

# Public Document Pack

**Tony Kershaw**

Director of Law and Assurance

If calling please ask for:

Clare Jones on 033 022 22526

Email: [clare.jones@westsussex.gov.uk](mailto:clare.jones@westsussex.gov.uk)

[www.westsussex.gov.uk](http://www.westsussex.gov.uk)

County Hall  
Chichester  
West Sussex  
PO19 1RQ  
Switchboard  
Tel no (01243) 777100



10 July 2020

Dear Member,

**County Council - Friday, 17 July 2020**

Please find enclosed the following documents for consideration at the meeting of the County Council on Friday, 17 July 2020 which were unavailable when the agenda was published.

<b>Agenda No</b>	<b>Item</b>
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<b>8.</b>	<b>Performance and Finance Scrutiny Committee: Scrutiny Annual Report 2019/20 and Work Programme 2020/21 (Pages 3 - 20)</b>
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The papers attached were approved at the meeting of the Scrutiny Committee on 9 July.

Yours sincerely

Tony Kershaw  
Director of Law and Assurance

**To all members of the County Council**

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## Scrutiny Annual Report 2019/20 and Work Programme 2020/21

### Background

- 1 The Performance and Finance Scrutiny Committee (PFSC) has the over-arching task of ensuring effective scrutiny at the Council and that the highest priorities are being scrutinised. This report reviews activity during 2019/20 and looks ahead to 2020/21. The Committee's 2019/20 annual report, in the form of a newsletter, **is attached at Appendix 1** for approval. In addition, each scrutiny committee's Business Planning Group (BPG) prepares a work programme with priorities for scrutiny and their approach, and these are **set out at Appendix 2** for approval. N.B. The newly-established Fire & Rescue Service Scrutiny Committee does not have a BPG therefore work programme planning is carried out by the whole committee. The impact of the public health emergency is covered, but programmes remain flexible and adaptable to change during the year.

### Scrutiny Annual Report 2019/20

- 2 PFSC has responsibility for monitoring the performance of the scrutiny function. It evidences this work through the scrutiny newsletter, which should enable members to fulfil this role. The newsletter, attached at Appendix 1, provides an annual overview of scrutiny business, shares best practice and highlights any development or training required. The newsletter's content and format has been updated to be more accessible, as well as to better reflect the scrutiny work in 2019/20.
- 3 The newsletter describes the challenges and the review of the function which took place during 2019. The findings and recommendations of the review were reported to the Governance Committee and to County Council in December 2019. The recommendations for improvement included:
  - a more focused approach to priorities and outcomes;
  - increased training and development;
  - changing the name of committees;
  - a dedicated Fire & Rescue scrutiny committee; and
  - changes to how chairmen and vice-chairmen are appointed.

The review's findings are outlined in the newsletter.

- 4 In January 2020 the County Council commissioned work (the 'good governance review') on all aspects of Council governance, including the procedural and constitutional arrangements for Council business. The outcomes of this programme will be reported to the Governance Committee, to include any implications for the scrutiny process. PFSC will be considering its own role in this work and which will be assisted by an all-member event on 8 July.

### Scrutiny Work Programme 2020/21

- 5 Each scrutiny committee develops a work programme for its work for the year ahead. This should be informed by the corporate priorities of the Council, service priorities and major change plans, issues raised by service users and communities and concerns about performance. Work programmes include proposals for task and finish groups and for cross-cutting scrutiny (across the portfolio areas of different committees).

- 6** In developing their work programmes, BPGs focus on the objectives and desired outcomes for any scrutiny work. Sources of information include the Forward Plan, performance and risk data, contract information and input from the executive. Issues taken into account include what value the committee can add; what the desired outcomes are from scrutiny; whether the issue is one that matters most to residents and is a corporate priority; whether it is an area where performance, outcomes or budget are a concern.
- 7** PFSC has the responsibility for agreeing the whole scrutiny work programme prior to approval by County Council. It has considered the work programmes for the scrutiny committees and these are attached at Appendix 2. They are based on current plans and priorities but will need to be flexible and reviewed to ensure they reflect changing demands and issues. This flexibility is particularly important due to the current Covid-19 health emergency which will have longer term effects on the priorities, plans and working arrangements of the County Council. A full review and re-set of these plans is set out elsewhere on the Council meeting agenda.

### **Recommended**

- (1) That the Annual Scrutiny Report 2019/20 be approved; and
- (2) That the Scrutiny Work Programme 2020/21 be approved.

