

# Cabinet



<b>Date &amp; time</b> Tuesday, 23 April 2013 at 2.00 pm	<b>Place</b> Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN	<b>Contact</b> James Stanton Room 122, County Hall Tel 020 8541 9068 james.stanton@surreycc.gov.uk	<b>Chief Executive</b> David McNulty
--	--	--	---

**Membership:** Mr David Hodge (Chairman), Mr Peter Martin (Vice-Chairman), Mrs Mary Angell, Mrs Helyn Clack, Mr John Furey, Mr Michael Gosling, Mrs Kay Hammond, Mrs Linda Kemeny, Ms Denise Le Gal and Mr Tony Samuels

**If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9068, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 9698, fax 020 8541 9009, or email [james.stanton@surreycc.gov.uk](mailto:james.stanton@surreycc.gov.uk).**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact James Stanton on 020 8541 9068.**

***Note:** This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.*

*Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.*

*If you have any queries regarding this, please contact the representative of Legal and Democratic Services at the meeting*

**1 APOLOGIES FOR ABSENCE**

**2 MINUTES OF PREVIOUS MEETING: 26 MARCH 2013**

The minutes will be available in the meeting room half an hour before the start of the meeting.

**3 DECLARATIONS OF INTEREST**

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

**4 PROCEDURAL MATTERS (see page 4)**

**4a Members' Questions**

The deadline for Members' questions is 12pm four working days before the meeting (*17 April 2013*).

**4b Public Questions**

The deadline for public questions is seven days before the meeting (*16 April 2013*).

Notice had been received for four public questions by the time of agenda publication. The final list of questions will be circulated following the deadline.

Question (1) from Mr Paul Placitelli, Horley – Short breaks policy.  
Question (2) from Ms Tara Rutt, Caterham – Short breaks policy.  
Question (3) from Mr Colin Terry, Horley – Short breaks policy.  
Question (4) from Ms Shirley Gill, Caterham – Short breaks policy.

**4c Petitions**

The deadline for petitions was 14 days before the meeting. No petitions were received.

**4d Representations received on reports to be considered in private**

To consider any representations received in relation why part of the meeting relating to a report circulated in Part 2 of the agenda should be open to the public.

**5 BUDGET MONITORING AND PROVISIONAL BUDGET OUTTURN 2012/13 (PERIOD ENDING MARCH 2013)**

(Pages 1  
- 4)

To note the revenue and capital budget monitoring for March 2013 and the interim budget outturn for the 2012/13 financial year.

**Note** - The annexes to this report will be circulated separately prior to the Cabinet meeting and will present the provisional revenue and capital budget outturn for the 2012/13 financial year. The full outturn report will be presented to the Cabinet on 28 May 2013.

*[The decisions on this item can be called in by the Council Overview and Scrutiny Committee]*

**6 PUBLIC HEALTH EQUALITIES IMPACT ASSESSMENTS** (Pages 5 - 78)

To consider the Public Health Equalities Impact Assessments (EIA) which underpin the related sections of the Medium Term Financial Plan (MTFP) 2013-18. Service related EIAs were considered by the Cabinet as part of the agreement of the MTFP at its meeting on 26 March 2013. Following a request by the Cabinet, the EIAs relating to Public Health have been updated and are presented for consideration.

**6a LEADER AND CABINET MEMBER DECISIONS SINCE THE LAST MEETING** Attached

To note the decisions taken by the Leader and Cabinet Members since the last meeting.

**7 AWARD OF A FRAMEWORK AGREEMENT FOR THE PROVISION OF SAP MANAGED SERVICES AND SAP APPLICATION DEVELOPMENT** (Pages 79 - 86)

To procure a joint contract to provide SAP technical support to as part of the partnership agreement between Surrey County Council and East Sussex County Council. Both councils use SAP as their main transactional system, covering activities such as payroll, accounts payable & receivable and general ledger functionality. The joint procurement of SAP technical support is the first step towards achieving the shared strategic vision for a single shared SAP system supporting both councils.

*[The decisions on this item can be called in by the Council Overview and Scrutiny Committee]*

**8 EXCLUSION OF THE PUBLIC**

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 paragraph 3 of Part 1 of Schedule 12A of the Act.

