

CABINET

The following decisions were taken by the Cabinet on Tuesday, 24 June 2014 and will take effect on Thursday 3 July 2014 unless the call-in procedure has been triggered.
CALL-IN DEADLINE: 02/07/14.

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, 24 June 2014 considered the following matters and resolved:

- **REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL** (Item 5)
 - (i) **Council Overview and Scrutiny Committee**

Report back to Cabinet in relation to the call in of the report re. the Grant Criteria and Funding Opportunities Guide

A copy of the COSC report is attached as Appendix 1.

Cabinet considered the recommendations – they agreed to reject recommendation (a) but agreed to approve recommendation (b) and (c):

 - (b) That an additional paragraph be included in the Guide to clarify the specific responsibilities in relation to disclosures of interests and the signing of confidentiality agreements for councillors serving on evaluation panels: the wording to be agreed by Legal Services in consultation with the Cabinet Member for Business Services and the Chairman of the Council Overview & Scrutiny Committee.
 - (c) That the first sentence of the second paragraph of section 1.5.3 of the Guide be amended by the addition of the word 'also', to read 'Conflicts of interest can also arise...'
 - (ii) **Environment and Transport Select Committee**

A copy of the recommendation re. the Transport Strategy for Surrey's School Place Programme is attached as Appendix 2, with a response from the Cabinet Member for Environment and Planning (Appendix 3).
- **PROGRESS ON THE DELIVERY OF THE COUNCIL'S WASTE STRATEGY, INCLUDING THE ECOPARK** (Item 6)
 1. That the progress made since the last report in October 2013 be noted.
 2. That continuation with the delivery of the Eco Park Phase 1, as outlined in paragraph 5, limiting the commitment of expenditure until the necessary

remaining consents are obtained, be agreed.

3. That the Strategic Director of Environment and Infrastructure, Director of Finance and Director of Legal and Democratic services, in consultation with the Leader and Cabinet Member for Environment and Planning, continue to monitor progress and report back to Cabinet in the event of material changes to the risks and assumptions set out in this report and the October 2013 report and in particular, if the remaining outstanding consents are not obtained by the end of October 2014.

Reasons for Decisions:

The recommendations are necessary to maintain proper authority to proceed with the delivery of the Eco Park.

[The decisions on this item can be called in by the Environment and Transport Select Committee]

• **ANNUAL GOVERNANCE STATEMENT 2013/14 (Item 7)**

1. That the 2013/14 Annual Governance Statement, attached as Annex A to the submitted report, be approved and signed by the Leader and the Chief Executive for inclusion in the Statement of Accounts and Annual Report.
2. That the Audit and Governance Committee continue to monitor the governance environment and report to Cabinet as appropriate.

Reasons for Decisions:

There is a statutory duty to annually review and report on governance. The identification of issues in governance and internal control and a responsive approach to addressing those issues is viewed as best practice.

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

• **LEADERSHIP RISK REGISTER (Item 8)**

That the contents of the Leadership Risk Register, attached as Annex A to the submitted report, be noted and the control actions put in place by the Continual Improvement Board be endorsed.

Reasons for Decisions:

To enable the Cabinet to keep the Council's strategic risks under review and to ensure that appropriate action is being taken to mitigate risks in the most effective way.

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

• **BUDGET MONITORING REPORT FOR MAY 2014 (Item 9)**

1. That the forecast revenue budget for 2014/15 to underspend by £1.5m, as set out in paragraph 1 of the submitted report, be noted.

2. That the forecast ongoing efficiencies and service reductions achieved by year end is £71.9m, as set out in paragraph 57 of the submitted report, be noted.
3. That the budget for Cultural Services be moved from Customers and Communities into the Chief Executive's Office to align management responsibilities with organisational structures.
4. That a virement of £0.8m from the Central HR Training Budget to most services that have service specific training budget allocations for 2014/15 be agreed.

