



Agenda and Reports

for the meeting of

THE COUNTY COUNCIL

to be held on

11 DECEMBER 2012

County Hall
Kingston upon Thames
Surrey

30 November 2012

TO THE MEMBERS OF SURREY COUNTY COUNCIL

SUMMONS TO MEETING

You are hereby summoned to attend the meeting of the County Council to be held in the Council Chamber, County Hall, Kingston upon Thames, Surrey KT1 2DN, on Tuesday, 11 December 2012, beginning at 10.30 am, for the purpose of transacting the business specified in the Agenda set out overleaf.

DAVID McNULTY
Chief Executive

Note 1: *Prayers will be said at 10.25am. The Right Reverend, Ian Brackley, the Suffragen Bishop of Dorking has kindly consented to officiate.*

There will be a very short interval between the conclusion of Prayers and the start of the meeting to enable those Members and Officers who do not wish to take part in Prayers to enter the Council Chamber and join the meeting.

Note 2: *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.

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language please either call Democratic Services on 020 8541 9122, or write to Democratic Services, Surrey County Council at Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 9698, fax 020 8541 9009, or email anne.gowing@surreycc.gov.uk

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Anne Gowing 020 8541 9938

1 APOLOGIES FOR ABSENCE

The Chairman to report apologies for absence.

2 MINUTES

(Pages 1
- 16)

To confirm the minutes of the meeting of the Council held on 16 October 2012.

(Note: the Minutes, including the appendices, will be laid on the table half an hour before the start of the meeting).

3 CHAIRMAN'S ANNOUNCEMENTS

The Chairman to report.

4 DECLARATIONS OF INTEREST

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

NOTES:

- Each Member must declare any interest that is disclosable under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, unless it is already listed for that Member in the Council's Register of Disclosable Pecuniary Interests.
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner).
- If the interest has not yet been disclosed in that Register, the Member must, as well as disclosing it at the meeting, notify the Monitoring Officer of it within 28 days.
- If a Member has a disclosable interest, the Member must not vote or speak on the agenda item in which it arises, or do anything to influence other Members in regard to that item.

5 LEADER'S STATEMENT

The Leader to make a statement.

There will be an opportunity for Members to ask questions.

6 SURREY COUNTY COUNCIL PROGRESS REPORT JULY - DECEMBER 2012

(Pages
17 - 46)

To consider the report and the matters to which the Chief Executive draws attention.

7 MEMBERS' QUESTION TIME

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.

(Note: Notice of questions in respect of the above item on the agenda must be given in writing, preferably by e-mail, to Anne Gowing in Democratic Services by 12 noon on Wednesday 5 December 2012).

8 STATEMENTS BY MEMBERS

Any Member may make a statement at the meeting on a local issue of current or future concern.

(Note: Notice of statements must be given in writing, preferably by e-mail, to Anne Gowing in Democratic Services by 12 noon on Monday 10 December 2012).

9 ORIGINAL MOTIONS

(i) Mr David Hodge (Warlingham) to move under Standing Order 11 as follows:

Following the recent Ofsted Inspection of SCC's arrangements for the protection of children, this Council:

1. Congratulates the Children's Service on the result of the inspection that children at risk of harm in Surrey are responded to quickly and effectively;
2. Welcomes this result against the backdrop of a tougher inspection regime and an increased level of public concern regarding the safety of vulnerable children;
3. Recognises the Service's good strategic leadership and the hard work of its staff, as acknowledged by the inspection; especially in the context of the ever- rising demands placed upon it;
4. Celebrates the many valued aspects of the Service which impressed the inspectors, particularly in the context of the difficulty of recruiting qualified and experienced social workers;
5. Accepts the need for a continued focus on improved partnership working, both internally and externally, and
6. Urges Members to support the Service by working with it to establish "early-help" for children and communities in Surrey where prevention would be better than cure.

(iv)

(ii) Mr Stephen Cooksey (Dorking and the Holmwoods) to move under Standing Order 11 as follows:

This Council notes that:

- i) reducing speed limits on roads where appropriate reduces the number and severity of road traffic accidents

and

- ii) only three 20mph speed limit schemes have been implemented in Surrey since May 2006

Council requests the Cabinet to amend the Council's speed limit policy to make it easier for local committees to introduce 20mph limits, using terminal and repeater signs (rather than physical traffic calming measures), where evidence says they are required and they are supported by local residents.

(iii) Mr Peter Lambell (Reigate Central) to move under Standing Order 11 as follows:

This Council recognises the importance of providing respite care for families with disabled children to support them in carrying out their caring role.

Council requests that:

- i) the document "Shorts Breaks Statement for parents and carers of disabled children and young people in Surrey, October 2012" be amended to include clear eligibility criteria to clarify which families are entitled to different forms of respite care

and

- ii) that information provided by Surrey County Council for parents about the availability of respite care services for disabled children, whether provided by the County Council or external providers, is more accessible and comprehensive

and

- iii) geographical coverage of residential respite care should, as far as is reasonable, be equitable to minimise journey times for children and parents.

Council calls on the Cabinet to provide respite care for more Surrey families of disabled children and to review its policy that "no child under 10 years of age should be accessing residential short break provision except in exceptional circumstances."

(iv) Mrs Fiona White (Guildford West) to move under Standing Order 11 as follows:

The UK Living Wage is an hourly rate, reviewed annually, that is calculated nationally (except for London, where the GLA sets a London Living Wage) by the Centre for Research in Social Policy in

(v)

association with a charity known as ‘the Living Wage Foundation’.

The Living Wage ensures low paid workers earn enough to provide for themselves and their families.

Surrey County Council recognises the cost of living has risen significantly in the last few years, without an accompanying national wage increase for employees. This has hit those on the national minimum wage disproportionately.

Council agrees that:

Surrey County Council will commit to ensuring that no county council employee will be paid less than the UK Living Wage, which is currently £7.45 per hour. Those performing work on behalf of the council should likewise ensure that none of their employees are paid less than the living wage and future contracts will reflect this.

(v) Mrs Hazel Watson (Dorking Hills) to move under Standing Order 11 as follows:

Council notes that Surrey County Council is a party to the High Court proceedings by Europa Oil and Gas to quash the Planning Inspector’s decision to dismiss the appeal to allow oil and gas exploration at Bury Hill Wood in Coldharbour.

Council instructs the County Council’s officers and legal team to proactively defend the arguments raised by the Planning Inspector including protection of the Green Belt in support of the Planning Inspector and the Treasury Solicitors defence of the Planning Inspector’s decision to dismiss the appeal.

10 REPORT OF THE CABINET

(Pages
47 - 78)

To receive the report of the meeting of the Cabinet held on 23 October and 27 November 2012 and to agree two recommendations in respect of:

(i) School Organisation Plan 2012 – 2021

(ii) Supporting the economy through Investment in Transport and Infrastructure

11 APPOINTMENT OF INDEPENDENT PERSON

(Pages
79 - 84)

(a) To appoint the Independent Person for Surrey County Council

(b) To consider the interim report of the Independent Remuneration Panel

12 AMENDMENTS TO THE SCHEME OF DELEGATION - FIRE AND RESCUE SERVICE

(Pages
85 - 86)

The Leader has agreed a changes to the Council's Scheme of Delegation. In accordance with Articles 5.02 and 6.04(d)(ii) of the Council's Constitution, the changes made by the Leader are being reported to Council.

13 MINUTES OF THE MEETINGS OF CABINET

(Pages
87 - 106)

Any matters within the minutes of the Cabinet's meetings, and not otherwise brought to the Council's attention in the Cabinet's report, may be the subject of questions and statements by Members upon notice being given to the Democratic Services Lead Manager by 12 noon on Monday 10 December 2012.

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

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COUNTY COUNCIL**COUNCIL MEETING – 16 OCTOBER 2012**

MINUTES of the Meeting of the County Council held at the County Hall, Kingston upon Thames on Tuesday 16 October 2012 commencing at 10:30am, the Council being constituted as follows:

Mrs Sealy – Chairman
Mr Munro – Vice-Chairman

* Mr Agarwal	Mr Ivison
* Mr Amin	Mrs Kemeny
Mrs Angell	* Mrs King
Mr Barker OBE	Mr Kington
Mr Beardsmore	Mr Lake
Mr Bennison	Mr Lambell
* Mrs Bowes	Mrs Lay
Mr Brett-Warburton	Ms Le Gal
Mr Butcher	Mr MacLeod
* Mr Carasco	Mr Mallett MBE
Mr Chapman	Mrs Marks
Mrs Clack	Mr Marlow
Mrs Coleman	Mr Martin
Mr Cooksey	* Mrs Mason
Mr Cooper	Mrs Moseley
Mr Cosser	* Mrs Nichols
Mrs Curran	* Mr Norman
Mr Elias	Mr Orrick
* Mr Ellwood	Mr Phelps-Penry
Mr Few	Mr Pitt
Mr Forster	* Dr Povey
Mrs Fraser DL	Mr Renshaw
Mr Frost	Mrs Ross-Tomlin
Mrs Frost	Mrs Saliagopoulos
* Mr Fuller	Mr Samuels
Mr Furey	Mrs Searle
Mr Gimson	Mr Skellett CBE
Mr Goodwin	Mrs Smith
Mr Gosling	Mr Sydney
Dr Grant-Duff	Mr Colin Taylor
Dr Hack	Mr Keith Taylor
Mr Hall	Mr Townsend
Mrs Hammond	Mrs Turner-Stewart
Mr Harmer	Mr Walsh
Mr Harrison	Mrs Watson
* Ms Heath	Mrs White
Mr Hickman	* Mr Witham
* Mrs Hicks	* Mr Wood
Mr Hodge	Mr Young

*absent

79/12 **APOLOGIES FOR ABSENCE (ITEM 1)**

Apologies for absence were received from Mr Agarwal, Mr Carasco, Mr Ellwood, Mr Fuller, Ms Heath, Mrs Hicks, Mrs King, Mrs Mason, Mrs Nichols, Mr Norman, Dr Povey, Mr Witham and Mr Wood.

80/12 **MINUTES (ITEM 2)**

The Minutes of the meeting of the County Council held on 17 July 2012, were submitted, confirmed and signed.

81/12 **CHAIRMAN'S ANNOUNCEMENTS (ITEM 3)**

The Chairman made the following announcements:

- Olympics / Paralympics – it had been a terrific summer. She thanked all Surrey ambassadors (including Tim Hall), volunteers, police and officers from the Emergency Planning Unit who were involved in the events.
- In recognition of Surrey County Council providing the largest geographical venue for an Olympic event, the Cabinet Member for Community Services and the 2012 Games presented a Commemorative Certificate from Lord Coe. She said that over one million people had watched the Road Cycle Events and thanked officers and Members for contributing to its success, in particular, David McNulty – Chief Executive, Yvonne Rees – Strategic Director Customers and Communities, Rhian Boast – Customer and Communities Directorate Business and Administration Manager, David Stempfer – Surrey Highways, Ian Good and his Emergency Planning team, Surrey Fire and Rescue, the Leader and Cabinet colleagues and lastly, the Communities Select Committee.
- Fund raisers in particular, the High Sheriff's men who completed a triathlon (as did Peter Lambell), Nick Wilson, Strategic Director for Children, Schools and Families who had cycled from Lands End to John O'Groats on behalf of Chase Hospice.
- Libraries – (i) the opening of another refurbished library, this time in Woking, (ii) Library staff awards held in Thames Ditton library and attended by the Vice-Chairman, (iii) the Reading Challenge, managed by the Library Manager from Farnham Library to encourage young people to read, that

she had attended recently, (iv) Lastly, she congratulated Rose Wilson, Library Operations Manager for completing 40 years service with Surrey Library Service. She thanked her for contributing to the transformation of the Library Service and, on behalf of the council, presented her with flowers, chocolates and an inscribed decanter.

- Steve Taylor – Estates, Planning and Management – she expressed her appreciation for his attendance at today's Council meeting and informed Members that this was likely to be his last appearance.
- Surrey County Council's Procurement team – recognised nationally for its excellent performance in the Chartered Institute of Purchasing and Supply Awards 2012. The team won two awards which was a unique achievement for a Local Authority.
- In this Diamond Jubilee year, HRH Princess Alexandra had attended a special citizenship ceremony at County Hall and had spoken to each new citizen individually.
- She expressed thanks to officers in the Chairman's office and the Catering team for the excellent organisation of events and lunches both here and around the county.
- Chinese Delegation at County Hall with Principals / Vice-Principals from primary / secondary schools in Shanghai. Members and officers had conversed using an interpreter and one representative who spoke English. She praised their teaching methods for maths and science and hoped there would be future exchanges with China.
- Surrey Space Centre in Guildford which she had visited and hoped to arrange for representatives to visit County Hall and speak to Members before Christmas.
- The new Bishop of Croydon – she had recently met him to discuss where links between his Diocese and the County Council service may be made recognised and strengthened.
- Justice Service – the annual service, marking the new judicial year had taken place in Guildford on Friday 12 October 2012. The service and lunch provided an opportunity for the justice service to connect with both the County Council and the High Sheriff.
- Remembrance Events – there would be a service at County Hall on Friday 9 November 2012. Also, there would be an exhibition from Combat Stress at Guildford Cathedral on 30

October 2012 and the War Requiem was being performed at the cathedral on 17 November 2012, in aid of Help the Heros.

82/12 DECLARATIONS OF INTEREST (ITEM 4)

There were none.

83/12 LEADER'S STATEMENT (ITEM 5)

The Leader made a statement. A detailed copy of his statement is attached as Appendix A.

Members were invited to make comments and ask questions.

Mr Lake made reference to an article in a recent Surrey Advertiser and a plea for funding for the Oasis Childcare Centre in Cobham. This centre had been going for 17 years and may close by December. He considered that their request for £75K from the County Council should be given serious consideration because it played a valuable role in the preventative agenda.

He also made reference to the success of the Olympics and said that the work of Denise Saliagopoulos, the previous Cabinet Member for Community Services and 2012 Games should be acknowledged.

Mr Young said that he was delighted with the Superfast Broadband announcement. However, he understood that the initiative was subject to state aid approval from the European Commission. This was confirmed but the Leader informed Members that the County Council had signed the contract with BT and the Deputy Leader was committed to moving the project forward.

Mrs Ross-Tomlin was pleased that the Leader had thanked staff involved with the Olympics but requested that Surrey's Olympic medal winners also be recognised.

Mr Hickman asked whether funding for the Community Improvement Fund would continue into the next financial year and was informed that the Fund would continue, subject to budget pressures.

Mr Butcher said that he had also brought the request, mentioned by Mr Lake, to the Leader's attention. The Leader agreed to consider the request for funding.

Mr Harrison requested an update on refuse and re-cycling and the 'overhang' relating to the completing of the PFI and was advised that the county was making a huge investment in this area and that there would be an announcement about waste in the New Year.

84/12

MEMBERS' QUESTION TIME (ITEM 6)

Notice of 13 questions had been received. The questions and replies are attached as Appendix B.

A number of supplementary questions were asked and a summary of the main points is set out below:

(Q2) Mr Cooksey considered that only a small number of internal audit reports had been considered by select committees and asked the Chairman of Overview and Scrutiny Committee (COSC) whether he supported the view of the Audit and Governance Committee. The COSC Chairman said that all select committee chairmen were made aware of all internal audit reports, relevant to their committees and decided whether to put the item on their committee's agenda. He also confirmed that the chairmen had detailed discussions with relevant officers.

(Also, Q2) Mrs White asked whether the internal audits would be published on the County Council website and was informed by the COSC Chairman that these reports were for internal use only, to address weaknesses in processes. He confirmed that the Audit and Governance Committee's reports would be listed on the intranet for internal consumption.

(Q3) Mrs Watson asked the Cabinet Member for Transport and Environment whether the inventory of 20mph speed limits should be updated from 2007 to present and said that there should be a review of the authority's current policy on this topic. The Cabinet Member disagreed. The Deputy Leader said that decisions on 20mph speed limits were best made by local committees as 'one size' did not fit all.

(Also, Q3) Mr Hickman asked that consideration was given to implementing 20mph speed limits outside all Surrey schools. The Cabinet Member for Transport and Environment said that Members were elected to make decisions on behalf of their communities and any request for a 20mph speed limit may be considered by the relevant local committee, as appropriate.

(Q6) Mr Kington considered that the Leader of the Council had failed to answer his question and asked again for an example of a modern democratic Executive which banned debate. The Leader responded by quoting standing orders from Epsom and Ewell

Borough Council, where Mr Kington is also a member. Mr Kington raised a point of order because this borough council had revised their constitution and said that standing order no longer existed. Mr Colin Taylor confirmed that was the case and said it had been changed at Mr Kington's request.

(Q7) Mr Cooksey considered that the report on fraud presented to a recent Audit and Government Committee was a constitutional policy issue and therefore it should be a full council decision. The Leader of the Council disagreed.

(Q8) Mrs Watson asked the Cabinet Member for Transport and Environment if he considered that the proposed scheme list for road resurfacing should be discussed at local committees held in public rather than the informal private meetings. The Cabinet Member confirmed that comments from all local committees would be collated and assessed by engineers before the five year road maintenance programme was considered at a future Cabinet meeting.

He considered that officers had done a tremendous job in consulting with residents and Members on this programme and said that the roadshows were just part of the consultation. He was confident that the programme could be delivered over five years and also agreed that the roadshows could go to local forums.

(Q10) Mr Kington asked the Leader of the Council when he would issue guidance on responses to public questions at Cabinet. The Leader responded by stating that both Members and the public could table questions. However, it was sometimes inappropriate to comment on a question, if there was a related report on the agenda, until the whole item had been debated.

(Q12) Mr Colin Taylor asked the Cabinet Member for Community Services and the 2012 Games, and she agreed, that it was in order to submit details of a particular case to her for discussion outside the meeting.

85/12 **SURREY POLICE AUTHORITY (ITEM 7)**

No questions were received for the Surrey Police Authority.

86/12 **REPORT OF THE SURREY POLICE AUTHORITY (ITEM 8)**

A written statement on the work of the Surrey Police Authority had been included in the agenda.

The Chairman said that this was the last County Council meeting before the Surrey Police Authority ceased to exist and requested that thanks and recognition of the work achieved by them be recorded.

Under the new arrangements, a joint Surrey Police and Crime Panel with the 11 District and Borough Councils had been formed, to maintain a regular check and balance on the performance of the directly elected Police and Crime Commissioner. The Panel recently held its first meeting and Mrs Dorothy Ross-Tomlin was elected Chairman for the first year.

87/12 **STATEMENT BY MEMBERS (ITEM 9)**

There were three local Member statements:

- Mr Townsend on Pharmacy in Ashted. (Appendix Ci)
- Mr Young in relation to unannounced road closures in Cranleigh and Ewhurst (Appendix Cii)
- Mr Walsh in relation to Walton Bridge.(Appendix Ciii)

88/12 **ORIGINAL MOTIONS**

(ITEM 10(i))

Under Standing Order 12.3, the Council agreed to debate this motion.

Under Standing Order 12.1, Mr Ian Beardsmore moved the motion standing in his name which was:

‘This council opposes any proposals to build additional runways at Heathrow and Gatwick airports or increase air traffic at other airports in and around Surrey, such as Farnborough and Biggin Hill, due to the damage this would cause to Surrey’s environment and the adverse impact on Surrey’s residents.

Council agrees to write to the Secretary of State for Transport to express its view that while being pro economic growth the Surrey environment must be protected and alternatives to airport expansion in the South East must be found.’

Mr Beardsmore began by saying that this motion followed on from a speech that he had made in relation to Heathrow and was about looking to the future for airport provision. Although both Heathrow and Gatwick were outside the county border of Surrey, they were important to Surrey but he considered that any extensive expansion at either airport could start to unbalance the economy. He said that

the airports did not have to expand to survive as they already carried 90 million passengers. He was also concerned about the environmental impact and demolishing houses to make way for airport expansion. There was already severe constraints on housing in the Green Belt and serious air quality and pollution issues. Any airport expansion would impact on the Green Belt and this must not be allowed to happen. Finally, he mentioned the hub theory which he also had issues with and questioned the soundness of this theory going into the future. He urged the Council to support the motion.

The motion was formally seconded by Mrs Hazel Watson. Mrs Watson said that the County was sandwiched between Heathrow and Gatwick and that it was important to send a clear message to Government that Surrey County Council would not accept further expansion at either airport.

The Leader of the Council tabled an amendment (formally seconded by the Cabinet Member for Transport and Environment), which was:

‘This council opposes any proposals out of line with existing county council policy to build additional runways at Heathrow and Gatwick airports or increase air traffic at other local airports.

Council agrees to write to the Secretary of State for Transport to express its view that while being pro economic growth the Surrey environment must be protected and to express support for the Government’s approach in requesting Sir Howard Davies to assess options for managing airport capacity in the UK. ‘

The Leader made the following points:

- That, following a motion to County Council on 22 January 2008, which had been referred and discussed at the Executive’s meeting on 26 February 2008, a policy had been agreed at the County Council meeting on 4 March 2008. This was unchanged.
- No decision on detailed plans for a second runway at Gatwick could be made before 2019 – due to an agreement signed in 1979.
- A Member seminar on this topic would be held in the new council year 2013/14.

After four Members had spoken on the amendment, Mr Beardsmore agreed to support the amendment to his motion.

Key points made were:

- County Council policy opposed further expansion at Heathrow and Gatwick.
- Gatwick was operating at 10 million under capacity and Stansted at 50 million under capacity.
- Many Surrey residents benefitted from employment at the airports.
- Debate the issue further after Sir Howard Davies had assessed the options for managing airport capacity.
- Concern re. blight issues that expansion of Gatwick would have on local communities, particularly in Charlwood.
- No further airport expansion be proposed but a rail link to Birmingham be built.

The amendment was put to the vote and was carried, with no Member voting against it.

Eight Members spoke on the motion as amended, making the following points:

- Concern that demand for airport expansion would level out and result in an enormous waste of resources.
- A substantial number of Surrey residents benefit directly or indirectly from employment opportunities generated by the airports.
- A request that the Member seminar includes discussion about other local airports, such as Farnborough and Biggin Hill and also other alternatives to airport expansion in the South East, including building a new airport in the Thames estuary.
- Issues that arise in relation to 'stacking' for Heathrow.
- Heathrow is at full capacity and Surrey is surrounded by motorways or planes flying overhead.
- A request that a report is considered at the Environment and Transport Select Committee, following the Members' seminar.
- The seminar should be an all day event and all Members were urged to attend.
- Heathrow has more flights to key business centres than any other city.

The amended motion was put to the vote, with 55 Members voting for it. No Member voted against it and there were no abstentions.

Therefore, it was:

RESOLVED:

That this council opposes any proposals out of line with existing county council policy to build additional runways at Heathrow and Gatwick airports or increase air traffic at other local airports.

Council agrees to write to the Secretary of State for Transport to express its view that while being pro economic growth the Surrey environment must be protected and to express support for the Government's approach in requesting Sir Howard Davies to assess options for managing airport capacity in the UK.

ADJOURNMENT

The meeting adjourned for lunch at 12.45pm and resumed at 1.45pm, with all those present who had been in attendance in the morning except for Mr Brett-Warburton, Mr Cooper, Mr Elias, Mr Lake, Mr MacLeod, Mrs Moseley, Mr Pitt, Mrs Saliagopoulos, Mr Sydney and Mr Townsend.

89/12 **(ITEM 10(ii))**

Under Standing Order 12.3, the Council agreed to debate this motion.

Under Standing Order 12.1, Mrs Fiona White moved the motion standing in her name which was:

'This Council notes that the report of the Commission on Funding of Care and Support chaired by Andrew Dilnot was sent to the Chancellor of the Exchequer and the then Secretary of State for Health on 4 July 2011. The report recommended, inter alia:

- a) that a cap should be set on an individual's contributions, and
- b) that the upper threshold for means-testing should be raised.

This Council calls upon Her Majesty's Government to:

- i. bring forward legislation to implement these two proposals without any further delay and
- ii. ensure that the necessary funding provided to local authorities is based upon the demographics of the eligible population rather than an arbitrary formula.'

Mrs White began by saying that she had been expecting a formal announcement on these two proposals arising from the Dilnot report

at the Conservative Party Conference but as it hadn't happened, they were debating her motion today. She said that Adult Social Care funding issues had preceded the last General Election and the Prime Minister made a pledge in August 2012 concerning elderly people selling their homes to fund care. She considered that the Coalition Government had failed to act on the Dilnot recommendations and the present system was a mess. She also said that currently, homeowners were unable to purchase an insurance policy to protect their assets, however if a cap was set on individuals' contributions, that could change.

It was difficult to obtain statistics on the number of people affected but a national newspaper had reported that care for the elderly would be one of the top three issues at the next General Election. Finally, she said that the three main political parties agreed that it was a serious issue that needed addressing and urged the Council to support the motion.

