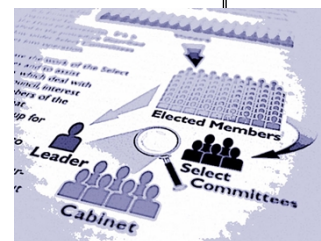




# END OF YEAR 2017-18

## SCRUTINY NEWSLETTER

July 2018



This is the end-of-year Scrutiny Newsletter for the year 2017-18. It includes performance information, shares best practice and highlights key aspects of the work of the Council's four select committees, which carry out the scrutiny function. There are links included to enable readers to find further detailed information as required.

### Select Committee Annual Survey Results

Select committee members were invited to complete a short questionnaire in March 2018 to give their views on the scrutiny function. 38 completed surveys were returned which is a 60% response rate. This is a decrease in response rate compared to 2016/17 (69%).

The percentages used in the table below are based on the number of respondents, so as the numbers are small, any change in scores can have a fairly significant effect on the percentages and therefore should be treated with some caution.

	2016-17	2017-18
1. The select committee work programme reflects issues of greatest public concern/importance	85%	76%
2. I have had reasonable opportunity to influence the committee's work	73%	79%
3. The timing of committee involvement in issues is appropriate	53%	74%
4. There is adequate input from external witnesses into the scrutiny process	66%*	57%
5. The agenda papers provided for meetings met my needs	90%	76%
6. Select committees are able to influence decisions appropriately	49%	47%
7. There are clear, measurable outcomes from the scrutiny process	46%	57%
8. The committee has had the opportunity to input into policy development	44%	55%
9. Overall, scrutiny undertaken by the committee has been effective	66%*	58%
10. I have been able to commit the necessary time to undertake my role	93%*	92%
11. There is good support from Democratic Services support staff	100%	97%
12. The Scrutiny newsletter produced by Performance & Finance Select Committee provides useful information	41%	57%
13. The Members' Guide to Scrutiny (provided in Summer 2013 and available on The Mine) provides useful information	39%	59%

\* indicates an increase in performance

The survey asked members to rate statements about scrutiny in 2017-18. The feedback shows that six areas improved their scores in 2017/18 whilst seven decreased their scores. There is greater satisfaction from members that scrutiny undertaken by the committee is timely and members are able to influence the

Committee's work, however there is less satisfaction around whether committees are reviewing items of the greatest public concern. The results of the survey will help to focus the development of scrutiny in the future. Individual Business Planning Groups (BPGs) will review the full survey results to identify any specific committee development issues to address in the future. The Performance and Finance Select Committee has a role in the overview and development of scrutiny. The Committee will review the survey results and identify any areas to develop over the next year.

The survey also included a set of new questions in relation to scrutiny of the budget during 2017/18. The results are shown in the table below, which shows that the timing and supporting papers of budget scrutiny was generally felt to be satisfactory but overall only 45% of respondents thought that scrutiny of the budget was effective. The results of the survey have been used by the PFSC Business Planning Group when working with senior officers in the Finance Team to develop the timeline for the 2018/19 budget process.

	<b>2017/18</b>
I have had reasonable opportunity to influence the development of the County Council's budget.	40%
The timing of scrutiny of the budget was appropriate.	63%
The supporting papers met my needs.	67%
Overall, scrutiny input into the budget process was effective.	45%

- **CYPSSC** = Children & Young People's Services Select Committee
- **ECFSC** = Environmental, Community and Fire Services Select Committee
- **HASC** = Health & Adult Social Care Select Committee
- **PFSC** = Performance & Finance Select Committee

## Performance Monitoring

In order to assess the effectiveness of scrutiny, performance is monitored on an annual basis. Performance indicators have been established as part of the business planning and scrutiny review process. Table A below shows the full year performance figures for select committees. Further information on issues scrutinised are set out later in this newsletter.

	<b>CYPSSC</b>	<b>ECFSC</b>	<b>HASC</b>	<b>PFSC</b>
Number of recommendations				
• Accepted	9	43	2	23
• Declined	2	2	0	0
• Awaiting a response	0	0	2	6
• No response required	10	8	10	4
Number of call-in requests	0	2	0	1
Number of call-in requests accepted (and considered by a select committee)	0	1	0	1

	<b>CYPSSC</b>	<b>ECFSC</b>	<b>HASC</b>	<b>PFSC</b>
Number of external witnesses	5	11	11	2
Number of public attending meetings (includes members of the public, press and other interested officers and members)	27	90	21	19
Number of select committee meetings webcast	1	3	1	0
Total number of live and archive* views	9 164	100 319	12 49	0 0
Member attendance at meetings	81%	79%	85%	82%

\* Archive figures as at May 2018.

