

CABINET

The following decisions were taken by the Cabinet on Tuesday, 15 December 2015 and will take effect on 23/12/15 unless the call-in procedure has been triggered. **CALL-IN DEADLINE: 22/12/15.**

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, 15 December 2015 considered the following matters and resolved:

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

Council Overview Board: Recommendations were received relating to agency workers within the Environment and Infrastructure Directorate. A response from the Cabinet Member for Highways, Transport and Flooding is attached as Appendix 1.

- **MONTHLY BUDGET MONITORING REPORT** (Item 6)

That the report be noted, including the following:

1. That the council forecasts a £2.8m overall revenue budget underspend at year end, which includes use of £6.9m central government grant plus £0.8m unplanned underspend to offset pressures in Adult Social Care, as set out in the Annex, paragraph 1 of the submitted report.
2. That services forecast to achieve £63.1m efficiencies and service reductions by year end, as set out in the Annex, paragraph 36 of the submitted report.
3. That the total forecast capital expenditure for 2015/16, including long term investments, is £231.2m, as set out in the Annex, paragraph 47 of the submitted report.
4. That services' management actions to mitigate overspends were set out throughout the submitted report.

Reasons for Decisions:

This report is presented 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 Board]

- **SUPPORTING ECONOMIC GROWTH THROUGH INVESTMENT IN TRANSPORT AND HIGHWAYS INFRASTRUCTURE - 3RD TRANCHE** (Item 7)

That Authority be delegated to the Strategic Director for Environment and Infrastructure, in consultation with the Deputy Leader, Cabinet Member for Highways, Transport and Flooding and the Director of Finance to:

1. agree the schemes and the precise amount of the Surrey County Council contribution, based on the proposals set out in Table 1, of the submitted report.
2. substitute and/ or omit any schemes listed in Table 1, of the submitted report, from submission to the LEPs, if so warranted by developments at that time.

Reasons for Decisions:

Transport infrastructure schemes are a key element of the Strategic Economic Plan (SEPs), submitted by the Local Enterprise Partnerships (LEPs) to Government in March 2014, which sets out how they will support the economic development and regeneration of their areas. The proposed schemes will deliver a range of benefits to Surrey's residents, including reduced congestion, improved journey time reliability, enhanced safety, and improved access for cyclists, pedestrians and buses, as well as enabling economic development and regeneration.

Under the funding arrangements, local partners are required to provide a local contribution to the schemes to reflect the local benefits that will be provided. Therefore if the Cabinet wishes these schemes to proceed to business case submission, the Cabinet will need to confirm that this local contribution is available.

This is the third tranche of schemes to be funded from the Local Growth Deal. The precise amount of contribution that the County Council will need to make will be finalised once discussions with relevant Borough Leaders/ Chief Executives have been completed, in accordance with the approach presented to the Cabinet at the meeting of 23 September 2014.

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

- **AWARD OF CONTRACT FOR THE INTEGRATED COMMUNITY EQUIPMENT SERVICE** (Item 8)

1. That the contract be awarded to Millbrook Healthcare Ltd.
2. That the contract be awarded for an initial period of three years with an option to extend for up to two further years in one year increases.

Reasons for Decisions:

Following an assessment of a number of options it was decided that a full competitive tender under the existing financial model was deemed the most appropriate route to market.

An open tender process compliant with the requirements of Public Contracts Regulations 2015 and the Council's Procurement Standing Orders, has been

carried out using the Council e-Procurement system, with the opportunity advertised within the Official Journal of the European Union, and on Contracts Finder. Following a thorough evaluation process the recommendation provides best value for money for this contract.

This procurement exercise has been carried out in collaboration with Surrey's six NHS Clinical Commissioning Groups (CCGs) to secure a single supplier to deliver the service for the seven parties through a contract between the Council and Millbrook Healthcare Ltd.

The demand pressures on the equipment service is increasing which drives up the cost however it is recognised that this is a key service in supporting Surrey residents to remain independent, facilitate hospital discharges, prevent re-admission and delay admittance into long term care.

In accordance with their constitution and procurement governance, each of the six CCGs has approved the process and award of contract at their governance boards.

