

Performance and Finance Scrutiny Committee Work Programme
January 2022 - March 2022

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
Our Council Plan and Budget 2022/23 Draft Budget - scrutiny of the draft budget including the Treasury Management and Capital Strategies to meet the priorities included within Our Council Plan.	Corporate	Budget	January 2022
Quarterly Performance and Resources Report (PRR) Performance, risk and budget monitoring: ongoing strategic monitoring of finance, performance, workforce, risk, strategic and business critical contracts, and capital programme.	Corporate	Performance, outcome and Budget	Qtr3 March 2022 End of Year July 2022 (date TBC)
Economic Reset Plan Resetting the economy is considered a key priority for the Council therefore BPG requested an item be brought to committee to scrutinise the progress in implementing the Plan. The Committee requested in-depth scrutiny of specific aspects of the Economic Plan at appropriate times, for example the Experience West Sussex initiative, plans to increase tourism within the county, and the interface with District and Borough council's own tourism programmes. BPG supported strategic scrutiny on Tourism with a view to referring any specific concerns for consideration by joint scrutiny with the relevant District or Borough councils if felt appropriate and councils are happy to engage.	Corporate	Outcome	March 2022
Asset Policy and Strategy To review the updated Asset Policy and Strategy documents, taking into	Corporate	Performance and Outcome	March 2022

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consideration any amendments required due to changing work practices resulting from Covid-19, and feed in any comments to the review.			
People Framework Scrutiny of progress made in meeting the aims and objectives included within the People Framework. As requested at committee in November 2021.	Corporate	Performance	June 2022
Scrutiny Annual Report PFSC to review the Scrutiny Annual Report which will summarise the main outcomes of scrutiny, best practice, lessons learnt and any development issues identified during 2021/22. To feed into the Annual Report BPG agreed an informal session at the end of the March PFSC meeting for Members to comment on what has worked well in 2021/22, what has not worked so well and to identify any training/development issues.	Corporate	Performance	June 2022 March 2022
Property Joint Venture Partnership and Development Projects On an annual basis the committee will monitor the achievement of the aims of the JV Partnership, (March 2021 meeting of PFSC agreed that 6-monthly reports should be brought to the committee in the first two years to scrutinise progress in achieving the joint venture objectives). The Committee may scrutinise individual projects as they arise.	Service	Outcome	September 2022
TFG Capital Programme BPG agreed a TFG reviewing the Capital Programme - proposed to look at how Programme links to Council priorities, how	Corporate	Performance, outcome and budget	June/Sept 2022

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the Programme is managed/monitored and how slippage is managed. Agreed that the focus would be re-visited after the January meeting of PFSC where the updated Capital Programme would be presented.			
Business Planning Group			
Property Developments Horsham Enterprise Park and Broadbridge Heath Retail scheme to be scrutinised at an appropriate time in the developments.	Service	Outcome	TBC
Smartcore Project (SAP Replacement) BPG to continue to monitor the progress of the project with a view to formally scrutinising the project and implementation of new system in Autumn 2022.	Corporate	Outcome	TBC, provisionally Sept 2022
TFG proposed to review arrangements in relation to commissioning/procurement/contract management. BPG to consider outcomes required. Potential timescale of March 2023.	Corporate	Outcome	TBC

Appendix A - Checklist