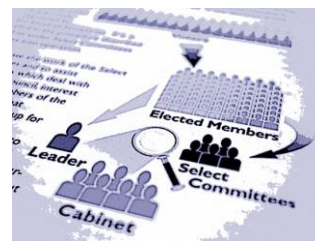




END OF YEAR 2016-17 SCRUTINY NEWSLETTER

June 2017



This is the end-of-year Scrutiny Newsletter for the year 2016-17. 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 direct readers to further detailed information.

Select Committee Annual Survey Results

Select committee members were invited to complete a short questionnaire in March 2017 to give their views on the scrutiny function. 42 completed surveys were returned which is a 69% response rate. This is an increase in response rate compared to 2015/16 (63%). Informal feedback sessions were also held after the last select committee meetings in March to gather feedback from the out-going committee members.

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.

	2015-16	2016-17
1. The select committee work programme reflects issues of greatest public concern/importance	85%*	85%
2. I have had reasonable opportunity to influence the committee's work	74%*	73%
3. The timing of committee involvement in issues is appropriate	74%*	53%
4. There is adequate input from external witnesses into the scrutiny process	56%*	66%*
5. The agenda papers provided for meetings met my needs	90%*	90%
6. Select committees are able to influence decisions appropriately	56%*	49%
7. There are clear, measurable outcomes from the scrutiny process	46%	46%
8. The committee has had the opportunity to input into policy development	56%	44%
9. Overall, scrutiny undertaken by the committee has been effective	62%*	66%*
10. I have been able to commit the necessary time to undertake my role	92%*	93%*
11. There is good support from Democratic Services support staff	100%*	100%
12. The Scrutiny newsletter produced by Performance & Finance Select Committee provides useful information	49%*	41%
13. The Members' Guide to Scrutiny (provided in Summer 2013 and available on The Mine) provides useful information	59%*	39%

* indicates an increase in performance

The survey asked members to rate statements about scrutiny in 2016-17. The table shows that four areas improved their scores in 2016/17 whilst six decreased their

scores and three received the same score. There is greater satisfaction from members that scrutiny undertaken by the committee has been effective, however there is less satisfaction with regard the timing of items reviewed. 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.

- **CYPSSC** = Children & Young People’s Services Select Committee
- **ECSSC** = Environmental & Community 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.

Table A

	CYPSSC	ECSSC	HASC	PFSC	Joint ECSSC PFSC
Number of recommendations					
• Accepted	12	10	23	35	2
• Declined	0	4	0	1	0
• Awaiting a response	16	1	4	5	0
• No response required	0	3	0	29	0
Number of call-in requests	4	1	2	0	0
Number of call-in requests accepted (and considered by a select committee)	0	0	1	-	-
Number of external witnesses	8	0	5	0	0
Number of public attending meetings (includes members of the public, press and other interested officers and members)	45	126	19	12	0
Number of select committee meetings webcast	2	2	4	0	0
Total number of live and archive* views	77 94	73 229	35 114	- -	- -
Member attendance at meetings	77%	75%	73%	75%	70%

* Archive figures as at 12 April 2017.

What has worked well

➤ **Members’ comments** received through the annual scrutiny survey include:-

- Good use of external witnesses
 - Topics are relevant and applicable
 - Committees have been able to ask difficult questions of officers and Cabinet Members. This strong questioning has given the Cabinet Member more to think about in relation to decisions being made. The Cabinet Member responses have improved as time has gone on which has resulted in a good debate with agreed amendments and recommendations being made.
 - There has been good input, impact and influence over decisions.
 - Well informed officer input.
 - Preparation of background papers, reports and meeting guidance works well.
- Two joint meetings were held between ECSSC and PFSC to review the development of Place Plans, Local Growth Funding and WSCC investments, the procurement strategy in relation to refuse derived fuel and the Business Case for Westhampnett Solar Farm. This meant both Committees were involved in these important areas and avoided the item being heard twice at individual meetings. It meant a co-ordinated and well informed debate took place.
- The budget process worked well this year with a number of all-member sessions taking place and PFSC papers being circulated to all members so that any comments could be fed into the debate at the meeting. This meant all members had an opportunity to raise questions and issues before the budget was approved at February County Council.
- [Joint CYPSSC and HASC meeting](#) to cover cross-cutting issues of Child and Adolescent Mental Health Services and the Healthy Child Programme gave members of both Committees the opportunity to consider proposals for future service provision and feedback member views to the Cabinet Member prior to formal decision. By meeting together the Committees were able to avoid duplication and bring perspectives from the focus of each Committee to the debate.
- HASC used a project day in September 2016 to hold a workshop on primary care. Members received a presentation from a representative at NHS England South East on the national picture and then broke into groups, dependent on electoral division, to discuss with Clinical Commissioning Groups (CCGs) what was being developed locally. This gave members the opportunity to learn but also inform CCGs on local issues. Members welcomed the session, as did health partners and it is hoped another workshop will be held next year to update members on developments.
- **Task and Finish Groups**
- The Education & Skills Annual Report TFG came about as a recommendation from the Committee the previous year so it was a targeted piece of work –a positive example of the BPG acting on what the Committee asked for.

