

Public Document Pack

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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>

Tony Kershaw
Director of Law and Assurance

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.

Performance and Finance Scrutiny Committee

11 March 2021 – At a meeting of the Performance and Finance Scrutiny Committee held at 10.30am by virtual meeting with restricted public access.

Present: Cllr J Dennis (Chairman)

Cllr Montyn	Cllr Kitchen	Cllr Waight
Cllr Barrett-Miles	Cllr Lea, joined at	Cllr Walsh
Cllr Boram	12.07pm	Cllr Patel
Cllr Catchpole	Cllr Smytherman	
Cllr Hillier	Cllr Sparkes	
	Cllr Turner	

Apologies were received from Cllr Bradford and Cllr M Jones

Also in attendance: Cllr Hunt, Cllr Lanzer and Cllr Marshall

Part I

115. Declarations of Interest

115.1 Cllr Walsh declared a personal interest in relation to the QPM item [resident satisfaction] as Leader of Arun District Council.

115.2 Personal interests were declared as follows for the Capital Programme item:

- Cllr Sparkes regarding Community Hubs as a Member of Worthing Borough Council
- Cllr Hillier regarding Gigabit as a Member of Mid Sussex District Council
- Cllr Smytherman regarding Alternative Provision College as Chair of local authority Governors for the Alternative Provision College for West Sussex.

116. Part I Minutes of the last meeting of the Committee

116.1 Resolved – That the Part I Minutes of the meeting held on 22 February 2021 be approved as a correct record and that they be signed by the Chairman.

117. Part II Minutes of the last meeting of the Committee

117.1 Resolved – That the Part II Restricted Minutes of the meeting held on 22 February 2021 be approved as a correct record and that they be signed by the Chairman.

118. Responses to Recommendations

118.1 The Committee received a response from the Executive Director for Place Services regarding the Committee's recommendations concerning the Award of Contract: Horsham Enterprise Park Delivery Partner decision.

118.2 Resolved – That the Committee notes the response and that the Chairman will respond to clarify the need for the sensitivity analysis in future reports to consider any risk due to un-secured aspects, including revenue or tenancies not yet secured and associated costs.

119. Quarterly Performance Monitor (QPM) as at end of December 2020

119.1 The Committee considered the Quarterly Performance Monitor (QPM) report from the Director of Finance and Support Services summarising the positions of finance, performance, risk, and workforce as at the end of December 2020 (copy appended to the signed minutes).

119.2 The Cabinet Member for Finance introduced the report, supported by the Director of Finance and Support Services and the Director of HR and Organisational Development. They highlighted that the Government had covered all additional expenditure due to Covid and therefore the projected budget overspend has now reduced to create a small underspend. They remarked upon the volatility and lack of usual consistency during 2020/21 in the preparation of the figures, which has been challenging and is reflected in the risk report.

119.3 The Committee made comments in relation to the QPM report including those that follow. It:

- Commented that the time lag in reviewing quarterly finance, performance and risk via the QPM can provide misleading or outdated information. Highlighted the need for the Committee to review the most up to date information, with exception reporting of significant changes, and requested the process of producing and reviewing the QPM be reviewed for the next Council year.
- Commented in relation to the key performance indicator (KPI) information that is unavailable due to being delayed, suspended, or cancelled in 2020/21. Members understood that this is due to the effects of the Covid pandemic however were keen that monitoring information be provided as soon as possible to aid oversight and scrutiny of council services.
- Commented that the levels of sickness absence due to stress were notable, particularly for adults and children's services staff who have been under significant additional pressure due to Covid and work on the improvement plan. Encouraged the new ways of working project to consider measuring and improving the productivity of council services.

119.4 Resolved:

- 1) That the Committee notes the impact of Covid-19 on the council and the non-delivery of some savings measures in 2020/21, and acknowledges that the ongoing effects on finance and performance will be seen into 2021/22;

- 2) That the Committee recognise the pressures on staff over the past year, welcome the positive direction of travel, and look forward to receiving a report on the new ways of working this autumn; and
- 3) That the Committee stresses the importance of scrutiny committees having the most up to date information available and requests that the process of reporting key information to Members is reviewed for the next Council year.

120. Capital Programme Quarter 3 Performance Monitor Report

120.1 The Committee considered a report by the Director of Property and Assets setting out the quarter 3 performance of the Capital Programme (copy appended to the signed minutes).

120.2 The Cabinet Member for Finance introduced the report, noted the projects were progressing well despite the challenges presented by Covid, and expressed his thanks to officers for an informative report.