The motion was formally seconded by Mr Colin Taylor, who said that the Health Service was no longer affordable and the 'affordability issues' had been swept aside by previous Governments as 'too difficult' to resolve. He considered that the introduction of a cap on individual's contributions, which may enable insurance policies to become available, should be addressed without delay and therefore, may encourage people to save more for their old age.

The Cabinet Member for Adult Social Care and Health tabled an amendment (formally seconded by Mrs Marks), which was:

'This Council notes that the report of the Commission on Funding of Care and Support chaired by Andrew Dilnot was sent to the Chancellor of the Exchequer and the then Secretary of State for Health on 4 July 2011. The report recommended, inter alia:

- a) that a cap should be set on an individual's contributions.
- b) that the upper threshold for means-testing should be raised.

This Council calls upon her Majesty's Government to:

- i) bring forward legislation to implement these proposals as soon as possible, and
- ii) ensure that the necessary funding provided to all local authorities is based upon the demographics of the eligible population rather than an arbitrary formula.'

Mr Gosling explained the reasons behind his amendments to the motion and said that the County Council was rarely fully

compensated by Central Government for any initiatives that incurred additional funding which was why 'all' had been inserted.

He said that the County Council should celebrate people living longer and having a better quality of life. He considered that his amendment was realistic and suggested that both the Liberal Democrats and the Conservatives canvassed their respective colleagues in Government to effect the changes because the cost of the Dilnot proposals would be high and create a funding gap for the authority.

Mrs White said that she accepted the insertion of 'all' in recommendation (2) but could not accept the amendment to recommendation (1).

After the debate on the amendment, in which 3 Members spoke, it was put to the vote with 37 Members voting for and 12 Members voting against the amendment. There were no abstentions.

Therefore the amendment was carried and became the substantive motion.

Key points made by Members during the debate on the motion and the substantive motion were:

- The importance of discussions with Government and 'as soon as possible' provided the County Council with a basis for presenting its case in a measured and time honoured way.
- Concern re. the definition of 'as soon as possible'.
- It was important to establish a finite timescale.
- Agreed to canvas the relevant MPs.
- The longer the delay the more people would be caught in this trap.
- Reluctantly, the Liberal Democrats would support the substantive motion so that the message to Government was supported by the whole Council.

The substantive motion was put to the vote, with 55 Members voting for and 1 Member voting against it. There were no abstentions.

Therefore, it was:

RESOLVED:

This Council notes that the report of the Commission on Funding of Care and Support chaired by Andrew Dilnot was sent to the Chancellor of the Exchequer and the then Secretary of State for Health on 4 July 2011. The report recommended, inter alia:

- (a) that a cap should be set on an individual's contributions.
- (b) that the upper threshold for means-testing should be raised.

This Council calls upon her Majesty's Government to:

- iii) bring forward legislation to implement these proposals as soon as possible, and
- iv) ensure that the necessary funding provided to all local authorities is based upon the demographics of the eligible population rather than an arbitrary formula.

90/12 REPORT BACK FROM CABINET ON REFERRED MOTION (ITEM 11)

The Chairman reported that the motion from the last Council meeting, standing in the name of Mr Kington, and which was referred to Cabinet for consideration was lost, as detailed in the report set out in the agenda.

91/12 REPORT OF THE CABINET (ITEM 12)

The Leader presented the reports of the Cabinet's meetings held on 24 July and 25 September 2012.

(1) Statements / Updates from Cabinet Members

One statement from the Cabinet Member for Transport and Environment on the emerging Countryliner (Bus Operator) situation was tabled at the meeting (Appendix D). He thanked all officers who were involved in organising contingency arrangements for certain bus routes, following Countryliner Sussex Ltd going into Administration.

Following two questions from Members, he agreed to (i) re-check the list of bus services set out in his statement, and (ii) provide details of costs of the seven month contracts awarded to the operators set out in his statement.

(2) Reports for Information / Discussion

The following reports were received and noted:

- Local Sustainable Transport Fund (Large Bid) – Surrey Travel Smart
- Children and Young People's Strategy 2012-2017
- Young People's Employability Plan 2012 - 2016

- Local Government Ombudsman Report Findings and Recommendation for Financial Compensation
- Quarterly report on decisions taken under Special Urgency Arrangements – 1 July – 30 September 2012

Members had an opportunity to ask questions and comment on both the statement from the Cabinet Member and the Reports for Information.

RESOLVED:

That the report of the meeting of the Cabinet held on 24 July and 25 September 2012 be adopted.

92/12 AMENDMENT TO FINANCIAL REGULATIONS (ITEM 13)

The Leader of the Council presented the report on the proposed amendments to the Financial Regulations.

RESOLVED:

That the changes summarised in the submitted report and contained in the revised Financial Regulations in Annex 1 which was attached to the report, be approved.

93/12 AMENDMENTS TO THE CONSTITUTION (ITEM 14)

The Leader of the Council said, in order to ensure that the Council was in line with new legislation, there were a number of changes to the Constitution to update the policy framework, executive regulations and the process for granting dispensations. He commended the report to Council.

RESOLVED:

- (1) That the policy framework included in Article 4 of the Constitution be replaced with the list attached at Appendix 1 of the submitted report.
- (2) That Audit and Governance Committee's process for granting dispensations attached at Appendix 2 of the submitted report, be included in the Constitution under Section 6 – Codes and Protocols.
- (3) That the relevant sections of the Constitution be revised to reflect the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, as summarised in Appendix 3 of the submitted report.

94/12 APPOINTMENT OF AN INDEPENDENT PERSON (ITEM 15)

The Chairman said that the Council's agreement was required for the proposed interim arrangements, as detailed in the report.

RESOLVED:

That the report on progress to appoint an Independent Person be noted and it be agreed to participate in joint arrangements with three other Councils for an interim period and therefore Tony Allenby, Vivienne Cameron and Roger Pett be appointed as interim Independent Persons for Surrey County Council until such time as a permanent appointment is made.

95/12 REPORT OF THE AUDIT AND GOVERNANCE COMMITTEE (ITEM 16)

The Chairman of Audit and Governance presented the report and said that the committee had looked at the Regulatory Framework and Audit Activity. The report also detailed a summary of work undertaken by the committee and the follow up work / action recommended. He thanked both the Members of the Audit and Governance Committee and the officers who supported them for their hard work.

It was:

RESOLVED:

That the first Annual Report from the Audit and Governance Committee be noted.

[The meeting ended at 2.40pm]

Chairman

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LEADER REPORT TO COUNCIL

SURREY COUNTY COUNCIL PROGRESS REPORT JULY – DECEMBER 2012

KEY ISSUE/DECISION:

To consider the attached report and the matters to which the Chief Executive draws attention.

BACKGROUND:

1. This is the seventh of the Chief Executive's six-monthly reports to Members. It provides an overview of the council's progress over the past six months. It supplements the Q2 2012/13 business report and latest monthly budget monitoring report presented to the Cabinet in October and November respectively.
2. This report highlights a wide range of stories and examples from across the council which complement the hard data from the monitoring reports and illustrate what staff and Members have achieved over the last six months.
3. The council has faced a number of extraordinary events and challenges over the last six months, including the significant task of running a safe and successful Olympics and Paralympics. It has met these challenges successfully, built on the strong progress made over the last four years and demonstrated an ability to respond effectively to new and significant challenges.
4. There is no doubt that things will continue to get tougher over future years. The council's recent achievements confirm we have a strategy which can guide our responses to the challenges we face and enable us to deliver ambitious goals.
5. A key area of focus in the next six months will be innovation. There are already excellent examples of innovation across the council but the complexity and scale of the long term challenges ahead requires developing an innovation capacity and capability that compares well not just to other local authorities, but to leading organisations from all sectors and industries (see the **innovation report** presented to Cabinet on 27 November 2012 for more details).
6. Over the coming months we will continue to work as one team to achieve better outcomes and value for money for Surrey's residents.

RECOMMENDATIONS:

That the Council notes the report of the Chief Executive, thanks staff for the progress made during the last six months, and confirms its support for the direction of travel.

David Hodge, Leader of the Council, 020 8541 8003

Sources/background papers:

One County One Team Corporate Strategy 2012-17 report to Council, 7 February 2012
Medium Term Financial Plan and Directorate Strategies 2012-17 report to Cabinet, 27 March 2012

Q2 2012/13 Business Report to Cabinet, 23 October 2012

Budget Monitoring Forecast 2012/13 (period ending October 2012), Report to Cabinet 27 November 2012

CHIEF EXECUTIVE'S PROGRESS REPORT JULY - DECEMBER 2012

Introduction

1. This is the seventh of my half yearly progress reports to Members. I am again using it to provide an overview of the Council's progress over the period and to look forward to the challenges ahead. The report is structured around the six themes in the *One County One Team 2012-2017 Corporate Strategy*, which the Council approved on 7 February 2012. It sets out achievements and the key steps already taken to realise our vision "**to be the most effective Council in England by 2017**".
2. As in my previous report the **overview section** (p1-9) gives readers a summary of what we have achieved and the challenges ahead. For those who would like more detail the following pages (p10-20) provide facts, figures and case study examples for each of the six Corporate Strategy themes.
3. I encourage staff to share examples of their achievements with me so I can draw attention to them in this report. To help **bring these examples to life** they are described directly by the staff who shared them. Over the following pages you will find 16 inspiring stories from people working in different areas of the council. We will incorporate these case studies into our online **Improvement Toolkit** and encourage staff and Members to add further examples. This will become one of the ways for us to celebrate achievements and learn from each other. Given the large number of excellent examples from the Olympics and Paralympics I have also dedicated a specific section of the report to this (p21-23).
4. This report focuses on the last six months but as we approach the end of the calendar year and the end of the current Council term it is important to reflect on the **remarkable progress** that has been made over the last four years. The plans agreed following the May 2009 elections to improve performance, stabilise finances and recover the council's status have been implemented successfully.
5. The council is recognised again as a **high performer**. The council's outgoing external auditor remarked to me recently that the council's improvements mean it is now almost unrecognisable from what he observed in 2009. The council has been shortlisted in the "council of the year" category in the high profile Local Government Chronicle awards. This is well deserved recognition for everyone who has contributed to our improvements over recent years.
6. I want to put on the record again my **appreciation of colleagues** right across Surrey County Council. We have a great team in Surrey; a team made up of all our staff, Members and partners. I am fortunate to be part of such a strong team and am continually reminded of the **difference our work makes to residents** day in, day out and the lasting impact it will have.

Overview

The challenges ahead – “the outlook has got even tougher”

7. In my previous report I described the key long term challenges we face; reductions in public finances, significant policy changes (covering social care, health, education, localism, welfare, policing, and local government funding) and growing demands for services, underpinned by demographic trends. These same challenges still apply but over the last six months **the outlook has got even tougher**.
8. Those who saw Paul Johnson’s (Director of the Institute for Fiscal Studies) excellent presentation to Members and officers on 22 October will, like me, have found his analysis sobering. He set out clearly the **deep and lasting impact of the financial crises** on the UK economy, household incomes and public finances. He concluded that “*there are no sunny uplands around the corner*”.
9. Modelling the latest economic figures and forecasts, and applying current national tax and spend choices, reveals that **further significant spending cuts will be required** in 2015-18 if stated UK fiscal targets are to be met. Local government has so far delivered more savings than other parts of the public sector; most observers believe this makes it more rather than less likely it will be asked to find further significant savings.
10. Meanwhile there is no imminent prospect of reform at the scale recommended by Andrew Dilnot for the **funding of adult social care**. This remains a hugely significant issue nationally and for us in Surrey. The high number of self-funders in the county means we need to carefully assess the impact of any proposed changes and argue for solutions that are sustainable for Surrey.
11. On 1 April 2013 significant changes to **local government funding** will take effect following the introduction of the Local Government Finance Act 2012. Changes which devolve greater financial powers and freedoms to councils are to be welcomed. But, as I warned in my previous report, the devil is in the detail, much of which has yet to be formally confirmed. As things stand it looks like the rules on the localisation of business rates will dampen the intended incentive for local growth, and the localisation of Council Tax support could result in us facing an additional £3m financial pressure each year.
12. Added to these changes there is uncertainty about exactly what this year’s **local government finance settlement** will have in store. With the Chancellor’s autumn statement now scheduled for 5 December the provisional funding settlement will be delayed until just before Christmas. The council also has to consider its response to another council tax freeze grant offer, the terms of which are significantly less favourable than previous offers.
13. There will be lots to do in late December and early January to **analyse what this means for Surrey**, so that Members are ready to agree on the budget at Council in February. The delayed announcements and uncertainty make this year’s process challenging but the robustness of our current Medium Term Financial Plan (MTFP), the scenario planning work undertaken, and the discussions we have already held mean we are well prepared to deal with this.

Progress since June – “our continued achievements over the last six months demonstrate we can respond successfully to new challenges”

14. Although the outlook has got gloomier **my confidence in our ability to overcome these challenges remains strong**. Our continued achievements over the last six months demonstrate we can respond successfully to new challenges.
15. It is interesting to reflect on the key challenges I set out in my last report for July to December 2012. At the top of my list were the **Olympics and Paralympics**. The eyes of the world were on Surrey through August and September as we faced a huge and unprecedented challenge.
16. The fantastic success of the Games showcased what “Team Surrey” can do. By working closely with our residents and partners we helped ensure safe and successful events, continued to provide all our usual services, and laid the foundations for a **positive long term economic and social legacy** in Surrey (see p21-23). In September the smoothly run culmination of the Tour of Britain in Surrey attracted huge crowds and confirmed the county’s skill at hosting such events. Now we can look forward to the international cycling festival coming to the county in August 2013.
17. In July I also described the challenge of ensuring the right number of **school places** were provided ready for the start of term in September. This was done effectively with an additional 1,437 places provided to meet growing demands. This equates to providing an additional 48 classes; a big increase compared to the 575 additional places, or 19 classes, required in 2009. Robust processes are being developed to manage the long term forecasted increase in demand for school places. There are further details in the School Organisation Plan 2012-2022 which is due to be presented to Council in December.
18. The prospect of **extreme winter conditions** also featured on my list of key challenges. At the time of writing we are thankfully not suffering from any snow and ice. When it does strike we will be better prepared as a result of the continued work Members have led with partners and residents over recent months (see p11). Robust planning and an additional £2.6m investment means there are 16,000 tonnes of salt in stock (60% more than that used to keep the county moving last winter), a fleet of 39 gritting lorries equipped with GPS trackers, thermal mapping of gritting routes, off road 4x4 vehicles ready to treat hard to reach places, and 51 farmers prepared to tackle rural areas.
19. Supporting the **Surrey economy** has of course remained a key area of focus over the last six months. On 12 September we signed a £33m **superfast broadband** deal with BT which will provide high speed connections for more than 90,000 business and household premises in the county that are not included in the commercial roll-out nationally. This will make Surrey the best connected county in the country and could boost the economy by around £28m a year. We have just received European Commission State Aid approval so we can now move swiftly to implement the plans.
20. Around half our spending on goods and services is now with **local firms** in Surrey. Elsewhere we have continued to expand the successful apprenticeships scheme (see p17) as part of our wider drive to increase the **number of young people participating in education, employment or training**. It is heartening

that despite the economic climate the percentage of 16-18 year olds participating stands at 96.2%. An example scheme recently introduced to support this funds free meals for about 400 students, aged 16 to 18, who would not otherwise be eligible because they attend a college or training centre instead of a sixth form.

21. Investment in Surrey's infrastructure is crucial for the county's future economic growth. The **new highways contracts and additional investment in roads** are having a positive effect and the development of a five year capital programme will support further improvements and efficiencies. We continue to strengthen our collaborative working with regional South East 7 partners and local district, borough and parish councils – this joint working is critical to finding sustainable long term solutions for the county's roads. For example, the South East 7 Supply Chain Management Group are looking at ways to improve sustainability and reduce costs by working collaboratively with suppliers to create higher value materials from the construction waste arising from highway activities.
22. Colleagues in the Highways Service have led the design of a new national peer review system focussed on **highways transformation**. This has been developed through the Department for Transport funded Highways Maintenance Efficiency Programme and in partnership with local authorities, private sector partners and the Local Government Association. We recently hosted the first pilot of this approach, the first of its kind in the country. The review team were impressed with what we are doing and also suggested some sensible further developments which will help shape our future plans. A report on this will be presented to Cabinet in February 2013.
23. Other examples of important **ongoing work on infrastructure** include the Eco Park, Walton Bridge, Hospital Roundabout in Guildford, and the Travel Smart programme which includes a range of sustainable transport measures across the county. We are also working with district and borough councils on local regeneration schemes such as the one agreed in September with Woking Borough Council to revitalise the town centre, create nearly 1,000 new jobs and build a new state of the art fire station.
24. In parallel with finding and applying innovative solutions for Surrey we will continue to press the Government hard for **greater powers and investment in Surrey**, in particular via a county equivalent of the City Deal programme. Surrey has more economic growth potential than city regions, offering significant productive capacity, knowledge, talent and infrastructure. New powers and access to more flexible long term funding would enable us to invest in and support the strong economic growth potential in the county. As well as benefiting the county this would add significant gross value to the UK economy.
25. There is much more work to do with partners and local businesses to support the economic recovery and strengthen prospects for future sustainable growth across Surrey. The **Surrey Leaders Group** is working together to build on local aspirations and plans and develop a shared long term vision for sustainable economic growth and prosperity in the county. The Deputy Leader continues to lead our **engagement with local businesses** and partnership groups - including the Local Economic Partnerships - to ensure we focus on the right priorities and develop strong and effective relations.

26. In addition to the specific challenges described we have continued the **significant task of providing a huge range of high quality services** to our residents. Events such as the Olympics and Paralympics were in addition to our usual responsibilities and demands. They were **extra ordinary** and colleagues did a superb job to ensure services were provided throughout the period of the Games.
27. It was particularly important that our essential work to **support and safeguard Surrey families and individuals** was maintained. There have been other very difficult challenges in recent months. For example, the Ancey case and the September A3 coach crash. Colleagues in social care, schools, fire and rescue, emergency management, legal, and other teams have dealt with these difficult cases in a very sensitive and professional way, working as one team.
28. More and more of our work is focussed on effective **early intervention and prevention**. In Adult Social Care the 'prevention through partnership' programme has had a significant positive impact. Stronger partnership working, close engagement with residents, and the launch of a £10m preventative services fund has stimulated a range of innovative and sustainable joint approaches which are supporting local residents to access community support mechanisms and maintain their independence.
29. For example, following the success of the first **wellbeing centre** opened in Egham for people with dementia, a further four centres will be opened over the next six months in Caterham, Epsom, Walton-on-Thames and Shepperton. The innovative new facilities, run in partnership, will provide crucial help and advice and there are plans to open a centre in each of the 11 districts and boroughs across the county. **Telecare services** continue to be expanded through the introduction of a mainstreamed, universal telecare and telehealth service model across Surrey - a major investment in keeping people independent at home.
30. To support a preventative approach, **virtual wards** are being implemented by the new Clinical Commissioning Groups operating in Surrey. These are intensive case management services led by community matrons who identify those most at risk of admission to hospital and provide a high level of care and support in their own home or place of residence. This home support includes reablement / rehabilitation services and medication for long term conditions. In addition, social care services are being extended and will now be available **8am to 8pm** on weekends and public holidays, **working across all acute hospitals to support timely discharge**, admission avoidance and seasonal pressures.
31. Services have also been enhanced through **the co-location of each locality social care team into borough and district council offices** to deliver local and personalised services. This is helping to support the integration of services for and has saved £3.5m on building leases. The office-sharing programme was launched in 2011 when social care staff moved into Guildford's headquarters and was completed with the final move to Waverley's offices.
32. Other examples where we are supporting residents lead **more independent and fulfilled lives** include the shared lives scheme (see p10), the employability initiative (see p11), and work with partners to support people with dual sensory loss (p19).

33. Other examples of preventative approaches include our leading work on **restorative justice** (see p12) and the new arrangements we have recently developed and put in place with partners to help **prevent young people becoming homeless**. Following a Rapid Improvement Event with staff and partners a new homelessness prevention service has been created to offer support to young people aged 16 and 17 and their families.
34. Through our **Surrey Families Support Programme** we have started to implement new coordinated arrangements with partners to better support families that experience multiple problems. Building on the pilot in Waverley the new approaches are initially being implemented in Elmbridge, Guildford, Reigate and Banstead, Spelthorne, Woking, and Waverley. The programme will then be rolled out to the rest of the county from October 2013. We are recognised as leading the way on implementing the Government's Troubled Families programme in a two tier area. Louise Casey (Head of the Government's Troubled Families Unit) has asked that we host a dedicated counties event next year to share best practice.
35. Work with partners to strengthen the county's overall arrangements for **children and young people** has continued and is addressing the areas of feedback Ofsted shared following their unannounced inspection in September. The result confirmed that children are safer in Surrey and their lives are improved as a result of our work.
36. At the same time as continuing to meet the needs of residents and deliver performance improvements we have made further **significant savings and efficiencies**. Savings of £19.6m were delivered in the first 6 months of the current financial year. At the halfway point of the financial year we are forecasting total savings of £66m by the year end, which is slightly below the challenging target of £71m we set. We will continue to track this very closely over the coming weeks.
37. The **Public Value Programme** (PVR) we started in 2009 has played a vital role in identifying and delivering savings and improvements over the last three years. A detailed **closing report** presented to Cabinet on 27 November marks the successful completion of the Programme. The 29 reviews undertaken have achieved a range of performance improvements and identified total savings of £279m to be delivered by 2016. PVR improvements and savings will continue to be delivered and monitored through the Council's financial, performance and risk management arrangements, with Select Committees playing a vital role via their monitoring and scrutiny.
38. The remainder of the report contains many more facts and figures. For the purposes of this overview I have picked out and presented in the table overleaf some of the key results from the **quarter two business report**. The report **confirms a positive direction of travel**. However, there are some key measures that are not yet meeting stretch targets for the year. Remedial actions are in place to improve performance in these areas and the Cabinet and the Corporate Leadership Team will continue to track progress throughout the remainder of 2012/13.

Results from the 2012/13 quarter two performance and budget monitoring reports

- 68% of residents are satisfied with the way the council runs things – two percentage points higher than the same time last year.
- 96% of residents are satisfied with their neighbourhood as a place to live – the highest score recorded since the resident survey began in 2008.
- 56% of residents feel that the council keeps them informed – four percentage points higher than at quarter one of 2012/13.
- 39% of residents feel they can influence council decisions – the same as the result recorded this time last year.
- 48% of residents perceive the council as giving good value for money – two percentage points higher than the same time last year.
- Continuing high levels of customer satisfaction with the contact centre with a satisfaction rate of 93%.
- 92% of all stage one complaints were dealt with within timescale and 92% of Freedom of Information Act requests were responded to within the 20 working days target.
- 99% of road safety defects being repaired within 28 days.
- 96.2% of young people participating in education, employment or training.
- 55% of waste collected in 2012/13 recycled, but falling demand for rigid plastic from China and India presents a challenge to achieving the 70% recycling target in 2013/14.
- 50% of the council's spend on suppliers is now with Surrey-based companies as we make good progress towards the 60% target.
- £19.6m savings delivered so far this financial year.

Sources: Q2 Business Report to Cabinet 23 October 2012

Note: There are further details on finances in the latest **budget monitoring report** (period ending October 2012)

39. Our achievements confirm our strategy is working. By **working as one team**, investing in key areas, and taking brave decisions we have become a stronger organisation that is able to support a stronger Surrey. There will be moments in the coming months and years when short term answers are tempting; the risk is we weaken our capacity and capability to deliver the long term goals we have set out for Surrey in 2017. I believe our progress so far confirms that we have a strategy which can guide our responses to the challenges we face and enable us to deliver these ambitious goals.

Employee survey results – “The Leader and I are personally committed to making sure the council improves where it needs to”

40. **The council's strongest asset is the people who work for it** and we have continued to invest in the council's staff and Members so they are able to provide an excellent service. The detailed feedback we gather through our regular employee surveys helps us to identify what is working and how we can strengthen our support for staff.
41. We recently received the results from the **latest mini staff survey** which is completed by roughly one in five colleagues. The results provide a positive indication of improvements in many areas such as appraisals and communicating

change. We still need to improve in other areas such as the way we treat each other - helping and supporting colleagues and dealing with bullying and harassment. The Leader and I are personally committed to making sure the council improves where it needs to.