### **Joy Dennis**

Chairman of the Performance and Finance Scrutiny Committee

**Contact Officer:** Susanne Sanger, Senior Advisor, 033 022 22550

### **Appendices**

- Appendix 1 - Annual Scrutiny Report 2019/20
- Appendix 2 - Scrutiny Work Programme 2020/21

### **Background papers**

None

# Annual Scrutiny Newsletter 2019/20

## Introduction

This newsletter gives an overview of scrutiny activity in 2019/20. It was a challenging year, with external inspections identifying some performance issues with the scrutiny function. We had a full review of scrutiny arrangements, including a Centre for Public Scrutiny 'healthcheck', and that led to a number of changes agreed by County Council in December. We are committed to scrutiny as essential to good democracy, a critical friend to the executive, holding decision-makers to account, monitoring service performance and representing the interests of residents. The year ended with the Covid-19 public health emergency and its significant impact on Council business but the Council's scrutiny carried on and the first two virtual meetings were of scrutiny committees. We will build on the lessons and the learning of the past year and the experience of the current public health crisis to continue to deliver robust, transparent effective scrutiny.

**Councillors Joy Dennis, David Barling, Andrew Barrett-Miles, Bryan Turner and Steve Waight, Scrutiny Committee Chairmen**

## Purpose and Value of Scrutiny

### Effective overview and scrutiny should:

- **Provide constructive 'critical friend' challenge**
- **Amplify the voices and concerns of the public**
- **Be led by independent people who take responsibility for their role**
- **Drive improvement in public services.**

**(National Guidance, 2019)**

**"The role that overview and scrutiny can play in holding an authority's decision-makers to account makes it fundamentally important to the successful functioning of local democracy. Effective scrutiny helps secure the efficient delivery of public services and drives improvements within the authority itself"**

**(Minister for Local Government, May 2019)**

## Scrutiny at West Sussex County Council

During the year the committees changed from 'select committees' to 'scrutiny committees' and in March 2020 a new Fire & Rescue Service Scrutiny Committee was set up. As this newsletter focuses on activity during 2019/20 it does not cover the new committee.

Information on [Scrutiny at the Council](#) is available on the Council's website.

For more information on each scrutiny committee, including membership, areas of responsibility, meeting dates, agendas and minutes, use the links below.

- Children and Young People's Services Scrutiny Committee ([CYPSSC](#))
- Environment and Communities Scrutiny Committee ([ECSSC](#))
- Fire and Rescue Service Scrutiny Committee ([FRSSC](#))
- Health and Adult Social Care Scrutiny Committee ([HASC](#))
- Performance and Finance Scrutiny Committee ([PFSC](#))



A scrutiny committee meeting in action

# AT A GLANCE

40 external witnesses attended meetings



27 formal meetings held

4166 webcast views and 100% of meetings webcast live



109 members of the public attended meetings

39 key decisions previewed



**2019/20**

Best Practice



## WITNESSES



Witnesses included teachers, young people, NHS Trusts, trade unions and service users

## GROUND LEVEL



Councillors took part in NHS Trusts' Quality Summits.

## TECHNOLOGY



Witness evidence was provided using film, and more use of video conferencing

## PARTNERSHIP WORKING



Joint scrutiny training sessions were held with other councils

## BUDGET



Scrutiny ensured early engagement in the budget process to better reflect councillor priorities

## COMMUNICATION



Scrutiny was well publicised in the press and social media

## NATIONAL



HASC Chairman was a keynote speaker at a national Health Scrutiny Conference

## TASK AND FINISH



Two TFGs were set up to carry out in depth scrutiny

## INFLUENCE



Councillors felt they had reasonable opportunity to influence their committee's work



## Scrutiny Impact

### a) The value of scrutiny to the Council's business and its role in the County

**Listen and engage:** Across 27 scrutiny committee meetings there were 40 external witnesses - teachers, young people, Public Health England, senior representatives from West Sussex Clinical Commissioning Groups and NHS trusts, trades unions, service users, voluntary and community sector representatives – giving a wider range of voices.

**Open and transparent:** over 100 members of the public attended and all formal meetings were webcast live, with 4,166 views, most meetings attended by the local democracy reporter ensuring good press coverage.

**Keeping in touch:** members engaged with service users through video, more informal meetings used videoconferencing and there was increased use of social media.

**Working well in partnership:** HASC looks outward for its scrutiny of the County's health services and members took part in several NHS trust Quality Summits hosted by the Care Quality Commission.