[The decisions on this item can be called in by the Social Care Services Scrutiny Board]

- **AWARD OF A FRAMEWORK FOR THE PROVISION OF SURFACE DRESSING ON ROADS (Item 9)**

1. That the framework agreement be awarded to:
 - a) Road Maintenance Services Limited
 - b) Hazell and Jefferies Ltd
 - c) Kiely Bros Ltd
2. That authority be delegated to the Strategic Director for Environment and Infrastructure, in consultation with the Leader, the Cabinet Member for Highways, Transport and Flooding and the Section 151 Officer, to award annual contracts, above £0.5m in value, where a mini-competition procedure has been followed under this Framework Agreement.

Reasons for Decisions:

A full tender process, both in compliance with the Public Contracts Regulations 2015 and Procurement Standing Orders, has been completed and the recommendations provide best value for money. The tender process was constructed based directly on findings from three pre procurement activities; these are detailed in the 'Background and Procurement Strategy' section.

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

- **ACCOMMODATION WITH CARE AND SUPPORT (Item 10)**

1. The Strategic Intent Document for Accommodation with Care and Support be approved.
2. That future developments will include a full business case and be presented for Cabinet approval as appropriate.

Reasons for Decisions:

With changing demographics, increasing financial challenges, and a joint health and social care strategy to support people to live independently in their homes for as long as possible, the Council needs to commission the right accommodation options to meet eligible residents' health and wellbeing needs. To do this, the Council will work with partners and the private sector to develop the market in Surrey for accommodation with care and support. This paper sets out a clear ambition and message to the market in relation to future needs, and provides a strong base for Surrey to work together with developers in the private sector, as well as Health and District and Borough partners to find the right local solutions.

[The decisions on this item can be called in by the Social Care Services Scrutiny Board]

- **AWARD OF FRAMEWORK AND CALL OFF CONTRACT FOR THE PROVISION OF EMPLOYEE HEALTH SERVICES (Item 11)**

1. That the framework agreement be awarded to the following three suppliers, for a period of four years to commence on 1 January 2016 and to expire on 31 December 2019:
 - a. Lot 1 – Occupational Health Services to be awarded to Team Prevent Ltd
 - b. Lot 2 – Employee Assistance Services to be awarded to OH Assist
 - c. Lot 3 – Absence Management Services to be awarded to First Care Ltd
2. That Individual contracts for the Council be awarded to Team Prevent and OH Assist for a period of three years with the option to extend for one further year to commence on 1 April 2016 for:
 - a. Lot 1 – Occupational health Services at an anticipated total value of £1.1m
 - b. Lot 2 – Employee assistance Services at an anticipated total value of £522,000
3. That the Cabinet note that the HR service is currently in the process of completing a business case to proceed to put in place a contract from lot 3 of the framework and implement the absence management service within the Council.

Reasons for Decisions:

During a review of the spend and contracts in the Corporate and Human Resources categories across Surrey and East Sussex Councils, an opportunity was identified to collaborate on the design of the specification, align the expiry of the current contracts and retender as a joint contract to appoint the same providers for both Councils.

Following discussion with a number of public sector authorities in the region, it was found that there were several authorities with similar requirements for employee health services whose contracts were due to expire within the next 18 months. This has created an opportunity to pool volume and approach the market with a larger offering than that of the Council on its own, to achieve better rates

through economies of scale.

Following an assessment of a number of options, it was decided that the creation of a framework, led by the Council and open to public sector authorities in the Surrey and East Sussex region would be the most appropriate route to market.

In addition to better rates, through the use of the framework by other authorities, it is anticipated that the common arrangements will provide an avenue for further collaborative joint working such as wellbeing campaigns, co-location of clinics, and proactive sharing of best practice.

The tender was in compliance with the requirements of Public Contracts Regulations 2015 and the Council's Procurement Standing Orders. The recommendation provides best value for money for these contracts, following a thorough evaluation process.

This procurement exercise has been carried out in collaboration with East Sussex County Council to secure a single provider to deliver the service for both Councils via individual contracts for each Council.

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

- **LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING** (Item 12)

That the delegated decisions taken by Cabinet Members since the last meeting of the Cabinet be noted.

Reasons for Recommendations:

To inform the Cabinet of decisions taken by Cabinet Members under delegated authority.

- **EXCLUSION OF THE PUBLIC** (Item 13)

RESOLVED 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 paragraph 3 of Part 1 of Schedule 12A of the Act.

PART TWO – IN PRIVATE

THE FOLLOWING ITEMS OF BUSINESS WERE CONSIDERED IN PRIVATE BY THE CABINET. SET OUT BELOW IS A PUBLIC SUMMARY OF THE DECISIONS TAKEN.