Reasons for Decisions:

To comply with the agreed policy 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]

- **SURREY'S STRATEGY FOR GYPSY, ROMA AND TRAVELLER CHILDREN AND YOUNG PEOPLE 2014 - 2017** (Item 10)

1. That the strategy, attached as Annex A to the submitted report, be agreed, for implementation with immediate effect.
2. That the strategy and needs analysis be published on Surrey County Council's website.
3. That officers develop a short, accessible summary of the strategy to share with Surrey's Gypsy Roma and Traveller communities.

Reasons for Decisions:

Implementing the strategy is key to reducing local inequalities and improving outcomes for Surrey's GRT children and young people. The strategy also contributes to the Directorate's wider approach to improving outcomes for all vulnerable groups of children and young people. Publishing it will help to communicate Surrey's commitment to these objectives.

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

- **COAST TO CAPITAL LOCAL ENTERPRISE PARTNERSHIP: ESTABLISHMENT OF A JOINT COMMITTEE** (Item 11)

1. That the establishment of the Coast to Capital Strategic Joint Committee, constituted in accordance with the Heads of Terms contained in Annex 1 of the submitted report, be approved.
2. That the responsibility for taking the steps necessary to give effect to recommendation 1 be delegated to the Chief Executive in discussion with the Leader of the Council and any subsequent amendments to the Heads of Terms of the Coast to Capital Joint Committee be agreed.
3. That the responsibility to amend the Council's constitution to reflect the establishment of the Joint Committee be delegated to the Monitoring Officer.

Reasons for Decisions:

The Joint Committee is one element of a package of measures being taken to strengthen the governance arrangements within and around the Local Enterprise Partnership (LEP). This is important because the credibility of those arrangements in ensuring effective collective action to implement the Strategic Economic Plan (SEP) will be a significant consideration for Government when deciding how much funding to provide to the LEP, including through investment in transport and other infrastructure which is crucial for all Surrey residents.

[The decisions on this item can be called in by the Environment and Transport Select Committee]

- **ROAD SAFETY POLICIES UPDATE** (Item 12)
 1. That the policy “Setting Local Speed Limits” as set out in Annex 1 be approved.
 2. That the policy “Road Safety Outside Schools” ,as set out in Annex 2 of the submitted report, be approved, with the change relating to Academies and Free Schools being removed.

Reasons for Decisions:

The county council’s policy on “Setting Local Speed Limits” has been updated in light of new government guidance, and in order to improve the existing assessment procedure. A new policy “Road Safety Outside Schools” has also been developed to tackle concerns over road safety outside schools. As part of this the school crossing patrol policy has been updated to ensure that the provision of school crossing patrols is maintained and prioritised at sites where they are most needed.

[The decisions on this item can be called in by the Environment and Transport Committee]

- **SURREY FIRE & RESCUE: TO REVIEW AND DISCUSS THE CONTRACT ARRANGEMENTS FOR CONTINGENCY CREWING AND FOR THE PROVISION OF SPECIALIST RESCUE CAPABILITIES** (Item 13)

That Surrey County Council Procurement and Surrey Fire and Rescue Service (SFRS) commence the tendering for a new contract that delivers value for money and innovative ways of working, for the delivery of contingency crewing and specialist rescue capabilities, from 31 March 2015, when the current extended contract ends.

Reasons for Decisions:

- SFRA remains compliant with legal requirements (Fire and Rescue Services Act 2004, National Framework and Civil Contingencies Act 2004).
- SFRS could develop opportunities for the supply of specialist rescue capabilities to / with partners.
- This move assists progress on the SFRS transformation agenda, and by broadening the contract scope would meet the increasing financial pressures and create a partnership to deliver new and innovative ways of working for the benefit of all Surrey residents.

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

- **STAMFORD GREEN PRIMARY SCHOOL, EPSOM (Item 14)**

That, subject to the agreement of the detailed financial information for the expansion as set out in agenda item 21 in Part 2 of this agenda, the business case for the provision of an additional 1 form of entry (210 places) primary places in Epsom 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 Epsom and Ewell area.