**Learning and good practice:** The HASC Chairman was a keynote speaker at a Centre for Public Scrutiny conference on health and social care scrutiny. Health scrutiny training was held with members of East Sussex County Council, Brighton & Hove City Council and Healthwatch.

**Influence and impact:** Scrutiny continues to focus on the preview of proposals and key decisions to have most influence (with 39 key decisions previewed during the year), but it also uses call-in when needed. This is a key part of the democratic process enabling scrutiny to challenge and influence decisions before commitments are made. In 2019/20, three call-in requests were received, and one was accepted for review.

### b) The value of scrutiny to the Council's service priorities – the focus of scrutiny

#### Children and Young People's Services

- **Children First Improvement Plan:** The measures taken to respond to the Ofsted inspection report of May 2019, hearing from a variety of witnesses, including service users, practitioners and social workers. This work will remain a priority so that scrutiny can influence the Children First Improvement Plan.
- **Small and rural schools:** A very high profile set of proposals for the Council and the communities affected, the Committee kept focus from start to finish and through a task and finish group for in-depth scrutiny, members hearing from governors, teachers and local councillors. Improvements to future consultation have been taken up.
- **Children's In-House Residential Services Strategy:** Pre-decision scrutiny was carried out and the Committee identified changes to make it more understandable for the public.



## Health and Adult Social Care

- **Low Vision Services:** Responding to a request from the RNIB, the Committee supported concerns about service reduction. Various sight-loss charities have now been given a platform to work with NHS commissioners to address the concerns raised.
- **Adult Services Improvement:** A subject for continuous monitoring, the Committee emphasised partnership working, training and development of staff to meet objectives and co-production with customers in service development.
- **West Sussex Suicide Prevention Strategy:** A review following a House of Commons Health Select Committee recommendation. Public Health provided guidance on the local plans, with the Committee influencing the planned review.
- **Local Assistance Network (LAN):** a TFG was set up to review proposals to reduce funding for welfare assistance to households in crisis situations. The Cabinet Member accepted recommendations to work more closely with partners and that any additional funding received in future be used to prioritise these services.

## Environment, Communities and Fire

- **Highways Maintenance Contract:** An issue of interest to members and residents to ensure the safe award of a contract and the right outcomes is needs to deliver.
- **Fire and Rescue Service HMICFRS Inspection:** The committee scrutinised the response to the findings and influenced the proposed improvement plan. Visits were arranged to a Fire Station and Fire Control Centre to extend member understanding of service operations.
- **Highways England Arundel A27 consultation:** Local community groups, parish/town councils, local members and MP provided evidence and this range of views helped the Committee's stance on the Council's response to the consultation.

## Performance and Finance

- **Property Joint Venture:** The Committee has sought to influence this significant initiative for land use through a joint venture. Further scrutiny will consider principles, targets and governance arrangements.
- **2020/21 Budget:** The development of the Medium-Term Financial Strategy and final budget for the Council. The Committee achieved earlier engagement of councillors in the budget process to better reflect their priorities with two well-received member sessions which included a budget simulation exercise.
- **Performance management:** The Committee challenged how performance is tested including workforce, risk and transformation. The Total Performance Monitor now includes more detail on workforce, business planning and risk for a more holistic approach.

## Scrutiny Evaluation 2019/20

Only 19 responses received to the survey – fewer than the usual response rate. More varied ways to get feedback will be explored for the future. Key findings:

- All found good support from staff and were able to commit the necessary time to the role
- Most felt they had reasonable opportunity to influence their committee's work.
- Less than half felt that scrutiny reflects issues of greatest public concern/importance
- Only 26% felt there was adequate input from external witnesses
- Few saw an ability to influence decisions appropriately or to input into policy development
- Few saw clear, measurable outcomes from the scrutiny process.

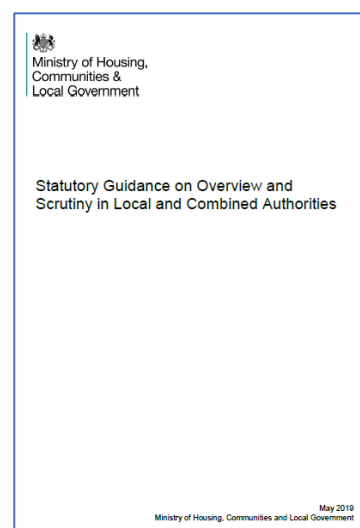
This feedback mirrors the findings of the Scrutiny Review carried out in 2019 and the consequent recommendations for change agreed by the Council (see below).



