

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 24 JUNE 2014 AT 2.00 PM
AT ASHCOMBE SUITE, COUNTY HALL, KINGSTON UPON THAMES,
SURREY KT1 2DN.**

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

Members:

*Mr David Hodge (Chairman)	*Mr John Furey
Mr Peter Martin (Vice-Chairman)	* Mr Mike Goodman
*Mrs Mary Angell	Mr Michael Gosling
*Mrs Helyn Clack	*Mrs Linda Kemeny
*Mr Mel Few	*Ms Denise Le Gal

Cabinet Associates:

Mr Steve Cosser	*Mrs Kay Hammond
*Mrs Clare Curran	Mr Tony Samuals

* = Present

PART ONE
IN PUBLIC

117/14 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Mr Cosser, Mr Gosling, Mr Martin and Mr Samuels.

118/14 MINUTES OF PREVIOUS MEETING: 27 MAY 2014 [Item 2]

The minutes of the meeting held on 27 May 2014 were confirmed and signed by the Chairman.

119/14 DECLARATIONS OF INTEREST [Item 3]

There were none.

120/14 PROCEDURAL MATTERS [Item 4]

(a) MEMBERS' QUESTIONS [Item 4a]

No questions were received from Members.

121/14 PUBLIC QUESTIONS [Item 4b]

No questions were received from members of the public.

122/14 PETITIONS [Item 4c]

No petitions were received.

123/14 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

No representations were received.

124/14 REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

(i) Council Overview and Scrutiny Committee (COSC)

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).

The Chairman of COSC was invited to present the committee's report and its recommendations arising from the review of the decision taken by Cabinet on 27 May 2014. He referred to the Cabinet decision taken on 25 March 2014, to support COSC's recommended actions for the Adult Social Care directorate and said that he considered the amendment to the Grant Criteria and Funding Opportunities Guide, agreed by Cabinet on 27 May 2014 was too general. He said that in order for the County Council to realise the benefits of the Family, Friends and Community Support Programme (FFCS) staff must be trained appropriately and this was one area that the County Council could make a special effort to develop this shift in culture.

The Chairman of the Adult Social Care Select Committee was also invited to address Cabinet on this item. He considered that due consideration had not been given to this item by Cabinet and he hoped that by two select committee chairmen attending this meeting that Cabinet would reconsider and agreed the recommendations from COSC. He said that the Grant Criteria and Funding Opportunities Guide was not just a 'procurement' guide, it had wider importance because the County Council relied on the support of the voluntary sector. Also, he did not accept the argument of setting a precedent for one service above others. He also hoped that Cabinet would agree recommendations (b) and (c).

The Cabinet Member for Adult Social Care confirmed that he had attended the COSC call in meeting and that he would support recommendations (b) and (c) but not (a). The Cabinet Member for Business Services agreed, stating that this Guide was a procurement framework to enable organisations to bid for funding.

The Leader of the Council referred to the Table 2.2.1 in the Guide: 'How to decide the most appropriate way to fund the project / service', which stated that the first question to ask was: 'Does the project / services meet one or more of Surrey County Council's corporate goals or priorities?' Therefore, as the FFCS clearly met them, it would qualify for consideration and there was no need to specify this particular programme in this generic document.

Cabinet considered the COSC 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).

125/14 PROGRESS ON THE DELIVERY OF THE COUNCIL'S WASTE STRATEGY, INCLUDING THE ECOPARK [Item 6]

The Cabinet Member for Environment and Planning set out the progress with the delivery of the council's waste strategy, including the Eco Park, since the Cabinet meeting on 30 October 2013.

He said that, in October 2013 it was anticipated that phase one would be completed by the end of March 2014 and phase two would commence at the beginning of July 2014 at which point it was thought that all the necessary consents would have been obtained.

Since October 2013, a potential land dispute had been satisfactorily resolved and consent has been given to divert a public footpath, necessary for the development but final confirmation from Government was still required in respect of the variation to the planning consent, with the environmental permit variation still awaited from the Environment Agency.

As progress on obtaining these consents had been slower than was anticipated in October 2013, meaning that phase two of the Eco Park development will not commence in July 2014 as originally thought therefore, in accordance with the recommendations set out in the minutes of that meeting, a further report detailing progress with the development of the Eco Park was being presented to Cabinet.

He also highlighted that one of the benefits of the proposed Eco Park waste management processes was that it would offer an alternative to sending 95,000 tonnes of Surrey's waste to landfill and that green electricity would be generated to power thousands of houses from rubbish that could not be recycled and would previously been buried in the ground.