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

- **WEST BYFLEET INFANT AND JUNIOR SCHOOLS (Item 15)**

That, subject to the agreement of the detailed financial information for the expansion as set out in agenda item 22 in Part 2 of this agenda, the business case for the provision of an additional 1 form of entry (210 places) infant and junior places in West Byfleet 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 Woking area.

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

- **ASHFORD PARK PRIMARY SCHOOL (Item 16)**

That, subject to the agreement of the detailed financial information for the expansion as set out in agenda item 23 in Part 2 of this agenda, the business case for the provision of an additional 1 form of entry (210 places) primary places in Ashford 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 Spelthorne area.

[The decisions on this item can be called in by either 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 17)**

That the decisions taken by 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 by Cabinet Members under delegated authority.

- **FUTURE PUBLIC HEALTH CONTRACT ARRANGEMENTS WITHIN THE NHS** (Item 20)

That option 1, to remain an associate commissioner on the Virgin Care Services (VCS) NHS contract led by North West Surrey Clinical Commissioning Group (NWS CCG) be agreed and the proposed variation be signed.

Reasons for Decisions:

There are 3 options for the Cabinet to consider:

- Option 1 - The Council agree to the proposed variation
- Option 2 - The Council continue as a party to the contract but on the original contract terms
- Option 3 - The Council withdraw from the contract altogether

The proposed variation will strengthen contractual arrangements and offer significant benefits to both patients and commissioners. In addition it secures best value for money reasonably available as a result of negotiation. SCC will receive greatest benefit for their commissioned services by remaining an associate commissioner of the National Health Service (NHS) contract as well as maintaining good relationships with CCGs at a critical time in the development of the BCF and PSTN.

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

- **STAMFORD GREEN PRIMARY SCHOOL, EPSOM** (Item 21)

1. That the business case for the project to expand Stamford Green Primary School by 210 places at a total estimated 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 Schools and Learning, the Cabinet Member for Business Services and the Leader of the Council, be approved.

Reasons for Decisions:

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

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

- **WEST BYFLEET INFANT AND JUNIOR SCHOOLS** (Item 22)

1. That the business case for the project to expand West Byfleet Infant and Junior Schools by a total of 210 places at a total estimated 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 Schools and Learning, the

Cabinet Member for Business Services and the Leader of the Council, be approved.

Reasons for Decisions:

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

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

● **ASHFORD PARK PRIMARY SCHOOL (Item 23)**

1. That the business case for the project to expand Ashford Park Primary School by 210 places at a total estimated 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 Schools and Learning, the Cabinet Member for Business Services and the Leader of the Council be approved.

Reasons for Decisions:

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

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

COUNCIL OVERVIEW & SCRUTINY COMMITTEE

Item under consideration: GRANT CRITERIA AND FUNDING OPPORTUNITIES GUIDE

Date Considered: 16 June 2014

- 1 At its meeting on 16 June 2014 the Committee considered the call-in of the Cabinet's decision of 27 May 2014 in relation to the Grant Criteria and Funding Opportunities Guide. The Cabinet approved the Guide with the following amendment:

'Officers should ensure that any grants awarded are aligned with and support the Council's Corporate Priorities.'
- 2 Nick Skellett, Chairman of the Council Overview & Scrutiny Committee, called in the decision on the following grounds:
 - (a) The amendment and the report do not reflect the decision taken by the Cabinet on 25 March 2014 Item 5 (a) to support the COSC's recommended actions proposed in Paragraph c) for the Adult Social Care directorate to take forward:

