

Notice of Meeting

Leader Decisions

**Date & time**

Wednesday, 11
September 2013 at
3.00 pm

Place

Room 107, County
Hall, Kingston upon
Thames, Surrey KT1
2DN

Contact

Anne Gowing
Room 122, County Hall
Tel 020 8541 9122

Chief Executive

David McNulty

anne.gowing@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email anne.gowing@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Anne Gowing on 020 8541 9122.

Leader

Mr David Hodge

AGENDA

1 DECLARATIONS OF INTEREST

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

2 PROCEDURAL MATTERS

2a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (5 September 2013).

2b Public Questions

The deadline for public questions is seven days before the meeting (4 September 2013).

2c Petitions

The deadline for petitions was 14 days before the meeting, and no petitions have been received.

3 APPROVAL FOR BUDGET VIREMENT IN EXCESS OF £250,000 (Pages 1 - 4)

Cabinet Member approval is required for budget virements in excess of £250,000.

4 COMMUNITY IMPROVEMENTS FUND (Pages 5 - 14)

To consider the recommendations of the Community Improvements Panel (16 August 2013) and agree which projects will be funded from the Community Improvements Fund.

David McNulty
Chief Executive

Published: Tuesday, 3 September 2013

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SURREY COUNTY COUNCIL

LEADER

DATE: 11 SEPTEMBER 2013

LEAD OFFICER: SARAH MITCHELL – STRATEGIC DIRECTOR ADULT SOCIAL CARE

NICK WILSON – STRATEGIC DIRECTOR CHILDREN, SCHOOLS AND FAMILIES

SUBJECT: APPROVAL FOR BUDGET VIREMENT IN EXCESS OF £250,000



SUMMARY OF ISSUE

Cabinet Member approval is required for budget virements in excess of £250,000.

Currently housing provision for young people aged 16 - 17 is commissioned and funded by the Children, Schools & Families (CSF) and Adult Social Care Directorates (ASC).

Following a strategic review it was recommended that there should be a single commissioning focus for these services and the appropriate place for commissioning these contracts should be the Children, Schools and Families Directorate. This ensures that the Council is able to maximise value for money through aligning existing contracts with the Youth Strategic Plan.

The Supporting People team, within Adult Social Care Directorate, identified those contracts which related to young people and have, since June 2012, worked jointly with Children, Schools and Families in respect of commissioning intentions.

RECOMMENDATIONS:

It is recommended that:

1. Housing provision for young people aged 16 – 17 is commissioned by Services for Young People.
2. The Supporting People contracts which support young people are transferred to Children, Schools & Families.
3. A virement of £1,764,386 be approved in 2013/14 from Adult Social Care Directorate to Children Schools and Families. This being the value of the existing contracts, including a pro-rata element of the Supporting People efficiency target relating to these contracts. Also that the virement be adjusted in future years to reflect the 2013-18 Medium Term Financial Plan (MTFP) efficiencies relating to those contracts.

REASON FOR RECOMMENDATIONS:

The proposed virement would transfer a budget of £1,764,386, funding the current 2013-14 housing services contracts for young people, from the Supporting People

budget within the Adult Social Care Directorate and moved to the Youth Support Service within the Children, Schools & Families Directorate.

The Transfer of £1.764m to Children's, Schools and Families represents 11.91% of the total Supporting People budget within Adult Social Care. The 2012-13 MTFP applied a £400k efficiency to this budget for 5 years until 2016-17, totalling £2m. Therefore 11.91% of this £400k efficiency target is also transferred with the budget virement as outlined in the table below. Overall the efficiency target transferred to Children's Schools and Families equates to a 2.6% efficiency each year until 2016-17.

	2013-14	2014-15	2015-16	2016-17
Transfer to Children's	1,812,033	1,764,386	1,716,739	1,669,092
Efficiency element	-47,647	-47,647	-47,647	-47,647
Amount to be vired	1,764,386	1,716,739	1,669,092	1,621,445

The transfer of this budget would ensure there is a single point of commissioning housing services for young people aged 16-17.

It would be achieved by a 2013-14 virement of £1,764,386 from ASC to CSF, followed by virements of £47,647 from CSF to ASC in each of the following three years.

