



PLACE SCRUTINY COMMITTEE

THURSDAY, 14 JUNE 2018

10.00 am COMMITTEE ROOM - COUNTY HALL, LEWES

MEMBERSHIP - Councillor Richard Stogdon (Chair)
Councillors Godfrey Daniel (Vice Chair), Martin Clarke, Chris Dowling,
Claire Dowling, Simon Elford, Nigel Enever, Darren Grover, Pat Rodohan,
Stephen Shing and Barry Taylor

A G E N D A

- 1 Apologies for absence
- 2 Disclosures of interests
Disclosures by all members present of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.
- 3 Urgent items
Notification of items which the Chair considers to be urgent and proposes to take at the appropriate part of the agenda. Any members who wish to raise urgent items are asked, wherever possible, to notify the Chair before the start of the meeting. In so doing, they must state the special circumstances which they consider justify the matter being considered urgent.
- 4 Place Scrutiny Committee - Future Work Programme (*Pages 3 - 20*)
Report by the Assistant Chief Executive.
- 5 Any other items previously notified under agenda item 3

PHILIP BAKER
Assistant Chief Executive
County Hall, St Anne's Crescent
LEWES BN7 1UE

6 June 2018

Contact Martin Jenks, Senior Democratic Services Advisor,
01273 481327
Email: martin.jenks@eastsussex.gov.uk

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Report to: Place Scrutiny Committee

Date of meeting: 14 June 2018

By: Assistant Chief Executive

Title: Place Scrutiny Committee future work programme

Purpose: To review and agree items for the Place Scrutiny Committee's future work programme.

RECOMMENDATIONS: The Place Scrutiny Committee is recommended to:

- 1) Agree agenda items for the future Committee meetings, including items carried forward from previous scrutiny committees listed in the draft work programme in appendix 1;
 - 2) Consider whether to establish the Scrutiny Review Boards referred to in paragraph 2.3 of the report, and appoint Committee members to the Boards;
 - 3) Agree topics for Scrutiny Reviews to be included in the Committee's future work programme; and
 - 4) Review upcoming items on East Sussex County Council's (ESCC) Forward Plan in appendix 2 to identify any issues that may require more detailed scrutiny.
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1 Background

1.1 The work programme is an important tool in ensuring the correct focus and best use of the Committee's time in scrutinising topics that are of importance to the residents of East Sussex, and the efficient and effective working of the Council. It also provides clarity for those who may be requested to give evidence to the Committee on the issues under review, and the questions the Committee requires answers to.

1.2 All reports on the work programme should have a clear objective and purpose. They should not be "to note" or simply be to provide information to the Committee, which could be provided as briefings outside of the formal Committee meetings.

1.3 Discussion of the work programme provides the Committee with the opportunity to examine topics that it may be of value to scrutinise, and to decide whether further scoping work is required. This provides a basis for deciding the best way of scrutinising a topic, the timescale, and who from the Committee will be involved in carrying out the review work. If there are a number of topics for review, the Committee can determine the priority of the work within the resources available to the Committee.

2 Supporting information

Agenda items carried forward from predecessor scrutiny committees

2.1 The remit of the Place Scrutiny Committee encompasses all the services provided by the Communities, Economy and Transport (CET) Directorate as well as corporate services provided by Orbis (Business Services) and Governance Services. The predecessor scrutiny committees for these services were the Economy, Transport and Environment (ETE) Scrutiny Committee and the Audit, Best Value and Community Services (ABVCS) Scrutiny Committee. The draft work programme contained in appendix 1 combines the agenda items that were on the work programmes from the predecessor Committees. The Place Committee is requested to review these items, and agree which items will be included in the Place Scrutiny Committee's future work programme.