## **P A R T T W O - I N P R I V A T E**

**9 FRAMEWORK AGREEMENT FOR THE PROVISION OF SAP MANAGED SERVICES AND SAP DEVELOPMENT SERVICES** (Pages 87 - 90)

This item is a Part 2 Annex to agenda item 7. It has been circulated separately to Members as it contains exempt financial information.

*[The decisions on this item can be called in by the Council Overview and Scrutiny Committee]*

**10 PROPERTY TRANSACTION: ACQUISITION OF OFFICE PREMISES IN WOKING** (Pages 91 - 104)

To authorise the acquisition of the freehold interest of office premises in Woking for potential future service delivery improvements and economic regeneration purposes. This report has been circulated separately to Members as it contains exempt financial information.

*[The decisions on this item can be called in by the Council Overview and Scrutiny Committee]*

**11 PUBLICITY FOR PART 2 ITEMS**

To consider whether the item considered under Part 2 of the agenda should be made available to the Press and public.

**David McNulty**  
**Chief Executive**  
Revised, Monday, 15 April 2013

**QUESTIONS, PETITIONS AND PROCEDURAL MATTERS**

The Cabinet will consider questions submitted by Members of the Council, members of the public who are electors of the Surrey County Council area and petitions containing 100 or more signatures relating to a matter within the Cabinet’s terms of reference, in line with the procedures set out in the Council’s Constitution.

**Please note:**

1. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman’s discretion.
2. Questions will be taken in the order in which they are received.
3. Questions will be asked and answered without discussion. The Leader, Deputy Leader or Cabinet Member may decline to answer a question, provide a written reply or nominate another Member to answer the question.
4. Following the initial reply, one supplementary question may be asked by the questioner. The Leader, Deputy Leader or Cabinet Member may decline to answer a supplementary question.

**MOBILE TECHNOLOGY – ACCEPTABLE USE**

All mobile devices (mobile phones, BlackBerries, etc) should be switched off or placed in silent mode during the meeting to prevent interruptions and interference with the PA and Induction Loop systems.

Those attending for the purpose of reporting on the meeting may use mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. This is subject to no interruptions, distractions or interference with the PA and Induction Loop systems being caused. The Chairman may ask for mobile devices to be switched off in these circumstances.

*Thank you for your co-operation*

**SURREY COUNTY COUNCIL****CABINET****DATE: 23 APRIL 2013****REPORT OF: N/A****LEAD OFFICER: ANN CHARLTON, HEAD OF LEGAL AND DEMOCRATIC SERVICES****SUBJECT: LEADER/DEPUTY LEADER/CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING****SUMMARY OF ISSUE:**

To note any delegated decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting of the Cabinet.

**RECOMMENDATIONS:**

It is recommended that the Cabinet note the decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting as set out in Annex 1.

**REASON FOR RECOMMENDATIONS:**

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

**DETAILS:**

1. The Leader has delegated responsibility for certain executive functions to the Deputy Leader and individual Cabinet Members, and reserved some functions to himself. These are set out in Table 2 in the Council's Scheme of Delegation.
2. Delegated decisions are scheduled to be taken on a monthly basis and will be reported to the next available Cabinet meeting for information.
3. **Annex 1** lists the details of decisions taken by Cabinet Members by the time of the publication of the agenda for this meeting.

**Contact Officer:**

Anne Gowing, Cabinet Committee Manager, 020 8541 9938

**Annexes:**

Annex 1 – List of Cabinet Member Decisions

**Sources/background papers:**

- Agenda and decision sheets from the Cabinet Member, Deputy Leader and Leader meetings (available on the Council's website)

This page is intentionally left blank

**CABINET MEMBER DECISIONS**

**APRIL 2013**

**(i) RELOCATION OF PHAB AND DISABILITY CHALLENGERS FROM LINTONS YOUTH CENTRE TO THE NORTH EAST SURREY COLLEGE OF TECHNOLOGY, (NESCOT), EPSOM**