## What has worked well

- Following the Council elections in May 2017 there was a large number of new members, both to the organisation as a whole and to the scrutiny function. Time was spent in developing an **induction process** for each committee to set out their key roles and responsibilities and the requirements of scrutiny. From feedback received, members generally felt that this induction process met the needs of members and enabled them to carry out their role effectively. It is recognised that some reports to committee meetings are very detailed and in-depth which often presents a steep learning curve for members. Democratic Services officers will continue to work with service officers and members to ensure scrutiny members are able to challenge and scrutinise items effectively. This includes the provision of background information and informal briefings as and when required.
- **All Member scrutiny sessions** – two sessions were held for all members in relation to scrutiny in 2017/18. The first was to identify member priorities for inclusion on the Scrutiny Work Programme. The Chief Executive of the Centre for Public Scrutiny presented at this session to provide members with the national context of scrutiny and key issues for members to think about when developing their work programmes. Information was also provided in relation to the structures and priorities specifically at West Sussex. The results from the session were used to develop the work programme agreed at County Council in December 2017. The second session was held to review how scrutiny is working at West Sussex following the House of Commons Select Committee review of how scrutiny is working in local authorities. The overall view was that scrutiny at West Sussex is working effectively and that no major changes to how it is structured or works is needed. Both these sessions received very positive feedback from the members who attended the sessions.
- **Members' comments** received through the annual scrutiny survey include:-
  - The provision of information, clear papers, guidance and the support of officers was welcomed by scrutiny members.
  - Members commented that the use of Business Planning Groups to prioritise the work of the Committee was effective.
  - Good cross-party working and in-depth scrutiny of issues took place.

- Following a Serious Case review, members of the CYPSSC examined the safeguarding process at West Sussex. As well as members gaining important knowledge, positive attention to this item was reporting through the press and social media, with members of the public pleased to see the Council scrutinising this important topic in public.
- The call-in procedure was recognised through the member survey as an effective process. This was seen in action through the call-in of the increase to fees and charges heard by PFSC in March 2018. The call-in was heard by PFSC and resulted in parking charges across the County being further reviewed. Extra work was carried out and evidence sought by officers to ensure that the amended charges were based on sound information.
- The HASC Project Day became an all member session, to give all County Councillors the opportunity to receive a presentation from the county's Clinical Commissioning Groups (CCGs), on the structure of health services in the County and developments planned locally. Members were split into geographically-based groups and had the opportunity to ask questions of their local CCG senior officers. As a result of the day, Coastal West Sussex CCG attended a number of County Local Committees to present the development of Local Community Networks (LCNs), so that all local members could hear plans and ask questions.
- **Task and Finish Groups**
  - The CYPSSC examined the Education and Skills Annual Report through a task and finish group. This gave members an opportunity to dig deeper into the data, and report back to the whole Committee.
- **External input into scrutiny**
  - Through the survey members commented on the timely and useful input of external witnesses.
  - A total number of 29 **external witnesses** contributed to formal select committee meetings during the year. These included representatives of Capita, Horsham Matters, headteachers and School Governors. External input from such witnesses can provide valuable evidence for the scrutiny process, enabling service user/customer views to be heard, and providing additional information that would not otherwise have been heard.
  - The external witnesses recorded do not include NHS organisations scrutinised by HASC, for example representatives from clinical commissioning groups across the wider Sussex area, local hospital trusts, ambulance service, NHS England South East, although many of these organisations have provided evidence to the scrutiny process.
  - Both HASC and CYPSSC have **co-opted members**, bringing valuable experience and knowledge into the scrutiny process. HASC has representation from [Healthwatch West Sussex](#), the consumer champion for health and social care, as well as from all seven district and borough

councils; and CYPSSC membership includes two parent governors and two Diocesan representatives (Church of England and Roman Catholic).

## Areas to Develop

The following areas to develop have been identified through the annual scrutiny survey and from feedback received during the year. These will be considered by select committee chairmen and individual BPGs.

