

MINUTES OF THE MEETINGS OF CABINET

Any matters within the minutes of the Cabinet's meetings, and not otherwise brought to the Council's attention in the Cabinet's report, may be the subject of questions and statements by Members upon notice being given to the Democratic Services Lead Manager by 12 noon on Monday 9 May 2011.

**MINUTES OF THE MEETING OF THE CABINET
HELD ON TUESDAY 29 MARCH 2011 AT 2.00PM
AT COUNTY HALL**

These minutes are subject to confirmation by the Cabinet at its next meeting.

Members:

*Dr Andrew Povey (Chairman)	*Mr Tim Hall
*Mr David Hodge	*Mrs Kay Hammond
*Mrs Mary Angell	*Mr Ian Lake
*Mr Michael Gosling	*Mr Peter Martin
*Dr Lynne Hack	*Mrs Denise Saliagopoulos

* = Present

PART ONE
IN PUBLIC

41/11 APOLOGIES FOR ABSENCE (Item 1)

There were none.

42/11 MINUTES OF THE LAST MEETING – 1 and 14 March 2011 (Item 2)

The minutes of the meetings held on 1 and 14 March 2011 were confirmed and signed by the Chairman.

43/11 DECLARATIONS OF INTEREST (Item 3)

Dr Povey declared a prejudicial interest concerning the adult social care elements of both the Medium Term Financial Plan 2011 to 2015 (item 6) and the Council's Strategic Planning Framework (item 7), because he was a director of a company that supplied social care to adults in Surrey and had contracts with Surrey County Council. He undertook to withdraw from the meeting in the event of any discussion concerning adult social care in item 6 and 7 respectively.

44/11 PROCEDURAL MATTERS (Item 4)

There were none.

45/11 REPORTS FROM SELECT COMMITTEES, LOCAL COMMITTEES AND ANY OTHER COMMITTEES OF THE COUNCIL (Item 5)

**(a) CHILDREN, SCHOOLS AND FAMILIES DIRECTORATE
PERFORMANCE REPORT CARD**

Report of the Children and Families Select Committee

This report was tabled at the meeting and is set out in Appendix 1.

RESOLVED:

That the response from the Cabinet Member for Children and Families, set

out in Appendix 2 be agreed.

46/11 MEDIUM TERM FINANCIAL PLAN 2011 – 2015 (Item 6)

Dr Povey declared a prejudicial interest regarding the Adult Social Care elements of this item because he was a director of a company that supplied social care to adults in Surrey and had contracts with Surrey County Council. He withdrew from the meeting for the consideration of that part of the item and took no part in the discussion and decision thereon.

The Deputy Leader took the chair for that part of the item.

The Deputy Leader was invited to introduce the report. He said that the Medium Term Financial Plan (MTFP) 2011 – 2015 provided the detailed service budgets, and reflected the four year revenue and capital budgets agreed at the County Council Budget meeting on 8 February 2011. He drew attention to Annex A which included all the Directorate Plans, the Treasury Management Strategy (page 23) and the Report of the Head of Finance (page 35). He also referred to Annex B, which set out all the Fees and Charges for 2011/12 and said that this was the first time this information had been made available with this report.

The Cabinet Member for Adult Social Care requested that paragraph 1.11 of Annex A was clarified in the final version of the report. The Deputy Leader confirmed that minor adjustments would be made to the Plan, in consultation with the Chief Executive before the final version of the Medium Term Financial Plan was published on the Council's website by 30 April 2011.

The Leader drew Cabinet's attention to Table 14 in Annex A, the summary risk analysis of pressures, efficiencies and service reductions and pointed out that there were 42 amber risks in 2011/12. However, he was advised that there were no longer any red risks for the forthcoming financial year.

Cabinet Members commented on the report. In particular:

- The Cabinet Member for Children and Learning considered that the Authority had worked hard to achieve a fair settlement for Schools and said that whilst the Budget for 0-16yrs was better than expected, the pressure for 6th form Budgets was intense due to the Government's intention to equalise funds to a similar level to that received by 6th form /FE colleges. He also confirmed that all schools had received their detailed Budgets for the next financial year. Finally, he also mentioned the increased numbers of school places required which would result in pressures on the capital budget.
- The Cabinet Member for Environment informed Members that the responsibility for flood risk management had transferred from the Boroughs / Districts to the County Council.
- The Cabinet Member of Adult Social Care thanked the Strategic Director for Adult Social Care and her senior management team for managing to maintain the goodwill of all service providers whilst achieving significant savings within the service.

