



GOVERNANCE COMMITTEE

TUESDAY, 27 JUNE 2023

10.30 AM OR AT THE CONCLUSION OF CABINET WHICHEVER IS THE LATER COUNCIL CHAMBER, COUNTY HALL, LEWES

MEMBERSHIP - Councillor Keith Glazier (Chair)
Councillors Nick Bennett, Bob Bowdler, Chris Collier and David Tutt

A G E N D A

1. Minutes of the meeting held on 18 April 2023 (*Pages 3 - 4*)
2. Apologies for absence
3. 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.
4. 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.
5. Scrutiny Activity Update (*Pages 5 - 38*)
Report by the Assistant Chief Executive
6. Change in Committee membership: Corporate Parenting Panel (*Pages 39 - 40*)
Report by the Assistant Chief Executive
7. Appointments to Committees: Standards Committee and Planning Committee (*Pages 41 - 42*)
Report by the Assistant Chief Executive
8. Appointments to Outside Bodies: Local Government Association's General Assembly (*Pages 43 - 44*)
Report by the Assistant Chief Executive
9. Appointments to Outside Bodies: Police and Crime Panel (*Pages 45 - 46*)
Report by the Assistant Chief Executive
10. Appointments to Outside Bodies: Joint Waste and Recycling Committee (*Pages 47 - 48*)
Report by the Assistant Chief Executive
11. Any other items previously notified under agenda item 4

PHILIP BAKER
Assistant Chief Executive
County Hall, St Anne's Crescent
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19 June 2023

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GOVERNANCE COMMITTEE

MINUTES of a meeting of the Governance Committee held at Council Chamber, County Hall, Lewes on 18 April 2023.

PRESENT Councillors Keith Glazier (Chair), Nick Bennett, Chris Collier, David Tutt and Bob Bowdler

ALSO PRESENT Councillors Colin Belsey, Penny di Cara, Philip Lunn, Wendy Maples and Colin Swansborough

47. MINUTES OF THE MEETING HELD ON 7 MARCH 2023

47.1 RESOLVED – that the minutes of the previous meeting of the Committee held 7 March 2023 be confirmed and signed as a correct record.

48. REPORTS

48.1 Copies of the reports referred to below are included in the minute book.

49. APPOINTMENT OF MEMBERS TO COMMITTEES, SUBCOMMITTEES AND OTHER BODIES

49.1 The Committee considered a report by the Assistant Chief Executive on the appointment of members to committees, sub-committees, panels and other bodies.

49.2 The following amendment was moved by Councillor Tutt and was seconded:

The Scrutiny Committees should each be chaired by a member of the opposition.

49.3 The amendment was lost (by 3 votes to 2)

49.4 The Committee RESOLVED to recommend to County Council to allocate to political and independent groups the places on, and membership of:

(1) The main committees in the revised appendix 1 of the report;

(2) other committees and panels listed in Appendix 2 of the report; and

(3) Chair and Vice Chair positions on Scrutiny Committees and other Committees as set out below:

Committee	Chair	Vice-Chair
Regulatory	Conservative	
People Scrutiny Committee	Conservative	Liberal Democrat
Place Scrutiny Committee	Conservative	Green
Audit Committee	Liberal Democrat	Conservative

Health Overview and Scrutiny Committee	Conservative	Labour
Governance Committee	Conservative	
Planning Committee	Conservative	Conservative
Pension Committee	Conservative	
Standards Committee	Conservative	

50. PERSONAL SAFETY OF COUNCILLORS

50.1 The Committee considered a report from the Assistant Chief Executive on the personal safety of councillors and to inform them of the LGA's 'Debate not Hate' campaign.

50.2 The Committee RESOLVED to:

(1) note the measures currently in place to support councillors; and

(2) sign the Local Government Association's 'Debate not Hate' public statement on behalf of the Council

51. PENSION BOARD APPOINTMENTS

51.1 The Committee considered a report by the Chief Finance Officer on the appointments to the East Sussex Pension Fund Pension Board.

51.2 The Committee RESOLVED to:

(1) reappoint Ray Martin as Chair of the Pension Board for a period of 4 years (24 April 2023 to 23 April 2027); and

(2) Appoint Tim Oliver as an Employer Representative on the Pension Board for a period of 4 years (2 April 2023 to 23 April 2027).

Report to:	Governance Committee
Date of meeting:	27 June 2023
By:	Assistant Chief Executive
Title:	Scrutiny Activity Update
Purpose:	To provide an overview of scrutiny activity being undertaken by the People, Place and Health Overview Scrutiny Committees and an update on the work of the Audit Committee.

RECOMMENDATIONS: The committee is recommended to note the updates on scrutiny and Audit Committee activity and the work programmes at appendices 1-4.

1 Background

1.1 These regular reports aim to provide a summary of scrutiny activity across the People, Place and Health Overview Scrutiny Committees and the work of the Audit Committee to support the visibility to all Members of the wide range of work being undertaken by the scrutiny and Audit committees. During 2022 the reports were prepared quarterly. In December 2022 the committee agreed to amend the reporting interval to six monthly to allow scrutiny activity to develop further between updates.

1.2 This report outlines developments since the last update in December, particularly arising from the committee meetings held in late November/December 2022 (which were not covered by the previous report) and in March 2023. The ongoing work programmes for the committees are attached at appendices 1-4. An overview of planned Scrutiny Review and Reference Group activity over the coming months across the three scrutiny committees is attached at appendix 5.

1.3 To support the overall effectiveness of the Council's scrutiny work, a scrutiny leadership workshop was held in December 2022 for Chairs and Vice-Chairs to consider effective strategic leadership of the scrutiny work programme. This was followed, in March 2023, by questioning skills training open to all Members.

2 People Scrutiny Committee

2.1 The committee's latest work programme (attached at appendix 1) captures the full range of activity underway or planned. Key elements are outlined below.

Committee meetings

2.2 The committee met on 17 November 2022 to consider:

- **Adult Social Care workforce update** – the committee received an update on the Adult Social Care Workforce Programme (2022-2025) including the latest Skills for Care data on the East Sussex care workforce. The committee asked about the number of local posts in social care, high vacancy and turnover rates and the high turnover of managers, recruitment methods, the use of exit interviews, staff training, and pay and support for the independent sector workforce.
- **Elective Home Education (EHE) in East Sussex** – the committee received a report on work the Department undertook to meet the Council's statutory requirements relating to EHE children, including its response to an increase in EHE children in East Sussex. The committee asked about areas with high numbers of EHE children, ensuring EHE children receive appropriate education, educational performance of EHE children, school budget pressures, support for parents, support for EHE children with special educational needs or

disability (SEND) and legislative changes. The committee asked the Lead Member for Education, Inclusion and SEND to write to the Secretary of State for Education or Schools Minister to ask for assurance the Schools Bills would contain anticipated powers to create a register of children not in school.

- **Reconciling Policy, Performance and Resources (RPPR) update** – the committee considered a range of existing information on the services within its remit to provide an overview of the current situation before reviewing draft plans for the coming year at its RPPR Board. Members were also able to ensure that key areas of interest were reflected in the committee’s work programme.
- **Work programme update** – the committee considered feedback from scrutiny activity undertaken since the September committee and agreed updates to the work programme.

2.3 The Committee held a further short meeting in December 2022 to agree the report of its Scrutiny Review of the use of technology and digital in Adult Social Care which enabled the report, and the departmental response to recommendations, to be considered by Cabinet in January and Council in February.

