

Overview and Budget Scrutiny Committee			
Topic	Scrutiny Method	Involvement of other committees	Expected outcome
Digital Strategy	Workshop, 14 September 2017	None	The Committee will review concepts for a new strategy, providing feedback and ideas.
Leadership Risk Register	Formal report, 14 September 2017	None	The Committee aims to seek assurance that all registered risks have risk management arrangements in place and identify future areas of focus.
Equalities- impact of service change and saving plans	Initial workshop, 14 September 2017	None	Members are satisfied that the policies and procedures for mitigating negative impacts to residents with protected characters are sound and utilised.
Budget and business planning	TBD	None	Scrutiny Members to input into Council's process for budget setting and provide feedback and challenge on the business plans
Investment Strategy and Shareholder Board	TBD	None	Review the scale and return of the Council's investments and the performance of the trading companies.
Economic Growth, including Local Enterprise Partnerships (LEPs)	TBD	None	Understand the strategies for ensuring the Council is supporting Surrey's economy and investigate the impact of LEP spending in the county.
Place and partnerships	TBD	None	Review the Council's partnerships with other organisations, how they are developed and what they deliver for residents. Understand what a place based approach to services might look like and how this can be applied across the public sector in Surrey.
<p>Committee groups: Budget Scrutiny sub-group: Meets monthly, with additional meetings if required. The group scrutinises service financial performance and budget management with regard to the savings plan outlined in the current MTFP and to review and contribute to preparations for next year's budget. The sub-group will report its activity, key findings and proposed recommendations at each meeting of the Overview and Budget Scrutiny Committee.</p>			

Adults and Health Select Committee			
Select Committee Topic	Scrutiny Method	Involvement of other committees	Expected outcome
Acute Mental Health Ward Relocation and future planning	Formal report, 4 September 2017	None	Assess the impact of the ward relocation in improving patient experience and safety, and plans for future acute ward provision in Surrey.
Sussex and East Surrey – “Commissioning for Change”	Formal report, 4 September 2017	None	Scrutinise plans for "Commissioning for Change" review, including expected timelines, approach to formal consultation and savings linked to delivery of the review. Scrutinise how the review will engage with other Surrey STPs in order to minimise regional variation for Surrey residents.
Sexual Health Services	Formal report, 4 September 2017	None	Review new arrangements for sexual health services in Surrey and assess the planned mobilisation of the contract on 30 September 2017.
Home-based Care	Formal report, 9 November 2017	None.	Adult Social Care will be recommissioning home-based care services in the autumn. The committee will review the plans to recommission, and investigate how the council is responding to the current pressures on providers created by market conditions.
Suicide Prevention Framework	Formal report, 9 November 2017	None	Review the suicide prevention framework, following a request from the House of Commons Health Select Committee. Explore what is being done to reduce suicides in the county (leading cause of death in 20-34

			year olds in the UK).
Accommodation with Care and Support	Formal report, January 2018	None	The Committee will review the next phase of the ASC accommodation with care and support project, following a Cabinet decision on the next phase in January 2018.
Surrey Heartlands	Task and finish group (Terms of Reference Attached)	None	The committee will need to consider how it reviews the Surrey Heartlands devolution proposal, and other strategic plans across the footprint. As this is an area of considerable strategic change, it may wish to consider a plan of ongoing engagement with the topic.
Demand management	To be handled by the Budget Sub-Group, 28 September 2017	None	The committee will review the plans to manage demand in ASC, which accounts for approximately £4 million of ASC savings in the MTFP and has been identified as a red risk.
Sustainability and Transformation Plan Progress	To be determined	None	The committee will need to maintain track on progress around the three STP footprints, and how this is impacting on the delivery and long term planning for social care and health. The committee will also need to consider how the three plans work together to mitigate risks of regional variation in health outcomes, and represent the best interests for Surrey residents.
Access to primary care and GP services	To be determined	None	This has been identified an area of interest by committee members. The committee will need to consider how it approaches scrutinising the item, and will use the summer to scope it and report back to the Council Overview and Budget Scrutiny Committee
<p>AHSC Committee groups: The SECamb regional sub-group is formally constituted and its terms of reference cover regional scrutiny of SECamb performance and improvement plans. The committee recommends that involvement in this group continues for the duration for 2017, as the CQC has recently re-inspected the Trust and expect to publish the results in September.</p> <p>*The Surrey Heartlands STP Task Group is in the process of being approved. Its terms of reference cover the Epsom estate, stroke review services and the devolution plans.</p>			

Children and Education Select Committee			
Topic	Scrutiny Method	Involvement of other committees	Expected outcome
SEND Written Statement of Action Task and Finish Group and Terms of Reference	Task and Finish group, to be set up on 6 September 2017	None	The Committee had identified SEND service provision as a major risk to the Council. Following the Ofsted/Care Quality Commission inspection in October 2017, the Committee would like to request a report on progress made against the Council's Written Statement of Action, and a view on the Council's position ahead of the expected re-inspection in late 2017. The Terms of Reference and Group structure of this Task and Finish Group is to be agreed 6 September 2017.
Performance Monitoring Member Reference Group scoping and Terms of Reference	Member Reference Group, to be set up on 6 September 2017	None	The Committee recognised performance monitoring as a key objective for the year and would like to establish a Member Reference Group to support regular scrutiny of performance from across the remit, and feedback to the main Committee at regular intervals. In discussion, areas of initial focus could be school improvement, Children Services, school governance arrangements in the new education landscape, and restraint records – record keeping and guidance. The Terms of Reference and Group structure of this Member Reference Group is to be agreed 6 September 2017.

