



Work Programme Performance and Finance Scrutiny Work Programme

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Topic	Relevant strategic priorities	Purpose	Leads
13 September 2023			
Complaints Monitoring Annual Report	To deliver customer friendly and responsive services	To review and comment on the Complaints Monitoring report for 2022/23	<p>Cllr Leanne MacIntyre, Finance & Customer Services Portfolio Holder</p> <p>Bob Watson, Executive Head: Strategic Director Finance and Customer Services</p> <p>Lynn Smith, Customer Relations Manager</p>
Executive Portfolio Update: Sustainable Transport and Planning	<p>Transform the Council's planning application service and processes to be efficient, responsive, and communicative.</p> <p>Respond promptly to Environmental and</p>	To receive and comment on an update on the key areas of work within the Sustainable Transport and Planning Portfolio over the past twelve months.	<p>Cllr Alan Ashbery, Planning and Control Portfolio Holder</p> <p>Gavin Chinniah, Head of Planning</p>

	planning enforcement matters		
Executive Portfolio Update: Economic & Income Development	We will spend public money wisely and attract resources and investment into the borough as a whole.	To receive a report summarising the key areas of work within the Economic Development Portfolio over the last twelve months	Cllr Kel Finan-Cooke – Portfolio Holder for Economic Development
Peer Review Findings	An effective and responsive Council.	To receive the initial findings of the Peer Review Challenge.	Damian Roberts, Chief Executive
Treasury Management Activity Report – Quarter 1	We will spend public money wisely and attract resources and investment into the borough as a whole.	To receive a report detailing the treasury management activities of the Council in the first quarter of 2022/23.	Bob Watson, Executive Head: Strategic Director Finance and Customer Services
15 November 2023			
Half Year Performance Update	All	To consider an update on the progress made to date against the targets, objectives and priorities set out in the Council's Annual Performance Plan for the 2023/24 municipal year.	Sarah Bainbridge, Organisational Development Manager Sally Kipping, Head of HR, Performance and Communications Damian Roberts, Chief Executive
Half Year Budget Monitoring Update	We will spend public money wisely and attract resources and investment into the borough as a whole.	To consider a report providing an update on the Council's Revenue budget at the mid-way point of the 2022/23 financial year.	Cllr Leanne MacIntyre, Finance & Customer Services Portfolio Holder Bob Watson, Executive Head: Strategic Director Finance and Customer Services

<p>Portfolio Update: Performance and Finance</p>	<p>Including but not exclusive to:</p> <p>We will spend public money wisely and attract resources and investment into the borough as a whole.</p>	<p>To receive an update on key areas of work within the Performance and Finance Service Executive Portfolio over the last twelve months</p>	<p>Cllr Leanne MacIntyre, Finance & Customer Services Portfolio Holder</p> <p>Bob Watson, Executive Head: Strategic Director Finance and Customer Services</p>
<p>Executive Portfolio Update: Resident and Community Services</p>	<p>Deliver and fund services that promote independent living for older and more vulnerable residents to reduce loneliness and isolation by increasing take up of community support services by at least 20% over the next 5 years.</p> <p>Customer service will be at the heart of everything we do.</p> <p>Deliver a safe borough and take prompt action in response to environmental crime and anti-social behaviour building a</p>	<p>To receive a report summarising the key areas of work within the Resident and Community Services over the last twelve months</p>	<p>Cllr Helen Whitcroft</p> <p>Nick Steevens, Strategic Director of Environment and Community</p>

	reputation as the safest Borough in Surrey.		
Treasury Management Activity Report – Quarter 2	We will spend public money wisely and attract resources and investment into the borough as a whole and to receive the half yearly treasury management update for the 2022-23 financial year.	To receive a report detailing the treasury management activities of the Council in the second quarter of 2022/23.	Bob Watson, Executive Head: Strategic Director Finance and Customer Services
24 January 2024			
Executive Portfolio Update: Leisure and Culture	Enhance the Borough's parks and green spaces, protecting our unique biodiversity whilst also improving public access to green space for leisure, recreation and wellbeing. Implement a new Physical Activity Strategy; working with our communities and partners to enable everyone to participate in physical activities	To receive a report summarising the key areas of work within the Leisure and Culture Executive Portfolio over the last twelve months	Cllr John Skipper, Leisure, Culture and Community Portfolio Holder Nick Steevens, Strategic Director of Environment and Community
Draft Annual Plan 24/25	All	To receive and comment on the	Sarah Bainbridge, Organisational Development Manager

		Council's draft Annual Plan for 2023/24.	Damian Roberts, Chief Executive
Corporate Risk	All	To receive and comment on a report that sets out the Council's key corporate risks and the actions being taken to mitigate their potential impact.	Damian Roberts, Chief Executive Bob Watson, Executive Head: Strategic Director Finance and Customer Services
Budget Setting 24/25	We will spend public money wisely and attract resources and investment into the borough as a whole.	To receive an update on the development of the Council's budget for the 2023/24 financial year.	Cllr Leanne MacIntyre, Finance & Customer Services Portfolio Holder Bob Watson, Executive Head: Strategic Director Finance and Customer Services
6 March 2024			
Executive Portfolio Update: Inclusion and Housing	Address the underlying causes of housing need, improving outcomes and support available for people who are homeless or at risk of homelessness. Safeguard and support our vulnerable residents and support independent living for all.	To receive a report summarising the key areas of work within the Inclusion and Housing Executive Portfolio over the last twelve months	Housing, Safeguarding and Support: Cllr Lisa Finan-Cooke Nick Steevens, Strategic Director of Environment and Community Sally Kipping, Head of HR, Performance and Communications

	<p>Deliver projects that support young people and families.</p> <p>We will increase how we work together with other Local Authorities, partners, businesses and the voluntary sector – we recognise more can be achieved by working together.</p>		
<p>Executive Portfolio Update: Net Zero, Well-being and Environment</p>	<p>We are committed to tackling Climate Change, working with communities and partners.</p> <p>Support health and wellbeing by promoting and developing initiatives that means residents can lead active and healthy lives</p>	<p>To receive a report summarising the key areas of work within the Net Zero, Well-being and Environment Executive Portfolio over the last twelve months.</p>	<p>Cllr Morgan Rise, Environment and Health Portfolio Holder</p> <p>Nick Steevens, Strategic Director of Environment and Community</p>
<p>Air Quality Monitoring Report</p>	<p>Improve air quality / Air 'inequality' and;</p> <p>Improve the air quality of the borough by</p>	<p>To receive an update providing Members with information on air pollution levels across the Borough, including the 2023 Air Quality</p>	<p>Nick Steevens, Strategic Director of Environment and Community</p> <p>Frances Soper, Environmental Health and Licensing Officer</p>

	working with partners to improve public transport and supporting and enabling greener and more active methods of travel.	Annual Status Review report and reviews the Council's Local Air Quality Management Area work.	Ann Zhang, Scientific Officer
Treasury Management Activity Report – Quarter 3	We will spend public money wisely and attract resources and investment into the borough as a whole.	To receive a report detailing the treasury management activities of the Council in the third quarter of 2022/23.	Bob Watson, Executive Head: Strategic Director Finance and Customer Services