- The Minerals and Waste TFG acted as a critical friend to the preparation of the proposed submission draft, reporting back to ECSSC in November 2016. The Group provided robust challenge as the Plan was developed, meeting with officers a total of nine times over two and a half years, and meeting with South Downs National Park Authority members. The Group was also able to undertake certain aspects of its work “virtually”, reviewing material and commenting on and questioning data between meetings, via email.
- Members were also able to feed straight in the induction programme from these TFGs.
- The Carers TFG concluded after a four-year programme of work to assess the support provided to carers in West Sussex. Full Council reviewed the TFGs work with a debate in [October 2016](#) that highlighted a number of key outcomes, including: helping to raise the profile of carers and carers’ issues; lobbying the Council, NHS and other agencies for change; influencing commissioning plans and plans for future service provision; and ensuring that reference to carers is made in the equality impact assessments that accompany all of the Council’s key decisions.

➤ **External input into scrutiny**

- A total number of 13 external witnesses contributed to formal select committee meetings during the year. These included representatives of Sussex Police, Victim Support, Angmering Parish Council and Carillion. In addition, scrutiny task and finish groups involved a range of external witnesses (e.g. Carers’ Support West Sussex and Coastal West Sussex Mind). 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 on what has worked less well during the year identified a number of issues for improvement are set out

below. These will be reviewed and used to identify opportunities to develop and improve scrutiny over the year ahead:

- Limitations to the impact and influence scrutiny has around Cabinet Member decisions. There needs to be more time between scrutiny and the decision being taken to allow full consideration of committee recommendations.
- Investment decisions need to be scrutinised earlier in the process.
- More time at meetings to explore issues in greater detail and the need to allow sufficient time for debate and questions.
- Too much emphasis on asking questions, with no opportunity to set out an alternative point of view, or outline an alternative policy to that of the Cabinet Member.
- Specific scrutiny training days.
- Proposal made that scrutiny reports should be shared in County Council papers so that all members know what has been scrutinised.
- The feedback from officers following the meeting needs to be improved.
- Need to develop SMART 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)

2016-17 Chairman – Michael Cloake

Strategies approved	CYPSSC endorsed two key strategies: <ul style="list-style-type: none"> • Special Educational Needs and Disabilities (SEND) Strategy • West Sussex Strategy for School Improvement
Reorganisation of schools in the Storrington area (STARS)	The Committee held a special meeting to preview proposals for reorganisation of schools in the Storrington area, including the relocation of Thakeham First School and the closure of Rydon Community College and opening an age 11 -12 annex of Steyning Grammar School. This was an emotive meeting, at which the Committee heard submissions from witnesses including teachers, governors and the local member. There was also a large amount of interest from the public, with approximately 40 attending the meeting. The Committee endorsed all the proposed changes and requested that the Business Planning Group be updated on the impact on pupil places in the area.
Integrated Prevention and Earliest Help Service (IPEH)	The Committee examined proposals at two meetings (8 September and 8 December) as part of previewing the decision to approve the proposed operating model for the IPEH service. This will bring together separate services currently provided through the Early Childhood Service, including Children and Family Centres, Think Family and Early Help and Youth Services, Young Carers, Worth Services (Domestic Violence) and the Healthy Child Programme (currently health visiting and school nursing services). Members heard from officers, the Cabinet Member and Unison on the proposals, and questions focused on issues such as housing, implementation timescales and impact on staff. The Committee endorsed the proposals for the future of the IPEH Service and agreed to review the implementation of the new service model.