Learning Disabilities and Transition Joint Task Group scoping and Terms of Reference	Joint Task Group to be set up on 6 September 2017 (Scoping Document attached)	In conjunction with Adults and Health Select Committee.	The Terms of Reference and Group structure of this Joint Task and Finish Group is to be agreed 6 September 2017.
Youth Services Audit Report	Formal report, 6 September 2017	None	To review the summary of audit findings and Management Action Plan produced as a result of an internal audit review of the Youth Services- Governance and Business Management Arrangements Follow up Audit.
Children and Adolescents Mental Health Services (CAMHS)	Formal report, 17 November 2017	None	It has been identified that the CAMHS contract holder has been subject of performance concerns regarding the delivery of contractual targets. The Committee is to receive a report to detail the issues faced by the service and note potential areas for improvement.
Short Breaks Recommissioning Action Plan	Formal report, 17 November 2017	None	The service recommissioned the providers for Short Breaks following a decision of Cabinet in July 2017. As a result of this change in service provision, the Committee has requested an update to ensure that service users affected by the changes are adequately served by the recommissioned package.
School place planning	Workshop, 17 November 2017	None	The Committee would like to receive a workshop on the current school place planning and forecasts; and explore with Officers the potential impacts on education provisions with regard to Local Plans in Surrey.
Unaccompanied Asylum Seeking Children	To be determined	None	Review of the Unaccompanied Asylum Seeking Children strategy.
Surrey Education in Partnership	To be determined	None	An overview of the progress made within the Surrey Education in Partnership Programme. Previous work by

			the Education and Skills Board highlighted areas of concern and risk. September 2017 was a milestone for implementing new initiatives with schools and stakeholders. The Committee would like to assess this implementation, the impacts made and how the programme intends to develop further.
Multi-agency Safeguarding Hub (MASH)	Site visit(s) and Workshop, date TBC	None	The Committee expressed that a site visit (either as a Committee or as individual Members), followed by a workshop would help develop an understanding of the MASH and the part it plays for Family Services. The Committee highlighted child sexual exploitation and missing children as initial areas of concern and focus.
Early Help	To be determined	None	Review of the new operational model.
CSF Directorate Risk Register	To be determined	None	Review of the CSF directorate Risk Register, as requested by OSBC, on a six-monthly basis.
Social Services Data Protection and risks	To be determined	Adults and Health Select Committee	The Committee identifies data protection of case files as a risk. The Committee would like to assess the Council's record keeping processes and procedures, and the steps taken to ensure the longevity and security of the records for the future.
Communication with target audiences	To be determined	Potentially in conjunction with the Corporate Services Select Committee	Members consider the methodology of communication with target audiences to be an historical weakness for some services within the Committee's remit. A joint approach, potentially in partnership with the Corporate Services Select Committee, could provide some insight into engagement practices, with an aim to identify and recommend the implementation of a "code of best practice" for the organisation.
Communities Select Committee			

Topic	Scrutiny Method	Involvement of other committees	Expected outcome
Surrey Fire and Rescue (SFRS) Member Reference Group scoping and Terms of Reference	Member Reference Group, to be set up on 7 September 2017.		The Committee understands that SFRS has many focused workstreams, both active and yet to begin. The MRG would cover the below items: <ul style="list-style-type: none"> • Integrated Risk Management Plan (IRMP) • Fire & Rescue Governance PCC takeover • Fire contingency cover • Immediate Response Vehicles (IRV) pilot scheme.
Surrey County Coroner's service: Transfer of employment of staff from Surrey Police to SCC	Formal report, 7 September 2017	None	Pre-decision scrutiny on the proposal to transfer the employment of 15 FTE posts from Surrey Police to Surrey County Council.
Fire cover in Spelthorne	Formal report, 7 September 2017	None	Pre-decision scrutiny on whether to open the Fordbridge fire station without an on-call appliance in addition to the whole-time appliance, taking the public consultation outcomes into account.
Surrey Fire & Rescue Service- Implications on Surrey following the Grenfell Tower disaster	Formal report, 7 September 2017	None	The Chief Fire Officer to attend the Committee meeting to detail implications on Surrey following the Grenfell Tower disaster.
Annual Scrutiny of Community Safety Partnerships	Formal report, 7 November 2017	None	Annual scrutiny of Community Safety Partnerships is a statutory function of the council. A formal report to the committee will fulfil this duty.
The council's use of RIPA (Regulation of Investigatory Powers Act)	Formal report, 7 November 2017	None	Annual scrutiny of RIPA is a statutory function of the council. A formal report to the committee will fulfil this duty.
Trading Standards	Formal report, 7 November 2017	None	The Committee is interested in the work of Trading Standards and their role in protecting the residents of Surrey and Buckinghamshire. Further scrutiny of the service and identification of additional income generation opportunities.
Customer Contact management	To be determined	Possibly in	Officers informed the Committee that a new Customer

