

## CABINET

The following decisions were taken by the Cabinet on Tuesday, 22 October 2013 and will take effect on Thursday 31 October 2013 unless the call-in procedure has been triggered. **CALL-IN DEADLINE: 30/10/13.**

The following represents a summary of the decisions taken by the Cabinet. It is not intended to represent the formal record of the meeting but to facilitate the call-in process. The formal minutes will be published in due course to replace this decision sheet.

County Members wishing to request a call-in on any of these matters, should contact the Senior Manager for Scrutiny or relevant Democratic Services Officer.

The Cabinet at its meeting on Tuesday, 22 October 2013 considered the following matters and resolved:

- **PUBLIC QUESTIONS** (Item 4b)

Two questions had been received from members of the public. The questions and responses were tabled and are attached as Appendix 1.

- **REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL** (Item 5)

- **COUNCIL OVERVIEW AND SCRUTINY COMMITTEE - DIGITAL BY DEFAULT [Item 5a]**

The recommendations of the Council Overview and Scrutiny Committee were circulated with the agenda. The response of the Cabinet Member for Business Services was tabled at the meeting and is attached as Appendix 2 to these minutes.

- **PUBLIC SERVICE TRANSFORMATION** (Item 6)

1. That the progress made in developing the scope of the programme, represented by the public service transformation outline business cases, as set out in Annex A of the submitted report be noted, and officers be asked to continue developing full business cases for consideration at the February 2014 Cabinet meeting.
2. That Surrey's Joint Statement of Intent, as set out in Annex B of the submitted report be agreed on behalf of the council, and the Chief Executive be instructed, in discussion with the Leader, local partners and representatives of central Government, to continue to update this as the programme develops.
3. That the offer of funding from the Transformation Challenge Award be accepted, and the Department for Communities and Local Government be thanked for its contribution to the costs of developing this important work on behalf of the relevant partners in Surrey and Sussex.
4. That partner organisations have their own governance requirements and processes, which they will need to follow to agree and sign-off further business cases and implementation plans.

### **Reasons for Decisions:**

Partners in Surrey have a shared ambition to transform services and outcomes for Surrey residents. The vision is that across the public sector, services will shift from an emphasis on high cost responses towards prevention and earlier intervention. The intention is for services to deliver much better value for money.

The council is working closely with partners to develop its plans for public service transformation in Surrey. The outline business cases provide the evidence, both to the council and to partners, that the case for change and potential benefits are sufficiently strong to justify more detailed work on each of the proposals.

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

- **FAIRNESS AND RESPECT STRATEGY 2013-2018** (Item 7)

That the Confident in our Future, Fairness and Respect Strategy 2013 – 2018, as set out in Annex 1 of the submitted report, be approved.

### **Reasons for Decisions:**

Approving the Confident in Our Future, Fairness and Respect Strategy 2013-2018 will support the delivery of the Council's commitment to promote Fairness and Respect in the services it provides and in its workforce. It will also ensure that statutory requirements for the publication of equality objectives continue to be met.

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

- **COMMUNITY PARTNERED LIBRARIES PROGRESS REPORT** (Item 8)

Having taken account of the equalities analysis set out in the impact assessment and update of the submitted report:

- a. That the vote of thanks expressed by the Communities Select Committee on 26 September 2013 and Library Service to all volunteers and communities who have been involved with the success of this initiative be endorsed.
- b. That the progress made in implementing its decision on 24 July 2012 establishing 6 out of 10 Community Partnered Libraries (CPLs) be noted, and the Cabinet looked forward to the remaining 4 libraries opening as CPLs.

### **Reasons for Decisions:**

Implementing the CPL policy has marked a major step change in how access to library services is delivered in Surrey. Working with CPLs is providing both libraries and SCC with new learning experiences in how community led provision can make the range of services offered at these libraries more accessible and diverse, helping to improve services in the future.