Past Scrutiny Work

2.2 The ETE and ABVCS Scrutiny Committees also established Scrutiny Review Boards to examine the following issues:

- The Libraries Strategic Commissioning Strategy (LSCS)
- Highways verge grass cutting savings proposals
- Waste Contract and Household Waste Recycling Site (HWRS) Service savings proposals
- Countryside Access Strategy

2.3 Where appropriate, the Review Boards have provided comments or reports to Cabinet on these Strategies and savings proposals. In some cases there is a small amount of follow-on work related to the work of the various Review Boards. The Committee is asked to consider whether it wishes to:

- Re-establish the Waste Scrutiny Review Board to consider the outcome of the public consultation and make further comments to Cabinet on the HWRS Service proposals on behalf of the Committee (a provisional meeting date with officers has been arranged for 2.00pm on Monday 18 June 2018);
- Establish a Scrutiny Review Board to comment on the proposals for the future management of the countryside sites, as part of the implementation of the Countryside Access Strategy, prior to a decision being made by the Lead Member for Transport and Environment. This is likely to take the form of a short task and finish group.
- Include an item in the work programme in relation to monitoring the implementation of the Libraries Strategic Commissioning Strategy (LSCS).

Future Scrutiny Reviews

2.4 The Committee is asked to consider topics for Scrutiny Reviews to be included in the future work programme. In considering potential topics the Committee should take into consideration whether:

- It is relevant to the Council's Corporate Priorities
- The issue is of concern or of relevance to East Sussex residents
- Scrutiny can have an impact and add value by scrutinising this issue, service or policy
- The issue is one that the Committee can realistically influence
- The resources needed to undertake the review are available

2.5 Potential topics for scrutiny reviews are listed in work programme under the section headed "Potential future scrutiny work" in appendix 1. Any suggestions for potential scrutiny review topics should be discussed with the Chair, or the relevant Senior Democratic Services Officer, in advance of the Committee meetings.

2.6 It may be necessary for the Committee to carry out some initial work to establish the scope and possible lines of enquiry of a review, before making a decision to proceed with undertaking a full Scrutiny Review. A draft terms of reference for the Review can then be developed and submitted for consideration by the Committee. The Committee will then be in a position to agree whether to proceed with the Review; the Review objectives; the Chair and members of the Review Board and; a timescale for completion of the Review.

2.7 Two topics have been proposed for Scrutiny Reviews by members of the Committee. Following some initial work by members of the ETE Scrutiny Committee, a draft terms of reference has been developed for a Scrutiny Review of Road Repairs, a copy of which will be circulated to the Committee prior to the meeting (to follow). The Committee is asked to consider this proposed scrutiny review for inclusion in the Committee's future work programme.

2.8 A second proposal has been received for a Scrutiny Review of the Effectiveness of School Travel Plans. The Committee is asked to consider this proposal and agree whether to proceed with initial scoping for this review. If agreed, the Committee will need to identify which Committee members will undertake the scoping work, who will report back to the Committee in September when the Committee will agree whether to proceed with a full Scrutiny Review.

Forward Plan

2.9 A copy of the Council's Forward Plan of executive decisions for the period 1 June 2018 to 30 September 2018 is included in appendix 2. The Committee is requested to review the forthcoming items on the Forward Plan to identify any issues that may require more detailed scrutiny. The Forward Plan is revised and published on a monthly basis, and Committee members should regularly review the Forward Plan.

3. Conclusion and reasons for recommendations

3.1 An important part of the managing the work of the new Place Scrutiny Committee is to have an agreed future work programme. The Place Scrutiny Committee's remit covers services that were previously scrutinised by the ETE and ABVCS Scrutiny Committees. There are a number of pieces of work that have been carried forward from these Committee's work programmes, which may need to be included in the Place Scrutiny Committee future work programme.

3.2 The Place Scrutiny Committee is recommended to agree the agenda items, the re-establishment Scrutiny Review Boards, and topics for Scrutiny Reviews to be included in the future work programme, as described in this report and appendices. The Committee is also recommended to review the Council's Forward Plan of decisions to identify any issues that may require more detailed scrutiny.

PHILIP BAKER

Assistant Chief Executive

Contact Officer: Martin Jenks

Tel. No. 01273 481327

Email: martin.jenks@eastsussex.gov.uk

BACKGROUND DOCUMENTS

None.