DETAILS:

Business Case

1. The Council's financial regulations were revised and approved by the County Council on the 8 May 2012. Regulation 2.16 stipulates that budget virements in excess of £250,000 must be approved by the Leader in consultation with the relevant Cabinet Member.
2. The virement set out in this report relates to services for young people in supported housing which are currently funded by the Supporting People budget within Adult Social Care Directorate.
3. A strategic review of young people services was carried out within Supporting People team and led to a decision to carry out a Rapid Improvement Event (RIE) in June 2012. Following the RIE, sponsored by Services for Young People, there was a recommendation for those contracts currently being funded through the Adult Social Care Supporting People budget to transfer to Youth Support Service. The outcomes of the RIE were as follows:
 - Save supported local accommodation
 - Single entry to services to prevent homelessness
 - A clear single assessment and support process
 - Increased accommodation options for all levels of need
 - Better support for families to prevent homelessness
4. Currently a number of services are being commissioned and funded via both Adult Social Care and Children, Schools & Families Directorates and the

rationale for this virement is to create a single commissioning point for supported housing services for young people to deliver the RIE outcomes.

5. Since June 2012 staff within Adult Social Care and Children, Schools and Families have been working jointly with providers to enable a smooth hand-over of the existing contracts.

CONSULTATION:

6. District & Boroughs, and external providers have been involved in the consultation regarding the proposed budget transfer from Adults to Children, Schools and Families.

RISK MANAGEMENT AND IMPLICATIONS:

7. All existing contracts will transfer, if approved, with the current level of budget, less a percentage of the Supporting People efficiency target. Achieving the identified efficiency savings will be challenging as there is currently an inadequate supply of suitable supported accommodation for young people. It is however anticipated that this can be achieved through having a single process for commissioning supported housing services for young people and via the ongoing commissioning project within CSF. This will entail redesign / recommissioning of both the supporting people provision and provision bought and funded directly by Surrey Children's Services. This coordinated approach is likely to both increase the quality and availability of provision and achieve economies.

Section 151 Officer Commentary

8. This is the formal virement report to facilitate the transfer of contracts for young people's housing from the Adult Social Care to the Children Schools and Families Directorate. The budget being transferred is £1.764m in 2013/14 plus the commitment to achieve planned efficiencies of £47,647 for the subsequent three years 2014/15 to 2016/17. Creating a single point for commissioning these services within the council will contribute to the achievement of these efficiencies.

WHAT HAPPENS NEXT:

9. The budgets will be adjusted in line with these approved virements. Payment and monitoring of contracts will transfer to the Youth Support Service.

Contact Officer:

Daryl Mogridge, Senior Principal Accountant 01483 517985

Consulted:

Mary Angell, Cabinet Member for Children and Families

Mel Few, Cabinet Member for Adult Social Care

Paula Chowdhury, Strategic Finance Manager, Children, Schools & Families

Anne Butler, Assistant Director for Commissioning (Adult Social Care)

Joanne Parkinson, Commissioning Manager – Learning Disabilities (Adult Social Care)

Ben Byrne, Head of Youth Support Services, Children, Schools & Families

Kathryn Brooks, Area Manager, Youth Support Services, Children Schools and Families
Catherine Allen, Principal Accountant, Schools and Learning

Sources/background papers:

- Council's Medium Term Financial Plan (MTFP)
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SURREY COUNTY COUNCIL**LEADER****DATE: 11 SEPTEMBER 2013****LEAD OFFICER: JANE LAST, PROGRAMME MANAGER AND LEAD MANAGER FOR COMMUNITY SAFETY AND PARTNERSHIP****SUBJECT: COMMUNITY IMPROVEMENTS FUND – PANEL RECOMMENDATIONS****SUMMARY OF ISSUE:**

To consider the recommendations of the Community Improvements Panel (16 August 2013) and agree which projects will be funded from the Community Improvements Fund.

RECOMMENDATIONS:

It is recommended that the Leader of the Council approves the proposed grant funding from the Community Improvements Fund Budget as set out in Annex 2.

REASON FOR RECOMMENDATIONS:

Approval of the proposed grant funding will enable the Community Partnerships Team to progress with facilitating the payments relating to the Community Improvements Fund.

DETAILS:**Business Case**

1. In December 2011, the Leader of Surrey County Council announced the introduction of a Community Improvements Fund of £750,000 to be allocated to community projects in Surrey in 2012/13.
2. The aim of the fund was to give local groups the chance to improve their areas, make a real difference to people's lives and strengthen the ability of residents to independently enhance where they live. The fund proved popular with approximately 200 bids submitted and over 30 community groups successful in their applications.
3. On 12 February 2013, an increased Community Improvements Fund of £1 million for 2013/14 was announced for further investment in local projects, making a real difference to people's lives and help residents independently enhance where they live.
4. Bids for between £10,000 and £50,000 were invited for one-off capital schemes for community improvements (in exceptional circumstances bids for start-up revenue projects would be considered) between 1 April and 28 June 2013.