Implementation has also required substantial input from the Council's Legal and Property services, and support from Finance, Audit and Insurance. Introducing, supporting and developing the CPL model has involved all aspects of the Library Service and has led to a number of improvements. These include training and how library staff working with volunteers, as well as a clearer vision of how

libraries in general can maintain their position at the heart of their communities, as community hubs, in a changing world.

The successful implementation of CPLs, at six libraries to date, is a reflection of the hard work and dedication of the council officers involved, and the commitment of the CPL steering groups and volunteers.

Evidence from customers and volunteers indicates that the CPLs are a valued complement to the Surrey library network, operating with a renewed sense of purpose and vigour and with ambitious plans for future development.

*[The decisions on this item can be called in by the Communities Select Committee]*

- **APPOINT A NUMBER OF SUPPLIERS TO SURREY COUNTY COUNCIL AND EAST SUSSEX COUNTY COUNCIL FRAMEWORK FOR LIBRARY FIT OUTS (Item 9)**

That the award be approved and five suppliers be appointed to the Framework for Library fit outs, to work to a set specification which will allow SCC and ESCC to utilise the appointed suppliers for projects as they arise through the use of mini-competitions. The new Contracts will be operational from November 2013 for three years with an option to extend for further 12 months.

**Reasons for Decisions:**

The overarching aim of the framework is the efficient delivery of library refurbishments, to develop a library environment that creates a sense of excitement amongst users and promotes books and reading. The profile of SCC's and ESCC's libraries will be raised and library use within the community increased.

Surrey County Council's Library service has undertaken a major programme of library refurbishments since 2004. Thirty of SCC's libraries have been refurbished to a high standard working with a range of suppliers over that period. A continuing programme of refurbishment is dependent upon the agreement of the funding which will be considered as part of the Medium Term Financial Planning (MTFP) process. The agreed MTFP capital programme, however, includes a number of projects which will require the services of skilled and experienced fit-out suppliers over the duration of the framework agreement. These include the fit-out of Cobham Library and the development of a community hub in Merstham. ESCC has an immediate requirement for a major library refurbishment in Hastings and other projects over the next two years amount to £750,000.

A full tender process, in compliance with the EU Procurement Legislation and Procurement Standing Orders has been completed, and the recommendations provide best value for money for the Council.

The suppliers have listed a range of discounts up to a maximum of 27.5% on their products, guaranteed for a year. SCC and ESCC expect to achieve further reductions throughout the life of this Framework. Wherever possible, we would expect appointed companies to sub-contract elements of the fit-out work to local companies in order to meet SCC's business target to support the local economy.

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

- **SURREY SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2012 - 2013** (Item 10)

That the Surrey Safeguarding Adults Board (SSAB) Annual Report be noted, prior to it being published.

The SSAB will take the detail of this report and a strategy be developed to address the concerns identified in the report. The strategy will come before Cabinet in the New Year.

**Reasons for Decisions:**

Accepting the recommendation will provide evidence the council has fulfilled its obligations to co-ordinate the activities of the Safeguarding Adults Board. It will provide information to the public on the performance of the Board in the delivery of its strategic plan.

When the Care Bill 2013 becomes enacted, it will be a statutory requirement for Safeguarding Adults Boards to produce and publish an Annual Report and for the report to be shared with the local police, Healthwatch and the Health and Wellbeing Board. The Surrey Safeguarding Adults Board wish to comply with these requirements in advance of the statutory duty. Providing paper copies to Surrey libraries will make the report easy to access for Surrey residents who do not have internet access.

*[The decisions on this item can be called in by the Adult Social Care Select Committee]*

- **SURREY SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT 2012 - 2013** (Item 11)

That the Surrey Safeguarding Children Board Annual Report be noted, prior to it being published.

**Reasons for Decisions:**

The Board is constituted Under Section 13 of the Children Act 2004; its objectives are set out in Section 14 of the Children Act 2004. Regulation 5 of the Local Safeguarding Children Board (LSCB) Regulations 2006 sets out the statutory functions of the LSCB.