1. The capital expenditure relating to adaptation works at NESCOT (subject to receipt of competitive quotations) as detailed in the schedule of works and budget costings (circulated as Annexe 1 – Appendix A under item 5 in Part 2 of the agenda) be approved.
2. That the works are not commenced until NESCOT has entered into an Agreement For Works with Surrey County Council; and NESCOT, Disability Challengers and Phab have entered into a formal Licence, the terms of which meet with the council's approval, and which guarantees Phab and Disability Challengers' use and enjoyment of the new facilities for a minimum period of 20 years.
3. The final costs (when quotations have been procured) and award of contract, be delegated to the Chief Property Officer in consultation with the Cabinet Member for Assets and Regeneration Programmes, SCC Procurement and the Assistant Chief Executive.
4. The council meet the cost of reasonable legal fees (not expected to exceed £6,000) incurred by NESCOT and Disability Challengers in agreeing a formal long term licence to safeguard Disability Challengers' future use of the completed facilities.

**Reasons for decision**

To ensure the valuable services to the community offered by Disability Challengers and Phab continue to be available to young local people following the closure of Lintons Youth Centre, with a minimum of disruption to those organisations. The proposal represents an opportunity for Disability Challengers and Phab to move from an outdated, unsustainable property to one which has been specifically adapted for their long term use.

(Decision of Cabinet Member for Assets and Regeneration Programmes – 9 April 2013)

**(ii) SUPPORTING ECONOMIC GROWTH: FUNDING FOR SURREY CONNECTS FOR ECONOMIC DEVELOPMENT ACTIVITY**

**Details of decision**

The change of use for funding held by Surrey Connects for economic development activity be approved, and the legal agreement between Surrey County Council and Surrey Economic Partnership be novated to Surrey Connects with amended Schedules 1 and 2 to reflect the changes in use of the funding set out in Annex 1 of the report.

### **Reasons for decision**

The funding was initially allocated to Surrey Economic Partnership as part of a reward scheme operated by the previous Government, and the balance is now held by Surrey Connects. The board of Surrey Connects have requested approval to use these funds for general economic development activity, in addition to their original use for the promotion of electric vehicles.

(Decision of the Leader of the Council – 9 April 2013)

### **(iii) IMPROVEMENT PLANS FOR SURREY ARTS, HERITAGE SERVICE AND SURREY ADULT AND COMMUNITY LEARNING**

1. The improvement plans for Surrey Arts, Heritage Service and Surrey Adults and Community Learning be approved. These create a framework to deliver the actions and key milestones to ensure service improvement and efficiencies are delivered for the benefit of Surrey residents, staff and Surrey County Council.
2. The Cabinet Member to be regularly updated on progress against the improvement plans through the course of the year.

### **Reasons for decision**

Carrying out the actions within the service-specific improvement plans will ensure that Surrey Arts, Heritage Service and Surrey Adult and Community Learning improve the delivery of services to residents. It will ensure value for money is achieved whilst contributing towards a more integrated Cultural Services offer.

(Decision of Cabinet Member for Communities Services and the 2012 Games – 9 April 2013)

### **(iv) LOCAL BUS NETWORK CONTRACTS**

1. Contract L525 be awarded to Supplier A (as set out in Annex 1 of the submitted report) for a period of 4.25 years.
2. Contract L561 be awarded to Supplier B (as set out in Annex 1 of the submitted report) for a period of 4.25 years.

### **Reasons for decisions**

1. For contract L525, 4 potential suppliers' submitted offers, but it was the offer from Supplier A (see Annex 1 of the report) that proved to be the Most Economically Advantageous Tender, in terms of a balance between quality and price. Against current costs, their offer is cheaper than the existing arrangement, and gives the ability to establish longer term security of service.
2. For contract L561, Supplier B (see Annex 1 of the report) was the only supplier to submit an offer. However against current costs, their offer is



cheaper than the existing arrangement, and gives the ability to establish longer term security of service.

(Decision of Cabinet Member for Transport and Environment – 10 April 2013)

**(v) REQUEST TO ADOPT NEW ROAD: WESTLEES CLOSE, DORKING**

The adoption of the road, Westlees Close, Dorking as set out in Annex 1 of the submitted report be approved.

**Reasons for decision**

The request to adopt the road at Westlees Close, Dorking fully meets Surrey County Council's previous policy on road adoption.

(Decision of Cabinet Member for Transport and Environment – 10 April 2013)

This page is intentionally left blank