Child sexual exploitation & missing and children subject to child protection plans	The Committee examined the work being undertaken to strengthen arrangements to ensure that vulnerable children are safe. It noted that good progress had been made with initiatives to raise awareness of and tackle Child Sexual Exploitation (CSE); however more work was needed to improve data sharing between the different agencies to ensure the prompt dissemination of pertinent information between partners. CYPSSC also identified the need for member training on safeguarding for the member induction programme following the Council elections.
School Funding Review 2017-18	The Committee previewed the decision for changes to school funding in 2017/18 at its 12 January meeting . Members of the Committee endorsed the proposed Cabinet decision for proposed changes to the formula that will be used in the distribution of funding from the Dedicated Schools Grant (DSG) Schools Block Individual Schools Budget for all mainstream schools and academies in West Sussex in 2017/18, and to introduce charges for the General Duties Education Services Grant (ESG) for all maintained schools with pupils aged 3-19.
Child and Adolescent Mental Health Service (CAMHS) Assessment Treatment Service	The Committee previewed the proposed Cabinet Member decision regarding the ongoing arrangements for the provision of the CAMHS Assessment Treatment Service for children and young people who pose a risk of sexual harm to others, as the current contract ended on 30 June 2017 at a joint meeting with HASC on 27 April . Members queried issues concerning staffing, impact on children and scope of the decision. The Committee endorsed the proposal to change the model of provision by creating an integrated team within the Council and asked the service to provide an update during the winter of 2017.

Environmental and Community Services Select Committee (ECSSC)

2016-17 Chairman – Graham Tyler

Road Safety Framework	The Committee previewed the final draft of the Framework, revised to address the 271 responses received from the public consultation. Members recognised the County Council alone did not have the ability to reduce the numbers of killed and seriously injured on the roads, and welcomed the quality of partnership work being undertaken. The Committee questioned the usefulness of an essentially unattainable target (“Vision Zero”) but were ultimately convinced of its appropriateness, and supported the draft.
Impact of Future Fire and Rescue 2	Having previously previewed a decision to make changes to the Fire and Rescue Service, the Committee reviewed the situation 20 months after implementation. The Committee found that the impact on operations had not been significant and that public safety had been maintained. However, staff morale was an area of focus for members, particularly in respect of the removal of allowances.
Effectiveness of the Better Roads Programme	The BPG requested an item to review the effectiveness of the Better Roads Programme - focusing on whether the scheme delivered the forecast benefits. Had it been possible to remove £1.2m from the maintenance budget, as was foreseen? In general, are we spending enough money to maintain the asset? The Committee explored

	<p>numerous aspects of the Programme, to determine if/how the scheme had added value – for example, the lifespan of different surface treatments, which treatment was applied, and under what circumstances. While cautioning that the County had seen two mild winters (and that the road system had subsequently not been particularly “stressed”) the Committee was satisfied with the outcomes of the Programme.</p>
<p>Changes to Household Waste and Recycling Sites</p>	<p>The Cabinet Member’s proposals for change proved controversial for members of the Committee. Concerns raised included the impact on road traffic, fly tipping, and the potential for public confusion and frustration in the light of the new charging arrangements. Members also proposed alternative ideas for raising revenue to fund the required £8.36m. The Committee ultimately voted not to support the proposal to reduce the number of days site are open, and not to support the implementation of charges. The Cabinet Member considered the recommendations, but ultimately decided to implement his proposals.</p>
<p>Hate Crime Motivated by Disability</p>	<p>The Committee looked at the issue of hate crime, focussing on that committed against individuals with disabilities. Recognising the multi-agency nature of the work, evidence was heard from Sussex Police and Victim Support. Members were moved and angered by the typical nature of the abuse suffered by the county’s most vulnerable residents. While measures to increase reporting rates were already yielding results, all partners felt there was more work to be done. Social media could play a bigger role in both raising awareness and as a reporting channel.</p>
<p>Impact of the Highways Transformation Programme</p>	<p>Having reservations when the proposals were first implemented, the Committee reviewed the impact 18 months on. The creation of a “super depot” had proved impractical, and the plans had evolved to instead rationalise the existing depots. In the light of this, the Committee recommended that the Broadbridge Heath depot should not be disposed of. Members were reminded of the future plans for highways - discretionary services would increasingly be dropped, with available resources instead being focussed on the authority’s statutory responsibilities - and the resultant pressure this was likely to bring upon this universal service.</p>
<p>3in1 Card (concessionary travel for young people)</p>	<p>Proposals to cease offering the discretionary 3in1 Card caused significant concern to ECSSC members. The Committee was engaged in the process at every stage. While the Committee was not able to affect the cessation of the scheme, it was able to significantly influence the mitigation measures put in place to cushion the financial blow to those affected. The Committee was also able to influence data gathering and data analysis process which underpinned the work, as it developed.</p>
<p>Highways Maintenance Contract Reprocurement</p>	<p>Work to re-procure the Highways Maintenance Contract commenced in 2016, with the new contract due to be signed in 2018. The Committee have been engaged at an early stage, and will continue to act as a critical friend as work progresses. In particular, the Committee will be reviewing the likely service levels the successful contractor will be required to deliver in summer 2017.</p>