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Place Scrutiny Committee



Future work at a glance

Updated: June 2018

*This list is updated after each meeting of the scrutiny committee
Follow us on Twitter for updates: @ESCCScrutiny*

Items that appear regularly at committee	
<p>The Council's Forward Plan</p>	<p>The latest version of the Council's Forward Plan is included on each scrutiny committee agenda. This document lists the key County Council decisions that are to be taken within the next few months together with contact information to find out more. It is updated monthly.</p> <p>The Forward Plan helps committee Members identify important issues for more detailed scrutiny <i>before</i> key decisions are taken. This has proved to be significantly more effective than challenging a decision once it has been taken. As a last resort, the call-in procedure is available if scrutiny Members think a Cabinet or Lead Member decision has been taken incorrectly.</p> <p>Requests for further information about individual items on the Forward Plan should be addressed to the listed contact. Possible scrutiny issues should be raised with the Member Services team or Committee Chair, ideally before a scrutiny committee meeting.</p>
<p>Committee work programme</p>	<p>This provides an opportunity for the committee to review the scrutiny work programme for future meetings and to highlight any additional issues they wish to add to the programme.</p>

Page 7

Appendix 1

Future committee agenda items		Witnesses
14 June 2018		
Place Scrutiny Committee - Future Work Programme	Discussion of the work programme for the new Committee to agree the future reports, reviews, review board membership and other work activity of the Place Scrutiny Committee.	Scrutiny / Director and Assistant Directors
13 September 2018		
East Sussex Road Safety Programme	The Committee will consider a final report on the outcomes of the East Sussex Road Safety Programme and the results from the work that has been undertaken to reduce Killed and Seriously Injured (KSI) road accidents.	Project Manager/Head of Communities/Asst. Director Communities
Dropped Kerbs	An update report on the progress to identify funding for the provision of dropped kerbs and the development of policies to prioritise requests for dropped kerbs and protect dropped kerbs from obstruction.	Team Manager - Strategic Economic Infrastructure/ Assistant Director , Economy
Reconciling Policy, Performance and Resources (RPPR)	The Scrutiny Committee will start the consideration of the Portfolio Plans and Savings Plans for 2019/20 as part of the Council's budget setting process. This will include consideration of the revenue and capital budgets for the services within the Committee's remit.	Scrutiny/Director and Assistant Directors.
15 November 2018		
Emergency Planning	An update report on the work of the Emergency Planning Team to give the committee an understanding of the range and type of work undertaken by the Team	Team Manager – Emergency Planning / Head of Communities
Reconciling Policy, Performance and Resources (RPPR)	The Committee will examine any additional information requested at the September meeting and consider any updated RPPR information for 2019/10.	Scrutiny/Directors and Assistant Directors.
Further Ahead		
March 2019	<u>Dutch Elm Disease Strategy.</u> To receive an update report on the sanitation programme to control the spread of Dutch Elm Disease in East Sussex.	Team Manager, Environment / Cambridge Study author

Page 6

Future committee agenda items		Witnesses
March 2019	<u>Climate Change Adaption.</u> To receive an update report on the measures that have been put in place in response to 2017 national Climate Change Risk Assessment (CCRA) and National Adaptation Programme (NAP).	Team Manager, Environment / Director of CET
March or June 2019	Scrutiny Review of Superfast Broadband. Update monitoring report on the implementation of the recommendations of the Scrutiny Review at the end of Contract 2 and commencement of Contract 3.	Assistant Director /Team Manager, Economic Development.

Current scrutiny reviews and other work underway	Date to report
<p>HWRS Service Review 2017/18 – The Place Scrutiny Committee will consider whether to re-establish the Waste Scrutiny Review Board to consider the outcome of the public consultation and agree whether it wishes to make any further comments on the savings proposals on behalf of the Committee prior to a decision being made by Cabinet on 26 June 2018.</p> <p><u>Countryside Access Strategy</u> The Committee is to consider whether to re-establish a Scrutiny Review Board to consider the proposals for the transfer of management of countryside sites to other suitable organisations, prior to a decision by the Lead Member for Transport and Environment. This is part of the implementation of the Countryside Access Strategy agreed by Cabinet on 27 June 2017.</p> <p><u>Reconciling Policy, Performance and Resources (RPPR)</u> The Committee would like to established a working group to start work earlier to consider potential areas for savings within the Communities, Economy and Transport (CET) department for 2019/20 and beyond. The Committee will discuss how it wishes to approach this and the other services areas within the remit of the Committee</p>	<p>June 2018</p> <p>September - December 2018 or January to March 2019.</p> <p>December 2018/January 2019</p>

**Potential future scrutiny work
(Proposals and ideas for future scrutiny topics appear here)**

Scrutiny Review of Road Repairs

Following initial work by members of the ETE Scrutiny Committee, it is proposed to examine whether the approach the Council is taking to highway repairs for pot holes, surfacing and blocked drainage infrastructure is the best approach and whether it represents value for money.

