

# Public Document Pack

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10 March 2022

Dear Member,

## **Performance and Finance Scrutiny Committee - Friday, 11 March 2022**

Please find enclosed the following documents for consideration at the meeting of the Performance and Finance Scrutiny Committee on Friday, 11 March 2022 which was unavailable when the agenda was published.

<b>Agenda No</b>	<b>Item</b>
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<b>8(a)</b>	<b>Forward Plan of Key Decisions</b> (Pages 3 - 4)
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This additional extract was added to the Forward Plan on 9 March so was unavailable when the agenda was despatched.

Yours sincerely

Tony Kershaw  
Director of Law and Assurance

**To all members of the Performance and Finance Scrutiny Committee**

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## Forward Plan of Key Decisions

The County Council must give at least 28 days' notice of all key decisions to be taken by councillors or officers. The Plan describes these proposals and the month in which the decisions are to be taken over a four-month period. Decisions are categorised according to [Cabinet Member](#) portfolios.

The most important decisions will be taken by the Cabinet. Due to the continuing public health measures, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via: [democratic.services@westsussex.gov.uk](mailto:democratic.services@westsussex.gov.uk). The meetings will be available to watch online via our [webcasting website](#). The [schedule of monthly Cabinet meetings](#) is available on the website. The Forward Plan is updated regularly and key decisions can be taken on any day in the month if they are not taken at Cabinet meetings. The [Plan](#) is available on the website. [Published decisions](#) are also available via the website.

A key decision is one which:

- Involves expenditure or savings of £500,000 or more (except treasury management); and/or
- Will have a significant effect on communities in two or more electoral divisions in terms of how services are provided.

The following information is provided for each entry in the Forward Plan:

<b>Decision</b>	A summary of the proposal.
<b>Decision By</b>	Who will take the decision - if the Cabinet, it will be taken at a Cabinet meeting in public.
<b>Date added</b>	The date the proposed decision was added to the Forward Plan.
<b>Month</b>	The decision will be taken on any working day in the month stated. If a Cabinet decision, it will be taken at the Cabinet meeting scheduled in that month.
<b>Consultation/ Representations</b>	How views and representations about the proposal will be considered or the proposal scrutinised, including dates of Scrutiny Committee meetings.
<b>Background Documents</b>	The documents containing more information about the proposal and how to obtain them (via links on the website version of the Forward Plan). Hard copies are available on request from the decision contact.
<b>Author</b>	The contact details of the decision report author
<b>Contact</b>	Who in Democratic Services you can contact about the entry

### Finance, assets, performance and risk management

Each month the Cabinet Member for Finance and Property reviews the Council's budget position and may take adjustment decisions. A similar monthly review of Council property and assets is carried out and may lead to decisions about them. These are noted in the Forward Plan as 'rolling decisions'.

Each month the Cabinet will consider the Council's performance against its planned outcomes and in connection with a register of corporate risk. Areas of particular significance may be considered at the scheduled Cabinet meetings.

Significant proposals for the management of the Council's budget and spending plans will be dealt with at a scheduled Cabinet meeting and shown in the Plan as strategic budget options.

For questions contact Katherine De La Mora on 033 022 22535, email [katherine.delamora@westsussex.gov.uk](mailto:katherine.delamora@westsussex.gov.uk).

**Published: 9 March 2022**

**Cabinet Member for Finance and Property**

<b>Community Asset Transfer Leases</b>	
<p>The County Council’s <a href="#">Asset Management Strategy</a> supports the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people’s priorities. Two vacant properties have been identified as suitable for Community Asset Transfer:</p> <ul style="list-style-type: none"> <li>• Phoenix Centre, Westloats Lane, North Bersted, Bognor Regis, West Sussex, PO21 5JD</li> <li>• Bognor Regis Find It Out Centre, Church Path, Glamis Street, Bognor Regis, Bognor Regis, West Sussex, PO21 1DB</li> </ul> <p>These have been declared surplus to operational requirements following the redesign of the Council’s Early Help Centres (<a href="#">CAB02_21/222</a>).</p> <p>Constituted community groups, charitable organisations, voluntary groups and Town and Parish Councils working in partnership with local community groups have been invited to apply for transfer of these properties. The Council is looking to work with suitable organisations that are able to demonstrate, through a selection process, the ability to take on, manage and maintain these assets through a Full Repairing and Insuring Lease, with terms to be agreed, subject to contract. Providing a suitable proposal comes forward, two preferred lessees will be chosen.</p> <p>The Cabinet Member for Finance and Property will be asked to approve the granting of a lease of over 14 years in term at nil rent of each of the two properties.</p>	
<b>Decision by</b>	Cllr Hunt - Cabinet Member for Finance and Property
<b>Date added</b>	9 March 2022
<b>Month</b>	May 2022
<b>Consultation/ Representations</b>	<p><b>WSCC News Press Release <a href="#">Community expressions of interest open for three youth centres - West Sussex County Council</a></b>  <b>WSCC Website Link - <a href="#">Community Asset Transfer   Your Voice West Sussex</a></b>  <b>Consultees – The Local Member for each property</b></p> <p>Representation can be made via the officer contact.</p>
<b>Background Documents</b> (via website)	None
<b>Author</b>	Elaine Sanders Tel: 033 022 25605
<b>Contact</b>	Suzannah Hill Tel: 033 022 22551