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Supplementary Agenda
for the meeting of
THE COUNTY COUNCIL
to be held on
11 DECEMBER 2018

- 4a REVIEW OF POLITICAL PROPORTIONALITY** (Pages 7 - 8)
- To agree the revised scheme of proportionality.
- The Chairman has agreed to include this item on the agenda as a matter of urgency.
- 8 MEMBERS' QUESTION TIME** (Pages 9 - 30)
1. The Leader of the Council or the appropriate Member of the Cabinet or the Chairman of a Committee to answer any questions on any matter relating to the powers and duties of the County Council, or which affects the county.
 2. Cabinet Member Briefings on their portfolios
- There will be an opportunity for Members to ask questions.
- 11 ELECTION OF COMMITTEE CHAIRMEN AND VICE-CHAIRMEN** (Pages 31 - 32)
- To elect Chairmen and Vice-Chairmen of certain committees for the remainder of the Council year 2018/19.
- 19 MINUTES OF CABINET MEETINGS** (Pages 33 - 44)
- 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 Democratic Services by 12 noon on 10 December 2018.

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REVIEW OF POLITICAL PROPORTIONALITY**Report of the Chief Executive**

1. At its AGM in May 2018, the Council reviewed the proportional political allocation of places on committees and adopted a scheme of proportionality for the Council year 2018/19.
2. By law, seats on committees must be allocated in proportion to the political composition of the Council. Following the by-election on 6 December, the political composition of the Council has changed. As a result, the Chairman has given permission for this item to be added to the agenda as a matter of urgency.
3. The number of seats of each group on the Council and the resulting percentages are now as follows:

Conservative	Surrey Opposition Forum	Residents' Association & Independent	Other*
60	10	10	1
74.07%	12.35%	12.35%	1.23%

* The Local Government (Committees and Political Groups) Regulations 1990 require a constituted political group to be two or more members.

4. In determining the allocation of seats on ordinary committees, the proportion that each political group forms of the total membership of the Council is applied to the total number of elected Member seats on each committee. Generally, fractional entitlements of less than one half are rounded down and entitlements of one half or more are rounded up. So that this process of rounding does not result in advantage to one political group, the aggregate membership of all the ordinary committees must also be in line with the proportions on the County Council.
5. A scheme of proportionality for the remainder of the Council year 2018/19 is attached at Annex 1. Members are reminded that an authority can only decide that it wishes to adopt an arrangement other than a proportional one if no Member votes against it.

RECOMMENDATION

That the committee sizes and scheme of proportionality as set out in Annex 1 be adopted for the remainder of the Council year 2018/19.

CONTACT

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TEL NO:**BACKGROUND PAPERS:**

Local Government and Housing Act 1989
Proportional Representation Table
Constitution of the Council

SCHEME OF PROPORTIONALITY 2018/19

	CON	Surrey Opp Forum	RA & IND	Other	Total
SELECT COMMITTEES					
Corporate Overview	7	1	1	1	10
Adults & Lifelong Learning	8	1	1	0	10
Children & Education	8	1	1	0	10*
Environment	7	1	2	0	10
Health Integration & Commissioning	8	1	1	0	10*
Highways & Growth	8	1	1	0	10
PLANNING & REGULATORY COMMITTEE	8	2	1	0	11
AUDIT & GOVERNANCE COMMITTEE	4	1	1	0	6
PEOPLE, PERFORMANCE & DEVELOPMENT COMMITTEE	4	1	1	0	6
SURREY PENSION FUND COMMITTEE	4	1	1	0	6*
TOTAL	66	11	11	1	89

* additional co-opted members are appointed to this committee

SURREY COUNTY COUNCIL**TUESDAY 11 DECEMBER 2018****QUESTIONS TO BE ASKED UNDER THE PROVISIONS
OF STANDING ORDER 10.1****MIKE GOODMAN, CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT****1. MRS HELYN CLACK (DORKING RURAL) TO ASK:**

The Cabinet Member is aware that Gatwick Airport is consulting on a masterplan and growth scenarios for the next fifteen years, and in spite of the Davies Commission settling the question of airport expansion in the South East, GAL has come up with a proposal for a three runways airport at Gatwick, using the emergency runway to the north of the existing runway for take-offs to the west and safeguarding land to the south for a third runway. The Consultation makes no mention of mitigation measures to reduce and compensate for the increase in noise and air pollution, a 25% increase in passenger traffic, nor details of the infrastructure requirements to support these expansion plans.

How will the Cabinet Member respond to the consultation and what measures will he take to make sure that local people to the north of the airport are consulted and protected from this?

Reply:

This Council's position with regard to airport expansion at Gatwick is set out in the Council resolution agreed at the meeting of the County Council on 16 July 2013. The resolution recognises the vital importance of Heathrow and Gatwick Airports to the success of Surrey's economy and would not wish to see their capacity reduced, but is clear that expansion at either airport would require the environmental and surface access issues to be satisfactorily addressed.

The Gatwick Airport Draft Master Plan 2018 is a non-statutory document which will replace the current 2012 Airport Master Plan. It sets out how the airport could develop and grow. Any proposals to bring the existing emergency runway into regular use and build an additional runway to the south were to be taken forward would require the submission of a Development Consent Order (DCO). This is the process for obtaining permission for Nationally Significant Infrastructure Projects (NSIPs). If a DCO application is made, the County Council will be a statutory consultee and environmental information has to be provided as part of this process.

It should be noted that the only fully worked-up element of the draft Master Plan is for the first five years, 2018 to 2022. The only firm proposal for this period involves Gatwick Airport Limited doing more with the existing main runway and taking their current capital investment programme forward. This is consistent with current national aviation policy and it is important that the necessary supporting transport infrastructure is delivered and any appropriate mitigation provided. The other growth scenarios, involving the use of the emergency runway and the construction of a third runway on the safeguarded land, are conceptual at this stage and therefore little detail is provided on how they might be taken forward. Air quality and noise are identified in the draft Master Plan as two of the key environmental issues to be addressed. However, whilst

assumptions are made about the potential environmental impacts of the longer term expansion scenarios, these are not supported by any detailed evidence

I intend to respond to Gatwick Airport's Draft Masterplan in line with the County Council's resolution and to emphasise that the environmental impacts, particularly noise and air quality, must be satisfactorily addressed alongside any proposal for increased operations at the airport. Night flights are a significant noise nuisance and must be strictly controlled. I will also make it clear that investment in transport infrastructure to mitigate the additional local impact of any expansion proposals must be a central part of the Airport's future plans, especially where it encourages more travel by public transport and investment in new technologies to reduce air pollution.

As the resolution is opposed to any proposals that would serve to reduce airport capacity or the role of Heathrow as a hub airport, I will seek assurance from Gatwick Airport Limited that any expansion proposals do not threaten the viability of Heathrow as a hub airport and that they are in line with national aviation policy.

On the subject of consultation, I have already written to the Chief Executive Officer of Gatwick Airport Limited, Stuart Wingate, to express my serious concern that residents have not been given a proper opportunity to have their views on the Draft Master Plan to be heard and understood. Apart from a belatedly organised exhibition at Horley, Gatwick Airport Limited decided not to hold public exhibitions in other areas of Surrey likely to be significantly impacted by the plan proposals. Residents in Mole Valley, Tandridge and Waverley already suffer or could suffer from aircraft noise and airport related transport impacts and they should have been consulted directly. I have sought assurance that, when Gatwick formally develop any expansion proposals, every endeavour will be made to ensure that all Surrey communities likely to be impacted are informed of the consultation and that residents are given the opportunity to get to a public event that is convenient for them to attend so they are able to participate appropriately in the consultation.

DENISE TURNER-STEWART, CABINET MEMBER FOR COMMUNITY SERVICES

2. MR ROBERT EVANS (STANWELL AND STANWELL MOOR) TO ASK:

Why was Surrey County Council the only council not represented at the recent Police and Crime Panel national conference?

Reply:

The Police and Crime Panel is a countywide panel, administered by the County Council. I cannot comment on the question as it was the decision of the Panel. There is, however, facility on the Panel agenda for you to direct your question directly to the Police and Crime Panel.

CLARE CURRAN, CABINET MEMBER FOR CHILDREN

3. MR GRAHAM ELLWOOD (GUILDFORD EAST) TO ASK:

Whilst I understand the financial constraints imposed upon Surrey County Council by Central Government, I want to draw your attention to my residents' concerns as follows:

If the Boxgrove Centre were to close, Merrow and Burpham residents are concerned that in this area of Guildford there would be no similar facilities within easy reach by young families. I would add that my own grandson and his family, in common with many local families, has benefitted enormously from the wonderful facilities available. In addition, those families living in the less well-off areas within Merrow and Burpham would find it difficult to travel across Guildford.