RESOLVED:

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.

126/14 ANNUAL GOVERNANCE STATEMENT 2013/14 [Item 7]

The Chairman of the Audit and Governance Committee was invited to speak. He began by thanking the Leader of the Council and the Chief Executive for attending the recent Audit and Committee where they had a wide-ranging and detailed discussion on the Annual Governance Statement. This had included progress made in the last twelve months, the role of select committees, support for the flood recovery work, Looked after Children and the Care Act, school place planning and making assets work harder. Prior to the meeting, he had requested an additional sentence be included at the end of bullet point (3) – Children in Care Health and Dental Checks:

‘Further work is required to clear a backlog of health assessments for children placed outside Surrey.’

This was agreed.

RESOLVED:

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.

127/14 LEADERSHIP RISK REGISTER [Item 8]

This report presented the latest Leadership Risk Register and the key changes made since it was last presented in March 2014. It was the first time that the report was in the name of the Cabinet Member for Business Services and she highlighted the key changes, namely:

- Central Government policy development (L15) – risk description updated – it was previously ‘Welfare Reform’, and controls updated
- IT risk (L4)- risk description updated, was previously ‘IT systems’, and controls updated

The Cabinet accepted that many of the seven high risks were outside the County Council control but discussed whether there was any possibility of reducing some of them to ‘medium’. It was agreed that the Cabinet Member for Community Services, as Cabinet lead for continuous improvement should attend a future Continuous Improvement Board.

The Leader of the Council also confirmed that he would be writing to Philip Hammond, MP for Runnymede, requesting a meeting to discuss the extra funding promised from Government, for the flooding recovery work.

RESOLVED:

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.

128/14 BUDGET MONITORING REPORT FOR MAY 2014 [Item 9]

The Leader of the Council presented the first budget monitoring report for the new financial year 2014/15, which saw the Council continue to face demand growth and funding reductions as austerity continues. He referred to the Council’s financial strategy of four key drivers which ensured sound governance in managing finances and providing value for money:

1. Keeping any additional call on the council taxpayer to a minimum

- That the forecast end of year revenue position was for a small underspend of £1.5m and this year, it was important to remember that the risk contingency had been reduced to £5m and will be removed altogether next year.
- Though it was early in the year, he believed that this would be the fifth consecutive year the Council had a small underspend or a balanced budget, demonstrating Cabinet’s strong commitment to tight financial management, backed up the actions of managers across the Council.
- The Council’s multi-year approach to financial management aimed to smooth resource fluctuations over five years. As part of this to support 2014/15, Cabinet approved the use of £20.1m from the Budget Equalisation Reserve, plus £5.8m from other reserves and £5.5m revenue carry forward from 2013/14 for committed expenditure.

2. Continuously drive the efficiency agenda

- At the end of May, services forecast delivering efficiencies of £72m and of the £72m, £35m had either already been achieved or was on track, £31m has some issues and £6m is considered to be at risk.

3. Develop a funding strategy to reduce the Council's reliance on council tax and government grant income.

- That reducing reliance on government grants and council tax was key to balancing the budgets over the longer term and the Revolving Infrastructure and Investment Fund had already invested nearly £4m this year.

4. Continue to maximise our investment in Surrey

- The Council's capital programme not only improved and maintained service delivery, it was also a way of investing in Surrey and generating income for the council. The capital programme plans £760m investment for 2014-19, including £164m in 2014/15.

Finally, he drew Cabinet's attention to a typo in the Appendix – Revolving Infrastructure and Investment Fund, Table 12 – the full year forecast, net income before funding, should be -3.2m and not -0.7m.

Other Cabinet Members were invited to highlight the key points and issues from their portfolios, as set out in the Annex to the report.

RESOLVED:

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 had 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.

129/14 SURREY'S STRATEGY FOR GYPSY, ROMA AND TRAVELLER CHILDREN AND YOUNG PEOPLE 2014 - 2017 [Item 10]

The Cabinet Member for Children and families was pleased to present the Surrey's strategy for Gypsy, Roma and Traveller (GRT) children and young people and said that it was a 'once in a lifetime' opportunity to improve the lives of these young people.

Surrey's GRT children and young people had some of the poorest life chances compared with the county's 0-19 population generally. The strategy

identified how the Children, Schools and Families (CSF) Directorate, and wider partners, could reduce local inequalities and improve outcomes for Surrey's GRT children and young people. A detailed needs analysis had been undertaken.

