



SCRUTINY NEWSLETTER (6)

October 2014



This is the sixth edition of the Scrutiny Newsletter which are intended to provide Members with an overview of the scrutiny work programme at West Sussex County Council. This is the first Newsletter for 2014/15 and covers the period April-September 2014.

It includes performance information, shares best practice and highlights key aspects of the work of the Council's four select committees. It will be reviewed by the Performance and Finance Select Committee in its role of monitoring the overall scrutiny programme.

Select Committee Developments and Good Practice

There are 4 Select Committees; Children and Young People's Services (CYPSSC), Environmental and Community Services (ECSSC), Health and Adult Social Care (HASC) and Performance and Finance (PFSC). These Committees cover particular portfolio areas and scrutinise issues within their area of responsibility.

PFSC held a joint development session in September with members from the Regulation, Audit and Accounts Committee to understand how risk management operates across the County Council. Members were also given a demonstration of the new web-based performance management system. Officers outlined how the management of risks helps to ensure performance objectives and targets are managed. The session was of benefit to both Committee memberships as it helped to explain their specific roles and assist with future work programme planning.

HASC held a briefing session for the District and Borough Council Members of the Committee and their support officers in September, to help ensure there is clarity in terms of the roles and responsibilities of the Committee – and the ways in which District and Borough Councils can input. The session included a refresher on the health and social care structure and the health scrutiny powers. District and Borough Councils shared information on any relevant work being undertaken by their overview and scrutiny committees and agreed that they would in future report into the HASC Business Planning Group on any issues that may be of interest to the Committee.

Overview of Select Committees

This section outlines the key areas covered by Select Committees between April and September 2014.

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

CYPSSC Membership

Chairman Richard Burrett

Future operation of the Learning Service (18 th June)	The Committee considered the draft proposal to the Cabinet Member that an in-house delivery model be approved, incorporating the required savings. It supported the recommendation and recognised that the new model would put the County Council in the best position to consider alternative delivery options in the future.
Introduction of the Universal Free School Meal (18 th June)	The Committee previewed the draft decision report for the Cabinet Member that recommended the expansion of the existing school meals contract to support the introduction of the universal free school meals service. The Committee supported the recommendation but highlighted the need to monitor the impact of the arrangements and future contract arrangements.
Review of progress with the delivery of the Education and Schools Policy (18 th June)	The Task and Finish Group had reviewed the delivery of the Policy and produced several additional recommendations, which were agreed by the Committee, subject to minor changes – to ask the Learning Service to prioritise funding for the strategic targeted intervention and support to improve performance at Key Stage 2; and to develop guidance to members on their role in relation to academies.
Performance Outturn 2013-14 (18 th July)	The Committee considered the outturn for its portfolio areas and welcomed the overall position. It asked for more information on some areas and sought a commitment from the Cabinet Member to ring-fence the Special Educational Needs Reform Grant.
Corporate Parenting Panel Annual Report 2013/14 (18 th July)	The Committee received an update on the work of the Panel and welcomed the proactive work undertaken to engage with and support children looked after. Support for care leavers in accessing further education or employment was highlighted as an area that should be investigated as a priority.
Preparing for Ofsted (25 th September)	The Committee scrutinised the plans for improvements for Children's Services emphasizing the importance of ensuring the best possible care for children in the County. In particular they asked the Cabinet Member to establish a care leavers strategy and hoped that improvements in administrative support could be arranged to support social worker case loads.

Environmental and Community Services Select Committee (ECSSC)

ECSSC Membership

Chairman [Graham Tyler](#)

Future Commissioning Plans to Support the Waste Strategy (1 st May, 4 th July)	Item covered jointly in Part II with PFSC
Future Fire and Rescue Phase 2 (14 th May, 18 th September)	<p>In May the Committee considered the proposals and arrangements proposed for the planned public consultation. Scrutiny was informed by evidence from Fire Brigades Union, and the Retained Firefighters Union, and by the work of an Executive TFG.</p> <p>The Committee considered the outcomes arising from the public consultation in September, and how the proposals had evolved in the light of the consultation feedback. The Committee voted to support the proposals, but agreed to review their impact 12 months after their implementation.</p>
Approval of the Strategic Transport Investment Programme 2014/15 (14 th May)	The Committee supported the prioritisation methodology and the list of prioritised schemes itself. Members were assured that the needs of cyclists were considered in all schemes.
Review of progress - Kickstart Programme (11 th June)	Members learned that all schemes running under the programme were progressing well. Learning of the new proposals for the Green Deal, members identified the need to focus on this element of the work to be scrutinised in more detail at a future meeting.
Performance on Killed and Seriously Injured (11 th June)	The Committee heard about planned revisions to the WSCC Road Safety Strategy. While welcoming a greater focus on education, members also stressed the importance of enforcement.
Streetlighting PFI performance (11 th June)	Members were pleased to learn of the contractor's current good performance under the contract, which was in contrast to the difficulties encountered at the outset. Feedback reported by members from their divisions, in respect of the installation programme and associated arrangements, was also largely positive.
Annual Crime & Disorder Meeting (11 th July)	Rural crime and business crime were the twin areas of focus. The Committee heard evidence from Sussex Police, Crawley and Gatwick Business Watch, the Federation of Small Business, Trading Standards and the Better Communities team.
Review of the Rights of Way Inspection Cycle (18 th September)	The Committee heard the Cabinet Member's proposal to implement a 15-month RoW inspection cycle. The Committee voted to support the proposal.