My concerns are:

- Where would the proposed replacement be sited?
- How far away from the existing site would it be?
- What thought has been given to ease of access, i.e. what is the availability of public transport to the proposed new site (to and from Merrow and Burpham)?

Reply:

The Children's Centre proposal will increase the level of targeted support for vulnerable children and offer services to the whole family, particularly where families have children between 0 – 11 years. There is a consultation in progress about the future of Children's Centres and no decisions will be taken until the consultation has closed and the results have been analysed.

MARY LEWIS, CABINET MEMBER FOR ALL-AGE LEARNING

4. MR CHRIS BOTTEN (CATERHAM HILL) TO ASK:

Could the Cabinet Member advise on the progress in relation to the replacement of the services until now provided by Babcock 4S, especially in relation to school support and governance?

Reply:

There is a programme in place that is managing the end of the County Council's contract with Babcock Education (who trade in Surrey as B4S). The priority of this programme is to ensure the smooth transfer of the Local Authority's statutory and strategic roles by 1 April 2019. School Support covers a range of services such as teacher training, raising the quality of performance and pupil progress, curriculum development, IT advice, support with financial matters and guidance around staffing and contractual matters. In most cases these services are purchased directly by schools. The local authority still maintains an important role in school effectiveness, particularly in identifying schools causing concern, monitoring and brokering support.

Work is on-going to develop a team within the education service which will be responsible for the Council's statutory duties and this will be in place by 31 March 2019. In Surrey we have a large number of Teaching Schools, some strong multi academy trusts, many high performing schools of all categories and both National and Local Leaders of Education and Governance. We are developing a school to school support system through an education partnership and a universal offer of support for all schools by schools was recently launched.

The statutory functions in relation to governance will be delivered by a new provider (this work is currently out to tender). The provider will offer some services, which have been commissioned by the County Council, free of charge to governors. These functions include the appointment of Additional Skills Governors and Interim Executive Board (IEB) members where required; maintenance of the countywide governor

database and supporting the appointments of Local Authority governors. There will also be a free helpline offering advice, guidance and support. Governor training and clerking services, plus optional external governor support or governing body audits will be traded, as indeed they are now, and schools will be free to purchase these from their existing supplier or find a new one.

MEL FEW, CABINET MEMBER FOR ADULTS

5. MRS ANGELA GOODWIN (GUILDFORD NORTH) TO ASK:

A report has recently been published which reveals that complaints regarding social care in England have nearly trebled in the last few years. In light of this, can the lead Member please clarify the numerical and percentage increase in the number of complaints in relation to social care provided by this authority year on year since 2015? And can the Member also provide a breakdown of the type of complaints received? What action is Surrey County Council taking to reduce these, especially in light of the proposed cuts to social care?

<https://www.theguardian.com/society/2018/nov/28/complaints-over-social-care-in-england-nearly-trebled-since-2010>

Reply:

A. Please clarify the numerical and percentage increase in the number of complaints in relation to social care provided by this authority year on year since 2015?

Overall there has been an increase in the number of complaints received by Adult Social Care since 2014/15. In 2014/15 the Directorate received 196, compared with 221 in 2017/18 (13% increase).

The Directorate received 128 complaints in Q1 and Q2 of 2018/19. Projecting this rate forward, we could expect a total of 256 complaints in 2018/19. This would represent an overall increase of 31% between 2014/15 and 2018/19.

Reporting Year	2014/15	2015/16	2016/17	2017/18	*2018/19	Total
Total Received	196	201	255	221	128	1001
% Variance	9.5%	2.6%	26.9%	-13.3%	15.8%	
Upheld	47	42	44	32	22	187
Partially Upheld	65	86	89	84	38	362
Not Upheld	75	64	106	90	47	382
Withdrawn	9	9	16	15	8	57
In Progress	-	-	-	-	13	13

* 15.8% variance is based on the predicted total of 256
 * Total Received of 128 for 2018/19 is for Q1 and Q2 only

B. Can the Member also provide a breakdown of the type of complaints received?

The nature of complaints has remained broadly consistent year on year. The top ten type of complaints account for just under 90% of all complaints received by Adult Social Care. Being dissatisfied with service quality and issues with the finance and funding of care consistently appear as the most frequent types of complaint.

Nature of Complaint	2014/15	2015/16	2016/17	2017/18	2018/19	Total No.	Total %
Dissatisfied with Service Quality	42	49	53	51	27	222	22.2%
Financial/Funding	30	28	42	33	17	150	15.0%
Dissatisfied with assessment process	19	13	32	26	13	103	10.3%
Poor Communication	20	15	22	24	9	90	9.0%
Decision Making	12	19	16	20	6	73	7.3%
Staff Attitude/Behaviour	11	14	18	13	13	69	6.9%
Dissatisfied with appropriateness of service	14	9	18	11	11	63	6.3%
Dissatisfied with speed of service provision	10	12	12	11	5	50	5.0%
Inadequate information and advice	5	7	10	13	4	39	3.9%
Staff Competency	7	10	10	3	4	34	3.4%
Dissatisfied with appropriateness of placement	7	4	6	2	5	24	2.4%
Unsatisfactory response	7	6	3	3	4	23	2.3%
Policy/Procedures	2	6	2	3	2	15	1.5%
Dissatisfied with speed of placement	3	4	7			14	1.4%
Fair treatment/(discrimination)	1	1	1	5	2	10	1.0%
Dissatisfied with volumes of service offered	3	1		1	3	8	0.8%
IG or Data protection breach	3	2	2			7	0.7%
Legal/POA			1	2	1	4	0.4%
Not following the Care Plan		1			1	2	0.2%
Dissatisfied with speed of placement					1	1	0.1%
Grand Total	196	201	255	221	128	1001	

C. What action is SCC taking to reduce these, especially in light of the proposed cuts to social care?

Adult Social Care has a vision for 'a modern service' which will promote independence. Delivering this vision will require transformational change across all aspects of service delivery. This level of change will inevitably impact upon people who use services and their carers but we will do everything we can to ensure people remain at the heart of any changes.

Adult Social Care will not be taking specific actions to reduce the number of complaints, as these create learning opportunities to improve service quality and are a means by which residents can hold the Council to account.

The Ombudsman has acknowledged that Councils are operating in a difficult financial landscape, but that this should not influence their decision making processes. The Ombudsman is currently consulting with Councils on the principles of good administrative practice and has suggested six principles which offer the Council an opportunity to improve the complaints process and ultimately the quality of service that the Council provides.

1. Getting it right.
2. Being service-user focussed.
3. Being open and accountable.
4. Acting fairly and proportionately.
5. Putting things right.
6. Seeking continuous improvement.

MIKE GOODMAN, CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT

6. MRS HAZEL WATSON (DORKING HILLS) TO ASK:

At 10.09 on 17 August 2018 a resident purchased a ticket to park in the Countryside Estate Car Park at Newlands Corner and claims to have placed the ticket on the dashboard of their open top car. At 10.27 the car was issued with a parking ticket on the basis that no ticket was displayed. On returning to the car, the resident claims that the purchased ticket was on the floor of the car having been blown off the dashboard by the wind.

The purchased ticket has been provided to District Enforcement and thus the timings of the ticket purchase and the time of the penalty charge are agreed facts. It would also appear, on the balance of probabilities, that the resident's statement that the ticket blew off the dashboard onto the floor of the car in the intervening period is credible and that the ticket had been properly displayed in accordance with the stated terms and conditions for parking in the car park when the resident left the car.

The resident appealed, the appeal was turned down, and then the resident paid the fine under duress, District Enforcement stating that the discounted rate for payment would only apply for 14 days from the date of the appeal determination and that the fine would double if not paid at that time.

When the Cabinet Member responsible for the Countryside Car Park was invited to refund the fine as the case has clearly been made on the balance of probabilities that the resident had paid to park their car at the car park before the penalty charge was levied and that the resident had not overstayed the purchased parking time, he declined to do so.

I believe that in these circumstances, where on the balance of probabilities the resident paid the appropriate parking charge at the correct time, this decision not to refund the parking fine is wrong and that not to refund the fine adversely affects the reputation of this Council. I also note of at least one instance, in very similar circumstances, that Mole Valley District Council waived a parking fine levied on a resident in relation to one of its car parks.

