



Resources and Performance Select Committee Forward Work Programme 2023-2024

Resources and Performance Select Committee | Chairman: Cllr Bob Hughes
Scrutiny Officer: Julie Armstrong | Democratic Services Assistant: vacant

Date of Meeting	Issue for Scrutiny	Purpose	Outcome	Relevant Organisational Priority	Cabinet Member/Lead Officer
18 October 2023	Digital Business and Insights Lessons Learned	Select Committee to understand reasons for project overrun and impact of associated extra cost. Receive report on DB&I lessons learned, following a previous briefing on this topic on 29 June 2022, as new ERP due to go live in June 2023.	To learn lessons for updating systems and migrating data in the future.	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
	Corporate Health and Safety	Review H&S performance including across schools and care homes. Recommendations of Orbis internal audit into H&S governance expected early May. Council issued with improvement notice by HSE on 10 April.	To check auditor's recommendations are being taken on board and improvements made since HSE notice.	Empowering communities	Denise Turner-Stewart, Deputy Leader and Cabinet Member for Communities and Community Safety; Leigh Whitehouse, Deputy Chief Executive and Executive Director; Marie Snelling, Executive Director of Customer and Communities; Paul Booker, Corporate Health and Safety Lead Manager
	Strategic Investment Board Mid-Year Report	Select Committee to provide monitoring and feedback on the mid-year investment update.	Oversight to ensure transparency and good value for money within the investment portfolio.	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; Anna D'Alessandro, Director,

					Corporate Finance and Commercial; Neil Jarvey, Strategic Finance Business Partner
8 December 2023 subject to change	Draft Budget 2024/25 and Medium-Term Financial Strategy to 2028/29	For the Select Committee to scrutinise the draft budget, Medium-Term Financial Strategy and other relevant information before it is finalised in January 2024.	To ensure the 2024/25 budget delivers good value.	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; Anna D'Alessandro, Director, Corporate Finance and Commercial; Rachel Wigley, Director - Finance, Insights and Performance; Nicola O'Connor, Strategic Finance Business Partner; Louise Lawson, Strategic Finance Business Partner
First meeting of 2024	Agile Office Estate Update Report	To receive an update report since October 2022 on Surrey County Council's Agile Office Estate strategy, a work stream of the Council's Agile Organisational Programme.	To provide oversight and monitoring.	Enabling a greener future; Growing a sustainable economy so everyone can benefit	Natalie Bramhall, Cabinet Member for Property and Waste; Leigh Whitehouse, Deputy Chief Executive and Executive Director for Resources; Simon Crowther, Director of Land and Property; Matthew Pizzii, Head of Strategy and Planning; Dominic Barlow, Assistant Director – Property and Strategy Management; Brian Boundy, Strategic Advisor Land and Property
TBC	IT and data	Review how all IT projects contribute to the Data Strategy. To include progress report on the business plan for the Data	To ensure all projects complement one	Growing a sustainable economy so	Rebecca Paul, Lead Member for Data;

		Strategy Transformation Programme recommended by Committee in February 2023.	another and are not siloed.	everyone can benefit	Rachel Crossley, Joint Executive Director for Public Service Reform; Angela Lawrence, Head of Data; Matt Scott, Chief Information Officer
TBC	Customer relations relating to Highways	Root cause analysis	To improve customer satisfaction when reporting Highways issues.	Empowering communities	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety; Kevin Deanus, Cabinet Member for Highways and Community Resilience; Marie Snelling, Executive Director – Customer and Communities; Sarah Bogunovic, Ad - Reg, Coroner's Services & Customer Strategy; Susan Grizelle, Head Of Customer Services
Informal meeting tbc	Getting people with disabilities work-ready	Look at Local Authority exemplar and hear from commercial businesses. What skills will be needed in 10 years time and how to prepare.	To help people with disabilities into work and fill Council vacancies.	Tackling health inequality, Growing a sustainable economy so everyone can benefit, Empowering communities	Sinead Mooney, Lead Member for EDI; Sarah Kershaw, Chief of Staff; Nikki Parkhill, Head of Equality, Diversity and Inclusion; Tom Holmwood, Head of Resourcing
TBC	Digital inclusion	Citizens Online to bring their final report with recommendations to Committee.	To ensure nobody is left behind due to IT exclusion.	Tackling health inequality, Growing a sustainable economy so everyone can benefit,	Denise Turner-Stewart, Cabinet Member for Communities and Community Safety; Marie Snelling, Executive Director of Customer and Communities

				Empowering communities	
Additional items to be considered					
TBC	Residents survey	Briefing on methodology and questions used, requested at Feb 2023 performance monitoring session.			Abigail Linyard-Tough, Strategic Lead - Resident Insight
TBC	Subject access requests	Response times raised as concern at Feb 2023 performance monitoring session			Grisilda Ponniah, Corporate Information Governance Manager
Task and Finish Groups					
Timescale	Issue for Scrutiny	Purpose	Outcome	Relevant Organisational Priority	Membership
On-going, budget monitoring and scrutiny 3 July 2023 18 Sept 2023 7 November 2023	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	<u>Membership:</u> <ul style="list-style-type: none"> • Catherine Powell (Chairman) • Bob Hughes • Fiona Davidson • Trefor Hogg • Jonathan Hulley • Other Select Committee representatives to be confirmed

Performance Monitoring Sessions: 28 September 2023 and 7 December 2023

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).