5. A total of 94 bids were submitted via the Community Partnerships Team and considered by a Community Improvements Panel consisting of Nick Skellett (Panel Lead), Pat Frost, Peter Hickman and Fiona White.
6. The Panel considered all bids submitted against the evaluation criteria outlined in Annex 1 and made its recommendations for funding as set out in Annex 2.

CONSULTATION:

7. The Leader of the Council introduced the scheme, and Members appointed by the Leader sat on the Panel alongside the Assistant Chief Executive. The Community Partnerships Team liaised with applicants in developing their bids by providing guidance regarding the criteria.
8. Local Members and Local Committee Chairmen were consulted on the bids in their areas. Where bids had an implication on Surrey County Council services, officers within these services were asked to provide objective comments on the bids.

RISK MANAGEMENT AND IMPLICATIONS:

9. There are no identifiable negative risks attributed to the processing of the Fund. The Council needs to ensure that the payments are processed in a timely manner and for the projects approved. Each of the successful projects will be asked to report back on the outcomes of the funding within twelve months.

Financial and Value for Money Implications

10. The cost of funding the projects identified within Annex 2 will be £600,565. The Community Improvement's Fund Budget for the 2013/14 financial year is £1million. This proposal is within the agreed revenue budget and the Panel will hold a second round of bidding later in the financial year.

Section 151 Officer Commentary

11. The Section 151 Officer confirms that all material, financial and business issues and risks have been considered / addressed.

Legal Implications – Monitoring Officer

12. The Scheme of Delegation includes reference to the Fund and authority has been allocated to the Community Partnerships Manager to process the approved funding. There are no further legal or legislative requirements relating to this Fund.
13. These grants are being made by the Council in accordance with its general powers of competence under Section 1 of the Localism Act 2011, under which it is empowered to do anything that individuals generally do and this includes the power to do things for the benefit of persons resident or present in its area.

Equalities and Diversity

14. The Fund is open to groups (not individuals) who are applying on behalf of the community, but is not restricted to any specific groupings within the county.

- 15. The Community Partnership Team is currently reviewing progress of all projects successful in securing funding in 2012/13. As part of that review the Community Partnership Team will request feedback from applicants on how they felt the funding process worked to identify better methods of communicating with hard to reach groups.
- 16. An Equality Impact Assessment has been carried out on criteria and process for applying for this Fund. This has been considered by the Assistant Chief Executive, submitted to the Cabinet Member for Community Safety and considered by the Panel prior to making recommendations. It is available online for viewing.

WHAT HAPPENS NEXT:

- 17. Applicants will be informed whether they have been successful and if so what course of action they need to undertake to receive the funding that has been allocated. Where bidders have been unsuccessful, then they will also be informed of the decision. The Community Partnerships Team will publicise any future rounds.
- 18. Each of the successful applicants will be asked to provide evidence within 12 months of expenditure and the achievement of the outcomes set out within the bid form. This will then be included in a report for the Leader in the autumn 2013.
- 19. Information on successful bidders will be included on the Council's website.

Contact Officer:

James Painter, Community Partnerships Manager
 Tel: 01372 832539 Email: james.painter@surreycc.gov.uk

Consulted:

Nick Skellett (Panel Lead), Pat Frost, Fiona White and Peter Hickman, Susie Kemp (Panel Members).
 Service Officers where appropriate, and other agencies where appropriate.

Annexes:

Annex 1 - Criteria and Guidance for Community Improvements Fund
 Annex 2 - Community Improvements Fund Panel Recommended Projects

Sources/background papers:

- Community Improvement Fund Application Form
- Community Improvement Fund Criteria and Guidance
- Community Improvement Fund Assessment summary documents

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Criteria and Guidance

1. Criteria

The project should help across the three following criteria:

- **Improving community facilities:** enhancing the look and feel of Surrey, including improvements to local facilities or the convenience, appearance or safety of community spaces or venues;
- **Making a real difference to people's lives;** including promoting public health and wellbeing (e.g. community allotments) and
- **Encouraging self-reliance:** supporting communities to take responsibility for local issues including increasing volunteering among residents, businesses and the public or voluntary sector.

N.B. If the bid doesn't meet at least one of the criteria, the bid will not be considered

2. In addition to how your project meets the criteria above, your application will be assessed against the following requirements:

- Evidence of community involvement in the development of the bid, and the ongoing community involvement in the project;
- Details of clear timescales, baseline position, costings and intended outcomes (with measures);
- How the project will provide a legacy for the community
- Evidence of additional resources (people or money) available from partners to complement any county council resource;
- Evidence of-how funding will be sustained beyond the initial funding period;
- How the project is consistent with the best practice principles of the Surrey Compact (where working with Voluntary, Community and Faith groups);
- How the project is consistent with county council policies.
- Successful bids will be asked to produce a final report showing the success of the project, how they have worked with the community and how the money has been spent.