120.3 The Capital Programme Manager introduced the report and summarised key aspects including the pipeline and the high number of projects in delivery within the Programme.

120.4 The Committee made comments in relation to the Capital Programme performance report including those that follow. It:

- Queried how significant IT projects aiming to deliver efficiency or better ways of working could be monitored by Members. Comments were made that the capital programme report could enable monitoring of project costs, total value, and progress (including the original completion estimate for re-profiled projects), and Members asked that officers consider this.
- A Member wished that their thanks be noted for the council's investment in the Worthing Community Hub scheme. Thanks were also noted for the Gigabit broadband scheme which is a credit to the council, and Members encouraged further funding bids be explored to enable more schemes within the county.
- Encouraged efforts to accelerate the Special Support Centre (SSC) projects, where possible. The Cabinet Member for Finance invited the Chairman of the Children and Young People's Services Scrutiny Committee (CYPSSC) to write to him to outline the concerns.

120.5 Resolved:-

- 1) That the Committee welcome a review of the information included within the capital programme performance monitor report and ask that consideration be given to including the total project cost and delay information;
- 2) That the Committee supports efforts to expedite the SSC projects, and asks that CYPSSC continue to monitor and review progress; and
- 3) That the Committee welcomes further reflection on significant IT projects and how this can be monitored in future reports.

121. Work Programme Planning and possible items for future scrutiny

121.1 The Committee considered the forward work programme by the Senior Advisor which outlines the priorities to be taken forward into the next Council year (copy appended to the signed minutes). The Committee also considered an extract of the Forward Plan of Key Decisions.

121.2 Resolved – That the Committee supports the proposed work programme for March to July 2021 and proposals for 2021/22.

122. Date of Next Meeting

122.1 The Committee notes its next meeting will take place on 5 July 2021, commencing at 10.30am.

123. Award of Contract: Joint Venture Partnership for County Council Property Development

123.1 The Committee considered a report by the Director of Property and Assets regarding the proposal to award the contract for the Joint Venture Partnership (copy appended to the signed minutes).

123.2 The Cabinet Member for Finance introduced the report and commented that the Joint Venture (JV) aims to generate profit for the council whilst minimising risk by developing within a partnership. Recommendations from this Committee in 2019 and 2020 have been taken into account in the development of this proposal. Thanks were noted to Members for their input and to the Technical Project Manager for his work and expertise in bringing the partnership to fruition.

123.3 The Director of Property and Assets introduced the report commenting that councils traditionally sell surplus land for a capital receipt, however a JV partnership enables the council to take advantage of generating added value by receiving 50% of the development profit.

123.4 The Committee made comments including those that follow. It:

- Expressed general support for the aims and principles of the JV partnership.
- Sought clarity on the governance arrangements for the JV and how Members can have oversight and input into the operation of the JV programme. Welcomed future opportunities for pre-decision scrutiny of the properties or land being added into the JV.
- Commented on the proposed submission of an annual oversight report to this committee that an annual report would not provide sufficient oversight of the progress and achievements of the scheme, particularly in the early years of the partnership. Members agreed that a report should be brought to the committee on a 6-monthly basis for the initial two years of the JV partnership, or at key milestones as appropriate, so that the scrutiny committee has a good overview of progress.
- Commented that the JV supervisor is a key post and that appropriate recruitment to this role is vital to ensure a successful partnership.

In order to consider restricted Annex B, the public and press were excluded from the meeting under Part I of Schedule 12A of the Local Government Act 1972, paragraph 3 Financial or business affairs. The public meeting was closed at 1.25pm and the Committee entered private Part II discussion until 1.57pm. The Part I public summary of the Part II restricted discussion is as follows. It:

- Commented that skills and experience learned in the Partnership could benefit the council.
- Commented on the importance of the governance arrangements proposed.

123.8 Resolved:-

- 1) That the Committee support the ambitions of the JV Partnership and moving forward to award the contract for a delivery partner;
- 2) That the Committee review the progress of the JV Partnership more frequently than currently proposed in the report, particularly in the first two years;
- 3) That the Committee welcome the opportunity to review specific developments at an early stage, that is when an asset is declared surplus to requirements and transferred into the JV; and
- 1) That the Committee request consideration be given to how skills learned from the Partnership can be imported to the council's property team.

