

## Notice of Meeting

# Council Overview Board



**Date & time**  
Wednesday, 1  
March 2017 at  
10.30 am

**Place**  
Ashcombe Suite  
County Hall  
Penrhyn Road  
Kingston upon Thames  
KT1 2DN

**Contact**  
Ross Pike or  
Emma O'Donnell  
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**Chief Executive**  
David McNulty



We're on Twitter:  
@SCCdemocracy

**NB: There will be a private meeting for COB members at 9:30am**

**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 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 [democratic.services@surreycc.gov.uk](mailto:democratic.services@surreycc.gov.uk).**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Ross Pike on 020 8541 7368.**

### Members

Mr Steve Cosser (Chairman), Mr Eber Kington (Vice-Chairman), Mr Mark Brett-Warburton, Mr Bill Chapman, Mr Stephen Cooksey, Mr Bob Gardner Mr Michael Gosling, Dr Zully Grant-Duff, Mr David Harmer, Mr David Ivison, Mr Nick Harrison, Mr Colin Kemp, Mrs Denise Saliagopoulos, Mrs Hazel Watson and Mr Keith Witham

### Ex Officio Members:

Mrs Sally Ann B Marks (Chairman of the County Council) and Mr Nick Skellett CBE (Vice-Chairman of the County Council)

### TERMS OF REFERENCE

The Board 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: 1 FEBRUARY 2017**

(Pages 1  
- 8)

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

**3 DECLARATIONS OF INTEREST**

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

**NOTES:**

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

**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 (Thursday 23 February 2017).
2. The deadline for public questions is seven days before the meeting (Wednesday 22 February 2017).
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 SCRUTINY BOARD**

There are no responses to report.

**6 RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME**

(Pages 9  
- 16)

The Board is asked to monitor progress on the implementation of recommendations from previous meetings. This meeting is the last Council Overview Board meeting of the council year. Following the

election, the Board will agree a Forward Work Programme for 2017/18.

- 7 TRUST FUNDS ANNUAL PROGRESS UPDATE** (Pages 17 - 22)
- This report provides the Board with an update on the progress of transferring inactive Trust Funds the County Council is responsible for to the Community Foundation Surrey (CFS) to bring back into use for Surrey residents.
- 8 STAFF SURVEY RESULTS AND HIGH PERFORMANCE DEVELOPMENT PROGRAMME UPDATE** (Pages 23 - 36)
- This report provides an update on the results of the Staff Survey and useful comparison data against last year.
- 9 AGENCY STAFF TASK GROUP UPDATE** (Pages 37 - 44)
- This report contains the findings and recommendations of the Council Overview Board Task Group that investigated the use of agency staff at the council and in particular in the IT & Digital Service.
- 10 DEVOLUTION UPDATE** (Pages 45 - 94)
- This report invites the Board to note the current position on the Three Southern Counties (3SC) devolution proposals and progress on Surrey Joint Working (previously known as “Double Devolution”)
- 11 SCRUTINY IN A NEW ENVIRONMENT TASK GROUP UPDATE** (Pages 95 - 120)
- This report provides an overview of the work undertaken by the Task Group to date.
- 12 DATE OF NEXT MEETING**
- The next meeting of the Board will be held at 10:00am on Wednesday, 31 May 2017.

**David McNulty**  
**Chief Executive**

Published: Tuesday 21 February 2017

#### **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

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Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to

no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

*Thank you for your co-operation*