- Members' comments in the annual scrutiny survey identified a number of issues for improvement, as set out below. These will be reviewed and used to identify opportunities to develop and improve scrutiny over the year ahead:
  - **Budget** – members wanted extra time to be allowed at all member sessions and scrutiny meetings for a more in-depth discussion around the savings proposals and budget figures. They also requested earlier input and clarity over what decisions are to be taken and when.
  - **Meetings** – Agendas are often too long which means not enough time is allowed to scrutinise some items. Officer presentations should be kept to a minimum to allow more questions from members. The circulation of late papers reduces the time members have to prepare for the meeting. The feedback from officers following the meeting needs to be improved.
  - Members wanted more **TFGs** set up to review certain policies and performance in-depth.
  - Request that **papers** clearly set out the key issues for scrutiny.
  - Proposal made that scrutiny **reports** should be shared in County Council papers so that all members know what has been scrutinised. This has been discussed by PFSC during the year and it has been agreed that the Annual Scrutiny Newsletter should be presented to County Council each year, to highlight to all members the work of scrutiny.
  - Request for more specific **evidence** on how scrutiny has made a difference, for example what the recommendations from the committee were, what has been done as a result and what the outcomes were. This links to the need to develop SMART (Specific, Measurable, Achievable, Realistic, Timely) objectives for scrutiny so that outcomes can be measured. Need a clear identification of objectives, key outcomes, timescales and results.

## Overview of Select Committees – key issues scrutinised

### Children and Young People's Services Select Committee (CYPSSC)

#### 2017-18 Chairman – Michael Cloake

<p><b>29 June 2017</b> <a href="#">Planning School Places</a></p>	<p>Members considered a report on the planning of school places and were asked to support the approach undertaken in West Sussex to plan school places and the opportunities taken to secure external financing of such places. Members welcomed the news that very high percentages of children had got their first choice school in the county and asked the Cabinet member to continue working with the district and borough council, headteachers and neighbouring authorities to identify local need and preferences as well as suitable locations for new provision</p>
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	<p>Members expressed concern over the role of the Regional Schools Commissioner, and recommended closer working with the Council.</p>
<p><b>5 October 2017</b>  <a href="#">Serious Case Review 'Key' – the Serious Case Review into Child Sexual Exploitation in West Sussex between 2012-2015</a></p>	<p>Following a Serious Case Review, the Committee considered and commented on the changes and improvements in the multi-agency safeguarding partners' response to child sexual exploitation in West Sussex and the effectiveness of the campaigns to raise awareness and the role of members in ensuring that these messages are communicated.</p> <p>Members were pleased with progress made, and requested that officers develop a toolkit for members to use in order to ensure they are able to communicate messages relating to child sexual exploitation. They also wanted to ensure that the role of members was continued to be used to ensure that the profile of child sexual exploitation was raised.</p>
<p><a href="#">Educational Improvement</a></p>	<p>The Committee was asked to consider the impact on Key Stage 1 and 2 outcomes as a result of the improvement activity plan implemented in the autumn term of 2016.</p> <p>Members welcomed the direction of travel and were keen to see continued progress. The Committee also supported the implementation of the Crawley Action Zone and the Worthing, Adur &amp; Arun Action Zone in key target areas for improvement, and would like to see data from these areas come to the Committee at the appropriate time.</p>
<p><b>8 November 2017</b>  <a href="#">School Funding 2018/19</a></p>	<p>This meeting was webcast, and members heard evidence from five witnesses, including headteachers and governors, on the implications of the National Funding Formulae and spending pressures for schools and the Local Authority. The Committee felt that collaborative working between the Council, schools and MPs was crucial to push for fairer funding and that the cutbacks that schools were having to make to staffing (teachers, teaching assistants, pastoral staff and SENCOs) were very worrying.</p> <p>The Committee put forward a series of recommendations to highlight the issues concerning school funding, and to ensure closer collaboration with schools, MPS and other partners on this issue.</p>
<p><a href="#">Post 16 School Transport Charges</a></p>	<p>Members previewed a Cabinet Member decision, which asked them to support a proposal to raise the charges made for transport arranged by the County Council for Post-16 students.</p> <p>Members were concerned on the rising cost, specifically that the costs could impact Post-16 children with special educational needs and disabilities. The Committee asked the Cabinet Member for Education &amp; Skills not to increase the school transport costs for Post-16 children with special educational needs and disabilities and that costs for other Post-16 school transport users should increase by 10% only.</p>
<p><b>11 January 2018</b>  <a href="#">- Outcome of school funding review 2018/19</a></p>	<p>The Committee considered the position of West Sussex schools as a result of the new National Funding Formula (NFF). The 2018/19 Dedicated Schools Grant (DSG) settlement proved the situation remained challenging, and that the High Needs block</p>