As the Cabinet Member and I clearly disagree over this, I ask the Cabinet Member to explain to all County Councillors why he believes that a resident who, on the balance of probabilities following the presentation of evidence to District Enforcement, has correctly paid to park in one of the Council's Countryside Car Parks should not have their fine refunded and why he believes his decision does not adversely affect the reputation of this Council?

Reply:

As previously stated to Hazel Watson, the contravention of this parking fine was failure to display a valid ticket in the car at the time of parking. The ticket and other signs in the car park clearly state that it is a pay and display car park. There is an additional note on all parking tickets dispensed that the ticket must be displayed on the dashboard of the car. The resident who incurred the fine parked a soft top convertible car in the car park on the 17 August 2018. It would be common sense for the resident to secure the parking ticket to their car as per the instructions and policy of the car park, however the resident failed to do so. Obviously the district enforcement team denied the request for appeal from the resident.

When working with the district enforcement team to see if this could be refunded, I asked if this was common problem that they experience with soft top convertible cars. The team told me that this is the first time they have heard this excuse and their policy states that it is the motorist's responsibility to display a valid ticket at the time of parking. In the letter of the parking charge that was issued to the resident there are also several photos of the car with the roof down and no ticket on the dashboard. The local Councillor states that this ticket was on the floor of the car, however no ticket can be seen in the photographs.

The resident was actually given further options for appeal once the first appeal was declined by the district enforcement officers. They were informed that they could take their case to an independent adjudicator at the IAS service and that their case would be reviewed by a barrister. It would then be the barrister's decision whether to waive the parking fine. They would have had 21 days to seek this service from the date that their parking fine appeals process was declined. Unfortunately this was not done by the resident, in fact their parking fine was paid just a few days before law enforcement would have been involved.

To conclude, the parking charge has been incurred because of failure to display the ticket in the car. We are not denying the probability of the driver having bought the ticket, but we are clear on the fact that they have failed to display their ticket.

CHARLOTTE MORLEY, CABINET MEMBER FOR CORPORATE SUPPORT

7. MR STEPHEN COOKSEY (DORKING SOUTH AND THE HOLMWOODS) TO ASK:

Would the appropriate Cabinet Member inform Council who was responsible for the final decision to close the catering outlets in Kingston and Woking; and what was the level of support for this decision as expressed in response to the consultation that preceded it both from staff and members?

Reply:

As you know, the Council is under significant pressure to find savings in order to ensure that it does not overspend in 2018/19 and that budgets for 2019/20 can be balanced. As part of the £40m in year savings agreed by the Cabinet as a whole in the summer the decision was taken to close the canteens at two of the County Council sites. As the communications stated, the canteens were making a loss and the number of people using each of the canteens had much reduced. In the light of the financial situation and the fact that the canteens were not commercially viable, the canteens were closed.

The consultation responses from staff were minimal on this matter.

DAVID HODGE, LEADER OF THE COUNCIL

8. MR JONATHAN ESSEX (REDHILL EAST) TO ASK:

The Council is currently consulting on five aspects of its Transformation Programme after receiving over 3,000 responses to its Draft Vision for Surrey 2030. The Council recently engaged IESE to run a training session for councillors to 'take a lead role in transformation', which spent an afternoon distinguishing between incremental change

(improving service delivery), innovative change (described as customer centred) and transformative change (described as community enabling). I understand this training cost us £7,380.

To what extent are the following changes, currently being consulted on, considered to be 'community-enabling' and 'transformative', and to what extent do they constitute a reduction in locally provided services:

- a. proposed closure of 37 children centres (reducing number from 58 to 21);
- b. proposed £4 million savings through transformation of libraries and cultural services;
- c. closing between 4 and 6 of our smaller community recycling centres, after strong rejection of these proposals in two previous consultations (reducing number of community recycling centres from 15 to 9 or 11 across Surrey);
- d. reducing bus concessionary funding; and
- e. proposed changes to SEND?

For each of these five service changes, please provide an estimate of the level of front-line staffing reductions (direct and contracted) which would result, evidence of where best practice exists for these changes being 'transformative' and how these changes align to the 2030 vision.

Reply:

Upon conclusion of the consultations Cabinet and the Corporate Leadership Team will review and bring forward recommendations. It would be inappropriate for me as Leader to comment prior to the closure of the consultations.

DAVID HODGE, LEADER OF THE COUNCIL

**9. MR CHRIS BOTTEN (CATERHAM HILL) TO ASK:
(2ND QUESTION)**

Will the Leader of the Council now commission and publish a proper risk assessment for the County Council in respect of the current Brexit scenarios, especially in relation to the potential impacts on the recruitment and retention of staff in the care, health and construction sectors, and will he be writing to the Prime Minister and the Surrey MPs calling for a People's Vote?

Reply:

Work is underway to ensure plans are in place to mitigate against potential disruption for the Council and for residents. Officers are progressing our preparations and contingency plans for all eventualities in four priority areas: emergency planning; the Surrey County Council workforce, including the wider care sector; non-UK EU national Surrey residents; and returning UK nationals. Preparations comprise establishing comprehensive awareness of implications for those priority areas, plans to mitigate against any negative implications and how we deliver support to those affected people.

I will not be writing to the Prime Minister and the Surrey MPs calling for a People's Vote. Such representations are more likely to come from individual Members or others, rather than the County Council, where the focus is upon managing any impacts or implications on behalf of Surrey's residents.

MEL FEW, CABINET MEMBER FOR ADULTS

**10. MRS ANGELA GOODWIN (GUILDFORD NORTH) TO ASK:
(2ND QUESTION)**

Can the lead Member detail the current 'adult care debt'? How does it compare to the figure from the 2016/2017 financial year? What additional steps are Surrey County Council taking to reduce this latest figure?

Reply:

Please find below the current debt position as at end of October 2018, with comparable figures for March 2017 and March 2018.

	Total debt	Secured and not due	Pending a deferred payment	Net overdue charges
March 2017	16.54m	6.06m	0.27m	10.21m
March 2018	20.67m	8.37m	0.43m	11.87m
October 2018	21.88m	8.77m	0.94m	12.17m

The charges raised in the same period were £48.6m in 2016/17, £54.5m in 2017/18 and the forecast for 18/19 is £57.3m.

In January 2018 the Credit Control team responsible for recovery of charges transferred from Orbis Business Operations to Adult Social Care. The Credit Control team and the Financial Assessment and Benefit Teams are currently subject to a restructure with the aim of integrating debt recovery as part of the overall financial assessment process. A new Debt Prevention Officer role will co-ordinate and provide specialist advice to support individuals to make early payment. Additionally, a new Debt Recovery Officer role will lead on the management of online county court claims and instructions to Legal Services.

COLIN KEMP, CABINET LEAD MEMBER FOR PLACE

**11. MRS HAZEL WATSON (DORKING HILLS) TO ASK:
(2ND QUESTION)**

During the daytime of 2 May 2018, Ashcombe Road A2003 was closed for patching work by contractors on behalf of the County Council with no road closure order in place, no advance warning to the County Council or local residents or businesses and with no diversion route in place, which brought the town to a standstill with complete gridlock on the roads.

Again, during the evening of 22 November, the A25 in Westcott was closed by contractors on behalf of the County Council for putting down an anti-skid surface at the pedestrian crossing with no road closure order in place, no advance warning to the County Council or local residents and with no diversion route in place, which meant that Westcott residents had difficulty getting home that evening, HGVs trying to turn around with difficulty on the A25 and Logmore Lane, which is a single track road, was jammed with vehicles.

In view of these problems, what action is the Cabinet Member taking to ensure that contractors working for the County Council do not close roads in Surrey without having the necessary road closure order in place so that the County Council, local residents

and businesses have the necessary advance warning of the road closure with a diversion route in place?

Reply:

There was an official road closure in place for this section of Ashcombe Road for the duration of the patching works in question. The closure commenced on 1 March 2018 and is valid for 18 months. This has been verified by our Temporary Traffic Regulation Order Team. Advanced warning signs were erected detailing information of the closure and three Variable Message Signs were used to inform drivers of the closure.

Cllr Watson was emailed regarding the commencement of the patching works and informed that most of the patching would be undertaken using temporary traffic signals. Unfortunately, due to a mistake during the permit application process, the Works Communication Team (WCT) were not aware that a road closure was required to complete the few patches that were in the centre of the road and thus did not follow the proper Customer & Stakeholder Engagement Plan (CSEP) process that would have informed all stakeholders via letter drops.

There was an official diversion in place. Our work partner's surface treatments supervisor attended the site on several occasions and we can confirm that he drove the diversion route to check that the signs were all in place as per the Temporary Traffic Regulation Order (TTRO).