42. We are discussing the latest results with staff representatives so we can learn from the areas where we have improved and take practical actions in areas we need to improve. Our **fairness champions** continue to play a key role in addressing situations where colleagues do not feel supported. Current work to **improve and update our people policies** should also provide helpful clarity for managers and employees.
43. The result of one new question in this year's survey is worth highlighting; **88% of employees understand how their work supports residents of Surrey**. It gives me pride that so many colleagues appreciate how their role makes a difference to residents. Our next full employee survey will take place next year.
44. In recent weeks a number of staff and Members have suffered problems with their IT. I appreciate how serious and frustrating this is. Colleagues in IMT try to fix issues as quickly as possible when they occur. It is vital we continue to build on the investments we have already made to **bring the council's technology back up to date**. The IMT team have worked incredibly hard to drive this forward and recent achievements include opening the new data centre and advancing the project for a single public sector ICT network for Surrey.

Looking beyond 2017 – “we will have to further strengthen our capacity and capability to innovate”

45. At the same time as putting our strategy to 2017 into action it is crucial we start to **prepare the ground** for what will come after then, into the next decade and beyond. We know things are only going to get tougher and we need to think carefully about what kind of organisation we will need to be in order to flourish beyond 2017.
46. Thinking creatively about this leads to a variety of different ideas and possible scenarios. One thing is certain though; to succeed over the next decade we will have to further **strengthen our capacity and capability to innovate**.
47. There are already excellent specific examples of innovation right across the council, a number of which feature in this report. These and other examples demonstrate a **level of innovation that compares well against other local authorities**. However, the complexity and scale of the long term challenges ahead requires developing an **innovation capacity and capability that compares well not just to other local authorities, but to leading organisations from all sectors and industries**.
48. This means creating and nurturing the conditions in which widespread and regular innovation can flourish. There is **no quick or simple recipe for this**. It will require a sustained effort over the longer term, building on the foundations that are in place. Getting the conditions right will mean learning from experiences and adapting approaches over time.

49. The objective is to become an organisation where all staff and Members can innovate *because* of the climate they work in and the support they receive, not *in spite* of it. A **report** presented to Cabinet on 27 November outlines a **strategic framework for innovation** designed to help us work towards this objective.
50. Following adoption of the framework by Cabinet I will **work with Members, colleagues and other stakeholders** to refine it so that it is ready for implementation in 2013. In particular Members could have a crucial role in ensuring that the ideas of local businesses and residents feed into our thinking about innovation.
51. The council's **long term financial sustainability** is another area where we need to develop innovative solutions. The erosion of the council tax base and central government funding means we will need to find ways to use Surrey's resources better in order to fund the services and investments the county needs for its long term prosperity. This is something we will develop further with Members over the coming months.
52. We can also protect Surrey's future interests by ensuring we have a **strong voice and influence at a regional and national level**. We have made positive progress on this over the last year or so. A number of Members and officers from the council now hold influential positions with regional and national bodies. For example, the Leader has taken on the role of Deputy Chairman of SEEC (South East England Councils) and Kay Hammond, Cabinet Member for Community Safety, was recently appointed Chairman of the Local Government Association's (LGA) fire services management committee. John Woods (Assistant Director for Transformation, Adult Social Care) has been seconded to the Department of Health for two days a week to work on the Draft Care and Support Bill. Meanwhile we have continued strengthen our links with Surrey's MPs who have the potential to have a significant influence on central government.

Further details on the Corporate Strategy themes

53. The remainder of the report is focused on examples in relation to each of the six themes in the Corporate Strategy

Residents	page 10-12
Value	page 13-14
Partnerships	page 15-16
People	page 17
Quality	page 18-19
Stewardship	page 20
Olympics and Paralympics	page 21-23
Conclusion	page 24-25
Annex A: awards	page 26-27

54. There is only room for so many examples in this report. You can find many more details and information on specific services on the **council's website**. For example, the **Adult Social Care Local Account**, the **Children, Schools and Families Directorate Annual Report** (scheduled for Cabinet on 18 December 2012), and information on the **Olympics and Paralympics**.

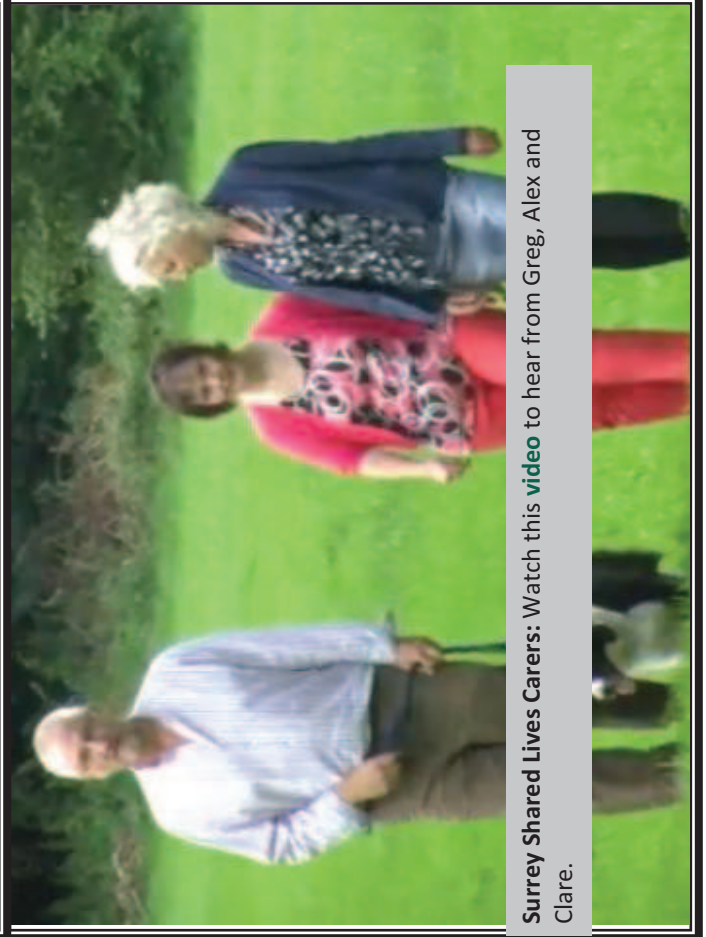
RESIDENTS

Individuals, families and communities will have more influence, control and responsibility

Key stats and facts

- ❖ 68% of residents are satisfied with the way the council runs things – two percentage points higher than the same time last year.
- ❖ 96% of residents are satisfied with their neighbourhood as a place to live – the highest score achieved for this indicator in the Resident Survey's history.
- ❖ 39% of residents feel they can influence council decisions.
- ❖ 56% of residents feel that the council keeps them informed.
- ❖ To date, 56% (£456,399) of the Leader's Community Improvement Fund has been allocated to local projects.
- ❖ We have involved residents in the development of the work programme for the county's Health and Wellbeing Board.

A picture that tells a story



Surrey Shared Lives Carers: Watch this [video](#) to hear from Greg, Alex and Clare.

Improvement example (#1): Sharing homes, improving lives

Michelle Williams (pictured right), Shared Lives Manager (Shared Lives Service, Adult Social Care) shares her experience.



Challenge: Clare, who has a learning disability was referred to the Shared Lives service needing accommodation with support when her carer was unable to continue her care. It was very important to Clare that she lived somewhere close to her family.

Solution: The Shared Lives service recruits Shared Lives carers who provide adults who may otherwise be living in a residential home the chance to become more independent, whilst participating in family and community life, in the Shared Lives carer's own home.

Alex and Greg who live in Farnham (pictured left) are Shared Lives carers. We introduced Clare to Alex and Greg and she started living with the family in April 2011.

Impact: Greg says: "Clare really has become part of our family. Since being with us she has become much more confident and independent. Clare added: "I have a job at the Sure Start centre where I do a lot of different things, like handing out the toys to the toddlers and making a drink for the mums and dads. I really enjoy it."

Key thing I learnt: Getting the right match between the Shared Lives carer and the person needing support is extremely important. It helps more vulnerable adults maintain their independence and take an active part in their community.

If you want to know more or want help with a similar challenge:

Please contact me at michelle.williams@surreycc.gov.uk or see the [Surrey Shared Lives Service](#) website.

RESIDENTS continued...

Improvement example (#2): Transforming Services through scrutiny – Winter Maintenance

Steve Renshaw (pictured right), *Chairman, Environment and Transport Select Committee.*

Challenge: In recent years, the council had not been sufficiently prepared to deal with instances of severe winter weather. As a result, the County's highway network ground to a halt whenever snow fell and the council received a huge number of complaints from residents. This was due to Surrey having no clearly defined winter maintenance budget and insufficient salt stocks.

Solution: The Environment and Transport Select Committee convened a Task Group to look at this issue. Members worked in conjunction with officers from Highways and Democratic Services to agree a clear winter maintenance policy for Surrey.

Impact: Surrey is now better prepared for winter than ever before, with a 7000 tonne increase in salt stocks, a 172km extension to gritting routes and greater clarity of the roles and responsibilities of the County Council, Boroughs and Districts and members of the public, which has resulted in much higher levels of customer satisfaction. An additional benefit was that the policy was jointly owned by officers and Members, which established greater co-operative working as a precedent for the future across the service. The Task Group's success was also recognised by the Centre for Public Scrutiny, where it was shortlisted for a Good Scrutiny Award.

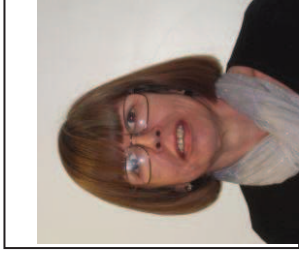
Key learning: That greater progress can be achieved when Members and officers work co-operatively, albeit from different perspectives, in order to deliver positive change for our residents.

If you want to know more please contact:
thomas.pooley@surreycc.gov.uk



Improvement example (#3): Supporting people with disabilities to find work

Rachael Walker (pictured right), *Employment Development Officer (Employability Service, Adult Social Care) shares her experience.*



Challenge: A young woman called Caroline came to us looking for opportunities to get into work. Caroline is 30, lives in Surrey and has learning difficulties and is visually impaired. She wanted to find a job which she could travel to bearing in mind the difficulties she can face using public transport.

Solution: We introduced Caroline to a voluntary role at the council. It went well and we offered her the chance to apply for a permanent job – which she got! She took part in the council's Independent Travel Training scheme which involved our travel trainers working with her each day for a week to build her confidence and independence using buses and remembering where stops are.

Impact: Working at the council and learning skills from the travel-training scheme has given Caroline extra independence and freedom. She says "I want to stay working at the council until I'm sixty-five!"

Key thing I learnt: It is really important to work closely with our clients and joining up with our colleagues in other teams (the travel team in this case) can help to make a real difference.

If you want to know more or want help with a similar challenge:
Please contact me at rachael.walker@surreycc.gov.uk or see the [Surrey Employability website](http://SurreyEmployability website)

RESIDENTS continued...

Improvement example (#4): Sustaining a passion for reading amongst local communities



Helen Leech (pictured right), Acting Virtual Content Manager (Cultural Services, Customers and Communities) shares her experience.

Challenge: When we withdrew the mobile library service as part of the Libraries Public Value Review, we identified a number of remote or deprived locations which would benefit from a static collection of books and a relationship with the Library Service.

Solution: We have worked with the local Member and the Parish Council to devise the 'Community Link' initiative. The concept allows the setting up of book collections within local community facilities, such as village halls. There's 'Community Link' opened in October, which is run by local volunteers, and supported by the Library Service. People can borrow from the collection there, use wi-fi to access online services, or use the library catalogue to reserve books.

Impact: To date, there has signed up 50 members. The volunteers are really enthusiastic and have grasped the opportunity to run the facility themselves. The space can also be used for knitting circles and book clubs and storytime sessions, so it helps to build community spirit as well. We are now at the start of planning the next 'Community Link' project.

Key thing I learnt: Partnerships with communities and the power and enthusiasm of volunteering can deliver benefits both for us and for the people we serve.

If you want to know more or want help with a similar challenge:

Please contact me at helen.leech@surreycc.gov.uk or www.surrey.gov.uk/libraries.

Improvement example (#5): Surrey's Restorative Justice process in action



Allie Taylor (pictured right), Restorative Justice Officer (Youth Support Service, Children, Schools and Families) shares her experience.

Challenge: Five Year 10 girls had assaulted a boy in their year at school. The school excluded four of the girls and all of them were arrested. The girls were feeling guilty for their actions and the victim was feeling very scared and distressed by what had happened. The young people were referred for a restorative intervention.

Solution: I met with all five girls and the victim and, following preparation, all the parties were given an opportunity to have their say and their feelings and thoughts acknowledged in a face to face mediation session. The victim was able to explain how he had been physically and emotionally hurt. It was an opportunity for the girls to appreciate the impact of their actions, to apologise and look to how they could repair the harm they had caused.

Impact: The impact for the victim was feeling relieved having had his questions answered. He knew he no longer had to be fearful of the girls and that he was able to move on with his life. The girls were able to better understand the consequences of their actions and to deal with guilt and shame they were already feeling. The girls are now much less likely to behave in this way again. They can now get on with their lives, having taken responsibility for their actions, without the blemish of a criminal record because of this restorative process.

Key thing I learnt: It is so important to offer an opportunity like this piece of restorative justice to help facilitate the rebuilding of relationships in a safe environment, which enables people to move on with their lives.

If you want to know more or want help with a similar challenge:

Please contact me at allie.taylor@surreycc.gov.uk

VALUE

We will create public value by improving outcomes for residents

Key stats and facts

- ❖ £19.6m of savings in the Medium-Term Financial Plan have been delivered so far this financial year.
- ❖ The Public Value Review programme has drawn to a close and identified £279m of savings to be delivered by 2015/16. £37m was achieved and 'banked' at the end of 2011/12.
- ❖ To date in 2012/13, 50% of the council's spend on suppliers is with Surrey-based companies.
- ❖ Through better management of our suppliers and by pooling procurement spend with partners across the South East, we have delivered £10.4m savings to date against a full year target of £25m.
- ❖ We intend to launch BuildSurrey, a construction and built environment networking site, in 2013 that provides Surrey business access to all contracting opportunities and business support to prepare businesses for working with the public sector.

A picture that tells a story



Consort House: The council purchased Consort House to better serve residents in the east of Surrey.

Improvement example (#6): Locating our staff where they are most needed

Tim Borrie (pictured right), Senior Project Manager, (Property Services, Change and Efficiency) talks about his experience



Challenge: The council's East Area office in Reigate had a lease renewal review and we took the decision not to renew and decided to purchase the freehold on Consort house in Redhill. The challenge was to move 450 staff from one building to the other over 2 weekends shortly after the London 2012 games.

Solution: As part of the Making a Difference programme of works, a multidisciplinary team with colleagues from Property, IMT, HR, Transformation, Communications and Smarter Travel, worked together to plan a streamlined move process that ensured minimum disruption to the building users. Early engagement with external stakeholders ensured that we had the required works in place before the London 2012 games started. Another key influence on the success of the project was consultation with the affected staff to ensure that all their views were being listened to and acted upon. They also played a major role in how the new building was laid out.

Impact: Being in the heart of Redhill means that our colleagues are better placed to deliver effective frontline services to residents in the east of Surrey.

Key thing I learnt: It really important to engage with staff as early as possible and work with them to help shape the environment they will be working in.

If you want to know more or want help with a similar challenge:
Please contact me at tim.borrie@surreycc.gov.uk

VALUE continued...

Improvement case study (#7): An award winning programme aimed at helping smokers quit before surgery

Dr Lisa McNally (pictured right), Public Health Principal (Public Health) talks about her experience



Challenge: Smokers embarking on surgical treatment have a much higher risk of post-operative complications. Aside from the impact on health, this can mean a longer stay in hospital and more time off work.

Solution: The Public Health team introduced a new referral policy and promotional system across primary and secondary care. We also developed a priority quit support service for people with upcoming surgery along with new, tailored resources and dedicated training for hospital staff. The 'Stop Before Your Op' programme was born!

Impact: Patients have shared their experiences through published case studies. For example, Jean – a 65 year old surgical patient told us about how she “immediately became defensive” when her GP advised to quit before her operation. But after successfully quitting with the Stop Smoking Service her conclusion was that “the actual habit was in my head and power was in my hands all along!”

We also won an award for the initiative from the NHS Institute for Innovation (see 'Awards' section – Annex A).

Key thing I learnt: To really make a difference you need to call the whole 'system' to action. From clinicians and managers to patients and families – everyone played their part.

If you want to know more or want help with a similar challenge: Contact the Stop Smoking Team in Public Health via www.surreyquit.net or get in touch with Lisa directly at lisa.mcnelly@surreycc.gov.uk

Improvement example (#8): Enhancing the quality of our data to improve service delivery

Simon Mitchell (pictured right), Maintenance Plan Team Leader (Maintenance Plan Team, Environment and Infrastructure) shares his experience



Challenge: We are refreshing a framework called the Surrey Priority Network (SPN) to plan strategies for Highway maintenance priorities and budgets for Surrey's roads and pathways. A key issue in the refresh was that over 80% of Surrey's roads are classed as lower category roads, for example, roads that link small villages together, and the data that we were getting for those roads was unreliable and meant that there were knowledge gaps of the network.

Solution: We came up with a solution following a review of our current data sources and conducting a benchmarking exercise with 19 other local authorities. We realised that by using population data and property addresses at the same time, we were able to model links between and through smaller catchment areas. This has resulted in better quality data for us to use.

Impact: Improved knowledge of the highways network will help us to make better informed investment decisions, leading to savings for the council. Enhancing our data collection techniques has also led to revisions in our maintenance programme, with activities designed around need.

Key thing I learnt: It is important to review processes and procedures from time to time to ensure they are fit for purpose. It could lead to an opportunity to improve things for residents or make savings.

If you want to know more or want help with a similar challenge: Please contact me at simon.mitchell@surreycc.gov.uk. You can read more about our work on the SPN through this [report](#).

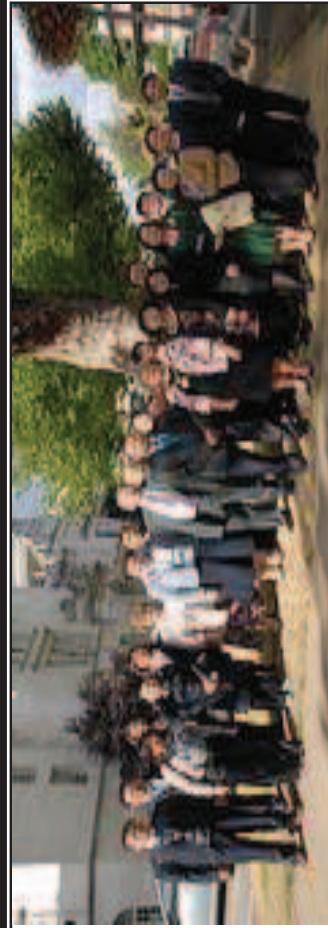
PARTNERSHIPS

We will work with our partners in the interests of Surrey

Key stats and facts

- ❖ The council is working with Elmbridge Borough Council to develop a volunteering scheme to help older residents to access “day-to-day” support by the local community.
- ❖ A single Surrey-wide domestic abuse service has been created to ensure closer joint working with partners.
- ❖ Yvonne Rees, Strategic Director of Customers and Communities has taken on the role of interim Chief Executive at Mole Valley District Council.
- ❖ The council continues to work with Isle of Wight Fire and Rescue Service to by providing facilities to host their emergency control centre operation.
- ❖ We continue to work with our counterpart authorities in the South East 7 (SE7) partnership to find further efficiencies and better ways of working.
- ❖ A partnership has been established with East Sussex to share procurement arrangements, which will deliver £2.5m savings and better value for taxpayers.

A picture that tells a story



International partnerships: Surrey hosted a delegation of education officials from China to share learning and develop partnership between schools.

Improvement example (#9): Joint working to raise children’s reading ability

Janet Thomas (pictured right), Library Programme Manager (Cultural Services, Libraries) shares her experience.



Challenge: Children’s reading skills can take a dip over the summer holiday period with so many other attractions. Our challenge is to provide something to encourage them to keep reading for the pure pleasure of it and have some fun while doing it.

Solution: The Summer Reading Challenge. We challenge 7 -12 year olds to read 6 books for fun during their school summer holiday, offering certificates and medals to keep them motivated. This year we worked with 147 schools by talking to pupils at assemblies and encouraging them to take up the challenge.

Impact: 14,668 children joined in and the fun they had was clear through the feedback. Joseph (9 yrs) felt “confident reading books ..above my age group. I really enjoyed it and it made me proud.” Max (7) looked forward to “surprising my teacher” by his reading prowess. Another boy who previously hadn’t chosen to read over summer “was keen to finish his books .. and has chosen to read with his grandparent who was transported back to his childhood”.

Key thing I learnt. Working with our school colleagues gives a huge boost to the scheme and the 64 joint medal ceremonies provide a great finish to the summer’s activities.

If you want to know more or want help with a similar challenge:
Please contact me at janet.thomas@surreycc.gov.uk or www.surreycc.gov.uk/libraries

PARTNERSHIPS continued...

Improvement example (#10): Sharing expertise for mutual benefit

Phil Mitchell (pictured right), Senior Principal Accountant (Finance, Change and Efficiency) shares his experience.

Challenge: Mole Valley had a vacancy for a Financial Services Manager. Recently, County and District have been working together increasingly on the financial aspects of several initiatives such as business rates pooling, the localisation of Council Tax support and the Troubled Families project. Here was an opportunity to take the partnership approach a stage further.

Solution: There are benefits for both councils. For Mole Valley, the vacancy is filled and I'm in a position to call on colleagues and contacts throughout Change & Efficiency to provide support and advice from SCC. In a smaller organisation where many functions are necessarily covered by one person only, this provides a measure of increased resilience. For Surrey, we develop expertise and understanding of the district's financial position and a first-hand comparison of our methods and processes with those in a smaller, slimmer organisation.

Impact: It's still early days – only 6 weeks in at the time of writing – and I'm immersed in the budget process. I've managed to import some of the techniques that were used successfully in Surrey's budget planning into Mole Valley's process.

Key thing I learnt: The size and diversity of services in the county means that Finance staff tend to specialise in particular service areas. At a District level, the scope of the role is wider and I need to know a bit about everything.

If you want to know more or want help with a similar challenge:
Please contact me at Phil.mitchell@molevalley.gov.uk



Improvement example (#11): More efficient ways of helping to protect residents from the risk of fire

Wayne Barrett (pictured right), Watch Manager (Fire Investigation and Community Risk Reduction, Fire & Rescue) shares his experience.

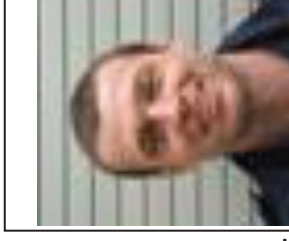
Challenge: Most home fire safety visits (HFSVs) came in the form of one-off demand from residents, which took a long time to arrange (up to six months) and often meant visits were delivered in isolation and may have missed properties at greater risk from fire.

Solution: We changed the way we worked by having teams covering a locality for a number of days consecutively and are on hand to respond quickly to residents wanting the service. Call handling was given to SFRS Joint Emergency Control Centre (JECC), which can generally pick up requests from the public and book in visits more quickly. The use of trained volunteers has enabled us to effectively 'double' our workforce and to continue with a campaign when the appliance has been called to an incident.

Impact: We have cut waiting times to between six to 14 days and are better able to identify residents who are at greater risk from fire incidents. We have had very positive feedback from the public on the benefits of the exercise. The revisions to the scheme have allowed us to work in a smarter way and better use of fire-fighter time equates to an annual efficiency saving of around £260,000.

Key thing I learnt: There is no substitute for offering the public an efficient service from their initial enquiry to receiving the service and effectively supporting staff to achieve the required objectives.