The meeting ended at 1.57 pm

Chairman

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Performance and Finance Scrutiny Committee

5 July 2021

Rejected Call-in – Appointments to Outside Bodies

Report by Director of Law and Assurance

Summary

A call-in request relating to the appointments to outside bodies ([link to decision](#)) has been considered and rejected by the Director of Law and Assurance in his role as Monitoring Officer. As set out in the Constitution, the reasons for any call-in requests rejected by the Monitoring Officer are published in the papers for the next meeting of the relevant scrutiny committee.

Focus for scrutiny

The Committee is asked to note the reasons for the rejection of the call-in request as set out below.

1. Reasons for Rejection

- 1.1 The call-in request was made on the grounds that the Cabinet had not made appointments in the best interest of the County Council by having not sought nominations or taken into consideration new members for appointments from the pool of 70 elected members as per recommendations from the report.
- 1.2 The call-in also sought the following outcomes:
 - That the cabinet consult and receives nominations for appointments to outside bodies from all members, across all parties, including independent members, to ensure the best person, experience and key skills are taken into account for appointment to the role and appointments are made at full council in an open, democratic and transparent manner, for the best interest of the council.
 - That nominations are made at full council, by full council.
 - A change in the constitution to reflect outside bodies to be made by full Council.

2. Monitoring Officer's Assessment

- 2.1 The call-in request is considered by reference to the factors set out in Standing Order 8.32, the pre-conditions for the request set out in Standing Order 8.29-31 having been met. Those factors are:
 - The matter has previously been considered by the scrutiny committee

- New information has come to light since such consideration
- It is a matter the committee would be expected to consider
- A delay to the decision would likely significantly damage the interests of the Council.

In relation to these factors the position or conclusion reached was:

- 2.1.1 It is the case that the proposals in the report for the Cabinet's decision were not previously considered by a scrutiny committee.
- 2.1.2 There is nothing to suggest that a delay to the decision would be likely to significantly damage the interests of the Council.
- 2.1.3 It has not been the case in previous years that a scrutiny committee has been invited to or has sought to scrutinise appointments to outside bodies. It is difficult to envisage that it is a matter which the scrutiny committee would expect to consider. Whilst the appointments to outside bodies have been delegated to the Cabinet with criteria to inform their decision this does not come with an expectation that the exercise of their judgment, which will in all cases be subjective, will be subjected to scrutiny any more than those which take place at full Council. Nor does the delegation come with a requirement for consultation.
- 2.1.4 No reasons or rationale are expected to be given or required for such appointments by any decision-making forum. The Cabinet should not be asked to explain or account for the exercise of its judgment in such matters. That is not asked of any other decision makers – including the selection of chairs of scrutiny committees or the appointments made at full Council. It is the exercise of political judgment by reference to indicative criteria. It is difficult to see what the scrutiny committee could add to that process without seeking to question the exercise of such a personal political discretion. Given the number of outside body appointments it would also need to be a very lengthy exercise in seeking, providing and commenting on the basis for each appointment.
- 2.1.5 The proper mechanism for influencing such decisions is by making representations to the decision makers – in this case to the Cabinet – prior to the decisions being made. There are opportunities for doing so, but they are not part of the scrutiny function. Whilst the call-in seeks to invite the Cabinet to carry out a consultation exercise or to account for the application of the criteria there is no requirement that Cabinet does this and so the outcome sought is outside what can properly be required of Cabinet.
- 2.1.6 The proposed decision was published in the usual way and all members were on notice of the proposal and the details of the intended appointments proposed by the Cabinet. There was ample opportunity for any member or any group leader to make representations to be considered by the Cabinet, including information about members who may meet the criteria for consideration when making appointments. The decisions were taken at a public meeting of the Cabinet, convened in accordance

with the Council's Constitution and which other members had the right to attend and to ask to speak.

- 2.1.7 No such representations were made or, to the extent they were made direct to members of the Cabinet by or on behalf of any elected members they were taken into consideration by the Cabinet. There is no requirement for such representations to be recorded or publicised.
- 2.1.8 I therefore conclude that this is not a decision, or set of decisions, which the scrutiny committees would have expected to consider.
- 2.1.9 There is an additional problem with this call-in request as the further outcomes it seeks fall beyond the role and powers of the scrutiny process.
- 2.1.10 A call-in request cannot be used to propose a change to the constitution or to ask to change a properly made delegation of authority to the Executive. Those are matters for the Governance Committee or for consideration by full Council. The Scrutiny Committee's task is to make recommendations about the proposed decision by the Cabinet. It cannot make a recommendation for the Cabinet to take a decision about constitutional matters including the scheme of delegation.

