

Notice of Meeting

Council Overview & Scrutiny Committee



Date & time
Thursday, 6
November 2014
at 10.30 am

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

Contact
Bryan Searle or Rianna
Hanford
Room 122, County Hall
Tel 020 8541 9019 or 020
8213 2662

Chief Executive
David McNulty

bryans@surreycc.gov.uk or
rianna.hanford@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 rianna.hanford@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 Rianna Hanford on 020 8541 9019 or 020 8213 2662.

Members

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

PART 1 IN PUBLIC

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 2 OCTOBER

(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 (*Friday 31 October*).
2. The deadline for public questions is seven days before the meeting (*Thursday 30 October*).
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)

FINANCE AND BUDGET MONITORING REPORT FOR AUGUST 2014
(considered by COSC on 2 October 2014)

6 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME

(Pages
11 - 30)

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

7 APPRAISAL COMPLETION UPDATE REPORT FOR 2013/14

(Pages
31 - 36)

Purpose of the report: Performance Management

To provide an update on the progress made towards the recommendations from this Committee, Wednesday 30 April 2014 (Item 35/14)

8 BETTER PLACE TO WORK PROJECT

(Pages
37 - 44)

Purpose of the report: The purpose of this report is to share feedback from the Better Place to Work Project which primarily focused on resolving immediate IMT and facilities issues in the workplace. This links to the issues highlighted in the previous report to the Committee of the 11 September on Improving Staff Morale and Wellbeing.

9 BUDGET MONITORING REPORT

(Pages
45 - 82)

Purpose of the report: This report presents Council's financial position at the end of September 2014 (second quarter of 2014/15), including the Council's balance sheet as this is the end of Quarter 2.

10 DATE OF NEXT MEETING

The next meeting of the Committee will be held at 10.30am on Wednesday 3 December.

**David McNulty
Chief Executive**

Published: Wednesday, 29 October 2014

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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