

Tony Kershaw
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24 June 2021

Performance and Finance Scrutiny Committee

A meeting of the committee will be held at **11.45 am** on **Monday, 5 July 2021** at **County Hall, Chichester, PO19 1RQ**.

Note: In response to the continuing public health restrictions, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via democratic.services@westsussex.gov.uk

The meeting will be available to view live via the Internet at this address: <http://www.westsussex.public-i.tv/core/portal/home>

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Agenda

Part I

11.45 am 1. **Election of Chairman**

The Committee's membership is set out below:

Cllr Montyn (interim Chairman)
Cllr Burrett (interim Vice-Chairman)
Cllr Boram
Cllr Britton
Cllr B Cooper
Cllr Condie
Cllr Elkins
Cllr Evans
Cllr Hillier
Cllr Lord
Cllr Nagel
Cllr Sparkes
Cllr Turley
Cllr Wall
plus one Conservative vacancy.

The Nominated substitutes are Cllr Baxter, Cllr Walsh, and 1 Conservative vacancy.

The Committee is asked to elect a Chairman for 2021/22. If

the election is contested, a secret ballot will be held in accordance with Standing Order 2.15B.

11.55 am 2. **Election of Vice-Chairman**

The Committee is asked to elect a Vice-Chairman for 2021/22. If the election is contested, a secret ballot will be held in accordance with Standing Order 2.15B.

12.05 pm 3. **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.

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.

12.10 pm 5. **Terms of Reference (To Follow)**

The Committee's terms of reference will be sent to follow after they are agreed by the Governance Committee on 28 June 2021. The Committee is invited to note its terms of reference.

12.10 pm 6. **Business Planning Group membership**

The Committee is asked to appoint five members to the Group, including the Committee's Chairman, Vice-Chairman and at least two minority group members.

12.20 pm 7. **Minutes of the last meeting of the Committee (Pages 5 - 10)**

The Committee is asked to agree the Part I minutes of the meeting held on 11 March 2021 (cream paper).

8. **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.

9. **Requests for Call-in (Pages 11 - 14)**

There was one request for call-in to the Scrutiny Committee

within its constitutional remit since the date of the last meeting - Review and Appointments to Outside Bodies CAB1(21/22). The Director of Law and Assurance concluded that no valid grounds for a call-in had been provided in accordance with Standing Orders. The call-in request was therefore declined.

The Director of Law and Assurance will report any requests since the publication of the agenda papers.

12.25 pm 10. **Work Programme Planning and possible items for future scrutiny** (Pages 15 - 22)

The Committee is asked to review its current work programme for 2021/22 as agreed at the previous meeting, and make any amendments necessary.

The Committee is asked to review the extract of the Forward Plan of Key Decisions (Appendix A) and mention any items believed to be of relevance to the business of the scrutiny committee. An update of any relevant changes to the Forward Plan will be circulated ahead of the meeting.

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.

12.55 pm 11. **Date of Next Meeting**

The next meeting of the Committee will be held on 13 September 2021 at 10.30am at County Hall, Chichester. Probable agenda items include:

- Q1 Quarterly Performance Monitor report
- Q1 Quarterly Capital Programme Performance report
- New Ways of Working item to include implications of the Covid pandemic on the People Framework and Asset Strategy
- Joint Venture (JV) Partnership progress report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 1 September 2021.

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, Financial or business affairs of any person (including the authority).

13. **Part II Minutes of the last meeting of the Committee**
(Pages 23 - 24)

The Committee is asked to agree the Part II restricted minutes of the meeting held on 11 March 2021 (gold paper, attached for Members of the Committee only).

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.