There was an official road closure in place for this section of the A25 Guildford Road for the duration of the works in question. The closure commenced on 1 August 2018, valid for 18 months. This has been verified by our Temporary Traffic Regulation Order Team.

There was an official diversion in place, with the signage set out as per the Temporary Traffic Regulation Order. This included advanced warning signs on every approach to the site. Due to a technical issue in the permitting of the works, the Works Communication Team (WCT) were not aware of the closure in time to follow the Customer & Stakeholder Engagement Plan (CSEP) and were therefore unable to communicate the closure through the normal channels.

Due to these departures from the SCC policy, a case study was carried out by the Communications Manager with the permitting team, contractor and SCC. An improvement plan and revised processes have now been put in place to prevent future similar issues.

MIKE GOODMAN, CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT

**12. MR JONATHAN ESSEX (REDHILL EAST) TO ASK:
(2ND QUESTION)**

Gatwick Airport Ltd is currently consulting on a master plan, which includes proposals for use of its emergency runway in the short-term and a second runway in the longer-term. The Airports Commission's final report concluded that with a third runway at Heathrow Airport it would only be possible to stay in the UK's current carbon budget for aviation and shipping if flights from all other airports were to reduce. The International Panel on Climate Change's 1.5°C report (October 2018) notes that we must dramatically reduce emissions globally in the next 12 years. This would require far stronger carbon reduction targets in the UK. Please confirm that Surrey County Council

objects to Gatwick Airport Ltd's proposals for expansion and will respond accordingly to the airport's master plan consultation.

Reply:

This council agreed a resolution in 2013 that makes it clear that any expansion at Gatwick Airport would require the environmental and surface access issues to be satisfactorily addressed. As indicated in my response to Cllr Clack at Question 1, little detail is provided in the Gatwick Airport Draft Master Plan 2018 on how any proposals to use the emergency runway on a routine basis and the construction of a third runway might be taken forward, although these are expected to require Development Consent Order (DCO) applications to be made. Carbon emissions are identified in the Draft Master Plan as a key environmental issue to be addressed in an environmental impact assessment, which is required to be provided with any DCO submission. Any expansion proposals will need to be in line with national aviation policy.

DENISE TURNER-STEWART, CABINET MEMBER FOR COMMUNITY SERVICES

**13. MR CHRIS BOTTEN (CATERHAM HILL) TO ASK:
(3RD QUESTION)**

Is there a savings target for the fire service for the coming year (2019/2020), and what will be the impact on service delivery?

Reply:

There is no savings target for Surrey Fire & Rescue Service for the coming year (2019/2020). The Service will instead be focusing on developing its plans for transformation. Residents will have the opportunity to contribute views on any transformation proposals as part of a consultation exercise.

DAVID HODGE, LEADER OF THE COUNCIL

**14. MR JONATHAN ESSEX (REDHILL EAST) TO ASK:
(3RD QUESTION)**

The Cabinet meeting on 25 September 2018 included an agenda item titled 'Finance Improvement Plan', which reported on a review by the Chartered Institute of Public Finance and Accountancy (CIPFA) commissioned by Surrey County Council in May 2018 to "undertake a deep dive review on issues of concern and the appointment of a panel of experts to quality assure progress assessments." The paper notes that CIPFA did conduct deep-dive examinations into the areas of a) contract inflation of £30.9m and b) changes in demand [for council services] of £60.9m. CIPFA noted that they found "difficulties in obtaining and scrutinising performance to estimate the financial consequences" and that "there is a lack of reliable and granular performance data to underpin such estimates." However, no details of this work were included in the Cabinet agenda item, and a senior council officer confirmed that this was only the Executive Summary of the review. Please can the full report (with confidential aspects redacted as appropriate) be placed in the public domain.

Reply:

The report published in September was the full and final end report of this process.

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CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: John Furey

PORTFOLIO: Deputy Leader and Cabinet Member for Economic Prosperity

MEETING DATE: 11 December 2018

Debugging the Apprenticeship Levy Report

The study is based on qualitative interviews with 18 Surrey levy payers from both public and private sectors including McLaren, BAE Systems, Pfizer, NatWest and SCC. The study found most employers are struggling to spend their levy pot as there are significant glitches in the levy design resulting in complicated set-up, resource intensive management and delays in developing apprenticeship standards, which have slowed adoption and inhibited the number of apprentice starts.

The SCC team is collaborating with the LGA and the Surrey Employment and Skills Board to publicise the employer-led recommendations from this work.

In addition, we are seeking a meeting with the Secretary of State for Education and Minister of State for Apprenticeships and Skills to discuss the findings and implications for Surrey employers.

Apprenticeship Task Force

The Apprenticeship Task Force, established in October, aims to investigate and develop an Action Plan for a unified approach to apprenticeship across SCC. It will consider the recommendations from the research with private sector companies and ensure that the County Council is best placed to maximise the use of the Apprenticeship Levy. The deadline for the draft recommendations is end 2018.

Transport for the South East

Transport for the South East (TfSE) has been operating in shadow form since June 2017. It brings together 16 local transport authorities and five LEPs across the south east. It is aiming to become a statutory body by the end of 2020 and will set a Transport Strategy for the South East. TfSE speaks with a single voice on the area's transport needs and priorities and will directly influence the decisions of national and regional infrastructure providers and operators (for example Network Rail, Highways England, ports, airports). Local authorities will retain responsibility for decisions relating to local transport projects.

In the last 12 months, TfSE has made considerable progress on developing the Transport Strategy. In July 2018 the Economic Connectivity Review was published, identifying the role of strategic transport in supporting the South East and UK economy, making the case for transport investment to increase productivity and identifying the severe impacts of lack of investment. This provides a platform for the ongoing development of the Transport Strategy. Work on the main Transport Strategy commenced in November 2018 and the draft strategy will be published for consultation in September 2019. Surrey members and officers will play a key role in shaping the development of the Strategy.

To achieve statutory status, TfSE will be required to develop a Proposal to Government which will need to demonstrate the strategic case for the creation of a sub-national transport body, having regard to the statutory requirements for such a Body. The Proposal will also need to identify the types of powers and responsibilities that TfSE will be seeking, as well as identifying the proposed governance structures. It is intended that the draft Proposal will be issued for consultation in May 2019, with a final version submitted to Government by November 2019. SCC input has been provided through member representation on the Shadow Partnership Board and the TfSE team will be undertaking further engagement with members and officers over the next few months on the draft Proposal.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Mary Lewis

PORTFOLIO: Cabinet Member for All-Age Learning

MEETING DATE: 11 December 2018

Two years ago, Surrey was one of the first places to experience a joint Ofsted/CQC SEND area review, covering both the County Council and Education and Health Partners. This resulted in a Written Statement of Action (WSOA) for the county council which has been monitored by the DfE. Re-inspections of those areas reviewed have recently been announced. Having been one of the first places inspected, it is likely that we will soon have a repeat SEND inspection from Ofsted – possibly even before Christmas.

There was a strong focus in the WSOA on timeliness of both converting old Statements of Educational Need to Education Health and Care Plans and new EHCPs. I have reported solid progress on these issues in previous statements. However, there is much more to having a good SEND service than getting the paperwork right. We know that there is still much more to be done to support children and families. My attendance with Senior Officers at the recent AGM of Family Voice left me in no doubt of that. SCC will welcome Ofsted and look for their insights not only on our progress against the WSOA, but also on our wider SEND Transformation Plan, which is currently out for consultation, and which aims to deliver a service that responds to need much earlier, enabling a far less adversarial relationship with families.

As reported several times, there is significant budgetary pressure in SEND resulting in Appeals to the Secretary of State from over 60 councils to levy 0.5% of schools' budgets for the High Needs Block and to clawback some of the excessive balances held by maintained schools. Feeding back on information requested by Members, in Surrey the individual school balances at 31/3/2018 were £38.1 million with £2.4 million held by confederations and groups- a total of £40.5 million. There has still been no response on the Appeals, but the Leader wrote to the Secretary of State, Damian Hinds about the unfairness of the Academisation process, which leaves schools' balances in the hands of Academies, untouchable even by the DfE itself, whilst deficits of schools converting to Academy status after poor Ofsted Inspections are left with the county council.

In this financial year, SCC faces a £0.5 million budget pressure from two such sponsored conversions. This makes it clear that, when the Babcock 4S contract ends, the council needs to maintain some way of monitoring schools **before** they fail – both in its role of champion of children and families in the Education system, but also to prevent it picking up deficits. There is a comprehensive restructure under way in Education, Culture and Life Long Learning which will seek to provide such intelligence, as well as being fit to deliver transformed services in all areas of its remit.

