

CABINET

The following decisions were taken by the Cabinet on Tuesday, 23 February 2016 and will take effect on 03/03/2016 unless the call-in procedure has been triggered. **CALL-IN DEADLINE: 02/03/16.**

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, 23 February 2016 considered the following matters and resolved:

- **PUBLIC QUESTIONS** (Item 4b)

Six questions were received from members of the public. The questions and responses are attached as Appendix 1.

- **FINANCE AND BUDGET MONITORING REPORT - JANUARY 2016** (Item 6)

That the report be noted, including the following:

1. Services forecast a £6.2m revenue budget variance at year end which includes use of £7.4m central government grant, as set out in the Appendix, paragraph 1, of the submitted report.
2. Services forecast to achieve £64.5m efficiencies and service reductions by year end, as set out in Appendix, paragraph 38, of the submitted report.
3. The total forecast capital expenditure for 2015/16, including long term investments, is £222.3m, as set out in Appendix, paragraph 46, of the submitted report.
4. The investment of £3.4m in the East Surrey Local Transformation Investment Fund be approved, subject to final agreement of the proposal by all parties, as set out in Appendix, paragraph 50, of the submitted report, and signed off by the Leader of the Council.

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]

- **LEADERSHIP RISK REGISTER** (Item 7)

That the content of the Surrey County Council Leadership risk register, as set out in Annex 1 to the submitted report, be noted and the control actions put in place by the Statutory Responsibilities Network be endorsed.

Reasons for Decisions:

To enable the Cabinet to keep Surrey County Council's strategic risks under review and to ensure that appropriate action is being taken to mitigate risks to a tolerable level in the most effective way.

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

• **CONTRACT AWARD FOR THE REFRESH OF DESKTOP AND LAPTOP DEVICES FOR SURREY COUNTY COUNCIL (Item 8)**

1. That a call-off contract be awarded under the terms of the Crown Commercial Services Framework RM1054 to XMA Ltd for the provision of Desktop and Laptop devices and associated Services for Surrey County Council to commence on 21 March 2016.
2. That the contract is for an initial period of one year with an option for the Council to extend for two further periods of one year.

Reasons for Decisions:

Following the expiry of the last refresh contract some time ago, additional device supply and service has been ad-hoc across a number of suppliers. To perform a device refresh using these ad-hoc arrangements would require far greater controls by the Council to manage efficiently and would not leverage purchasing scale to achieve best value for money.

The main aim of the refresh programme is to provide Council staff with a refreshed desktop or laptop device that will enable them to work more efficiently and flexibly and so improve services provided to residents.

A competition in compliance with the requirement of EU Procurement Legislation, Public Contract Regulations 2015 and Surrey County Council Procurement Standing Orders has been completed, and the recommendation provides best value for money for the Council after undertaking a thorough evaluation process.

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

• **PROCUREMENT OF A CHILDREN AND YOUNG PEOPLE'S OCCUPATIONAL THERAPY SERVICE (Item 9)**

1. That the Occupational Therapy service to support education, learning and training for children and young people in Surrey be jointly commissioned by Surrey County Council and Surrey's six Clinical Commissioning Groups from April 2017.
2. That the procurement of the Council funded Occupational Therapy service forms part of the Community Health Services procurement process, as agreed at 24 November 2015 Cabinet meeting for Health Visiting and School Nursing, Parent Infant Mental Health and CAMHS Community Nurses.
3. That in the light of the addition of Occupational Therapy to the Community Health Services procurement process, that the delegation of decision-making be extended to the Strategic Director of Children, Schools and Families.

4. That the Strategic Director for Adult Social Care and Public Health, the Cabinet Member for Wellbeing and Health and the Head of Procurement will represent this service area at the Committee in Common (this enables all organisations involved in the procurement process to make joint decisions).

Reasons for Decisions:

A review by the College of Occupational Therapists (2015) recommended joint commissioning of this service.

A single provider for all children's community health services will facilitate easier access for users and provide benefits around information sharing and reducing on-costs (e.g. management and premises) and clear co-ordination of health care provision.

The occupational therapy workforce is small and can have difficulties in recruitment and retention that would be exacerbated by separate procurements.

The planning of the community health services procurement has already started; with governance and funding frameworks that are unlikely to pose any additional costs to Surrey County Council.

A single tender process would benefit both commissioners and potential providers.