3. Conclusion

- 3.1 For the above reasons and consideration of the relevant factors the call-in request is declined.
- 3.2 If any member or group is not satisfied with the arrangements for making appointments to outside bodies or the delegation of those decisions to the Cabinet the correct course would be to raise the issue at Governance Committee which can decide whether to propose changes to the Constitution for consideration by the County Council.

Tony Kershaw

Director of Law and Assurance

Contact Officer

Susanne Sanger, Senior Advisor, Democratic Services, 033 022 22550

Background papers

None

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**Performance and Finance Scrutiny Committee Work Programme
July 2021 - March 2022**

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
<p>2022/23 Budget</p> <p>Draft Budget - scrutiny of the draft budget including, Treasury Management and Capital Strategies to meet priorities and implications of budget reductions and saving requirements. To be linked to Council priorities.</p>	Corporate	Budget	Update to December 2021, Full Budget item to January 2022
<p>Quarterly Performance Monitor (QPM)</p> <p>Performance, risk and budget monitoring: ongoing strategic monitoring of finance, performance, workforce and risk.</p>	Corporate	Performance and Budget	Q1 Sept, Q2 Nov, Q3 March 2022, EOY July 2022
<p>Capital Programme</p> <p>Quarterly monitoring of the capital programme and specific proposals for priority schemes relevant to the Committee's responsibilities</p>	Corporate	Budget	Q1 Sept, Q2 Nov, Q3 March 2022, EOY July 2022
<p>Property Joint Venture Partnership and Development Projects</p> <p>On an annual basis the committee will monitor the achievement of the aims of the JV Partnership, (March meeting of PFSC agreed that 6-monthly reports should be brought to the committee in the first two years to scrutinise progress in achieving the joint venture objectives).</p> <p>The Committee may scrutinise individual projects as they arise.</p>	Service	Outcome	Sept 2021 and March 2022 TBC
<p>Economic Plan</p> <p>Resetting the economy considered a key priority for the Council therefore BPG requested an item be brought to committee</p>	Corporate	Outcome	TBC

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
to scrutinise the progress in implementing the Plan.			
<p>Growth Deal Programme</p> <p>To scrutinise the Growth Deal Programme in terms of the progress of the programme and outcomes achieved.</p>	Corporate	Outcome	TBC
<p>New Ways of Working – 2 aspects of working arrangements to be covered at the same meeting</p> <p>People Framework Scrutiny of the progress and actions in developing the People Framework to achieve the outcomes agreed in West Sussex Reset Plan. This is particularly relevant due to the changing work arrangements and practices resulting from the Covid-19 pandemic.</p> <p>Asset Strategy Scrutiny of the progress and actions taken since the Asset Strategy was agreed and any amendments required due to changing work practices resulting from the Covid-19.</p>	Corporate	Performance and Outcome	<p>Sept 2021</p> <p>Sept 2021</p>
<p>Treasury Management</p> <p>Scrutiny of the mid-year report 2021/22. PFSC is responsible for this as part of Treasury Management Regulations for wider member review. The 2022/23 Strategy will be scrutinised alongside the draft budget in January 2022.</p>	Corporate	Budget	<p>November 2021</p> <p>January 2022</p>
Business Planning Group			
<p>Endorsement of Additional Resource: Corporate Business Management Solution</p> <p>Decision included in Forward Plan. Verbal update on the decision provided by the Director of Finance.</p> <p>Outcome – BPG agreed that this was a vital project and was key to the outcome of the</p>	Corporate	Performance	July BPG

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
re-commissioning of support services. BPG request that Members of PFSC are kept up-to-date with the progress of this work and that a project timeline be brought to the next BPG in July to establish the appropriate timing of scrutiny.			
<p>Strategic and Business Critical Contracts Status Report</p> <p>6-monthly overview report of the business critical contracts, with supplementary documents provided for those deemed amber or red.</p>	Corporate	Performance and outcome	July BPG, Feb 2022 BPG

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Extract of the Forward Plan of Key Decisions – 23.06.2021