- **AWARD OF CONTRACT FOR THE INTEGRATED COMMUNITY EQUIPMENT SERVICE** (Item 14)

That approval be granted to award a contract to Millbrook Healthcare Ltd for a managed service to the value set out in the submitted report over the duration of the five year term, subject to demand, for the provision of Integrated Community Equipment Service (ICES) to commence on 1 April 2016 as the current arrangements expire on 31 March 2016 based on additional financial information provided in this report.

Reasons for Decisions:

The existing contract will expire on 31 March 2016. A full tender process, in compliance with the requirement of EU Procurement Legislation and Procurement Standing Orders has been completed, and the recommendations provide best value for money for the Council following a thorough evaluation process.

[The decisions on this item can be called in by the Social Care Services Scrutiny Board]

● **AWARD OF A FRAMEWORK FOR THE PROVISION OF SURFACE DRESSING ON ROADS** (Item 15)

1. That the scores and financial information be noted.
2. That the Surface Dressing Framework agreement be approved and the award of annual programmes of work via mini competition be delegated to the Strategic Director for Environment and Infrastructure, in consultation with the Leader, the Cabinet Member for Highways, Transport and Flooding and the Section 151 Officer.

Reasons for Decisions:

A full tender process, in compliance with the requirement of Public Contracts Regulations 2015 and Procurement Standing Orders has been completed, and the recommendations provide best value for money for the Council following a thorough evaluation process.

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

● **ACCOMMODATION WITH CARE AND SUPPORT** (Item 16)

That the emerging local plans, as set out in the submitted report, be noted and agree that these continue to be developed with partners.

Reasons for Decisions:

With changing demographics, increasing financial challenges, and a joint health and social care strategy to support people to live independently in their homes for as long as possible, the Council needs to commission the right accommodation options to meet eligible residents' health and wellbeing needs. To do this, the Council will work with partners and developers in the private sector to shape the market for accommodation with care and support. This annex sets out the initial opportunities identified locally and asks the Cabinet to agree that these continue to be developed.

[The decisions on this item can be called in by the Social Care Services Scrutiny Board]

- **AWARD OF FRAMEWORK AND CALL OFF CONTRACT FOR THE PROVISION OF EMPLOYEE HEALTH SERVICES (Item 17)**

That the commercial and financial details contained within the submitted report be noted.

Reasons for Decisions:

As part of the overall health and wellbeing service that is provided by the Council for its employees, the contracts for Occupational Health and Employee Assistance services help to ensure that employees remain fit for work and are supported and rehabilitated back to work in a timely and care centred way.

The current contracts Occupational Health and Employee assistance services both expire on 31 March 2016 and there is a continued need for these services to be provided for employees.

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

- **PROPERTY TRANSACTIONS - DISPOSAL (Item 18)**

1. That the grant of a groundlease over the property, as outlined in the submitted report for a bulky goods non food retail store, be approved.
2. That any agreed variation in the sale price, in accordance with the sale price be delegated to the Strategic Director for Business Services, in consultation with the Cabinet Member for Business Services and Resident Experience and the Leader of the Council.

Reasons for Recommendations:

The sale of the property is required to contribute towards the County Council's Investment Strategy and to dispose of a property no longer considered required for ongoing service delivery, nor capable of generating significant income.

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

CABINET RESPONSE TO COUNCIL OVERVIEW BOARD

**AGENCY WORKERS
(considered by Council Overview Board on 5 November 2015)**

COMMITTEE RECOMMENDATIONS:

The frequency of reorganisation within the Environment & Infrastructure Directorate be considered and managed to avoid an impact on:

- The morale and wellbeing of Highways staff
- The ability of the service to carry out priority highway maintenance

RESPONSE:

We agree that it is important to monitor carefully the morale and wellbeing of staff and our capability to deliver our priorities. That is why this has been a consistent focus for us. It is equally important that the service is configured to ensure that residents get the best value for money in terms of local highways services and more strategic transport infrastructure provision.

We have an excellent 'People Strategy' for Highways and Transport that is involving and engaging staff in a programme to develop skills and capability, for example, and will review this work in the light of the recent staff survey results when they are available early in 2016.

The Cabinet and I congratulate the service for the continued delivery, during this period, of excellent service to our residents.

**John Furey
Cabinet Member for Highways, Transport and Flooding
15 December 2015**

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