

**Performance and Finance Scrutiny Committee Work Programme
January 2022 - September 2022**

Topic	Corporate or Service priority	Performance, outcome or budget	Timing
<p>Quarterly Performance and Resources Report (PRR)</p> <p>Performance, risk and budget monitoring: ongoing strategic monitoring of finance, performance, workforce, risk, strategic and business critical contracts, and capital programme.</p>	Corporate	Performance, outcome and Budget	<p>Qtr3 March 2022</p> <p>End of Year 13 July 2022 (new meeting date)</p>
<p>Economy Plan Update</p> <p>Resetting the economy is considered a key priority for the Council therefore BPG requested an item be brought to committee to scrutinise the progress in implementing the Plan.</p> <p>The Committee requested in-depth scrutiny of specific aspects of the Economic Plan at appropriate times, for example the Experience West Sussex initiative, plans to increase tourism within the county, and the interface with District and Borough council's own tourism programmes.</p> <p>BPG supported strategic scrutiny on Tourism with a view to referring any specific concerns for consideration by joint scrutiny with the relevant District or Borough councils if felt appropriate and councils are happy to engage.</p>	Corporate	Outcome	March 2022
<p>Customer Service Function</p> <p>Committee's BPG agreed to review the procurement in relation to a Customer Service Function. The focus for scrutiny agreed is:-</p> <ul style="list-style-type: none"> • That the outcome of the procurement meets the objectives of the Council Plan to ensure priorities and targets of the 	Corporate	Performance and Outcome	March 2022

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<p>County Council can be met, specifically around KPI51: percentage of digital services available from WSCC to support self-service.</p> <ul style="list-style-type: none"> • That the service being procured will provide the Council and its members with real insight into the needs of residents and their interaction with the Council • That the outcome of the plans for management of the service and the chosen provider enable the Council to manage and monitor performance of this critical customer-facing service • That plans are in place to manage the implementation and transfer to ensure service continuity and value for money. 			
<p>Asset Policy and Strategy</p> <p>To review the updated Asset Policy and Strategy documents, taking into consideration any amendments required due to changing work practices resulting from Covid-19, and feed in any comments to the review.</p>	Corporate	Performance and Outcome	June 2022 (postponed)
<p>People Framework</p> <p>Scrutiny of progress made in meeting the aims and objectives included within the People Framework. As requested at committee in November 2021.</p>	Corporate	Performance	June 2022
<p>Scrutiny Annual Report</p> <p>PFSC to review the Scrutiny Annual Report which will summarise the main outcomes of scrutiny, best practice, lessons learnt and any development issues identified during 2021/22.</p> <p>To feed into the Annual Report the BPG agreed to hold a short, virtual informal session on 17 March for Members to comment on what has worked well in 2021/22, what has not worked so well and</p>	Corporate	Performance	June 2022 March 2022

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to identify any training/development issues.			
<p>Property Joint Venture Partnership and Development Projects</p> <p>On an annual basis the committee will monitor the achievement of the aims of the JV Partnership, (March 2021 meeting of PFSC agreed that 6-monthly reports should be brought to the committee in the first two years to scrutinise progress in achieving the joint venture objectives).</p> <p>The Committee may scrutinise individual projects as they arise.</p>	Service	Outcome	September 2022
<p>TFG Capital Programme</p> <p>BPG agreed a TFG reviewing the Capital Programme - proposed to look at how Programme links to Council priorities, how the Programme is managed/monitored and how slippage is managed. Agreed that the focus would be re-visited after the January meeting of PFSC where the updated Capital Programme would be presented.</p>	Corporate	Performance, outcome and budget	June/Sept 2022
Business Planning Group			
<p>Property Developments</p> <p>Horsham Enterprise Park and Broadbridge Heath Retail scheme to be scrutinised at an appropriate time in the developments.</p>	Service	Outcome	TBC
<p>Smartcore Project (SAP Replacement)</p> <p>BPG to continue to monitor the progress of the project with a view to formally scrutinising the project and implementation of new system in Autumn 2022.</p>	Corporate	Outcome	TBC, provisionally Sept 2022
TFG proposed to review arrangements in relation to	Corporate	Outcome	TBC

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<p>commissioning/procurement/contract management.</p> <p>BPG to consider outcomes required. Potential timescale of March 2023.</p>			

Appendix A - Checklist