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29 June 2018

Performance and Finance Select Committee

A meeting of the committee will be held at **10.30 am** on **Monday, 9 July 2018** at **County Hall, Chichester PO19 1RQ**.

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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.
- 10.30 am 2. **Minutes of the last meeting of the Committee** (Pages 5 - 12)
- The Committee is asked to agree the minutes of the meeting held on 18 May 2018 (cream paper).
- 10.30 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.
- 10.30 am 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.

Part II

5. **Exclusion of Press and Public**

The Committee is asked to consider in respect of the following item(s) 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).

10.35 am 6. **Part II Minutes of the 18 May meeting** (Pages 13 - 14)

To confirm the Part II minutes of the meeting held on 18 May 2018 (for members of the Committee only).

10.40 am 7. **Submission of an Outline Planning Application for the former Novartis site, Wimbleshurst Road, Horsham** (Pages 15 - 30)

A report by the Executive Director of Economy, Infrastructure and Environment.

The Committee is asked to review the progress of the project, comment on the proposed submission of an outline planning application and identify any additional issues prior to submission of the application.

Part I

11.10 am 8. **Adoption of the County Council's Asset Management Policy and Asset Management Strategy** (To Follow)

A report by the Executive Director of Economy, Infrastructure and Environment.

The Committee is asked to review, comment on and support the Asset Management Policy and Strategy, and to provide any recommendations to the Cabinet Member.

11.40 am 9. **Quarter 4 Capital Programme Monitor and Annual Report** (Pages 31 - 50)

A report by the Executive Director of Economy, Infrastructure and Environment.

The Committee is asked to review, comment on and make any relevant recommendations for action to the Cabinet Member in relation to the 2017/18 end of year performance report of the

capital programme.

BREAK- 5 minutes

- 12.05 pm 10. **Treasury Management Annual Report** (Pages 51 - 66)
- A report by the Director of Finance, Performance and Procurement.
- The Committee is asked to review, comment on and support the Treasury Management Annual Report.
- 12.25 pm 11. **Contracts Management Task and Finish Group (TFG) Report** (Pages 67 - 82)
- A report by the Chairman of the Contracts Management Task and Finish Group.
- The Committee is asked to review the findings of the TFG and support the recommendations.
- 12.45 pm 12. **Annual Scrutiny Performance 2017-18** (Pages 83 - 100)
- A report by the Director of Law and Assurance and Head of Democratic Services.
- The Committee is asked to review the report, make any recommendations for improvements to scrutiny practice and identify any training or development needs for Scrutiny Members.
- 1.05 pm 13. **Business Planning Group Report** (Pages 101 - 108)
- A report by the Chairman of the Business Planning Group providing an update from the meeting held on 21 May 2018.
- The Committee is asked to support the updates to the work programme and note the latest Task and Finish Group Rolling Programme.
- 1.15 pm 14. **Requests for Call-in**
- There have been no requests for call-in to the Select 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.
- 1.15 pm 15. **Forward Plan of Key Decisions** (Pages 109 - 132)
- Extract from the Forward Plan dated 27 June 2018.
- An updated version of the Forward Plan is due to be published between the date of despatch of the agenda and the date of the meeting and this 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.

1.15 pm 16. **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and suitable for scrutiny, e.g. raised with them by constituents arising from central government initiatives etc.

If any member puts forward such an item, the Committee's role at this meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group (BPG) to consider in detail.

1.15 pm 17. **Date of Next Meeting**

The next scheduled meeting of the Committee is to be held on 5 October, at County Hall, Chichester. The meeting will commence at 10.30am.

Probable agenda items include:

- Results of the What Matters To You Survey
- Medium Term Financial Strategy
- One Public Estate
- Total Performance Monitor – July/August
- Q1 Capital Programme Monitor Report
- Social Value Act
- Business Planning Group Report - September

Any member wishing to place an item on the agenda for that meeting must notify the Director of Law and Assurance by 25 September 2018.

To all members of the Performance and Finance Select Committee