

Resources and Performance Select Committee Forward Work Programme 2020

Resources and Performance Select Committee

Chairman: Nick Harrison, Scrutiny Officer: Kunwar Khan, Democratic Services Assistant: Xanthe McNicol

Date of Meeting	Scrutiny Topic	Description	Outcome	Cabinet Member/Lead Officer
8 October 2020	2020/21 Budget – Initial Assumptions*	To receive an update about the initial financial assumptions concerning the next year's budget.	To scrutinise the early financial assumptions concerning the next year's budget and to provide relevant feedback before the draft proposals are fully developed for the next year's budget.	Anna D'Alessandro, Director of Corporate Finance
8 October 2020	Property Programme Update	To receive an update about the Council's properties.	To consider the latest available information about the Council's properties and to provide feedback and oversight.	Patricia Barry, Director of Strategic Land & Property Assets
8 October 2020	Finance Improvement Programme	To receive the Council's Finance Improvement Plan (FIP) as considered by the Cabinet.	To provide oversight and seek input of external partner.	Rachel Wigley, Director of Financial Insight
8 October 2020	Digital Business and Insights (DB&I)	To receive a report on the Council's DB&I programme.	To gain deeper understanding of the programme's implementation.	Anna D'Alessandro, Director of Corporate Finance
9 December 2020	Budget Proposals 2021/22**	To receive the draft budget proposals for 2021/22.	To scrutinise the Council's budget proposals, to provide feedback and to make/agree the recommendations.	Anna D'Alessandro, Director of

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				Corporate Finance
9 December 2020	County Hall move and Agile Programme Update	To receive an update about the Agile programme and the progress on acquiring a suitable building for the new County Hall/Civic Centre in Woking.	To monitor the progress of the Agile programme, including acquiring a suitable building for the new County Hall/Civic Centre in Woking.	Leigh Whitehouse, Executive Director - Resources
9 December 2020	Broadband in Surrey	To review the access and improvements to broadband in Surrey	To monitor and provide input about the access and improvements to broadband in Surrey.	Amanda Richards, Network and Asset Management Group Manager
To be confirmed	Strategic and Capital Investments - Update Report	To receive an update about the Council's strategic and capital investments, including any changes due to Covid-19.	To scrutinise property progress and capital investments more extensively as requested by the Select Committee previously.	Patricia Barry, Director of Strategic Land & Property Assets
To be confirmed	Capital Budget and Revenue Consequences*	To better understand the relationship of the Council's capital and revenue budget provisions and the revenue consequences of the capital budget.	To provide more effective finance scrutiny, input and feedback.	Anna D'Alessandro, Director of Corporate Finance
Task Groups				
	Topic:	Description:	Timeline:	Membership:
	Budget	Scrutiny of the Council's annual budget throughout the process from start to finish.	First met in August 2019, now looking at the overall budget including the impact of the Covid-19 pandemic on the Council's budget and finances. The most recent	Graham Knight (Chair), Mark Brett-Warburton,

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			<p>meeting was on 24 September 2020 and an early budget assumption report/presentation will be provided in private to the RPSC at the conclusion of its 8 October meeting. In addition, the Select Committee will also receive and scrutinise 2021/22 draft budget at its December 2020 meeting.*</p> <p>The Select Committee had already received and scrutinised budget/year-end finance reports at its July, meeting.</p>	<p>John Furey (co-opted for asset/property work only), Nick Harrison (ex-officio), Ed Hawkins, Peter Szanto</p>
	<p>Moving Closer to Residents (MCTR), now proposed to be renamed County Hall move and Agile Programme (CHAP)</p>	<p>Scrutiny of the Council's headquarters relocating to a new county hall together with reviewing the progress and implementation of its agile working transformation programme.</p>	<p>First met in August 2019 and again in November 2019. Work was significantly impacted by Covid-19 but key updates are provided to the Select Committee wherever applicable. The Task Group is due to meet on 7 October 2020.</p>	<p>Will Forster (Chair), Ayesha Azad, Tim Hall, Nick Harrison, Rachael Lake, Chris Townsend</p>
Task Groups on Hold				
	Topic:	Description:	Timeline:	Membership:
	<p>Customer Experience Transformation</p>	<p>A deep dive review of the Customer Experience transformation programme in order to support and champion its successful delivery going forwards.</p>	<p>First met on 4 February 2020 and met three times thereafter undertaking considerable amount of work, the last meeting was held on 4 April 2020. Work is now postponed due to Covid-19 pandemic and will resume when/if possible.</p>	<p>Nick Harrison (Chair), Will Forster, Bob Gardner, Chris Townsend, Richard Walsh</p>
<p><i>The Covid-19 situation continues to have a profound effect on the way we work and prioritise – this situation is intended to be reflected in this Forward Work Programme, which was originally agreed in January 2020, reviewed at July meeting and refreshed as of October 2020. As a standard practice, no more than two task and finish/sub-groups should operate concurrently, and any additional meetings should be avoided or held informally.</i></p>				

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Standing Items

- **Periodic Update on Cabinet Member priorities:** For the Select Committee to receive a periodic update on work that has been undertaken by Cabinet Members and areas of priority work/focus going forward. No update at October 2020 meeting to accommodate other agenda items.
- **Performance Report:** High-level scrutiny of performance of the Council ensuring accountability of decision-makers and identification of potential areas for in-depth scrutiny.
- **Recommendations Tracker and Forward Work Programme:** Monitor Select Committee recommendations and requests, as well as, its forward work programme.

* *Subject to confirmation by the finance/relevant team*

** *Subject to the approval of the draft budget by the Executive*