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

2016 -17 Chairman – Bryan Turner

South East	Following scrutiny of the SECamb’s Red 3/Green 5 pilot last year,
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<p>Coast Ambulance NHS Trust (SECamb)</p> <p>Meetings 27 April 30 June</p>	<p>the Committee received the findings of the forensic, patient impact and governance reviews as required by NHS Improvement and the subsequent recovery plan to address the issues raised. Members had the opportunity to pose questions to the interim Chairman and Chief Executive of SECamb. The Committee requested that a sense of urgency be injected into plans and that SECamb continue to keep with the Committee informed of developments and an indicative timetable.</p> <p>Subsequently, SECamb was placed into special measures by the Care Quality Commission (CQC) following a formal inspection. The recovery plan from the Red3/Green 5 pilot was combined into a wider recovery plan. In terms of scrutiny, following regional agreement with neighbouring health scrutiny committees, a regional working group was formed to scrutinise the SECamb's response to the CQC findings and report back to their respective committees, therefore avoiding duplication.</p>
<p>Safeguarding Adults Board Annual Report 2014/15 and 2015/16</p>	<p>The Committee received a presentation from the Independent Chairman of the West Sussex Safeguarding Adults Board who twice presented the annual report and updated on the development of the strategic plan, action taken and highlighted any areas of concern. There was a wide ranging debate with a number of recommendations at both meetings, including the Committee requesting that updates and future annual reports continue to be presented to the Committee; and that the Cabinet Member Adult Social Care and Health was asked to provide details of how residents could report safeguarding concerns and how these were publicised.</p>
<p>Patient Transport Service</p> <p>Meetings 30 June 29 September 10 November 8 March</p>	<p>On 1 April 2016, Coperforma took over the contract to provide Patient Transport Services across Sussex. There was significant media attention and widespread complaints from service users regarding the poor transition and service provided by the company. The Committee considered this item a number of times over the year, questioning representatives from the Clinical Commissioning Groups (CCGs) who had been involved with the procurement of the contract, senior officers including the Chief Executive of Coperforma and a representative from the trades union to provide the views from patient transport staff.</p> <p>The Committee focused on the quality of service provided to West Sussex residents and sought assurance that commissioners had learnt lessons from the procurement exercise. A new provider, South Central Ambulance Service (SCAS) has since taken over the patient transport service in West Sussex and the Committee will continue to monitor the transition.</p>
<p>Central Sussex Stroke Services</p>	<p>HASC considered whether proposed changes to stroke services in central Sussex constituted a 'substantial service change' at its 29 September meeting. The Committee heard from commissioners and the lead consultant for stroke services at Brighton and Sussex University Hospitals Trust (BSUH). Based on the evidence of benefits and risks to centralise Hyper Acute Stroke Services and Acute Services at the Royal Sussex County Hospital in Brighton (RSCH) HASC agreed this was not a substantial service change but asked for an assurance that residents going to East Surrey Hospital, Redhill would receive the same level of service as those going to RSCH.</p>
<p>Brighton and</p>	<p>Following the Care Quality Commission (CQC) inspection report</p>