Finally, the Deputy Leader proposed an amendment to recommendation 5 to add 'and that they be presented to select committees as part of 2011/12 Budget setting cycle, in order that they can ascertain which fees were correct and which needed to be increased'. This was agreed.

RESOLVED:

- (1) That the use of the £794,000 Community Safety Fund Grant as set out in paragraph 13 to the submitted report be approved.
- (2) That the use of the additional £133,000 Early Intervention Grant by the Children's, Schools and Families Directorate be approved.
- (3) That the New Homes Bonus grant of £708,000 be used to support additional investment within the Central Income and Expenditure budget.
- (4) That the detailed service revenue and capital budgets in Annex A to the submitted report be approved, and subject to formatting changes, be published as a booklet on the council's website.
- (5) That the schedule of fees and charges within Annex B to the submitted report be approved and that they be presented to select committees as part of 2011/12 Budget setting cycle, in order that they can ascertain which fees were correct and which needed to be increased.

Reasons for decisions:

To ensure that service managers have budgets within which they must deliver their services plan priorities.

47/11 COUNCIL'S STRATEGIC PLANNING FRAMEWORK (Item 7)

Dr Povey declared a prejudicial interest regarding the Adult Social Care elements of this item because he was a director of a company that supplied social care to adults in Surrey and had contracts with Surrey County Council. He withdrew from the meeting for the consideration of that part of the item and took no part in the discussion and decision thereon.

The Deputy Leader took the chair for that part of the item.

The Deputy Leader said that last year the Cabinet had approved the introduction of a four year strategic planning framework and that today Cabinet were being asked to endorse the annual refresh of the Corporate Strategy 2011 – 2015, which had been updated to take account of the Medium Term Financial Plan and would be presented to the County Council meeting on 10 May 2011 for approval.

He said that all Directorate Strategies and Business Plans 2011 – 2015 were included as annexes to the report. He thanked Cabinet colleagues and officers for their input into the Plans and drew Members attention to Annex 1, 'Making a Difference', the Corporate Strategy 2011. He said that he would be asking the Chief Executive to ensure that this culture was embedded within the organisation.

The Leader requested that the Introduction section of the Corporate Strategy included a reference to openness and transparency. He also said that there would need to be a refresh by Autumn 2011 to reflect the fast changing scene of Surrey County Council.

Each Cabinet Member was invited to comment on both the Directorate Strategies for 2011/12 – 2014/15 and the key performance targets and key

commitments for 2011/12 for their individual portfolios.

RESOLVED:

- (1) That *Making a Difference*, the Corporate Strategy 2011 - 2015 be endorsed and recommended to the County Council on 10 May 2011 for approval;
- (2) That the Directorate Strategies and Business Plans 2011 – 2015 and associated Directorate summary documents be approved for publication on the Council's website; and
- (3) That a programme of quarterly reporting through the Cabinet Business Reports and the publication of progress updates on the Council's external website be approved.

Reasons for decisions:

Surrey County Council's Medium Term Planning Framework requires that the Corporate Strategy is reviewed and refreshed annually alongside the Medium Term Financial Plan. The Corporate Strategy, as part of the Council's Policy Framework (as set out in the Council's Constitution), must be approved by the County Council.

The Directorate Strategies and Business Plans 2011-15 set out the vision and objectives for each Council Directorate and demonstrate how they will support the delivery of the Corporate Strategy and the Council's ambition to be world-class.

The Directorate summaries will form the basis of the Council's public reporting in 2011-12, ensuring that the Council is transparent and accountable to the public for its expenditure and performance.

