

**Performance and Finance Scrutiny Committee Work Programme
November 2022 - March 2023**

Topic	Type of scrutiny	Timing
<p>Quarterly Performance and Resources Report (PRR)</p> <p>Performance, risk and budget monitoring: ongoing strategic monitoring of performance, finance, workforce, risk, transformation programme and capital programme.</p>	Performance	<p>Qtr2 November 2022</p> <p>Qtr3 March 2023</p>
<p>Council Plan and Medium Term Financial Strategy</p> <p>Committee to scrutinise the Council Plan and MTFS as part of the 2023/24 budget development process.</p> <p>Focus for scrutiny – agreed by the BPG</p> <ul style="list-style-type: none"> • That the progress made in achieving the aims/objectives of the Council Plan are on target. • That the work underway to refresh the Council Plan takes into account both internal and external factors to ensure it remains relevant and appropriate. • That the MTFS considers the implications of national changes on the County Council’s financial position and that these are monitored to ensure the Council’s financial position is understood and amended as necessary • That the financial position of the Council is clearly set out and any growth and/or savings requirements are identified • That the assumptions being made when setting out the MTFS are clear • That the objectives of the Council Plan are reflected in the available financial envelope • That there is sufficient information in terms of risks and how these will be managed and mitigated 	Budget	November 2022
Multi-Disciplinary Consultant	Performance	November 2022

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<p>Scrutiny of the new working arrangements established with the consultant as a result of the recent re-procurement exercise.</p> <p>Focus for scrutiny – agreed by the BPG</p> <ul style="list-style-type: none"> • That the aims and ways of working of the partnering arrangement are clear and that they meet the needs of the Council Plan and the Capital Programme to ensure the priorities and targets of the County Council can be met. This should cover: <ul style="list-style-type: none"> • How the revised working arrangements will improve outcomes for the Council • How performance of the contract and its benefits will be measured and monitored • What other changes have been made and what these seek to achieve for the Council • How value for money from the working arrangements with the MDC will be shown and what assurances members can be given over the effectiveness of the contribution the MDC brings to capital projects and the asset strategy. • What will be the MDC’s role in the Council’s climate change strategy and plans for reducing the carbon footprint of the Council • Whether any significant risks have been identified and to seek assurance of the effectiveness of actions planned to manage these 		
<p>Property Joint Venture Partnership and Development Projects (postponed from June 2022)</p> <p>Review of the progress of setting up the JV partnership and achievement of the partnership aims.</p> <p>Focus for scrutiny agreed by the BPG:-</p>	Performance	November 2022

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<ul style="list-style-type: none"> • That satisfactory progress has been made in establishing the Joint Venture partnership arrangement • That the aims/objectives of the arrangements are clear and that they meet the needs of the Council Plan and the Capital Programme to ensure the priorities and targets of the County Council can be met • That governance arrangements and working practices have been agreed to ensure that the performance and outcomes can be managed and monitored effectively • That a plan of development sites has been agreed and work is underway to commence work on these to ensure the best outcomes for the Council can be achieved • That the strategy/proposals include a plan or commitment in relation to the Council's climate change priorities • How evidence or learning from other areas that have implemented similar arrangements have been considered • Whether any significant risks have been identified and to seek assurance of the effectiveness of actions planned to manage these • Plans to monitor the implementation and impact of the proposal/strategy and identify how scrutiny could add value to this process in the future. • How any implications for key areas of Council policy or its overarching legal responsibilities have been assessed (legal implications, equality duty, climate change, crime and disorder, public health, social value) and the effectiveness of any mitigations put in place to address these (do these provide assurance that potential adverse impacts are understood and being addressed?). <p>The Committee may scrutinise individual projects as they arise.</p>		
<p>Treasury Management Mid-year Review</p> <p>As agreed with BPG and Finance Officers the Mid-year report will be circulated virtually to the committee for scrutiny. Member questions to be</p>		<p>November 2022</p>

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submitted for answers, these will be shared with the whole committee.		
<p>Council Plan and Budget 2023/24</p> <p>Scrutiny of the Council Plan and draft budget ahead of agreement at Cabinet and approval at County Council in February 2023</p> <p>Proposed Focus for scrutiny:-</p> <ul style="list-style-type: none"> • That the Council Plan remains relevant and appropriate and continues to prioritise the outcomes we want to achieve for the people in West Sussex; • Ensuring that the budget presented, including the additional investment to meet demand and other pressures and any proposed savings, are realistic and enable the achievement of the priorities and objectives agreed in the Council Plan; • Ensuring that the level of reserves held ensures the County Council remains financially resilient; • That any risks in achieving the Council Plan and meeting the budget have been recognised and mitigating actions identified; • That the change to Council Tax is justified and appropriate to meet the needs of the residents of West Sussex; • That the Capital Programme and Strategy meet the anticipated future needs of the County Council; • That the Treasury Management Strategy ensures financial risks are minimised, security of capital is ensured and that the borrowing needs of the capital programme are met within the authorised borrowing limit and the efficient management of funds; • That the proposed changes to fees and charges:- <ul style="list-style-type: none"> ○ meet the objectives of cost recovery or meet other financial or policy objectives, ○ are reasonable and meet the needs and priorities of the Council, and ○ that the impact of changes have been considered, with any unintended consequences, and mitigations to address these, identified. 		January 2023

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<p>Smarter Working Programme</p> <p>Scrutiny of the findings and recommendations of the Smarter Working Programme with particular reference to the implications for the services within the committee's portfolio responsibility; HR, Property, IT and Finance.</p> <p>Focus for Scrutiny to be agreed.</p>		March 2023
<p>IT Policy</p> <p>Scrutiny of the up-dated IT Policy and the changes required as a result of the changing way the Council operates and how IT will support this. Committee to provide input to the changing Policy.</p> <p>Focus for Scrutiny to be agreed.</p>		March 2023
<p>SmartCore</p> <p>Scrutiny post-implementation of the Smartcore system to ensure aims, benefits and objectives of the new system have been achieved and that lessons have been learnt for future large-scale projects.</p> <p>Focus for Scrutiny to be agreed.</p>		June 2023
<p>Business Planning Group</p>		
<p>Committee and BPG to monitor PRR in relation to Capital Programme (including Horsham Enterprise Park and Broadbridge Heath Retail Park), cyber security, Economy Plan, savings, change programmes and climate change to identify any issues arising for future scrutiny.</p>	Performance	TBC
<p>Grant funding</p> <p>BPG to determine whether scrutiny is required and how this may be carried out in relation to how we seek additional funding to bridge budget challenges.</p>	Budget	TBC
<p>TFG proposed to review arrangements in relation to commissioning/procurement/contract management.</p>	Performance	TBC

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BPG to consider outcomes required. Potential timescale of March 2023.		

Appendix A – Checklist