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If calling please ask for
Lisa Sampson

10 January 2018

Performance and Finance Select Committee

A meeting of the Committee will be held at **10.30am** on **Thursday 18 January 2018**, at **County Hall, Chichester**.

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Indicative Timetable

Item 1	Declarations of Interests	10.30 – 10.45
Item 2	Minutes of the 8 December meeting	
Item 3	Urgent Matters	
Item 4	Response to recommendations	
Item 5	Medium Term Financial Strategy 2018/19 to 2021/22 and Revenue Budget 2018/19	10.45 – 12.15
Item 6	Total Performance Monitor	12.15 – 12.45
	LUNCH	12.45 – 1.15
Item 7	Support Services Outsourcing Contract Variation	1.15 – 1.45
Item 8	Call-ins	1.45 – 2.00
Item 9	Forward Plan of Key Decisions	
Item 10	Possible Items for Future Scrutiny	
Item 11	Date of Next Meeting	

Agenda

1. Declarations of Interests

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such as an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

2. Minutes of the previous meeting held on 8 December 2017

To confirm the minutes of the meeting of the Committee held on 8 December 2017, [attached](#).

3. Urgent Matters

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances, including cases where the Committee needs to be informed of budgetary or

performance issues affecting matters within its terms of reference which have emerged since the publication of the agenda.

4. Response to recommendations

a. Response by the Cabinet Member for Environment in relation to the recommendations made at the 22 November meeting of this Committee regarding two-weekly refuse collections, recycling targets, and solar energy projects, [attached](#).

b. Response by the Cabinet Member for Highways and Infrastructure in relation to the recommendations made at the 22 November meeting of this Committee regarding bus subsidies and concessionary fares, income generation from extending Controlled Parking Zones, and the highway operations service level review, [attached](#).

c. Response by the Chairman of Children and Young People's Services Select Committee in relation to the request made at the October committee meeting to monitor placements and Key Stage 2 results, [attached](#).

The Committee is asked to note the responses.

5. Medium Term Financial Strategy (MTFS) 2018/19 to 2021/22 and Revenue Budget 2018/19

A report by the Director of Finance, Performance and Procurement, setting out the MTFS 2018/19 to 2021/22 and Revenue Budget 2018/19, [attached](#).

The Committee is asked to:

(a) Endorse the Medium Term Financial Strategy and draft revenue budget for 2018/19; and

(b) Agree any comments or issues it wishes the Cabinet to take into account when it considers the Medium Term Financial Strategy for 2018/19 to 2020/21 and the revenue budget for 2018/19 on 30 January 2018.

6. Total Performance Monitor

Report by the Director of Finance, Performance and Procurement, setting out the performance and finance position as at the end of October 2017, [attached](#).

The Committee is asked to examine the data and supporting commentary for the October TPM and make any relevant recommendations for action by the Cabinet Member, for further scrutiny by the Committee, or a relevant service Select Committee, or to be taken forward by this Committee's Business Planning Group.

7. Support Services Outsourcing Contract Variation

Report by the Director of Finance, Performance and Procurement, setting out the proposed changes to the outsourced contract with Capita, [attached](#).

The Committee is asked to review and comment on the proposed decision and make any relevant recommendations to the Cabinet Member.

8. **Call-ins**

There have been no requests for call-in to the Select Committee within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests received since the publication of the agenda papers.

9. **Forward Plan of Key Decisions**

Forward Plan February to May 2018, [attached](#).

Any revised version of the Forward Plan published between agenda despatch and the date of the meeting will be sent to follow or tabled on the day.

The Committee is invited to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolios.

10. **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee and suitable for scrutiny, e.g. raised with them by constituents, arising from central government initiatives etc.

11. **Date of Next Meeting**

The next scheduled meeting of the Committee is to be held on 21 March 2018, at County Hall, Chichester. The meeting will commence at 10.30am.

Probable agenda items include:

- Orbis Public Law update
- Quarter 3 Capital Programme Performance Monitor
- Total Performance Monitor – December
- West Sussex Plan
- Cost-Based Reduction/Procurement Team review

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law and Assurance by 9 March 2018.

To all members of the Performance and Finance Select Committee