

# Cabinet



**Date & time**  
Tuesday, 27  
October 2015 at  
2.00 pm

**Place**  
Ashcombe Suite,  
County Hall, Kingston  
upon Thames, Surrey  
KT1 2DN

**Contact**  
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**Chief Executive**  
David McNulty

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**Cabinet Members:** Mr David Hodge, Mr Peter Martin, Mrs Helyn Clack, Mrs Clare Curran, Mr Mel Few, Mr John Furey, Mr Mike Goodman, Mrs Linda Kemeny, Ms Denise Le Gal and Mr Richard Walsh

**Cabinet Associates:** Mr Tony Samuels, Mrs Mary Angell, Mr Tim Evans, Mrs Kay Hammond and Mrs Mary Lewis

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**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Vicky Hibbert or Anne Gowing on 020 8541 9229 or 020 8541 9938.**

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## **1 APOLOGIES FOR ABSENCE**

## **2 MINUTES OF PREVIOUS MEETING: 22 SEPTEMBER 2015**

The minutes will be available in the meeting room half an hour before the start of the meeting.

## **3 DECLARATIONS OF INTEREST**

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

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

## **4 PROCEDURAL MATTERS**

### **4a Members' Questions**

The deadline for Member's questions is 12pm four working days before the meeting (21 October 2015).

### **4b Public Questions**

The deadline for public questions is seven days before the meeting (20 October 2015).

### **4c Petitions**

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

### **4d Representations received on reports to be considered in private**

To consider any representations received in relation why part of the meeting relating to a report circulated in Part 2 of the agenda should be open to the public.

## **5 REPORTS FROM SCRUTINY BOARDS, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL**

(Pages 1  
- 6)

Reports with recommendations have been received from the Council Overview Board and the Education and Skills Board.

**6 OPTIONS FOR OVERNIGHT SHORT BREAKS FOR CHILDREN WITH DISABILITIES IN EAST SURREY** (Pages 7 - 44)

The Cabinet is being asked to consider whether or not Surrey County Council should commission short breaks for disabled children from Surrey and Borders Partnership NHS Foundation Trust (SABP) at Beeches Bungalow (referred to as “Beeches” throughout this report). There are two key issues that Cabinet are asked to weigh up and balance in making this decision:

- 1) the impact of closing Beeches on those families currently using the service and on those in the community that might otherwise have been able to access the service.
- 2) the value for money provided by Beeches to residents. In considering this second issue volumes of current and future demand will be important.

N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 21.

*[The decision on this item may be called in by the Social Care Services Board]*

**7 SURREY SCHOOLS' FUNDING FORMULA 2016/17** (Pages 45 - 94)

Schools are funded on the basis of a formula determined by each local authority within parameters set by the Department for Education (DfE). This paper sets out the recommended formula for the funding of Surrey schools in 2016/17. It follows the annual consultation with all schools during September and the recommendations of the Schools Forum on 1 October 2015.

The council is required to submit its proposed schools' funding formula to the Department for Education by 30 October 2015.

Schools and many school support services are funded by Dedicated Schools Grant (DSG). This report is limited to consideration of the schools' funding formula and other changes in Special Educational Needs & Disabilities (SEND) funding within DSG that are necessary to meet the Government's deadlines. Other services funded by DSG will be considered as part of the council's budget planning process.

*[The decision on this item may be called in by the Education & Skills Scrutiny Board]*

**8 FINANCE AND BUDGET MONITORING REPORT FOR SEPTEMBER 2015** (Pages 95 - 122)

The council takes a multiyear approach to its budget planning and monitoring, recognising the two are inextricably linked. This report presents the council's financial position as at 30 September 2015 (month six).

The Annex to this report gives details of the financial position.

*[The decision on this item may be called in by the Council Overview Board]*

**9 REVISION OF PROCUREMENT STANDING ORDERS** (Pages 123 - 164)

The Procurement Standing Orders (PSOs) set out how the Council governs spending by Officers on goods, works and services. The PSOs need revision to take account of recent changes in the law, and to update them to ensure they reflect best practice and Council priorities, including partnership working.