If you want to know more or want help with a similar challenge:
Please contact me at wayne.barrett@surreycc.gov.uk



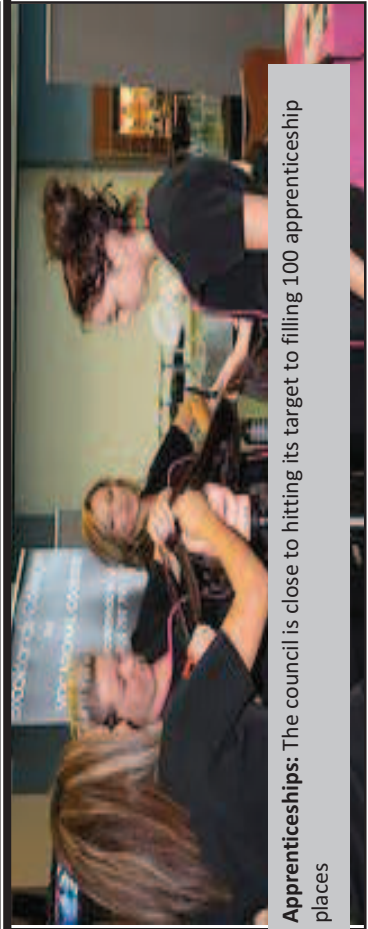
PEOPLE

We will develop and equip our officers and Members to provide excellent service

Key stats and facts

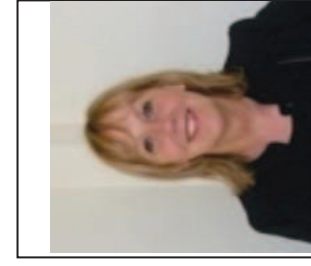
- ❖ The council is on track to fill 100 apprenticeship places at the authority, with 77 places filled to date.
- ❖ Year to Date Spend on staffing is £146.5m – approximately £5.5m under budget.
- ❖ 88% of staff understand how their work supports Surrey residents.
- ❖ 41% of staff would speak highly of the council as an employer – 5 percentage points higher than 2011 (36%).
- ❖ 7.75 days per FTE per year lost to sickness – 0.55 days above target. However, the long-term sickness trend is falling year on year, with 0.44 fewer days lost to sickness than September 2010 (8.19 days). It also represents better performance than the local government average (10.9 days sickness absence per FTE).
- ❖ Following the award in 2011 of the Charter for Elected Member Development, the council is working towards achieving the more advanced award, Charter Plus.
- ❖ October saw the launch of the Iconic Leadership Development programme – a joint venture between four councils in the South East including Surrey. Four of our most talented senior managers are participating on the scheme.

A picture that tells a story



Apprenticeships: The council is close to hitting its target to filling 100 apprenticeship places

Improvement example (#12): Developing the workforce of the future



Hannah Hamon (pictured right), HR Business Services and Training Team Manager, (HR and Organisational Development, Change and Efficiency) shares her experience.

Challenge: HR has been driving the council's apprenticeship scheme, so we wanted to support the scheme by recruiting an apprentice to join our team. We identified a number of tasks and activities including developing a system to loan out training equipment but we were keen that they would also bring fresh ideas to our processes.

Solution: While recruiting, we were conscious that many of the candidates were straight from school and may not be familiar with the interview process. We developed an in-tray exercise to give the apprentice an insight into the work we did which we hoped would make for a successful match.

Impact: The benefits for the team have been fantastic! The team has had such a buzz from seeing our apprentice grow. It's also been a great developmental opportunity for other members of the team to hone their coaching and mentoring skills and to develop in other areas, such as communication, team-work, problem-solving and IT skills.

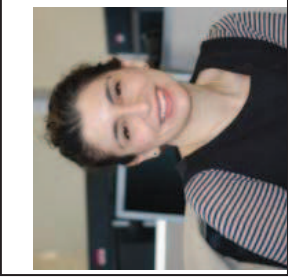
Key thing I learnt: There is great satisfaction in helping give a young person the opportunity to grow and develop. It has been great value for our team, so it's well worth getting involved with.

If you want to know more or want help with a similar challenge: Please contact me at hannah.hamon@surreycc.gov.uk.

QUALITY

We will ensure the highest quality and encourage innovation

<p>Key stats and facts</p> <ul style="list-style-type: none"> ❖ 99% of road safety defects being repaired within 28 days. ❖ On track for 97% of young people in Years 12 to 14 participating in education, employment or training. ❖ All 1437 additional school places required for September 2012 were delivered. ❖ The council is ranked 9 out of 32 Waste Disposal Authorities in England for waste recycled for 2011/12. ❖ A contract was agreed with BT to deliver Superfast Broadband. The estimated benefit to the county economy is £28m annually. ❖ Technology will assist with preparations for adverse weather conditions this winter, using gritters equipped with GPS trackers and thermal maps of salting routes.
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<p>Improvement example (#13): Making it easy for customers to complain to drive better outcomes</p>	 <p>Loulla Woods, Customer Relations Manager (Customer Services, Customers & Communities) shares her experience.</p> <p>Challenge: Securing recognition by all staff and Members that customers have the right to complain and to have things put right when we have failed in some way. Every complaint is an opportunity for us to learn and improve.</p> <p>Solution: We implemented a complaints policy that has a clear message – we encourage complaints because they are good for business. Having a policy demonstrates the council’s commitment to listen and learn from its customers and it works because it is supported by a robust complaints procedure that ensures fair and impartial outcomes.</p> <p>Impact: The council regularly exceeds its corporate target (90%) of responding to complaints within 10 working days. Our complaints procedure is considered by the Assistant Local Government Ombudsman as a model of good practice. Of all the (corporate) complaints made to the LGO last year, none led to fault being found because we had thoroughly investigated and taken appropriate action already.</p> <p>Key thing I learnt: Complaints can be emotive and challenging and it’s natural for staff to feel defensive when their service or team is being complained about. So it’s really important to invest in training and support for staff so they feel empowered to be objective, impartial and fair minded in complaint investigations in order to get the right outcome.</p> <p>If you want to know more or want help with a similar challenge: Please contact me at loulla.woods@surreycc.gov.uk or go to Surrey County Council - Comments compliments and complaints</p>
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<p>A picture that tells a story</p>  <p>Winter preparation: The Council is using the latest technology to prepare for any adverse weather conditions this year.</p>

QUALITY continued...

Improvement example (#14): Speeding up the issue of Blue Badges

Jacquie Thompson (pictured right), Blue Badge team officer (Blue Badge Team, Customer and Communities), shares her experience



Challenge: on 1 January 2012 the Government introduced a new national Blue Badge application process in attempt to reduce fraud. Whilst the changes made the process more robust it slowed turnaround times as customers had to provide more information.

Solution: The Blue Badge team reviewed their processes and simplified the forms and online guidance for customers. The team has also begun calling customers when further information is required opposed to sending them letters. Calling customers has sped the process up and also reduced the number of unnecessary and quite time consuming reviews.

Impact: The average time to process Blue Badges has reduced from an average of 6 weeks to 6 days. The team also now rejects less people who have a genuine need but have not completed their application correctly.

Key thing I learnt: A few simple changes to processes can have a huge impact on customers. The team is now conducting a more extensive review of the process using the 'Rapid Improvement Event' methodology with the Customer and Communities Policy Team.

If you want to know more or want help with a similar challenge:
Please contact alison.wright@surreycc.gov.uk

Improvement example (#15): Supporting people with dual sensory loss to live independently

Bev Bishop (pictured right), One-to-one Support Team Manager (Surrey Association for Visual Impairment - SAVI) shares her experience.



Challenge: Miss S has a dual sensory loss (DSL). Until May 2011, when Miss S had a fall at home, she had been living independently in a first floor flat for at least 10 years. Miss S's recovery was not as quick as was hoped and after leaving hospital she remained in a residential home for over a year. During this time she experienced some additional setbacks in terms of health and emotional wellbeing. It was always Miss S intention that she would return to living independently, in the community, with a support package, as soon as she was able.

Solution: The SAVI Communicator Guide and Specialist Sensory Worker (DSL) worked with Miss S, her family, care practitioner and care provider to plan for Miss S to move to a new flat. There were lots of elements to this including agreeing and planning the specialist nature of the care support required, providing emotional support to Miss S and her family, and assisting Miss S to plan weekly routines and get out and about to the shops, medical appointments and social events.

Impact: Miss S has moved out of residential care into her new home. She is becoming more confident and independent in her new home. Miss S said "marks out of 10 for Communicator Guide Service, 9.5!"

Key thing I learnt: The importance of working in partnership to help people to manage their own support in a setting which will enable them to regain their independence.

If you want to know more or want help with a similar challenge:
Please contact me at bbihsop@sa-vi.org.uk or see the SAVI website at: <http://www.surreywebsites.org.uk>

STEWARDSHIP

We will look after Surrey's resources responsibly

<p>Key stats and facts</p>	<ul style="list-style-type: none"> ❖ To date, 55% of the council's waste is being recycled. ❖ The switchover from analogue to digital television has resulted in a 40% increase in television recycling for the first six months of 2012 when compared to the same period last year. ❖ We are cutting carbon emissions from the council's buildings – we have generated 12% less CO2 emissions than in 2009/10. ❖ The UNICORN single shared IT network with Berkshire is forecast to deliver £5m savings for the council. ❖ Work on the Eco-Park has been able to progress as the period of time to challenge the planning application has elapsed without any challenges being received. An Environmental Permit has also been issued by the Environmental Agency. ❖ The council's external auditor, in his 2011/12 Annual Governance Report, confirmed the council is now in the lowest 20 per cent of county councils for spending per head of population. This has been achieved through cost reductions, procurement savings and efficiencies.
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<p>Improvement example (#16): Watching our wastes – changing behaviours for a sustainable Surrey</p>	<div data-bbox="327 134 662 380" data-label="Image"> </div> <p>Felicity Stanbridge (pictured right), Campaign Communications Officer, (Communications, Chief Executive's Office) shares her experience.</p> <p>Challenge: Recent research indicates that Surrey residents produce about 80,000 tonnes of food waste every year, which has significant environmental and financial implications. The cost of collection, disposal and treatment runs into millions and, according to WRAP (Waste and Resources Action Programme), wasted food costs the average family up to £50 a month. We aimed to stimulate a change in behaviour that results in Surrey residents throwing away less food and result in significant financial savings and less waste going to landfill.</p> <p>Solution: An integrated approach was used for a campaign using a variety of channels to communicate the campaign's key messages most effectively within the budget, to raise awareness of the need to reduce food waste.</p> <p>Impact: The campaign generated the equivalent of over £26,000 in media coverage. We spoke to nearly 3000 residents at live events and secured over 1500 pledges to reduce food waste. Waste tonnage data in April showed a 3500 tonne reduction year on year, saving over £7.6m.</p> <p>Key thing I learnt: Communicating, and specifically illustrating, the volume of food being wasted has a shock factor that gets people to stop and think before throwing food away. It's all about education and helping residents to change their behaviour in a positive way.</p> <p>If you want to know more or want help with a similar challenge: Please contact me at lovefoodsurrey@surreycc.gov.uk or see www.lovefoodsurrey.com.</p>
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<p>A picture that tells a story</p>	<div data-bbox="981 1120 1380 2072" data-label="Image"> </div> <p>Excellence in recycling: Residents are playing a big part in helping the council meet its recycling target.</p>
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LONDON 2012 IN SURREY

“I have taken enormous satisfaction from the way that Surrey made the most of being part of one of the greatest sporting events that the country has ever experienced. The Olympics and Paralympics showcase many fantastic examples of a ‘One Team’ approach in action” - David McNulty

RESIDENTS

Getting involved – the Surrey Ambassador’s scheme

The Ambassador’s Scheme was part of a national programme of volunteer recruitment to ensure that spectators at the Olympics events were given a warm welcome. There was a high level of interest in the scheme:

- **700 Surrey residents** applied to be Ambassadors.
- **420 people were recruited as Ambassadors**, with **100%** of them turning out to help at the Torch Relay and Cycling events.

One of the Ambassadors at Reigate, Lisa Fairman-Brown, said:

“I found yesterday’s Torch Relay through Reigate to be the most amazing, brilliant, wonderful and fun thing to be a part of. The atmosphere was so lovely and it was great to be a part of the Surrey Ambassadors team.”



A Surrey Ambassador giving advice to a spectator

VALUE

Boosting Surrey’s economy

Surrey took full advantage as one of the surrounding counties to London by developing commercial opportunities to stimulate economic activity:

- The Torch Relay and Cycling events were estimated to have raised **£44m** for the county’s economy.
- Surrey companies won **340 Olympics-related contracts** – more than any other county in the South East region. This generated **£800m** for the local economy.
- Surrey facilitated pre-Games training camps for **43** foreign teams, including Croatia. They contributed over **£700,000** to Surrey’s economy.

A guest at the Woking business event told us:

“The business event was very informative and there was a lot of enthusiasm from the main parties; it was really good.”



Delegates in discussion at one of the Olympics business presentation events.

PARTNERSHIPS

'One Team' working in action

The success of the Olympics would not have been possible without the close working relationships we have with other public agencies and the private and voluntary sectors.

- The council worked in partnership with **other local authorities**, and the **private and voluntary sectors** to host **Live Sites** around the county. These were locations where spectators could watch large screen TVs in a **community atmosphere** as well as enjoy other entertainment and activities.
- Close working with **other local authorities** and the **Police** ensured that the Torch relay event went smoothly and without incident.

Juliette Shears from Walton attended one of the Live Sites:

"Just to say well done to your team for organising such a fun 'location' at Walton Green, Esher for the speed trials. We had a fantastic day, the atmosphere was brilliant. It cost us nothing!"



Young people playing wheelchair basketball

QUALITY

Delivering a high quality Games

It has taken years of preparation and hard work to be able to produce Olympic events that the county can be proud of. The scale of the task is illustrated by the following facts:

- Deployment of **1000** road closure signs, **199 kilometres** of safety barriers, **3000** advance warning signs and **5000** cones along the Torch Relay and Cycling routes.
- **10 highway features**, for example traffic islands, were temporarily removed then reinstated.
- All roads that closed for the cycling event were **reopened ahead of schedule**.
- **91%** of residents that lived along the Torch Relay and Cycling routes **felt informed** of the impact the planned disruption would have. This was due to the distribution of regular newsletters to homes and businesses on the route.
- Surrey County Council engagement officers attended over **60** events, and held face-to-face discussions with over **4000 residents** and **80 businesses**.

Here is the reaction from one of our residents:

"I have been watching the cycling from the roadside in Esher and have been very impressed by the low key orderliness and organisation. Thank you for the various newsletters you have distributed to keep us informed. Surrey County Council has excelled!"



Cycling event in action at Box Hill

PEOPLE

Developing opportunities

For some of the volunteers that were involved in Surrey's Olympics preparations, this presented them with an opportunity to develop new skills and gain confidence:

- 60 adults took part in the **Personal Best programme**, which offered volunteering skills and work experience opportunities to those who have few or no qualifications or were unemployed. Two graduates of the scheme went on to become **Games Makers** at London 2012.
- Colleagues in 25 libraries and 12 museums received training to become **Tourist Information Points**. The training was facilitated by the Guildford Tourist Information Centre and the Surrey 2012 team.
- Surrey helped to recruit 20 participants for the **BP Young Leaders scheme** – the highest for any county outside of London. They were tasked with **organising community projects**, which enabled them to gain experience, develop confidence and learn how to become leaders of the future.

Fran Edwards took part in the Young Leaders scheme:

“It is such a privilege and honour to be selected as one of the Young Leaders, when there were only 100 places in the UK. I’m already learning a lot about the qualities that I need to become a leader by developing programmes in the local community. It is a dream come true to be involved in the Games.”



Fran Edwards with Dame Kelly Holmes

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STEWARDSHIP

Sustaining service delivery

Despite the inevitable disruption that the Olympics would cause to people's everyday lives, the council put plans in place to ensure that the effect on council services and businesses was minimal.

- **1500** vulnerable adults were identified and cared for by Adult Social Care.
- Diversions were put in place for **public transport routes** to maintain service provision.
- A **multi-agency traffic management plan** was produced, which included managed access plans for residents. District and Borough Councils have been complimentary about the effectiveness of the plan for managing the Torch Relay event.

A spokesperson for the Lifestyle Services Group said:

“From our perspective, the day went very well; we were able to maintain our service and customers were not impacted at all. Your presentation to talk through the impact of the events was particularly helpful.”



The cycling event route is shared with local businesses

CONCLUSION

55. The council has faced a number of extra ordinary events and challenges over the last six months and has **met these challenges successfully**. In doing so the council has built on the strong progress made over the last four years and demonstrated an ability to respond effectively to new and significant challenges.
56. The achievements of the last six months - and the last four years - give me **great confidence** that the council can successfully navigate the incredibly tough set of challenges it will face in the coming months and years.
57. There will as always be a huge range of things we need to focus on over the next six month period. In particular it is crucially important that we focus on **developing a stronger platform for innovation**. The complexity and scale of the challenges ahead require us to develop an innovation capacity and capability that compares well not just to other local authorities, but to leading organisations from all sectors and industries. We have a sound base from which to do this and I will be engaging with Members to further develop our approach. There will be a Local Government Association led peer challenge in late February that will help test and refine our plans.
58. Supporting **economic growth** and strengthening the competitive position of the county will remain a key priority over the coming months. We will continue to work in close collaboration with our partners, including the South East 7, other councils and public services in Surrey, the voluntary, community and faith sector, and private sector partners.
59. In April responsibilities for **public health** will formally be transferred from the NHS Surrey to the council. The “soft transfer” of public health staff into the council has helped to smooth the transition and a report on future plans was presented to **Cabinet on 27 November 2012**. Over the next six months the important joint work on **health and social care** will continue to be taken forward through Surrey’s Health and Wellbeing Board.
60. There will of course be lots to do in late December and early January to analyse what the **local government finance settlement** means for Surrey. A Member seminar is scheduled for 17 December and there will discussions in January so Members are ready to agree on the budget at Council in February.
61. Members may also be aware that there is an **election** due to be held in May 2013. Members will of course be paying particular attention to this over the coming months. Equally, officers will be working to ensure the processes and procedures are run smoothly and a full induction programme is planned for new and returning Members.
62. I look forward to continuing our work as **one team** over the coming months. I want to state again how grateful I am to Members for their continued leadership, input as “critical friends” and commitment to improving outcomes and value for money for Surrey residents. I intend to pull together a report in June 2013 which will provide a full assessment of the period of the current Council from 2009 to 2013.

Lead/Contact Officer:

David McNulty, Chief Executive, 020 8541 8018

Sources/background papers:

One County One Team Corporate Strategy 2012-17 report to Council, 7 February 2012

Medium Term Financial Plan and Directorate Strategies 2012-17 report to Cabinet, 27 March 2012

Q2 2012/13 Business Report to Cabinet, 23 October 2012

Budget Monitoring Forecast 2012/13 (period ending October 2012), Report to Cabinet 27 November 2012

ANNEX A – EXAMPLES OF AWARDS AND PRAISE RECEIVED

- Cabinet Office Minister, Francis Maude, praised the council for being **social work pioneers**. This was in response to establishment of an independent organisation to give deaf and hard of hearing people more **personalised care**. The Minister had previously praised the council for the Public Value Review programme for finding better ways of spending public money.
- The council, with highways contractor May Gurney, won an award for '**Innovation in partnering**' from the Association of Consultant Architects for achieving **£6m of savings in a year**. May Gurney saved £4.1m on the previous road maintenance contract covering potholes, winter work and the upkeep of bridges. A further £1.9m of savings were realised against previous deals to clean drains and improve road surfaces. They have also beaten the tough performance standards set by the council, with latest performance information showing **98% of potholes are fixed or made safe within 24 hours**.
- An initiative to transform young people's services has won two awards at the **Chartered Institute of Purchasing and Supply Awards**. The project saw community groups take over the running of youth centres and delivered £1.8m savings for taxpayers. The Council won awards for **Best Public Procurement Project** and **Best People Development Initiative**, which rewards high quality staff training.
- The Reigate Hill footbridge project, carried out with Balfour Beatty, was **highly commended** in the small project category of the **ICE Thames Valley Engineering Excellence Awards**. Structural improvements were made and railings recast to update the bridge used by walkers on the North Downs Way to cross the A217.
- The council's Public Health team won the **NHS Vanguard Programme 'Best in Region' Award** - from the NHS Institute for Innovation and Improvement. It is given for what they see as the **best innovation in relation to health and well-being**. It was awarded for an initiative aimed at increasing the extent to which smokers accessed NHS Stop Smoking Services prior to undergoing surgery (see case study on page 9). Quitting just a few weeks before surgery significantly reduces the risk of post-operation complications such as surgical site infections. The number of quitters was increased by **600%**, with **projected annual savings of £500,000**.
- The council's **Finance** team won a Bronze award in the **Progress through Transparency** category at the **IESE Improvement and Efficiency Awards 2012**. The judges recognised the efforts of **closing accounts on a quarterly basis**, not only in terms of the speed of closure, but also recognition of the provision of **in-year information on the council's financial position**, which is important to decision makers.

- The council has been shortlisted for three categories at the **LGC Awards 2013**. The first shortlisted nomination is for the **Council of the Year** award. The result will be announced in March 2013.
- The second award the council was nominated for was in the **Health and Social Care** category for the work being done on **Prevention through Partnership**. Some of the benefits from this work include introducing a **free, universal telecare service** with potential take-up of over 8000 clients
- The third **LGC Award** the council has been shortlisted for is in the **Corporate Governance** category.
- **Surrey-i**, the council's one stop portal for data, information and intelligence about Surrey, was a shortlisted finalist in the **UK IT industry awards 2012**.
- The council won the **SOCITM National Award for Innovation** for 2012 for the **Modern Worker Programme**.

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County Council Meeting –11 December 2012

REPORT OF THE CABINET

The Cabinet met on 23 October and 27 November 2012.

In accordance with the Constitution, Members can ask questions of the appropriate Cabinet Member, seek clarification or make a statement on any of these issues without giving notice.

The minutes containing the individual decisions for 23 October 2012 meeting are included within the agenda at item 13. The minutes of the 27 November 2012 meeting will be circulated separately. Cabinet responses to Committee reports are included in or appended to the minutes. If any Member wishes to raise a question or make a statement on any of the matters in the minutes, notice must be given to Democratic Services by 12 noon on the last working day before the County Council meeting (Monday 10 December 2012).

For members of the public all non-confidential reports are available on the web site (www.surreycc.gov.uk) or on request from Democratic Services.

1. STATEMENTS/UPDATES FROM CABINET MEMBERS

Local Account

I am pleased to bring the Adult Social Care Local Account.

Following the decision by CQC to discontinue its national inspections of Adult Social Care Departments, the Department of Health decided that the presentation of the position of local authorities would be a way of highlighting the position within the sector.

I believe that the report enclosed with your Green Book shows a significant improvement on the last inspection which showed that the department had moved from 'Adequate' to 'Performing Well'. The report shows an improved picture and I would have hoped for an enhanced assessment under the old system. In many respects the Department is now performing at an improved level and this is increasingly being recognised at national level. There is still significant work to be done to further increase the level of performance within the Department and this is being monitored via sixteen development projects. Many of the original projects have now been implemented and become embedded within our normal work.

Significant thanks and praise must go to all the managers and personnel within the Department who have coped with so many changes regarding structure, relocation and IT systems without complaint and with professional diligence and commitment.

There is still work to be done to ensure an equality of good practice, particularly in relation to personalisation across the system.

From the outset we have had two drivers. The first, a good service for every individual for whom we provide care and the second that this should be done, and could only be done, by running a good business. Therefore, we use PVRs not just to ensure value for money but to ensure that the service was the correct service with better outcomes for the users.

This has been done against a background of financial austerity where over three years, including this year, the Department has been called upon to make savings of £88 million with a further £83 million savings expected in the next four years. This at a time we have increased pressures from transitions, dementia and a growing older population -- a considerable achievement.

In the future we need to reconfigure some of our delivery through continued integration at Borough and District level, leading joint commissioning through the Health & Wellbeing Board with the wider medical community and delivery of some services via a local authority trading company.

A whole programme not easily achieved – but achievable.

Michael Gosling
Cabinet Member for Adult Social Care and Health

2. RECOMMENDATIONS ON POLICY FRAMEWORK DOCUMENTS

27 November 2012

A SCHOOL ORGANISATION PLAN 2012 2021

1. The Cabinet at its meeting on 27 November 2012 considered the report on the School Organisation Plan 2012 - 2021. The recommendations and reasons for recommendations considered by Cabinet are attached at Appendix 1. The report submitted to Cabinet is attached as Appendix 2, with the School Organisation Plan being attached separately to the agenda.

2. The Cabinet RECOMMENDS:

That the School Organisation Plan 2012 – 22 be approved.

B SUPPORTING THE ECONOMY THROUGH INVESTMENT IN TRANSPORT AND INFRASTRUCTURE 2012 -2019

1. The Cabinet at its meeting on 27 November 2012 considered the report on Supporting the Economy through Investment in Transport and Infrastructure 2012 2019. The recommendations and reasons for recommendations considered by Cabinet are attached at Appendix 1. The report submitted to Cabinet is attached as Appendix 3.

2. The Cabinet RECOMMENDS:

- (1) That the revised list of Surrey County Council Major Schemes, as laid out in Annexes 1 and 2 of the submitted report, be endorsed.
- (2) That the choice of Major Schemes to be progressed in any given year to be taken by the Strategic Director Environment and Infrastructure in consultation with the Cabinet Member for Transport and Environment.
- (3) That the “New Homes Bonus” funding be used to provide for that proportion of the preparatory work relating to the schemes, which is not recoverable from capital funding. The estimated cost of this for the 2012-15 period is c. £1.2m.