2.4 In March 2023 the committee met to consider:

- **Armed Forces Covenant** – the committee received an update on the work undertaken by the Council on the Armed Forces Covenant, including its recent application for Gold Accreditation under the Defence Employment Recognition Scheme. The committee asked questions about levels of engagement with the Armed Forces Covenant in local areas, support for families of Armed Forces personnel or veterans, employment support for veterans and noted the role of South East Reservice Forces and Cadets.
- **Standing Advisory Committee on Religious Education (SACRE) Annual Report** – the committee received a report on the recent work of SACRE including the introduction of a new syllabus. The committee asked questions about collective worship, the diversity of SACRE members and future funding options for SACRE.
- **RPPR update** – the committee reviewed its input to the 2022/23 RPPR cycle and ensured that key areas of interest were reflected in the committee’s ongoing work programme.
- **Work programme update** – the committee considered feedback from scrutiny activity undertaken since the November committee, agreed updates to the work programme, including agreeing to progress with a Scrutiny Review of school exclusions and to convert the Prevention in Children’s Services Review to a Reference Group.

2.5 Future committee agenda items, to be considered in July 2023, include:

- The final report of the committee’s Scrutiny Review of Equalities and Inclusion in Adult Social Care and Health (ASCH).
- An update on Schools White Paper reforms.
- An update on the Use of Digital and Technology in ASCH Review – a six month monitoring report on progress with the action plan.
- Commencement of the committee’s work on the 2023/24 RPPR process.

Reference Groups and Briefings

2.6 In December, the committee held its annual RPPR Board meeting to consider draft portfolio plans for the ASCH and Children’s Services departments, and the latest information on the emerging financial outlook for the Council. The Board agreed comments to put forward to Cabinet for consideration in January 2023.

2.7 People Scrutiny Reference Groups have continued their work to provide Member input to areas of work being led by departments:

- **Loneliness and Resilience** Reference Group (membership: Councillors Clark, Geary, Howell, Maples, Ungar (Chair) and Webb). This group held its final meeting in November, having provided ongoing Member input to Public Health-led work to consider the impact of loneliness on East Sussex residents over the previous 18 months. The meeting considered the project’s final recommendations and next steps and agreed to report the

Group's support for the recommendations made by Collaborate Community Interest Company to the committee. Progress with the work will be reported to the full committee at a future meeting.

- Health and Social Care Integration Programme (HASCIP) Reference Group** (membership: Councillors Clark, di Cara, Geary (Chair), Ungar and Webb). This group meets as required to review the latest developments in local health and social care integration. The Group met in November to review the draft joint Sussex Integrated Care Strategy prior to its consideration by the Lead Member for Strategic Management and Economic Development and the Health and Wellbeing Board. The Group agreed comments to be reported to the Lead Member, including overall support for the strategy, particularly its priorities to develop and support the health and care workforce and to maximise use of digital technology. Members also supported recommendations to the Lead Member with regard to strengthening the importance of Place within the strategy. The Reference Group met again earlier in June to consider the draft strategy implementation plan. The Group agreed comments to be reported to the Lead Member, including overall support for the content, priorities and milestones and welcoming the place-based governance arrangements and inclusion of a focus on children and young people.
- Educational Attainment and Performance Reference Group** (membership: Councillors Field (Chair), Howell, Adeniji and Nicola Boulter – Parent Governor Representative). This group meets annually to provide the Committee with an opportunity to have a focused approach to reviewing results and trends. The Group met in March to consider the first full set of attainment results since Covid. Members discussed the role of Educational Improvement Partnerships (EIPs), results for children with Education, Health and Care Plans (EHCPs), increasing pressures on schools to support children with complex needs including pupils with SEND, and impacts of local challenges, especially in the Hastings area. The committee agreed the department was working to support schools through a range of challenges.

2.8 The committee agreed in March to convert a planned Scrutiny Review on prevention in Children's Services into a Reference Group in order to provide regular and timely input into key projects and programmes which are under development and progressing at pace. The group is expected to consider work to develop preventative approaches including Family Hubs and the Family Safeguarding model, providing ongoing scrutiny challenge. The first meeting will be held on 29 June 2023. Membership of the Reference Group is Councillors Adeniji, Howell (Chair), Field and John Hayling (Parent Governor Representative).

Scrutiny Reviews

2.9 The committee's programme of Scrutiny Reviews is currently as follows:

<p>Use of technology and digital in Adult Social Care</p>	<p>This review, covering the ASCH Department's work to encourage greater use of self-service and digital services, concluded in November and reported to the committee in December. The report and action plan in response to the recommendations were subsequently considered by Cabinet in January and agreed by Council in February. The committee will receive updates on progress with the recommendations approximately six and 12 months on from the final report.</p> <p>Review Board membership was Councillors di Cara (Chair), Geary and Maples.</p>
<p>Adult Social Care Equalities and Inclusion</p>	<p>The committee agreed in 2022 to proceed with a review to consider work underway to define and engage with seldom heard groups and assess whether residents of all backgrounds know how to access and have confidence in ASCH services. This review is currently underway and due to report to the committee in July. Evidence gathering to date has covered identifying who seldom heard groups are, barriers to accessing services and building trust with communities.</p> <p>Review Board membership is Councillors di Cara, Geary, Ungar (Chair) and</p>

	Webb.
School exclusions	This topic had completed initial scoping and terms of reference for a full Review had been agreed prior to Covid. A re-scoping Board took place in January 2023 and heard that, whilst the number of East Sussex permanent exclusions had reduced in all schools combined (primary, secondary and special) to below the national average, suspension rates for all schools combined remained above the national average. There are current concerns that vulnerable pupils, including those with SEND and eligible for free school meals, remain more likely to be suspended than their peers; and that there have been an increasing number of decisions to exclude very young children at primary phase. The Scoping Board agreed the topic remained appropriate for a Scrutiny Review and updated the Terms of Reference. The review has recently begun and is aiming to report to the November 2023 committee meeting.
School attendance	<p>The committee undertook scoping during 2022 for a potential review of school attendance to understand more about the drivers of school absences, the impact of school absences on children and young people, the work the Children's Services Department is undertaking in response, and whether there are areas where scrutiny could make recommendations for change or improvement.</p> <p>The Scoping Board concluded that a review of this area would be beneficial but, in light of pressures on schools arising from Covid and the impact of ongoing Covid disruption on attendance rates, agreed to defer proceeding with this review until 2023 when there would be a clearer understanding of the long-term impact of the pandemic on school absences. In the interim, an update on school attendance data was reported to the November 2022 committee meeting. This review is expected to follow on from the school exclusions review.</p>

3 Place Scrutiny Committee

3.1 The committee's current work programme (attached at appendix 2) outlines the full range of activity underway or planned. Key elements are described below:

Committee meetings

3.2 The committee met on 24 November 2022 to consider reports on:

- **Southern Water Storm Overflows and Sewage Discharges** – Members received a report and presentation from Southern Water on their plans to reduce their use of Storm Overflows and sewage discharges from combined sewer overflows (CSOs). The committee noted the work being undertaken by Southern Water to meet their target of reducing the use of storm overflows/CSOs by 80% by 2030. The committee also noted written responses from the Environment Agency and Ofwat.
- **RPPR** – as with People Scrutiny, the Place Committee considered a range of existing information on the services within its remit to provide an overview of the current situation before reviewing draft plans for the coming year at its RPPR Board. Members were also able to ensure that key areas of interest were reflected in the committee's work programme.
- **Work programme update** – the committee considered feedback from scrutiny activity undertaken since the September committee meeting, agreed the updated work programme, and agreed the addition of an update report from Southern Water in November 2023. The committee also agreed to establish a scoping board to look at scrutiny input into Economic Development projects (subsequently the Committee has agreed to form a Reference Group on the East Sussex Economic Growth Strategy that will encompass this topic – see paragraph 3.7 below).

