

## Notice of Meeting

# Resources and Performance Select Committee

**Date & time**

Thursday, 20  
January 2022 at  
10.00 am

**Place**

REMOTE &  
INFORMAL MEETING

**Contact**

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Officer

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**Chief Executive**

Joanna Killian

We're on Twitter:  
[@SCCdemocracy](https://twitter.com/SCCdemocracy)



**Please note: that due to the COVID-19 situation the Chairman has decided that this meeting will take place remotely and will therefore be an informal meeting of the Select Committee.**

**Please be aware that a link to view a live recording of the meeting will be available on the Committee's webcasting library page on the Surrey County Council website. This page can be accessed by following the link: <https://surreycc.public-i.tv/core/portal/webcasts>**

**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, or email [kunwar.khan@surreycc.gov.uk](mailto:kunwar.khan@surreycc.gov.uk)**

### Elected Members

Nick Darby (Chairman), Will Forster (Vice-Chairman), David Harmer, Robert Hughes (Shere), Rebecca Jennings-Evans (Lightwater, West End and Bisley), Robert King (Egham), Steven McCormick (Epsom Town and Downs), John Robini (Waverley Borough Council), Tony Samuels, Lesley Steeds, Hazel Watson and Jeremy Webster

### TERMS OF REFERENCE

The Committee is responsible for the following areas:

- Finance
- Orbis Partnership Functions
- HR&OD
- IT and Digital
- Business Ops
- Property
- Procurement
- Equalities and Diversity
- Internal/External Communications
- Legal and Democratic Services
- Customer Services

## AGENDA

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

**Purpose of the item:**

To receive any apologies for absence and substitutions.

### 2 MINUTES OF THE PREVIOUS MEETINGS: 17 DECEMBER 2021

(Pages 5  
- 14)

**Purpose of the item:**

To review the minutes of the previous meeting. The minutes will be formally agreed as a true and accurate record of proceedings at the next public meeting of the Select Committee.

### 3 DECLARATIONS OF INTEREST

**Purpose of the item:**

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

**Purpose of the item:** To receive any questions or petitions.

**NOTES:**

1. The deadline for Members' questions is 12:00pm four working days before the meeting (*14 January 2022*).
2. The deadline for public questions is seven days before the meeting (*13 January 2022*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

- 5 DIGITAL BUSINESS AND INSIGHTS PROGRAMME UPDATE** (Pages 15 - 38)
- Purpose of the item:**
- To provide an update on the Digital Business & Insights programme including its projected benefits.
- 6 TREASURY MANAGEMENT STRATEGY**
- Purpose of the item:**
- For the Select Committee to review and comment on the 2022/23 Treasury Management Strategy (TMS) – **Report to follow.**
- 7 AGILE OFFICE ESTATE STRATEGY** (Pages 39 - 68)
- Purpose of the item:**
- The overall intention is for the Committee to have sight of the office estate proposals in advance of any further reports being submitted to Cabinet, to provide review and support for key recommendations as well as highlighting any areas of concern.
- N.B There are Part 2 annexes to this item.
- 8 EXCLUSION OF THE PUBLIC**
- That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.
- 9 AGILE OFFICE ESTATE STRATEGY** (Pages 69 - 182)
- This Part 2 report contains information which is exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).
- 10 COMMERCIAL INVESTMENT PROPERTY** (Pages 183 - 198)
- Purpose of report:**
- To scrutinise the Council's commercial investment property.
- 11 PUBLICITY OF PART 2 ITEMS**
- To consider whether the items considered under Part 2 of the agenda should be made available to the Press and public.

**12 FORWARD WORK PROGRAMME AND RECOMMENDATION TRACKER**

(Pages  
199 -  
230)

**Purpose of the item:**

For the Select Committee to review the attached Forward Work Programme and Recommendation Tracker, making suggestions for additions or amendments as appropriate.

**13 DATE OF THE NEXT MEETING: 14 APRIL 2022**

The next meeting of the Resources and Performance Select Committee will be held on 14 April 2022 at 10:00am.

**Joanna Killian  
Chief Executive**

Published: Wednesday, 12 January 2022

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*Thank you for your co-operation*