It was a pleasure to join our Adult and Community Learning Service last month to give out English and Maths GCSE certificates to adult learners who have overcome a range of barriers to return to learning. Many had inspiring stories to tell and it was noticeable that their children and partners were hugely proud of them. I also attended the AGM of East Surrey College whose Adult Education Centre also provides leisure and GCSE courses. The college serves a large and diverse population of mainly young students and does very impressive work on Apprenticeships at all levels and to support young people with SEND.

The Libraries consultation continues. There has been a low response from younger people so far, many of whom are not currently library users. Some short videos have been made about Libraries as hubs, Community Link Libraries and the Digital Offer in Libraries now and in the future. Please encourage residents to watch, to read the strategy and to respond.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Mel Few

PORTFOLIO: Cabinet Member for Adults

MEETING DATE: 11 December 2018

This is my last report to Council as the Cabinet member for Adult Social Care and Wellbeing in which I have been directly involved over the last 9 ½ years since becoming a County Councillor.

During this period, I have come to appreciate the hard work and focus on residents that the service provides as well as facing up to the financial challenges driven by both the need to find savings each year (of which the service can be proud of generating an average £25-£30m annually), while managing to absorb annual increases on average of 6% per annum in the number of residents under its care.

This is a significant achievement when viewed against the well published financial difficulties that Adult services throughout the country are facing and Surrey is no exception.

The service is now focused on the three transformation programmes which call for continued savings of the same magnitude over 2018/19 and 2019/20 financial years:

- It is beginning to see the favourable outcome of the practice improvement programme.
- The process is underway to create an all age learning practice that will eventually be combined with the Children's service. The objective being to understand the total service and costs provided to this cohort of residents across their lifetime.
- I am now more optimistic that the accommodation with care and support project will, after a lengthy gestation period, start to be delivered.

My thanks to those members who have raised residents' problems with the service, as in many cases these have enabled improvements in both safeguarding and processes to be made.

Finally, my personal thanks to all members of the Adult service who have proved time and again willingness to accept and adapt to the challenges of meeting the demand while being conscious of limited funding.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Mike Goodman

PORTFOLIO: Environment & Transport

MEETING DATE: 11 December 2018

The Surrey Waste Plan is being reviewed. As a statutory land use plan, the new plan will guide the location and type of all waste management development in Surrey over the next 15 years. Cabinet will consider the proposed Submission Plan on the 18 December 2018. If agreed, the plan will be published on 14 January 2019 for a period of 6 weeks to allow representations to be made.

The new **Government Waste and Resources Strategy** is expected to be published before the end of 2018. We expect the strategy to contain proposals that will require producers of packaging to take more responsibility for its collection and recycling and this could include for example, deposit return schemes for drinks containers. There is also some indication that the strategy will seek to address the consistency of waste collection services across the country. It is expected that the strategy will build on proposals set out in the recent budget which include a proposed tax on plastic packaging containing less than 30% recycled plastic and additional funding for research into plastics recycling. This strategy could influence the CRC consultation but this will not be clear until after publication.

CRC Consultation To date there have been 7,240 responses to the consultation, 15 email responses, and we are aware of two petitions: one to keep Cranleigh CRC open and the other to keep Lyne CRC open.

Bus Consultation As part of our work to make sure we are financially robust we are consulting on the future of two additional free bus travel concessions. We are half way through the consultation, which finishes on 4 January 2019. So far we have received 1,250 responses. The outcome of the consultations will feed into final Cabinet decisions in January 2019.

Railways On Monday 19 November overrunning Network Rail engineering works caused severe disruption, blocking all lines between Weybridge and London Waterloo. The lines reopened just after 09.30; too late for many residents to get to work, school, etc. The rail industry has admitted that the level of service that day was unacceptable. An independent investigation is taking place and I will be raising this with the Managing Director of South Western Railway when I meet him later this month.

Air Quality Grant Bid A bid to DEFRA has been made for a range of school-based interventions. The bids include a raised table zebra crossing outside Spelthorne School in Ashford, a signalised raised table crossing and traffic calming outside Ravenscote School in Camberley and a pedestrian refuge outside Egham Hythe School, Egham. We will hear in the New Year if we have been successful. The value of the bid is circa £700,000.

Newlands Corner meters have been changed and they now only take contactless payments, visitors need to put in their registration number in order to get a ticket. This has been necessary because of systematic vandalism and abuse of the system, costing in the region of £1,500 for each occurrence.

The Countryside Estate Consultation closed on 3rd December 2018. Over 1,300 individual responses were received along with feedback from focus groups, representatives of the community and discussions with other organisations. The county council are working in partnership to produce the strategy with Surrey Wildlife Trust, who manage the Countryside Estate on our behalf. We will now draw the feedback together into a 25 year strategy for the Countryside Estate linking it to the delivery of the Government's 25 Year Environment Strategy and the County Council's 2030 Vision.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Clare Curran

PORTFOLIO: Cabinet Member for Children

MEETING DATE: 11 December 2018

Corporate Parenting: We were told by Ofsted in May this year that *“the Corporate Parenting Board has had a mixed impact on improving services and outcomes for children in care”* and that *“the board has not ensured an equitable and consistent approach to some fundamental entitlements”*. This was simply not good enough for our children and young people and in the immediate weeks that followed, the Corporate Parenting Board was reformed to maximise impact and ensure that the services and support we offer is what Members would want for their own children and is as good as it possibly can be.

Work has been progressing on the Charter for Looked after Children and Care Leavers. The Charter is predominately made up of three components: the Promise, the Core Offer for Looked after Children and Local Offer for Care leavers, and the Bursary Fund.

We have completed the review of our **Promise** to our children and young people and this has been developed in partnership with the Children in Care Council and looked after children. All Members are being asked to reaffirm this promise and many of you have done so on the way in to the meeting. It will be available again at the end of the meeting today if you missed it. Our promise is that:

- **Home** – We will do the best we can to make sure where you live is right for you and you feel safe
- **Relationships** – We will help you keep in touch with family and friends in your life
- **Listening** – We will listen to you and involve you fully in making plans about your life
- **Skills for life** – We will help you develop skills that will support you throughout your life
- **Fun** – We will make sure you have opportunities to have fun and be happy

We have been working on the “Surrey Offer”, which are the core things we believe we should provide to all our looked after children and care leavers to help them to lead a healthy, happy and independent life.

Going beyond what we have a legal responsibility to provide – such as providing good quality and timely plans and assessments, support from Personal Advisors, Independent Reviewing Officers and an Advocacy service – we will be enhancing our offer to include:

- A new welcome pack when a child becomes looked after and the opportunity to meet with a care experienced apprentice
- Children starting secondary school will be given a mobile phone and laptop
- Free leisure opportunities, support for hobbies, access to clubs, music & sports lessons.
- Birthday cards and good luck or congratulations cards for personal milestones
- A mentoring scheme, driving lessons and even a small ‘celebration fund’

The proposed changes to the offer have been agreed in principle by the board this month. The next step is to fully cost the offer and we will be looking at new and innovative ways to fund this, working with local businesses, charities and other organisations. A delivery plan is being prepared and I expect the new offer to be rolled out in a phased approach in 2019.

In line with the enhanced core offer, we have also been looking again at the Bursary Fund to ensure it has a real impact for children, and we will be changing the way the money is allocated. We must ensure it is better publicised and allows foster carers, as well as social workers, to apply to the fund. The Corporate Parenting Board will review the proposal next month to ensure the fund helps meet the ambitions of Members for our looked after children and care leavers.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Denise Turner-Stewart

PORTFOLIO: Community Services

MEETING DATE: 11 December 2018

Community Safety

On the 27th November, Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) conducted an inspection of the Counter-Terrorism Prevent provision, including the Channel meeting. They have reported that Surrey Channel is now an exemplar to other local authorities, with high standards of risk management and safeguarding decisions. SCC will be creating an internal 'Stronger Communities Group' to enable a cross directorate approach to tackle Prevent, Domestic Abuse and Serious & Organised Crime.

Surrey Registration Service wins national award for Excellence in Service Delivery

The Surrey Registration Service have been awarded the LRSA Excellence in Service Delivery award at their recent 'Year Ahead' national conference. This award is only given to one registration service in the country each year and is a fantastic honour. The award recognises innovation in the industry and despite an unprecedented number of nominations this year, we were lucky enough to win due to the work we have done around our death and bereavement services. This is a reflection of the commitment and professionalism of the staff in our registration service.

