OVERVIEW AND SCRUTINY WORK PROGRAMME
December 2012 to March 2013

(items added or changed since the previous meeting are highlighted in **BOLD**).

February 2013 (NB date changed to 1 February 2013)				
Date	**Title**	**Description**	**Accountable Officer**	**Method of Handling**
1/2/13	Budget Monitoring Report	To review the month end budget report and make recommendations as appropriate	Kevin Kilburn	Report to Committee
1/2/13	Completed Audit Reports	To update the Committee on the Internal Audit reports completed since the previous meeting, and to consider those reports on services within the Committee's remit where concerns have been identified.	Sue Lewry-Jones	Report to Committee
1/2/13	Change & Efficiency Service Review – IMT	Detailed review of the IMT service including: • Update on Novell issues, including the causes of recent problems and the implemented/planned solutions. • Update on PVR savings • Windows 8 implementation plans • Management/security of laptops and other mobile equipment • Status update on current IMT projects	Paul Brocklehurst	Report to Committee, including • Service Strategy • Service Delivery Plan • PVR update • Performance information
1/2/13	Business Planning 2013-2018	Scrutiny of the draft budget for 2013/2014	Sheila Little/Susie Kemp/ Julie Fisher	Report to Committee

February 2013				
Date	**Title**	**Description**	**Accountable Officer**	**Method of Handling**
13/2/13	Budget Monitoring Report	To review the month end budget report and make recommendations as appropriate.	Kevin Kilburn	Report to Committee
13/2/13	Completed Audit Reports	To update the Committee on the Internal Audit reports completed since the previous meeting, and to consider those reports on services within the Committee's remit where concerns have been identified.	Sue Lewry-Jones	Report to Committee
13/2/13	Communications Team	To review the draft recommendations from the One Team Communications Review and how the service objectives link to the Corporate Strategy.	Louise Footner/ Sally Wilson	Report to Committee
13/2/13	Superfast Broadband – Quarterly Monitoring	To scrutinise implementation of the Superfast Broadband contract.	Ben Skipp	Report to Committee
13/2/13	**2012/13 Quarter Three Business Report**	**To review the Quarter Three Cabinet Business Report, received by the Cabinet February 2013. It is provided to support the Council Overview and Scrutiny Committee in its performance, finance and risk monitoring role (for all Council services), enabling them to discuss and identify specific and relevant issues for further discussion at relevant Select Committees.**	**Ben Unsworth**	**Report to Committee**
13/2/13	**Surrey-i**	**To receive a further update report on Surrey-i following recommendations made by Committee on 14 November 2012**	**Ben Unsworth**	**Report to Committee**
13/2/13	**Procurement Partnership with East Sussex County Council**	**To receive a further progress report on the Procurement Partnership with East Sussex County Council.**	**Andrew Forzani**	**Report to Committee**

13/2/13	Change & Efficiency Service Review: Property	Property Service performance, the status of capital schemes and challenges faced by the service (follow-up to discussion at the meeting in September 2012). The report will also include further details of the staffing structure prior to and following the reorganisation and the savings achieved by bringing services back in-house.	John Stebbings	Report to Committee

To be scheduled/possible future items:
- *Meeting with the Chief Executive of Surrey Connects*
- *Quality Board*
- *Surrey First*
- *Business Continuity – to discuss arrangements in relation to the Public Health team, IMT and Property.*

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