**48/11 BUDGET MONITORING REPORT FOR FEBRUARY 2011(PERIOD 11)
(Item 8)**

The Deputy Leader introduced the revised version of the report and Annex A tabled at the meeting. He drew Cabinet's attention to the additional recommendations in the revised report and highlighted a number of new issues including the proposal to pay Surrey & Borders Partnership NHS Foundation Trust £2.22m, in order to ensure that the full sum available (£4.9m) was spent by the year-end. He also said that he was pleased to report that the revenue budget was forecast to have a £4.8m net underspend at the year end.

The Chairman asked the Deputy Leader to clarify, and this was confirmed, that there was no implication, from the revised recommendations, that carry forward requests from Directorates would be agreed. The Deputy Leader said that procedures for carry forward requests were in place and that he hoped to give an indication at the next Cabinet meeting which ones were likely to be agreed.

Other Cabinet Members had an opportunity to comment on the budget position for their portfolios.

As this was the Head of Finance's last Cabinet meeting, the Chairman publicly thanked him for his hard work and support to both Cabinet and the

Executive beforehand.

RESOLVED:

- (1) That the budget monitoring position and projected year end variances and draft carry forwards requests be noted.
- (2) That any actions required by Strategic Directors and Heads of Service be considered.
- (3) That the Investment Renewals Reserve funding (£0.3m) the highway maintenance contract mobilisation costs falling in 2010/11 be approved.
- (4) That the option to pay £2.2m to Surrey & Borders Partnership NHS Foundation Trust in 2010/11 in advance of completing the capital project, as set out at paragraph 4 of the submitted report, to preserve the necessary capital funding be approved.
- (5) That the additional funding of the Child Poverty Area Based Grant (£87,000) be approved.

Reasons for decisions:

To comply with the agreed strategy of reporting budget monitoring figures monthly to Cabinet for approval and action as necessary.

49/11 ZIBO CITY (Item 9)

Both the Cabinet Member for Transport and the Cabinet Member for Community Services and the 2012 Games spoke to this report and highlighted the reasons for encouraging a special relationship between Surrey County Council and Zibo City, China.

A map showing the location of Zibo City was tabled.

The Cabinet Member for Community Services and the 2012 Games referred to both Surrey's vision to become a world class economy and the Memorandum of Understanding signed between the Council and Zibo City in April 2010. She cited the further opportunities to discuss commercial links and synergies with the 2012 Olympic agenda and said that future opportunities were set out in paragraphs 13 – 17 of the submitted report.

Lastly, she asked Cabinet to endorse the Zibo China Ceramic exhibition to be held at the Lightbox in Woking in Autumn 2011.

RESOLVED:

- (1) That the special relationship between Surrey County Council and Zibo City, China be endorsed.
- (2) That the exhibition which will be held at the Lightbox in October be endorsed.

Reasons for decisions:

The Local Economic Assessment found that comparator economies are

catching and overtaking Surrey's economic performance. To continue to be a powerhouse economy we must remain globally competitive and support activities that stimulate economic growth. Therefore it is critical that we identify new and innovative ways of building our economy. The special relationship with Zibo City will support us in this aim.

50/11 SURREY'S STRATEGY TO HELP PREVENT POVERTY IN FAMILIES (Item 10)

Comments from the Children and Families Select Committee, together with the response from the Cabinet Member for Children and Families were tabled at the meeting (Appendix 3 and 4 respectively)

The Cabinet Member for Children and Families said that she was grateful for the select committee's comments, including the suggested change of name, which had been adopted. She said that the Child Poverty Act 2010 had created a statutory duty for the County Council to lead on the development of this strategy jointly with partners and highlighted the key points from the report, including the Surrey Families in Poverty Needs Assessment, which had been completed.

She informed Members that the proposals for the overarching aims and strategic recommendations were set out in pages 5-7 of the report and requested that Cabinet approved the general direction for this strategy to enable officers to develop the detailed strategy and delivery actions with partners. Finally, she said that Children and Families Select Committee would have an opportunity to view the final version.

RESOLVED:

- (1) That the proposed strategic approach and focus for local governance and coordination for discussion with partner agencies be agreed.
- (2) That authority be delegated to the Acting Strategic Director Children, Schools and Families in consultation with the Cabinet Member for Children and Families to sign off the final strategy on the Cabinet's behalf (providing there are no significant changes to the proposed strategic approach).