Health and Adult Social Care Select Committee (HASC)

HASC Membership

Chairman [Margaret Evans](#)

<p>Temporary closure of community beds (12th June)</p>	<p>The temporary closure by Sussex Community NHS Trust (SCT) of beds at Bognor Regis Community Hospital and Salvington Lodge was raised as an urgent matter at the HASC meeting in June. This closure had a significant impact on the ability of Worthing and St Richard's Hospitals to discharge patients into the community. Whilst HASC understood that recruitment problems were being addressed, it urged SCT to ensure there are better communications in future to both the public and key partners. Business Planning Group will continue to monitor the issue.</p>
<p>Musculo-skeletal Services (MSK) (12th June)</p>	<p>In June, HASC reviewed plans for new integrated Musculoskeletal (MSK) services across the county, developed by the three NHS Clinical Commissioning Groups (CCGs). HASC welcomed the commitment to improving patient outcomes and experience to be delivered through the new service models. It was reassured that a consistent service will be available to all patients across the county and that key NHS organisations are working together to ensure health and social care system sustainability. However, a number of concerns have been raised with the Committee following the announcement of Coastal West Sussex CCG's decision to award the contract for the service to a consortium between Central Surrey Healthcare and BUPA UK. It will therefore be asking the CCG to provide an update to the HASC meeting in October.</p>
<p>Ambulance Service performance (12th June)</p>	<p>The Committee explored the reasons for poor ambulance service response times in some rural areas, and the actions being taken by South East Coast Ambulance Service (SECamb) to address these – including through the recruitment of Community First Responders (local volunteers) and public access defibrillators. HASC was particularly concerned to hear that there had been some significant delays of handover between the ambulance service and hospitals in April, particularly at the Royal Sussex County Hospital in Brighton. HASC will monitor the situation through its liaison members for both SECamb and Brighton & Sussex University Hospitals NHS Trust.</p>
<p>Brighton & Sussex University Hospitals NHS Trust (BSUH) - Clinical Strategy (12th June)</p>	<p>HASC has endorsed proposals put forward by Brighton & Sussex University Hospitals NHS Trust to move fractured neck of femur and urology services from the Royal Sussex County Hospital site in Brighton to Princess Royal Hospital in Haywards Heath. Members asked the Trust to ensure that it communicates its plans clearly to the people living in the affected areas, and to provide an update a year after the service change is implemented, focusing on the impact on patient outcomes and experience.</p>
<p>Vascular Services Update (12th June)</p>	<p>HASC has reviewed the Sussex Vascular Service – which is based around Royal Sussex County Hospital in Brighton. It acts as the hub for the rest of Sussex, with spokes providing pre- and post-care. Members were reassured that the model of care follows national guidelines and that vascular services are provided on a 24/7 basis and would now have a more flexible resource behind them covering emergency and elective surgery. HASC concluded that it was content with the implementation and performance of the Sussex Vascular Service.</p>

Performance and Finance Select Committee (PFSC)

PFSC Membership

Chairman [Deborah Urquhart](#)