- (4) That the Cabinet be provided with a high-level update on the Major Schemes programme every 2 years, except where significant developments require immediate referral.
- (5) That support continues to be given to Highways Agency (HA) and National Rail (NR) schemes in Surrey as detailed in their programmes, in Annexes 3 and 4 of the submitted report.
- (6) That delegated authority be given to the Strategic Director for Environment and Infrastructure in consultation with the Leader and Cabinet Member for Transport and Environment to approve changes to the list of schemes where these are individually valued at less than £5 million.

3. REPORTS FOR INFORMATION / DISCUSSION

A PUBLIC VALUE REVIEW PROGRAMME CLOSING REPORT

1. A three-year Public Value Review (PVR) Programme was launched in July 2009 to review all Council services and functions. The objective of the Programme was to identify ways to improve outcomes for Surrey residents and ensure the Council delivers value for money by reducing costs. A focus on 'public value' meant putting the things that are most important to Surrey residents at the heart of the changes the Council needed to make.
 2. The Programme has been completed successfully. The 29 reviews undertaken have delivered a range of performance improvements and supported the implementation of new and innovative ways of delivering services. At the same time the Programme has made a vital contribution to delivering savings, identifying total savings of £279m to be delivered by 2016.
 3. The achievements and lessons learnt from the Programme are set out in the Cabinet report, attached as Annex 1 to that report and which will be circulated widely within and outside of the Council.
- 4. The Cabinet agreed:**
- (1) That the achievements delivered through the Public Value Review Programme be acknowledged.
 - (2) That officers, Members and other stakeholders who contributed to the PVR Programme be thanked.
 - (3) That the PVR Programme be formally closed and Cabinet Members and Strategic Directors be asked to ensure agreed PVR improvements and savings are delivered and monitored through the Council's financial, performance and risk management arrangements.
 - (4) That Select Committees be requested to continue to play a vital role via monitoring and scrutiny to ensure delivery of PVR improvements and savings.
 - (5) That the PVR Programme Closing Report be agreed and published on the Council's website and circulated widely within and outside of the Council.

B ONE COUNTY, ONE TEAM – STRENGTHENING THE COUNCIL’S APPROACH TO INNOVATION

1. Over the coming years the council will need to continue to strengthen its capacity and capability to innovate in order to continue improving outcomes and value for money for Surrey’s residents. The Cabinet report explained the reasons for this and describes the development of a strategic framework to achieve a strong “One Team” approach to innovation.
2. The council will define innovation as “**ideas into action to improve lives in Surrey**”. This simple and broad definition allows for the fact that innovations come in many forms: they can be small or large scale; incremental or radical; they can relate to a specific service, a process or a whole system; they can be entirely new or borrowed and applied in a new setting; but whatever they are, they must improve the lives of Surrey’s residents.
3. An overall strategic framework is required to help embed a “one team” innovation approach into the council’s DNA. The strategic framework is purposefully high level. It has three elements.
 - A definition of innovation for Surrey
 - The process and key phases of innovation
 - The building blocks for stronger innovation
4. **The Cabinet agreed:**
 - (1) That the strategic framework for innovation set out in the report in order to build on the council’s recent achievements and further strengthen its innovation capacity and capability be approved.
 - (2) That the Chief Executive works with colleagues to develop and implement the strategic framework for innovation and provides a progress report to the Cabinet on 26 March 2013

**Mr David Hodge
Leader of the Council
30 November 2012**

CABINET IS ASKED TO MAKE THE FOLLOWING RECOMMENDATIONS TO THE COUNTY COUNCIL:

A. SCHOOL ORGANISATION PLAN

That the School Organisation Plan 2012 – 22 be approved.

Reasons for Recommendations

The School Organisation Plan is a key contextual document used by Schools and Education Stakeholders when making long term plans. Its annual review is necessary to ensure that the best information is used in this planning process. Any comments received can both inform the existing plan and shape future iterations.

B. SUPPORTING THE ECONOMY THROUGH INVESTMENT IN TRANSPORT AND INFRASTRUCTURE 2012 - 2019

1. That the revised list of Surrey County Council Major Schemes, as laid out in Annexes 1 and 2 of the submitted report, be endorsed.
2. That the choice of Major Schemes to be progressed in any given year to be taken by the Strategic Director Environment and Infrastructure in consultation with the Cabinet Member for Transport and Environment.
3. That the “New Homes Bonus” funding be used to provide for that proportion of the preparatory work relating to the schemes, which is not recoverable from capital funding. The estimated cost of this for the 2012-15 period is c. £1.2m.
4. That the Cabinet be provided with a high-level update on the Major Schemes programme every 2 years, except where significant developments require immediate referral.
5. That support continues to be given to Highways Agency (HA) and National Rail (NR) schemes in Surrey as detailed in their programmes, as laid out in Annexes 3 and 4 of the submitted report.
6. That delegated authority be given to the Strategic Director for Environment and Infrastructure in consultation with the Leader and Cabinet Member for Transport and Environment to approve changes to the list of schemes where these are individually valued at less than £5 million.

Reasons for Recommendations

The programme has been designed primarily to support economic growth and regeneration in Surrey, in partnership with district and borough councils. However, schemes will also be consistent, where applicable with other objectives in the Surrey Local Transport Plan.

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SURREY COUNTY COUNCIL

CABINET

DATE: 27 NOVEMBER 2012

REPORT OF: MRS LINDA KEMENY, CABINET MEMBER FOR CHILDREN AND LEARNING

LEAD OFFICER: NICK WILSON, STRATEGIC DIRECTOR FOR CHILDREN AND LEARNING

SUBJECT: SCHOOL ORGANISATION PLAN



SUMMARY OF ISSUE:

The Cabinet is asked to consider the Surrey School Organisation Plan 2012 -2022.

The Surrey School Organisation Plan (previously called 'School Organisation in Surrey, SOIS) for 2012-21 is a contextual document which sets out the policies and principles underpinning school organisation in Surrey. It highlights the likely demand for school places as projected over a 10 year forecast period and sets out the potential changes to provision that may be required in order to meet the statutory duty to provide suitable and sufficient places.

The report includes a summary of the key points in the plan – the full version has been available as draft on the Surrey County Council website.

RECOMMENDATIONS:

It is recommended that the School Organisation Plan 2012 – 22 is approved for recommendation to Council.

REASON FOR RECOMMENDATIONS:

The School Organisation Plan is a key contextual document used by Schools and Education Stakeholders when making long term plans. Its annual review is necessary to ensure that the best information is used in this planning process. Any comments received can both inform the existing plan and shape future iterations.

DETAILS:

1. The County Council has a statutory responsibility to provide sufficient school places to meet the needs of the residents of the area. The Council must monitor future demand and make appropriate changes to provision where necessary in order to meet its statutory responsibilities.
2. The Surrey School Organisation Plan (previously called 'School Organisation in Surrey, SOIS) for 2012-21 is a contextual document which sets out the policies and principles underpinning school organisation in Surrey, highlights

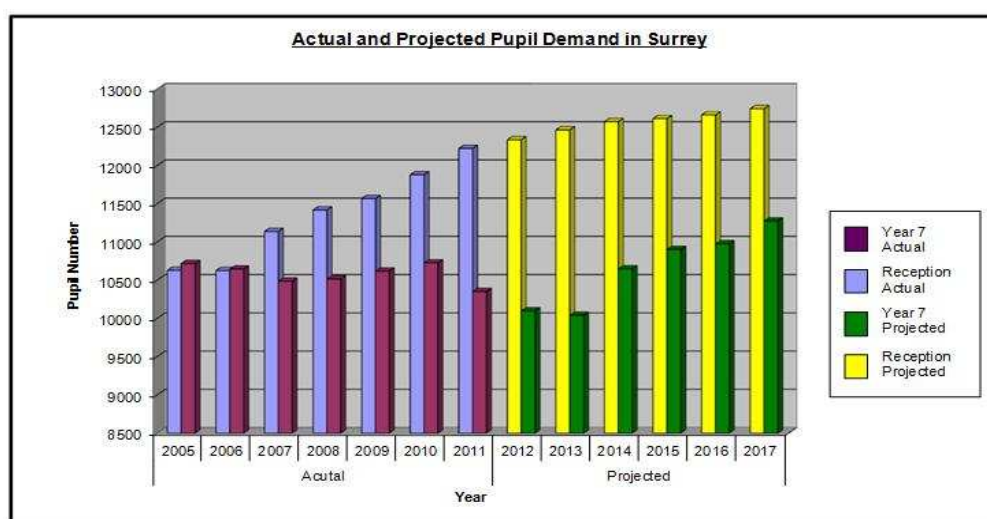
the likely demand for school places as projected over a 10 year forecast period and sets out the likely changes to provision that may be required in order to meet the statutory duty to provide suitable and sufficient places.

3. The current context is one of a rising primary school population across Surrey that will feed into the secondary school sector in due course. The County Council has established a capital programme to expand school places across the County. The current 5 year programme, 2012-17, will provide around 8000 primary places, equivalent to over 19 two form entry primary schools and 600 secondary places, equivalent to a four form entry secondary school. Further school places are being planned to be provided up to 2021.
4. A 15-year outline strategy plan is being identified in the context of supporting District and Borough Infrastructure plans and this should provide more clarity to support infrastructure contributions from developers as well as informing longer-term financial planning. Clearly any strategy beyond five–six years will be subject to significant change. However, the perspective afforded by longer-term projections is informing current decision-making.
5. Demand for school places for September 2012 exceeded the number of pupils forecast for this year. For the reception year in 2012 the Council provided an additional 42 classes and part classes. Increases in demand were most acute in the urban areas across Surrey. Officers have signalled that further places may need to be planned for over the next five years. This potential need will be considered in the next budget round for the period 2013-18.

School Organisation Plan Summary

6. Chapters 1 to 5 of the Plan discuss principles for planning future provision in Surrey before going on to discuss the current context and projections of future need in individual boroughs and districts in chapters 6 to 16.
7. Chapter 1, the introduction, sets the document within the context of the Surrey Children and Young People’s Plan. It also sets out the Councils core function to ensure that: “ sufficient high quality, maintained school provision is available to meet the needs of all Surrey children and young people” and “that all maintained schools are able to function as high quality, viable and financially efficient institutions.” The Surrey Context, chapter 2, gives an overview of the County in respect of local demographics and the current pattern of education provision and the value Surrey places on its diverse provision. It is emphasised that the County Council has no wish to disrupt what is working well but that, where new or changed provision is required, it is sensible to plan to a consistent set of guidelines. Chapter 3 sets out the Council’s statutory duties with regard to the provision of school places to pupils from 0 to 19 years of age.
8. Surrey has agreed a set of principles to which it adheres when making changes to school organisation. These principles are set out in detail in chapter 3 by sector. They include:
 - giving priority to organisational change that promotes inclusion;
 - a preference for primary schools rather than separate infant and junior schools (having regard however to existing links and relationships);

- promoting federations of small infant schools, particularly in rural areas, feeding into junior provision;
 - planning within a range of planned admission numbers (PANS)- for primary provision between 1 form of entry (30 places per year) and five forms of entry (150 places per year) and for secondary provision between five forms of entry (150 places per year) and 12 forms of entry (360 places per year);
 - Co-educational provision rather than single sex;
 - New secondary provision being on an 11-16 model unless the new provision arises out of existing successful and thriving 6th form provision or the college sector is unable to offer appropriate provision or the local schools and FE providers in the area agree that the new provision should include post16.
9. Chapter 3 of the Plan also outlines the context within which changes in school organisation are made with particular respect to changes in demographics and the school age population and in relation to securing excellence within Surrey Schools. It further describes the legislative framework through which changes in school organisation are achieved, including a description of recent relevant changes relating to Free Schools and Academies.
10. In chapter 4 the Plan describes the process by which school age population forecasts are produced including the Council's use of planning areas. The key variables impacting upon these are also further described with specific reference to new housing and changes in the wider economy.
11. Chapter 5 sets out the current demographic trends affecting the Surrey School population and the forecast demand for school places in Surrey. Surrey is experiencing a significant increase in demand in school places following a 20% rise in birth rates over the last 10 years. In addition there have been changes in the demand patterns between the state maintained and private school sector, increased migration into Surrey and increases in demand as a result of new house building. The following table illustrates this by indicating historic and forecast Primary and Secondary intake numbers.



12. For each Borough and District within the Plan, primary and secondary provision is separately discussed. Recent births and projected birth trends are

set out. The implications of the projections and their relative accuracy are discussed and where additional provision is likely to be required or removed, it is identified in broad terms rather than in detail, since in most instances formal proposals have not been made. The issues in brief for each area are set out in the following paragraphs.

13. **Elmbridge:** Births have increased by more than 25% since 2001. In the Primary sector four permanent forms of entry have been provided since 2009 and the numbers of pupils entering reception are expected to continue to rise throughout this planning period. Although the need will not be distributed evenly across the Borough it is stated that all areas in Elmbridge are projected to experience a shortfall in places over the next ten years. Forecasts suggest that a further seven forms of entry (one form = 30 pupils) per year may be required by the end of the forecast period, five forms by 2014 and six forms by 2015 and seven by 2021.

In the Secondary sector numbers are forecast to rise steadily from 2013 leading to a likely need for an additional form of entry by 2015. If the numbers continue to increase as projected, a further 5 forms of entry will be required to accommodate extra pupils by 2021.

14. **Epsom and Ewell:** Births have increased by more than 20% since 2001 and the numbers of primary pupils had been forecast to rise from 2009. In reality the Council did not experience an increase in demand for places in the Borough until 2012 when two additional classes were provided. Forecasts indicate that we will need to provide 3 to 4 permanent forms of entry by 2015 with potentially a further form in the 2015 – 2020 period. The increase in demand is not uniform throughout the Borough and there is considerable variance caused by cross border movement. However, the areas of greatest demand have centred on Central and North Epsom.

In the Secondary sector the numbers of pupils entering Year 7 are projected to decline from 2011 in Epsom and Ewell, but then recover from 2014. Additional provision may be needed from 2019, with potentially 3 forms of entry by 2021.

15. **Guildford:** Births have risen in excess of 15% since 2001 and are predicted to continue to rise. Within Guildford Town there is a shortage of places now. An additional form of entry has been provided each year in the Town since 2009. Four further forms of entry are forecast to be required by 2015, 2 of which are being developed in detail with schools. There is the potential, if current trends continue, for a further additional form in the town in the 2015 – 2020 period. In the villages and rural areas outside the Town there are some pockets of high demand. At present we are not challenged in providing the appropriate number of places but this will need to continue to be monitored closely.

In the Secondary sector, the current surplus of places is set to increase until 2013 to around 150 places, then it will reduce and potentially there will be a shortage of Year 7 places by 2019. No action is proposed other than to validate the projections before deciding what changes might be required locally.

16. **Mole Valley:** Since 2001, births remained relatively stable until 2006 when there was a marked increase (up 5% on the previous year, 8% over 2001

figure.) This increase has been sustained and births are now 12% above the 2001 figures. Births are projected to increase gradually over the next few years and reception cohorts to do likewise. Throughout the planning period whilst the overall capacity within the District is greater than the forecast demand this masks considerable differences between areas. In the South of the District there are a large number of surplus places. To the North of the District in Ashted in 2012 two additional classes were provided to meet an increase in demand. Should the 2012 numbers be repeated in this area additional school provision would need to be considered.

In the Secondary sector we would not expect to increase provision for the foreseeable future. The District as a whole is projected to maintain a small surplus of secondary places over the next 10 years.

17. **Reigate and Banstead:** Births reached a low point in 2001, since then they have risen by 28% to 2009. Rolls are expected to increase beyond current capacity. The Reigate and Redhill areas have seen the most pressure on places. Officers recommend provision of a new two-form entry school in the Reigate/Redhill area and the expansion of existing schools to provide a further additional 4 forms over the next 3 years. In 2012 5.5 forms of entry were provided to meet a larger than forecast demand. If this trend continues it will add to this position. Two new schools are being planned to meet the needs arising out of the anticipated major housing developments in Horley.

There is no shortfall projected for the Secondary sector in Reigate and Banstead until 2018. However, pressure on secondary places is expected to increase to reflect increases in the Primary sector and challenge forecasts in the short term. This will lead to shortfalls in provision in the Reigate / Redhill conurbation by 2014, which will increase by 2017, when 3-4 additional forms will be required.

18. **Runnymede:** Between 2001 and 2009, births increased by more than 20%. Whilst, at present, there are a number of spare places in the Primary sector, in the medium and longer term demand for reception places is forecast to exceed the schools' capacity by about a form of entry (equivalent to 30 pupils) in 2013 rising to about 3.5 forms of entry by 2020. Demand for junior places, that is Year 3 places, is forecast to exceed the number of places available by nearly two forms of entry in 2013 and over 5 forms of entry by 2018. In addition there are plans to develop 3,500 houses on the DERA site at Longcross in the west of the Borough. This is sufficient to require the provision of a new primary school at this site.

In the Secondary sector additional forms of entry will be required by about 2017. At this point two additional forms of entry are likely to be required, rising to 4 forms of entry in 2019 and 5 forms of entry by 2020.

19. **Spelthorne:** Births in 2009 were more than 8% higher than in 2001 and are expected to remain relatively steady for the foreseeable future. Based on the forecasts, we expect to provide an additional form in the borough in the short-term and up to three additional forms over the forecast period.

In the Secondary sector there is an oversupply of Year 7 places (concentrated in Ashford), which is projected to increase, and peak at around 4 forms of entry in 2013. Thereafter the surplus in places falls sharply and a

deficit is anticipated by 2017, which will rise sharply again thereafter, suggesting that an additional 4 plus forms may be needed over the rest of the forecast period. There is the potential that a University Technical College (UTC) may be approved in this area. Developments with the Secondary sector will necessarily be impacted should a UTC gain approval.

20. **Surrey Heath:** Between 2001 and 2009 school year births increased in excess of 8%. There are currently a small number of spare reception places in Surrey Heath primary schools. By 2013 reception places are likely to become very tight. A shortage of places will start in 2016 and this will increase to 2020 where over three additional forms of entry will be required.

In the Secondary sector, there are a significant number of surplus places that have challenged the efficient running of schools in the area. It is possible additional provision may be required in the longer term after 2018 but the position needs to be monitored and projections validated before taking a decision.

21. **Tandridge:** Births have risen in excess of 8% since 2001. Whilst capacity in the area is greater than the forecast demand this masks some local variance. Caterham has experienced two years of increased demand that has resulted in the provision of temporary class spaces. This area will need to be monitored with regard to the potential provision of permanent places.

In the short term the numbers of applicants for a Year 7 place in Tandridge Secondary schools exceed the number of places available to offer. This is, however, reflective of significant subscription from adjoining authorities where spare capacity exists. Overall it is expected that current provision will be sufficient to meet demand from the Surrey population in the medium term. It will be necessary to monitor this position and if necessary alter plans in light of changing patterns of admission.

22. **Waverley:** Births have increased in excess of 8% since 2001. This masks areas where there has been little growth and the urban area of Farnham where increases have been more pronounced. Two additional forms of entry have been provided in Farnham since 2009. It is likely that another form will be required in the Farnham and West Waverley area during this planning period. The application numbers in Godalming for 2012 were significantly above trend and temporary classes have been provided. This area will need to be monitored with regard the potential provision of permanent places and to reflect significant new housing in the area.

In the Secondary sector it is recommended that provision in Farnham should be increased to meet the anticipated increase in demand. We do not anticipate proposing changes in other areas in the short and medium term.

23. **Woking:** Births have increased by in excess of 29% since 2001. Applications for school places significantly increased for the 2012 admission year requiring the provision of 6.5 additional classes. Three permanent forms of entry have been approved and, given the increase in demand against the projection, Officers will be working on options for further permanent provision in the Woking area for 2013 and 2014.

Additional Secondary places will be required from 2014. Officers are working with secondary schools in the area to identify how additional places can be provided.

CONSULTATION:

24. The Draft School Organisation Plan, whilst not subject to statutory consultation, has been widely distributed to stakeholder groups and organisations to include schools and local Planning Authorities for comment. The Draft Plan has also been displayed on the Surrey County Council public website.
25. A small number of comments have been received relating to specific developments in local areas requesting further information.
26. The School Organisation Plan has been seen by the Education Learning and Select Committee who made the following recommendations.
 - That officers provide more detail on the themes of consumer choice and Special Educational Needs provision in the School Organisation Plan.
 - That the School Organisation Plan states as a principle that utilisation of vacant school places will be a priority.

The theme of consumer choice and SEN will be developed in future iterations of the School Organisation Plan in consultation with the School community and Members. A review of the principles contained within the Plan will also be undertaken during this year.

RISK MANAGEMENT AND IMPLICATIONS:

27. Ensuring that there are school places for all applicants within Surrey is a statutory duty held by the County Council. An understanding of the school estate and how it relates to potential changes in demographics is vital to performing this duty.

Financial and Value for Money Implications

28. Whilst there are no direct financial implications, the document is key to ensuring that appropriate decisions around capital investment in the school estate are made and that Surrey Schools operate efficiently without carrying too many surplus places.

Section 151 Officer Commentary

29. The Plan identifies a need to provide a large number of additional classes over the next few years which will require capital expenditure. The Plan is itself a contextual document and does not itself commit the Council to capital expenditure. The DfE currently provides some capital funding for additional school places but the Council has had to supplement this from its own resources. The level and basis of DfE funding in future years cannot be assured and thus the requirement to provide additional places could mean that the Council has to provide significant capital resources from other sources.

30. Individual proposals for expanding schools will be considered as part of the capital budget process as they arise and the revenue cost of the additional places would be met from the Dedicated Schools Grant allocated by DfE for the additional pupils.

Legal Implications – Monitoring Officer

31. This document is key to ensuring that the Council is able to comply with its duty to ensure that sufficient school places are available in the area.

Equalities and Diversity

31. There are no direct equalities implications arising out of the paper. However the provision of the appropriate number of school places open to all applicants will support the Councils commitment to equality and diversity.

Corporate Parenting/Looked After Children implications

32. The document is key to ensuring that the appropriate numbers of school places are provided to meet the demand of our residents. All places provided have the highest priority given to Children in the care of the local authority.

Safeguarding responsibilities for vulnerable children and adults implications

33. The Council has a duty to promote and improve educational outcomes for all children, particularly for vulnerable and disadvantaged children. The School Organisation Plan is an important piece of evidence used to plan the appropriate number of school places and aid this obligation.

WHAT HAPPENS NEXT:

- If approved the School Organisation Plan will be widely distributed to stakeholders to include; all Surrey Schools, all Districts and Boroughs, local Diocesan Boards and will be displayed on our public website.
- The School Organisation Plan is reviewed annually following the incorporation of new and updated information. The process for determining the next iteration of the plan will begin in the Spring term.

Contact Officer:

Nicholas Smith, School Commissioning Officer, 0208 541 8902

Consulted:

Surrey Schools, Local Planning Authorities

Sources/background papers:

- School Organisation Plan 2012 - 2022
-

SURREY COUNTY COUNCIL

CABINET

DATE: 27 NOVEMBER 2012

REPORT OF: MR JOHN FUREY, CABINET MEMBER FOR TRANSPORT AND ENVIRONMENT

LEAD OFFICER: MR TREVOR PUGH, STRATEGIC DIRECTOR, ENVIRONMENT AND INFRASTRUCTURE

SUBJECT: SUPPORTING THE ECONOMY THROUGH INVESTMENT IN TRANSPORT INFRASTRUCTURE 2012 - 19



SUMMARY OF ISSUE:

Improving transport infrastructure to address congestion is an important priority for businesses and residents. Preparing infrastructure schemes that address this, so that they are ready to be submitted for funding opportunities, is an important way that the County Council can promote growth in the Surrey economy ie developing so-called "shovel-ready" schemes. Building on the council's success in attracting c. £20m of funding through the Local Sustainable Transport Fund, this report sets out proposals for developing up to 16 schemes for bidding.

The Government has released a number of new funding and financing sources to facilitate the development of major transport infrastructure, in particular those supporting the economy. This includes the Growing Places funding provided to Local Enterprise Partnerships (LEPs) and most recently, financing expected to become available through the Local Transport Bodies (LTBs) yet to be set up. This is expected to amount to £7 – 10m per annum for Surrey, based on a per capita share.

This paper seeks endorsement: (a) for the preparatory work required to enable Surrey County Council to bid for all new funding sources to deliver major transport infrastructure, and (b) for the list of Major Schemes.

The Government is intending to delegate funding of these schemes to new LTBs to be set up broadly within each LEP geography. There is a tight timetable for this process. Submissions for funding are expected to commence from April 2013 and schemes will need to be fully developed subsequently to the Business Case stage to qualify for funding. A delivery pipeline for a programme of fully worked-up schemes will be developed to shorten the time to delivery from whatever funding source.