Section 14a of the Children Act 2004 requires that the independent Chairman publishes an Annual Report on the effectiveness of child safeguarding and promoting the welfare of children in the local area.

Accepting the recommendation will provide evidence the council has fulfilled its obligations under Section 13 of the Children Act 2004.

*[The decisions on this item can be called in by the Children and Education Select Committee]*

- **SCHOOLS' FUNDING FORMULA 2014/15** (Item 12)

1. That the proposed revisions to the schools' funding formula, as recommended by the Schools Forum and set out in Annex 2 of the submitted report, be introduced.

2. That the proposed Surrey formula factors, as set out in Annex 3 of the submitted report, be approved for submission to the DfE by the 31 October 2013 deadline.
3. That authority be delegated to the Assistant Director, Schools & Learning, in consultation with the Leader and the Cabinet Member for Schools & Learning, to update and amend the formula as appropriate following receipt of DfE autumn term pupil data in December 2013. This is to ensure that total allocations to schools under this formula remain affordable within the council's Dedicated Schools Grant settlement to be announced during December.

### **Reasons for Decisions**

To comply with DfE regulations including prior notification of the council's funding formula for schools and to ensure that turbulence of funding at individual school level is minimised.

*[The decisions on this item can be called in by the Children and Education Select Committee]*

#### **• BUDGET MONITORING REPORT FOR SEPTEMBER 2013 (Item 13)**

1. The forecast revenue budget underspend for 2013/14 of £1.4m on services, and adding the unused £13m risk contingency brings this to £14.4m overall, as set out in paragraph 1 of the submitted report, be noted.
2. The forecast ongoing efficiencies & service reductions achieved by year end, as set out in paragraph 63 of the submitted report, be noted.
3. The forecast capital budget position for 2013/14, as set out in paragraphs 66-70 of the submitted report, be noted.
4. That management actions to mitigate overspends, as set out throughout the submitted report, be noted.
5. The quarter end balance sheet, as at 30 September 2013, and movements in earmarked reserves and debt outstanding, as set out in paragraphs 71 to 78 be noted.
6. That the request to drawdown the unused 2011/12 Whole System funding (£7.5m) to cover slippage on social capital saving, paragraph 13 of the submitted report, be approved.

### **Reasons for Decisions**

To comply with the agreed strategy of providing a monthly budget monitoring report to Cabinet for approval and action as necessary.

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

- **OPTIONS APPRAISAL: IN-HOUSE SUPPORT SERVICES FOR WORKING AGE ADULTS AND OLDER PEOPLE WITH DISABILITIES (Item 14)**

To meet both current and future needs of customers and secure the long term sustainability of services:

1. That the formal exploration of the benefits of establishing a Local Authority Trading Company (LATC) for in-house services be approved in principle, including:
  - Day Services for people with learning disabilities and physical disabilities
  - AboutUs Accessible Learning Team
  - EmployAbility
  - Shared Lives Service
  - Personalisation Team
  - New services to be developed to meet projected demand.
2. That a more detailed business case be submitted for Cabinet approval in December 2013, including an Equalities Impact Assessment and plans for formal consultation.

#### **Reasons for Decisions**

Initial financial analysis indicates that the LATC model offers a potential financial benefit to the Council; derived from the recovery of costs of service delivery and sustained growth with a corresponding income stream to the Council over the next five years.

This structure would also facilitate innovation and the development of new services to meet the needs of a wider range of potential customers, not restricted to those assessed as eligible for Council support, and through the retention of a skilled, experienced, and valued workforce as part of a strong Surrey County Council provider brand.

*[The decisions on this item can be called in by the Adult Social Care Select Committee]*

- **EARLSWOOD JUNIOR SCHOOL, REDHILL AND LANGSHOTT INFANT SCHOOL, HORLEY (Item 15)**

That the expansion and adaptation of the schools, as detailed in the submitted report, be agreed in principle, subject to the consideration and approval of the detailed financial information for Earlswood Junior School, Redhill and Langshott Infant School, Horley, as set out in Part 2 of this agenda (agenda items 19 and 20 respectively)

#### **Reasons for Decisions**

The schemes deliver a value for money expansion and improvements to the schools and their infrastructures, which supports the Authority's statutory obligation to provide additional school places and appropriate facilities for local children in Surrey. The individual projects and building works are in accordance with the planned timetables required for delivery of the new accommodation at each school.