<a href="#">consultation – local formula and changes to funding arrangements for special support centres (sscs)</a>	<p>in particular was an area of cost pressure of tension. The Committee were provided with the results of an Autumn term consultation, and were advised a second wave of consultation would be undertaken in the Spring term. In view of the problematic funding situation faced by West Sussex, a disapplication request had been lodged with the Secretary of State to make a one-off transfer of funds from the Schools block to the High Needs block. The Committee expressed concern about this situation and it was resolved that a single task and finish group be established to report to the Cabinet Member for Education and Skills on the school funding position when the outcome of the appeal was known.</p>
<p><b>14 March 2018</b>  <a href="#">West Sussex Partnership Families Strategic Plan 2020</a></p>	<p>The Committee considered the West Sussex Partnership Families Strategic Plan 2020, which was to replace the previous Families Plan. The purpose of the new plan was to improve the outcomes of the most vulnerable and marginalised children, young people and families within the County. In 2015, a disparate range of plans designed to address the above were brought together to form the West Sussex Partnership Families Strategic Plan (The Families Plan). The Families Plan is no longer an active document, and the policies contained within it will now be undertaken through the West Sussex Plan under the 'best start in life' priority. The Committee endorsed the West Sussex Plan as a replacement for the Partnership Families Strategic Plan, and requested the 1,001 Days principle be a future item for scrutiny.</p>

**[Environmental and Community Services Select Committee \(ECSSC\)](#)**

**2017-18 Chairman – Andrew Barrett-Miles**

In November 2017 the Committee changed its name to better reflect the Committee's role and responsibilities in relation to the Fire Service. The Committee is now called the Environmental, Community and Fire Select Committee (ECFSC); membership of the Committee remained the same.

<p><b>15 November 2017</b></p> <p><a href="#">Household Waste &amp; Recycling Sites Opening Hours &amp; Waste Performance / Fly-Tipping Update</a></p>	<p>The Committee scrutinised three waste management issues.</p> <p>The Committee considered the impact of changes to Household Waste and Recycling Site (HWRS) opening hours, roughly one year after their introduction. The session was informed by the findings of a Task and Finish Group convened by the Cabinet Member, in the light of issues raised by residents and businesses. The Committee supported "option 6" of the options considered by the TFG, which was the option subsequently adopted by the Cabinet Member.</p> <p>The Committee also considered proposals for the introduction of a permitting scheme, recommending that, while supportive in principle, the decision be informed by site survey data. The Cabinet Member agreed to recommendation to gather more data, and to bring proposals back to a future meeting of the Committee.</p> <p>The Committee was briefed on trends in respect of fly-tipping,</p>
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	<p>and the partnership work underway to combat it. Evidence, at the Business Planning Group's (BPG's) request, was heard from a rural area (via Chichester District Council) and from an urban area (via Worthing Borough Council). The evidence heard indicated that the previous years' changes to HWRS opening hours had not resulted in an increase in incidence.</p>
<p><b>30 November 2017</b> Community Intelligence  <a href="#">Community Intelligence</a></p>	<p>The Committee learned of a number of threats facing West Sussex residents, and the benefits realised through work undertaken in partnership with Sussex Police and Safer West Sussex Partnership. At the time, given HMIC itself had warned of an erosion in "local policing", partners had identified a concerning need to focus on proactive and preventative work in the community. The item was informed by witnesses from Sussex Police, and illustrated using examples of successful outcomes from around Sussex. Crimes ranged from cuckooing (where drug dealers take over the home of a vulnerable person in order to use as a base for drug-dealing), to county lines, modern slavery and violent extremism.</p> <p>Members learned of their role in this work, as community leaders and were supportive of the approach to community intelligence, but noted the reliance on internet access and social media for reporting purposes, and voiced concerns that this would exclude some communities/residents.</p>
<p><b>Various</b>  Highways Maintenance Contract <a href="#">Highways Term Contract</a></p>	<p>Throughout the year the Committee monitored the progress and the implications of the work underway to re-procure the highways maintenance contract, at times through verbal updates. Areas of particular focus were service levels and the specific KPIs under the new contract, as well as the break clauses, the expected schedule for savings, and performance management and monitoring arrangements more generally.</p>
<p><b>Various</b>  Economic Growth Plan <a href="#">A Prosperous Place: Economic Growth Plan 2018 - 2023</a></p>	<p>The Committee received reports and verbal progress updates on the Economic Growth Plan throughout the year. Members committed to remain focussed on this work, with plans to scrutinise the emergent action plans in autumn 2018.</p>
<p><b>31 January 2018</b>  Options for Improved Control and Management at Household Waste and Recycling Sites <a href="#">Household Waste Recycling Site (HWRS) Management Controls.</a></p>	<p>Following the consideration of survey data gathered at the County's household waste recycling sites (in line with earlier Committee recommendations), the Cabinet Member brought revised proposals for a permitting scheme back to the Committee for further scrutiny. The data demonstrated that residents from other counties were using West Sussex's sites to avoid paying charges imposed in their county of residence. Scrutiny focussed on the potential unintended consequences of the proposals, and if/how the proposals might disadvantage West Sussex residents. Ultimately, the Committee supported the proposals.</p>
<p><b>7 February 2018</b>  New Approach to Community Grant</p>	<p>The Committee held a meeting to scrutinise a decision to take a new approach to grant funding using crowd-funding, following a successful call-in request. Whilst the Committee was supportive of the crowdfunding</p>