Reasons for decisions:

This will enable offers to develop the detailed strategy and agree delivery actions with partners.

51/11 LOCAL SUSTAINABLE TRANSPORT FUND (Item 11)

The Cabinet Member for Transport informed Members that the Council would be submitting a bid to the Department of Transport for the Local Sustainable Transport Fund. He said that the Government had stipulated the criteria for both the use of the funds and also what the fund could not be used for, set out in paragraph 5 of the report. In relation to proposals for Woking, he proposed amending paragraph 19(a) to start 'At least...' rather than 'Around...' because the Borough would be match funding the scheme. This was agreed.

Finally, he said that the timescale for making the bids was very short so there had not been wide consultation on the bid but there would be an

opportunity to consider the item at local committees at a later date.

RESOLVED:

- (1) That the preferred approach set out in paragraphs 11-18 to the submitted report, specifically approving Option 2 and submission of a bid for the Local Sustainable Transport Fund Key Component, on 18 April 2011, together with publication of additional information on the County Council website be agreed.
- (2) That, subject to the agreement between Transport Authorities/ Stakeholders, the development and submission of a joint bid to the Local Sustainable Transport Fund be approved.
- (3) That the development of the wider Expression of Interest being developed for submission on 6 June 2011 be approved.
- (4) That authority be delegated to the Assistant Director, Strategy, Transport and Planning, in consultation with the Cabinet Member for Transport, to make any final changes that may be necessary for submission of the key component bid on 18 April 2011, and to develop the wider Expression of Interest and any joint bid due by 6 June 2011.

Reasons for decisions:

Agreement to the preferred approach, which includes the Key Component, wider Expression of Interest and a second joint Authority/Stakeholder Expression of Interest will enable a detailed bid to be prepared allowing for any final amendments that may be necessary to be agreed under the scheme of delegation above.

52/11 LEADER/DEPUTY LEADER/CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING (Item 12)

The Cabinet Member for Community Safety drew Members attention to her individual Decision Making meeting on 16 March 2011, where she had received four petitions relating to the draft Surrey Fire and Rescue Public Safety Plan and a Member question. She publicly thanked the people that had made the representations and said that the points made would be taken into account in the consultation process.

RESOLVED:

That the following decisions taken by Cabinet Members since the last meeting of the Cabinet be noted.

(1) PROCEDURAL MATTERS: PETITION

That the response attached at Appendix, to the submitted report, be agreed.

Reasons for decision

To respond to the petition.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(2) PROCEDURAL MATTERS: PETITION

That the response attached at Appendix 2, to the submitted report, be agreed.

Reasons for decision

To respond to the petition.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(3) PROCEDURAL MATTERS: PETITION

That the response attached at Appendix 3, to the submitted report, be agreed.

Reasons for decision

To respond to the petition.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(4) PROCEDURAL MATTERS: PETITION

That the response attached at Appendix 4, to the submitted report, be agreed.

Reasons for decision

To respond to the petition.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(5) PROCEDURAL MATTERS: MEMBER QUESTION

That the response attached at Appendix 5, to the submitted report, be agreed.

Reasons for decision

To respond to the question.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(6) SURREY FIRE AND RESCUE - BUDGET VIREMENT

That the revenue budget virement of £790,000 from the community fire safety policy budget to fire-fighting & rescue operations and support functions within the 2010/11 Fire Service budget be approved.

Reasons for decision

To align expenditure and budget accurately within the Fire Service budget.

(Decision of Cabinet Member for Community Safety – 16 March 2011)

(7) GRANTS LANE BRIDGE - REPORT FROM TANDRIDGE LOCAL COMMITTEE

- (1) That the response to the report of the Tandridge Local Committee attached at Appendix 6, to the submitted report, be agreed.
- (2) That the Cabinet Member for Transport write to Network Rail with a view to securing the inclusion of the reconstruction of the bridge in their investment programme at the earliest opportunity.
- (3) That officers keep the Chairman of the Tandridge Local Committee fully informed of progress at all stages.

Reasons for decision

To respond to the report from the Tandridge Local Committee.