3.3 The committee met again on 28 March 2023 to consider reports on:

- **Scrutiny Review of Procurement: Social Value and Buying Local** – to agree the report of the Review Board.
- **Community Asset Transfers (CAT) and Asset Use** – to consider a report on the Council’s policy and processes for community asset transfers and asset disposal and use.
- **Food Waste Environment Act 2021 requirements** – a report on the implications for the Council of the requirement in the Environment Act 2021 for councils to provide a food waste collection service.
- **RPPR update** – the committee reviewed its input to the 2022/23 RPPR cycle and ensured that key areas of interest were reflected in the committee’s ongoing work programme.
- **Work programme update** - the committee agreed to proceed with a Scrutiny Review of Pothole Management. It also agreed to establish a Reference Group to provide scrutiny input into the development of the East Sussex Economic Growth Strategy and to add update reports on the SPACES programme, updated CAT policy and food waste collection.

3.4 Future committee agenda items include:

- Commencement of the committee’s work on the 2023/24 RPPR process.
- Reports on the Library and Information Service and Rights of Way Team to explore current service issues and performance.
- An update report from Southern Water on the use of storm overflows and sewage discharges, including views from the regulators Ofwat and the Environment Agency if possible.

Briefings and Reference Groups

3.5 The **Climate Emergency Action Plan (CEAP)** Working Group (membership: Councillors Julia Hilton, Ian Hollidge, Stephen Holt, Eleanor Kirby-Green and Paul Redstone (Chair)), has completed its work on the updated corporate Climate Emergency Plan 2023-25 and provided a summary report of the work carried out by the Working Group to the other Place Scrutiny Committee Members. The updated corporate Climate Emergency Plan 2023-25 was agreed by Cabinet on 24 January 2023 and reported to Council at the meeting on 7 February 2023.

3.6 The **Local Transport Plan (LTP) 4** Reference Group (membership: Councillors Beaver, Collier, Hilton, Hollidge, Holt, Lunn, Redstone (chair) and Stephen Shing) has started engagement work with officers and the council’s transport consultants Steer on the key stages of the development of the revised LTP. The Group has held four workshop meetings and has reviewed the engagement plan for the LTP, commented on the key drivers for change, areas of uncertainty and the Group has also undertaken work on developing alternative scenarios for the LTP. Future work will be focused on the development of a preferred scenario and vision for the LTP, and the policy interventions needed to deliver the LTP. The Reference Group is meeting regularly through the summer to continue its work and review the feedback from the public consultation on the draft LTP.

3.7 **East Sussex Economic Growth Strategy.** The Committee has agreed to form a Reference Group to provide scrutiny input into the development of the strategy in response to the Committee’s request to have scrutiny involvement in the development process for economic development projects, which will be guided by the strategy. The membership of the Reference Group and terms of reference are to be agreed.

Scrutiny Reviews

3.8 The committee’s current active scrutiny reviews are as below:

Procurement	The Scrutiny Review of Procurement: Social Value and Buying Local has been completed and the report of the Review Board was agreed by the Place Scrutiny Committee in March. The review and the department’s response to the recommendations were considered by Cabinet in April and agreed by Council on 9 May. The committee will receive updates on progress with the recommendations approximately six and 12 months on from the final report.
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Pothole management	The Scoping Board (membership Councillors Beaver, Hollidge (Chair), Kirby-Green and Lunn) met in February and agreed to recommend a review is undertaken on pothole management to look at what more can be done to tackle the issue of pothole repairs. The terms of reference for the review and membership of the Review Board (Councillors Beaver, Hilton, Hollidge (Chair), Kirby-Green and Lunn) were agreed by the Place Scrutiny Committee on 28 March. The review began in late May (following the commencement of the new highways maintenance contract) with a view to reporting to the November 2023 Committee meeting.
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4 Health Overview and Scrutiny Committee (HOSC)

4.1 Key work priorities for HOSC are set out in the attached work programme (appendix 3) with highlights below:

Committee meetings

4.2 The HOSC met on 15 December 2022 to consider reports on:

- **NHS Sussex Winter Plan** – The Winter Plan sets out the plans as a health and social care system for the period October 2022 to April 2023. It covered programmes aimed at tackling the main pressures over the winter period including industrial action by staff.
- **Reconfiguration of Cardiology Services** – the committee considered a final report from NHS Sussex on the reconfiguration of cardiology services following the substantial variation review undertaken by the Committee (detail below).
- **Reconfiguration of Ophthalmology Services** - the committee considered a final report from NHS Sussex on the reconfiguration of ophthalmology services following the substantial variation review undertaken by the Committee (detail below).
- **Primary Care Access and next steps in integrating Primary Care** – the committee considered a report on the provision of GP services and access to NHS Dentistry, including a report from Healthwatch East Sussex, following a referral of this issue from the Health and Wellbeing Board.
- **HOSC future work programme** – the committee considered its future work programme priorities and agreed to add an update report on the Winter Plan to the agenda for the March 2023 meeting; add an update report on access to GP services and access to NHS Dentistry; and include a report on Patient Transport Services in the work programme.

4.3 The committee met again on 2 March 2023 to consider:

- **NHS Sussex Winter Plan update** – the committee received an update on how services were coping with the unprecedented pressures the NHS and system had been experiencing including over the Christmas and New Year period and during the industrial action by hospital and ambulance service staff.
- **Proposed changes to Children's Specialist Cancer Services - Principal Treatment Centre (PTC)** – the committee received a report from NHS England on the proposed changes to the PTC in London that provides services to children from East Sussex diagnosed with cancer. The committee determined that the proposal did not constitute a substantial variation for East Sussex but agreed to work with other HOSCs in the region to comment on the proposals.
- **New Elective Surgery Hub at Eastbourne District General Hospital (EDGH)** – the committee received a report from NHS Sussex on the proposal to create a new Elective Surgery Hub. The committee agreed that the proposal did not constitute a substantial variation and supported the proposal which will provide additional capacity for minor surgical procedures for residents in East Sussex and across the system.
- **Primary Care Networks (PCNs), Emotional Wellbeing Services and Mental Health Funding** – This report provided the committee with information on PCNs in East Sussex, the work they are carrying out, and the provision of primary care mental health services within GP practices.

- **HOSC future work programme** – the committee considered its future work programme priorities and agreed to add a further update report on the NHS Sussex Winter Plan; an update report on the implementation of the transport and access recommendations from the cardiology and ophthalmology transformation reviews; and an update report on PCNs at the September 2023 meeting. Update reports on the proposals for changes to Children's Specialist Cancer Services and the development of the new Elective Surgery Hub are also to be received by HOSC at an appropriate time.

4.4 Key future committee agenda items include:

- An update report on the Child and Adolescent Mental Health Service (CAMHS) from Sussex Partnership NHS Foundation Trust.
- An update report on hospital handovers and the South East Coast Ambulance Trust (SECamb) Care Quality Commission inspection.
- Proposals to move adult burn services from Queen Victoria Hospital in East Grinstead to a major trauma centre in the south east (timing dependent on NHS England).
- Proposals to re-procure the Sexual Assault Referral Centres in Sussex (timing dependent on NHS England).

Reference Groups and briefings

4.5 The committee will be involved in further engagement work with NHS England and other HOSCs on the proposals for changes to children's specialist cancer services.

Scrutiny Reviews

4.6 HOSC has been focused on completing the following substantial variation to services reviews:

Cardiology	<p>The committee has completed its work on the substantial variation review of proposals for the reconfiguration of cardiology services provided by East Sussex Health NHS Trust (ESHT).</p> <p>The HOSC considered a report at the 15 December 2022 meeting from NHS Sussex on the final Decision Making Business Case (DMBC) which included all the recommended actions from the HOSC review.</p> <p>The HOSC agreed that the proposals, which include the single siting of cardiology catheter labs and specialist cardiology at Eastbourne District General Hospital (DGH) is in the best interests of health services locally. A follow up report on the implementation of the travel and access measures has been requested by the committee.</p>
Ophthalmology	<p>The committee has completed its work on the substantial variation review of proposals to reconfigure ophthalmology services provided by ESHT.</p> <p>The HOSC considered a report at the 15 December 2022 meeting from NHS Sussex on the final DMBC which included all the recommended actions from the HOSC review.</p> <p>The committee agreed that proposals for reconfiguration of ophthalmology services provided by ESHT, which includes the location of day case and outpatient ophthalmology services at Bexhill Hospital and Eastbourne DGH, is in the best interests of health services locally.</p> <p>As with the cardiology substantial variation review, the committee has requested a follow up report on the implementation of the travel and access measures.</p>

4.7 HOSC will consider further topics for detailed review later in the year, which will include any further substantial variations to services proposed by the local NHS.