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

- **LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING (Item 16)**

That the decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting, as set out in Annex 1 of the submitted report, be noted.

**Reasons for Decisions**

To inform the Cabinet of decisions taken under delegated authority.

- **APPOINT A NUMBER OF SUPPLIERS TO SURREY COUNTY COUNCIL AND EAST SUSSEX COUNTY COUNCIL FRAMEWORK FOR LIBRARY FIT OUTS (Item 18)**

That the following suppliers for SCC and ESCC Framework for Library Fit Outs be agreed:

- Opening the Book Ltd
- FG Library Products Ltd
- TT Solutions and Interiors Ltd
- Demco Interiors
- The Design Concept

**Reasons for Decisions**

As set out in the part 1 report.

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

- **EARLSWOOD JUNIOR SCHOOL, REDHILL (Item 19)**

1. That the business case for the project to permanently expand Earlswood Junior School at a cost, as set out in the submitted report, be approved.
2. That the arrangements by which a variation of up to 10% of the total value may be agreed by the Strategic Director for Business Services, in consultation with the Cabinet Member for Assets and Regeneration Programmes and the with the Leader of the Council be approved.

**Reasons for Decisions**

The proposal supports the Authority's statutory obligation to provide sufficient school places to meet the needs of the population in the Redhill area.

*[The decisions on this item can be called in either by the Council Overview and Scrutiny Committee or the Children and Education Select Committee]*

- **LANGSHOTT INFANT SCHOOL, HORLEY (Item 20)**

1. That the business case for the project to construct a new classroom block and associated extension works at a cost, as set out in the submitted report, be approved.

2. That the arrangements by which a variation of up to 10% of the total value may be agreed by the Strategic Director for Business Services, in consultation with the Cabinet Member for Assets and Regeneration Programmes and the Leader of the Council be approved.

### **Reason for Decisions**

The proposal supports the Authority's statutory obligation to provide sufficient school places to meet the needs of the population in the Horley area.

*[The decisions on this item can be called in either by the Council Overview and Scrutiny Committee or the Children and Education Select Committee]*

### ● **TREASURY MANAGEMENT ISSUE (SPECIAL URGENCY) (Item 20a)**

1. That, on the Council's behalf, the Local Government Association (LGA) and its legal representatives be authorised to represent the Council in negotiations on a basis, as set out in the part 2 report.
2. That a reserve price, as set out in the submitted report, be submitted to the LGA and its representatives, whilst recognising that a lower price may still provide fair value for the council.
3. That the Chief Finance Officer, in consultation with the Leader and / or Cabinet Member for Business Services be authorised, to conduct any further negotiations required on the sale price and accept a final sale price on behalf of the council.
4. That a report be brought to the next meeting of Cabinet following the conclusion of the process to advise on the outcome.

### **Reasons for Decisions:**

The LGA have been acting on behalf of the council. Given the continuing uncertainty over the timing and amount of the final settlement, the council needs to ensure that it receives the best value for money. The council needs to send its authorisation to the LGA by 25 October 2013.

*[The decisions on this item were taken under the Special Urgency procedures as they could not be reasonably deferred and come into immediate effect]*



## **PROCEDURAL MATTERS**

### **Public Questions**

Question (1) from Mr David Beaman

Many local authorities have either already announced or are currently in consultation over reductions in bus services arising from further known reductions in local authority expenditure. Although Surrey County Council's budgets for 2014/15 have still to be finally agreed it is known that there will be reductions in grants received from Central Government. Despite the economic pressures will Surrey County Council recognise that buses play an important part in the lives of many people and in particular the elderly, young mothers with pushchairs and those with mobility difficulties who are unable to hold a driving licence and undertake to maintain the amount available for subsidising bus services that cannot be operated commercially but meet identified social needs. The bus network provided in Farnham (population 38,000) can be at best described as being basic and used as a means of transport of last resort with any further cuts likely to result in problems of social exclusion which could result in other costs being incurred which are greater than any amount saved by any reduction in payment of bus service subsidies.

