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14 May 2019

Performance and Finance Select Committee

A meeting of the committee will be held at **10.30 am** on **Wednesday, 22 May 2019** at **County Hall, Chichester**.

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Director of Law and Assurance

Agenda

10.30 am 1. **Declarations of Interest**

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 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 please contact Democratic Services before the meeting.

10.30 am 2. **Minutes of the last meeting of the Committee** (Pages 5 - 14)

The Committee is asked to agree the minutes of the meeting held on 20 March 2019 (cream paper).

10.30 am 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.

10.40 am 4. **Responses to Recommendations** (Pages 15 - 18)

The Committee is asked to note the responses to recommendations made as follows:

A – Response from the Cabinet Member for Finance and Resources regarding the recommendation from the Business Planning Group and 20 March Committee meeting concerning

the timeline and process for the 2020/21 budget; and

B – Response from the Chairman of the Children and Young People's Services Select Committee on the recommendation from the Committee regarding:

- the school transport service, special educational needs pupils and the use of minibuses
- implications of the Whole Council Design programme on Children's Services
- school place planning and how this could be improved
- implications of the delay to the project at Manor Green Primary school
- concerns around the provision and cost of residential placements
- poor customer satisfaction scores for services provided by Capita to schools.

10.45 am 5. **PropCo Joint Venture (To Follow)**

A report by the Executive Director of Place Services setting out the proposed decision to procure and enter into a Joint Venture partnership.

The Committee is asked to review, comment on and make any relevant recommendations for action to the Cabinet Member for Finance and Resources.

11.30 am 6. **Budget Timetable 2020/21 (Pages 19 - 22)**

A report by the Director of Finance and Support Services, outlining the indicative budget timetable for 2020/21 for Members early notice and input to the process.

The Committee is asked to review, comment on and note the budget timeline.

11.50 am 7. **Total Performance Monitor as at end of March 2019 and Outturn 2018/19 (To Follow)**

A report by the Director of Finance and Support Services setting out the finance, performance, capital and workforce position as at the end of March 2019 and Outturn for 2018/19.

The Committee is asked to examine the data and supporting commentary for the March 2019 and Outturn 2018/19 TPM report and make any relevant recommendations for action to the Cabinet Member for Finance and Resources or a relevant Select Committee.

12.50 pm 8. **Capital Programme Quarter 4 Performance Monitor Report and Outturn 2018/19 (To Follow)**

A report by the Executive Director of Place Services setting out the Capital Programme Quarter 4 Performance Monitor report

and Outturn 2018/19.

The Committee is asked to review, comment on and make any relevant recommendations for action to the Cabinet Member for Finance and Resources.

Adjournment for lunch

The Committee will adjourn for lunch at 1.10pm for 30minutes.

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| 1.40 pm | <p>9. Annual Scrutiny Performance 2018-19 (Pages 23 - 48)</p> <p>A report by the Director of Law and Assurance and Head of Democratic Services, reviewing scrutiny performance and effectiveness during 2018-19 and including performance data and feedback from the annual scrutiny member survey.</p> <p>The Committee is asked to review the report, make any recommendations for improvements to scrutiny practice, and identify any training or development needs for Scrutiny Members.</p> |
| 2.00 pm | <p>10. Business Planning Group Appointments (Pages 49 - 54)</p> <p>The Committee is asked to appoint five members to the Business Planning Group (BPG), to include the Chairman and Vice Chairman of the Committee and two minority members.</p> <p>The current members of the BPG are Mr Montyn (Chairman), Mr Catchpole (Vice-Chairman), and Dr Walsh, plus a vacant Conservative seat and a vacant minority group seat.</p> <p>Nominations will be sought for the Conservative vacancy and, with the committee's agreement, the Labour member sitting on the Committee will be automatically appointed to the BPG when the member has been formally appointed to the committee at County Council.</p> <p>Members are asked to agree the amended Membership of the Group.</p> <p>No background papers.</p> |
| 2.10 pm | <p>11. Requests for Call-in</p> <p>There have been no requests for call-in to the Select Committee and within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests since the publication of the agenda papers.</p> |
| 2.10 pm | <p>12. Forward Plan of Key Decisions (Pages 55 - 86)</p> <p>Extract from the Forward Plan dated 13 May 2019.</p> |

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting.

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

2.10 pm 13. **Possible Items for Future Scrutiny**

Members to raise 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.

If any member puts forward such an item the Committee's role at this meeting is to assess, briefly, whether to refer the matter to its Business Planning Group (BPG) to consider in detail.

2.10 pm 14. **Date of the Next Meeting**

The next meeting of the Committee will be held on 12 July 2019 at 10.30 am at County Hall, Chichester. Probable agenda items include:

- Horsham Enterprise Park (former Novartis site)
- Business Planning Group report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 2 July 2019.

To all members of the Performance and Finance Select Committee