Scrutiny Review of School Travel Plans

It is proposed to undertake a review into the effectiveness of School Travel Plans, which are commonly used to help mitigate the impact on residents of parents dropping their children off at schools by car, and to promote sustainable methods of transport and healthy/safe travel to schools.

**Background / information reports available to the Committee
(Items in this list appear on committee agendas when proposed for scrutiny by committee members)**

Date available

Performance management

Performance monitoring is an integral part of scrutiny. The committee is alerted to the relevant quarterly **reports** that Cabinet and lead Members receive. Members can then suggest matters for scrutiny to investigate in more detail.

In the performance reports, achievement against individual performance targets is assessed as either 'Red', 'Amber' or 'Green' ('RAG'):

- 'Green' means that the performance measure is on target to be achieved
- 'Amber' means that there is concern about the likelihood of achieving the performance measure by the end of the year
- 'Red' means that the performance measure is assessed as inappropriate or unachievable.

The 'Red' and 'Amber' indicators also include further commentary and the details of any proposed corrective action.

Requests for further information about individual items in the performance reports should be addressed to the listed contact. Possible scrutiny issues should be raised with the Member Services team or the Committee Chair.

Every quarter

Stalled Sites Fund (formerly Catalysed Stalled Sites CaSS)	An update briefing will be circulated to the Committee on this funding programme that aims to help progress the development of sites for housing and employment use within the County, which require further work or funding to establish their viability for development.	March / April 2019
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Enquiries: Member Services Team Author: Martin Jenks, Senior Democratic Services Advisor Telephone: 01273 481327 Email: martin.jenks@eastsussex.gov.uk Access agendas and minutes of the Place Scrutiny Committee:	Version number: v.1
Accessibility help Zoom in or out by holding down the Control key and turning the mouse wheel. CTRL and click on the table of contents to navigate. Press CTRL and Home key to return to the top of the document. Press Alt-left arrow to return to your previous location.	

Page 1

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EAST SUSSEX COUNTY COUNCIL'S FORWARD PLAN

The Leader of the County Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a key decision by the Cabinet or individual Cabinet member in the period covered by the Plan (the subsequent four months). The Council's Constitution states that a key decision is one that involves

- (a) expenditure which is, or the making of savings which are, significant having regard to the expenditure of the County Council's budget, namely above £500,000 per annum; or
- (b) is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions.

As a matter of good practice, the Council's Forward Plan includes other items in addition to key decisions that are to be considered by the Cabinet/individual members. This additional information is provided to inform local residents of all matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

For each decision included on the Plan the following information is provided:

- Page 13
- the name of the individual or body that is to make the decision and the date of the meeting
 - the title of the report and decision to be considered
 - groups that will be consulted prior to the decision being taken
 - a list of other appropriate documents
 - the name and telephone number of the contact officer for each item.

The Plan is updated and published every month on the Council's website two weeks before the start of the period to be covered.

Meetings of the Cabinet/individual members are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the website in advance of meetings. For further details on the time of meetings and general information about the Plan please contact Andy Cottell at County Hall, St Anne's Crescent, Lewes, BN7 1UE, or telephone 01273 481955 or send an e-mail to andy.cottell@eastsussex.gov.uk.

For further detailed information regarding specific issues to be considered by the Cabinet/individual member please contact the named contact officer for the item concerned.

EAST SUSSEX COUNTY COUNCIL
 County Hall, St Anne's Crescent, Lewes, BN7 1UE

For copies of reports or other documents please contact the officer listed on the Plan or phone 01273 335274.

FORWARD PLAN – EXECUTIVE DECISIONS (including Key Decisions) –1 June 2018 TO 30 September 2018

Additional notices in relation to Key Decisions and/or private decisions are available on the [Council's website](#).