"That the effectiveness of voluntary sector grants be reviewed to ensure, where appropriate, these align with and support the objectives of the Family, Friends and Community Support programme."
 - (b) There is also a need to clarify the requirements for disclosures of Members' interests and confidentiality agreements.
- 3 The concern in relation to the first ground for the call-in was that the agreed amendment did not give sufficient emphasis to the Family, Friends and Community Support (FFCS) programme. The achievement of savings through this programme is a key part of the Council's current budget strategy, and the grants awarded could potentially make a significant contribution to the success of the FFCS initiative. It was therefore felt that the Grant Criteria and Funding Opportunities Guide should make specific reference to FFCS.
- 4 The Committee heard that the Cabinet had decided that it was not appropriate to single out FFCS in the Guide as there were other priority areas in different services for which a case could equally be made for inclusion. The Guide was intended to be a high-level, light-touch document, but the Cabinet felt that the FFCS programme was inherent in the reference to the Council's Corporate Priorities included within the agreed amendment. Officers would ensure that all those involved in making and approving grant applications were aware that support for FFCS would be central to the approval process, and appropriate training would be provided. The Cabinet also felt that mentioning FFCS specifically would mean a revision of the Guide would become necessary in the event of any change to the name of the initiative.
- 5 Following discussion, the Committee remained concerned that the reference to 'Corporate Priorities', whilst an essential part of the criteria, did not

provide the required focus on the FFCS programme and the programme's fundamental role in achieving the savings required in the Medium-Term Financial Plan. Inclusion of a specific reference to FFCS would be consistent with the Committee's recommendation, agreed by the Cabinet in March 2014, that grants should align with and support the objectives of the FFCS programme.

- 6 The Committee discussed the second ground for the call-in, which relates to the requirements for disclosures of Members' interests and confidentiality agreements set out in paragraph 3.5.7 of the Guide. Members felt that the guidance in the document went beyond the requirements of the Localism Act, and the signing of a confidentiality agreement as stated in 3.5.7 duplicated the Members' Code of Conduct. It was noted that this part of the guidance was aimed more at those members of evaluation panels who were not County Councillors, and it was therefore agreed that an additional paragraph should be included in the Guide to clarify the specific responsibilities in relation to disclosures of interests and the signing of confidentiality agreements for councillors serving on evaluation panels. It was proposed that the wording should be agreed by Legal Services in consultation with the Cabinet Member for Business Services and the Chairman of the Council Overview & Scrutiny Committee. It was also agreed that the apparent inconsistency between the first and second paragraphs of section 1.5.3 should be addressed by amending the first sentence of the second paragraph by the addition of the word 'also' to read 'conflicts of interest can also arise...'.
 - 7 The Committee referred the decision on the Grant Criteria and Funding Opportunities Guide back to the Cabinet with the following **recommendations:**
 - (a) That the following addition be made to the core requirements section of the Grant Criteria and Funding Opportunities Guide to ensure that, where grants are made in relation to Adult Social Care, the objectives of the current Family, Friends & Community Support programme are fully considered and applied where appropriate:

'Where appropriate, officers should ensure that any grants awarded are aligned to the Council's Corporate Strategy, and in particular with, and in support of, the objectives of the Family, Friends and Community Support Programme. Senior Managers in Adult Social Care will have access to the details of grants awarded to aid the implementation of the Family, Friends and Community Support Programme.'
 - (b) That an additional paragraph be included in the Guide to clarify the specific responsibilities in relation to disclosures of interests and the signing of confidentiality agreements for councillors serving on evaluation panels: the wording to be agreed by Legal Services in consultation with the Cabinet Member for Business Services and the Chairman of the Council Overview & Scrutiny Committee.
 - (c) That the first sentence of the second paragraph of section 1.5.3 of the Guide be amended by the addition of the word 'also', to read 'Conflicts of interest can also arise...'.
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NICK SKELLETT
Chairman of the Council Overview & Scrutiny Committee

ENVIRONMENT & TRANSPORT SELECT COMMITTEE

**Item under consideration: TRANSPORT STRATEGY FOR SURREY'S
SCHOOLS PLACE PROGRAMME**

Date Considered: 12 June 2014

1. The Select Committee welcomed the report. The view was expressed that school expansions impact significantly on surrounding areas and did not give Local Transport Plans enough consideration.
2. Concern was expressed that Local Committees received school expansion applications too late in the planning process. This often meant that Members were unable to discuss and debate issues relating to the plans in depth as given the demand on school places in Surrey, there was a pressure to approve these applications as soon as possible. It was suggested that the relevant Committees therefore receive school expansion applications at a much earlier stage in the planning process than at present.
3. Concerns were raised around the role of transport development control, however Members were informed that 95% of major expansions required in Surrey's schools had already been identified by the service. It was also noted that significant background work had been done to understand how best to improve the consultation process and develop good working relations with Local Committees.
4. It was felt that proposed funding cuts to school transport activities would be difficult to reconcile with an increase in school places. The Cabinet Member responded that this issue would be considered by the Member Task Group.

