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11 March 2020

Performance and Finance Scrutiny Committee

A meeting of the committee will be held at **10.30 am** on **Thursday, 19 March 2020** at **County Hall, Chichester PO19 1RQ**.

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Director of Law and Assurance

The meeting will be available to view live via the Internet at this address:

<http://www.westsussex.public-i.tv/core/portal/home>

Agenda

Part I

- 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.
- 10.35 am 2. **Part I minutes of the last meeting** (Pages 7 - 16)
- The Committee is asked to agree the Part I minutes of the meeting held on 22 January 2020 (cream paper).
- 10.35 am 3. **Part II Matters**
- Members are asked to indicate at this stage if they wish the meeting to consider bringing into Part I any items on the Part II agenda.
- 10.35 am 4. **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 5. **Forward Plan of Key Decisions** (Pages 17 - 62)

Copy of the Forward Plan dated 9 March 2020. 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.

10.40 am 6. **Possible Items for Future Scrutiny**

Members to raise any items which they believe to be of relevance to the business of the Scrutiny 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.

10.45 am 7. **Responses to Recommendations**

(a) **Response to recommendations to the Children and Young People's Services Scrutiny Committee** (Pages 63 - 64)

The Committee is asked to note the responses from the Chairman of the Children and Young People's Services Scrutiny Committee to recommendations dated 25 March and 24 May 2019.

The Committee is asked to note the responses.

(b) **Responses to recommendations made at the 22 January meeting** (Pages 65 - 70)

The Committee is asked to note the responses to recommendations made at the 22 January 2020 meeting.

The Committee is asked to note the responses.

10.55 am 8. **Call-in: New Monks Farm - Worthy Patch land surplus declaration and development agreement FIN 18 (19/20)** (Pages 71 - 80)

The Director of Law and Assurance has agreed to call-in the proposed decision by the Cabinet Member for Finance concerning the New Monks Farm - Worthy Patch land surplus declaration and development agreement FIN 18 (19/20) decision, published on the Executive Decision Database on 2

March 2020 and in the Member's Bulletin on 4 March 2020.

The decision report asked the Cabinet Member for Finance to agree:

1. That the current Withy Patch Gypsy and Traveller Site be declared surplus to service operational requirements on the basis that the County Council enters into a development agreement with The Community Stadium Limited (TCSL) for TCSL to construct a new Gypsy and Traveller site, to an agreed specification, within the New Monks Farm development; and that
2. Authority is delegated to the Director Property and Assets in consultation with the Director Law and Assurance to complete the development agreement and the land transfer transaction.

Decision report by Director Property and Assets attached as Annex and Appendix A site plan.

The call-in was initiated by Mr Michael Jones supported by Ms Karen Sudan, Mr Brian Quinn, and Mr Chris Oxlade. The decision has not previously been previewed by the Performance and Finance Scrutiny Committee.

Mr Jones has been invited to outline the reasons for the call-in request to the Committee.

Mr Hunt, Cabinet Member for Finance, has been invited to address the Committee and answer questions.

11.25 am 9. **Service Led Improvement** (Pages 81 - 104)

Report by the Director of Finance and Support Services providing an update on the Council's redesign activities, achievements of the Step Up Programme and the Whole Council Design Programme, and outlines key programmes to be delivered under the next phase of Service Led Improvement.

The Committee is asked to scrutinise and comment on the report, with a particular focus on ensuring:

- 1) The savings, costs achieved to date, and what has been achieved in terms of transformation and improving efficiency/effectiveness across the Council have been identified;
- 2) The refreshed programme focusses on the priorities of the County Council going forwards;
- 3) There are clear and achievable costs and savings identified within the programme budget along with an indicative timeline for achieving the savings; and

- 4) Risks to achieving the improvements have been identified and are being managed.

12.25 pm 10. **Capital Programme Quarter 3 Performance Monitor Report** (Pages 105 - 124)

A report by the Executive Director Place Services setting out the Quarter 3 Capital Programme performance position as at the end of December 2019.

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

LUNCH

12.55pm break for 30minutes - meeting to reconvene at 1.25pm.

1.25 pm 11. **Total Performance Monitor as at end of December 2019** (Pages 125 - 196)

A report by the Director of Finance and Support Services setting out the Quarter 3 finance, performance, capital and workforce position as at the end of December 2019.

The Committee is asked to examine the data and supporting commentary for the Quarter 3 December 2019 Total Performance Monitor report and make any relevant recommendations for action to the relevant Cabinet Member or Scrutiny Committee.

2.55 pm 12. **Business Planning Group Report** (Pages 197 - 206)

Report to update the committee following the latest Business Planning Group meeting held on 2 March 2020 and set out the key issues discussed.

The Committee is asked to:

- 1) support the updates to the work programme as recommended by the Business Planning Group and reflected in the updated work programme at Appendix A to ensure that the highest priority issues are being scrutinised:
- 2) note the Task and Finish Group Rolling Programme attached as Appendix B; and
- 3) support the proposed Task and Finish Group on the 'Award of Contract: Business Management Solution' decision, seek volunteers to sit on the Group, and to agree the draft Terms of Reference for the TFG as

proposed in Appendix C.

3.15 pm 13. **Date of Next Meeting**

The next meeting of the Committee will be held on 15 May 2020 at 10.30am at County Hall, Chichester. Probable agenda items include:

- Appointment of the Chairman and Vice Chairman of the Committee
- Annual appointment to the Business Planning Group
- Total Performance Monitor Quarter 4 End of Year Report
- Capital Programme Quarter 4 End of Year Performance Monitor Report
- Capita Annual Performance Report
- TFG Terms of Reference – Recommissioning of support services contract
- Asset Strategy and Policy
- Workforce/People Strategy
- Annual Scrutiny Newsletter for 2019/20

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 4 May 2020.

Part II

3.15 pm 14. **Exclusion of Press and Public**

The Committee is asked to consider in respect of the following item whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Part I of Schedule 12A of the Local Government Act 1972, as indicated below, and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

Exempt: Paragraph 3 related to the business affairs of the Council.

3.20 pm 15. **Part II Minutes of the last meeting** (Pages 207 - 208)

The Committee is asked to agree the Part II minutes of the last meeting on 22 January 2019 as a correct record.

3.25 pm 16. **Part II Responses to Recommendations** (Pages 209 - 210)

The Committee is asked to note the Part II responses to recommendations made at the 22 January 2020.

Members are asked to note the responses.

To all members of the Performance and Finance Scrutiny Committee

Webcasting

Please note: this meeting may be filmed for live or subsequent broadcast via the County Council's website on the internet - at the start of the meeting the Chairman will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council.

Generally the public gallery is not filmed. However, by entering the meeting room and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.