

**Task and Finish Group Rolling Programme**

Title	Type of TFG	Membership	Focus	Current Status/ timetable	Officer Contact	Recommendations	Cabinet Member Response
<b>JOINT SCRUTINY (with District &amp; Borough Councils)</b>							
NONE IN PROGRESS							
<b>TFGs in PROGRESS</b>							
Fire and Rescue Service	ECFSC	Simon Oakley (Ch), Michael Jones, Andrew Baldwin, Carol Purnell, Ann Bridges, Francis	To act as a critical friend to development and implementation of action plans arising from the Integrated Risk Management Plan, specifically work on the recruitment and retention of on-call firefighters, and on our emergency response standards.	First meeting TBC, likely late November. Three more meetings envisaged.	Ninesh Edwards		
<b>PROPOSED TFGs</b>							
Working with the Voluntary Sector	Cross-cutting	TBC	TBC: select cttee chairmen have been briefed: suggestion was that there should be updates through CLCs on what work with voluntary sector is being undertaken in the CLC area and proposals to improve this work. This will then determine whether a TFG is required and if so what the focus should be.	On-hold till after place-based sessions have been held at CLCs.	Susanne Sanger		
What Matters to You? survey	PFSC	TBC	October 2018 PFSC recommendation. To contribute to the design and questions included within the next What Matters to You? survey to ensure it better reflects what Members need to know in relation to resident priorities.	To be timetabled ahead of the next survey.	Susanne Sanger		
<b>COMPLETED TFGs (to be reported through PFSC)</b>							
Education and Skills Annual Report	CYPSSC	Paul High, Jacky Pendleton, Sue Mullins, Eileen Le Rossignol	To review performance of the Education and Skills service and attainment of pupils at schools in West Sussex.	Single meeting TFG to meet on 19 February 2018 and report back to CYPSSC on 14 March 2018.	Rachel Allan	Recommendations made as follows to the CYPSSC: 1. That officers are requested to undertake a pooling and cross-checking of Key Stages 1 and 2 data in advance of the published national deadline to enable West Sussex County Council officers to scrutinise the data at the first opportunity, enabling confidence and clear direction for forward planning.	CYPS 14 March 2018
School Funding Review	CYPSSC	Paul High, Jacky Pendleton, Sue Mullins, Joy Dennis, Anne Jones, Paul Marshall.	To preview school funding decision, as all the information was not available at the January Committee.	Single meeting TFG to meet on 8 February 2018.	Rachel Allan	Letter written to Cabinet Member for Education and Skills, endorsing the decision.	CYPS 14 March 2018
Contract Management	PFSC	Roger Elkins (Ch), Duncan Crow, Joy Dennis, Nigel Jupp, James Walsh, Kate O'Kelly, Chris Oxlade	To review the contract management and monitoring arrangements in place at WSCC.	Three meetings of the Group took place during April and May 2018. The final report and recommendations were presented to PFSC in July 2018.	Susanne Sanger	Final report was accepted by PFSC in July 2018. The Cabinet Member for Finance accepted all the recommendations included in the report (October 2018).	PFSC October 2018