Other Issues

4.8 A joint training session with the West Sussex and Brighton & Hove HOSCs is being arranged to consider the implications for the committees of the Health and Care Act 2022, including the replacement of East Sussex Clinical Commissioning Group with the NHS Sussex Integrated Care Board (ICB), the creation of the Sussex Integrated Care System (ICS), and the effect of regulations that allow the Secretary of State to intervene in local service reconfigurations on HOSC's powers to refer decisions to the Secretary of State. The session is planned for Friday 7 July at County Hall and will also cover the implications of the Hewitt Review of ICSs. The session will include how HOSCs and ICSs are expected to work together and the role of the HOSCs in scrutinising the Sussex ICS and the NHS Sussex Integrated Care Strategy.

5 Audit Committee

5.1 The committee's future areas of focus are set out in the work programme attached at appendix 4.

Committee meetings

5.2 The Audit Committee met on 18 November 2022 and 31 March 2023 to discuss reports on:

- Review of Annual Governance Report and 2021/22 Statement of Accounts
- Review of Annual Pension Fund Governance Report and 2021/22 Statement of Accounts
- Treasury Management – Stewardship Report 2021/22
- Internal Audit Progress Report – Quarter 2 2022/23
- Annual update on Property Investment Strategy
- Auditor's Annual (Value For Money) Report on East Sussex County Council 2021/22
- External Audit Progress Update 2021/22
- Internal Audit Progress Report – Quarter 3 2022/23
- Internal Audit Strategy and 2023/24 Annual Audit Plan
- Orbis Internal Audit – Independent External Assessment Report
- Strategic Risk Monitoring Quarter 3 2022/23
- Audit Committee Modernising Back Office Systems (MBOS) Sub-Group Update
- Audit Committee work programme

5.3 The committee's future agenda items include the usual quarterly consideration of Internal Audit reports and the Strategic Risk Register, together with the External Audit Plan 2022/23, External Audit Plan for East Sussex Pension Fund 2022/23, Assessment of the Corporate Governance Framework and Annual Governance Statement for 2022/23, Follow-Up Audits in Communities, Economy and Transport, Co-opted Independent Members on the Audit Committee, Annual Audit Letter 2020/21 and Counter Fraud Annual Report.

Briefings and working groups

5.4 A training session was provided to the committee on 31 March 2023 covering a 'deep dive' of risk management framework and governance of strategic risk 12 – Cyber.

5.5 The final meeting of the Working Group which provided oversight of the Modernising Back Office Systems (MBOS) programme implementation was held on 22 November 2022 and discussed the project's progress and the movement of the 'go live' date to be later within the 2023/24 financial year. The Working Group resolved to receive a monthly written update from the MBOS Programme Manager regarding the progression of the MBOS Programme.

6 Conclusion and reasons for recommendations

6.1 This report provides an overview of recent scrutiny and Audit Committee work and a look forward at planned activity for the committee to note. The next update will be in November 2023.

PHILIP BAKER
Assistant Chief Executive

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People Scrutiny Committee - Work Programme

Current Scrutiny Reviews		
Title of Review	Detail	Proposed Completion Date
ASC Equality and Inclusion	<p>The Committee has accepted the recommendation of the Initial Scoping Board that the Committee proceed with a review of this area, looking at how the Department engages with 'seldom heard' groups and whether residents of all backgrounds know how to access ASC services.</p> <p>Membership of the Review Board: Councillors di Cara, Geary, Ungar (Chair) and Webb.</p>	July 2023
School Exclusions	<p>The Committee has accepted the recommendation of the second Scoping Board that the Committee proceed with a review of this area, focusing on role the of the Council in reducing the levels of school exclusion in East Sussex, with a particular regard to vulnerable children and young people. The review will consider preventative strategies, the role of early help, appropriate responses to a child at risk of exclusion, the role of governors and clarity of messaging.</p> <p>Membership of the Review Board: Councillors Adeniji (Chair), Field, Howell, Maples and Nicola Boulter, Parent Governor Representative and John Hayling, Parent Governor Representative.</p>	November 2023
Initial Scoping Reviews		
Subject area for initial scoping	Detail	Proposed Dates
School Attendance	<p>The Committee heard at their 2021 work planning awayday that overall school absence and persistent absence rates across East Sussex are high, when compared to national and statistical neighbours; and that East Sussex has a significant number of children and young people deemed too ill to attend school due to anxiety and poor mental health, and increasing levels of Emotionally-Based School Avoidance.</p> <p>A scoping board meeting was held on 10 March 2022 and the Board agreed that although the subject was appropriate for a Scrutiny Review, as so much of the current situation regarding school absence rates in East Sussex was related to the ongoing impact of, and disruption from, the coronavirus pandemic, it was too early for the Committee to undertake a scrutiny review of school attendance.</p>	To be confirmed following a further short scoping board in 2023.

	<p>The Board therefore agreed that the review should commence in 2023 when we expect to have a clearer sense of the long-term impact of COVID on school absences. A further short scoping board meeting will be held in 2023 to build on issues discussed at the 2022 scoping board and draft Terms of Reference for this review.</p> <p>Membership of the Scoping Board: Cllrs Adeniji, di Cara, Field and Howell (Chair) and Nicola Boulter, Parent Governor Representative.</p>	
Suggested Potential Future Scrutiny Review Topics		
Suggested Topic	Detail	
Scrutiny Reference Groups		
Reference Group Title	Subject area	Meeting Dates
Prevention in Children's Services	<p>The committee agreed in March 2023 to convert a planned scrutiny Review on prevention in Children's Services into a Reference Group in order to provide regular and timely input into key project and programmes which are under development and progressing at pace. The group is expected to consider work to develop preventative approaches including Family Hubs and the Family Safeguarding model, providing ongoing scrutiny challenge. This Reference Group will continue its input at a meeting planned for late June.</p> <p>Membership of the Reference Group (TBC): Councillors Adeniji, Field, Howell (Chair) and John Hayling, Parent Governor Representative.</p>	Next meeting: 29 June 2023
Health and Social Care Integration Programme (HASCIP) Reference Group	<p>The Committee agreed to establish a Reference Group to monitor progress of the East Sussex Health and Social Care Integration Programme and identify areas for future scrutiny. It will review HASCIP progress reports provided to the Health and Wellbeing Board and meet on an ad hoc basis as required to consider issues arising in more detail.</p> <p>The group last met on 1 June 2023 to consider and comment on key elements of the Sussex Integrated Care Strategy Action Plan ahead of it being considered by the Lead Member for Strategic Management and Economic Development (LMSMED). The Group welcomed the plan and submitted comments to be considered with the report to LMSEMD.</p> <p>Membership of the group: Councillors Clark, di Cara, Geary (Chair), Ungar and Webb.</p>	Next meeting: TBC