Customer services

Customer Services is working to expand the 'single front door' model for managing customer enquiries, in line with the Council's recently approved Target Operating Model (TOM). Customer Services' ASC team is trialling an initial sift of professional referrals in two locality teams. This will enable contacts to be dealt with proportionately at the right place and the right time. Discussions are also taking place with Children, Families and Learning (CFL) about a potential proposal to form a Referral and Request Team within Customer Services, as part of the improvement plan for the Multi-Agency Safeguarding Hub (MASH). Customer Services continues to work closely with IT& Digital to identify opportunities to improve online self-service options for customers and maximise resolution rates at first point of contact.

Finally, a new customer feedback system will go live by the end of the calendar year. A provider for a new Blue Badge case management system has been selected after a tendering process. This will improve the customer experience when applying for a Blue Badge.

Emergency Management

Emergency Management are supporting the national position that although the UK still feels that a No Deal position is unlikely, we are right to prepare for this scenario. Emergency Management have been liaising with various government bodies to assist with planning and to give assurance that Surrey is prepared to implement contingencies in a No Deal situation. A Members' Briefing that will update on SCC's preparations for Brexit will be taking place on 25 February 2019. I look forward to seeing as many Members present as possible.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Colin Kemp

PORTFOLIO: Lead Cabinet Member for Place

MEETING DATE: 11 December 2018

Winter Preparedness

With Christmas fast approaching I would like to remind you that our website provides a variety of information and advice for residents on [winter](#) preparedness, including details of highway activities such as gritting and responding to emergency events. These activities are more frequent during the winter and are prepared for by the Highways Teams as much as possible. This includes continuing to provide staff cover and managing the roads over the Christmas holiday period. So if you find you need to [report](#) a highway emergency or issue during the Christmas break then please continue to do so in the usual way.

Severe Weather Recovery and Roads Maintenance Programme Update

As you know, following the severe winter of 2018/19, we have allocated an additional £12m in this financial year and £8m in 2019/20 to repair damaged roads. Members and local highway officers worked together to understand the priorities, primarily focussing on B and C roads. Approximately 600 roads were assessed and around 100 were found to not be suitable either because they needed too much or not enough work, which left us with around 500 provisional sites. Since August over 220 schemes have been completed which is an amazing achievement as each site had to be surveyed, measured, costed, programmed and delivered. 58 members provided a number one priority in their area and 55 of these have been completed so far. A further 60 schemes are programmed for completion by the end of March 2019.

In addition to the severe weather schemes, we have also delivered 20 Major Maintenance schemes, 50 Surface Dressing schemes and are on target to complete 80 footway maintenance schemes and over 250 preventative patching schemes on local residential and connecting roads across the county. In total this means we will have delivered around 700 road and footway maintenance schemes by the end of this financial year which is a staggering number, providing network improvements to many of our residents. Details of the 2018/19 schemes are available on the [website](#) for review and as I have previously promised, quarterly [updates](#) to this year's programme have also been provided to help improve communication to our residents.

The remaining severe weather schemes are now being surveyed and measured so that we will be able to start the 2019/20 programme in April. They will be delivered alongside our other planned works including an estimated 18 major maintenance schemes, 70 surface dressing schemes and we will also again have a large and varied programme of preventative patching sites and footway schemes. The programmes for 2019/20 are currently being finalised and will be shared early in the New Year.

Investment Strategy

The Investment Board approved an acquisition in the industrial sector to contribute to the further diversification of the Investment Portfolio at its last meeting, and this is on schedule to complete this week. This brings us closer to delivering the agreed target of £10m per annum by 2020/21.

The investment strategy aims to deliver income from a diversified portfolio and a mix of tenants as well as sectors is one of the measures of diversification. This strategy helps to mitigate the risk of tenant failure which is of increasing concern, particularly in the retail sector. Tenant voids across the portfolio, which are measured in terms of an estimate of the rent which would otherwise be receivable, are currently running at 3.1%. This is significantly below the industry benchmark for an established portfolio of about 7%.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Tim Oliver

PORTFOLIO: Lead Cabinet Member for People

MEETING DATE: 11 December 2018

Health and Social Care Integration

We are making good progress in creating a 10 year strategic plan for improved health outcomes in Surrey. A wide range of engagement including interviews and a workshop has taken place over the past month; priority areas for intervention are beginning to emerge with a focus on the wider determinants of health. A second workshop is scheduled for 24 January 2019.

Following submission of the Better Care Fund (BCF) and Improved Better Care Fund (iBCF) Quarter 2 2018/19 return in October, preparatory work is underway for the 2019/20 Better Care Fund plan which is likely to start formally in the new year once national guidance is made available.

Health and Wellbeing Board

Following the October workshop where the board discussed the need to reflect both the emerging place-based models of governance and delivery and the wider determinants of health, existing Health and Wellbeing Board members agreed to change the membership to include representation from the Integrated Care Partnerships, the housing sector, further education and universities, mental health providers and the Local Enterprise Partnerships.

The Chairs have invited new members to join the Health and Wellbeing Board and the membership proposal was endorsed at the Health and Wellbeing Board meeting on 6 December 2019.

Public Health

Leading the way in developing innovative approaches to our work, members from the team along with colleagues from Children and Family Health Surrey and the Surrey Heartlands local maternity system have been successful in an application to [the Design Council's, Design in the Public Sector Programme](#). The Design Council will support the project team through a number of workshops and coaching sessions looking at how we can improve the support and outcomes for parents, with multiple vulnerabilities, under 25 years and their children by using design thinking to really understand the issues.

At a recent workshop, funded by the Health Foundation, GPs, commissioners and data analysts from across Surrey Heartlands explored how data can be used to inform the development of Primary Care Networks – new care models for local neighbourhoods of between 30,000-50,000 residents. They examined ways of integrating layers of data from across the health and care system to create displays of information known as [data visualisations](#). These can be used to inform decision makers to assist with service improvement and to see how specific groups of citizens can be identified for health and care interventions. For example: looking at the differing health needs of the population based on demographics, emergency admissions from care homes, mental health needs and the profile and health issues of carers.

CABINET MEMBER UPDATE TO FULL COUNCIL

NAME: Charlotte Morley

PORTFOLIO: Cabinet Member for Corporate Support

MEETING DATE: 11 December 2018

Robotic Process Automation

I would like to congratulate two of the teams within Orbis for winning a national award for their pioneering work with Robotic Process Automation. Our IMT and Business Operations teams picked up the Pensions Technology Award at the recent Rewards Strategy Awards in London for their work to automate time consuming processes. Work that used to take two days to a month can now be done by a robot in around 20 minutes, freeing up our staff time to focus on more valuable work. Orbis' cutting edge programme deploying Robotic Process Automation continues to receive national attention as we strive to bring further efficiencies and greater operational excellence to our three authorities.

IT & Digital – Digital Declaration

Following a CLT recommendation and support from myself as Cabinet Member for Corporate Support and the Leader of the Council, Surrey County Council has joined the list of 131 other Local Authorities as a signatory to the MHCLG Local Digital Declaration. The declaration affirms our collective ambition for local public services in the internet age, and our commitment to design services that best meet the needs of citizens and deliver value for money. The declaration sets out a number of guiding principles for our technology, staff, leaders, and politicians that will support our transformation journey. The Council has specifically committed to furthering the use of tools to help reduce cost and save time on manual tasks and identify what can be done to improve digital inclusion for residents within Surrey. To this end Surrey County Council and Oxford City Council in partnership have been awarded £80,000 from the Local Digital fund to explore “Can chatbots and AI help solve service design problems?”. More information can be found at <https://localdigital.gov.uk/declaration/>.

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ITEM 11

ELECTION OF CHAIRMEN AND VICE CHAIRMEN OF COMMITTEES 2018/19

SELECT COMMITTEES		
	Chairman	Vice-Chairman
Corporate Overview	Ken Gulati	Nick Harrison
Children and Education	Kay Hammond	Chris Botten
Adults and Lifelong Learning	<i>Jeff Harris</i>	Bernie Muir
Highways and Growth	Bob Gardner	John O'Reilly
Environment	Rachael Lake	Saj Hussain
Health Integration and Commissioning	Zully Grant-Duff	<i>Nick Darby</i>
PLANNING AND REGULATORY COMMITTEE		
	Tim Hall	<i>Edward Hawkins</i>
AUDIT & GOVERNANCE COMMITTEE		
	David Harmer	Keith Witham
SURREY PENSION FUND COMMITTEE		
	Tim Evans	Ben Carasco

Recommendation:

That the Members listed above in italics are duly elected as Chairman and Vice-Chairmen of the specified Committees as shown for the remainder of the Council year 2018/19.