Cabinet membership:

Councillor Keith Glazier - Lead Member for Strategic Management and Economic Development

Councillor David Elkin – Lead Member for Resources

Councillor Bill Bentley – Lead Member for Communities and Safety

Councillor Rupert Simmons – Lead Member for Economy

Councillor Nick Bennett – Lead Member for Transport and Environment

Councillor Carl Maynard – Lead Member for Adult Social Care and Health

Councillor Sylvia Tidy – Lead Member for Children and Families

Councillor Bob Standley – Lead Member for Education and Inclusion, Special Educational Needs and Disability

Date for Decision	Decision Taker	Decision/Key Issue	Decision to be taken wholly or partly in private (P) or Key Decision (KD)	Consultation	List of Documents to be submitted to decision maker	Contact Officer
13 Jun 2018	Lead Member for Adult Social Care and Health	The continuation of partnership arrangements with Sussex Partnership NHS Foundation Trust (SPFT) in respect of the Mental Health (Forensic) Service 1) To enter into partnership arrangements with SPFT under section 75 of the NHS Act 2006 ('s.75 Agreement') relating to Mental Health (Forensic) services; and 2) To delegate authority to the Director of Adult Social Care and Health to take any actions arising from	Open		Report, other documents may also be submitted	Keith Hinkley

		the partnership arrangements including any variations to the s.75 Agreement.				
18 Jun 2018	Lead Member for Transport and Environment	Alexandra Park and St Helen's Road cycle route review To report the outcome of a feasibility study to consider an alternative route alignment on St Helen's Road, as requested by the Lead Member	Open <i>KEY</i>	Hastings Borough Council information exercise June 2015	Report, other documents may also be submitted	Tracey Vaks
18 Jun 2018 Page 15	Lead Member for Transport and Environment	Notice of Motion - phase out the use of diesel vehicles by 2025 To consider a Notice of Motion proposed by Councillor Grover before its consideration by the County Council	<i>KEY</i>		Report, other documents may also be submitted	Andy Arnold 01273 481606
18 Jun 2018	Lead Member for Transport and Environment	Hailsham Polegate Eastbourne Movement and Access Corridor - consultation outcomes To consider the outcomes of the consultation undertaken on Phase 1 of the Hailsham Polegate Eastbourne Movement an Access Corridor and recommend how the scheme will be taken forward	<i>KEY</i>		Report, other documents may also be submitted	Jon Wheeler 01273 482212
21 Jun 2018	Lead Member for Communities and Safety	Ceremony packages at Lewes Register Offices To examine ceremony package offerings available at Lewes Register Office, including the fee structure			Report, other documents may also be submitted	Steve Quayle

26 Jun 2018	Cabinet	Adult Social Care and Health Reconciling Policy, Performance and Resources (RPPR) Consultation To provide Cabinet with the outcomes of the public consultation and Equalities Impact Assessments undertaken on the proposals to make financial savings from the Department's budget in order to make decisions on whether proposals will be implemented. Cabinet will also receive recommendations for the allocation of the additional non-recurring grant for Adult Social Care of £1.6m, announced in February 2018 by central Government.	Open <i>KEY</i>	Consultation has been undertaken with members of the public and with clients, carers, staff, independent providers and key stakeholders who are affected by the proposals	Report, other documents may also be submitted	Samantha Williams
26 Jun 2018 Page 16	Cabinet	Ashdown Forest Trust's Income and Expenditure Account To consider the Ashdown Forest Trust Income and Expenditure Account and Balance sheet for 2017/18	Open		Report, other documents may also be submitted	Andy Fowler
26 Jun 2018	Cabinet	Council Monitoring: Quarter 4 2017/18 To consider the end of year (quarter 4) Council Monitoring report for 2017/18.	Open		Report, other documents may also be submitted	Jane Mackney 01273 482146
26 Jun 2018	Cabinet	Household Waste Recycling Site (HWRS) Service Review 2017/18 To consider the outcome of the public consultation on possible changes to the Household Waste Recycling Site (HWRS) Service and to seek Cabinet approval to implement a revised HWRS Service.	Open <i>KEY</i>		Report, other documents may also be submitted	Anthony Pope
26 Jun 2018	Cabinet	Rother District: initial approval for	Open	Key stakeholders.	Report, other	Mike Horton