Cabinet Member for Finance and Property

Procurement of Heating Plant Replacement at Parkside, Horsham	
<p>Parkside is a commercial administrative office in Horsham, owned by West Sussex County Council and functioning 24 hours a day seven days a week. The boilers supplying the heating and hot water are 28 years old, obsolete and started to fail. A feasibility study was delivered by consultants in October 2020 looking at all options to heat the building going forward. It is recommended that the existing boilers are replaced with new highly efficient units that will integrate renewable technology for the future. Funding for the procurement will come from the previously allocated block Capital Maintenance programme.</p> <p>The Cabinet Member for Finance and Property will be asked to endorse the procurement and delegate to the Director for Property and Assets the authority to award the contract. (A further decision report will be published at that time as appropriate).</p>	
Decision by	Cllr Hunt - Cabinet Member for Finance and Property
Date added	2 June 2021
Month	July 2021
Consultation/ Representations	<p>The project will be issued on the In-Tend procurement system, early engagement and qualifying questions with potential Contractors will commence shortly, with a shortlist being drawn up ready for the full tender to be issued.</p> <p>Representation can be made via the officer contact in the month prior to that in which the decision is due to be taken.</p>
Background Documents	None
Author	Jeremy Rigby Tel: 033 022 26460
Contact	Suzannah Hill Tel. 022 033 22551

Leader, Cabinet Member for Finance and Property

Performance Monitor (Rolling Entry)	
<p>The Monitor details the Council's performance in relation to revenue and capital spending, savings, workforce projections, performance and risk by portfolio against the Cabinet's key priorities. The Leader and Cabinet Member for Finance will be recommended to approve the Performance Monitor and any items of financial and performance management within the Monitor.</p>	
Decision by	Cllr Marshall - Leader, Cllr Hunt - Cabinet Member for Finance and Property
Date added	1 April 2020

Agenda Item 10
Appendix A

Month	Before March 2022
Consultation/ Representations	Representation can be made via the officer contact.
Background Documents	None
Author	Fiona Morris Tel: 033 022 23811
Contact	Suzannah Hill Tel: 033 022 22551

Cabinet Member for Finance and Property

Review of Property Holdings (Rolling Entry)	
<p>The County Council's Future West Sussex Plan set out its ambition to minimise the burden of local taxation, delivering the best outcomes for residents with the money it spends, whilst living within its means. In 2018 the County Council agreed to adopt an Asset Management Policy and Strategy. An objective of the strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial return and commercial opportunities.</p> <p>Reports pertaining to this rolling Forward Plan entry will be published between 01 April 2020 and 31 March 2021.</p>	
Decision by	Cllr Hunt - Cabinet Member for Finance and Property
Date added	1 April 2020
Month	Before March 2022
Consultation/ Representations	Local Members Representation can be made via the officer contact.
Background Documents	None
Author	Elaine Sanders Tel: 033 022 25605
Contact	Suzannah Hill Tel. 033 022 22551

Director of Finance and Support Services

Award of Contract(s) Information Technology Services
<p>In December 2020 the Cabinet Member for Economy & Corporate Resources approved a proposal via decision ECR04_20-21, to insource and recommission, through new contracts, the services currently provided by Capita through the Information Technology outsource contract.</p> <p>The Cabinet Member delegated authority to the Director of Finance and Support Services to progress the programme and commence procurement of the Service Desk and End User Compute Services, Networks, Telephony, Cloud Hosting and Infrastructure and Application Management Services. In accordance with the decision a procurement exercise is being undertaken.</p>

The Director of Finance and Support Services will be asked to award the contract(s) to the successful bidder(s) from June 2021 with initial service transitions to commence in July 2021.

Decision by	Katharine Eberhart - Director of Finance and Support Services
Date added	14 April 2021
Month	June 2021
Consultation/ Representations	External Consultants SOCITM; Director Law and Assurance Representation can be made via the officer contact in the month prior to that in which the decision is to be taken.
Background Documents	None
Author	Stewart Laird Tel: 033022 25310
Contact	Suzannah Hill Tel: 0330 222 2551

Director of Law and Assurance

County Council Insurance Provision Procurement

West Sussex County Council is approaching the end of its existing Long-Term Agreements with insurers for Material Damage, Casualty, Motor, Crime, Personal Accident covers. In line with Public Procurement legislation, authority will be sought from the Director Law and Assurance to commence a procurement exercise to tender the insurance portfolio in time for renewal on 29 September 2021. The award of contract will follow later in the year when a further forward plan entry and report will be published as appropriate.

Decision by	Tony Kershaw - Director of Law and Assurance
Date added	23 June 2021
Month	July 2021
Consultation/ Representations	Market engagement. Consultation with Cabinet Member for Finance and Property Representation can be made via the officer contact at the beginning in the month in which the decision is due to be taken.
Background Documents	None
Author	Neil Robb Tel: 033022 29426
Contact	Suzannah Hill Tel: 033 022 22551

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