



## Resources and Performance Select Committee Forward Work Programme 2023

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

Date of Meeting	Type of Scrutiny	Issue for Scrutiny	Purpose	Outcome	Relevant Organisational Priority	Cabinet Member/Lead Officer
22 June 2023	Scrutiny	<b>Budget Monitoring Update</b>	To receive an in-year budget monitoring report on the Council's budget.	To ensure the Council's budget efficiencies are on track and undertake in-year monitoring.	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	<b>Equality, Diversity and Inclusion (EDI) Review</b>	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	<b>Digital Business and Insights Lessons Learnt</b>	For the Select Committee to receive a report on DB&I lessons learned, following a previous briefing on this topic on 29 June 2022.	To understand lessons learned.	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	<b>Agile Office Estate Update Report</b>	To receive an update report on Surrey County Council's Agile Office Estate strategy, a work stream of the Council's Agile Organisational Programme.	To provide oversight and monitoring.	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	<b>People &amp; Change Workforce Update</b>	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 &amp; Change</p> <p>Bella Smith, Head of Insight, Programmes and Governance</p> <p>Tom Holmwood, Head of Resourcing</p>

<b>8 December 2023</b>	Scrutiny	<b>Draft Budget and Medium-Term Financial Strategy</b>	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 deliver good value.	Growing a sustainable economy so everyone can benefit	<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>
	Scrutiny	<b>Investment Update Report</b>	For the Select Committee to scrutinise the mid-year investment report.	<p>The Select Committee to provide monitoring and feedback on the mid-year investment update.</p> <p>Oversight and exercise critical friend function, to ensure transparency and good value for money within the investment portfolio.</p>	Growing a sustainable economy so everyone can benefit	<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>
<b>Task and Finish Groups; Member Reference Groups, Briefings</b>						
<b>Timescale</b>	<b>Type of Scrutiny</b>	<b>Issue for Scrutiny</b>	<b>Purpose</b>	<b>Outcome</b>	<b>Relevant Organisational Priority</b>	<b>Membership</b>
<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	<b>Budget Task Group</b>	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"> <li>• Nick Darby (Chairman)</li> <li>• Liz Bowes</li> <li>• Will Forster</li> <li>• Bob Hughes</li> <li>• John O'Reilly</li> <li>• Lance Spencer</li> <li>• Buddhi Weerasinghe</li> <li>• Robert Evans</li> <li>• Jeremy Webster</li> </ul>
<b>To be received in writing and informal briefing sessions</b>						
<b>TBC</b>		Facilities Management Care Home re use update	For the Committee to receive a Care Home re use update.			Resources and Performance Select Committee

TBC		Facilities Management Agile update	For the Committee to receive an Agile 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
May 2023 TBC		Care Home re Use  Agile Office Strategy	For the Committee to receive a facilities management and waste contract update that was not covered in the 9 February 2023 Facilities Management update.		Resources and Performance Select Committee
TBC		Performance Monitoring session - Recruitment	Monitor response times to Subject Access Requests (SARs) and Freedom of Information requests.		Resources and Performance Select Committee
TBC		Performance Monitoring session – Residents Survey	Receive briefing on methodology used and choice of questions.		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).