Educational Attainment and Performance Scrutiny Reference Group	<p>The Committee agreed in June 2018 to establish a Reference Group to focus on reviewing data on educational attainment in East Sussex and related issues. The group meets on an annual basis.</p> <p>The Group met on 7 March 2023 to review the attainment data is for the 2021/22 academic year.</p> <p>Membership of the group: Councillors Adeniji, Field (Chair) and Howell and Nicola Boulter, Parent Governor Representative.</p>	Next meeting: 2024
Adult Social Care reforms Reference Group	<p>The Committee agreed at its 2022 work planning awayday to establish a Reference Group to consider the impact and implementation of the national Adult Social Care reforms. Implementation of the reforms was subsequently delayed in the 2022 Autumn Statement from October 2023 to October 2025 and the first meeting of the Group will take place closer to implementation.</p> <p>Membership of the group: Councillors di Cara, Geary and Ungar.</p>	First meeting: closer to implementation of the reforms in Oct 2025
Reconciling Policy, Performance and Resources (RPPR) Board	RPPR Board meets annually to agree detailed comments and any recommendations on the emerging portfolio plans and spending and savings proposals to be put to Cabinet on behalf of the scrutiny committee.	Next meeting: December 2023
Reports for Information		
Subject Area	Detail	Proposed Date
Market Sustainability Plan	At its September 2022 meeting the Committee asked to receive a copy of the Market Sustainability Plan once it was finalised. The report was circulated to the Committee on 22 February 2023.	Complete
Training and Development		
Title of Training/Briefing	Detail	Proposed Date
TBC		

Future Committee Agenda Items		Author
17 July 2023		
ASCH Equality and Inclusion Scrutiny Review	To consider the final report of the Review.	Councillor John Ungar, Chair of the Review Board
Implementation of Schools White Paper Reforms	The Committee requested at its July 2022 meeting an update in 12 months on progress with implementing reforms set out in the Schools White Paper. The white paper has been dropped by the current government and the reforms are not being implemented as planned. The Department will provide the Committee with an update on this including progress with academisation and attendance (both of which we are progressing outside of a formal legislative programme of reform).	Assistant Director, Education
Use of Digital and Technology in Adult Social Care and Health Scrutiny Review	6 month monitoring report on progress with the Review's recommendations.	Director of Adult Social Care and Health
Committee Work Programme	To manage the Committee's programme of work including matters relating to ongoing reviews, initial scoping boards, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Policy and Scrutiny Adviser
Reconciling Policy, Performance and Resources (RPPR)	To commence the Committee's involvement with the RPPR process for 2024/25 financial year by reviewing the information in the Quarter 4 (end of year) (2022/23) Council Monitoring report and the 2023 State of the County report.	Becky Shaw, Chief Executive
25 September 2023		
Committee Work Programme	To manage the Committee's programme of work including matters relating to ongoing reviews, initial scoping boards, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Policy and Scrutiny Adviser
Reconciling Policy, Performance and Resources (RPPR)	To continue the Committee's work on the RPPR process for 2024/25 financial year.	Becky Shaw, Chief Executive
Safeguarding Adults Board - Annual Report	The Safeguarding Adults Board (SAB) Annual Report outlines the safeguarding activity and performance in East Sussex during the previous financial year, as well as some of the main developments in place to prevent abuse from occurring.	Chair, Safeguarding Adults Board
Annual Review of Safer Communities	To update the Committee on performance in relation to Safer Communities in 2022/23 and the priorities and issues for 2023/24 that are highlighted in the Partnership Business Plan.	Assistant Director - Planning, Performance and Engagement

East Sussex Safeguarding Children Partnership (ESSCP) Annual Report	<p>Presentation of the annual report of the East Sussex Safeguarding Children Partnership.</p> <p>This report will include a progress update on the work of multi-agency exploitation coordinators as requested at the March 2022 Committee.</p>	Independent Chair, East Sussex Safeguarding Children Partnership
13 November 2023		
Committee Work Programme	To manage the Committee's programme of work including matters relating to ongoing reviews, initial scoping boards, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Policy and Scrutiny Adviser
Elective Home Education	The Committee requested at its November 2022 meeting an update on the work of the Elective Home Education service.	Assistant Director, Education
School Exclusions Scrutiny Review	Review into School Exclusions to be presented to the Committee	Councillor Sam Adeniji, Chair of the Review Board
Reconciling Policy, Performance and Resources (RPPR)	To continue the Committee's work on the RPPR process for 2024/25 financial year.	Becky Shaw, Chief Executive
March 2024		
Loneliness Stewardship Group	The Committee agreed at its December 2022 meeting to request an update on progress with partnership work to address loneliness, particularly on the work of the Stewardship Group established following the conclusion of the 'Community Wellbeing: Connected People and Places' Project.	Assistant Director – Planning, Performance and Engagement
Use of Digital and Technology in Adult Social Care and Health Scrutiny Review	12 month monitoring report on progress with the Review's recommendations.	Director of Adult Social Care and Health

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Place Scrutiny Committee – Work Programme

Current Scrutiny Reviews		
Title of Review	Detail	Proposed Completion Date
Scrutiny Review of Pothole Management	<p>A scrutiny review of Pothole Management which will focus on the Council's approach to repairing potholes and other highway defects which may affect vulnerable road users. The aim of the review is to examine what more can be done to tackle the issue of potholes in roads, which has been a focus of concerns expressed by residents.</p> <p>The Review Board will be comprised of Councillors Matthew Beaver, Julia Hilton, Ian Hollidge (Chair), Eleanor Kirby-Green and Philip Lunn.</p>	November 2023
Initial Scoping Reviews		
Subject area for initial scoping	Detail	Proposed Dates
To be agreed.		
List of Suggested Potential Future Scrutiny Review or Reference Group Topics		
Suggested Topic	Detail	
Climate Change	The Committee has agreed to consider establishing a scoping board to examine the Council's countywide work on climate change, which could look at countywide actions and how the Council works with other organisations (e.g. District and Borough councils) on this issue.	

Scrutiny Reference Groups		
Reference Group Title	Subject Area	Meetings Dates
Local Transport Plan (LTP4) – Reference Group	The Committee has formed a Reference Group to work alongside officers on the development of the revised Local Transport Plan (LTP 4) focussing on sustainable transport issues. It is taking part in a series of workshops on the development of the LTP4.	27 April, 24 May and then in July and September 2023.
East Sussex Economic Growth Strategy	The Committee has agreed to form a reference group to provide scrutiny input into the development of the Strategy in response to the Committee's request to have scrutiny involvement in the development process for economic development projects, which will be guided by the Strategy. The membership of the reference group and terms of reference is to be agreed.	To be agreed.
Reports for Information		
Subject	Detail	Proposed Date
Electric Vehicle (EV) Charging Points.	The Committee agreed to request a briefing on plans to develop and implement EV charging infrastructure in East Sussex.	To be agreed
Training and Development		
Title of Training/Briefing	Detail	Proposed Date
To be agreed.		

Future Committee Agenda Items		Author/Witnesses
14 July 2023		
Reconciling Policy, Performance and Resources (RPPR)	To commence the Committee's involvement with the RPPR process for 2024/25 by reviewing the information in the Quarter 4, end of financial year (2022/23) Council Monitoring report and the State of the County report.	Chief Executive / Senior Scrutiny Adviser
Library & Information Service	An update report to outline the current service provision, progress against the Strategy, current challenges and priorities and any future developments for the Service.	Assistant Director Communities/ Head of Customer, Library and Registration Services
Rights of Way (RoW) Team	A presentation and report of the work of the RoW Team. This is to provide the Committee with an update on the current work, challenges, and future priorities of the Team.	Assistant Director Operations/Head of Transport and Operational Services/ Team Manager, RoW
Work Programme	To consider items for inclusion in the Committee's work programme: <ul style="list-style-type: none"> • Reports for future meetings • Scrutiny reviews and potential scrutiny reviews • Items from the Forward Plan 	Senior Scrutiny Adviser
26 September 2023		
Reconciling Policy, Performance and Resources (RPPR)	To continue the Committee's work on the RPPR process for 2024/25, by reviewing Portfolio Plans and service based information.	Chief Executive / Senior Scrutiny Adviser
Environment Act, Food Waste	To receive an update report on the implications of the Environment Act for ESCC of the requirement to put in place a food waste collection service.	Assistant Director Operations/Waste Team Manager
Work Programme	To consider items for inclusion in the Committee's work programme: <ul style="list-style-type: none"> • Reports for future meetings • Scrutiny reviews and potential scrutiny reviews • Items from the Forward Plan 	Senior Scrutiny Adviser
23 November 2023		
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 2024/25.	Chief Executive / Senior Scrutiny Adviser