**10 LEADERSHIP RISK REGISTER** (Pages 165 - 180)

The Surrey County Council Leadership risk register is presented to Cabinet each quarter and this report presents the Leadership risk register as at 30 September 2015.

*[The decision on this item may be called in by the Council Overview Board]*

**11 ORBIS INITIAL BUSINESS PLAN** (Pages 181 - 262)

On 15 April 2015, East Sussex and Surrey County Councils established a transformative public sector partnership, 'Orbis', with the vision to deliver a fully integrated and compelling business services offer to the public sector.

Orbis is truly innovative and has aspirations to become the 'Compelling Alternative' to providing business services to the public sector. In developing the partnership, emphasis has been placed on enhancing the experience for Customers within a sustainable cost envelope.

The partnership will achieve this through engaging in leading, digitally-driven solutions which provide a solid platform for meeting future needs.

It is imperative that business services for both East Sussex and Surrey County Councils are delivered in a way which enables front line services to respond to the needs of residents quickly and seamlessly. Both Councils also need to realise efficiencies which can be used to protect the services residents value the most. Orbis provides the platform for this through increased economies of scale and pooled expertise.

Orbis has a unique aspiration to grow beyond the two Founding Partners of East Sussex and Surrey County Council, to become one of the largest shared services providers of its kind. With the two Founding Partners, Orbis has a combined budget of £65m and employs 1400 staff. There has already been a positive reception from peers, and other county, city and district councils have begun to engage with an appetite to join the partnership. This will ultimately place Surrey in the centre of a wider network, increasing opportunities for people, and being recognised publically as the public sector provider of choice.

Following Cabinet approval in February 2015 to establish the partnership, detailed work has been undertaken on Cabinet's request to produce a three-year business plan for the partnership, which was endorsed by the Orbis Joint Committee on 28 September 2015. Consequently, Cabinet is being asked to approve the investment proposal and roadmap for integration contained within the business plan.

*[The decision on this item may be called in by the Council Overview Board]*

**12 THE HORLEY MASTER PLAN**

(Pages  
263 -  
274)

For the Council to put in place additional arrangements to manage the financial risks of delivering infrastructure and service improvements over the lifetime of the Horley Master Plan.

N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 22.

*[The decision on this item may be called in by the Economic Prosperity, Environment and Highways Scrutiny Board]*

**13 INVESTMENT IN IMPROVEMENTS TO THE VISITOR FACILITIES AT NEWLANDS CORNER**

(Pages  
275 -  
286)

Newlands Corner is situated on the North Downs beside the A25 within the Surrey Hills Area of Outstanding Natural Beauty (AONB). It forms part of the Albury Estate owned by the Duke of Northumberland and is managed under an Access Agreement with Surrey County Council (SCC). The Access Agreement gives the public access to the Albury Downs, Silent Pool and St Martha's Hill, as well as providing the facilities located at Newlands Corner. Surrey Wildlife Trust (SWT) manage the site on SCC's behalf.

The Newlands Corner site currently has a small catering outlet with no undercover seating, toilets, a small visitor room and a large car park. It is popular with visitors, attracting over 550,000 visits per annum, to admire the views, use the facilities and walk dogs. In addition, the site is well used by cyclists using on and off road routes.

The current facilities are modest and in need of repair and improvement.

With investment there is the potential to attract a greater number of visitors, to improve their experience and to encourage more healthy activity. It is proposed to create a signed Family Play Trail, including play structures and to improve the toilet facilities and car parking arrangements. These proposals form Phase 1 of a potential wider package that would include a new cafe, further Trails and other facilities. The Phase 1 proposals have a capital cost of £0.4m and would be supported financially by the re-commencement of car parking charges to generate an income stream.

Cabinet are also asked to delegate responsibility for making the necessary changes to the agreements with the Albury Estate and Surrey Wildlife Trust (SWT) to support these improvements.

N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 23.

