



Resources and Performance Select Committee Forward Work Programme 2022 – 2023

**Resources and Performance Select Committee | Chairman: Cllr Nick Darby | Scrutiny Officer: Kunwar Khan
Democratic Services Assistant: Laila Laird**

Date of Meeting	Type of Scrutiny	Issue for Scrutiny	Purpose	Outcome	Relevant Organisational Priority	Cabinet Member/Lead Officer
24 April 2023	Scrutiny	Procurement Modernisation Project	On a suggestion from the Cabinet Member for Finance and Resources, to bring the Procurement Modernisation Project to the Select Committee, and in order to inform Members on a number of major procurement contracts currently ongoing.	For the Select Committee to gain greater understanding and assurance on procurement modernisation.	Growing a sustainable economy so everyone can benefit Empowering communities	David Lewis, Cabinet Member for Finance and Resources Darron Cox, Director - Procurement
	Scrutiny	IT & Digital Update	To review the Information Technology and Digital (IT&D) Service and any updates, following on from a previous overview of the service provided at the 18 March 2021 Select Committee meeting.	For the Select Committee to receive greater understanding and assurance on the work of the IT&D Service; and to provide its feedback.	Growing a sustainable economy so everyone can benefit Empowering communities	David Lewis, Cabinet Member for Finance and Resources Matt Scott, Chief Information Officer

	Scrutiny	Digital Exclusion Report	To receive a progress report about digital exclusion as discussed on 17 September 2021 Select Committee meeting.	To enable the Select Committee to monitor and seek reassurance that all residents feel supported by the Council. Nobody, particularly elderly and vulnerable are not left behind due to emphasis on digital/technology and the use of chatbots – including any impact or robustness of efficiencies.	Growing a sustainable economy so everyone can benefit Empowering communities	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety Marie Snelling, Executive Director of Customer and Communities
22 June 2023	Scrutiny	Budget Monitoring Update	To receive an in-year budget monitoring report on the Council's budget.	To provide the Select Committee an opportunity to ensure the Council's agreed budget efficiencies are on track and undertake in-year monitoring of the Budget approved by the Full Council.	Growing a sustainable economy so everyone can benefit	David Lewis, Cabinet Member for Finance and Resources Leigh Whitehouse, Deputy Chief Executive and Executive Director for Resources Rachel Wigley, Director - Finance Insights & Performance

	Scrutiny	Equality, Diversity and Inclusion (EDI) Review	For the Select Committee to review the work undertaken since previous scrutiny of the draft ED&I Action Plan by this Select Committee in January 2021, and then the Cabinet decision to approve the plan, made in February 2021.	To receive an update and to monitor progress since this was last reported to the Select Committee, including the impact of the new lead for voluntary sector paid for by the Council.	Tackling health inequality Empowering communities	Tim Oliver, Leader of the Council Sarah Kershaw, Chief of Staff, and CLT Lead on EDI Sheila Smith, Director of People and Change Chris Barton, Employee Experience Lead
	Scrutiny	DB&I Lessons Learnt	For the Select Committee to receive a report on DB&I lessons learnt, following a previous briefing on this topic on 29 June 2022.	For the Select Committee to gain greater understanding around the lessons learnt, progress made and direction of travel.	Growing a sustainable economy so everyone can benefit	David Lewis, Cabinet Member for Finance and Resources Leigh Whitehouse, Deputy Chief Executive and Executive Director for Resources Ian Baker, Auditor
6 October 2023	Scrutiny	Agile Office Estate Update Report	To receive an update report on Surrey County Councils Agile Office Estate strategy, a work stream of the Councils Agile Organisational Programme.	To provide oversight and monitoring of the Council's Agile Office Strategy.	Growing a sustainable economy so everyone can benefit	Natalie Bramhall, Cabinet Member for Property and Waste Leigh Whitehouse, Deputy Chief Executive and