<p>Funding – Call-in <a href="#">New Approach to Community Grant Funding - Decision report</a></p>	<p>concept, following a thorough examination of the proposals and a vote, the Committee agreed to not support the proposals in their present form, and suggested two alternative approaches. The Cabinet Member noted the Committee’s recommendations, but decided to implement her proposals in their original form, subject to reviewing progress one year after the scheme’s implementation.</p>
<p><b>Various</b></p> <p>West Sussex Fire and Rescue Service</p> <p><b>30<sup>th</sup> Nov 2017</b> <a href="#">The Implications for the Fire and Rescue Service of the Policing and Crime Act 2017</a></p> <p><a href="#">Fire and Rescue Service - Future Governance and Scrutiny</a></p> <p><b>16<sup>th</sup> March 2018</b></p> <p><a href="#">The Publication of a Draft 2018 – 2022 Integrated Risk Management Plan for Fire and Rescue, for the Purposes of Consultation with the Public.</a></p>	<p>The Committee enhanced already strong scrutiny arrangements around the strategy, policy, and performance management of the Fire and Rescue Service. In November 2017 the Committee supported a change in its name, to reinforce for residents and stakeholders its central role in respect of FRS governance. At the same time, scrutiny engagement arrangements were formalised, with the Committee agreeing, for example, that its Business Planning Group should undertake performance management of the Service at its quarterly meetings. Key principles around transparency were also agreed including that the performance data considered by the Business Planning Group would be subsequently published with the papers for the next formal meeting of the Committee, and that any formal meeting at which FRS business was to be considered would be webcast.</p> <p>At its meeting in March 2018, the Committee had an opportunity to scrutinise and influence the consultation arrangements for the draft Integrated Risk Management Plan, and the content of the draft itself. This key document will drive all future planning for the Service. The Committee made a number of suggestions for enhancing the text of the draft, and the Cabinet Member agreed to the Committee’s recommendation that the Chairman and Vice Chairman review the final draft prior to its publication for consultation purposes.</p>
<p><b>Various</b></p> <p><a href="#">Options for the A27 at Worthing/Lancing, and Arundel.</a></p> <p><a href="#">Improvements to the A27 at Chichester</a></p>	<p>The Committee previewed the Council’s decisions on responses to Highways England’s consultations on options for the A27 at Worthing/Lancing and Arundel. Consideration of the options was in each case informed by the views of local members. The session in respect of Arundel was also informed by evidence from community groups. The sessions were webcast, and well attended by residents and the press.</p> <p>The Committee also submitted its views to the Cabinet Member on how best to progress improvements to the A27 at Chichester. The Committee supported the Cabinet Member in pursuing the option which built on the community-backed Build a Better A27 work.</p>

