

Notice of Meeting

Council Overview & Scrutiny Committee



Date & time
Thursday, 7
November 2013
at 10.00 am

Place
Epsom Town Hall, The
Parade, Epsom,
Surrey, KT18 5BY

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

Chief Executive
David McNulty

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jisa.prasannan@surreycc.gov.uk
or
andrew.spragg@surreycc.gov.uk

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

Members

Mr Nick Skellett CBE (Chairman), Mr Eber A Kington (Vice-Chairman), Mr Mark Brett-Warburton, Mr Stephen Cooksey, Dr Zully Grant-Duff, Mr Chris Townsend, Mrs Hazel Watson, Mr David Ivison, Mr Adrian Page, Mrs Denise Saliagopoulos, Mrs Victoria Young, Mr Bill Chapman, Mr Bob Gardner, Mr David Harmer and Mr Keith Witham

Ex Officio Members:

Mr David Munro (Chairman of the County Council) and Mrs Sally Ann B Marks (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 MINUTES OF THE PREVIOUS MEETING: 3 OCTOBER 2013

(Pages 1
- 8)

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

3 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.

4 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 (1 November 2013).
2. The deadline for public questions is seven days before the meeting (31 October 2013).
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

(Pages 9
- 10)

Recommendations were made to Cabinet regarding the Council's approach to digital by default, following a meeting of the Council Overview & Scrutiny Committee on 3 October. A response was given at the Cabinet meeting on 22 October 2013.

6 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME

(Pages
11 - 18)

The Committee is asked to monitor progress on the implementation of recommendations from previous meetings, and to review its Forward Work Programme.

7 BUDGET MONITORING - SEPTEMBER 2013

(Pages
19 - 54)

Purpose of report: Scrutiny of Services and Budgets

This report presents the revenue and capital budget monitoring up-date for September 2013 with projected year-end outturn.

8 IMPROVING STAFF MORALE AND WELLBEING

(Pages
55 - 58)

Purpose of report: Policy Development and Review

The purpose of this report is to understand how we can find out how staff are feeling and what everyone can do to improve staff morale. The activities listed in this summary report are being developed as part of our People Strategy 2013 – 2018. The recently refreshed strategy emphasises the ways we are nurturing, supporting and equipping our people to meet the council's vision to deliver great value for Surrey residents.

9 DATE OF NEXT MEETING

The next meeting of the Committee will be held at 10.30am on 4 December 2013.

David McNulty
Chief Executive

Published: Wednesday, 30 October 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