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**MINUTES OF THE MEETING OF THE CABINET
HELD ON 27 NOVEMBER 2018 AT 2.00 PM
AT ASHCOMBE SUITE, COUNTY HALL, KINGSTON UPON THAMES,
SURREY KT1 2DN.**

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

Members:

*Mr David Hodge (Chairman)	*Mr Mike Goodman
*Mr John Furey (Vice-Chairman)	*Mrs Mary Lewis
*Mrs Helyn Clack	*Mr Colin Kemp
Mrs Clare Curran	*Mr Tim Oliver
*Mr Mel Few	*Ms Denise Turner-Stewart

Deputy Cabinet Members:

*Mr Charlotte Morley	*Mr Jeff Harris
*Mr Cameron McIntosh	*Miss Alison Griffiths

* = Present

Members in attendance:

Cllr Rachael I Lake, Chairman Environment Select Committee

PART ONE
IN PUBLIC

180/18 APOLOGIES FOR ABSENCE [Item 1]

An apology was received from Mrs Clare Curran.

181/18 MINUTES OF PREVIOUS MEETING: 30 OCTOBER 2018 [Item 2]

The Minutes of the meeting held on 30 October 2018 were approved as a correct record.

Further to Minute 172/18 – Surrey Schools and Early Years Funding – the Cabinet Member for All-Age Learning reported that the Leader had written to the Secretary of State and had received a response regarding clawback of excessive school balances. The Secretary of State had responded that this was not possible and would require new primary legislation and that even his department had no power to clawback excesses.

182/18 DECLARATIONS OF INTEREST [Item 3]

There were none.

183/18 PROCEDURAL MATTERS [Item 4]

1 MEMBERS' QUESTIONS [Item 4a]

There were no questions from Members.

184/18 PUBLIC QUESTIONS [Item 4b]

There were two questions from members of the public. These and the responses are attached as Annex A.

In response to a supplementary question from Mr Welling the Cabinet Member for Community Services explained that consultation would start in early December and was to last for four to six weeks. The choices as to what NewSPAL had proposed would be laid out clearly in the consultation as well as the status quo option. She went on to explain that the need to consult again had been a real concern for the Cabinet. The Leader thanked NewSPAL for all the work they had done.

In reply to a statement from Ms Thornton that the written response did not address her questions the Cabinet Member for Environment & Transport explained that much of what she raised was outside of the control of this Council. He stated that her questions would be passed onto the Government Minister.

185/18 PETITIONS [Item 4c]

There were none.

186/18 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

There were none.

187/18 REPORTS FROM SELECT COMMITTEES , TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

There was one report from the Environment Select Committee. This and the Cabinet response is attached as Annex B.

188/18 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS/ INVESTMENT BOARD TAKEN SINCE THE LAST CABINET MEETING [Item 6]

RESOLVED:

That the decisions taken by Cabinet Members / Investment Board since the last meeting as set out in Annex 1 to the submitted report be noted.

Reason for Decision:

To inform the Cabinet of decisions taken by Cabinet Members / Investment Board under delegated authority.

189/18 APPROVAL TO AWARD A CONTRACT FOR THE PROVISION OF A STOP SMOKING SERVICE [Item 7]

The Cabinet Lead Member for People introduced a report that set out data to show that effective stop smoking services have a positive effect on the health and wellbeing of Surrey residents and prevented the need for more intensive

and costly interventions from health, social care and the wider public service sector. The provision of an effective stop smoking service had an active role in supporting the Council's Vision for Surrey in 2030 and was also a key priority within the NHS 10 Year Plan that focused on prevention.

He went on to explain how tobacco control and the provision of stop smoking services were key to improving health and wellbeing and focus on the most vulnerable communities which was strongly reflected in the Community Vision for Surrey in 2030. Providing a stop smoking service supported residents to make good choices about their wellbeing. The targeted, prioritised service model would help to reduce the health inequalities caused by smoking, ensuring that no one was left behind. This service was a core component of the Surrey Health and Wellbeing Strategy, currently being refreshed as part of the work being done to deliver the Surrey 10 year plan.

The Cabinet Member went on to say that this would be funded via the ring fenced Public Health Grant, the budget for this service has been reduced following the reduction in the overall grant distributed by the Department of Health. The Council was aiming to maintain a quality service that targets those residents most in need of support within the financial resource available. However, the service was still open to anyone wishing to quit. The financial details were contained in a Part 2 annex to the report.

There were several Members speaking in favour of the recommendations.

RESOLVED:

That a contract be awarded for the provision of a stop smoking service to Thrive Tribe. (The contract will be for three years from 1 April 2019 with an option to extend for an additional three years in one year intervals.)

Reasons for Decision:

The existing stop smoking contract expired on 31 March 2019 and an extension was not possible. A full tender process, in compliance with the requirement of Public Contract Regulations and Procurement Standing Orders, had been completed and the recommendations provided best value for money for the Council following a thorough evaluation process.

Helping smokers to quit now reduced the cost of care in the future. The Care Act 2014 required councils with social care responsibilities to put in place preventive measures designed to reduce the need for care and support in the future. Helping smokers quit now meant that they were less likely to require paid for care in the future.

190/18 UPDATE TO THE SURREY TRANSPORT PLAN: STRATEGIES AND ASSOCIATED DEVELOPER GUIDANCE REGARDING EMISSIONS REDUCTION [Item 8]

The Cabinet Member for Environment & Transport introduced this report that outlined the Council's approach to reducing transport-related air pollution and greenhouse gas emissions through the addition of two new strategies to the Surrey Transport Plan, the Low Emissions Transport Strategy and Electric Vehicle Strategy. These strategies supported the Council's 2030 vision that residents live in clean, safe and green communities, where people and

organisations embrace their environmental responsibilities. Supplementary advice documents on car clubs and travel planning for new developments which supported sustainable development were also presented.

He explained how transport was key to supporting the Surrey economy and residents' ability to travel where and when needed. However, vehicle emissions were a key cause of environmental and public health concerns. Tackling these problems involved a variety of stakeholders, including the Council, borough and district councils, Government, businesses and residents.

He went on to thank the Environment Select Committee for their recommendations which had been included in the report.

The Chairman of the Environment Select Committee stated that she was pleased that all recommendations put forward had been accepted. She also requested that a business champion be appointed to take a lead on the quality of electric charging installations.

There was some discussion around electric charging points with regards to numbers, cost of charging, locations, the national grid capacity, the variety of charging points and whether the Council's website could host an interactive map showing where and what was available in the county. The Cabinet Member for Environment responded that Government grants were available for residents wanting their own charging point. He also said that all borough and district councils in Surrey now have a policy on charging points for new properties.

RESOLVED:

1. That the proposed,
 - Low Emissions Transport Strategy,
 - Electric Vehicle Strategy,
 - Travel Plan Good Practice Guide and
 - Car Club Guide

be adopted and become part of the Surrey Transport Plan.

2. That authority be delegated to the Executive Director of Highways, Transport & Environment to agree future revisions to the Low Emissions Transport Strategy, Electric Vehicle Strategy, Travel Plan Good Practice Guide and Car Club Guide in consultation with the Cabinet Member for Environment and Transport.

Reason for Decision:

To ensure the Council's transport policies and activities support a sustainable economy and environment and improves the health of Surrey residents.

191/18 REVISED FINANCIAL REGULATIONS [Item 9]

The Cabinet Member for Corporate Support introduced this report that presented new Financial Regulations for the Council, providing a framework

within which Members and officers could carry out their responsibilities in an open and consistent manner.

The report also recommended that approval of the Council's annual Treasury Management Strategy Statement be delegated to the Audit and Governance Committee, and the Constitution be amended accordingly. It was noted that the Financial Regulations did not make this clear and it was requested that it be made so before being presented to full Council.

RESOLVED:

That the Financial Regulations be amended before it goes to full Council, to reflect that the Audit and Governance Committee will sign off the Treasury Management Strategy Statement.

To **RECOMMEND** that Council:

1. Approves the new Financial Regulations.
2. Approves the annual Treasury Management Strategy Statement to the Audit and Governance Committee. (Members of the Audit and Governance Committee will receive appropriate training.)
3. Approves the necessary amendments to the Council's Constitution.

Reasons for Decision:

The Council's Annual Governance Statement for 2017/18 identified that actions were required to strengthen governance, including the need to revise and reinforce the Financial Regulations. As the Council was facing unprecedented financial pressures, a comprehensive review was required to reflect the new financial environment.

The Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code and Treasury Management Code of Practice (2017) required local authorities to prepare a Capital and Investment Strategy from April 2019. The introduction of this new strategy meant that approval of the annual Treasury Management Strategy Statement may be delegated to a sub-committee. Delegation of this function to the Audit and Governance Committee should facilitate more active discussion of the strategy by Members who have received specific training in this area.

192/18 MONTHLY BUDGET MONITORING REPORT [Item 10]

The Leader introduced the report that set out the Council's financial position as at 30 September 2018, the end of period six. The forecast revenue position was for an underspend against the budget of £4m, which would reduce the need to use reserves to support this year's budget to £17m. This was substantially due to the success of management actions to reduce expenditure by £24m this year as part of the Council's £40m in-year cost reduction programme. He also reported that the capital programme was on track, with a small forecast in-year underspend.

The Leader went on to say that the council was still facing some significant spending pressures, especially in the area of Special Educational Needs &

Disabilities. Continued exceptional demand for these services was leading to an overspend of £15m against this budget. However, through the success of the in-year management actions the Council had achieved enough to off-set these pressures. This was not to be complacent as many of these savings would not continue into future years and the Council remained focused on ensuring that it had a sustainable budget. This would enhance the financial resilience and put the Council in a better position to face the challenges and deal with the funding uncertainties and service pressures of future years and ensure Surrey's residents have sustainable local services.

Other Cabinet Members were given the opportunity to highlight key points and issues from their portfolios.

There was some discussion around Schools planning and leadership projecting a +£0.5m pressure for two sponsored academy conversions that were likely to have deficits. The Cabinet Member for All-Age Learning explained that where a school was forced to convert was when the Council had to pick up the deficit and not for schools that converted of their own accord. The Leader offered to write a letter to the Secretary of State for Education, Damian Hinds, setting out how unhappy the Council was with having to hand over public assets to academies as well as any excess funds. On top of this the Council retained the deficits for those forced into conversion and the question as to why this should continue would be put. A copy of this letter would also be sent to Lord Porter of the Local Government Association.

RESOLVED:

1. That the Council's overall revenue and capital budget positions as at 30 September 2018 be noted.
2. That the changes to the structure of the Children, Families & Learning directorate be noted.
3. That Farnham Road rail bridge be added to the capital programme.
4. That the £1.8m capital virements to transfer funds to Local Enterprise Partnerships budgets be approved.
5. That the Leader writes a letter to the Secretary of State for Education, Damian Hinds, setting out how unhappy the Council was with having to hand over public assets to academies as well as any excess funds. On top of this the Council retained the deficits for those forced into conversion and the question as to why this should continue would be put. A copy of this letter would also be sent to Lord Porter of the Local Government Association.

Reason for Decision:

This report is presented to comply with the agreed policy of providing a monthly budget monitoring report to Cabinet for approval and action as necessary.

Mr Colin Kemp left the room for less than a minute during discussion of this item.

193/18 VOTE OF THANKS [Item]

The Cabinet Lead Member for People led a vote of thanks for the Leader as this would be his last Cabinet meeting as Leader. The Leader had served residents with distinction and had put residents first in everything he did and said. He would be an impossible act to follow and the Cabinet thanked the Leader for all that he had done for Surrey and wished him all the best for the future.

194/18 EXCLUSION OF THE PUBLIC [Item 11]

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

195/18 APPROVAL TO AWARD A CONTRACT FOR THE PROVISION OF A STOP SMOKING SERVICE [Item 12]

Members considered a Part 2 report that contained information which was exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).

RESOLVED:

That a contract be awarded to Thrive Tribe, at the value set out in the Part 2 annex report for the provision of a Stop Smoking service to commence on 1 April 2019. [Exempt Minute E-25-18]

Reason for Decision:

As per the Part 1 reason for decision.

196/18 INVESTMENT DISPOSAL [Item 13]

The Leader introduced this Part 2 report that contained information which was exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies). The report was also subject to a non-disclosure agreement.

RESOLVED:

See [Exempt Minute E-24-18].

Reason for Decision:

See [Exempt Minute E-24-18].

197/18 PUBLICITY FOR PART 2 ITEMS [Item 14]

It was agreed that non-exempt information may be made available to the press and public, where appropriate.

Meeting closed at 3.25 pm

Chairman

CABINET – 27 November 2018

PROCEDURAL MATTERS

Public Questions

Question 1: Mark Welling, Chair, NewSPAL

At its June 2018 meeting Cabinet invited NewSPAL to produce a detailed and robust business plan for consideration by Cabinet in Autumn 2018. Surrey Libraries management provided guidance on what the plan should contain and gave comments on an early draft (submitted to them in early October). NewSPAL employed a highly experienced consultant to help ensure that the plan was credible, robust and comprehensive. In consultation with Surrey Libraries officers, on 7 November NewSPAL's plan was delivered to your officers with a view to it being considered by Cabinet on 27 November. On 8 November NewSPAL was informed that officers considered that NewSPAL's proposal would need to be the subject of a public consultation before being submitted to Cabinet. Having regard to the time required to conduct the public consultation, at which Cabinet meeting is it now envisaged NewSPAL's proposal and business plan will be considered by Cabinet?

Reply:

The Cabinet Member for Community Services is very pleased to receive proposals from NewSPAL in respect of the Surrey Performing Arts Library and acknowledges the significant progress made in moving towards robust new arrangements. We are committed to making a decision about the new arrangements at the earliest opportunity and in order to achieve this will undertake a final consultation over the coming weeks. It is planned to take the proposals to Cabinet in February 2019 for decision following the consultation.

Ms Denise Turner-Stewart
Cabinet Member for Community Services
27 November 2018

Question 2: Diane Thornton, Local resident

In the light of the new guidelines issued by the UN that we have 12 years to respond effectively to climate change and the recommendation of 100 leading academics* that anything less than zero emissions by 2025 is not sufficient to avert a climate catastrophe will the council:

- a) Seek to meet these new deadlines and quotas and adopt a timetable and action plan to do so; and
- b) follow the example of Bristol City Council in declaring a climate emergency to push through radical measures?

*Letter to The Guardian 26 October 2018

Reply:

The whole issue of air quality, including climate change, impact on the environment, and the effect on human health is one that this Council takes seriously and have taken a number of steps to improve the air we breathe. They also work closely with the Surrey Energy and Sustainability Partnership and the Surrey Air Alliance.

The Government's clean air policy is due to be launched later this year and this will give further guidance to local authorities, business and residents how they can work to improve the air we breathe.

Throughout the summer SCC have been working on low emission and EV policy strategies to reduce transport-related air pollution and greenhouse gas emissions. This item is on the agenda (item 8) for this Cabinet meeting when a report will be presented for discussion:
<https://mycouncil.surreycc.gov.uk/documents/g5821/Public%20reports%20pack%20Tuesday%2027-Nov-2018%2014.00%20Cabinet.pdf?T=10>

Mr Mike Goodman
Cabinet Member for Environment & Transport
27 November 2018

CABINET RESPONSE TO ENVIRONMENT SELECT COMMITTEE

UPDATE TO THE SURREY TRANSPORT PLAN: STRATEGIES AND ASSOCIATED DEVELOPER GUIDANCE REGARDING EMISSIONS REDUCTION

COMMITTEE RECOMMENDATIONS:

1. For the inclusion of a specific indicator in the low emissions transport strategy which measures travel behaviour.
2. For both air quality and carbon emissions data and indicators within the Low Emissions Transport Strategy to be developed and reported back to the Committee in the next 12 month as part of ongoing performance monitoring.
3. The Cabinet Member for Environment and Transport to lobby the DfT for funding (where appropriate) to support the objectives of the Electric Vehicle Strategy and Low Emissions Transport Strategy.
4. The Low Emissions Transport Strategy and Electric Vehicle Strategy to be shared with partners including the County Councils approved transport providers after Cabinet approval.
5. For SCC fleet vehicles to be reviewed and replaced with low emission vehicles, electric vehicles and charging infrastructure as appropriate.

RESPONSE:

1. Travel behaviour has been included as an indicator on page 29 of the Low Emissions Transport Strategy.
2. This will be carried out over the next 12 months.
3. Lobbying will be undertaken for funding when the appropriate opportunities arise.
4. This will be carried out once the strategies are approved by Cabinet and will be made available to the public via the Surrey County Council web site.
5. To be undertaken as and when appropriate.

Mike Goodman
Cabinet Member for Environment & Transport
27 November 2018

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