**[Health and Adult Social Care Select Committee \(HASC\)](#)**

**2017 -18 Chairman – Bryan Turner**

<p><b>7 July 2017</b> Radiotherapy Services –</p>	<p>The first item for the new HASC, following the May elections, was an item that had been requested by a West Sussex resident regarding the accessibility of linac radiotherapy units for West</p>
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<p><a href="#">Public Submission &amp; NHS England Submission</a></p>	<p>Sussex cancer patients. Following representations from the resident and representatives from NHS England, who are the commissioners of radiotherapy provision and local acute providers, the Committee concluded it supported the need for a two linac radiotherapy unit within West Sussex. It asked the Chairman to write to NHS England to request that central capital investment is released to assist its development. In addition, the Committee requested that Brighton &amp; Sussex University Hospitals NHS Trust and Western Sussex Hospitals NHS Foundation Trust keep the Committee updated on progress and asked to be provided with information on location and condition of linacs in relation to the survival/drop out rates for cancer patients within West Sussex and evidence surrounding the use and possible use in West Sussex of mobile radiotherapy units.</p>
<p><b>7 July 2017</b> Adult Social Care Grant - improved Better care Fund (iBCF) – <a href="#">Presentation &amp; Outline Spending Plan</a></p>	<p>In the Spring 2017 budget, the Government announced that local authorities would receive additional funding for adult social care. This funding is known as the improved Better Care Fund (iBCF). The Committee were presented with provisional plans detailing how the iBCF would be allocated in year one of a three year funding period. Members were informed that discussions and approval of the plan were required with health partners. The Committee welcomed the opportunity to have sight of provisional plans and highlighted the importance of ensuring that outcomes would be appropriately measured. The Committee will consider the outcomes of iBCF investment at its June 2018 meeting.</p>
<p><b>29 September 2017</b> Patient Transport Service Update - <a href="#">High Weald Lewes Havens Clinical Commissioning Group Report &amp; Healthwatch West Sussex Report</a></p>	<p>The Committee received an update on the Patient Transport Service (PTS) and the transition from previous service provider Coperforma to South Central Ambulance Service (SCAS). The performance of the PTS had featured heavily on the Committee’s work programme the previous year due to the significant media attention and widespread complaints from service users. The Committee welcomed the improvements which have been made in West Sussex; asked that hospital volunteers are utilised to support patients arriving early at, or waiting to return from hospital; asked that Healthwatch West Sussex include more West Sussex residents in the further survey scheduled for December 2017 and provide the results to the Committee; and asked to receive assurance that clinical commissioning groups in Sussex have not incurred any further financial liability relating to this contract. The Committee decided that PTS did not require further scrutiny but emphasised the importance of the provider being customer centred.</p>
<p><b>29 September 2017</b> <a href="#">Clinically Effective Commissioning</a></p>	<p>The Committee received a presentation from the Clinical Commissioning Groups (CCGs) regarding a regional initiative - Clinically Effective Commissioning which aims to improve the effectiveness and value for money of healthcare services by ensuring that commissioning decisions across the region are consistent, that they reflect best clinical practice, and that they represent the most sensible use of limited resources. Members understood the clinical rationale for a change in policy but asked to consider those policies where there was a significant threshold change for residents in West Sussex at a future meeting.</p>
<p><b>1 December 2017</b></p>	<p>The Committee received a presentation from the West Sussex Safeguarding Adults Board (SAB) Manager who presented the SAB</p>