		application to be made to the Department for Transport for Civil Parking Enforcement powers To ratify decision made by Rother district council's Cabinet in support of the County Council making an application for Civil Parking Enforcement	<i>KEY</i>	Traffic Regulation Order process	documents may also be submitted	
26 Jun 2018	Cabinet	Transport for the South East (TfSE) To update Cabinet on the ongoing development of Transport for the South East (TfSE).	Open		Report, other documents may also be submitted	Mark Valleley
26 Jun 2018 Page 17	Lead Member for Education and Inclusion, Special Educational Needs and Disability	Post 16 Transport Statement 2018-19 To approve the Post 16 Transport Statement for the 2018-19 academic year	Open		Report, other documents may also be submitted	Ian Crudge 0300 3309472
26 Jun 2018	Lead Member for Education and Inclusion, Special Educational Needs and Disability	To seek Lead Member approval to lower the age range at Langney Primary School To seek Lead Member approval to lower the age range at Langney Primary School to enable the school to take 2 year olds in their current nursery provision	Open	Local Member	Report, other documents may also be submitted	Jane Spice
10 Jul 2018	Leader and Lead Member for Strategic Management and Economic Development	Local Growth Fund - 2017/18 Financial Year statement To approve the Local Growth Fund spend for 2017/18 and the forecast for 2018/19	<i>KEY</i>		Report, other documents may also be submitted	Ben Hook

16 Jul 2018	Lead Member for Transport and Environment	Proposed pedestrian crossing in Belgrave Road, Seaford To consider feedback received in response to a local consultation on a proposal to introduce a pedestrian crossing and determine whether the scheme should continue.	Open	Local residents, school community	Report, other documents may also be submitted	Andrew Keer 01273 336682
16 Jul 2018	Lead Member for Transport and Environment	Allocation of the 2018/19 Community Match Funding to a number of community led local transport schemes To seek approval of the proposed allocation of match funding to a number of community led transport improvement schemes	Open <i>KEY</i>	Draft circulated to all Members, and cross party Member Panel to consider draft schemes.	Report, other documents may also be submitted	Sarah Valentine
16 Jul 2018 Page 18	Lead Member for Transport and Environment	Adoption of the Well-Managed Highway Infrastructure Code of Practice To ensure the County Council applies the Code to promote the integrated asset management approach to Highways			Report, other documents may also be submitted	Karl Taylor
16 Jul 2018	Lead Member for Transport and Environment	Countryside Access Strategic Commissioning Strategy: progress update and approach for decision making The approach for deciding on the best solution for the future management of the East Sussex County Council countryside sites	Open	The Countryside Access Strategy has previously been consulted on	Report, other documents may also be submitted	Andrew Le Gresley
16 Jul 2018	Lead Member for Transport and Environment	Petition for a pedestrian crossing on Battle Hill, Battle To set out the County Council position on pedestrian improvements for Battle Hill,	Open		Report, other documents may also be submitted	Andrew Keer 01273 336682

		Battle				
17 Jul 2018	Cabinet	Internal Audit Annual Report and Opinion 2017/18 To consider the Internal Audit Services annual report and opinion for 2017/18, including the monitoring report for Quarter 4.	Open		Report, other documents may also be submitted	Russell Banks 01273 481447
17 Jul 2018	Cabinet	Reconciling Policy, Performance and Resources (RPPR) - State of the County 2018 To begin the Reconciling Policy, Performance and Resources (RPPR) process for 2019/20 and beyond.	Open <i>KEY</i>		Report, other documents may also be submitted	Jane Mackney 01273 482146
26 Jul 2018	Lead Member for Communities and Safety	Petition - reduced speed limit in Stonestile Lane, Hastings To consider the petition submitted to the County council on 15 May 2018			Report, other documents may also be submitted	Victoria Bartholomew 01424 724284
26 Jul 2018	Lead Member for Communities and Safety	Petition - Traffic Problems in Burwash Village To consider the petition to request the implementation of safety measures, submitted to the County Council on 15 May 2018.			Report, other documents may also be submitted	Helen Pain
18 Sep 2018	Cabinet	Council Monitoring: Quarter 1 2018/19 To consider the Council Monitoring report for the first quarter of the financial year 2018/19.	Open		Report, other documents may also be submitted	Jane Mackney 01273 482146

