

RESOURCES AND PERFORMANCE SELECT COMMITTEE ACTIONS AND RECOMMENDATIONS TRACKER

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each meeting. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting.

KEY			
	No Progress Reported	Action In Progress	Action Completed

Date of meeting	Item	Recommendations/Actions	Responsible Officer/Member	Update/Response
18 December 2020	Scrutiny of 2021/22 Draft Budget and Medium-Term Financial Strategy to 2025/26	<p>Recommendation: The Select Committee recommends that the Cabinet Member for Resources works with each district and borough to agree the assumptions about receipts for council tax and business rates to ensure the 2021/22 Surrey County Council budget is based on robust figures.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. The Cabinet Member for Resources to provide a briefing and details about the budget consultation; 2. The Director of Corporate Finance to provide, at the 21 January 2021 Select Committee meeting, information on the overall level of reserved, the purpose of each earmarked reserve and the anticipated usage in 2021/22; 3. The Cabinet Member for Resources to provide a list of vacant Council properties in each division to support discussions on their ongoing use and disposition; 4. The Strategic Finance Business Partner to request that local divisional Members 	Cabinet Member for Resources Cabinet Member for Resources Director of Corporate Finance Cabinet Member for Resources Land & Property	<p>The recommendation has been sent to the Cabinet Member for a response.</p> <ol style="list-style-type: none"> 1. The action has been sent to the Cabinet Member for a response. 2. The action has been sent to the responsible officer and the information will be included in the report to the 21 January meeting. 3. The action has been sent to the Cabinet Member for a response.

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		<p>are in future advised of property proposals in advance of changes;</p> <p>5. The Strategic Finance Business Partner to provide a high-level departmental breakdown of headcount vacancy on an FTE basis;</p> <p>6. The Director of Corporate Finance to provide, at the 21 January 2021 Select Committee meeting, an analysis of Central Income and Expenditure.</p>	<p>Strategic Finance Business Partner (Resources and TPP) Director of Corporate Finance</p>	<p>4. The action has been sent to the Strategic Finance Business Partner and will be followed up with officers in Land & Property for a response.</p> <p>5. The action has been sent to the responsible officer for a response.</p> <p>6. The action has been sent to the responsible officer and the information will be included in the report to the 21 January meeting.</p>
18 December 2020	Performance Report	<p><u>Actions:</u></p> <p>1. The Head of Portfolios to provide to the Select Committee a written response linking the transformation indicators TRN 01 and TRN 02 and the information presented in the annex to the report;</p>	Head of Portfolios	<p>1. The action has been sent to the responsible officer for a response.</p>

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		2. The Director of HR&OD to provide figures going back a couple of years on how many apprentices finished their apprenticeships and how many stayed on as employees post-apprenticeship.	Director of HR&OD	2. The action has been sent to the responsible officer for a response.
18 December 2020	County Hall Move and Agile Programme Update	<p><u>Recommendation:</u> The Select Committee recommends that the County Hall Move and Agile Programme Task Group is to receive the following information:</p> <ul style="list-style-type: none"> a. The Agile Office Estate Strategy; b. The results and analysis of the Woodhatch travel plan survey and agile workforce programme survey; c. Details of the County Hall sale and bids – the Task Group should have an opportunity to review and comment on any bids to buy County Hall before any decision is made. 	Executive Director of Resources	The relevant information has been sent to the Task Group in advance of its 13 January 2021 meeting.
18 December 2020	Broadband in Surrey	<p><u>Recommendation:</u> The Select Committee recommends that it receives the Digital Infrastructure Strategy, before the strategy is finalised, for scrutiny at a future meeting.</p> <p><u>Action:</u></p>	Director of Economic Growth and Prosperity	The recommendation has been sent to relevant officers and a date for the strategy to come to the Select Committee is being finalised.

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		The Engagement Manager to work in partnership with the communications team to provide materials that Members can use on their social media, newsletters or email signatures to promote the broadband programme and community fibre partnerships.	Engagement Manager	The Engagement Manager has contacted the comms team about this, but it has had to be postponed due to the Covid-19 pandemic third wave. The Engagement Manager will keep Democratic Services Officers updated on this.
8 October 2020	Property Programme Update	<p><u>Recommendation:</u> The Select Committee recommends that the Asset and Place Strategy Refresh be presented to the Resources and Performance Select Committee at its January 2021 meeting, alongside a schedule for continued updates to the Select Committee twice a year.</p> <p><u>Actions:</u></p> <ol style="list-style-type: none"> The Director of Strategic Land and Property Assets to provide detail of contingency plans in the next property programme update to the Select Committee; 	<p>Director of Strategic Land and Property Assets</p> <p>Director of Strategic Land and Property Assets</p>	<p>The next Property Programme Update report has been deferred until the March 2021 meeting.</p> <p>1. The next Property Programme Update report has been deferred until the March 2021 meeting.</p>
18 October 2019	Quarterly Performance Report (Q1 2019/20)	<p><u>Recommendation:</u> The Select Committee is to receive on an annual basis information on how Surrey County</p>	Director of Intelligence,	The Select Committee's request has been forwarded to relevant officers and the

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		Council's performance compares with other councils.	Analytics and Insight	possibility of including this in future reports will continue to be examined as performance reporting is reviewed.
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