<p>Safeguarding Adults Board Annual Report 2016/17</p>	<p>Annual Report 2016/17 and members agreed that sufficient action was being taken to ensure that adults in West Sussex are being protected from abuse and neglect. Following discussion, part of the Committee's recommendation was to ask the Cabinet Member for Adults &amp; Health to liaise with officers to see what further information and/or training on safeguarding could be shared with Members.</p>
<p><b>1 December 2017</b> Brighton and Sussex University Hospital NHS Trust (BSUH) Regional Working Group Progress Report</p>	<p>Following the Care Quality Commission (CQC) inspection report which placed the Brighton and Sussex University Hospitals NHS Trust (BSUH) in special measures the previous year, the Committee received a progress report from the joint task and finish group which had been set up with East Sussex County Council and Brighton &amp; Hove City Council health scrutiny committees, to carry out ongoing scrutiny of the Trust's response to its CQC inspection. This had provided a co-ordinated approach, avoiding potential duplication of scrutiny across the region. The Committee highlighted a number of issues to be raised at the next meeting of the group. These included failure to improve staff culture; non-detection of clinical deterioration; evidence of learning from significant incidents; an update on recruitment and workforce issues (including reducing paperwork for frontline staff); patient experiences (especially around privacy issues in A&amp;E); waiting times from referral to treatment (18 week target); and staff perceptions of the Trust.</p>
<p><b>1 December 2017</b> South East Coast Ambulance NHS Trust (SECamb) Regional Working Group Progress Report</p>	<p>Following the Care Quality Commission (CQC) inspection report which placed South East Coast Ambulance NHS Trust (SECamb) in special measures the previous year, the Committee received a progress report from the regional working group formed to scrutinise SECamb's response to the CQC findings, therefore avoiding duplication. The Committee highlighted various issues, including asking the Trust for evidence of what it was doing regarding staffing, training and meeting its key performance indicators and that regional data to be supplied so the Group can consider the Trust's performance and handover delays in West Sussex.</p>
<p><b>17 January 2018</b> Care Market including Residential Care - <a href="#">Adult Operations Report</a>  <a href="#">Care Market Capacity</a>  <a href="#">Skills for Care Report</a></p>	<p>The Committee welcomed a range of witnesses to discuss the care market in West Sussex including Skills for Care; West Sussex Partners in Care; the Care Quality Commission; Clinical Commissioning Groups; representatives from West Sussex colleges and district/borough councils; and County Council officers. Members welcomed the partnership working that had happened since it last scrutinised the care market in West Sussex in 2015, but concluded that a number of issues it raised previously still remained. The Committee called for more work to be done to make a career in social care more attractive at both national and local level, including consideration of terms and conditions of employment including pay; career progression and promotion, including work with local groups such as town and parish councils. It was agreed this issue, to workforce recruitment and retention, should be considered by the Committee again at a future meeting.</p>
<p><b>8 March 2018</b> <a href="#">Mental Health Update</a></p>	<p>Representatives from Sussex Partnership Foundation Trust (SPFT) which provides mental health services for West Sussex residents, provided the Committee with a number of updates regarding current and upcoming work. Members were told that proposals to</p>

	develop two centres of excellence for the care of working age adults and older people, including those with dementia were being progressed. Further scrutiny of this will be considered by the Committee, particularly if the proposals constitute a substantial change in service.
<b>8 March 2018</b> <a href="#">Reablement Update</a>	<p>Following a successful call-in request, the Committee considered a proposed Cabinet Member decision regarding the procurement of the Community Reablement Service and the issues highlighted in the call-in request at its 18 January 2017 meeting.</p> <p>The Committee reviewed the outcome of the procurement of the Community Reablement Service. It was sufficiently assured that the procurement process and subsequent contract award would provide the desired outcome for West Sussex residents.</p>

**Performance and Finance Select Committee (PFSC)**

**2017-18 Chairman – Pieter Montyn**

West Sussex Plan and Budget 2017/18	<p>PFSC has the over-arching role of scrutinising the priorities, performance framework and budget for the County Council. As part of this process a number of reports and presentations have been made to members to enable their views and issues to be considered before the priorities and budget are set. In 2017/18 this included two member sessions, the sharing of PFSC papers with all members and formal scrutiny at PFSC meetings in October (<a href="#">West Sussex Plan</a> and <a href="#">Medium Term Financial Strategy</a>), November (<a href="#">savings proposals and capital programme</a>), January (<a href="#">draft revenue budget</a>) and March (<a href="#">West Sussex Plan</a>).</p> <p>Comments from the November and January scrutiny meetings were fed into the Cabinet meetings before the budget was presented to County Council in December and February for formal approval. The Chairman of PFSC attended the Cabinet meetings to put forward the comments of the committee. The budget considerations also sat alongside the scrutiny of the <a href="#">Treasury Management Strategy for 2018/19</a>. Members of the committee endorsed the savings, capital programme and budget but made a number of comments for consideration by Cabinet ahead of approval at County Council. These comments included further investigation around the proposed savings in relation to the Local Assistance Network which resulted in these savings been reduced and more information in relation to 2-weekly bin collections, bus subsidies and the reduction in road quality. These <a href="#">requests for information</a> were acted upon by the relevant Cabinet Members and reported back through later Committee meetings. The Committee also expressed concern over the level of Government funding for schools and social care for adults and young people. The Committee requested that Cabinet Members lobby Government on these issues.</p>
Total Performance Monitor (TPM)	As part of the Committee’s role in scrutinising the budget, the TPM is reviewed at each of its meetings. The TPM sets out the monthly position of the finances, performance and savings of the Authority. The item attracts a large number of questions from members and

