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3 March 2022

Performance and Finance Scrutiny Committee

A meeting of the Committee will be held at **10.30 am** on **Friday, 11 March 2022** at **County Hall, Chichester, PO19 1RQ**.

Note: In response to the continuing public health measures, 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 watch 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 last meeting of the Committee** (Pages 5 - 8)

The Committee is asked to agree the minutes of the meeting held on 31 January 2022 (cream paper).
 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.

4. **Response to Recommendations** (Pages 9 - 10)

The Committee is asked to note the responses to recommendations made at the 31 January meeting from the Cabinet Member for Finance and Property.

10.35 am 5. **End of December 2021 (Qtr 3) Quarterly Performance and Resources Report** (Pages 11 - 126)

A report by the Chief Executive and Director of Finance and Support Services setting out the corporate performance, finance, workforce, risk and capital programme positions as at the end of December 2021.

The Committee is asked to examine the data and supporting commentary for the Performance and Resources report and make any recommendations for action to the relevant Cabinet Member or Scrutiny Committee.

11.35 am 6. **Economy Plan Update** (Pages 127 - 138)

A report by the Executive Director of Place Services and Principal Manager – Economic Growth setting out the work underway to achieve the priorities of the Economy Plan 2020-2024. The report also sets out how the County Council is working effectively to progress the Council Plan priority theme 4 `Enable Business Start-ups, Business Survival and Business Adaptation`, and priority theme 6 `Protect and Revive Tourism and the Visitor Economy` in partnership with the District and Borough Councils.

The committee is asked to review the report and make any recommendations to the Leader and Cabinet Member for Support Services and Economic Development and, if appropriate, identify any areas that require further in-depth scrutiny by the committee.

12.15 pm 7. **Customer Service Centre Function** (To Follow)

A report by the Director of Communities setting out the procurement decision in relation to a Customer Service Centre function.

The committee is asked to review the report to ensure: -

- That the outcome of the procurement meets the objectives of the Council Plan to ensure priorities and targets of the County Council can be met, specifically around KPI51: percentage of digital services available from the Council to support self-service.
- That the service being procured will provide the Council and its members with real insight into the needs of residents and their interaction with the Council

- That the outcome of the plans for management of the service and the chosen provider enable the Council to manage and monitor performance of this critical customer-facing service
- That plans are in place to manage the implementation and transfer to ensure service continuity and value for money.

12.55 pm 8. **Work Programme Planning and possible items for future scrutiny**

The Committee is asked to review its current draft work programme taking into account the Forward Plan of Key Decisions and any suggestions from its members for possible items for future scrutiny.

(a) **Forward Plan of Key Decisions** (Pages 139 - 148)

Extract from the Forward Plan dated 28 February 2022 – attached.

The Committee is asked to review the extract of the Forward Plan of Key Decisions 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 tabled 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.

(b) **Work Programme** (Pages 149 - 154)

The Committee to review its draft work programme till September 2022 taking into consideration the checklist at Appendix A.

1.05 pm 9. **Requests for Call-in**

There have been no requests for call-in to the scrutiny committee 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. **Date of next meeting**

The next meeting of the Committee will be at 10.30am on 17 June 2022 at County Hall, Chichester. Probable agenda items include: -

- Asset Strategy and Policy
- People Framework
- Scrutiny Annual Report
- Work Programme Report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 31 May 2022.

To all members of the Performance and Finance Scrutiny Committee

Webcasting

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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.