system- Customer Services		in conjunction with Corporate Services Select Committee	Contact Management System was to be implemented in 2017, joining existing customer services and highways defect databases together, enabling the provision of an improved quality service for residents when reporting highways defects and complaints. The Committee would like to review the success of this system with a view to how a similar approach could be rolled out to other Council service areas.
Armed Forces covenant	To be determined	None	The Committee is keen to further understand the work of the Military Covenant and its support for Surrey's military personnel. The Committee would aim to scrutinise the Covenant, assess its performance and look to identify ways to improve the Covenant's impacts to the Service personnel and veterans it supports.
Corporate Services Select Committee			
Topic	Scrutiny Method	Involvement of other committees	Expected outcome
Emergency Planning/Business Continuity/ Local Resilience*	Formal report, 4 October 2017	None	Scrutiny of existing arrangements to protect against and to deal with possible events such as cyberattacks, terrorist attacks, major fire incidents, motorway pile-up. The Committee will assess and seek assurances about Surrey County Council preparedness, when acting individually or as part of a multi-agency effort, to deal effectively with such potential events.
Agency staffing*	Formal report, 4 October 2017	None	Scrutiny of agency staff expenditure trends and plans for reducing numbers and delivering efficiencies through

			service centralisation
HR: The offer and the current HR strategy*	Formal Report, 4 October 2017	None	The Committee are to receive a report detailing the HR offer and the current strategy, covering absenteeism rates, training offered and workforce management. This will help the committee to better understand the HR functions and enable them to identify areas they wish to scrutinise over the coming year.
Orbis Revised Business plan*	Formal report, 6 December 2017	None	Scrutiny of the revised Business Plan, expected in Autumn 2017.
Orbis Managed on Behalf of (MoBo) Budgets*	Formal report, 6 December 2017	None	Scrutiny of the MoBo budgets for Surrey County Council, currently £52.3m, efficiency savings and how these impact on service delivery.
Property Services*	Interactive private workshop, end of October/ early November	None	Private meeting for Committee Members to receive a detailed briefing on the remit of Property Services including the recent agreement with CBRE and the appointment of a venture development partner. This workshop would also include discussion on the Strategic Asset Review.
*All items to include scrutiny of finance, performance and risk.			
Environment & Infrastructure Select Committee			
Topic	Scrutiny Method	Involvement of other committees	Expected outcome
Proposed changes to Surrey's Community Recycling Centres (CRCs)	Formal report, 7 September 2017	None	For the Select Committee to consider the savings proposals to CRC's before formal consideration at Cabinet.
Preparation of the new Surrey Waste Local Plan- draft plan consultation	Formal report, 5 October 2017	None	As part of preparing the new SWLP, members' input is required as part of preparing the plan this includes making sure officers have E&I SC's views on the Draft

			<p>Plan, and appropriate responses, before reporting to Cabinet. An MRG under the previous Scrutiny Board (EPEH) was also set up to help get member's views on the Equalities Impact Assessment and consultation process and to raise the profile of the new SWLP.</p> <p>The Issues and Options Consultation for the SWLP was brought to the Scrutiny Board in June 2016 for consideration and a summary of the responses was reported in January 2017.</p>
Smarter working for the environment: Policy Statement and Annual Progress report	Formal report, 5 October 2017	None	<p>To inform members of progress in the delivery of the 'Smarter Working for the Environment' Action Plan, which sets out how the council is taking an integrated, informed and pragmatic approach to environmental sustainability</p> <p>To provide political oversight of the council's progress towards environmental sustainability, following through with the commitment for select committee scrutiny as stated in the 'Smarter Working for the Environment' policy approved by Cabinet in 2016.</p> <p>It is not anticipated that this item will be taken to Cabinet.</p>
Basingstoke Canal Update	Formal report, 5 October 2017	None	<p>To make a recommendation to Cabinet on the sustainable future management solution for the Basingstoke Canal and make recommendations regarding the long term strategy and business objectives for the Canal.</p>
Introduction of vehicle charging on the Countryside estate	Formal report, 29 November 2017 (TBC)	None	<p>To scrutinise the potential introduction of parking charges across the Surrey Countryside estate.</p>
<p>Committee groups: Basingstoke Canal Task Group: To consider the most effective governance option for Surrey County Council in relation to the Basingstoke Canal of which the</p>			

council is a joint owner. Recommendations of this Task Group will enable the county council to decide whether they continue their involvement with the Basingstoke Canal or make changes to the current joint ownership model.

Countryside Management Member Reference Group: (Approved by OBSC Chairman in August)

To report to the Select Committee with recommendations to advise the Cabinet Member on the changes required to the Surrey Wildlife Trust (SWT)/Surrey County Council (SCC) Agreement and its governance, to ensure that it is fit for purpose for the remainder of its term. *The MRG meets on an ad hoc basis as and when the service requires support.*

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