The paper summarises the various schemes being proposed as the new Major Schemes programme. This includes some new schemes that have been proposed by district and borough councils, to tackle key areas of congestion on our transport network, including several town centres.

The report re-prioritises the previous list of proposed schemes to be in line with the Government's proposed funding regime and to more accurately meet current and anticipated needs.

Through the Surrey Future programme of work with partners, we will be developing a strategy to tackle congestion that will include 3 elements: small local schemes, medium sized schemes such as the ones proposed for preparation in this report and larger and more transformational schemes that will need other funding mechanisms.

RECOMMENDATIONS:

It is recommended that:

1. The revised list of Surrey County Council Major Schemes is endorsed. This change to the Major Schemes programme in the Local Transport Plan is referred to the Council.
2. The choice of Major Schemes to be progressed in any given year to be taken by the Strategic Director Environment and Infrastructure in consultation with the Cabinet Member for Transport and Environment.
3. “New Homes Bonus” funding is used to provide for that proportion of the preparatory work relating to the schemes, which is not recoverable from capital funding. The estimated cost of this for the 2012-15 period is c. £1.2m.
4. The Cabinet is provided with a high-level update on the Major Schemes programme every 2 years, except where significant developments require immediate referral.
5. Support continues to be given to Highways Agency (HA) and National Rail (NR) schemes in Surrey detailed in their programmes.
6. Delegated authority is given to the Strategic Director for Environment and Infrastructure in conjunction with the Leader and Cabinet Member for Transport and Environment to approve changes to the list of schemes where these are individually valued at less than £5 million.

REASON FOR RECOMMENDATIONS:

The programme has been designed primarily to support economic growth and regeneration in Surrey, in partnership with district and borough councils. However, schemes will also be consistent, where applicable with other objectives in the Surrey Local Transport Plan.

DETAILS:

Business Case

Previous Major Schemes Programme

1. A programme of Major Schemes was last approved by Surrey County Council’s Executive in 2007.
2. In 2006 and 2007, the Secretary of State accepted the Regional Transport Board’s (RTB) recommendations for major schemes up to 2016. This included three SCC schemes:
 - Walton Bridge (in the first half of the programme to 2011)
 - Guildford Hub transport improvement (2011-2016)
 - Reigate-Redhill Hub transport improvement (2011-2016)
3. The RTB also produced an indicative programme beyond 2016 to 2026 which included three further Major Schemes in Surrey:
 - A24 Horsham to Capel scheme (West Sussex section now abandoned)

- Woking Hub transport improvement
 - Kiln Lane Link in Epsom.
4. Major schemes for the A31 Hickley's Corner underpass at Farnham, and the Wrecclesham Relief Road were also put forward by Surrey County Council for inclusion in the 2011 to 2016 programme. However these schemes were not accepted by the RTB, nor included in the longer term indicative programme for the years 2016 to 2026.

Latest Government Proposals

5. Major Schemes continue to be funded outside the County Council's Local Transport Plan budget. The Government proposes that from 2015, Local Transport Bodies (LTBs) would be responsible for funding local major schemes. There would be two LTBs in Surrey with the same geography as the LEPs. This report defines a major transport scheme as one valued at £2 million or more, in line with current Government guidance that thresholds are best considered locally.
6. Under the new arrangements Surrey County Council will remain the transport authority for Surrey with responsibility for promoting and delivering Major Schemes. Key stakeholders will be consulted through Transport for Surrey Partnership Board. The Board consists of the following members: the County Council, the districts and boroughs in Surrey, bus and train operating companies, Ashford and St Peter's Hospitals, the Association of Train Operating Companies, BAA, the Confederation of Passenger Transport, Epsom Coaches, Epsom and St Helier University Hospitals NHS Trust, the Highways Agency, Network Rail, Surrey Chambers of Commerce, Surrey Connects, Surrey Police and Surrey Rural Partnership. The decision on accepting individual schemes will be made by the LTB.

Proposed Schemes and Rationale for them

7. The proposed schemes will be part of a strategy to address bottleneck issues in Surrey, reducing congestion and supporting economic growth. This will help to attract investment as outlined in the Council's Economic Development Programme 2012-2015 Cabinet paper, which is being developed in parallel, and will be presented to a future Cabinet meeting.
8. It is proposed that the revised list of SCC Major Schemes for 2015 – 2019 (detailed in Annexes 1 and 2) be endorsed as the Major Schemes Programme at SCC. These schemes focus on addressing traffic bottlenecks and providing congestion relief, as well as delivering benefits to support economic growth within Surrey. They will deliver transport infrastructure to improve Surrey's economic prosperity.
9. All known schemes proposed by districts and boroughs valued at £2m or more are included in the revised list. The programme of schemes being developed in 2012-13 for bidding during 2014-15, is broadly dictated by schemes that are at or below £5m (construction cost) and where some preliminary analysis had already been done.
10. The schemes in the 2015 – 2019 programme have been selected because they are affordable and deliverable without major legal barriers, for example schemes that predominantly do not require land purchase and are unlikely to

go to Public Inquiry. The level of LTB funding is expected to fund two or three schemes per annum, or perhaps one large scheme over this period. An example of the latter is Kiln Lane Link, valued at £22m. This is included in the programme as an alternative option to the smaller schemes in the programme for east of the county, if preferred.

11. Schemes were reviewed from the district and borough Local Plans and Local Development Frameworks. They were assessed for suitability for inclusion in the preparation pool of schemes for the Major Schemes programme using a prioritisation methodology recommended by the DfT's Early Assessment and Sifting Tool (EAST). The assessment also used local indicators which reflect regeneration, economic development and transport effect. This identified that all of the schemes assessed were suitable for inclusion in the preparation pool, and have been included.
12. The sequence of schemes to be delivered is programmed according to their state of readiness for delivery, whilst maintaining flexibility to change the order of schemes as operational considerations dictate.
13. SCC will continue to support HA bids for funding for schemes in Surrey, as detailed in Annex 3. Junction improvement schemes on the A3 at Guildford have been prioritised for funding by the HA from 2013.

Rationale for the Proposed Changes

14. Changes to current Government transport policies on funding of Major Schemes have necessitated a review and update of the Major Schemes programme. The schemes recommended for re-affirmation or for addition to the Major Schemes programme meet SCC policy objectives, such as those defined in the Local Transport Plan, as well as meeting national government policy objectives of promoting economic growth and reducing carbon emissions.
15. The HA schemes would contribute towards the efficiency of the operation of the highways network in Surrey, helping to reduce the impact of long-distance traffic on SCC's highways. Inclusion of the schemes identified in Surrey's Rail Strategy would demonstrate SCC's support for an effective rail service in the county.

CONSULTATION:

16. The proposed schemes have been developed in consultation with the Transport for Surrey Partnership. A workshop on Major Schemes with representatives from Transport for Surrey Partnership was held on 27 June 2012, attended by 30 delegates representing Surrey's local authorities, transport providers and Surrey Connects.
17. The districts and boroughs have been consulted through the County Council's provision of infrastructure schedules, which list Major Schemes. This is to support them in developing their charging schedules for the introduction of the Community Infrastructure Levy.
18. The County Council is continuing to consult with all of the districts and boroughs that would be affected by the Major Scheme proposals, both formally and informally. In particular, the Cabinet Member for Transport and

Environment has written to the Leaders and Chief Executives of districts and boroughs in Surrey, to consult them on the proposals being put forward in this paper.

RISK MANAGEMENT AND IMPLICATIONS:

19. There are two classes of potential risks.

(1) Delivery of the programme of schemes.

20. In the absence of adequate funding, it may not be possible to deliver any or some of the schemes planned for 2015-2019 period. The most recent report from DfT does not provide any specific clarity on the scale of funding that Surrey can expect for 2015-2019. However, following informal discussions with DfT, the officer indicated that Surrey could expect funding of up to £10m per annum for the 2015-2019 period. This would enable about 10 -11 schemes of the 16 schemes being promoted by SCC indicated for 2015-2019 to be constructed. For the small number of schemes which may require land take, landowners would be consulted at the early stages. If it transpired that land would not become available, these schemes would not be progressed, unless a viable alternative which would not require land take was identified.

(2) Development of scheme proposals that are subsequently not funded.

21. The LTBs are expected to become operational from early 2013 and review potential scheme proposals from April 2013. In order to develop proposals for presentation by April 2013, a certain amount of work needs to be undertaken on at least 4 schemes envisaged for construction from 2015. This represents two schemes being promoted in each LTB area. The reason for this is to ensure that should slippage occur on one of these schemes for any reason, work could commence on the other scheme within the same LTB area, and spending could be assured. Any schemes which may slip by a year would be carried forward to the following year. It is expected that the LTB's assessment of SCC's performance on Major Schemes would be based on our credibility in delivering agreed schemes to time and cost.
22. The risk is that the LTBs may not approve all schemes submitted for 2015. However, any work undertaken in respect of these schemes will still be relevant, when the same schemes are submitted for later years, unless the LTBs do not support a particular scheme proposal. Work on other schemes for 2015-2019 will be undertaken on a selected and graduated basis, such that the choice of schemes and their estimated construction value closely match the expected LTB funding in that year.

Financial and Value for Money Implications

Funding of development costs

23. Two stages have been defined for the funding of the development of schemes. Stage 1 represents the preparatory work to develop schemes which is non-recoverable, constituting approximately 60% of the development costs, treated as revenue costs. Stage 2 represents the capital element of the preparatory work which may be rechargeable to the DfT/LTB, constituting approximately 40% of the development costs. The New Homes Bonus (NHB) would be used to fund the Stage 1 revenue costs for the major schemes for

the period up to 2015. This would make use of NHB money already collected and that forecast to be available and utilised over the period 2013/14 to 2014/15. Schemes would then proceed to Stage 2.

24. Stage 2 costs in this period would be incurred for capital items such as detailed design, tendering etc. However these costs would only be recovered once the scheme was accepted by the Local Transport Body. Stage 2 work would generally be undertaken only if it was fairly certain that the LTB would fund the chosen scheme. In practice, only a small amount of Stage 2 work would be undertaken, prior to obtaining LTB agreement. Such an approach reduces the financial risks to SCC. Any contribution from CIL would not materialise until 2015. Funding beyond 2015 for Stage 1 revenue costs would be agreed with Cabinet in late 2014 / early 2015.

Scenarios used in estimating potential development costs

25. To assess the potential costs of preparing and developing Major Schemes, three cost scenarios were considered. The most likely scenario is that the development costs would represent approximately 10% of construction costs, with 40% reimbursement of the development costs from the LTB (see Table 1). A worst case assumes the development costs represent 15% of construction costs with no reimbursement. The best case assumes the development costs represent 6.5% of construction costs with 50% reimbursement of the development costs.

Table 1 Development Costs Summary

Scenarios	Description & qualifications
Worst case	<ul style="list-style-type: none"> • Development costs represent 15% of construction costs and 0% reimbursement • This reflects a high contingency, with no reimbursement, which is quite unlikely. The contingency covers for – land purchase; large scale consultation and external commissioning of most of the work.
Likely case	<ul style="list-style-type: none"> • Development costs represent 10% of construction costs and 40% reimbursement • This reflects some contingency
Best case	<ul style="list-style-type: none"> • Development costs represent 6.5% of construction costs and 50% reimbursement • Although represented as the ‘Best case’, this is probably a more realistic scenario for most of the schemes.

Table 2 Summary of the development costs for 2015-2019 period

The table shows the costs for the scenario excluding Kiln Lane Link and including it as an alternative to other schemes in the east of the county.

No. of schemes	Developed during	Est. Const. costs	Likely case scenario costs	Stage 1 costs [60%]	Stage 2 costs [40%]
14 schemes, excluding Kiln Lane Link and Victoria Arch Capacity Improvements	2015-2019	£47.4m	£4,740,000	£2,844,000	£1,896,000
8 schemes, including Kiln Lane Link and Victoria Arch Capacity Improvements	2015-2019	£49.4m	£4,940,000	£2,964,000	£1,976,000

Funding arrangements for development work

26. Unless specified otherwise, SCC is not expected to bear any of the construction (capital) costs associated with the Major Schemes. It initially bears the (revenue) cost for developing the design for schemes, which includes the costs for consultation and any necessary statutory orders, requiring land purchase and/or re-positioning of extant assets belonging to utility companies (e.g.: power, communications, etc). These have been referred to above as Stage 1 costs and can be about 60% of the total development costs. If the LTBs continue with DfT's previous financing arrangements, whereby scheme promoters can claim reimbursement for all development costs from the 'detailed design stage', (referred to above as Stage 2 costs), this can be about 40% of the total development costs. For some schemes, the associated district/ borough council have committed funding of the development costs. For other schemes, the development costs could be funded from one of the following –
- a) The New Home Bonus grant, provided from central Government on an annual basis. At present, this is not ring-fenced for supporting development of Major Schemes but it could be, in view of their significance to economic development and improved traffic flow in the county.
 - b) Future potential CIL receipts which are expected to become available from 2014-2015 onwards. These could be linked with schemes for particular district/ borough councils.
27. The Cabinet is requested to endorse the use of the funding mechanisms outlined above to fund the development of Major Schemes.

New Homes Bonus grant funding for development work up to 2015

28. In order to undertake development work up to 2015, when LTB funding becomes available, it is necessary to use funds from the secured and expected NHB grant.
29. The following schemes are expected to be developed (not constructed) during 2012-2015 period, depending on the scenario that finds favour with the LTBs.

30. **Scenario A:** (excludes Kiln Lane Link)

- Runnymede Roundabout (developed during 2012-2014)
- Guildford Gyratory (developed during 2012-2014)
- Redhill Balanced Network (developed during 2012-2014)
- Epsom Town Centre – Plan E (developed during 2013-2015)
- Egham Sustainable Transport Package (developed during 2013-2015)
- Farnham Town Centre (developed during 2013-2015)

Likely case costs for Scenario A (up to 2015): £1,950,000; (Stage 1 costs: £1,170,000; Stage 2 costs: £780,000)

Stage 1 costs require support from the secured and expected NHB grant. The following are the indicative requirements for:

- 2013 – 2014: £828,000
- 2014 – 2015: £342,000

Stage 2 costs are expected to be recoverable from LTBs during 2015.

31. **Scenario B:** (with Kiln Lane Link replacing all other schemes in the east of the county)

- Runnymede Roundabout (developed during 2012-2014)
- Guildford Gyratory (developed during 2012-2014)
- Egham Sustainable Transport Package (developed during 2013-2015)
- Farnham Town Centre (developed during 2013-2015)
- Kiln Lane Link (developed during 2013-2015. Costs are given for this period only)

Likely case costs for Scenario B (up to 2015) : £2,110,000 (Stage 1 costs: £1,266,000; Stage 2 costs: £844,000)

Stage 1 costs require support from the secured and expected NHB grant. The following are the indicative requirements for:

- 2013 – 2014: £883,200
- 2014 – 2015: £382,800

32. Stage 2 costs are expected to be recoverable from LTBs during 2015.

Maintenance costs

33. Almost all of the schemes for 2015-2019 would replace existing ageing infrastructure. As such, the quantum of maintenance costs should be lower. Provision will be made for maintenance costs for the life of a scheme during the preliminary design stage.

Section 151 Officer Commentary

34. The s151 officer confirms that all material financial, business issues and risks have been considered in this report.

Legal Implications – Monitoring Officer

35. As the Major Schemes programme will form part of the Local Transport Plan when updated, it is one of the Plans/Policies which must be decided by Full Council. This is set out in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended).
36. Some schemes would require some land take, requiring consultation with landowners. SCC will need to consult with statutory undertakers.
37. The Major Schemes team has had discussions with SCC Legal and Democratic Services to address these and other statutory processes. The latter may include, depending on the scheme:
 - Identification of land ownership issues;
 - Consultation with statutory undertakers (utilities);
 - Consultation with statutory consultees (such as boroughs and districts, Highways Agency, Network Rail, Environment Agency etc);
 - Consultation with SCC Planning and Development Group on requirement for planning applications and Environmental Impact Assessments;
 - Application of statutory orders.

Equalities and Diversity

38. An initial Equalities and Diversity screening was carried out, which indicated that a full Equalities Impact Assessment was not required. All the proposals will seek to eliminate any perceived and / or actual inequalities through compliance with up to date design standards which address disabled access and social inclusivity.
39. Improved crossing facilities and disabled access will be provided at pedestrian crossings and junctions wherever possible within the Major Schemes programme. The design details will be examined on a scheme by scheme basis at the preliminary design stage.

Climate change/carbon emissions implications

40. A key objective of many of the proposed Major Schemes is to reduce congestion. The overall effect is expected to be to reduce carbon emissions through reduced vehicle delays and reduced fuel consumption, helping to reduce the impact of transport in Surrey on climate change.

WHAT HAPPENS NEXT:

41. The County Council will continue to develop the schemes detailed in Annex 1.
42. An indicative programme for the delivery of Major Schemes following Cabinet approval is as follows:
 - It is expected that the first tranche of schemes ready for delivery for 2015 – 2019 will be submitted to the relevant LTBs by end of March 2013;
 - Agreement in principle on the schemes for which funding will be applied is likely to be reached by summer 2013;
 - Business Cases and detailed design for the first tranche of four schemes will be prepared to be ready for submission by March 2014 or by the date stipulated by the LTBs;

- A bid for funding the first tranche of four schemes will be submitted to the relevant LTBs during 2014 or as required by the LTBs.
 - A rolling programme of Major Schemes will be developed using a similar process for each year up to March 2019.
-

Contact Officer:

Lyndon Mendes, Transport Policy Team Manager, 419393

Consulted:

John Furey, Cabinet Member for Transport and Environment
 Trevor Pugh, Strategic Director, Environment and Infrastructure
 Iain Reeve, Assistant Director, Economy, Transport and Planning
 Jason Russell, Assistant Director, Highways
 Ian Boast, Assistant Director, Environment
 Transport for Surrey Partnership (representing districts and boroughs, transport providers and Surrey Connects)

Annexes:

The following annexes are attached to this report:

Annex 1 - Proposed County Council Major Schemes programme for 2015 – 2019

Annex 2 - Proposed County Council Major Schemes programme for post-2019

Annex 3 – Highways Agency schemes which are recommended for support in the Major Schemes programme

Annex 4 – National Rail schemes which are recommended for support in the Major Schemes programme

Sources/background papers:

Reference Document	Date
Consultation Paper: Devolving local major transport schemes. DfT	31 January 2012
Devolving local major transport schemes: next steps. DfT	September 2012
Highways Scheme Rescission – A24 Horsham – Capel Improvement. Report by Director Communities and Infrastructure and Strategic Planning Manager. West Sussex County Council Committee Report	December 2011
Mole Valley Partnership Area Sub-Committee report. Surrey County Council	14 April 1999
Officer Report to Executive: Major Transport Schemes Programme. Surrey County Council	9 October 2007
Surrey Transport Plan (LTP3). Surrey County Council	April 2011
TravelSMART in Surrey: Surrey's Large Bid to the Local Sustainable Transport Fund. Surrey County Council	December 2011

**Proposed County Council Major Schemes programme for 2015 – 2019
(Also see Figure 1 below)**

Scheme	Indicative Description subject to feasibility	Indicative construction start subject to Transport Body approval
Runnymede Roundabout; Runnymede	<ul style="list-style-type: none"> • To convert the roundabout to signal control, widen the circulatory carriageway and approach lanes, with enhanced pedestrian & cycle facilities, to provide more direct routes and improve access to Egham High St. 	2015
Guildford Gyrotory; Guildford	<ul style="list-style-type: none"> • To improve journey time reliability and traffic flow through the gyratory. • To increase the urban permeability for walkers and cyclists • To provide bus priority. 	2015
Redhill Balanced Network; Reigate & Banstead	<ul style="list-style-type: none"> • Provide improved facilities for buses, cycling & walking, including disabled people. • Introduce two-way working along existing one-way system, • Alterations to Lombard and Station roundabouts • Layout changes along Princess Way and Station Road/Redstone Hill • Reduce congestion and journey time for vehicles. 	2015
Epsom Town Centre Area Action Plan (Plan E); Epsom & Ewell	<ul style="list-style-type: none"> • Return South Street to 2-way traffic • New pedestrian and cycle links • Improve public transport accessibility • Develop Epsom Station into a public transport interchange • Traffic management • Contra-flow lane through Station Approach and shared cycle path and footway along East Street 	2015
Farnham Town Centre Package; Waverley	<ul style="list-style-type: none"> • Improvements to the highway network to reduce congestion, improve air quality, support economic growth and to enhance the town's employment status. 	2016
A30 / A331 Corridor Improvements including Meadows Roundabout, Camberley; Surrey Heath	<p>Package of measures which may include:</p> <ul style="list-style-type: none"> • Improvements to Meadows Roundabout to relieve congestion and improve accessibility • Realignment and refurbishment of B3411 Frimley Road / A30 London Road • New Bracebridge - A30 London Road link • Off-carriageway pedestrian and cycle route along A331 • Reduce speed limits on A331 to 50 mph • Four bus lay-bys on the A331 • Toucan crossings on The Meadows shopping centre accesses 	2016

Egham Sustainable Transport Package; Runnymede	<ul style="list-style-type: none"> • A package of cycling & walking measures, concentrating on railway line crossing points that could be crossed easily by walking or cycling. • Improved bus priority. 	2016
Wider Network Benefits Package, Leatherhead; Mole Valley	<ul style="list-style-type: none"> • Expansion and development of SCC's Network Management and Information Centre (NMIC). 	2017
Highway Improvements, Camberley; Surrey Heath	<p>Junction/highway improvements at:</p> <ul style="list-style-type: none"> • A30 London Road/Knoll Road/Kings Ride • A30 London Road/Park Street • Knoll Road/ Portesbery Road • High Street/ Portesbery Road / Pembroke Broadway • A30 London Road between town centre and Meadows gyratory. • A cycle network along A30 London Road/Knoll Road/Portesbery Road/Pembroke Broadway/Charles Street 	2017
Victoria Arch Capacity Improvements, Woking; Woking	<ul style="list-style-type: none"> • Increase road capacity in both directions with improvements for all modes (walking, cycling, public transport, goods vehicles and cars) 	2017
A31 Hickley's Corner junction improvement; Waverley	<ul style="list-style-type: none"> • Junction improvement to reduce congestion and re-routing of traffic through Farnham, and improve A31 crossing facilities for pedestrians and cyclists. • Change the junction layout, increasing capacity from A31, subject to feasibility 	2018
A24 Capel to Surrey boundary Corridor Improvements; Mole Valley	<ul style="list-style-type: none"> • A safety scheme to improve Clark's Green roundabout and Clockhouse Bends; carriageway widening/ realignment. 	2018
Dorking Town Centre Traffic Management Measures; Mole Valley	<ul style="list-style-type: none"> • Scheme to improve traffic and pedestrian flow and network performance in Dorking Town Centre. 	2018
Kiln Lane Link; Epsom & Ewell	<ul style="list-style-type: none"> • A new single carriageway road linking Blenheim Road, Ewell with Kiln Lane, Epsom. 	2018
Road Network Improvements, Reigate; Reigate & Banstead	<ul style="list-style-type: none"> • Improvements to the road network in Reigate Town Centre, including pedestrian priority for High Street. 	2019
A24 Clarks Green to Holmwood; Mole Valley	<p>To be investigated:</p> <ul style="list-style-type: none"> • Road safety improvements including gap closures, enhanced access arrangements, improved visibility, signing and road markings • New and improved roundabouts 	2019