## New Scrutiny Guidance

New statutory [national scrutiny guidance](#) was published in May 2019 and was considered by Governance Committee in [June 2019](#). It is recognised that every council approaches scrutiny differently. It highlights factors for effective scrutiny, including:

- Good organisational culture, behaviours and attitudes
- Scrutiny being member-led
- Sufficient resources to support scrutiny
- Councillors with expertise, commitment and impartially
- Access to relevant and timely information



## Scrutiny Review

Prompted by external inspection comments and the new national guidance, a review of the scrutiny function was carried out. The comments suggested a lack of rigour and insufficient evidence of scrutiny's effectiveness. The Governance Committee's working group [reported](#) back in December 2019.

A '**healthcheck**' was carried out by the Centre for Public Scrutiny. Its [overall assessment](#) found

- a realisation and commitment that scrutiny could be more effective
- a good platform from which scrutiny can successfully develop.
- Members having a real interest and enjoyment of scrutiny
- Gaps in member skills and to be supported if progress is to be realised.
- That Scrutiny needs to be more strategic and focused on areas of critical importance to be influential in the future.

**Outcomes of the Scrutiny Review**, agreed by County Council in [December 2019](#):

- Better business and agenda planning for more timely and effective influence
- Increased use of time, external evidence and witness input
- More focused reports, with key lines of enquiry for outcomes and measurable impact
- Cabinet members to be the principal focus for scrutiny for democratic accountability and a more strategic approach – helping scrutiny avoid drifting into operational detail
- Improved training and awareness raising on scrutiny (to include chairmanship skills, questioning skills, essential principles of scrutiny, work programme planning/prioritisation techniques and performance management/effective use of data)
- Renamed 'scrutiny' committees to clarify their role
- A new committee dedicated to the scrutiny of the Fire & Rescue Service
- Committees in future to appoint their own chairmen and vice chairmen
- A revised call-in protocol to address any perception of political bias

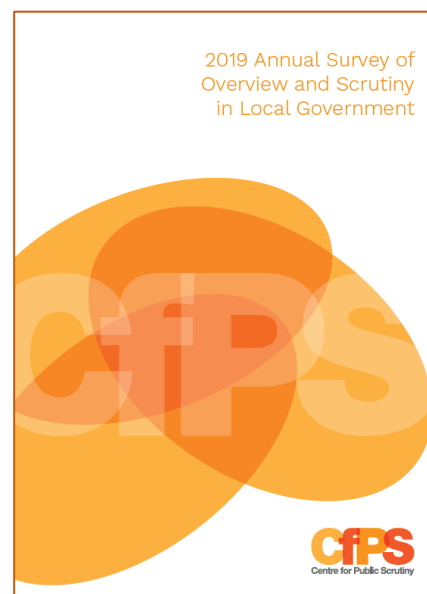
Effective scrutiny was summarised as:

- ✓ **Influencing policy ideas or proposals before they are developed**
- ✓ **Spending time on matters critical to service outcomes for residents**
- ✓ **Meaningful challenge to the performance management of services**
- ✓ **Showing the difference scrutiny makes to service outcomes for residents**

## National Scrutiny Report

The Centre for Public Scrutiny (CfPS) [Annual Report 2019](#) was published in May 2020. It has the results of its annual survey of councils and includes the following suggestions:

- Ensure proper systems for good recommendations and how to monitor them
- Address how to manage executive/scrutiny relationships
- Tighten up work programming and topic selection
- A more systematic approach to budget scrutiny and the use of finance and performance information
- Pilot arrangements for more political balance to chairing



## Future Plans

Scrutiny in 2020/21 will be dominated by the Covid-19 emergency. Scrutiny has continued to operate, with business focusing on decision preview and service improvement plans. Whilst Covid-19 is the most significant thing affecting the Council's services and its communities for the foreseeable future, it will be important for scrutiny of its impact to be timely, focused and to add value. Business Planning Groups will be considering what aspects of the Council's executive actions relating to Covid-19 should be scrutinised, when and how. Opportunities for new ways of working will also be explored, including different methods for engaging with witnesses, gathering evidence and online training and skill development for members.

A project launched in January 2020 to review aspects of County Council governance, including the procedural and constitutional elements of how it does business, are likely to have implications for scrutiny during the year ahead. The project has highlighted the key role scrutiny has to play in helping to improve decision-making and plans through constructive, well-informed challenge. The outcomes of this project, as well as recommendations from the scrutiny review will be key areas of focus for 2020/21 to ensure the effectiveness of scrutiny at the Council.

## 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