(Decision of Cabinet Member for Transport – 16 March 2011)

(8) APPROVAL TO AWARD CONTRACT FOR PARK AND RIDE SERVICES 100 AND 200 LINKING ARTINGTON, SPECTRUM AND GUILDFORD

That Contract L227 be awarded to Arriva (Guildford and West Surrey) for a period of eighteen months with effect from 4 April 2011.

Reasons for decision

Having completed a tender and procurement process in line with EU directives, award of the contract to Arriva will ensure continuation of Park and Ride Services 100 and 200 linking Artington, Spectrum and Guildford.

The evaluation panel consider that operator Arriva (Guildford and West Surrey Ltd) have the capability to deliver the service at the best value to Surrey County Council.

(Decision of Cabinet Member for Change and Efficiency – 16 March 2011)

(9) FREEMANTLES SEN SCHOOL, WOKING – SEN STRATEGY

That officers be authorised to place the official order with the contractor to complete the work at Freemantles SEN School.

Reasons for decision

The proposal delivers a value for money, energy efficient, high quality scheme at the school that will enhance the education provision, supporting the Authority's fulfilment of its statutory obligations. Release of funding is required in order to complete the project for the September 2011 term.

(Decision of Cabinet Member for Change and Efficiency – 16 March 2011)

(10) QUADRANT COURT, WOKING

That an amendment be approved to the terms previously approved for the proposed reversionary lease of Quadrant Court so that the County Council can insure the property, and the Acting Head of Estates Strategy be authorised to finalise the precise wording of the insurance provisions in conjunction with the Head of Legal and Democratic Services.

Reasons for decision

To ensure the County Council has control over the insurance arrangements in order to minimise its on-going revenue liability.

(Decision of Cabinet Member for Change and Efficiency – 16 March 2011)

53/11 EXCLUSION OF THE PUBLIC (Item 13)

RESOLVED: That, under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under paragraph 3 of Part 1 of Schedule 12A of the Act.

THE FOLLOWING ITEMS OF BUSINESS WERE CONSIDERED IN PRIVATE BY THE CABINET. HOWEVER THE INFORMATION SET OUT BELOW IS NOT CONFIDENTIAL.

54/11 APPROVAL TO AWARD CONTRACT LOT 6 FOR HIGHWAYS LINES AND MARKINGS (Item 14)

The Cabinet Member for Transport said that the contract for Highways Lines and Markings was one of the contracts put out to tender in 2010 to replace the existing Surrey Highways in Partnership contract. However, this contract was re-tendered as a separate exercise in 2011. He highlighted both the benefits of this contract and its estimated savings.

RESOLVED:

That a contract be awarded to the company as detailed in the submitted report for the provision of highway lines and markings to commence on 28 April 2011, expiring on 27 April 2017 with an option to extend for four years.

Reasons for decisions:

The existing contract will expire at midnight on 27 April 2011. A full tender process, in compliance with the requirement of EU Procurement Legislation and Procurement Standing Orders has been completed, and the recommendations provide best value for the Council following a thorough evaluation process.

55/11 PUBLICITY FOR PART 2 ITEMS (Item 15)

RESOLVED:

That information for the item considered in Part 2 of the agenda could be made available to the press or public at the appropriate time.

[The meeting closed at 3.25pm]

Chairman

CHILDREN AND FAMILIES SELECT COMMITTEE

**Item under consideration: CHILDREN, SCHOOLS AND FAMILIES
DIRECTORATE PERFORMANCE REPORT CARD**

Date Considered: 8 March 2011

At each meeting of the Children and Families Select Committee, Members receive the most recent Children's Services monthly performance report card. At the March meeting the Select Committee received the December 2010 report card and were disappointed to see that information was unavailable for four performance indicators, including health and dental checks for Looked After Children which the Committee has been scrutinising closely since it was highlighted as an area for improvement in the recent OFSTED inspection.

Therefore the Select Committee recommends:

That the Cabinet be made aware of the fact that the Select Committee was unable to fulfil its role in scrutinising service performance at this meeting due to the data being unavailable, and that officers from the Children's performance team and IMT work together on an urgent basis to ensure that recent validated performance data is available in the next performance report card.