Southern Water, combined sewer discharges and spills	An update report on Southern Water's work to reduce the use of storm water discharges and spills, including: <ul style="list-style-type: none"> • an update on the timescales for any East Sussex trials; • an update on the progress of investment to tackle the use of storm overflows and improve infrastructure with details of location, costs and timescales, including the Local Area Regional Plan; and • details of any improvements Southern Water have made in communications with the public on the issues involved, as the Committee agreed that this was not currently good enough. 	Representatives from Southern Water, the Environment Agency and Ofwat
Scrutiny Review of Road Markings	To receive an update report on the implementation of the recommendations from the Scrutiny Review of Road Markings, including details of the work undertaken with additional expenditure in this area of work.	Assistant Director, Operations
SPACES Programme and Community Asset Transfer (CAT) policy	To receive an update report on the work of the SPACES programme, including its successes and future focus, and a report back on the updated Community Asset Transfer (CAT) policy.	Assistant Director Property / Chief Operating Officer
Work Programme	To consider items for inclusion in the Committee's work programme: <ul style="list-style-type: none"> • Reports for future meetings • Scrutiny reviews and potential scrutiny reviews • Items from the Forward Plan 	Senior Scrutiny Adviser
Future Items – to be scheduled		Witnesses
Electricity Grid Capacity	A report on the capacity and constraints of the electricity grid in East Sussex to accommodate Electric Vehicle charging infrastructure and other developments such as solar farms and new housing developments. Timescale to be agreed, dependent on agreement with potential witnesses UK Power Networks/electricity distributors.	UK Power Networks
Queensway Gateway Project	A report on the Queensway Gateway project, covering the current position regarding delivery of this project.	Director of Communities Economy and Transport / Assistant Director Economy / Head of Economic Development, Skills and Infrastructure

Health Overview and Scrutiny Committee (HOSC) – Work Programme

Current Scrutiny Reviews		
Title of Review	Detail	Proposed Completion Date
To be agreed.		

Initial Scoping Reviews		
Subject area for initial scoping	Detail	Proposed Dates
To be agreed.	To be scheduled.	

List of Suggested Potential Future Scrutiny Review Topics	
Suggested Topic	Detail
To be agreed.	

Scrutiny Reference Groups		
Reference Group Title	Subject Area	Meetings Dates
Sussex Partnership NHS Foundation Trust (SPFT) HOSC working group	6-monthly meetings with SPFT and other Sussex HOSCs to consider the Trust's response to CQC inspection findings and other mental health issues. Membership: Cllrs Belsey, Robinson, and Osborne	Last meeting: 31 October 2022 Next meeting: TBC in 6 and 12 months time
Reports for Information		
Subject Area	Detail	Proposed Date
Future Car parking arrangements at Conquest Hospital	Confirmation from ESHT about the planned car parking arrangements at the Conquest Hospital under the Building for our Future programme	2023
Development of the new Inpatient Mental Health facility	A future update via email on the progress of the development of the new facility in North East Bexhill.	2023
Training and Development		
Title of Training/Briefing	Detail	Proposed Date
Integrated Care System (ICS) and implementation of the Health and Care Act 2022 joint training session.	Joint training session with neighbouring HOSCs on the new Sussex Integrated Care System (ICS) structure and priorities, and any other impacts of the Health and Care Act 2022 including on HOSC's powers and the implications of the recommendations of the Hewitt Review.	7 July 2023
Building for Our Future	A briefing on the Building for Our Future plans for the redevelopment of Eastbourne District General Hospital (EDGH), Conquest Hospital and Bexhill Hospital developed by East Sussex Healthcare NHS Trust (ESHT)	TBC

Visit to Ambulance Make Ready station and new Operations Centre – East.	A visit to the new Medway Make Ready station and new Operations Centre for 999 and 111 services once the new centre is operational.	Summer 2023
Visit to the new Inpatient Mental Health facility at Bexhill	A visit to the new Inpatient Mental Health facility due to be built at a site in North East Bexhill to replace the Department of Psychiatry at Eastbourne District General Hospital (EDGH).	TBC but likely 2024

Future Committee Agenda Items		Witnesses
29 June 2023		
NHS Sussex Winter Plan	To receive a further update report on the implementation and delivery of the NHS Sussex Winter Plan	Representatives of NHS Sussex
Hospital Handovers	An update report on the hospital handover times performance, including evidence of how trusts have worked together to make a difference, following the end of the winter period and call time performance for 999 and 111 services.	Representatives of ICS, SECamb and hospital trusts ESHT/MTW/UHSussex
SECamb CQC report	A report on the progress of South East Coast Ambulance NHS Foundation Trust (SECamb) exiting the Recovery Support Programme (RSP).	SECamb
Child and Adolescent Mental Health Service (CAMHS)	An update report on CAMHS with particular emphasis on the progress on the waiting times for CAMHS, including progress on the development of the neurodevelopmental pathway, figures for the numbers of young people waiting more than 52 weeks, and how long young people wait between assessment and the beginning of treatment.	Representatives of NHS Sussex and SPFT
Committee Work Programme	To manage the committee's programme of work including matters relating to ongoing reviews, initial scoping reviews, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Scrutiny Adviser

21 September 2023		
Patient Transport Service	To consider proposals to recommission the Patient Transport Service (PTS) and to consider the outcome of the Healthwatch PTS survey.	Representatives of NHS Sussex and Healthwatch
Primary Care Networks (PCNs)	To receive an update report on Primary Care Network (PCN) performance and services provided, including enhanced hours services.	Representatives of NHS Sussex
Committee Work Programme	To manage the committee's programme of work including matters relating to ongoing reviews, initial scoping reviews, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Scrutiny Adviser
14 December 2023		
Committee Work Programme	To manage the committee's programme of work including matters relating to ongoing reviews, initial scoping reviews, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Scrutiny Adviser
7 March 2024		
Committee Work Programme	To manage the committee's programme of work including matters relating to ongoing reviews, initial scoping reviews, future scrutiny topics, reference groups, training and development matters and reports for information.	Senior Scrutiny Adviser
Items to be scheduled – dates TBC		
Cardiology and Ophthalmology transformation Programmes	An update report on the implementation of the transport and access recommendations and measures made as part of the review of these transformation programmes. <i>Note: Timing is dependent on ESHT implementation timescales.</i>	Representatives of ESHT and NHS Sussex.
Children's Specialist Cancer Services – Principal Treatment Centre (PTC)	An update report on the proposed changes to Children's Specialist Cancer Services PTC. <i>Note: Timing is dependent on NHS England implementation process.</i>	Representatives of NHS England, London / NHS England South East.