Recommendations:

That the Cabinet Member for Environment & Planning agree with colleagues a set of procedures to make it possible for detailed school planning applications, including school travel plans, to be submitted to Planning Committees well in advance of required works. These procedures should also enable Local Committees to be consulted before the plans are submitted.

David Harmer
Chairman of the Environment & Transport Select Committee

CABINET RESPONSE TO ENVIRONMENT AND TRANSPORT SELECT COMMITTEE

**TRANSPORT STRATEGY FOR SURREY'S SCHOOLS PLACE PROGRAMME
(considered by E&TSC on 12 June 2014)**

SCRUTINY COMMITTEE RECOMMENDATION:

That the Cabinet Member for Environment & Planning agree with colleagues a set of procedures to make it possible for detailed school planning applications, including school travel plans, to be submitted to Planning Committees well in advance of required works. These procedures should also enable Local Committees to be consulted before the plans are submitted.

RESPONSE:

The five key Services in delivering the schools place programme (Education, Property, Planning, Procurement and Finance) have been working together to develop new and better ways of working in order to deliver the school place programme in a more efficient and timely manner. This includes such measures as:

- Earlier involvement of Planning and Transport Development Planning in the decision making process as to which schools to be expanded and how.
- Earlier identification of appropriate mitigation measures necessary to reduce the impact of a school expanding.
- Good quality planning application made first time.
- Travel planning brought in house to be prepared by our travel planning team that already work with our schools which will result in detailed travel plans prepared in advance and submitted to the Planning Committee with the application.
- Monitoring of planning permissions to ensure compliance with approvals.
- Sharing of data with teams across Environment and Infrastructure to ensure a joined up approach with other programmes.

Local committees are not consultees on planning applications, as this would add delays to the process, resulting in the inability to deliver school places on time. In order to keep Members fully involved and informed, the following measures will be implemented:

- The latest Schools Expansion Tracker spreadsheet that sets out the whole programme will be sent to all Members by the end of June. This will inform Members of what is proposed in their divisions. It is important for all Members to be aware that the information contained within the spreadsheet must be treated as confidential.
- Twice a year (Autumn and Spring) the relevant Schools Commissioning Officer will attend the informal private Local Committees to discuss the schools expansion programme with Members in the context of the education rationale for expansion. Two weeks prior to this the latest Schools Expansion Tracker will be sent to Members.

Local Committee Chairmen can invite the Schools Commissioning Officers to discuss specific issues relating to proposed expansions as and when they arise.

DEMOCRATIC SERVICES – CONTACT LIST

Cabinet, Committees and Appeals

Bryan Searle x419019

Bryans@surreycc.gov.uk

Cabinet Committee Manager

Anne Gowing - x419938

anne.gowing@surreycc.gov.uk

Regulatory Committee Manager

Cheryl Hardman - x419075

cherylH@surreycc.gov.uk

Committee Assistant

Victoria Lower - x132733

victoria.lower@surreycc.gov.uk

Committee Assistant

Huma Younis - x132725

huma.younis@surreycc.gov.uk

Scrutiny Manager

Helen Rankin – x419126

helen.rankin@surreycc.gov.uk

Scrutiny Officer

Ross Pike - x417368

ross.pike@surreycc.gov.uk

Scrutiny Officer

Tom Pooley - x419902

Thomas.Pooley@surreycc.gov.uk

Scrutiny Officer

Andy Spragg – x132673

Andrew.spragg@surreycc.gov.uk

Scrutiny Officer

Victoria White – x132583

victoria.white@surreycc.gov.uk