Total Performance Monitor (TPM) (reviewed at every meeting)	The TPM is the means of monitoring the budget and performance position of the County Council on a monthly basis. PFSC receive the TPM at every meeting and a good level of scrutiny takes place.
Future Commissioning Plans to Support the Waste Strategy (1 st May, 4 th July)	Two joint meetings have been held between PFSC and ECSSC to review the current waste strategy.
Wallis Centre Petition (16 th May)	<p>A petition was submitted regarding the closure of the Wallis Centre in East Grinstead. The petition included 1,965 verified signatures.</p> <p>The wording included on the petition was: 'We, the undersigned, urge West Sussex County Council to review plans to close The Wallis Centre in East Grinstead. We believe the Wallis Centre to be a vital asset of the town, and should be funded to support the local community.'</p> <p>The lead petitioner and WSCC officers presented their case to the Committee and a full debate took place. At the end of the debate the Committee agreed with the Cabinet Member decision to close the Centre as it was not considered viable to continue to maintain the building. The Committee requested that every effort is made to find alternative locations for the groups using the building, with funding to be sourced to aid this if necessary.</p>
PropCo Business Plan (16 th May)	Members were particularly interested in scrutinising the objectives and targets for the new property investment/development arrangements. Members were keen to establish robust governance arrangements and as such recommended that annual scrutiny of PropCo is established outlining the cash flows, future plans and achievements. They also requested that individual projects are reviewed by the Business Planning Group as they arise.
Call-in – Additional services to be included within the Support Services Outsource (SSO) contract (16 th May)	<p>A call-in was received in relation to additional services being transferred under the Support Services Outsource contract (Capita). The Committee heard the case from Members on why they had called the decision in and also heard from a representative of the Don't Cut us Out campaign in relation to the effect this decision may have on service users. The Committee also heard from the Cabinet Member taking the decision.</p> <p>After a detailed debate the Committee decided to uphold the decision with some minor amendments to clarify the position and include a review of KPIs to ensure they were adequate to monitor the quality of services provided by Capita.</p>
SSO Contract Review (4 th July)	The SSO contract has been operational for over a year therefore the Committee felt it appropriate to review the operations. The Committee scrutinised the KPIs in use, a recent customer satisfaction survey and a review of costs and savings. The Committee recommended that KPIs should be flexible to ensure they cover the most relevant areas of the contract, that future customer satisfaction surveys should provide more detail and an accurate collation of results and that these be circulated to PFSC Members for review.

<p>Badger Vaccination Petition (4th July)</p>	<p>A petition was received in relation to the culling of badgers on West Sussex County Council owned land. The petition included 564 verified signatures.</p> <p>The wording included on the petition was: 'We, the undersigned, call on West Sussex County Council to prohibit the culling of badgers on County Council owned land and invest in vaccination programmes locally. We ask this because we believe culling to be inhumane, inefficient and unscientific'</p> <p>Individual Members of the Committee did not support badger culling, however they felt the County Council should follow DEFRA guidance. The Committee requested that the Cabinet Member for Residents' Services write to Govt requesting an end to the pilot cull, collation of the results and to consider other methods of disease control. The Committee also recommended that the wording of tenancy agreements be investigated to ensure any land policy changes can be facilitated whilst maintaining countryside responsibilities and supporting farmers.</p>
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Joint Scrutiny

A Joint Scrutiny Steering Group oversees the joint scrutiny arrangements and is made up of the scrutiny/select committee chairmen of the participating councils.

[Joint Scrutiny Membership and further details](#)

A Joint Scrutiny Task and Finish Group (TFG) was established to look at Community Advice Services by the West Sussex Joint Scrutiny Steering Group with the following aim:

To review and consider the performance and outcomes of the current arrangements for providing a generalist advice service and to consider and comment on the need for and specification of a sustainable advice service for residents of West Sussex in the future. This is the second stage of the review and therefore needs to build on the recommendations made as part of the initial review.

The Group has met twice and the final report has been sent to relevant Cabinet Members, Overview and Scrutiny Committees and other interested parties. Their responses were expected by the end of September 2014 and will be reviewed at the next meeting of the Joint Steering Group.

Task and Finish Groups

Task and Finish Groups are monitored by PFSC as part of their overarching monitoring role. The [latest monitor](#) is to be reviewed at their meeting on 3rd October which shows the TFGs in progress.

As at the end of September there are six TFGs in progress. Twenty six Members are involved with this work, 6 of whom sit on more than one TFG.

Performance Monitoring

In order to assess the effectiveness of Scrutiny performance will be monitored on a regular basis. Performance indicators have been established as part of the Business Planning and Scrutiny Review process. The table below shows the information for April-September 2014.

	CYPSSC		ECSSC		HASC		PFSC	
	Qtr 1	Qtr 2	Qtr 1	Qtr 2	Qtr 1	Qtr 2	Qtr 1	Qtr 2
Number of recommendations								
• Accepted	6	4	17	0	0	n/a*	8	6
• Declined	0	0	0	0	0		0	0
• Awaiting a response	1**	3**	0	0	0		0	0
Number of call-ins requested	0	0	0	1	0	0	1	0
Number of call-ins	0	0	0	0	0	0	1	0
Number of external witnesses involved in formal meetings	0	0	2	11	0	n/a	1	4
Number of public attending formal meetings	0	0	6	5	5	n/a	2	4
Member attendance at formal meetings	100%	67%	83%	82%	100%	n/a	73%	80%
Agenda Items which link to objectives in the performance framework	3/4	4/5	4/6	0/1	6/6	n/a	5/7	6/6

* HASC did not have a meeting in the second quarter of the year.

