHS Long Term Plan (Sussex Health and Care Partnership)</b> <ul style="list-style-type: none"> <li>Health Scrutiny: the focus for service provision and development as part of the development of the</li> </ul>	Corporate	Outcomes	Sept 20

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
NHS Long Term Plan. To consider the place-based plans and the confirmation of the Integrated Care System (ICS).			
<b>Winter Planning</b> <ul style="list-style-type: none"> <li>Service assurance: To consider health and social care plans prior to the winter period 2020/21. Assessing preparation for potential increase in demand for NHS services and impact of Covid-19.</li> </ul>	Corporate	Outcomes	Sept 20
<b>Proposals to Improve Mental Health Services in West Sussex</b> <ul style="list-style-type: none"> <li>Health scrutiny (NHS service change proposal): To consider the outcome of public consultation on proposals by CCGs and the Sussex Partnership NHS Foundation Trust.</li> </ul>	-	Outcomes	Sept/ Nov 20
<b>Primary Care (Inquiry Day)</b> <ul style="list-style-type: none"> <li>A themed meeting to input into the emerging primary care strategy as developed by the CCGs - GP surgery provision across the county, the development of Local Community Networks and learning from Covid-19 regarding virtual working practices. To include input from Healthwatch.</li> </ul>	-	Outcomes	Nov 20
<b>Adults Services Improvement (Inquiry Day)</b> <ul style="list-style-type: none"> <li>A themed meeting to assess improvement plans for adult social care, to include progress on prevention and relationships with the care and domiciliary care markets in light of Covid-19.</li> </ul>	Service	Outcomes	Jan 21
<b>Shaw Healthcare Contract</b> <ul style="list-style-type: none"> <li>To review performance against planned outcomes for main contract for the provision of residential care and consider the impact of the contract variation one year on.</li> </ul>	Service	Performance	Jun 21
<b>Social Isolation / Contract arrangements for Social Support Services</b> <ul style="list-style-type: none"> <li>Pre-decision scrutiny: To examine the County Council's work around preventing social isolation and the provision of social support service contracts funded by Public Health.</li> </ul>	Service	Outcomes	TBC

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>Supported Living</b> <ul style="list-style-type: none"> <li>Pre-decision scrutiny: To examine service plans for supported living services when developed for re-procurement, if likely to alter provision and to ensure best outcomes.</li> </ul>	Service	Outcomes	TBC

## **6. Performance and Finance Scrutiny Committee (PFSC)**

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
<b>West Sussex Plan – resetting service and corporate priorities and outcomes</b> <ul style="list-style-type: none"> <li>Policy development: Scrutiny of the re-set of priorities and performance targets in the light of the impact of Covid-19: <ul style="list-style-type: none"> <li>Performance framework</li> <li>Workforce Strategy</li> <li>Service Improvement Programme</li> </ul> </li> </ul> Economic Recovery Plan	Corporate	Outcomes	Sept 20
<b>2021/22 Budget</b> Budget - scrutiny of the financial strategy, budget planning (MTFS) Treasury Management and Capital Strategies to meet priorities and implications of budget reductions and saving requirements. To be linked to the reset of Council priorities.	Corporate	Budget	Ongoing
<b>Total Performance Monitor</b> Performance, risk and budget monitoring: Ongoing monitoring of finance, performance, workforce, Improvement Plans.	Corporate	Performance and Budget	Quarterly
<b>Capital Programme</b> Quarterly monitoring of the capital programme and proposed reset of the Capital Programme and specific proposals for priority schemes relevant to the Committee's responsibilities	Corporate	Budget	Quarterly
<b>Multi-disciplinary Consultant (MDC)</b> To scrutinise the effectiveness of the MDC, in its support to projects within the Capital Programme.	-	Performance	TBC
<b>Treasury Management</b> Scrutiny of the 2019/20 Annual Report, mid-year report 2020/21 and Strategy for 2021-22. PFSC is responsible for this as	Corporate	Budget	Dec 20/ Jan 21

<b>Topic (including focus for scrutiny &amp; focus)</b>	<b>Corporate or Service Priority</b>	<b>Performance, Outcome or Budget</b>	<b>Timing</b>
part of Treasury Management Regulations for wider member review.			
<b>Property Joint Venture and Development Projects</b> To preview the principles of the partnership, governance arrangements and cost/benefit analysis. The Committee may scrutinise individual projects as they arise.	Corporate	-	TBC
<b>Asset Strategy</b> Scrutiny of the progress and actions taken since the Asset Strategy was agreed and any amendments required due to changing work practices resulting from the Covid-19	Corporate	Budget	TBC
<b>Capita Performance</b> Scrutiny of the annual performance of Capita in relation to the SSO contract to ensure contract targets and performance are achieved.	Corporate	Budget	TBC
<b>Horsham Enterprise Park</b> <ul style="list-style-type: none"> <li>Scrutiny of the progress and lessons learnt in relation to the development of the Horsham Enterprise Park (former Novartis site in Horsham)</li> </ul>	Service	Outcomes	TBC
<b>Scrutiny Oversight and Work Programme</b> <ul style="list-style-type: none"> <li>PFSC's overview of the scrutiny function, best practice and development needs of members. The annual scrutiny work programme prior to County Council approval.</li> <li>The Committee is monitoring implementation of recommendations agreed as part of the 2019 Scrutiny Review and will consider any outcomes of the Good Governance project relating to the scrutiny function.</li> </ul>	Corporate	Scrutiny performance and outcomes	Ongoing