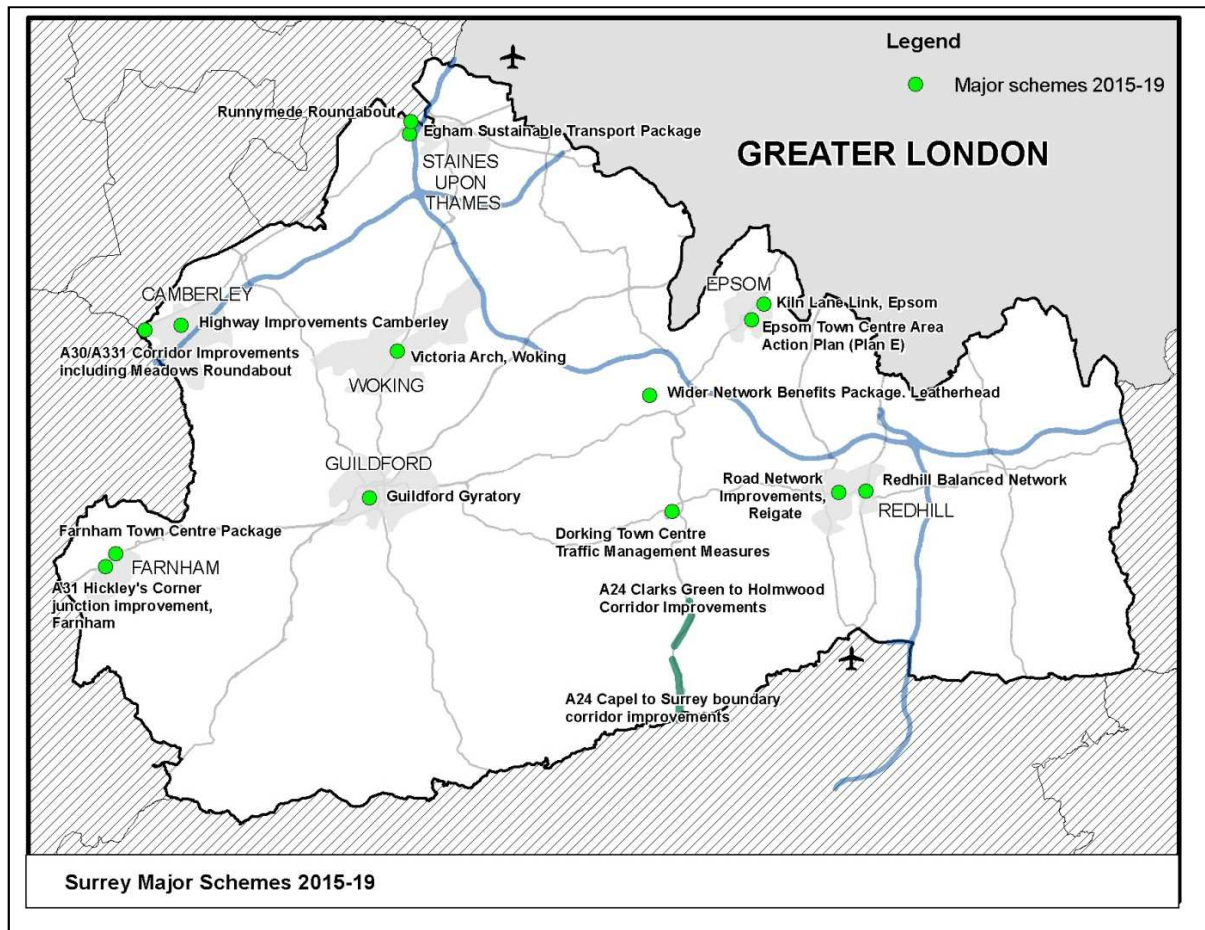


Figure 1 Surrey Major Schemes 2015 - 2019

**Proposed County Council Major Schemes programme for post-2019
(Also see Figure 2 below)**

Scheme	Indicative Description subject to feasibility
Guildford Hub Transport Improvement; Guildford	<ul style="list-style-type: none"> • Park and Ride proposed sites along Worplesdon and Burpham corridors • Bus Corridors • Junction and bottleneck improvement • Walking and cycling improvements relating to the town centre • Traffic management and safety improvements • New restricted access crossing River Wey
Staines-upon-Thames Bridge Widening; Spelthorne	<ul style="list-style-type: none"> • Carriageway widening on the bridge and foot/cycle way on upstream side
Woking Hub Transport Improvement; Woking	<ul style="list-style-type: none"> • Enhanced provision for taxis • An intelligent traffic management system • Road/freight transport measures • Complementary travel planning measures
A31 Hickley's Corner Underpass, Farnham; Waverley	<ul style="list-style-type: none"> • Traffic signals converted to roundabout and A31 to pass below it • Provision of single lane slip roads and controlled crossings. • Firgrove Hill Bridge to be rebuilt to allow provision of four lanes along A31.
Wrecclesham Relief Road, Farnham; Waverley	<ul style="list-style-type: none"> • Single carriageway connecting A325 south of Wrecclesham to A31 west of Farnham, bypassing Wrecclesham • Gateway features to Wrecclesham with 20 mph zone and HGV limit • Small roundabouts on A325 • Signal control at railway bridge • Improved HGV signing • Increased capacity for A31 eastbound at Coxbridge Roundabout • Improved footways, advisory cycleways on A325 and new cycle routes • Speed reducing measures in Rowledge • More frequent and reliable bus services, improved passenger facilities, real time passenger information and integrated bus and rail ticketing. •
Guildford A3 Strategic Corridor Improvements; Guildford	<ul style="list-style-type: none"> • A3 Link from south to north bypassing Guildford
Reigate- Redhill Hub Transport Improvement; Reigate & Banstead	<ul style="list-style-type: none"> • Extend Fastway bus services over wider area • 2 Park and Ride sites on line of route • Improve interchange facilities in Redhill Town Centre

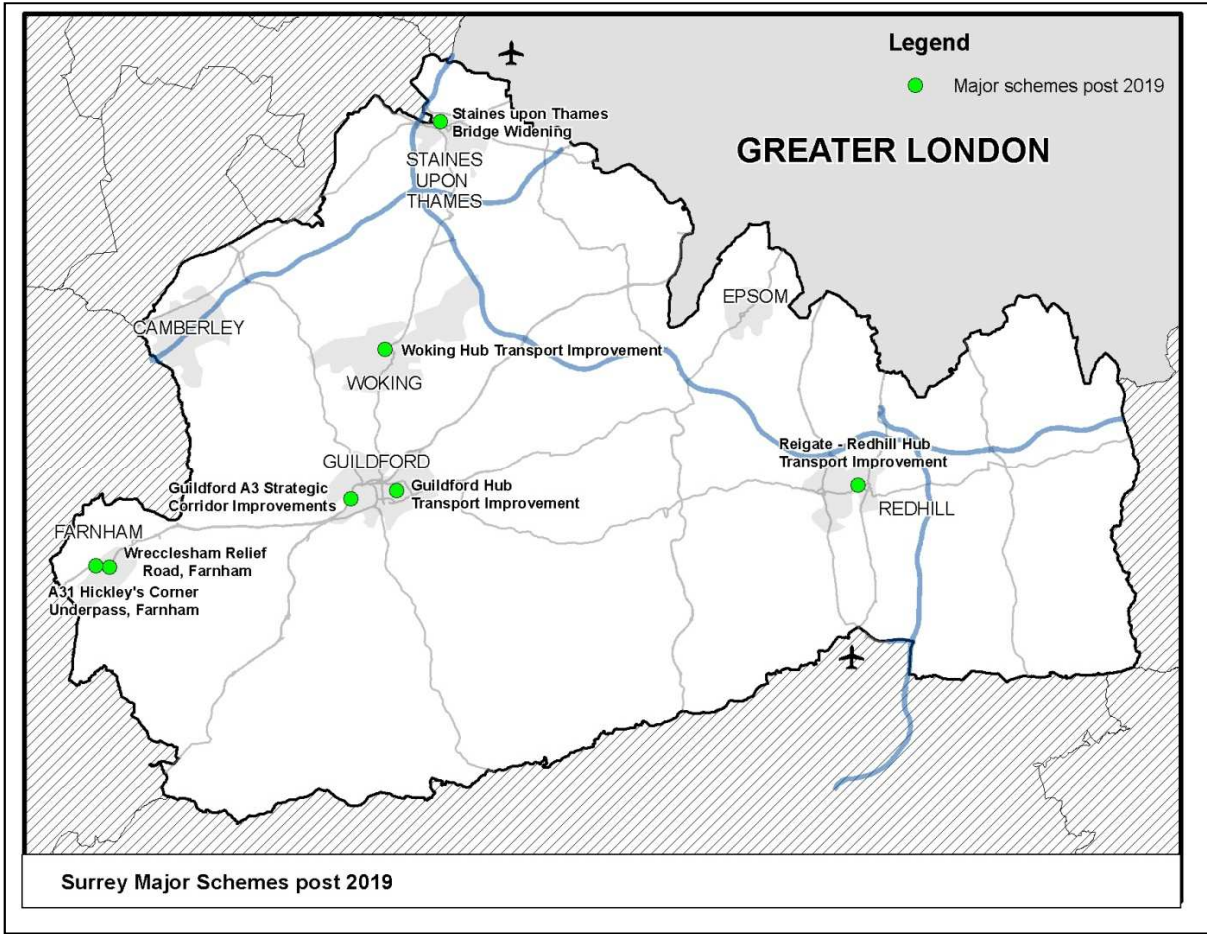


Figure 2 Surrey Major Schemes Post - 2019

ANNEX 3

HIGHWAYS AGENCY SCHEMES which are recommended for support in the Major Schemes programme

Scheme	Funding	Notes
A3 Guildford Capacity Improvements¹ <ul style="list-style-type: none">• A3 Burpham junction• A3/A320 Woking Road junction• A3/A322/A25 Dennis Roundabout• A3/A31 (Hog's Back)	Junction improvement schemes have been prioritised for funding from 2013	<ul style="list-style-type: none">• Following the deferral/removal of the A31 (A247-A31) Improvements scheme from the National Roads Programme, on-line junction improvements are being considered.• Support for these proposals to assist regeneration and congestion relief in Guildford.• SCC gave support to the proposals in Enterprise M3 consultation on HA schemes, April 2012.
M25 Junction 10 Wisley Junction	Government Major Schemes - not currently funded	<ul style="list-style-type: none">• Congestion on northbound A3 on-slip and northbound M25 off-slip• Solutions under consideration• SCC gave support to the proposals in Enterprise M3 consultation on HA schemes, April 2012.
A23/M23 Hooley Junction	Government Major Schemes - not currently funded	<ul style="list-style-type: none">• Proposal to provide an all-movements interchange• This project has remained in the 'Planned' stage since 2003. A number of costed options have been outlined to address the problems.• SCC gave support to the proposals in Coast to Capital consultation on HA schemes, April 2012.
Future Highways Agency schemes	Government funding	<ul style="list-style-type: none">• Future partnership working between SCC and Highways Agency

ANNEX 4

NETWORK RAIL SCHEMES which are recommended for support in the Major Schemes programme

Scheme	Funding	Notes
North Downs Line	Government and revenue funding	<ul style="list-style-type: none">• Supported in the Local Transport Plan
Brighton Main Line	Government and revenue funding	<ul style="list-style-type: none">• Supported in the Local Transport Plan
Schemes to be included in the SCC Rail Strategy	Government and revenue funding	<ul style="list-style-type: none">• A number of schemes published in the London and South East and the Sussex Route Utilisation Strategies which SCC wishes to support. Details to be published in the SCC Rail Strategy.

¹ SCC will continue to support Highways Agency bids for schemes in Surrey, as detailed in Annex 3. Junction improvement schemes on the A3 at Guildford have been prioritised for funding from 2013.

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MONITORING OFFICER REPORT TO COUNCIL

RECRUITMENT OF INDEPENDENT PERSON

KEY ISSUE/DECISION:

To appoint an Independent Person for Surrey County Council, in line with the Localism Act 2011.

CONTEXT

1. The new regime introduced by the Localism Act 2011 abolished the Standards Board and the need for Standards Committees. New complaint handling arrangements put in place by the Council at its meeting of 17 July 2012 require any complaints received about councillor conduct to be handled by a Member Conduct Panel, which must consult an Independent Person before reaching any decision on a complaint.
2. At that same meeting, the Council adopted its new Code of Conduct, governing elected and co-opted members' conduct when acting in that capacity.
3. Selection of an Independent Person (as required by the legislation) was delegated to a panel of 3 Members to be nominated by Group Leaders from within the membership of the Member Conduct Panel.

Appointment of Independent Person

4. The Council must appoint "at least one independent person" whose views must be sought after an investigation into a complaint has been conducted and before a decision on it is made. Members who have had an allegation made against them may also seek the views of the independent person if they wish. The Act prevents councillors, officers or their relatives or friends from being appointed as an independent person and provides for the recruitment process to be publicised and transparent. Appointment of one or more independent persons must be approved by the majority of Members of the Council.

5. A person specification and role profile for the Independent Person was drafted and advertised via the County Council's website, for several weeks after the July Council meeting. It was intended that a selection panel drawn from the Member Conduct Panel would shortlist and interview applicants for the role of Independent Person and make a final recommendation to the County Council in October.
6. However when the application period closed at the beginning of September there was not a sufficient number of high calibre applicants to proceed to short-listing. The Monitoring Officer, in consultation with the Vice Chairman of the Council, postponed the Panel's selection of candidates for interview and re-advertised the role, resulting in a greater number of potential candidates coming forward.
7. Officers provided a long-list of potential candidates to the selection panel and a shortlist of candidates to interview was then agreed by Members.
8. On Monday 12 November, the selection panel (consisting of the Chairman and Vice Chairman of the Council and John Orrick) interviewed the shortlisted candidates.
9. Upon completion of the interviews, the Panel agreed that given the anticipated workload, the County Council only required one Independent Person at this time and agreed to recommend Professor Michael Joy OBE for appointment.

RECOMMENDATIONS:

The County Council appoints Professor Michael Joy OBE as the Independent Person for Surrey County Council for a period of four years, ending on 11 December 2016.

Lead/Contact Officer:

Ann Charlton
Monitoring Officer and Head of Legal & Democratic Services
Email: ann.charlton@surreycc.gov.uk
Tel: 020 8541 9001

Sources/background papers:

Localism Act 2011

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OFFICER REPORT TO COUNCIL

Interim Report of the Independent Remuneration Panel

KEY ISSUE/DECISION:

The Council is asked to consider the interim report and recommendations of the Independent Remuneration Panel in relation to the Independent Person.

BACKGROUND:

- 1 Under the Local Authorities (Members' Allowances)(England) Regulations 2003, the County Council is required to establish and maintain an Independent Remuneration Panel (the Panel) to make recommendations to the Council about the allowances to be paid to Members.
- 2 The Panel has been asked to consider whether an allowance should be paid to the Independent Person, a new role created under the Localism Act 2011 to deal with complaints about the conduct of a County Councillor. The attached report sets out its recommendations.

RECOMMENDATION:

The Council is invited to consider the report of the Independent Remuneration Panel and agree its recommendation that the Independent Person be paid travel expenses only in relation to their work with the Member Conduct Panel, but that this position be reviewed after one year once the workload and responsibility of the role has been established.

Lead/Contact Officer:

Bryan Searle
Senior Manager, Scrutiny & Appeals
Tel: 020 8541 9019

Sources/background papers:

None

INTERIM REPORT OF THE INDEPENDENT REMUNERATION PANEL

1 INTRODUCTION

- 1.1 Under the Local Authorities (Members' Allowances)(England) Regulations 2003, the County Council is required to establish and maintain an Independent Remuneration Panel (IRP) to make recommendations to the Council about the allowances to be paid under its Scheme of Allowances. Whilst it is ultimately for the County Council to decide its Scheme, under the Regulations it must have regard to the advice of the Panel before making any changes.
- 1.2 Surrey's IRP consists of three members, Katherine Atkinson, Janet Housden and Cathy Rollinson, who between them have considerable experience in the areas of public and private sector management, human resources, consultancy services, education and charity work. They all live in Surrey, have no connections with Surrey County Council and are independent of any political party.
- 1.3 The IRP is currently undertaking a detailed review of the County Council's existing Members' Allowances Scheme, which was agreed by the Council in July 2010, and will submit its full report and recommendations to the Council next year. In advance of that, the IRP has been asked to consider whether an allowance should be paid to the Independent Person, a new role created under the Localism Act 2011 to deal with complaints about the conduct of a County Councillor.

2 INDEPENDENT PERSON

- 2.1 The Independent Person is a statutory role to provide advice when the Council receives an allegation that one of its Members has breached the Council's Code of Conduct. If the Council decides to investigate the allegation, it must consult the independent Person and take their views into account before making a decision on that allegation. The Council may also seek their views about any aspect of the allegation whether or not it decides to investigate, and the Member of the Council who is the subject of the allegation may also seek the views of the independent person at any time.
- 2.2 Prior to this statutory role being established, complaints against Members were investigated by the Council's Standards Committee. This Committee included three independent members, one of whom chaired the meetings. The Committee typically met six or seven times per year, with additional sub-committee meetings held in the event of an alleged breach of the Code of Conduct. Under the existing Scheme of Allowances, the Chairman was entitled to a special responsibility Allowance of £1,500pa and the other two independent representatives received an allowance of £500pa. Additional hourly payments were made for sub-committee sittings.

- 2.3 As part of its consideration of a possible allowance for the new Independent Person, the IRP reviewed the role description and met both the Head of Legal & Democratic Services and the Democratic Services Lead Manager at the end of September 2012 to discuss the role and responsibilities. It was apparent that the position was significantly different from the previous Standards Committee roles in that the Code of Conduct is now locally agreed and voluntary, and the role of the Independent Person is advisory only – the Member Conduct Panel must take their views into account in the event of a complaint allegation, but the responsibility for the decision rests with the Panel. In addition, there is no requirement for the Independent Person to attend meetings, so the time commitment for the role is likely to be significantly reduced compared to independent representatives on the former Standards Committee.
- 2.4 The IRP was mindful of the fact that the Guidance on the 2003 Regulations states that Special Responsibility Allowances (SRA) should only be paid where there is *significant* additional responsibility. Whilst recognising that the person appointed would need to bring a strong set of personal qualities to the role, the IRP did not feel that either the responsibility or the likely time commitment would be significant enough to warrant payment of an SRA. The IRP also acknowledged that there was a ‘voluntary public service’ element to the role which would be attractive to the applicants.
- 2.5 Taking these factors into account, the IRP felt that it would be appropriate pay travel expenses only to the Independent Person, but that this position should be reviewed after a year once the volume of the work involved is known.

RECOMMENDATION (to County Council):

That the Independent Person be paid travel expenses only in relation to their work with the Member Conduct Panel, but that this position be reviewed after one year once the workload and responsibility of the role has been established.

Katherine Atkinson
Janet Housden
Cathy Rollinson

22 November 2012

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OFFICER REPORT TO COUNCIL

AMENDMENTS TO THE SCHEME OF DELEGATION – FIRE AND RESCUE SERVICE

KEY ISSUE/DECISION:

The Leader has agreed a changes to the Council's Scheme of Delegation. In accordance with Articles 5.02 and 6.04(d)(ii) of the Council's Constitution, the changes made by the Leader are being reported to Council.

BACKGROUND:

1. The Leader is responsible for maintaining a list in Part 3 of the Constitution setting out who will exercise executive functions. Any changes to this list are required to be reported to the next appropriate meeting of the County Council.

Delegation to officers

2. It is sometimes necessary for the Fire and Rescue Service to react swiftly to changes in local circumstances, including changes in the coverage provided by neighbouring fire authorities, in order to maintain effective emergency service provision. The Fire and Rescue Service is required in certain circumstances to carry out consultation on proposals for changes to fire and rescue services in an area. Given the time which is usually required for a public consultation, the Leader has agreed that the Chief Fire Officer and Assistant Chief Fire Officer be authorised to agree, in consultation with the Cabinet Member and Local Members, the arrangements for public consultations on proposals for any significant changes to fire and rescue services.
3. This delegation relates solely to the ability of officers, in consultation with the Cabinet Member and Local Members, to carry out initial consultation on proposals in preparation for a future Cabinet decision and does not authorise any changes to service levels. Decisions relating to this level of service change will continue to be the responsibility of the Cabinet acting as Fire Authority.

4. Printed copies of the updated Scheme of Delegation pages will be circulated to replace the existing copies in Members' Constitutions.

<u>RECOMMENDATION:</u>

It is recommended that the amendment to the Scheme of Delegation in relation to the Fire and Rescue Service agreed by the Leader be noted.

Lead/Contact Officer:

Rachel Crossley
Democratic Services Lead Manager
Tel: 020 8541 9993

Sources/background papers:

The Council's Constitution

MINUTES OF THE MEETINGS OF CABINET

Any matters within the minutes of the Cabinet's meetings, and not otherwise brought to the Council's attention in the Cabinet's report, may be the subject of questions and statements by Members upon notice being given to the Democratic Services Lead Manager by 12 noon on Monday 10 December 2012.

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 23 OCTOBER 2012 AT 2.00 PM
AT COUNTY HALL**

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

Members:

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

* = Present

**PART ONE
IN PUBLIC**

136/12 APOLOGIES FOR ABSENCE [Item 1]

Apologies for absence were received from Ms Denise Le Gal.

137/12 MINUTES OF PREVIOUS MEETING: 25 SEPTEMBER 2012 [Item 2]

The minutes of the meeting held on 25 September 2012 were confirmed and signed by the Chairman.

138/12 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest

139/12 PROCEDURAL MATTERS [Item 4]

(a) MEMBERS' QUESTIONS [Item 4a]

There were no Members' questions.

(b) PUBLIC QUESTIONS [Item 4b]

There were no public questions.

(c) PETITIONS [Item 4c]

A late request had been received to present a petition at the meeting. The Chairman agreed that the petition would be considered as it related to a matter which was on the agenda for the meeting. The petition, which contained 502 signatures, was presented by Mrs Lynne Bates in opposition to the proposal for a visitors' centre to support the National Magna Carta 800th Anniversary Celebrations. Mrs Bates addressed the Cabinet on the objections contained within the petition, relating to the design and scale of the proposed visitors' centre and its impact on the existing open space and surrounding infrastructure, and requested that the proposals be scaled back to a temporary or lower cost structure.

It was agreed that the points raised by the petition would be considered during the discussion of Minute Item 145/12 (Support National Magna Carta 800th Anniversary Celebrations) and a written response would be sent to the lead petitioner (attached as **Appendix 1 to these Minutes**).

(d) PART 2 REPRESENTATIONS [Item 4d]

No representations had been received in relation to items on the agenda which were due to be discussed in private.

140/12 REPORTS FROM SELECT COMMITTEES, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

(a) OPERATION OF CIVIL PARKING ENFORCEMENT IN SURREY [Item 5a]

A response to the Environment and Transport Select Committee was agreed as attached as **Appendix 2 to these minutes**.

141/12 2012/13 QUARTER TWO BUSINESS REPORT [Item 6]

The Cabinet acknowledged the success that Surrey County Council had achieved during the second quarter of 2012/13.

Key points highlighted by Cabinet Members included:

- The survey of residents had returned some of the highest scores so far, including 96% of those asked were satisfied with their neighbourhood as a place to live and high scores for value for money
- The Superfast Broadband agreement with BT would see Surrey become the best connected county in the UK for fibre optic broadband by 2014
- Surrey's hosting of Olympic and Tour of Britain cycling events had been a widely recognised success with an estimated one million people having lined the roads of Surrey to watch over the summer
- 155 businesses had taken up the council's offer of support to get young people into apprenticeships. The council would also be continuing its own internal apprenticeship scheme to help young people in the county
- The council had developed an excellent relationship with the new clinical commissioning groups and would be continuing to support GPs in gaining NHS accreditation. Work was also continuing to integrate the wider public health role into the council's ways of working
- Surrey, working in partnership with its highways contractor May Guerney, had turned a previously poor position on road maintenance into a high performing area and done so with speed and alacrity. Key performance indicators had been met for the fifth month in a row and both council officers and May Guerney deserved to be complimented for their work
- Recycling rates in the county were increasing and showed the benefits of close working with Boroughs and Districts
- A tremendous job had been carried out across a range of council services to ensure that additional school places were delivered on time. The work of the Cabinet Member, Education, the individual schools, Finance, Property and others had demonstrated the shared commitment to, and benefits from, working as one team
- GCSE results in Surrey had reflected the national picture with those assessed in January doing well and in some cases receiving better marks

than those assessed in the summer. The council had been in contact with the Department for Education and would continue to work at the national level to ensure fairness for all Surrey students

- Two community partnered libraries were now up and running and more were in progress
- The Winter Service Delivery Plan had been well received and Surrey was seen to have prepared well for winter conditions.

The Chairman noted that the performance achieved by the council was the best that he had seen so far. Whilst noting that there would be no room for complacency, the Chairman paid tribute to the efforts of staff across the council and in particular the policy team.

RESOLVED:

1. That the Quarter Two Business Report covering Residents Survey feedback, people performance, financial stewardship and individual Directorate performance be noted.
2. That the progress made in implementing the One County One Team People Strategy 2012/17 be noted.
3. That the progress made in implementing the One County One Team Fairness and Respect Strategy 2012/17 be noted.
4. That the Leadership Risk Register as of 25 September 2012 be agreed.

Reason for Decisions

To ensure effective business management of the County Council to deliver improved outcomes and value for money for Surrey residents, ensure proper implementation of the Council's One County One Team People Strategy 2012/17 and the One County One Team Fairness and Respect Strategy 2012/17 and proper consideration of Leadership Risk.

142/12 SCHOOLS FUNDING REFORM: IMPLEMENTATION OF NEW FUNDING FORMULA FOR SURREY SCHOOLS 2013/14 [Item 7]

New regulations require local authorities to re-design their schools' funding formula on a more simplistic basis, with the aim being to ensure greater national consistency. Surrey is a relatively low funded authority and, in order to target funds effectively, has had a relatively complex funding formula. The Cabinet considered amendments to the council's schools funding formula, to be submitted to the Education Funding Agency, necessary to comply with the regulations and also to mitigate unavoidable turbulence at individual school level.

