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14 May 2020

## **Performance and Finance Scrutiny Committee**

A virtual meeting of the Committee will be held at **10.30 am** on **Friday, 22 May 2020**.

**Note:** In accordance with regulations in response to the current public health emergency, this meeting will be held virtually with members in remote, audio-only attendance. Public access is via audio webcasting.

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

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

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### **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.
  2. **Minutes of the 15 April meeting of the Committee** (Pages 5 - 10)  
  
The Committee is asked to agree the minutes of the call-in meeting held on 15 April 2020 (cream paper).
  3. **Part I minutes of the 22 January meeting of the Committee** (Pages 11 - 18)  
  
The Committee is asked to agree the Part I minutes of the meeting held on 22 January 2020 (cream paper).
  4. **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.

5. **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.

6. **Requests for Call-in**

There have been no requests for call-in to the Scrutiny 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.

10.45 am

7. **Responses to Recommendations**

(a) **Response to recommendations to the Children and Young People's Services Scrutiny Committee** (Pages 19 - 20)

Response 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 response.

(b) **Response to recommendations made at the 22 January meeting** (Pages 21 - 26)

Response to recommendations made at the 22 January 2020 meeting.

The Committee is asked to note the response.

(c) **Response to recommendations made at the 15 April meeting** (Pages 27 - 28)

Response from the Cabinet Member for Finance to the recommendations made at the 15 April 2020 meeting.

The Committee is asked to note the response.

(d) **Response to recommendations made by the Business Management Solution TFG** (Pages 29 - 30)

Response from the Director of Finance and Support Services to the recommendations made by the Business Management Solution Task and Finish Group on 30 April 2020.

The Committee is asked to note the response.

11.00 am 8. **Total Performance Monitor - Qtr 4 End of Year 2019/20**  
(To Follow)

A report by the Director of Finance and Support Services setting out the performance and finance position as at Quarter 4 End of Year 2019/20.

The Committee is asked to examine the data and supporting commentary for the Quarter 4 End of Year 2019/20 TPM and make any recommendations for action to the relevant Cabinet Member or Scrutiny Committee.

**12.30pm - Comfort break (15 minutes)**

12.45 pm 9. **Capital Programme Performance Monitor Report - Qtr 4 End of Year 2019/20** (Pages 31 - 56)

A report by the Director of Property and Assets setting out the capital programme position as at Quarter 4 End of Year 2019/20.

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

1.15 pm 10. **Service Led Improvement** (Pages 57 - 80)

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 outlining 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.

1.45 pm

11. **Date of Next Meeting**

The next meeting of the Committee will be held on 9 July 2020 at 10.30am. Probable agenda items are to be confirmed.

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 29 June 2020.

**Part II**

12. **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.

13. **Part II Minutes of the 22 January meeting** (Pages 81 - 82)

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

14. **Part II Response to Recommendations from the 22 January meeting** (Pages 83 - 84)

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

Members are asked to note the response.

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