

Performance and Finance Scrutiny Committee

5 July 2021 – At a meeting of the Performance and Finance Scrutiny Committee held at 11.45am at County Hall, Chichester, PO19 1RQ.

Present: Cllr Montyn (Chairman)

Cllr Burrett	Cllr B Cooper	Cllr Lord
Cllr Boram	Cllr Elkins	Cllr Nagel
Cllr Britton	Cllr Evans	Cllr Sparkes
Cllr Condie	Cllr Hillier	Cllr Turley

Apologies were received from Cllr Wall.

Part I

1. Election of Chairman

1.1 Cllr Montyn was proposed for the position of Chairman by Cllr Burrett and seconded by Cllr Sparkes. No other nominations were made and Cllr Montyn is duly elected as Chairman of the Committee for the coming year.

2. Election of Vice-Chairman

2.1 Cllr Burrett was proposed for the position of Vice-Chairman by Cllr Britton and seconded by Cllr Elkins.

2.2 Cllr Lord was proposed for the position of Vice-Chairman by Cllr B Cooper and seconded by Cllr Condie.

2.3 A secret ballot was held which was won by Cllr Burrett, nine votes to four.

2.4 Resolved – that Cllr Burrett is duly elected as Vice-Chairman of the Committee for the coming year.

3. Declarations of Interest

3.1 No declarations of interest were made.

4. Terms of Reference

4.1 The Committee noted its Terms of Reference, which were endorsed by the Governance Committee on 28 June 2021 and will be submitted to the Council for final approval on 16 July 2021.

4.2 Resolved – that the Committee notes its terms of reference.

5. Business Planning Group membership

5.1 Resolved – that the Committee appoints the following Members to its Business Planning Group: Cllr Montyn (Chairman), Cllr Burrett (Vice-Chairman), Cllr Condie, Cllr Sparkes and Cllr Turley.

6. Minutes of the last meeting of the Committee

6.1 Resolved – That, subject to correction of a typo at 120.4, the Part I Minutes of the meeting held on 11 March 2021 be approved as a correct record and that they be signed by the Chairman.

7. Requests for Call-In

7.1 The Committee received a report from the Director of Law and Assurance (copy attached to the signed minutes) regarding the declined call-in for decision 'Review and Appointments to Outside Bodies CAB1(21/22)'.
7.2 Resolved – That the Committee noted the report.

8. Work Programme Planning and possible items for future scrutiny

8.1 The Committee considered the forward work programme for 2021/22 and an extract of the Forward Plan of Key Decisions (copies appended to the signed minutes).

8.2 Items for the Business Planning Group to consider incorporating into the Committee's work programme were identified, including:

- Whether the Property and Assets team is able to resource the level and complexity of the changes required to Council building assets resulting from the outcome of the Early Help re-design work which is currently undergoing scrutiny via the Children and Young People's Services Scrutiny Committee.
- That consideration be given to whether scrutiny of individual parts of the Economic Plan is appropriate. Specific mention was made of tourism, the Experience West Sussex initiative and the interface with District and Borough councils' own tourism programmes.
- That the County Council Insurance Provision Procurement decision in the Forward Plan be considered for scrutiny to ensure best value and competitive costs are maintained for the Council, and that insurance provision is linked to the Corporate Risk Register to manage/mitigate identified risks.
- That the BPG consider how Members can best monitor significant IT projects aiming to deliver efficiency or better ways of working, as minuted at the March meeting of this Committee [paragraph 120.4].

8.3 Concerns were expressed that the Quarterly Performance Monitor (QPM) Quarter 4 end of year 2020/21 report was not reported to this meeting due to a change in the way performance will be reported in future, and commented that this results in a gap in the Committee's knowledge and oversight of performance. Comments were also made on the need for timely presentation of the QPM finance and performance

information in order to ensure robust scrutiny is undertaken. The Senior Advisor undertook to provide the Committee's feedback to the Cabinet and Executive Leadership Team, and to circulate the end of year QPM report once published ahead of the July Cabinet meeting. The Chairman welcomed feedback and comments from Members on the end of year QPM report so that he can raise them on behalf of the Committee at the Cabinet meeting.

8.4 Resolved – That the Committee's Business Planning Group consider the items as noted at 8.2 for inclusion into the 2021/22 work programme.

9. Part II Minutes of the last meeting of the Committee

9.1 Resolved – That the Part II Restricted Minutes of the meeting held on 11 March 2021 be approved as a correct record and that they be signed by the Chairman.

10. Date of Next Meeting

10.1 The Committee notes its next meeting will take place on 13 September 2021, commencing at 10.30am.

The meeting ended at 12.20pm.

Chairman