3. Monitoring and Evaluation

The Council will ask for successful applicants to report back on:

- How the money was spent and the impacts / outcomes of the project
- The Community Engagement through the project and ongoing, if applicable
- Statements of accounts, and any remaining balances held
- As funding is public money, successful applicants may be asked to provide additional information for audit purposes

4. Restrictions

The Community Improvements Fund may:

- NOT be used to support political organizations or individuals;
- NOT be used to cover ongoing revenue costs, including salaries;
- NOT be used to replace withdrawn funding for existing projects
- NOT be used for projects opposed to County Council Policy or taking sides in a planning application
- NOT to be used for costs wholly or mainly incurred for the delivery of the national curriculum as this is already resourced on a formula basis by the Council.
- NOT be used by local authorities or private companies to achieve their statutory obligations
- NOT NORMALLY be used to supplement existing funding available from the County Council towards a project.

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Community Group	Project	Amount of funding requested	Amount of funding allocated	Conditions on recommended approval
Army Training Centre Pirbright	Beech Grove Recreation Area	£50,000	£50,000	1) Funding to be released on confirmation of MOD funding and planning permission
Badshot Lea Football Club	Relocation of football club to Westfield Lane	£50,000	£50,000	1) Funding only to be released once relevant planning permission is place. 2) Funding must be used to construct car park as specified in the application. 3) Funding is subject to confirmation of the other funding sought to contribute to the other aspects of the project.
Bletchingley Church House Charity	Redevelopment of Bletchingley Church House	£50,000	£50,000	1) Funding only to be released upon confirmation that all funding is in place for the project to proceed.
Dramatize	Theatrical Day Service Renovation of building in Ashford Recreation ground to provide sensory room, disabled toilets, kitchen and workshop space.	£12,290	£12,290	No additional conditions
East Surrey Rural Transport Partnership	Wheels to Work in East Surrey. Provision of transport solution targeted at geographically isolated NEET cohort enabling them to take up employment of college place.	£38,750	£38,750	No additional conditions
Ewhurst Parish Council	Ewhurst Playground Project - Phase Two	£42,254	£42,254	No additional conditions
Frimhurst Enterprises CIC	Frimhurst Community Garden and parkland Project. Development of a productive kitchen garden and parkland providing supported work for adults with learning disabilities.	£14,234	£14,234	No additional conditions
Hambledon FC	Community Pavilion	£35,000	£35,000	No additional conditions

Community Improvements Fund Panel Recommended Projects Round 1 - 2013/14

ANNEX 2

Community Group	Project	Amount of funding requested	Amount of funding allocated	Conditions on recommended approval
Horsell C of E Junior School	Raise the roof - installation of roof over swimming pool	£44,000	£44,000	1) Funding agreed upon wider Community involvement being clearly confirmed by the applicant to the satisfaction of the Community Partnership Manager in consultation with Community Improvements Panel.
The Journey – River Church	British Legion and Forest Estate Community Hub	£14,037	£14,037	No additional conditions
Oxted School	Floodlight Installation - Tennis/Netball Courts	£50,000	£50,000	1) Funding only to be released once relevant planning permission is place. 2) Subject to release of the monies by governors in September as stated in application. 3) That the facilities letting policy takes into consideration wider community and under-privileged access.
Reigate Priory Cricket Club	Vision 2020, Clubhouse Redevelopment Project.	£50,000	£50,000	1) That financial documentation from Hockey Club be provided to the Community Partnership team. 2) Confirmation of endorsement from the Peter Harris foundation regarding the availability of the £220,000. 3) That final costings for the project being submitted.
St. John the Evangelist PCC, North Holmwood	North Holmwood Community Building at St. John's Church.	£50,000	£50,000	No additional conditions
St. Paul's Church	St Paul's Vision Building – Church Centre providing enhanced range of community facilities	£50,000	£50,000	1) Funding only to be released upon confirmation that £1.2 mil pledged is in place. 2) Provision of fundraising plan for the remaining funds.

Community Improvements Fund Panel Recommended Projects Round 1 - 2013/14

ANNEX 2

Surrey Reuse Network	Re-Use Your Skills - providing practical work experience to assist people who have been long-term unemployed	£34,000	£23,000	No additional conditions
Woking Borough Council	New Monument School Playing Field	£10,000	£10,000	No additional conditions
The Woodland Trust	Introducing Marden Park – to deliver access and biodiversity improvements to Marden park	£37,000	£17,000	1) Funding to be utilised toward identified capital items: car park re-grading, French drain, signs, posts and interpretation boards.
Total		£631,565	£600,565	

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