

Notice of Meeting

Council Overview & Scrutiny Committee



Date & time
Wednesday, 17
April 2013
at 10.00 am

Place
Ashcombe Suite,
County Hall, Kingston
upon Thames, Surrey
KT1 2DN

Contact
Bryan Searle or Andrew Spragg
Room 122, County Hall
Tel 020 8541 9019 or 020 8213
2673

Chief Executive
David McNulty

bryans@surreycc.gov.uk or
andrew.spragg@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9068, 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 bryans@surreycc.gov.uk or andrew.spragg@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Bryan Searle or Andrew Spragg on 020 8541 9019 or 020 8213 2673.

Members

Mr Mel Few (Chairman), Mr David Harmer (Vice-Chairman), Mr Mark Brett-Warburton, Mr Stephen Cooksey, Mr Steve Cosser, Mrs Clare Curran, Mr Eber A Kington, Dr Zully Grant-Duff, Mrs Sally Ann B Marks, Mr Steve Renshaw, Mr Nick Skellett CBE, Mr Chris Townsend, Mrs Denise Turner-Stewart, Mr Richard Walsh and Mrs Hazel Watson

Ex Officio Members:

Mrs Lavinia Sealy (Chairman of the County Council) and Mr David Munro (Vice Chairman of the County Council)

TERMS OF REFERENCE

The Committee is responsible for the following 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 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

3 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (11 April 2013).
2. The deadline for public questions is seven days before the meeting (10 April 2013).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

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

The Committee did not refer any items to the Cabinet at its last meeting, so there are no responses to report.

5 DEMOCRATIC SERVICES: SCRUTINY REPORT 2012/13

(Pages 1
- 12)

Purpose of the report: Scrutiny of Services and Budgets/Performance Management

To scrutinise the effectiveness of Surrey County Council's scrutiny function for the 2012/13 municipal year.

6 STRENGTHENING THE COUNCIL'S APPROACH TO INNOVATION

(Pages
13 - 62)

Purpose of the report: Policy Development and Review

To provide the Committee with details of the papers, 'Strengthening the Council's Approach to Innovation: Update on our Innovation Journey' and 'Strengthening the Council's Approach to Innovation: Models of Delivery'. These were considered by the Cabinet at their meeting on 26 March 2013.

- 7 FINANCIAL MANAGEMENT NEW TECHNOLOGY PROJECT** (Pages 63 - 66)
- Purpose of the report:** Scrutiny of Services
- To update the Committee on progress on the implementation of the Financial Management Reporting and Forecasting Technology
- 8 SURREY COUNTY COUNCIL AND EAST SUSSEX COUNTY COUNCIL SHARED SERVICE DELIVERY AGREEMENT** (Pages 67 - 72)
- Purpose of the report:** Scrutiny of Services and Budgets
- To provide an update on the Shared Service Delivery agreement between Surrey County Council and East Sussex County Council.
- 9 APPRAISAL DATA - POSITION STATEMENT** (Pages 73 - 76)
- Purpose of the report:** Scrutiny of Services
- To provide an update on progress with logging completion rates for the People Strategy promise that 'Everyone will have an annual appraisal'.
- 10 PROGRESS REPORT FOR BUSINESS CONTINUITY ARRANGEMENTS** (Pages 77 - 80)
- Purpose of the report:** Scrutiny of Services
- The purpose of this report is to highlight the progress that has been made regarding Business Continuity in Property Services, Information Management and Technology and Public Health, as part of the agenda setting for the Council Overview and Scrutiny Committee.
- 11 BUDGET MONITORING** (Pages 81 - 104)
- Purpose of the report:** Scrutiny of Services and Budgets
- This report presents the revenue and capital budget monitoring up-date for February 2013 with projected year-end outturn.
- 12 RECOMMENDATION TRACKER** (Pages 105 - 108)
- The Committee is asked to monitor progress on the implementation of recommendations from previous meetings.

13 DATE OF NEXT MEETING

The next meeting of the Council Overview & Scrutiny Committee will be a private induction meeting on 7 June 2013 at 10am. There will be a public meeting of the Committee on 3 July 2013 at 10am.

David McNulty
Chief Executive
Published: 9 April 2013

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 discussion

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