

Performance and Finance Select Committee

22 November 2018

Business Planning Group Report

Report by Chairman, Business Planning Group

Executive Summary

Each Select Committee has a Business Planning Group (BPG) to oversee the Committee's work programme and prioritise issues for consideration by the Committee.

This report provides an update to the Committee from the latest Performance and Finance Select Committee (PFSC) BPG meeting held on 5 November 2018 setting out the key issues discussed.

Changes to the interim work programme are reflected in the PFSC work programme included as Appendix A.

The Committee is also responsible for the over-arching review of Scrutiny Task and Finish Groups (TFGs). The Committee is asked to review the Task and Finish Group (TFG) rolling progress report included as Appendix B.

Focus for Scrutiny

The Committee is asked to support the updates to the work programme as recommended by the Business Planning Group and reflected in the updated work programme at Appendix A to ensure that the highest priority issues are being scrutinised. The Committee is also asked to note the Task and Finish Group Rolling Programme attached as Appendix B.

1. Introduction

The BPG met on 5 November 2018, members in attendance were Mr Montyn (Chairman), Mrs Dennis, Mrs Mullins and Dr Walsh.

2. 5 November 2018

- 2.1. In reviewing the Action Notes of the previous meeting the Group discussed the **What Matters to You? survey** item presented to the October Select Committee. They agreed that a Member Task and Finish Group (TFG) should be established to contribute to the questions included in the next survey as recommended by the Committee. The TFG would therefore be added to the list of proposed TFGs in the Rolling Programme.
- 2.2. The Director of Finance, Performance and Procurement and Director of Law and Assurance attended the meeting to discuss the concerns raised in relation to **large scale procurements**, as identified at a recent

Environment, Community and Fire Select Committee (ECFSC). It was agreed that the processes would be included within the remit of the reconvening Contracts Management TFG, as agreed at the previous BPG meeting, and that the Director of Law and Assurance would provide a response in relation to the governance arrangements around large-scale procurements for the Chairman to send to the Chairman of ECFSC.

- 2.3. The Director of Law and Assurance also provided an update on the **Orbis Public Law** agreement. The Group were satisfied that the work to align structures and budgets was progressing satisfactorily and that joint scrutiny was too early in the process as yet. It was determined that a joint scrutiny exercise would be more appropriate once the structures and budgets were fully aligned, after April 2019. If any concerns arose the Cabinet Member for Corporate Relations and Director of Law and Assurance would bring these to the BPG as appropriate.
- 2.4. Following the last meeting of the Group when the **Quarterly Capital Programme Performance Monitor** was discussed the additional information provided by the Capital Programme Manager was reviewed. The Group agreed that the Quarter 2 report to be presented to PFSC in November would remain as presented previously, but that additional supporting information would be provided for all Members via the Members Information site of the web-site (MINE). This was determined due to the detail and volume of information presented being too much for a public committee meeting. The extra information would provide Members with the information they need on the capital programme to raise specific, detailed questions outside of the meeting. Any strategic issues or concerns could still be questioned at the committee meetings. The BPG would review the arrangements at a future meeting to ensure it is meeting Member needs.

3. **Scrutiny Work Programme Planning**

- 3.1 Members of the Group reviewed the outstanding items on the current work programme. Appendix A details the items and timings to be reviewed as part of the 2018/19 work programme for the Committee. These changes include:-
 - The **budget report** to be presented to the November meeting would be a high level report updating the Medium Term Financial Strategy following the Autumn budget statement and the current budget gap.
 - Inclusion of an up-date on the progress of the **One Public Estate (OPE)** programme would be presented to the November meeting of the Committee. This should include updates of all the current projects within the programme.
- 3.2 The Group requested that an officer attend the next meeting of the Group (February 2019) to provide information around the **Whole Council Design** work programme. The Group also supported a need for an all Member Day on this so that all Members understood the direction of travel and how it will contribute to the savings for the whole Council.
- 3.3 A proposal was made to hold a **Questioning Skills** workshop session for all Members on the scheduled PFSC Project Day in December (7th). Members of the Group determined that the day should not be used for this session on its own and that if no other development/training session was required that the

Project Day should be cancelled and another day found for the questioning skills session.

- 3.4 Mrs Dennis asked about the finances around **school place planning** and how this has been affected by the lack of take-up of academies and free schools. It was agreed that this was more appropriate to be looked at by the Children and Young People's Services Select Committee (CYPSSC) and that Members would therefore raise the issue there.

4. **Scrutiny Task and Finish Groups**

- 4.1 The progress report of Task and Finish Groups is attached as Appendix B. This includes the current position of the Groups established as part of the Scrutiny Work Programme which was approved at County Council in December 2017 and the proposed TFG in relation to the What Matters to You? survey.

5. **Implications**

- 5.1 There are no resource, risk management, Crime and Disorder Act or Human Rights Act implications arising directly from this report. However, if any substantive reports to the Committee have implications, an Equality Impact Report will be included in appropriate substantive reports to the Committee.

Pieter Montyn

Chairman, Performance and Finance Business Planning Group

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Appendices

Appendix A PFSC Work Programme 2018/19

Appendix B Scrutiny TFG Rolling Progress Report

Background Papers

None