Sussex University Hospitals NHS Trust Care Quality Commission Inspect Report	which placed the Brighton and Sussex University Hospitals NHS Trust (BSUH) in special measures, the Committee received details at its 2 September meeting of the action BSUH had taken to address the issues in the report and initial details of a recovery plan. The Committee agreed that a joint task and finish group would be set up with East Sussex County Council and Brighton & Hove City Council health scrutiny committees, to carry out ongoing scrutiny of the Trust's response to its CQC inspection. This has provided a co-ordinated approach, avoiding potential duplication of scrutiny across the region.
Adult Services Transformation Project	The Committee was informed of a project regarding the delivery of Adult Social Care in West Sussex at its 29 September meeting . Members welcomed the direction of travel and a small group of members were nominated to liaise with officers on an ongoing basis to the monitor the development of the project. The Committee noted that there would be a formal decision on the project in autumn 2017 and requested that the vision was formed and shared with the committee prior to that decision.
System Resilience	The Committee examined the plans across the health system in terms of resilience for winter 2016/17 at its 10 March meeting . Members welcomed the partnership working which was underway but was concerned at the number of patients reported to be medically fit for discharge but remaining in hospital. This formed the basis for a further item when the Committee considered what provision was in place to assist the transition from hospital to home. The Committee agreed that in the next year it would consider the system-wide response to the demands on the health and social care system at the earliest opportunity, to include further information on the initiatives in place to move patients out of acute settings when ready to do so.
Meals on Wheels	As part of the recommendations from the Meals on Wheels scrutiny Task and Finish Group (TFG) the Committee welcomed that the three elements recommended by the TFG had been incorporated in the service and that safe and well checks were provided as part of the service.
Community Reablement Service	Following a successful call-in request, the Committee considered the 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 meeting . The Committee agreed to support the proposed decision by the Cabinet Member but asked to receive details of the outcome of market testing. This was subsequently provided to the Committee and it endorsed continuation of the procurement.
Care Act 2014	The Committee reviewed the impact and implementation of the Care Act at its 18 January meeting , and was satisfied that the County Council had met its duties and that these were sufficiently publicised. As part of the discussion it was agreed that the Committee should add its voice to lobbying central Government in respect of adult social care funding.

[Performance and Finance Select Committee \(PFSC\)](#)

2016-17 Chairman – Deborah Urquhart

<p>Future West Sussex Plan and Budget 2017/18</p>	<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 2016/17 this included three member sessions, the sharing of PFSC Papers with all members and formal scrutiny at PFSC meetings in September (MTFS and the National Living Wage), December and January.</p> <p>As part of the scrutiny of the budget the Committee requested that reserves be used to smooth out the proposed budget reductions over the 4-year period. This recommendation was taken on-board by the Cabinet Member for Finance when the budget was presented to Committee for endorsement in January. Comments from the January meeting were fed into the Cabinet meeting before the budget was presented to County Council in February for formal approval. The budget considerations also sat alongside the scrutiny of the Treasury Management Strategy for 2017/18 (January 2017). Members of the Committee, by a majority vote, endorsed the draft budget but made a number of comments for consideration by Cabinet ahead of approval at County Council. These concerns included the level and increase in debt, how reserves would be replenished in future years, the reduction in expenditure for preventative services, growing concern of the Adult and Children's Services budget provision and fly-tipping consequences as a result of waste charges.</p>
<p>Total Performance Monitor (TPM)</p>	<p>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, savings and risk of the Authority. The item attracts a large number of questions from members and often additional information is sought to clarify an issue. For example, the Cabinet Member for Children, Start of Life and Executive Director Children, Adults, Families, Health and Education were invited to attend the September meeting to outline the management actions being taken to monitor and manage the budget pressures within Children's Services.</p>
<p>Capital Programme</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. 2016/17 was the first year that this was done and the report to Committee was amended after the first meeting to ensure more accurate profiling and up-to-date information was included for members.</p>
<p>Procurement and Contract Arrangements</p>	<p>The Committee scrutinised the decision to procure a Strategic Development Partner to work with the County Council to review and improve the systems and ways of working across the Authority.</p>
<p>PropCo</p>	<p>In June 2016, the Committee supported the policy for planning and managing the strategic estate, including the selective acquisition and development strategy. As part of the policy the Committee is responsible for reviewing business cases put forward under PropCo. In 2016/17 no business cases have been presented to the Committee, although the BPG has received regular up-dates on pipeline developments by senior officers of the Council. This has resulted in better use of Committee time as scrutiny is planned to meet the timeline of the developments.</p>

