

Tony Kershaw
Director of Law and Assurance

If calling please ask for:

Rob Castle on 033 022 22546
Email: rob.castle@westsussex.gov.uk

County Hall
Chichester
West Sussex
PO19 1RQ
Switchboard
Tel no (01243) 777100



www.westsussex.gov.uk

1 September 2022

Performance and Finance Scrutiny Committee

A meeting of the Committee will be held at **10.30 am** on **Friday, 9 September 2022** at **County Hall, Chichester, PO19 1RQ**.

The meeting will be available to watch 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

- 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 previous meetings**
- The Committee is asked to agree the minutes of the meeting held on 17 June 2022 and the Part I minutes of the meeting held on 13 July 2022 (cream paper).
- (a) **Minutes from 17 June 2022** (Pages 5 - 10)
- (b) **Part I minutes from 13 July 2022** (Pages 11 - 16)
- 10.45 am 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. **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. **Responses to Recommendations** (Pages 17 - 22)

The Committee is asked to note the responses to recommendations made at the 17 June and 13 July 2022 meetings.

10.50 am 6. **End of June 2022 (Quarter 1) Quarterly Performance and Resources Report** (Pages 23 - 168)

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 June 2022.

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.

12.05 pm 7. **Workforce and organisational culture - update** (Pages 169 - 178)

Report by Director of Human Resources and Organisational Development.

The report outlines progress on a range of issues relating to the Council's workforce and details areas which require further attention and development moving forward.

The report also includes details of changes to work practices as a result of the Covid-19 pandemic as Smarter Working is implemented across the Council.

Lunch

The Committee will break for lunch for 30 minutes.

1.35 pm 8. **SMARTCORE programme completion and funding** (Pages 179 - 194)

Report by the Director of Finance and Support Services and the Director of Human Resources and Organisational Development.

The report provides an update on the project for the replacement of the Council's Business Management Solution and identifies the required resources to complete the project setting out the remaining milestones to completion.

2.20 pm 9. **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.

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 to consider in detail.

(a) **Forward Plan of Key Decisions** (Pages 195 - 202)

Extract from the Forward Plan dated 31 August 2022 – attached.

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.

(b) **Work Programme** (Pages 203 - 210)

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

2.30 pm 10. **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.

11. **Date of next meeting**

The next meeting of the Committee will be at 10.30am on 28 November 2022 at County Hall, Chichester. Probable agenda items include: -

- Quarter 2 September - Performance and Resources Report (PRR) September
- Medium Term Financial Strategy 2022/23
- Property Joint Venture update report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 11 November 2022.

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).

2.35 pm **13. Part II Minutes from 13 July 2022 (Pages 211 - 214)**

The Committee is asked to agree the Part II restricted minutes of the meeting held on 13 July 2022 (attached for Members of the Committee only, gold paper).

To all members of the Performance and Finance Scrutiny Committee

Webcasting

Please note: this meeting is being filmed for live and subsequent broadcast via the County Council's website on the internet. 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.