

## Performance and Finance Scrutiny Committee Work Programme

December 2020 – March 2021

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
<b>West Sussex Reset Plan</b> <ul style="list-style-type: none"> <li>To consider the expectations and principles which should drive scrutiny of corporate performance and how scrutiny committees can be supported in that task.</li> </ul>	Corporate	Outcomes	December 2020
<b>West Sussex Reset Plan</b> <ul style="list-style-type: none"> <li>Final Plan to be considered alongside budget</li> </ul>	Corporate	Outcomes	January 2021
<b>2021/22 Budget</b> <ul style="list-style-type: none"> <li>Draft Budget - scrutiny of the draft budget including, Treasury Management and Capital Strategies to meet priorities and implications of budget reductions and saving requirements. To be linked to the reset of Council priorities.</li> </ul>	Corporate	Budget	January 2021
<b>Total Performance Monitor</b> <ul style="list-style-type: none"> <li>Performance, risk and budget monitoring: Ongoing strategic monitoring of finance, performance, workforce and risk.</li> </ul>	Corporate	Performance and Budget	Q2 December 2020 Q3 March 2021
<b>Capital Programme</b> <ul style="list-style-type: none"> <li>Quarterly monitoring of the capital programme and specific proposals for priority schemes relevant to the Committee's responsibilities</li> </ul>	Corporate	Budget	Q2 December 2020 Q3 March 2021
<b>Horsham Enterprise Park</b> <ul style="list-style-type: none"> <li>To preview the Business Case in relation to the project ahead of the Development Partner being appointed.</li> </ul>	Service	Budget	February 2021
<b>Property Joint Venture and Development Projects</b> <ul style="list-style-type: none"> <li>To preview the principles of the partnership including how the financial arrangements are</li> </ul>	Service	Budget	March 2021

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<p>managed/determined, the governance arrangements to ensure transparent and accountable decision-making and monitoring, how it is decided what projects are included within the JV and the cost/benefit analysis.</p> <p>The Committee may scrutinise individual projects as they arise.</p>			TBC
<p><b>Economic Reset Plan</b></p> <ul style="list-style-type: none"> <li>Final version of the Plan presented to November Cabinet, shared virtually with the Committee in November 2020.</li> <li>Resetting the economy considered a key priority for the Council therefore BPG requested an item be brought to committee in March. To scrutinise the progress in implementing the Plan.</li> </ul>	Corporate	Performance and budget	March 2021
<p><b>Growth Deals</b></p> <ul style="list-style-type: none"> <li>To scrutinise the Growth Deal Programme in terms of an update on the progress of the programme and outcomes achieved.</li> </ul>	Corporate	Performance and budget	March 2021
<p><b>Capita Performance</b></p> <ul style="list-style-type: none"> <li>Change of focus due to work being undertaken to plan for the end of the Capita contract in Sept 2022. Scrutiny TFG established - Recommissioning of contract for support services. Meetings to take place between Sept 2020 and Feb 2021. IT Outsource element of the contract to report direct to Cabinet Member in November 2020 (response to recommendations to be reported to Dec PFSC). Support Services Outsource to report in February/March 2021.</li> </ul>	Corporate	Budget	Sept 2020 to February 2021
<p><b>Scrutiny Oversight and Work Programme</b></p> <ul style="list-style-type: none"> <li>PFSC's overview of the scrutiny function, best practice and development needs of members. The annual scrutiny work programme prior to County Council approval.</li> <li>The Committee is monitoring implementation of recommendations agreed as part of the 2019 Scrutiny Review and will consider any</li> </ul>	Corporate	Scrutiny performance and outcomes	Ongoing

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outcomes of the Good Governance project relating to the scrutiny function			
<b>Business Planning Group</b>			
<b>12 November 2020 PFSC Project Day</b> <b>Outcome</b> – agreed to be used for an All Member session on the Reset Plan.	Corporate	Performance	Nov 2020
<b>Informal Briefing Sessions</b> <b>Proposal</b> – to hold an informal session to brief Members of the Committee on scrutiny role in performance management. To be re-considered following debate at December PFSC meeting. <b>Proposal</b> – to hold an informal session at the end of the March committee meeting to reflect on how scrutiny has worked in the past year and to identify any scrutiny priorities to be included in the committee’s work programme for 2021/22.	Corporate	Performance	January 2021 TBC  March 2021
<b>Multi-disciplinary Consultant (MDC)</b> <ul style="list-style-type: none"> <li>To scrutinise the effectiveness of the MDC, in its support to projects within the Capital Programme.</li> </ul> <b>Outcome</b> – BPG satisfied with performance of the MDC, scrutiny not required at formal committee. Presentation shared virtually with committee in November 2020 for information and any questions.	Service	Performance	BPG Nov 2020
<b>Asset Strategy</b> Scrutiny of the progress and actions taken since the Asset Strategy was agreed and any amendments required due to changing work practices resulting from the Covid-19 <b>Outcome</b> – BPG agreed to carry forward this item to the 2021/22 work programme as not a priority for March meeting.	Corporate	Budget	TBC 2021-22
<b>Treasury Management</b> Scrutiny of the mid-year report 2020/21. PFSC is responsible for this as part of Treasury	Corporate	Budget	Virtually in

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<p>Management Regulations for wider member review.</p> <p><b>Outcome</b> – mid-year report shared virtually in November 2020 with the Committee for comment and approval. No breaches recorded to end of September 2020.</p>			November 2020