

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
1 July 2020	Transformation Programme Update	Update report on the Council's ongoing Transformation Programme.	To understand and make recommendations around the challenges and opportunities presented by the Council's transformation programme.	Marie Snelling, Director of Transformation
1 July 2020	Cancellation of the decision to acquire Midas House	Report on the Council's decision not to acquire Midas House in Woking as the new County Hall, as announced on 23 April 2020.	To understand the reasoning behind this decision and plans for the relocation of County Hall to Woking and future course of action.	Michael Coughlin, Executive Director of Transformation, Partnerships and Prosperity
1 July 2020	2019/20 Outturn report	2019/20 financial outcome, lessons for 2020/21 budget and Covid-19 impact on 2020/21 budget.	To scrutinise the Council's year-end financial position for 2019/20 and to agree recommendations applicable to the 2020/21 fiscal year.	Anna D'Alessandro, Director of Corporate Finance
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

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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.	Leigh Whitehouse, Executive Director of Resources
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 Corporate Finance
9 December 2020	MCTR Programme Update	To receive an update about the MCTR programme and the progress on acquiring a suitable building for the new County Hall/Civic Centre in Woking.	To monitor the progress of the MCTR programme, including acquiring a suitable building for the new County Hall/Civic Centre in Woking.	Michael Coughlin, Executive Director of Transformation, Partnerships and Prosperity
To be confirmed, possibly in October	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

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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.	<p>First met in August 2019, now looking at the budget including the impact of the Covid-19 pandemic on the Council's budget and finances. The most recent meeting was on 28 May 2020 and an update will be received at the 1 July Select Committee meeting. Will continue to meet periodically to scrutinise the budget. In addition, the Select Committee will also receive and scrutinise budget/year-end finance reports at July, October, and December 2020 meetings.*</p> <p>The Select Committee will also receive and scrutinise budget/year-end finance reports at July, October, and December 2020 meetings.*</p>	Graham Knight (Chair), Mark Brett-Warburton, John Furey (co-opted for asset/property work only), Nick Harrison (ex-officio), Ed Hawkins, Peter Szanto
	Moving Closer to Residents (MCTR)	Scrutiny of the Council's ongoing Moving Closer to Residents programme, involving a move of	First met in August 2019 and again in November 2019. Work is significantly impacted by Covid-19 but key updates are provided to the Select Committee wherever	Will Forster (Chair), Ayesha Azad, Bob

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		County Hall premises and agile transformation.	applicable. The Task Group is due to reconvene in October 2020.	Gardner, Nick Harrison, Chris Townsend
Task Groups on Hold				
	Topic:	Description:	Timeline:	Membership:
	Customer Experience Transformation	A deep dive review of the Customer Experience transformation programme in order to support and champion its successful delivery going forwards.	First met on 4 February 2020 and met three times thereafter, the last being 4 April 2020. Work is now delayed due to the Covid-19 pandemic and will resume when possible.	Nick Harrison (Chair), Will Forster, Bob Gardner, Chris Townsend, Richard Walsh

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 agreed in January 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.

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

- **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.
- **Quarterly Performance Report:** High-level scrutiny of performance ensuring accountability of decision-makers for the performance of the Council, 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 annual work programme.

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

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