

Council Overview and Scrutiny Committee: Task and Working Group Tracker

October 2012

Task Groups

Task Group	Members	Responsible Officer	Key Reporting Dates	Commentary
<p>Occupational Therapy Assessments Task Group</p> <p>To identify any obstacles in the assessment process for Disabled Facilities Grant funding, specifically the process involving assessment by an OT.</p>	<p>Yvonna Lay Caroline Nichols Ernest Mallett Peter Hickman (Health Scrutiny representative)</p>	<p>Leah O'Donovan</p>	<p>Adult Social Care Select Committee February 2013</p>	<p>The Task Group received the report of the service user survey and were surprised by the generally positive results. They have requested further targeted surveys as well as further information on the clients for whom adaptations took between one year and 18 months. The next meeting is at the end of October.</p>
<p>Countryside Management Task Group</p> <p>Purpose: to develop a countryside management strategy that incorporates sound governance principles, is financially sustainable and promotes partnership working.</p>	<p>Simon Gimson (Chairman) Mark Brett-Warburton Stephen Cooksey Chris Frost Michael Sydney</p>	<p>Jacqui Hird</p>	<p>Environment & Transport Select Committee 6 March 2013</p> <p>Cabinet 26 March 2013</p>	<p>First meeting held on 30 July 2012.</p> <p>The Task Group Chairman is now Simon Gimson and the reporting timeline has been amended from January to March 2013. The next stage of the review has commenced and key stakeholders have been identified.</p>

<p>Improving the coordination and quality of utility works (Utilities Task Group)</p> <p>Purpose: To improve the coordination of streetworks and reduce disruption as a result, and also to improve the standard and consistency of reinstatement works.</p>	<p>Pat Frost (Chairman) Mike Bennison Stephen Cooksey Michael Sydney</p>	<p>Tom Pooley</p>	<p>Environment & Transport Select Committee January 2012</p> <p>Cabinet February 2012</p>	<p>The work of the Task Group is currently underway.</p> <p>Activities completed to date include publication of a press release and distribution of a survey to County Councillors and Parish Councils. There has been a positive response so far.</p> <p>The Task Group will be interviewing witnesses during November and is on track to report its findings to Committee at its meeting in January 2013.</p>
<p>Prioritisation of Highways and Highways Structures Maintenance Task Group</p> <p>Purpose: 1) To make best use of limited capital funding to maintain the condition of highways and highways structures in their current state, ideally aiming for improvements.</p>	<p>Steve Renshaw (Chairman) Pat Frost David Goodwin</p>	<p>Tom Pooley</p>	<p>Environment & Transport Select Committee 12 March 2012 8 November 2012</p> <p>Cabinet 27 March 2012 29 January 2013</p>	<p>The first phase of the review has been completed. This considered a maintenance prioritisation system for highways maintenance.</p> <p>The second phase is due to commence in October 2012 and this will focus on drawing up a maintenance prioritisation system for highways structures.</p> <p>The Highways Maintenance Five Year Programme will be submitted to the Task Group for consideration prior to scrutiny at Select Committee in November 2012.</p>

<p>2) To address concerns raised by Members regarding the prioritisation system for Highways Maintenance</p> <p>3) To determine an effective means of prioritising Highways Structures Maintenance.</p>				
<p>Engagement with High Need Areas in Surrey Task Group</p> <p>The aim of the Task Group is to look back at previous Council “Priority Place” style initiatives and evaluating the results. This will lead to the development of a series of recommendations for future projects.</p>	<p>Steve Cosser Members TBC</p>	<p>Jacqui Hird</p>	<p>Communities Select Committee TBD</p> <p>Cabinet TBD</p>	<p>The scope was agreed at the 12 September Council Overview and Scrutiny meeting.</p> <p>A high level project plan has been developed. The Chairman is in the process of agreeing membership of the Task Group. Work will then begin on the detailed project plan and timeline.</p>
<p>Supporting Families Task Group</p> <p>A scrutiny review of how the Surrey Family Support Programme is putting in place a range of sustainable, multi-agency services that will improve the</p>	<p>Clare Curran Sally Marks Peter Hickman Steve Cosser Tim Hall</p>	<p>Cheryl Hardman</p>	<p>Children and Families Select Committee 10 October 2012</p> <p>Cabinet 23 April 2013</p>	<p>The scoping report was considered at the 10 October meeting of Children and Families Select Committee and was endorsed at the 18 October meeting of Council Overview and Scrutiny Committee. The Task Group has held the first witness sessions and agreed a detailed project plan.</p>

outcomes for families with multiple needs.				
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Member Reference Groups and Working Groups