It was noted that the reduction in funding factors that could be considered from 37 to 9 would affect Surrey's ability to respond to local conditions. Smaller and rural schools would lose out under the new proposals and this could have a significant impact on some schools in Surrey. The Department for Education had stated that no school should lose more than 1.5% over the first two years and had indicated that it was likely that this might be extended. The Leader of the Council had written to the Secretary of State to highlight the

impact that this policy could have on Surrey schools, pointing out that some schools could potentially lose 20% of their funding.

The support of local schools and the Schools Forum, who had agreed with the increase in deprivation funding and the maintenance of support for special needs provision, had been crucial to the council's efforts to limit the negative impacts of this national policy. Local primary and secondary schools had worked together, even where this might mean that secondary schools lose some money in order to support primaries. The Leader and Cabinet Members expressed their gratitude to the Schools Forum and local schools for the way in which they had worked together on this issue.

Surrey was noted to have good schools with very well run finances. The proportion of schools running deficits was very small compared to the picture nationally. The Cabinet expressed concerns on the impact that this policy could have in the long term on some of the county's smaller, well loved and well maintained schools. Discussions with the Department for Education would continue on this matter.

RESOLVED:

1. That the proposed revisions to the schools' formula funding factors and transitional arrangements be approved in order to comply with new legislation.
2. That the transfer of £27m of Dedicated School Grant funding from core to deprivation funding to mitigate adverse impacts on schools catering for disadvantaged groups, as supported by the Schools Forum, be approved.
3. That authority be delegated to the Assistant Director Schools & Learning, in consultation with the Leader and the Cabinet Member for Children and Learning, to update and amend the formula as appropriate following receipt of DfE autumn term pupil data in December 2012, to ensure that total allocations under the formula are affordable within current resources.

Reason for Decisions

To ensure that the council's funding formula for schools complies with new regulations and that turbulence of funding at individual school level is minimised.

143/12 BUDGET MONITORING FORECAST 2012/13 (PERIOD ENDING SEPTEMBER 2012) [Item 8]

The council had set a very tough 2012/13 budget and five year Medium Term Financial Plan. In doing so it had always recognised that these challenging savings would not be easy to achieve and the council now forecast an overspending on services totalling £0.9m, or 0.05% of the total budget. This forecast was due to emerging activity and volume pressures, particularly within Adult Social Care, Children's Services and Highways. These pressures were not preventing the council from meeting its financial plan and services continued to apply stringent management action plans to meet their budget targets.

A risk contingency provision of £9m, which the council had established as part of its sound and robust budget planning, would be used in part to off-set the forecasted service overspending. Allowing for the use of the contingency earmarked as a precaution against the costs of increased demand for services, the net forecast underspending was £3.5m, or 0.2% of the total budget.

The council's Medium Term Financial Plan had set a target of £71.1m of savings and efficiencies for the 2012/13 financial year. A review of all efficiencies had identified a recurrent shortfall of £5.1m. The impact of this shortfall on next year's budget was being assessed and would be presented to the Cabinet in December. Adjustments would also be made to the capital budgets for future years to reflect the early delivery of some schemes.

Cabinet Members noted the benefits of the council's multi-year savings programme. Sound financial planning had enabled the council to meet rising demand in areas which were most affected by the recession such as children's services and adult social care, bring forward highways maintenance schemes and meet the demands of the schools programme.

RESOLVED:

1. That the projected revenue budget and the Capital programme direction be noted (as set out in Annex 1, Sections A and B of the report submitted).
2. That the work to agree business rates pooling with Surrey districts and boroughs (as set out in Annex 1, Section A of the report submitted) be noted and endorsed.
3. That it be agreed that the government grant changes be reflected in directorate budgets (as set out in Annex 1, Section C of the report submitted).
4. That the further quarter 2 financial information on treasury, debts reserves and balances and the Chief Financial Officer's delegated authority to write off £305,203 of debts this quarter (as set out in Annex 1, Section D of the report submitted) be noted.

Reason for Decisions

To comply with the agreed strategy of considering budget monitoring and any necessary actions on a monthly basis.

144/12 OPERATION OF CIVIL PARKING ENFORCEMENT [Item 9]

The Cabinet considered proposals for how the County Council would manage the future enforcement and administration of civil parking enforcement within Surrey. Following consultation with the Boroughs and Districts it had been proposed that the County Council enter into long term on-street parking enforcement agency agreements with those councils which were willing to undertake the function. The Local Committees would be given a formal oversight and monitoring role to oversee this area. The Cabinet Member for Transport and Environment reported that each of the eleven borough and

district councils in Surrey had indicated their agreement in principle with the proposed arrangements.

Much improvement had been made in the operation, management and financial viability of civil parking enforcement since the County Council first took over this responsibility from Surrey Police. Deficits in enforcement budgets had been addressed and should not resurface. The clear financial arrangements put in place should ensure that operational deficits did not return and that savings were made for residents. It was proposed that any surpluses generated would be distributed between the local committee, the enforcement agent and the County Council on the basis of a 60/20/20 split, although it was noted that this was open to negotiation.

The Chairman of the Environment and Transport Select Committee, Mr Steve Renshaw, addressed the Cabinet on the distribution of surpluses. He welcomed that the distribution split was open to negotiation but questioned the reasoning behind the proposed ratio and stated his opposition to any cross subsidy between borough and district areas. The Cabinet Member for Transport and Environment welcomed the comments which had been received from the Select Committee but disagreed with the suggestion that all surpluses should be retained entirely within the borough or district area. It was important that there was some flexibility, provided by the 20% provision, to enable assistance with general road maintenance in the county.

RESOLVED:

1. That the introduction of new agency agreements in line with the terms specified within sections 13-18 of the report submitted be approved and the Assistant Director for Highways, in consultation with the Cabinet Member for Transport and Environment, be authorised to finalise details and implement the new agreements.
2. That Local Committees will have an oversight and monitoring role for on-street parking enforcement within their area.
3. That the Assistant Director for Highways, in consultation with the Cabinet Member for Transport and Environment, be authorised to enter into suitable alternative short term arrangements to ensure continuation of on-street parking enforcement in the event that such arrangements become necessary.

Reason for Decisions

To ensure the County Council effectively and efficiently manages on-street parking in Surrey.

145/12 SUPPORT FOR NATIONAL MAGNA CARTA 800TH ANNIVERSARY CELEBRATIONS [Item 10]

The sealing of the Magna Carta in Runnymede is a major part of Surrey's heritage and cultural identity. The 800th anniversary in 2015 will be an occasion of national and international prominence and significance and the County Council, working with partner organisations and stakeholders from across the county, will provide strategic leadership to ensure that the focus of this celebration is Runnymede. The opportunity of the 800th anniversary will

be taken to ensure that this important historic event is fully promoted and celebrated for the benefit of residents and visitors both now and in the future.

The Cabinet considered a range of national celebratory activities proposed by the national Magna Carta 800th Anniversary Organising Committee and its support in principal for a £5m contribution to the funding of a new Magna Carta visitor centre proposed by Runnymede Borough Council. £3m of additional match funding would also need to be raised externally for the project. The visitor centre represented a real opportunity to provide a long lasting benefit to the county in terms of tourism, boosting the local economy and raising awareness of the worldwide historical significance of the area.

Cabinet Members noted the petition which had been presented earlier in the meeting and the concerns which had been raised about the potential impact of a new visitor centre. The County Council would support Runnymede Borough Council in looking to ensure that any potential negative impacts on residents and the location are minimised via the design and planning process.

RESOLVED:

1. That all recommendations in the model resolutions 1-20, which includes the proposal for a National Holiday on 15th June 2015 to celebrate the 800th anniversary, be supported and endorsed.
2. That a total £5m contribution to the funding for a new visitor centre, with £3m of additional match funding to be raised externally, be approved in principle subject to appropriate project governance and management being put in place, the agreement of which be delegated to the Cabinet Member for Community Services and the 2012 Games in consultation with the Leader of Council and the Assistant Chief Executive.

Reason for Decisions

The sealing of the Magna Carta in Runnymede is a major part of Surrey's heritage and cultural identity and the 800th anniversary will be an occasion of national and international prominence and significance. There will be strategic leadership from the County Council, working with partner organisations and stakeholders from across the County, to ensure that the focus of this celebration is Runnymede. Through the opportunity of the 800th anniversary, this important historic event will be fully promoted and celebrated for the benefit of residents and visitors now and in the future.

146/12 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 11]

The Cabinet noted the delegated decisions taken by Cabinet Members since the last meeting of the Cabinet.

RESOLVED:

That the decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting, as set out in **Appendix 2 to these minutes**, be noted.

Reason for Decisions

To note the decisions taken by Cabinet Members under delegated authority.

147/12 SURREY FIRE AND RESCUE SERVICE SPECIALIST RESCUE AND CONTINGENCY CAPABILITY [Item 12]

The Fire Authority is required by law to provide a fire and rescue service and to put in place business continuity arrangements to ensure that this can continue to be provided in a range of circumstances. Surrey Fire and Rescue Service Business Continuity plans were presented to Cabinet in November 2011. Since that time the Service has been working to ensure that, as far as reasonably possible, there would be no gap in business continuity in the event of industrial action and that it could continue to undertake its mission to save life, relieve suffering and protect property.

This work had led to the development of proposals which would not only address the long standing capability gap in the event of industrial action but would also deliver additional support in terms of specialist services and equipment. The Cabinet, as the Fire Authority for Surrey, therefore considered entering into an innovative contract (the details of which were considered in private in Part 2 of the meeting) for the provision of specialist emergency response capability and the associated emergency response contingency crews. This would be funded as a one year pilot through internal reserves.

RESOLVED:

1. That the commencement of negotiations with the identified service provider in order to agree pilot contractual arrangements that limit, as far as reasonably practicable, the liability of the Council be approved.
2. That the allocation of funding from the Vehicle and Equipment Replacement Fund to enable the arrangement to run on a pilot basis for one year as detailed within the Part 2 annex be approved.
3. That a report be brought back to Cabinet within 6 months of the commencement of the pilot contract, assessing the costs and benefits of the arrangements, taking account of developing partnership opportunities and emerging national practice in this area.

Reason for Decisions

To enable the Surrey Fire Authority to meet the requirements laid out in legislation to enable SFRS to undertake its mission to save life, relieve suffering and protect property and the environment and have in place suitable business continuity arrangement to achieve these outcomes so far as is reasonably practicable in the event of industrial action by one or more of the relevant representative bodies, or another business continuity event.

148/12 EXCLUSION OF THE PUBLIC [Item 13]

RESOLVED:

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting 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.

149/12 SURREY FIRE AND RESCUE SERVICE SPECIALIST RESCUE AND CONTINGENCY CAPABILITY [Item 14]

Further to the item considered in Part 1 of the meeting (minute reference: 147/12), the Cabinet considered the contractual and financing arrangements for the provision of contingency crewing and specialist rescue capability pilot.

RESOLVED:

1. That the proposed pilot contractual arrangements be approved as detailed within the Part 2 annex.
2. That the redirection of funding from the Vehicle and Equipment Replacement Fund be approved to enable the arrangement to run on a pilot basis for one year commencing January 2013.

Reason for Decisions

The provision of contingency crewing has proved to be problematic for most Fire and Rescue Authorities, due to both the cost and the quality of service being offered. The delivery of this provision as an integral part of the provision of specialist rescue capability is an innovative approach which offers the potential to explore income generating possibilities in the future.

150/12 PROPERTY TRANSACTIONS [Item 15]

(a) WOKING PRIORITY HOMES [Item 15a]

The County Council owns land south of Woking known as the Westfield Smallholding Estate. The County Council had received a request from Woking Borough Council to enter into discussions to make available part of the Estate in order to implement a PFI Project, known as Woking Priority Homes, which will create a significant number of affordable homes.

RESOLVED:

That the commitment to working with Woking Borough Council to deliver the Woking Priority Homes Project by entering into legal agreements that will commit the County Council to sell land at Moor Lane, Woking at a sum that accords with its statutory requirement under S123 Local Government Act 1972, subject to final approval by the Strategic Director for Change and Efficiency in consultation with the Leader, be confirmed.

Reason for Decisions

To achieve a sale of land in support of the County Councils Medium Term Financial Plan and provide support to Woking Borough Council's Woking Priority Homes Project.

151/12 PUBLICITY FOR PART 2 ITEMS [Item 16]

RESOLVED:

That non-exempt information relating to the Surrey Fire and Rescue Service Specialist Rescue and Contingency Capability and Woking Priority Homes items considered in Part 2 of the meeting may be made available to the press and public as appropriate.

Meeting closed at 3.50 pm

Chairman

CABINET MEMBER FOR COMMUNITY SERVICES AND THE 2012 GAMES

RESPONSE TO PETITION CONCERNING A MAGNA CARTA VISITORS CENTRE

The Petition

“Runnymede Borough Council wish to build a Visitor Centre at Runnymede Pleasure Grounds, the plans are for a large, unsympathetic design building on this open space.

We have support from CPRE (Campaign To Protect Rural England) as they also have serious concerns regarding the future of Runnymede Pleasure Grounds as an open space if this proposal was to go ahead; the principal matter being the detrimental effect the increased visitor numbers and traffic will have on the wider site and local infrastructure, including the wildlife habitat.

Runnymede Borough Council has been refused funding by the Heritage Lottery Funding and is therefore looking at a cost of approx. £5 million to finance this project. We believe this money could be better spent (eg on hospital facilities/public swimming pool/leisure centre).

Whilst we appreciate it is good to celebrate the 800th anniversary of the sealing of the Magna Carta in 2015, we would urge you to sign our petition NOT to support the project in its current form, but to scale back to perhaps a temporary structure (eg marquee etc.) in keeping with the land and spirit of the Magna Carta which does not irrevocably alter the landscape, the locale, and the quality of life for current residents.”

The Response

Thank you for sending your Magna Carta Visitor Centre petition to Surrey County Council. I can confirm that the Communities Select Committee will examine your concerns on the 14th November at 2pm and you are welcome to attend.

Surrey County Council’s Cabinet has agreed to contribute £5m to the development of a future Visitor Centre. The County Council decided to support a visitor centre for Runnymede because of the tremendous national importance of Magna Carta in terms of heritage education, economic development, tourism and great pride in our county. The County Council is seeking to ensure a state of the art facility within an impressive, sustainable, and architecturally distinguished landmark building that will tell the story of Magna to both local and international visitors. The Council’s ambition is that through planned events in 2015 and the Visitor Centre, the profile of Surrey will be enhanced both nationally and internationally which will benefit the wider area in both the short and longer term.

Mrs Helyn Clack

Cabinet Member for Community Services and the 2012 Games

CABINET RESPONSE TO ENVIRONMENT AND TRANSPORT SELECT COMMITTEE

Operation of Civil Parking Enforcement in Surrey

- a) That the introduction of new agency agreements be supported in line with the terms specified within the report. However, the Committee expresses concern at the 60/20/20 split of surplus and asks for clarification of its justification and purpose.
- b) That the Assistant Director, in consultation with the Cabinet Member, be authorised to enter into suitable alternative short-term arrangements to ensure continuation of on-street parking enforcement.
- c) That the ability for Local Committees to have a formal scrutiny role for on-street parking enforcement within their area be supported.

Reply

On-street parking is important for our residents and ensuring we provide a high quality and effective service is one of my key priorities. Therefore I am grateful for the thoughtful and thorough consideration the Environment and Transport Select Committee has given to the Operation of Civil Parking Enforcement both at their meeting in September and prior to this through the parking task group.

My reply below is in the same order as the recommendations endorsed by the Select Committee

- a) The County Council, working with our Agents (Districts & Boroughs) have made substantial improvements in reducing the financial deficit generated from on-street parking. It must be recognised that parking enforcement is not a mechanism for generating income and based on the financial outturns for 2011/12 the future surpluses for most areas will be low, if anything at all. The intention is for the bulk of any surplus (60%) to be allocated to the Local Committee who will be able to use this for the betterment of their residents as the Committee determine a priority (provided it complies with the legislation governing how it can be used). Therefore, if for sound reasons a Local Committee chooses to introduce additional on-street charging and this results in a financial surplus, the majority of this will be used as per the wishes of the Local Committee. If the Local Committee wish to ring fence this to the specific division or location where it is generated this is something they will be able to do.

20% will be provided to the enforcement agent as recognition of the risk they have accepted in underwriting any deficit and to provide a further incentive for operational efficiency. If they so choose, the agent (District or Borough) could ask the Local Committee to determine how their "share" is to be used. If the County Council were to enter into an arrangement with the private sector, there would be an element of profit within any contractual relationship.

The final 20% will return to the County Council. On-street parking is a County Council function and ultimately the County Council is responsible for ensuring the service is provided. Any surpluses returned to the County Council will be used to support the general highways budget, including the County Council's parking team.

The Cabinet report provides the flexibility for the split to be amended to suit any local negotiations, but before this is agreed the relevant Local Committee Chairman will be consulted.

- b) This is noted and it is hoped that long term arrangements can be entered into as per our intended timeframe. However, we need to have the flexibility to ensure continued service in the event that one of our agents chooses to not be involved.
- c) The Cabinet report makes specific reference to the oversight and monitoring role of the Local Committee. It is my view that the role of the Local Committee is essential to ensure the parking enforcement service meets the needs of an area. Operational management will be the responsibility of our agents but the Local Committee will have a structured role in monitoring performance and be presented with clear performance data. The County Council's parking team will be working with our agents and the Local Committee to agree formal arrangements which best suit the relevant Local Committee.

John Furey
Cabinet Member for Transport and Environment
23 October 2012

CABINET MEMBER DECISIONS

OCTOBER 2012

(i) A24 LEATHERHEAD ROAD, ASHTEAD SPEED LIMIT ASSESSMENT

- (1) That the Mole Valley Local Committee request to reduce the speed limit to 30mph on the A24 Leatherhead Road between the Knoll roundabout and The Warren be not endorsed.
- (2) That the recommended outcome proposed by officers in the report to the Local Committee be approved. (Appendix 1 of the submitted report)

Reasons for decision

A 30mph speed limit does not comply with the Speed Limit Policy and is not supported by the Police or Officers.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(ii) A245 WOODLANDS LANE / WOODLANDS ROAD / RANDALLS ROAD AND C131 OAKLAWN ROAD

- (1) That the Mole Valley Local Committee request to reduce the speed limit on the A245 Woodlands Lane/Woodlands Road/Randalls Road to 40mph be endorsed;
- (2) That the Mole Valley Local Committee request to reduce the speed limit on the C131 Oaklawn Road to 40mph be endorsed; and
- (3) Measures such as improvements to signing and Vehicle Activated Signs be introduced, where appropriate, to help achieve compliance with the reduced speed limits.

Reasons for decision

Whilst a 40mph speed limit does not comply with the Speed Limit Policy, it is supported by Police officers and the introduction of additional measures be suggested to help achieve driver compliance with the reduced limits.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(iii) SPEED LIMIT A245 WOODLANDS LANE, STOKE D'ABERNON / A245 WOODLANDS ROAD, LEATHERHEAD / A245 RANDALLS ROAD, LEATHERHEAD

That the speed limit on the A245 Woodlands Lane / A245 Woodlands Road / A245 Randalls Road be reduced from the national speed limit (60mph) to 40 mph, from the junction with Cobham Road / Stoke Road to the existing

30mph termination point approximately 200 metres south-east of the access road to Leatherhead Crematorium.

Reasons for decision

The current county policy permits a 50mph for this type of road. However, following Elmbridge Local Committee's recommendation to reduce the existing national speed limit (60mph) to 40mph, support has also been received from Surrey County Council's Safety Camera Partnership and Surrey Police. A reduction in speed limit and additional signing should assist in reducing the number of personal injury collisions.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(iv) SPEED LIMIT A244 LEATHERHEAD ROAD / WARREN LANE, OXSHOTT

- (1) That the 30mph speed limit on A244 Leatherhead Road be extended from the existing 30mph termination point near the junction with Spinneycroft, south-eastwards to a point approximately 520 metres northwest of the roundabout at Oaklawn Road;
- (2) That the 30mph speed limit on A244 Warren Lane be extended from the existing 30mph termination point northwards to the junction with Heath Road.

Reasons for decision

The current County policy permits a 50mph for this type of road. However, following Elmbridge Local Committee's recommendation to reduce the existing 40 mph to 30 mph, strong support has also been received from Surrey County Council's Safety Camera Partnership and Surrey Police. A reduction in speed limit would aid in the introduction of the mobile enforcement site and allow drivers to better regulate their speed before entering the village.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(v) APPROVAL TO AWARD A CONTRACT TO ALLOW MOBILE PHONE PAYMENT OF PARKING CHARGES

That a framework contract to commence in November 2012 for a period of 3+1 years to the company, as detailed in the report be approved.

Reasons for decision

A full tender process in compliance with the requirement of EU Procurement Legislation and Procurement Standing Orders has been completed, and the recommendation provides best value for money for the Council following a thorough evaluation process.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(vi) THE DOWNS GYPSY SITE

That Option 1, as detailed in the report and, as the least risk and, potentially lowest and ascertainable cost option be approved.

Reasons for decision

This is the quickest and least risk option, with a known cost, for closing The Downs.

(Decision of Cabinet Member for Transport and Environment – 10 October 2012)

(vii) EXPANSION OF ST DUNSTANS CATHOLIC PRIMARY SCHOOL TO 3 FORMS OF ENTRY FROM SEPTEMBER 2013

That this project be approved and delivered based on the revised estimated cost, as detailed in the submitted report, provided that competitive tenders are obtained and fall within this revised value.

Reasons for decision

The scheme delivers a value for money expansion to a school that supports the Authority's statutory obligation to provide additional school places for local children. The expansion at St Dunstan's is already in the approved capital programme for school basic need with allocated funding. The revised estimated cost, as detailed in the submitted report, is considered reasonable given the essential statutory and business requirement. Approval to proceed is required now so that building can commence as soon as possible in order to deliver the required new places by September 2013.

(Decision of Cabinet Member for Assets and Regeneration Programmes – 11 October 2012)

(viii) EXPANSION OF THE MARIST CATHOLIC PRIMARY SCHOOL, WOKING

- (1) That the business case for the expansion of The Marist VA Primary School be approved.
- (2) That the expenditure for a specified sum set out in the submitted report, be approved to develop working drawings and specifications and seek competitive tenders for the work in advance of the grant of planning permission on the basis that these costs may prove abortive if planning permission is not granted.
- (3) That the delivery of the scheme to a maximum value, as set out in the submitted report, be approved, to allow the Diocese to award a contract and undertake the works, subject to the grant of planning permission.

Reasons for decision

The scheme delivers a value for money expansion of the school that supports the Authority's statutory obligation to provide much needed additional school places for local children in Woking. Release of the funding will be required so that building work can commence as soon as possible if and when planning approvals are given in order to deliver the new accommodation by September 2013.

(Decision of Cabinet Member for Assets and Regeneration Programmes – 11 October 2012)

(ix) A PROPOSAL TO PERMANENTLY EXPAND THE MARIST CATHOLIC PRIMARY SCHOOL FROM 1.5 FORMS OF ENTRY (315 PUPILS) TO 2 FORMS OF ENTRY (420 PUPILS) FROM SEPTEMBER 2013

That the proposal to permanently expand The Marist Catholic Primary School from 1.5 to 2 forms be approved. This approval would be conditional on planning permission being granted by Woking Borough Council for the increase in pupil numbers on the site to 420 as well as Surrey County Council approving the plans for the extension to the existing building.

Reasons for decision

The expansion proposal will address pressure for primary places in Woking, including specific pressure for Catholic places, and is supported by the feedback received from the consultation.

(Decision of Cabinet Member for Children and Learning – 12 October 2012)

(x) LINGFIELD GUEST HOUSE TRUST

1. That a Scheme be submitted to the Charity Commission in order to seek approval to vary the terms of the Trust.
2. That the scheme includes provision for the following board of trustees to be set up to include a representative from each of the following - Surrey County Council, Lingfield Parish Council, Tandridge District Council and Dormansland Parish Council, currently represented on the Lingfield Guest House Advisory Committee and in addition the proposed Board of Trustees should include one representative from the Surrey Historic Buildings Trust and four Independent lay people (not councillors) who should be drawn from the local community.
3. That £50,000 funding for refurbishment works for the Guest House flat be approved with immediate effect.

Reasons for decision

To give local people an opportunity to provide for more efficient and effective use of the Trust's resources and thereby benefit the charity.

(Decision of Leader of the Council – 15 October 2012)

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