#### **Reply:**

Surrey County Council recognises that the existence of an appropriate network of local bus services or Community Transport services, supports wider policies and agendas, such as enabling the ability to travel for all sectors of the community, including the elderly, the young and vulnerable groups, access to work and employment opportunities, school place planning, access to healthcare and general social need and well-being.

A Bus Review conducted between 2009 and 2012 realised £4.8m annual savings in bus support funding, achieved through some revision to services, close partnership working with bus operators and revised procurement practices, to identify where savings could be made but minimising the impact on bus users. Extensive consultation with County, Borough and District Members, other stakeholders and the travelling public enabled a holistic approach on a network basis to target areas for attention, rather than considering individual services in isolation, on purely financial grounds without due regard to social need.

In the current challenging financial climate, the Council needs to consider a future bus network that is affordable and sustainable in the longer term. Work is now underway to identify and scope the ability for bus support savings through a variety of initiatives that would combine to minimise any potential future need to withdraw funding from services that see poor usage or offer the taxpayer particularly poor value for money.

Areas being considered include: how buses relate to the wider national and local policy context; better understanding of the bus provision market in terms of cost pressures and savings opportunities; collaboration with other South East local authorities to explore cost-effective joint working; close partnership working with bus operators to investigate suggestions for changes that would reduce costs/subsidy but still allow key services to continue; maximising the use of external funding such as Local Sustainable Transport Funding from 2015 onwards,

through the new Local Enterprise Partnerships, Developer funding, government funding etc; improved ticketing and marketing of public transport and the future role of the Voluntary and Community Transport Sector and identification of choices for alternative travel modes for vulnerable groups, such as older people, the disabled, young jobseekers and low income families.

**John Furey**

**Cabinet Member for Transport, Highways and Environment**

**22 October 2013**

Question (2) from Mr Peter Crews
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The National Audit Office are investigating the Department for Environment, Food and Rural Affairs (Defra) role in promoting value for money in relation to the Eco Park project.

This implies that the Eco Park project does not deliver value for money.

In order to minimize Surrey's exposure to financial risks, will the Cabinet suspend implementation of the project until the National Audit Office (NAO) report is completed and the financial implications of any change in Defra's role and/or funding has been clarified?

**Reply:**

Mr Crews is incorrect in his claim that the National Audit Office investigation specifically relates to the Eco Park and has the implication that it is not value for money. Given his mistaken assumptions there are no grounds for accepting his proposal to delay progress.

**John Furey**

**Cabinet Member for Transport, Highways and Environment**

**22 October 2013**

**CABINET RESPONSE TO COUNCIL OVERVIEW AND SCRUTINY COMMITTEE**

**DIGITAL BY DEFAULT**

**(considered by COSC on 3 October 2013)**

**SELECT COMMITTEE RECOMMENDATION:**

- (a) That the Cabinet considers developing a high-level strategy document to help approach to the digital delivery of both back-office and front-line services.
- (b) That consideration be given to identifying a Cabinet Member to take lead responsibility for the Council's overall approach to the digital delivery of services.

**RESPONSE**

A report will be presented to the next Council Overview and Scrutiny committee's meeting updating the committee on the Council's progress and future plans to maximise the benefits of digital technology.

The Council is recruiting a Chief Digital Officer who will support the Corporate Lead Team to develop the County Council platform that enables service delivery to residents will be achieved through open data and the effective use of all our assets improving services. This will allow residents, businesses and staff to understand the things we do and the value this provides.

The Cabinet Member for Business Services has lead responsibility for the Council's approach to the digital delivery of services.

**Denise Le Gal  
Cabinet Member for Business Services  
22 October 2013**



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