<p>Capital Programme</p> <p><a href="#">Fees and Charges</a></p>	<p>often additional information is sought to clarify an issue. For example referrals were made for further review and scrutiny to CYPSSC in order to monitor educational results, particularly at Key Stage 2, foster care placements and young people’s mental health. The timeliness, content and format of the TPM was particularly questioned by new members of the Committee. The Leader and Cabinet Member for Finance agreed to establish a TFG in summer 2018 to look at this in detail.</p> <p>Alongside the revenue budget the Committee also reviews, on a quarterly basis, the Capital Programme to monitor how projects are progressed and any issues that need to be managed. Members were concerned about project slippage during the year and have asked that this is reviewed to see if there are any lessons that can be learnt for future projects.</p> <p>In March 2018 the Committee heard a call-in request in relation to the fees and charges increases proposed for 2018/19. This resulted in parking charges across the County being further reviewed and amendments made to the original proposals.</p>
<p>Procurement and Contract Arrangements</p>	<p>The Committee scrutinised the <a href="#">Capita contract performance</a> during 2017/18 as well as pre-decision scrutiny in relation to <a href="#">changes to the services</a> covered under the contract. The changes to the contract were supported by the Committee. When reviewing contract performance members expressed concern over some of the performance measures being reported and stressed that foreseeing and reacting to issues early was key. A Contracts Management TFG was established by the Committee and is scheduled to report in July 2018 with its findings and recommendations.</p> <p>The Committee also reviewed the <a href="#">Orbis Public Law</a> arrangement to ensure new working arrangements with Surrey, East Sussex and Brighton and Hove Councils had been implemented and were working effectively. The Committee was satisfied that the new arrangements were being embedded and work is underway to ensure continued progress with the arrangements.</p>
<p>PropCo</p>	<p>The County Council has developed a policy in order to develop land and properties, known as PropCo. In 2017/18 PFSC reviewed the first completed development, <a href="#">Orchard Grove</a> in Chichester. This was a relatively small development of four properties which have all sold and generated income for the County Council. The Committee was satisfied with the outcomes of the development and was keen to see similar projects being taken forwards where appropriate.</p>
<p>Asset Strategy</p>	<p>The Committee reviewed the work being done to develop a new <a href="#">Asset Strategy</a> for the County Council. Members supported the work which is underway and requested a further report be brought back to the committee when the Strategy has been fully developed and whether any savings can be made as a result. They also requested that local members be consulted and kept informed of any changes to County assets within their area. A report is expected at PFSC in July to complete this review.</p>
<p><a href="#">Scrutiny Work Programme</a></p>	<p>PFSC has the over-arching responsibility for ensuring that scrutiny across the Council is effective and is looking at the priority areas. As part of this process an all member scrutiny session was held in September 2017 which included presentations from the Centre for Public Scrutiny and officers within the County Council. Members were asked to identify the areas they thought were a priority for</p>

scrutiny. The results from this session were reviewed by individual Business Planning Groups to develop their work programmes. These were agreed by PFSC as representing a good use of scrutiny resources and approved by County Council in November.

## Joint Scrutiny

[Joint scrutiny arrangements](#) were established across West Sussex in 2010/11 to enable the County and District/Borough Councils to work together to scrutinise specific topics of common interest.

The Joint Scrutiny Steering Group oversees these arrangements and is made up of all the select committee chairmen for the County and district/borough councils. No joint scrutiny projects were identified during 2017/18 but the arrangements will be used whenever an appropriate topic is identified. The arrangements are scheduled to be reviewed during 2018/19 to ensure they are still fit for purpose.

## Task and Finish Groups (TFGs)

Select Committees can establish TFGs to look at a specific issue in more detail. All TFGs are monitored by PFSC in its over-arching monitoring role to ensure the highest priority areas are scrutinised. The latest monitor can be found [here](#) which gives details of each TFG and progress to date. Two TFGs have completed their work during the year:-

- Task and Finish Group to review the [Education and Skills Annual Report](#)
- Task and Finish Group to review [proposed changes to School Funding](#)

## 2018/19 meeting dates

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>CYPSSC</b>			20			12	31			10		7
<b>ECFSC</b>			13			21		14		14		13
<b>HASC</b>			22			27		15 30*		16		15
<b>PFSC</b>				9			5	22	7*	17		20

\* Project Days (these are scheduled dates in the member diary that can be used for member briefings, specific training, TFG meetings or transferred into formal meetings if appropriate).

## Committee Membership 2017/18

For up-to-date Committee membership please go to the select committee [web pages](#) for more details.

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Hard copies of any of the documents referred to in this newsletter are also available on request from Susanne Sanger. Further information is also available via the [internet](#).