Democratic Services Savings Proposals	<p>The Committee scrutinised recommendations made by an Executive Task and Finish Group, established to review options for achieving savings within the Democratic Services budget. The Committee endorsed recommendations to reorganise County Local Committees and to reduce the budget for the Community Initiative Fund. The TFG and Committee agreed that no changes should be made to how select committees and the scrutiny function are currently organised.</p>
IT Strategy	<p>An up-dated IT Strategy was presented to the Committee for agreement in June 2016. The Committee agreed the new Strategy but requested further reassurance with regard to IT security and the strengthening of the KPIs (key performance indicators) used to monitor and manage performance. Officers provided this extra reassurance subsequent to the meeting of the Committee.</p>

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. The Steering Group agreed in 2016 to establish a Task and Finish Group to review the housing provision for care leavers across the County. This was initially requested by the Chairman of the West Sussex Corporate Parenting Panel in order to ensure that consistent practices were developed across the County. The TFG reported its findings and recommendations in late 2016. The recommendations were made in conjunction with the district and borough councils. The West Sussex Cabinet Member response to the [recommendations](#) is available on the web-site.

Task and Finish Groups (TFGs)

Where issues cut across the areas of responsibility of more than one Select Committee, a "cross-cutting" TFG will be established. During 2016/17, two such TFGs were reconvened and finalised: Carers, Chaired by Mrs Morwen Millson and Children and Young People's Emotional Wellbeing and Mental Health Services, chaired by Mrs Margaret Evans.

- The Carers TFG held its final meeting on 9 May 2016. The focus for this meeting was a review of the impact of the West Sussex Commitment to Carers, and the TFG's findings on this have been sent to the Health and Wellbeing Board. A select committee debate on the TFG's findings and recommendations for future action, as well as how support for carers should be monitored and reviewed in future, was held at [Full Council](#) in October 2016.
- The Children and Young People's Emotional Wellbeing and Mental Health Services TFG held its final meeting on 12 July 2016, to review the implementation of the re-design and the TFGs recommendations. It agreed a number of further recommendations, including highlighting to CCGs the work of Coastal West Sussex MIND on Tier two and three Services and asking the Cabinet Member for Children – Start of Life to send information to all members on how parents and carers can support and seek advice for children and young people they may be concerned about; information on a CAMHS Mental Health Support training offer and a copy of the CAHMS Suicide Prevention Strategy, which was circulated in December 2016. The CAMHS evaluation programme will be presented to the business planning groups of the Health & Adult Social

Care Select Committee and the Children & Young People's Services Select Committee meetings.

- ECSSC convened a Task and Finish Group (TFG) at its meeting on 25th February 2015, which reported in July 2016. The TFG acted as a critical friend to the development of a Walking and Cycling Strategy (WCS), consulting with key stakeholders on three occasions and working closely with the West Sussex Cycle Forum and West Sussex Local Access Forum to help develop the new WCS for West Sussex. The WCS was developed in accordance with the TFG's input and guidance

Alongside cross-cutting TFGs, Select Committees can also establish their own TFGs to look at a specific issue in more detail. All TFGs are monitored by PFSC in its overarching 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. TFGs which have completed their work in 2016/17 are:

- Education and Skills Annual Report
- Special Educational Needs and Disabilities
- Minerals Local Plan
- Cycling and Walking Plan

2017/18 meeting dates

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
CYPSSC			29			13*	5	8	7*	11		14
ECSSC				10		13* 28		15 30*		10		16
HASC				7		13* 29		9	1*	17		8
PFSC				14		13*	12	22	8	18	22*	21

* 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).

Looking ahead, there will be a scrutiny work programme planning session for all members on 13 September. Further details of plans for this session will be provided closer to the date, but it will begin work to develop the scrutiny work programme for approval at County Council in December.

Committee Membership 2016/17

Following the County Council elections in May 2017 there have been some changes to select committee membership and chairmanship. 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](#).