

Notice of Meeting

Resources and Performance Select Committee

**Date & time**

Monday, 24 April
2023 at 10.00 am

Place

Surrey County
Council,
Woodhatch Place, 11
Cockshott Hill,
Reigate,
Surrey RH2 8EF

Contact

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Chief Executive

Joanna Killian

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



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 email: julie.armstrong@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Julie Armstrong, Scrutiny Officer on 07816 091463 or Julie.armstrong@surreycc.gov.uk.

Elected Members

Steve Bax (East Molesey and Esher), Nick Darby (The Dittons) (Chairman), Will Forster (Woking South) (Vice-Chairman), David Harmer (Waverley Western Villages), Edward Hawkins (Heatherside and Parkside), Robert Hughes (Shere) (Vice-Chairman), Robert King (Egham), Steven McCormick (Epsom Town and Downs), Lance Spencer (Goldsworth East and Horsell Village), Lesley Steeds (Lingfield), Hazel Watson (Dorking Hills) and Jeremy Webster (Caterham Hill)

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: 2 FEBRUARY 2023

(Pages 5
- 14)

Purpose of the item: To agree the minutes of the Resources and Performance Select Committee held on 2 February 2023 as a true and accurate record of proceedings.

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 (*18 April 2023*).
2. The deadline for public questions is seven days before the meeting (*17 April 2023*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 PERFORMANCE MONITORING SESSION NOTES 21 FEBRUARY 2023

(Pages
15 - 18)

Purpose of the item: To publish the notes of the Performance Monitoring session conducted on 21 February 2023.

- 6 DIGITAL INCLUSION** (Pages 19 - 26)
- Purpose of the report:** To provide an overview of the Digital Inclusion journey that Surrey County Council has been on over the past few years and to update on new activity that will enable the development and alignment of a strategic approach to Digital Inclusion. In addition, to seek input and suggestions from the Committee on how best to shape this important work to ensure it meets the needs of Surrey residents.
- 7 IT & DIGITAL UPDATE** (Pages 27 - 62)
- Purpose of the report:** This report has been written to support the review and consideration of the IT & Digital Service by the Select Committee. This report provides an update to the overview provided to the Select Committee in 2021.
- 8 PROCUREMENT MODERNISATION** (Pages 63 - 76)
- Purpose of report:** To update committee members on the progress of the modernisation of the procurement service.
- 9 FORWARD WORK PROGRAMME AND RECOMMENDATION TRACKER** (Pages 77 - 94)
- 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.
- 10 DATE OF THE NEXT MEETING**
- The next meeting of the Resources and Performance Select Committee will be held on 22 June at 10:00am.

**Joanna Killian
Chief Executive**

Published: Tuesday, 11 April 2023

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