**Denise Le Gal
Chairman of Children and Families Select Committee**

**CABINET RESPONSE TO THE REPORT OF THE CHILDREN AND FAMILIES
SELECT COMMITTEE**

**CHILDREN, SCHOOLS AND FAMILIES DIRECTORATE PERFORMANCE
REPORT CARD**

The recommendation of the Select Committee is noted and my response to the point of concern raised by Select Committee members is set out below:

- (1) That the Cabinet be made aware of the fact that the Select Committee was unable to fulfil its role in scrutinising service performance at this meeting due to the data being unavailable and that officers from the Children's performance team and IMT work together on an urgent basis to ensure that the recent validated performance data is available in the next performance report card.

Response

The Integrated Childrens System (ICS) went live on 15 November 2010. 25 new reports were written locally in advance and were ready at go-live, priority being given to operational reports, which were required for the Children's Service to safeguard and care for children.

Work on performance reports started after go-live in a priority order agreed with the Children's Service. There are now a total of 35 reports available.

Data was unavailable for five indicators in the last performance report presented to the Select Committee. Two of these have now been implemented; the percentage of looked after children with a personal education plan, and the percentage of looked after children having a health or dental check have. These went live too late for the report to the Select Committee.

A further indicator went live on 17 March; the percentage of looked after children with three or more placements.

The remaining two indicators; the percentage of looked after children having reviews within timescale and the percentage of care leavers with a pathway plan, are in development. The user acceptance testing date of the former has been brought forward from 9 April to 26 March, while for the latter a meeting took place on 22 March to analyse preliminary outputs. Meanwhile work is already in progress to clean data and ensure recording is complete as would be expected in the programme.

The Children's performance team and IMT are focused on completing the outstanding reports within the next month and ensuring that all the appropriate data is available for the next performance report card. IMT are diverting increased report writing capacity to the ICS project and the supplier is being asked to provide further support to report writing. In addition, the gathering of report requirements for ICS Phase 2 is about to begin. Once all the basic requirements are met, the emphasis will shift to adding greater levels of sophistication to the reports, automating delivery and moving to more accessible, self-service formats.

**Mary Angell
Cabinet Member for Children and Families
29 March 2011**

CHILDREN AND FAMILIES SELECT COMMITTEE

Item under consideration: SURREY'S FAMILIES IN POVERTY STRATEGY

Date Considered: 8 March 2011

At its meeting on 8 March 2011, the Children and Families Select Committee considered the draft 'Surrey's Families in Poverty Strategy'.

The Select Committee supported the general aims of the strategy and acknowledged the work that had gone in to producing it. However, they did have the following comments:

- The Committee felt that the following points should be added into the report or emphasised more strongly:
 - Ways to reduce the bureaucracy around the housing process.
 - The impact of domestic abuse.
 - The impact of substance misuse, including alcohol and tobacco.
 - The importance of having Children's Centres in the right places targeting the right audience.
 - The importance of Internet access for all.
- The Committee debated other possible names for the strategy including whether 'preventing' should be added or whether 'poverty' should be amended to 'low income'.
- The Committee felt that it should be made clear within the strategy that the definition of a family was those with children under 19 years of age.
- The Committee was concerned that a number of the individual policies appear to be unachievable aspirations and should be revised and made more realistic by acknowledging the current financial climate.

Therefore the Select Committee recommends:

That the Cabinet notes concerns and comments of the Children and Families Select Committee when considering the strategy.

Denise Le Gal
Chairman of Children and Families Select Committee

SURREY'S PREVENTING POVERTY IN FAMILIES STRATEGY

**CABINET RESPONSE TO THE REPORT OF THE CHILDREN AND FAMILIES
SELECT COMMITTEE**

We thank the Select Committee for its comments in response to the report presented on 8 March. These comments have helped to inform the revised report that was prepared for the Cabinet meeting on 29 March. The report proposes a high-level approach that will need to be developed further with partners during the coming months and officers will take account of Select Committee Members' input when developing the final strategy. The Cabinet Member for Children and Families will ensure the final strategy is shared with the Chairman of the Children and Families Select Committee ahead of sign off.

Mary Angell
Cabinet Member for Children and Families
29 March 2011