She said that the strategy included an action plan which identified key staff / partners who would take the recommendations forward and drew attention to the comprehensive Equalities Impact Assessment, attached to the report. She also acknowledged that accommodation was an on-going problem and that the County Council would be working with Boroughs and Districts in relation to traveller accommodation needs.

Finally, she thanked the Surrey's Gypsy and Traveller Forum for their work in engaging with GRT communities.

The Cabinet Associate for Fire and Police Services also welcomed the report and stressed the importance of providing equal opportunities for all young people in Surrey.

Other Cabinet Members expressed their support for this strategy, acknowledging the importance of GRT culture but not denying their young people opportunity for education and working with this community to demonstrate the value and importance of education.

RESOLVED:

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.

**130/14 COAST TO CAPITAL LOCAL ENTERPRISE PARTNERSHIP:
ESTABLISHMENT OF A JOINT COMMITTEE [Item 11]**

The Leader of the Council commended this report to Cabinet.

RESOLVED:

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.

131/14 ROAD SAFETY POLICIES UPDATE [Item 12]

The Cabinet Member for Highways, Transport and Flooding Recovery introduced the report, stating that the starting point of any speed policy was Road Safety. In January 2013, the Government issued new national guidance for Local Authorities on setting speed limits and this report presented an update to the council's policy on "Setting Local Speed Limits" and also presented a new policy "Road Safety Outside Schools" for approval by the Cabinet.

He referred to the current policy and to the Local Committees comments (set out in Annex 3) on the proposed draft policies on setting Local Speed Limits and also Road Safety Outside School. He also highlighted paragraph 28 of the report which relates to calls for a 20mph speed limit outside schools which he said was a relevant consideration at this time of expansion of many Surrey schools.

Cabinet Members debated the issue of changing speed limits and who should make the final decision, as set out in paragraphs 11 and 12 of the submitted report. They considered that professional advice from highways officers and the Police was critical and agreed that the Cabinet Member for Highways, Transport and Flooding Recovery had an overview of the county's roads and should have the final decision on the rare occasions when local committees disagreed with officer recommendations. However, if there was a dispute in the Cabinet Member's own local area, it should be referred to the Cabinet Member for Environment and Planning, for decision.

On the proposed policy for Road Safety outside Schools, the Cabinet Member for Schools and Learning advised Cabinet that Academy funding was primarily for education inside schools and therefore she was concerned about the proposal in paragraph 18 of the report, relating to school crossing patrol services, namely:

'It is proposed that a charge of £3,600 per year will be made to Academies, Independent and Free Schools to cover salary and training costs.'

She asked Cabinet to reconsider this proposal and requested that it was deleted from the report. This was agreed.

Attention was also drawn to the risk assessment undertaken before a decision was taken to recruit a new or replacement school crossing patrol officer and it was confirmed that this would apply to both maintained and academy and free schools.

RESOLVED (as amended):

1. That the policy "Setting Local Speed Limits" as set out in Annex 1 of the submitted report, be approved.
2. That the policy "Road Safety Outside Schools" ,as set out in Annex 2 of the submitted report, be approved, with the charge 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.

132/14 SURREY FIRE & RESCUE: TO REVIEW AND DISCUSS THE CONTRACT ARRANGEMENTS FOR CONTINGENCY CREWING AND FOR THE PROVISION OF SPECIALIST RESCUE CAPABILITIES [Item 13]

The Cabinet Associate for Fire and Police Services provided Cabinet with details of the existing contingency arrangements and said that the pilot contract would need to be evaluated. She said that the report set out three options for the way forward:

- (i) Ceasing third party contingency arrangements
- (ii) Continuing with current provision
- (iii) Putting in place new contingency arrangements

She said that the pilot contract has been successful and the Cabinet was asked to give approval to commence a full tender process for a long term contract for the provision of this service which should obtain better value for money and enable further innovative ways of working (option 3). She confirmed that an Equalities Impact Assessment would be undertaken, as part of the process for awarding a new contract.

RESOLVED:

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.

133/14 STAMFORD GREEN PRIMARY SCHOOL, EPSOM [Item 14]

The Cabinet Member for Schools and Learning said that the County Council was embarking on the biggest school investment programme in Surrey's history and asked Cabinet to approve the Business Case for the expansion of Stamford Green Primary School from a 2 form of entry primary (420 places) to a 3 form of entry primary (630 places) creating 210 additional places in Epsom to help meet the basic need requirements in the Epsom and Ewell area. She said that Stamford Green Primary School was a popular school which had been voted 'good' by Ofsted.