** Responded to at the meeting on 23 October 2014. To be included in Q3 statistics

Success stories

- 1) A range of external witnesses have input into the scrutiny programme at both select committee and task and finish group meetings, including; representatives from Don't Cut us Out, petitioners and external experts on specific subject areas. The input from these witnesses provides invaluable insight into particular areas.
- 2) Two joint meetings have been held between PFSC and ECSSC in this period to look at the waste contract. The joint meetings have worked well in ensuring that Members of both Committees are fully informed of issues and can come to joint recommendations for the Cabinet Member. All Members of the County Council were invited to attend the meeting to observe the debate.
- 3) CYPSSC and HASC hosted an all-Member briefing on Children and Young People's Emotional Wellbeing and Mental Health Services in June, following which a TFG jointly set up by both Committees met to agree how best to input into the review and redesign of services. The TFG Members will be acting as a "sounding board" to the service lead officers, being invited to attend events and workshops and to review written information as appropriate.
- 4) The Carers TFG has continued its work with a focus on the key role of GPs, holding meetings with GPs in the north and the south of the county to gather their views. A key issue to address is how to enable relevant information about carers to be shared between different agencies. The TFG is hoping to finalise its work in the autumn, and will hold another debate at the October County Council meeting, enabling all Members to input into this vital area.
- 5) A HASC TFG met in May to input into the new West Sussex Dementia Framework, being jointly developed by the NHS and the County Council. The TFG held a single meeting to scrutinise and comment on the Framework prior to its implementation, and its findings were informed by the views of carers, with the TFG identifying a number of priorities including the need to provide meaningful daytime activity, good information and advice and early diagnosis. It also highlighted the importance of a clear understanding of future levels of need to enable both the NHS and the County Council to have the right financial and operational plans in place.
- 6) A call-in request was received by PFSC in May and accepted by the BPG as a matter to be considered by the full Committee. The call-in was heard within the statutory deadlines and involved input from external witnesses to support the call-in supporters. The detail around the call-in is explained above (Overview of Select Committees – PFSC).

Future meetings and topics to be covered

Topics to be covered in the next quarter include:

Children and Young People's Services	
Date	Likely Topics (subject to confirmation by the Business Planning Group)
October 23	<ul style="list-style-type: none"> • Think Family Expansion Plans • Anti-Bullying Strategy
November 26	<ul style="list-style-type: none"> • WSCC Code of Conduct in respect of Penalty Notices for Parents of Truants (Anti-Social Behaviour Act 2003) • Local Safeguarding Children's Board Annual Report • Local Safeguarding Children's Board Child Sexual Exploitation Review
January 15	<ul style="list-style-type: none"> • Anti-Bullying Strategy • Leaving Care Service Plan • West Sussex Scheme for Financing Schools and Formula Review 2015/16

Environmental and Community Services	
Date	Likely Topics (subject to confirmation by the Business Planning Group)
November 19	<ul style="list-style-type: none"> • Response to the Airports Commission's consultation on expansion proposals (To be webcast) • Draft corporate priorities and performance measures 2015/16 • Community Infrastructure Levy and the Role of the Local Authority in Planning • Minerals Local Plan TFG Interim Report
December 15	<ul style="list-style-type: none"> • Project Day – items to be determined.
January 14	<ul style="list-style-type: none"> • Draft budget 2015/16

Health and Adult Services	
Date	Likely Topics (subject to confirmation by the Business Planning Group)
October 2	<ul style="list-style-type: none"> • Integration of Health and Social Care • Health and Wellbeing Board • Public Health • Emergency Services performance, focusing on: Ambulance Service performance in rural areas and handover delays between ambulance and hospital
November 13	<ul style="list-style-type: none"> • Stroke Services Review • Crawley and Horsham & Mid Sussex Clinical Commissioning Groups' "5 Communities Plan" • Care Act implications • Draft corporate priorities and performance measures 2015/16
December 5	<ul style="list-style-type: none"> • Project Day – items to be determined.
January 21	<ul style="list-style-type: none"> • Draft budget 2015/16 • NHS Commissioning Plans

Performance and Finance	
Date	Likely Topics (subject to confirmation by the Business Planning Group)
October 3	<ul style="list-style-type: none"> • Medium Term Financial Strategy • Feedback from the HR Pilots into stress and musculo-skeletal absence management.
November 5 (Project Day)	<ul style="list-style-type: none"> • Day to be used as an all Member development session covering the results from the "What Matters to you?" consultation, performance measures and first look at draft budget
December 4	<ul style="list-style-type: none"> • Corporate Performance Framework • PropCo strategy and governance arrangements. • Treasury Management mid-year report
January 22	<ul style="list-style-type: none"> • Draft Budget 2015/16 • Treasury Management Strategy – 2015/16

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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](#).