						<p>Executive Director for Resources</p> <p>Simon Crowther, Director of Land and Property</p> <p>Matthew Pizzii, Head of Strategy and Planning</p> <p>Dominic Barlow, Assistant Director – Property and Strategy Management</p> <p>Brian Boundy, Strategic Advisor Facilities Management</p>
	Scrutiny	People & Change Workforce Update	To receive an update on the key workforce challenges facing the organisation and how the People & Change Service is working to help address and mitigate these challenges. In particular, the update provides a progress report on previous queries raised by the Select Committee on 7 October 2022.	To monitor progress and provide oversight and feedback following the Select Committee’s recommendations made on 7 October 2022.	Growing a sustainable economy so everyone can benefit	<p>Tim Oliver, Leader of the Council</p> <p>Shella Smith, Director of People & Change</p> <p>Bella Smith, Head of Insight, Programmes and Governance</p> <p>Tom Holmwood, Head of Resourcing</p>

<p>8 December 2023</p>	<p>Scrutiny</p>	<p>Draft Budget and Medium-Term Financial Strategy</p>	<p>For the Select Committee to scrutinise the draft budget, Medium-Term Financial Strategy and other relevant information before it is finalised in January 2024.</p>	<p>To ensure the Draft Budget and MTFs deliver good value for residents and are compatible with the 2021-2026 organisational priorities.</p>	<p>Growing a sustainable economy so everyone can benefit</p>	<p>David Lewis, Cabinet Member for Finance and Resources</p> <p>Leigh Whitehouse, Deputy Chief Executive and Executive Director for Resources</p> <p>Anna D'Alessandro, Director, Corporate Finance and Commercial</p> <p>Nicola O'Connor, Strategic Finance Business Partner</p> <p>Rachel Wigley, Director - Finance, Insights and Performance</p>
	<p>Scrutiny</p>	<p>Investment Update Report</p>	<p>For the Select Committee to scrutinise the mid-year investment report.</p>	<p>The Select Committee to provide feedback: on the mid-year investment update; oversight; and exercise critical friend function to ensure transparency and value for money within the investment portfolio.</p>	<p>Growing a sustainable economy so everyone can benefit</p>	<p>David Lewis. Cabinet Member for Finance and Resources.</p> <p>Leigh Whitehouse, Deputy Chief Executive and Executive Director for Resources</p>

						<p>Anna D'Alessandro, Director, Corporate Finance and Commercial</p> <p>Neil Jarvey, Strategic Finance Business Partner</p>
Task and Finish Groups; Member Reference Groups, Briefings						
Timescale	Type of Scrutiny	Issue for Scrutiny	Purpose	Outcome	Relevant Organisational Priority	Membership
<p>On-going, budget monitoring and scrutiny</p> <p>11 July 2022 8 September 2022 3 November 2022 3 July 2023 18 Sept 2023 7 November 2023</p>	Budget scrutiny	Budget Task Group	To enable in-depth scrutiny of the Council's budget, cutting across the remits of all four Select Committees.	To ensure that the Council's budget offers good value for money in all the Council's service areas, enabling the best outcomes for residents.	Growing a sustainable economy so everyone can benefit	<p><u>Membership:</u></p> <ul style="list-style-type: none"> • Nick Darby (Chairman) • Liz Bowes • Will Forster • Bob Hughes • John O'Reilly • Lance Spencer • Buddhi Weerasinghe • Robert Evans • Jeremy Webster
To be received in writing and informal briefing sessions						
14 December 2022		Performance Monitoring Session	Action points and notes to be published with the Resources and Performance Select Committee agenda for 2 February 2023.			Resources and Performance Select Committee

13 January 2023		Treasury Management Training	Action points and notes to be published with the agenda at a future meeting.		Resources and Performance Select Committee
20 January 2023		Scrutiny of the Capital, Investment and Treasury Management Strategy	For the Select Committee to receive information on the Treasury Management Strategy (TMS) as part of the budget process.		Resources and Performance Select Committee
9 February 2023		Facilities management and waste contract update	For the Committee to receive a facilities management and waste contract update.		Resources and Performance Select Committee
January 2024 TBC		Scrutiny of the Capital, Investment and Treasury Management Strategy	For the Select Committee to receive information on the Treasury Management Strategy (TMS) as part of the budget process.		Resources and Performance Select Committee

Standing Items

- **Forward Work Programme (FWP) and Recommendations Tracker:** Review of the Select Committee's forward work programme, and monitoring of the Select Committee recommendations and actions.
- **Notes of Performance Monitoring Session:** A record of the most recent informal Performance Monitoring session (conducted every 2-4 months).

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