She referred to the concerns of Mrs Lallement, the local County Councillor, who was unable to attend today to put her concerns, relating to traffic and road safety in the locality, to Cabinet in person. She also said that Mrs Lallement was sponsoring an on-line petition. Finally, she said that the planning application would be considered by the Planning and Regulatory Committee in July and therefore, approval of the business case would be subject to planning permission.

The Cabinet Member for Business Services confirmed that the business case had been subject to robust cost challenges.

RESOLVED:

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.

134/14 WEST BYFLEET INFANT AND JUNIOR SCHOOLS [Item 15]

The Cabinet Member for Schools and Learning confirmed her support for the approval of the Business Case for the expansion of West Byfleet Infant and Junior Schools from a 2 form of entry infant (180 places) to a 3 form of entry infant (270 places) and a 2 form of entry junior (240 places) to a 3 form of entry junior (360 places) creating 210 additional places in West Byfleet to help meet the basic need requirements in the Woking area. She said that the Infant School had been judged 'outstanding' by Ofsted at its last inspection and that the junior school was rapidly improving and was a popular local school.

RESOLVED:

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.

135/14 ASHFORD PARK PRIMARY SCHOOL [Item 16]

The Cabinet Member for Schools and Learning requested that Cabinet also approve the Business Case for the expansion of Ashford Park Primary School from a 2 form of entry (420 places) to a 3 form of entry (630 places) creating 210 additional places in Ashford to help meet the basic need requirements in the Spelthorne area. She highlighted the Ofsted reports for the school and said that it was anticipated that the standard of education would be judged as 'good' at its next inspection.

She also confirmed that the local Member had been consulted.

RESOLVED:

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.

136/14 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 17]

To note the delegated decisions taken by Cabinet Members since the last meeting of the Cabinet.

RESOLVED:

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.

137/14 EXCLUSION OF THE PUBLIC [Item 18]

138/14 SURREY FIRE & RESCUE: RENEW CONTRACT ARRANGEMENTS FOR SPECIALIST RESCUE AND CONTINGENCY CREWING [Item 19]

This was the Part 2 annex, relating to item 13 which set out the confidential financial and value for money implications.

139/14 FUTURE PUBLIC HEALTH CONTRACT ARRANGEMENTS WITHIN THE NHS [Item 20]

In the absence of the Cabinet Member for Public Health and Health and Well Being Board, the Cabinet Member for Children and Families presented this report, she said that the County Council had inherited a public health contract with Virgin Care Services (VCS) for sexual health, substance misuse, mental health and school nursing and was now seeking to confirm arrangements going forward with the Lead Commissioner North West Surrey Clinical Commissioning Group. This would improve the quality of the services provided to Surrey residents by the re-negotiation of the contract. The Cabinet is being asked to consider three options, with the preferred option being to sign up to the contract as an associate.

She also drew Cabinet's attention to both the risk implications and the Section 151 officer commentary, as set out in the report.

RESOLVED:

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.

Reasons for Decisions:

The proposed option would 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 would 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 Better Care Fund and Public Service Transformation Network.

140/14 STAMFORD GREEN PRIMARY SCHOOL, EPSOM [Item 21]

The Cabinet Member for Schools and Learning said that this report contained the financial information pertaining to the business case for the project to expand Stamford Green Primary School, Epsom and requested Cabinet's approval.

RESOLVED:

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.

141/14 WEST BYFLEET INFANT AND JUNIOR SCHOOLS [Item 22]

The Cabinet Member for Schools and Learning said that this report contained the financial information pertaining to the business case for the project to expand West Byfleet Infant and Junior Schools, and commended it to Cabinet.

RESOLVED:

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.

142/14 ASHFORD PARK PRIMARY SCHOOL [Item 23]

The Cabinet Member for Schools and Learning said that this report contained the financial information pertaining to the business case to expand Ashford Park Primary School and requested approval.

RESOLVED:

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.

143/14 PUBLICITY FOR PART 2 ITEMS [Item 24]

That non-exempt information relating to items considered in Part 2 of the meeting may be made available to the press and public, as appropriate.

[Meeting closed at 3.55pm]

Chairman

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...'

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.

Mike Goodman
Cabinet Member for Environment and Planning
24 June 2014