

Resources and Performance Select Committee Forward Work Programme 2019/20

DATE OF MEETING	SCRUTINY ITEM	DESCRIPTION	OUTCOME	LEAD OFFICER/ RESPONSIBLE CABINET MEMBER
18 October 2019	Budget Scrutiny	The Council continues to face considerable challenges from the continuing rise in the demand for services. For the Select Committee to scrutinise the approach to financial planning with services for the year ahead and scrutinise the progress of the finance improvement plan put in place as a result of the CIPFA report (July 2018) to ensure the council is financially resilient.	For the Select Committee to vigorously scrutinise the councils budget position to ensure sound financial management and a sustainable budget.	Mel Few, Cabinet Member for Finance Leigh Whitehouse, Executive Director of Resources
	Orbis Value For Money	With a new community vision for Surrey and a programme of transformation in place, scrutiny of the Orbis partnership is vital to ensure we are delivering value for money for Surrey. For the Select Committee to receive an update on the review of Orbis undertaken in spring 2019 and the key principles	For the Select Committee to scrutinise the performance of the Orbis partnership and consider where service improvements and changes should be made.	Dr Zully Grant-Duff, Cabinet Member for Corporate Support Leigh Whitehouse, Executive Director of Resources

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		agreed to take the partnership forward.		
	Transformation Programme	<p>For the Committee to scrutinise the delivery of the transformation business cases mapped alongside the Committees remit, including an update on KPI's relating to each business case.</p> <p>Full Business cases to include:</p> <ul style="list-style-type: none"> • Customer Experience • Finance Transformation • Fees & Charges • Digital • Orbis VfM 	For the Select Committee to be assured that the transformation programme is delivering against its stated aims, financial benefits and meeting the outcomes put forward in the business cases and that the strategy supports delivery of the vision outcomes as set out in the Community Vision for Surrey.	<p>Dr Zully Grant-Duff, Cabinet Member for Corporate Support</p> <p>Mel Few, Cabinet Member for Finance</p> <p>Michael Coughlin, Executive Director for Customer, Digital and Transformation</p> <p>Marie Snelling, Director of Transformation</p>
	Q1 Performance Report	For the Select Committee to receive a Q1 performance report covering key performance metrics for the organisation including performance monitoring of the transformation programme, risk register and resident satisfaction.	For the Select Committee to scrutinise the Q1 performance report and identify any areas for further enquiry.	<p>Michael Coughlin, Executive Director for Customer, Digital and Transformation</p> <p>Nicola Kilvington, Director of Intelligence, Analytics & Insight</p> <p>Dr Zully Grant-Duff, Cabinet Member for Corporate</p>

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				Support Mel Few, Cabinet Member for Finance
13 December 2019	Transformation Programme	For the Committee to scrutinise the delivery of the transformation business cases mapped alongside the Committees remit, including an update on KPI's relating to each business case. Full Business cases to include: <ul style="list-style-type: none"> • Agile Workforce • Performance Management/MI Insights • Spans of Control • Commissioning 	For the Select Committee to be assured that the transformation programme is delivering against its stated aims, financial benefits and meeting the outcomes put forward in the business cases and that the strategy supports delivery of the vision outcomes as set out in the Community Vision for Surrey.	Dr Zully Grant-Duff, Cabinet Member for Corporate Support Mel Few, Cabinet Member for Finance Michael Coughlin, Executive Director for Customer, Digital and Transformation Marie Snelling, Director of Transformation
	Budget Scrutiny	For the Select Committee to scrutinise the Councils budget proposals for 2020/21 following the release of the provisional local government finance settlement.	For the Select Committee to vigorously scrutinise the councils budget position to ensure sound financial management and a sustainable budget.	Mel Few, Cabinet Member for Finance Leigh Whitehouse, Executive Director of Resources

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	Procurement Forward Plan	<p>At its meeting on 30 April 2019 the Cabinet considered a report that set out the proposed revisions to procurement and contract standing orders which was approved by Council on 21 May 2019. This would see the introduction of an annual forward procurement plan which provides a platform for early sight of key strategic procurements, improved planning and management of procurement projects and identification of a future savings pipeline.</p>	<p>For the Select Committee to scrutinise the detail within the Procurement Forward Plan before submission to Cabinet for approval. Including the procurement activity required and contracts over Regulatory Thresholds due for extension, renewal or replacement in the coming financial year and the notice required for this.</p>	<p>Dr Zully Grant-Duff, Cabinet Member for Corporate Support</p> <p>Leigh Whitehouse, Executive Director of Resources</p> <p>Elizabeth Stavreski, Director of Procurement</p>
	Q2 Performance Report	<p>For the Select Committee to receive a Q2 performance report covering key performance metrics for the organisation including performance monitoring of the transformation programme, risk register and resident satisfaction.</p>	<p>For the Select Committee to scrutinise the Q2 performance report and identify any areas for further enquiry.</p>	<p>Michael Coughlin, Executive Director for Customer, Digital and Transformation</p> <p>Nicola Kilvington, Director of Intelligence, Analytics & Insight</p> <p>Dr Zully Grant-Duff, Cabinet Member for Corporate Support</p>

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				Mel Few, Cabinet Member for Finance
24 January 2020	Budget Scrutiny	Scrutiny of the Annual Council budget 2020/21 (revenue and capital budget)	The Committee to scrutinise the revenue and capital budgets for 2020/21 and review recommendations of the Budget Sub-Group, making recommendations to Cabinet before final budget approval by County Council in February 2020.	Mel Few, Cabinet Member for Finance Leigh Whitehouse, Executive Director of Resources
24 March 2020	Building Partnerships	A fundamental part of the council's transformation journey is transforming the way we work in partnership with key stakeholders and residents. The Community Vision for Surrey in 2030 is a shared one – the council has a key role to play but cannot deliver it alone. In order to achieve the ambitions within the community vision 2030, the council must take a fresh approach to partnership working.	For the Committee to review the work that has been undertaken with partners (including district and boroughs, health, local partnership boards and residents) to build on existing partnerships and extend and enhance these for the benefit of Surrey residents.	Tim Oliver, Leader of the Council Michael Coughlin, Executive Director for Customer, Digital and Transformation Nicola Kilvington, Director of Intelligence, Analytics & Insight

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Standing Items (to be considered at each formal Select Committee)

- **Update on Cabinet Member priorities-** For the Select Committee to receive an update on work that has been undertaken by Cabinet Members and areas of priority work/focus going forward.
- **Performance monitoring reports-** For the Select Committee to scrutinise quarterly performance reports.