New Elective Surgery Hub	To receive an update report on the development of the new Elective Surgery Hub at Eastbourne District General Hospital.	Representatives of ESHT and NHS Sussex.
Access to NHS Dentistry Services	An update report on the progress being made to improve access to NHS Dentistry services in East Sussex following the delegation of commissioning responsibilities from NHS England to NHS Sussex.	Representatives of NHS Sussex / NHS England SE. Healthwatch East Sussex.
Access to Primary Care Services - GPs	An update report on the working being undertaken to improve access to GP services and appointments in East Sussex.	Representatives of NHS Sussex.
Transition Services	A report on the work of East Sussex Healthcare NHS Trust (ESHT) Transition Group for patients transitioning from Children's to Adult's services	Representatives of ESHT
Implementation of Kent and Medway Stroke review	To consider the implementation of the Hyper Acute Stroke Units (HASUs) in Kent and Medway and progress of rehabilitation services in the High Weald area. <i>Note: Timing is dependent on NHS implementation process</i>	Representatives of NHS Sussex/Kent and Medway ICS
Adult Burns Service	A report outlining proposals for the future of Adult Burns Service provided by Queen Victoria Hospital (QVH) in East Grinstead. <i>Note: provisional dependent on NHS England's plans</i>	NHS England and QVH
Sexual Assault Referral Centre (SARC)	A report on proposals for re-procurement of Sussex SARCs <i>Note: provisional dependent on NHS England's plans</i>	NHS England

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Audit Committee – Work Programme

List of Suggested Potential Future Work Topics		
Issue	Detail	Meeting Date
Audit Committee Working Groups		
Working Group Title	Subject area	Meeting Dates
Modernising Back Office Systems (MBOS) Sub-Group	Oversight of the MBOS programme	-
Training and Development		
Title of Training/Briefing	Detail	Date

Future Committee Agenda Items		Author
7 July 2023		
Assessment of the Corporate Governance Framework and Annual Governance Statement for 2022/23	Sets out an assessment of the effectiveness of the Council’s governance arrangements and includes an improvement plan for the coming year, and the annual governance statement (AGS) which will form part of the statement of accounts.	Philip Baker, Assistant Chief Executive

External Audit Plan 2022/23	This report sets out in detail the work to be carried out by the Council's External Auditors on the Council's accounts for the financial year 2022/23.	Ian Gutsell, Chief Finance Officer & External Auditors
External Audit Plan for East Sussex Pension Fund 2022/23	To consider and comment upon the External Audit Plan for the East Sussex Pension Fund for the financial year 2022/23.	Ian Gutsell, Chief Finance Officer & External Auditors
Annual Audit Letter 2020/21	To consider the Annual Audit letter and fee update from the External Auditor	Ian Gutsell, Chief Finance Officer
Co-opted Independent Members on the Audit Committee	To consider the CIPFA "2022 Position Statement on Local Authority Audit Committees" best practice proposal for the Audit Committee to have at least one co-opted independent member.	Ian Gutsell, Chief Finance Officer
Internal Audit Services Annual Report and Opinion 2022/23	An overall opinion on the Council's framework of internal control, summarises the main audit findings and performance against key indicators (includes Internal Audit Progress reports – Quarter 4, 2022/23, (01/01/23 – 31/03/23).	Nigel Chilcott, Audit Manager / Russell Banks, Chief Internal Auditor
Follow-Up Audits in Communities, Economy and Transport	To provide an update in respect of the follow-up audits ('Contract Management Group Cultural Compliance' and 'Vehicle Use') which have both received unchanged opinions of partial assurance.	Rupert Clubb, Director of Communities, Economy and Transport
Counter Fraud Annual Report	Annual report on Counter Fraud work	Simon White, Audit Manager – Counter Fraud / Russell Banks, Chief Internal Auditor

Strategic Risk Monitoring	Strategic risk monitoring report – Quarter 4, 2021/22 (01/01/23 – 31/03/23)	Ros Parker, Chief Operating Officer / Ian Gutsell, Chief Finance Officer
Committee Work Programme	Discussion of the future reports, agenda items and other work to be undertaken by the Committee.	Governance and Democracy Officer
29 September 2023		
Internal Audit Progress Report	Internal Audit Progress report – Quarter 1, 2023/24 (01/04/23 – 30/06/23)	Nigel Chilcott, Audit Manager/Russell Banks, Chief Internal Auditor
Financial Management Code	Report of the Financial Management Code	Thomas Alty, Deputy Chief Finance Officer / Ian Gutsell, Chief Finance Officer
Strategic Risk Management	Strategic risk monitoring report – Quarter 1, 2023/24 (01/04/23 – 30/06/23)	Ros Parker, Chief Operating Officer / Ian Gutsell, Chief Finance Officer
Committee Work Programme	Discussion of the future reports, agenda items and other work to be undertaken by the Committee.	Governance and Democracy Officer
24 November 2023		
Review of Annual Governance Report & 2022/23 Statement of Accounts	Report of the external auditors following their audit of the Council’s statutory accounts. It allows the committee to review the issues raised and assess the management response.	External Auditors/ Ian Gutsell, Chief Finance Officer

Review of Annual Pension Fund Governance Report & 2022/23 Statement of Accounts	Report of the external auditors following their audit of the Pension Fund. It allows the committee to review the issues raised and assess the management response.	External Auditors/ Ian Gutsell, Chief Finance Officer
Treasury Management Annual Report & Mid-Year Report 2023	To consider a report on the review of Treasury Management performance for 2022/23 and for outturn for the first six months of 2023/24, including the economic factors affecting performance, the Prudential Indicators and compliance with the limits set within the Treasury Management Strategy before it is presented to Cabinet.	Ian Gutsell, Chief Finance Officer
Internal Audit Progress Report	Internal Audit Progress report – Quarter 2, 2023/24 (01/07/22 – 30/09/22)	Nigel Chilcott, Audit Manager/Russell Banks, Chief Internal Auditor
Annual Update on Property Investment Strategy and Key Sites 6 monthly Update	Consideration of an annual report on the implementation of the Property Asset Disposal and Investment Strategy.	Ros Parker, Chief Operating Officer
Committee Work Programme	Discussion of the future reports, agenda items and other work to be undertaken by the Committee.	Governance and Democracy Officer
TBC March 2024		
External Audit Plan 2023/24	This report sets out in detail the work to be carried out by the Council's External Auditors on the Council's accounts for the financial year 2022/23.	Ian Gutsell, Chief Finance Officer & External Auditors
External Audit Plan for East Sussex Pension Fund 2023/24	To consider and comment upon the External Audit Plan for the East Sussex Pension Fund for the financial year 2022/23.	Ian Gutsell, Chief Finance Officer & External Auditors
Auditor's Annual (VFM) Report on East Sussex County Council 2022/23	To provide the Committee with Grant Thornton's Annual (Value for Money) Report for 2023/23	Ian Gutsell, Chief Finance Officer & External Auditors

Internal Audit Strategy and Plan	Consideration of the Internal Audit Strategy and Plan for 2024/25	Russell Banks, Chief Internal Auditor/ Nigel Chilcott, Audit Manager
Internal Audit Progress Report	Internal Audit Progress report – Quarter 3, 2023/24 (01/10/23 – 31/12/23)	Nigel Chilcott, Audit Manager/Russell Banks, Chief Internal Auditor
Strategic Risk Monitoring	Strategic risk monitoring report – Quarters 2 and 3, 2023/24 (01/07/23 – 31/12/23)	Ros Parker Chief Operating Officer / Ian Gutsell, Chief Finance Officer
Committee Work Programme	Discussion of the future reports, agenda items and other work to be undertaken by the Committee.	Governance and Democracy Officer

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Scrutiny Review and Reference Group Timelines – Overview

Please note that timelines and dates of meetings may be subject to change due to the evolving nature of scrutiny work.

Scrutiny Reviews

	March 23	April 23	May 23	June 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23 onwards
Procurement (Place)	Report to Cttee	Report to Cabinet	Report to Council						Progress report to Cttee (Nov)
ASC Digital (People)					Progress report to Cttee				
ASC inclusion (People)	Main review activity				Report to Cttee		Report to Cabinet	Report to Council	
Pothole management (Place)	TOR agreed by Cttee		Main review activity						Report to Cttee (Nov)
School exclusions (People)	Updated TOR agreed by Cttee		Main review activity						Report to Cttee (Nov)
School attendance (People)								Updated scoping (TBC)	Updated TOR to Cttee (Nov)

Reference Groups

	April 23	May 23	June 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23 onwards
Local Transport Plan (Place)	Meeting	Meeting		Meeting		Meeting	Further meetings TBC	
Economic Growth Strategy (Place)			Meeting (TBC)	Further meeting dates TBC				
CSD Prevention (People)			Meeting	Further meeting dates TBC				
Health and Social Care Integration Programme (People)			Meeting	Further meeting dates TBC				
Adult Social Care Reforms (People)			ASC Strategy briefing for whole committee					Meetings TBC based on national developments
Educational Attainment and Performance (People)								Next meeting early 2024

Agenda Item 6

Report to: Governance Committee

Date of meeting: 27 June 2023

By: Assistant Chief Executive

Title: Change in Committee membership: Corporate Parenting Panel

Purpose: To consider proposed changes to the membership of the Corporate Parenting Panel

RECOMMENDATION:

The Governance Committee is recommended to recommend to County Council to:

- 1) Appoint Councillor di Cara to the Corporate Parenting Panel.
-

1. Corporate Parenting Panel

2.1 In May 2023 Councillor Adeniji was appointed to the Corporate Parenting Panel. Councillor Adeniji has indicated that he wishes to stand down from the Panel and the Conservative Group has indicated that they wish Cllr Di Cara to take his place.