*[The decision on this item may be called in by the Economic Prosperity, Environment and Highways Board]*

- 14 SURREY SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2014 - 2015** (Pages 287 - 338)
- The Surrey Safeguarding Adults Board (SSAB) was a voluntary and not statutory, multi agency Board during the time covered by the Annual Report 2014-2015.
- The Board is chaired by an independent chair, Simon Turpitt.
- To support the transparency of the Board, the Annual Report is presented to Cabinet. Cabinet is asked to consider and note the Annual Report of the Board (Annex 1).
- The Surrey Safeguarding Adults Board (SSAB) became a statutory board from 1 April 2015 as part of the implementation of the Care Act 2014. It will be a statutory requirement for the Board to publish an Annual Report next year.
- [The decision on this item may be called in by the Social Care Services Scrutiny Board]*
- 15 CREATING OPPORTUNITIES FOR YOUNG PEOPLE - YEAR 11/12 TRANSITION CONTRACT AWARD** (Pages 339 - 346)
- To award a fixed price contract to U-Explore Ltd. for the provision of Year 11/12 Transition Services for Young People (age 16-17) who are at risk of becoming NEET (Not in Education, Employment or Training). The report provides details of the procurement process and demonstrates why the recommended contract award to U-Explore Ltd delivers best value for money for Surrey residents.
- Due to the commercial sensitivity involved in the contract award process, the names and financial details of the potential suppliers have been circulated as a Part 2 report – item 24.
- [The decision on this item may be called in by the Education and Skills Scrutiny Board]*
- 16 CONTRACT AWARD FOR TARGETED CHILD AND ADOLESCENT MENTAL HEALTH AND NEURO DEVELOPMENTAL DISORDERS PATHWAY SERVICES** (Pages 347 - 386)
- This report seeks approval from Cabinet to award a three year contract to the recommended tenderer for the provision of Targeted Child and Adolescent Mental Health Services (CAMHS) and Neuro Developmental Disorder Behaviour Pathway Services to commence on 1 April 2016. The current contract expires on 31 March 2016.
- This report summarises the procurement process, the results of the evaluation and, in conjunction with the Part 2 supplementary report, demonstrates that the recommended tenderer has presented the Most Economically Advantageous Tender that is best value for money.
- Due to the commercial sensitivity involved in the contract award process, the names of the potential suppliers and their financial details have been included in the Part 2 supplementary report, item 25.

*[The decision on this item may be called in by the Social Care Services Scrutiny Board or the Wellbeing and Health Scrutiny Board]*

**17 APPROVAL TO AWARD A FRAMEWORK AGREEMENT FOR COMMUNITY OPPORTUNITIES FOR OLDER PEOPLE AND PEOPLE LIVING WITH DEMENTIA** (Pages 387 - 412)

This Cabinet report seeks approval to award a framework agreement to the recommended tenderers for the provision of Community Opportunities for Older People and People Living with Dementia to commence on 1 December 2015. The report provides details of the procurement process, including the results of the evaluation, and, in conjunction with the Part 2 report demonstrates why the recommended award delivers value for money and meets the needs of individuals in Surrey.

In line with the general principles of the Care Act 2014 Surrey County Council must promote wellbeing of individuals, empowering people to remain active in their local communities with support to access services and activities that help them sustain their independence. The Friends Family and Community agenda supports this. Key to this is the provision of appropriately commissioned services and access to information, advice and support to help individuals receive a timely diagnosis and community based support thereafter.

The model of delivery for these services has traditionally been via block contracting: however there is a need for more flexibility of choice and delivery both in meeting individual and carers needs as well as developing a more suitable market to provide this flexible range of services. This framework agreement will enable the start of the required shift in this new market and allow ongoing development to engage further providers.

Due to the commercial sensitivity involved in the agreement award process, the Value for Money details have been included as a Part 2 report – item 26.

*[The decision on this item may be called in either by the Social Care Services Board or the Health & Wellbeing Scrutiny Board]*

**18 APPOINTMENT OF A NUMBER OF CONTRACTORS TO THE FRAMEWORK FOR THE PROVISION OF RESPONSIVE AND PLANNED MAINTENANCE TO TRAVELLERS' CARAVAN SITES** (Pages 413 - 420)

To award a framework contract to the recommended suppliers for the provision of responsive and planned maintenance to Traveller caravan sites to commence in November 2015.

The report provides details of the procurement process, including the results of the evaluation process, and, in conjunction with the Part 2 report demonstrates why the recommended contract award delivers best value for money.

