

Notice of Meeting

Council Overview and Scrutiny Committee



Date & time	Place	Contact	Chief Executive
Wednesday 15 February 2012 at 10.00am	Ashcombe Room County Hall Penrhyn Road Kingston-upon-Thames KT1 2DN	Tom Pooley Room 122, County Hall Tel: 020 8541 9902 Email: thomas.pooley@surreycc.gov.uk	David McNulty

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email thomas.pooley@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Tom Pooley on 020 8541 9902.

Committee Members

Ms Denise Le Gal (Chairman), Mr Mel Few (Vice-Chairman)
Mr Mark Brett-Warburton, Mr Stephen Cooksey, Mr Steve Cosser, John Furey,
Dr Zully Grant-Duff, Mr David Harmer, Mr Eber A Kington, Mr Steve Renshaw,
Mrs Dorothy Ross-Tomlin, Mr Nick Skellett CBE, Mr Chris Townsend, Mr Richard Walsh,
Hazel Watson.

Ex Officio Members

Mrs Lavinia Sealy (Chairman of the Council),
Mr David Munro (Vice-Chairman of the Council)

TERMS OF REFERENCE OF THE COMMITTEE

The Committee is responsible for the following service areas:

Performance, finance and risk monitoring for all Council services	HR and Organisational Development
Budget strategy/Financial Management	IMT
Improvement Programme, Productivity and Efficiency	Procurement
Equalities and Diversity	Other support functions
Corporate Performance Management	Risk Management
Corporate and Community Planning	Europe
Property	Communications
Contingency Planning	Public Value Review programme and process

PART 1 **IN PUBLIC**

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 20 JANUARY 2012

White

To agree the minutes as a true record of the meeting.

3 DECLARATIONS OF INTERESTS

**Agenda
Item
Only**

To receive any declarations of personal and/or prejudicial interests from Members in respect of any item to be considered at the meeting.

Notes:

1. Declarations of interest should be made on a form available from the Democratic Services before the meeting.
2. Members are reminded that in accordance with the Constitution, any Member declaring a prejudicial interest is required to withdraw from the meeting unless he/she has obtained a dispensation from the Standards Committee.

4 QUESTIONS AND PETITIONS

**Agenda
Item
Only**

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (9 February 2012).
2. The deadline for public questions is seven days before the meeting (8 February 2012).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE

Green

The following responses have been received:

- Budget 2012/13
- *One County One Team*, Corporate Strategy 2012-17

6	FAIRNESS AND RESPECT STRATEGY	White
	Purpose of report: Policy Development and Review	
	To comment on Surrey County Council's draft fairness and respect priorities.	
7	ONE COUNTY ONE TEAM, INVOLVEMENT AND TRANSPARENCY	Green
	Purpose of report: Policy Development and Review	
	To inform and review Surrey County Council's Involvement and Transparency Strategy.	
8	2011/12 QUARTER 3 BUSINESS REPORT	White
	Purpose of report: Scrutiny of Services and Budgets	
	To scrutinise the Council's overall progress at the end of the quarter on performance, finance, risk, workforce issues and customer feedback.	
9	BUDGET MONITORING REPORT FOR DECEMBER 2011 (PERIOD 9)	Green
	Purpose of report: Scrutiny of Services and Budgets	
	To review the month end budget report and make recommendations as appropriate.	
10	CAPITAL EXPENDITURE	White
	Purpose of report: Scrutiny of Services and Budgets	
	To scrutinise the 2011/12 capital budget and forecast expenditure.	
11	COMPLETED AUDIT REPORTS	Green
	Purpose of report: Scrutiny of Services and Budgets	
	To update the Committee on the Internal Audit Reports completed since the previous meeting and to consider those reports on services within the Committee's remit where concerns have been identified.	

12 FORWARD WORK PROGRAMMES **White**

The Committee is asked to review its Forward Work Programme (**Item 12a**) and the work programmes of Select Committees (**Item 12b**).

13 RECOMMENDATIONS TRACKER **Green**

The Committee is asked to review its recommendations tracker.

14 DATE OF NEXT MEETING **Agenda
Item
Only**

The next meeting of the Committee will be at 10.00am on 14 March 2012.

NOTE: The Chairman will adjourn the meeting for lunch at 12.45pm, unless the Committee's business can be completed by 1.15pm.

David McNulty
Chief Executive
07/02/12

MOBILE TECHNOLOGY – ACCEPTABLE USE

Use of mobile technology (mobiles, BlackBerries, etc.) in meetings can:

- Interfere with the PA and Induction Loop systems
- Distract other people
- Interrupt presentations and debates
- Mean that you miss a key part of the decision

Please switch off your mobile phone/BlackBerry for the duration of the meeting. If you wish to keep your mobile or BlackBerry switched on during the meeting for genuine personal reasons, ensure that you receive permission from the Chairman prior to the start of the meeting and set the device to silent mode.

Thank you for your co-operation