<p>AIS Member Reference Group Following concerns about the functionality and value-for-money of the AIS adult social care IT system, Members will monitor the implementation of a business process review aimed at improving the processes.</p>	TBC	Leah O'Donovan	<p>Adult Social Care Select Committee February 2013</p>	Volunteers for this will be sought and an initial meeting set up in due course.
<p>Staff Numbers and the Management of Vacancies Working Group A review of the processes in place for monitoring and managing staff vacancies across the organisation.</p>	Zully Grant-Duff Mark Brett-Warburton	Bryan Searle	<p>Council Overview & Scrutiny Committee 5 December 2012</p>	Meetings with each of the Strategic Directors and the Assistant Chief Executive have been completed and conclusions and recommendations are being discussed. A report will be submitted to Committee in December 2012

Completed Task Groups – Monitoring Report

<p>Championing Parents Task Group</p> <p>To identify what Surrey parents want from the Education system and how the Council can best champion their interests.</p>	<p>Dorothy Ross-Tomlin Clare Curran Carol Coleman Cecile White (Co-opted Member) Sean Whetstone (Co-opted Member) Duncan Hewson (Co-opted Member)</p>	<p>Cheryl Hardman/Simon Griffin</p>	<p>Education Select Committee: 28 March 2012</p> <p>Cabinet: 24 April 2012</p>	<p>The report was welcomed by Cabinet with all 36 recommendations being accepted. A meeting has taken place with the new Cabinet Member for Children and Learning to discuss an action plan for implementing the recommendations. A six month progress report is scheduled on the forward work programme for November 2012.</p>
<p>Localism Task Group</p> <p>Purpose: To develop a vision for Localism in Surrey</p>	<p>Steve Cosser (Chairman) Eber Kington Sally Marks John Orrick</p>	<p>Jacqui Hird</p>	<p>Communities Select Committee 15 March 2012</p> <p>Cabinet 24 April 2012</p>	<p>The Report was welcomed by the Cabinet as it demonstrates the Council's commitment to Localism and partnership. All of the recommendations were accepted.</p> <p>The Chairman of the Select Committee was invited by the Leader at the Cabinet Meeting to meet with the Cabinet Member for Communities and the Olympics 2012 and relevant officers to work together to drive this agenda forward once the Public Value Review of Local Committees has concluded in the Autumn of 2012.</p>
<p>Community Infrastructure Levy (CIL) Task Group</p> <p>Purpose: to consider what the County Council needs to do to develop effective plans</p>	<p>Mark Brett-Warburton (Chairman) Chris Frost Pat Frost</p>	<p>Tom Pooley</p>	<p>Environment & Transport Select Committee 31 May 2012</p> <p>Cabinet 24 July 2012</p>	<p>Interim report was considered by Select Committee and welcomed by the Cabinet, who supported the Task Group's view that preparation for the introduction of CIL would be crucial.</p> <p>The Task Group's recommendations were agreed by the Cabinet.</p>

<p>for the Community Infrastructure Levy in conjunction with its District and Borough partners.</p>				<p>The Select Committee has agreed that the Task Group should continue its work.</p> <p>The Chairman of the Task Group will meet with Officers in October 2012 to identify a suitable way forward to engage with the ongoing development of CIL across Surrey. This will include review of the project plan and reporting dates.</p>
<p>Carers Assessments Member Reference Group</p> <p>To monitor the officer-led Task and Finish group tasked with increasing the rate of carers assessments being undertaken by adult social care.</p>	<p>Linda Kemeny Caroline Nichols Chris Pitt Jane Thornton (Co-opted Member; Action for Carers)</p>	<p>Leah O'Donovan</p>	<p>Adult Social Care Select Committee 18 May 2012</p> <p>Cabinet not required</p>	<p>The Task Group and Member Reference Group final reports went to the 18 May 2012 meeting. The impact has been an improvement in the number of carers identified in the system and assigned to a service user and social worker.</p> <p>Monitoring will include regular reporting to the Committee and a Member will sit on the new monitoring board, involving external and internal representatives</p>