Due to the commercial sensitivity involved in the contract award process, financial details of the proposed suppliers have been provided in a Part 2 report – item 27.

*[The decision on this item may be called in by the Council Overview Board]*

- 19 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING** (Pages 421 - 426)

To note any delegated decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting of the Cabinet.

**20 EXCLUSION OF THE PUBLIC**

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

**PART TWO - IN PRIVATE**

- 21 OPTIONS FOR OVERNIGHT SHORT BREAKS FOR CHILDREN WITH DISABILITIES IN EAST SURREY** (Pages 427 - 468)

This is a part 2 annex relating to item 6.

**Exempt: Not for publication under Paragraph 3**

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

*[The decision on this item may be called in by the Social Care Services Board]*

- 22 THE HORLEY MASTER PLAN** (Pages 469 - 476)

This is a part 2 annex relating to item 12.

**Exempt: Not for publication under Paragraph 3**

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

*[The decisions on this item can be called in by the Economic Prosperity, Environment and Highways Scrutiny Board]*

- 23 INVESTMENT IN IMPROVEMENTS TO THE VISITOR FACILITIES AT NEWLANDS CORNER** (Pages 477 - 480)

This is a part 2 annex relating to item 13.

**Exempt: Not for publication under Paragraph 3**

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

*[The decision on this item may be called in by the Economic Prosperity, Environment and Highways Board]*



- 24 CREATING OPPORTUNITIES FOR YOUNG PEOPLE - YEAR 11/12 TRANSITION CONTRACT AWARD** (Pages 481 - 484)
- This is a part 2 annex relating to item 15.
- Exempt: Not for publication under Paragraph 3**
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- [The decision on this item may be called in by the Education and Skills Scrutiny Board]*
- 25 CONTRACT AWARD FOR TARGETED CHILD AND ADOLESCENT MENTAL HEALTH AND NEURO DEVELOPMENTAL DISORDERS PATHWAY SERVICES** (Pages 485 - 490)
- This is a part 2 annex relating to item 16.
- Exempt: Not for publication under Paragraph 3**
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- [The decision on this item may be called in by the Social Care Services Scrutiny Board or the Wellbeing and Health Scrutiny Board]*
- 26 APPROVAL TO AWARD FRAMEWORK AGREEMENTS FOR COMMUNITY OPPORTUNITIES FOR OLDER PEOPLE AND PEOPLE LIVING WITH DEMENTIA** (Pages 491 - 496)
- This is a part 2 annex relating to item 17.
- Exempt: Not for publication under Paragraph 3**
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- [The decision on this item may be called in either by the Social Care Services Board or the Health & Wellbeing Scrutiny Board]*
- 27 APPOINTMENT OF A NUMBER OF CONTRACTORS TO THE FRAMEWORK FOR THE PROVISION OF RESPONSIVE AND PLANNED MAINTENANCE TO TRAVELLERS' CARAVAN SITES** (Pages 497 - 502)
- This is a part 2 annex relating to item 18.
- Exempt: Not for publication under Paragraph 3**
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- [The decisions on this item can be called in by the Council Overview Board]*

**28 PROPERTY TRANSACTIONS - INVESTMENT PROPERTY ACQUISITION**

(Pages  
503 -  
526)

**Exempt: Not for publication under Paragraph 3**

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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

**29 PUBLICITY FOR PART 2 ITEMS**

To consider whether the item considered under Part 2 of the agenda should be made available to the Press and public.

**David McNulty**  
**Chief Executive**  
Monday, 19 October 2015

## QUESTIONS, PETITIONS AND PROCEDURAL MATTERS

The Cabinet will consider questions submitted by Members of the Council, members of the public who are electors of the Surrey County Council area and petitions containing 100 or more signatures relating to a matter within its terms of reference, in line with the procedures set out in Surrey County Council's Constitution.

**Please note:**

1. Members of the public can submit one written question to the meeting. Questions should relate to general policy and not to detail. Questions are asked and answered in public and so cannot relate to "confidential" or "exempt" matters (for example, personal or financial details of an individual – for further advice please contact the committee manager listed on the front page of this agenda).
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman's discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Cabinet Members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Cabinet Members may decline to answer a supplementary question.

## MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

*Thank you for your co-operation*