2.2 The Corporate Parenting Panel monitors and ensures the well-being of children who are looked after by the Council (in children's homes or as fostered children).

2. Recommendations

2.1 The Committee is asked to agree to recommend the appointment of Councillor di Cara to the seat vacated by Cllr Adeniji on the Corporate Parenting Panel.

PHILIP BAKER
Assistant Chief Executive

Contact Officer:
Stuart McKeown
Tel:01273 481583
stuart.mckeown@eastsussex.gov.uk

Local Member: All

Background Documents: None

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Report to: **Governance Committee**

Date: **27 June 2023**

By: **Assistant Chief Executive**

Title of report: **Appointments to Committees: Standards Committee and Planning Committee**

Purpose of report: **To consider nominations to fill the vacancies on the Standards Committee and the Planning Committee and role of vice chair of the Planning Committee**

RECOMMENDATION:

The Governance Committee is recommended to recommend the County Council to:

- 1) appoint a Member to:**
 - (a) the Standards Committee**
 - (b) the Planning Committee; and**
 - (c) Vice-Chair of the Planning Committee.**

1. Appointment to Committees

- 1.1 In May 2023 the County Council agreed the allocation to political and independent groups places on and membership of committees and panels.
- 1.2 Councillor Barry Taylor was appointed to places allocated to the Conservatives on the Planning Committee and Standards Committee, and was also appointed to be the Vice Chair of the Planning Committee.
- 1.3 Following the sad news of Councillor Taylor's death, it is necessary to appoint to the vacant seats on the those Committees in accordance with the wishes of the political group to which they have been allocated.
- 1.4 Separate from this the committee is also asked to agree its recommendation to the County Council for the role of Vice Chair on the Planning Committee.

2 Conclusion

- 2.1 The Governance Committee is asked to recommend to Council to appoint to the vacant seats on the Planning and Standards Committees and the Vice Chair of Planning Committee.

PHILIP BAKER
Assistant Chief Executive

Contact Officer: Stuart McKeown

Tel: 01273 481583

E-mail: stuart.mckeown@eastsussex.gov.uk

Local Member: All

Background Documents: None

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Report to: **Governance Committee**

Date: **27 June 2023**

By: **Assistant Chief Executive**

Title of report: **Appointments to Outside Bodies: Local Government Association's General Assembly**

Purpose of report: **To appoint a Councillor as a Council representative at the Local Government's General Assembly for the period to May 2025**

RECOMMENDATIONS: The Governance Committee is recommended to agree the appointment of Councillor Tutt as a Council representative to attend the Local Government Association's General Assembly until the date of the annual council meeting in the next County Council full election year.

1. Supporting Information

1.1 The County Council is invited to appoint Members (and in some cases non-County Councillors are eligible) to serve on a wide range of outside bodies whose role has a relationship to a function of the County Council. The appointments are a vital part of the County Council's working in partnership with voluntary bodies, statutory agencies and the public and private sectors.

1.2 The County Council is entitled to appoint four members to attend the General Assembly of the Local Government Association which meets twice a year and the annual conference. It has five votes at the General Assembly and, therefore, one councillor is allocated two votes.

1.3 In May 2021 nominations were sought from each political and independent group and the following councillors were appointed as representatives of the County Council: Councillors Bennett, Field, Glazier and Collier (with Councillor Denis as his representative). Councillor Glazier has the second vote. It is proposed that Councillor Tutt will replace Councillor Field as the Liberal Democrat representative from July 2023.

2. Recommendations

2.1 The Committee is asked to agree to the appointment of Councillor Tutt as a Council representative to attend the General Assembly of the Local Government Association for the period until May 2025.

PHILIP BAKER
Assistant Chief Executive

Contact Officer: Stuart McKeown
Tel: 01273 481583
E-mail: stuart.mckeown@eastsussex.gov.uk

Background Documents

None

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Committee:	Governance Committee
Date:	27 June 2023
Title:	Outside Body Appointment: Police and Crime Panel
By:	Assistant Chief Executive
Purpose of report:	To consider the appointment of a second Council representative on the Sussex Police and Crime Panel

RECOMMENDATIONS:

The Committee is recommended to agree on the appointment of a Liberal Democrat councillor as a second representative on the Police and Crime Panel for a one-year period.

1. Supporting Information

1.1 Each of the 15 borough, county, district and unitary authorities across Sussex appoint one representative to the Sussex Police and Crime Panel. At the County Council meeting held on 25 May 2021, Councillor Standley was appointed as the County Council's representative on the Panel.

1.2 In addition to a representative from each authority in Sussex, the Constitution of the Police and Crime Panel allows for additional local authority members to be appointed to address any imbalance in political proportionality. Any such appointments will be for a one-year period. In order to achieve political proportionality, it is proposed by West Sussex County Council, which provides democratic services support to the Panel, that for 2023/24 Brighton & Hove City Council should appoint a Conservative Councillor as a second representative and East and West Sussex County Councils each appoint a Liberal Democrat as a second representative. The Committee is asked to consider its nomination for the one additional East Sussex place on the Panel. Councillor Tutt has proposed that Councillor Murphy be nominated as the Council's second representative on the Police and Crime Panel.

2. Conclusion

2.1 The Committee is recommended to nominate a Liberal Democrat councillor as the Council's second representative on the Police and Crime Panel for a one-year period.

PHILIP BAKER
Assistant Chief Executive

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Local Member: All

Background Documents

None

Committee:	Governance Committee
Date:	27 June 2023
Title:	Outside Body Appointment: Joint Waste and Recycling Committee
By:	Assistant Chief Executive
Purpose of report:	To consider the appointment of a member of Cabinet to act as a substitute representative on the Joint Waste and Recycling Committee

RECOMMENDATION:

The Committee is recommended to appoint a member as the County Council's substitute representative on the Joint Waste and Recycling Committee until the date of the annual council meeting in the next County Council full election year.

1. Supporting Information

1.1 East Sussex County Council, together with Hastings Borough Council, Rother District Council and Wealden District Council form the membership of the Joint Waste and Recycling Committee. The committee was established to facilitate the authorities working together to improve the quality and effectiveness of the discharge of their waste collection functions, as set out in relevant provisions of the Environmental Protection Act 1990. The committee also facilitates the waste collection authorities to work in partnership with East Sussex County Council as the Waste Disposal Authority to maximise integration opportunities.

1.2 The committee is comprised of elected Member representatives from the Cabinets of each of the authorities listed in paragraph 1.1. Councillor Claire Dowling, Lead Member for Transport and Environment, was appointed in May 2021 as East Sussex County Council's representative on the committee.

1.3 As the representatives of each authority on the committee must be drawn from their respective Cabinets, it is also a requirement that any substitute representative must also be a Cabinet member. As there is not currently an executive member appointed to the substitute representative role, the Committee is recommended to appoint an additional member of the Cabinet to act in that capacity.

2. Conclusion and reasons for recommendations

2.1 As it will help ensure the County Council is represented at future meetings of the Joint Waste and Recycling Committee, the Governance Committee is recommended to appoint a member of the Cabinet to act as its substitute representative.

PHILIP BAKER
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Local Member: All

Background Documents

None