

Cabinet

**Date & time**

Tuesday, 23
February 2016 at
2.00 pm

Place

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

Contact

Vicky Hibbert or Anne
Gowing
Room 122, County Hall
Tel 020 8541 9229 or 020
8541 9938

vicky.hibbert@surreycc.gov.uk c
anne.gowing@surreycc.gov.uk

**Chief Executive**

David McNulty

We're on Twitter:

@SCCdemocracy

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, Mr Tim Evans, Mrs Kay Hammond and Mrs Mary Lewis

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 9698, fax 020 8541 9009, or email vicky.hibbert@surreycc.gov.uk or 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 Vicky Hibbert or Anne Gowing on 020 8541 9229 or 020 8541 9938.

***Note:** This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.*

Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

If you have any queries regarding this, please contact the representative of Legal and Democratic Services at the meeting

1 APOLOGIES FOR ABSENCE

2 MINUTES OF PREVIOUS MEETING: 2 FEBRUARY 2016

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

a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (*17 February 2016*).

b Public Questions

The deadline for public questions is seven days before the meeting (*16 February 2016*).

c Petitions

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

d 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

No reports have been received.

- 6 FINANCE AND BUDGET MONITORING REPORT - JANUARY 2016** (Pages 1 - 22)
- 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 31 January 2016 (month 10).
The annex to this report gives details of the council's financial position.
- Please note that the Annex to this report will be circulated separately prior to the Cabinet meeting.
- [The decisions on this item can be called in by the Council Overview Board]*
- 7 LEADERSHIP RISK REGISTER** (Pages 23 - 34)
- The Surrey County Council Leadership risk register is presented to Cabinet each quarter and this report presents the Leadership risk register as at 31 January 2016.
- [The decisions on this item can be called in by the Council Overview Board].*
- 8 CONTRACT AWARD FOR THE REFRESH OF DESKTOP AND LAPTOP DEVICES FOR SURREY COUNTY COUNCIL** (Pages 35 - 42)
- This report seeks approval to award a contract to commence 21 March 2016, for the refresh of existing Council desktop and laptop computer devices and associated services.
- The report provides details of the procurement process, including the results of the evaluation process and, in conjunction with the Part 2 report which contains commercially sensitive supplier information, demonstrates that the recommended contract award provides best value for money for the taxpayer.
- For staff to provide services to our residents, Surrey County Council requires approximately 1,200 Desktop computer devices approximately 5,500 Mobile computer devices for staff that work flexibly.
- It is at least 4 years since Surrey County Council last performed a major refresh of the hardware and software of the computer devices used. These devices are now out of warranty, are in many cases 'end of life,' are failing more often, and require more maintenance.
- This contract decision is being made in line with East Sussex County Council and Surrey County Council's future plans to integrate and align IT systems across the Orbis Partnership.
- N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 14.
- [The decisions on this item may be called in by the Council Overview Board]*

- 9 PROCUREMENT OF A CHILDREN AND YOUNG PEOPLE'S OCCUPATIONAL THERAPY SERVICE** (Pages 43 - 68)
- The joint commissioning of special educational needs and disabilities (SEND) services is a key strategy for Surrey County Council and its partners to improve outcomes for children, young people and families in Surrey.
- The contracts for the current occupational therapy service for children and young people end in March 2017. Cabinet are asked to approve that from April 2017 the service is jointly commissioned with the six Surrey Clinical Commissioning Groups and therefore forms part of the Community Health Services procurement process
- The recommendations should be considered alongside recommendations 1 and 4 agreed at Cabinet on 24 November 2015 for Item 12: 'The Procurement Process for Community Health Services' (see Annex 1).
- [The decision on this item may be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]*
- 10 SYTHWOOD PRIMARY SCHOOL, WOKING** (Pages 69 - 72)
- To approve the Business Case for the phase 2 expansion of Sythwood Primary School from a 2 Form of Entry primary (420 places) to a 3 Form of Entry primary (630 places) creating 210 additional primary places. Phase 1 delivered 90 primary places and was completed in August 2015. Phase 2 will deliver the balance of 120 primary places to meet the basic need requirements in the Woking area from September 2016.
- N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 15.
- [The decision on this item may be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]*
- 11 CLEVES JUNIOR SCHOOL, WEYBRIDGE** (Pages 73 - 76)
- To approve the Business Case for the expansion of Cleves Junior School from a 5 Form of Entry junior (600 places) to a 6 Form of Entry junior (720 places) creating 120 additional junior places to help meet the basic need requirements in the Weybridge area for September 2016.
- N.B. An annex containing exempt information is contained in Part 2 of the agenda – item 16.
- [The decision on this item may be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]*
- 12 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS TAKEN SINCE THE LAST CABINET MEETING** (Pages 77 - 80)
- To note any delegated decisions taken by the Leader, Deputy Leader and Cabinet Members since the last meeting of the Cabinet.

13 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

14 CONTRACT AWARD FOR THE REFRESH OF DESKTOP AND LAPTOP DEVICES FOR SURREY COUNTY COUNCIL (Pages 81 - 86)

This is a part 2 annex relating to item 8.

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 may be called in by the Council Overview Board]

15 SYTHWOOD PRIMARY SCHOOL, WOKING (Pages 87 - 92)

This is a part 2 annex relating to item 10.

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 either the Council Overview Board or the Education and Skills Scrutiny Board]

16 CLEVES JUNIOR SCHOOL, WEYBRIDGE (Pages 93 - 98)

This is a part 2 annex relating to item 11.

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 either the Council Overview Board or the Education and Skills Scrutiny Board]

17 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.

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

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

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