Integrated community health service provision will facilitate better and seamless multi-health professional work; particularly for differential diagnostics, assessments of complex needs and intervention for children with disabilities.

[The decisions on this item can be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]

- **SYTHWOOD PRIMARY SCHOOL, WOKING** (Item 10)

That, subject to the agreement of the detailed financial information for the expansion set out in agenda item 15 in Part 2 of this agenda, the business case for the phase 2 expansion programme at Sythwood Primary School, the provision of an additional 120 primary places in Woking, be approved.

Reasons for Decisions:

The Local Authority has a statutory duty to ensure there are sufficient school places in the County and Woking is an area where school demand has increased significantly. This proposal, as part of a suite of expansions in school places, ensures that the Council is able to provide an appropriate pattern of provision in the Woking area to meet the needs of this rising population.

[The decisions on this item can be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]

- **CLEVES JUNIOR SCHOOL, WEYBRIDGE** (Item 11)

That, subject to the agreement of the detailed financial information for the expansion set out in agenda item 16 in Part 2 of this agenda, the business case for the provision of an additional 1 Form of Entry (120 junior places) at Cleves Junior School be approved.

Reasons for Decisions:

The proposal supports the Authority's statutory obligation to provide sufficient school places, relative to demand.

[The decisions on this item can be called in by either the Council Overview Board or the Education and Skills Scrutiny 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 be noted.

Reasons for Decisions:

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

● **CONTRACT AWARD FOR THE REFRESH OF DESKTOP AND LAPTOP DEVICES FOR SURREY COUNTY COUNCIL** (Item 14)

1. The information contained in this Part 2 report be noted in order to inform the recommendations that a call-off contract is awarded under the terms of the Crown Commercial Services Framework RM1054 to XMA Ltd up-to a value, as set out in the submitted report, for the provision of a Desktop and Laptop devices and associated Services for Surrey Council to commence on 21 March 2016.
2. The contract is for an initial period of one year with an option for the Council to extend for two further periods of one year.

Reasons for Decisions:

The winning tender demonstrates satisfactory quality and best value for money for the Council. The winning bidder XMA Ltd has a good track record of delivering sizeable refresh projects for the likes of Kent County Council, the University of Plymouth and some London Boroughs. Surrey Council is confident that the supplier has the technical capability to perform the project and recognises that its project management and customer service experience may be tested when deploying each device to each member of staff.

The overall price and quality offered by XMA Ltd are compelling when compared to current and previously paid prices, offer the Council the opportunity to refresh its device estate at a much lower cost than expected. The actual cost and therefore saving of contribution to the Equipment Replacement Reserve (ERR) will depend to a reasonable degree on the rate of adoption for mobile thin client devices.

Detailed assessments were made of all four of the bidders, particularly where the suppliers were new to Surrey County Council. The results of these evaluations and recommendation to award to XMA Ltd offers Surrey Council, the most economically advantageous solution.

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

- **SYTHWOOD PRIMARY SCHOOL, WOKING** (Item 15)

1. That the business case for the phase 2 project to expand Sythwood Primary School by 120 places, at a total 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 Children, Schools and Families in consultation with the Cabinet Member for Schools, Skills and Educational Achievement, the Cabinet Member for Business Services and Resident Experience 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 Woking area.

[The decisions on this item can be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]

- **CLEVES JUNIOR SCHOOL, WEYBRIDGE** (Item 16)

1. That the business case for the project to expand Cleves Junior School by 120 places, at a total 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 Children, Schools and Families in consultation with the Cabinet Member for Schools, Skills and Educational Achievement, the Cabinet Member for Business Services and Resident Experience 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 Weybridge area.

[The decisions on this item can be called in by either the Council Overview Board or the Education and Skills Scrutiny Board]

Public Questions

Question (1) from Cassie Chapple:

With regard to the proposed play trail through the woods behind Newlands Corner, I would like to ask the following:

- Will cyclists/motorbike riders be prevented from accessing the woods and how will health and safety be addressed on this issue?
- How will the council contain the site to prevent vandalism outside normal visiting hours
- How will council deal with drainage issues and the rivers of debris and mud which are already present.
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I am part of the campaigners who is considerably concerned about the proposed development and any information would be appreciated.

Reply:

At this stage we have not completed the design for the trail, however motorcyclists and cyclists will not be allowed onto the trail.

The trail and the sites for each play piece will be constructed to minimise water pooling.

The site will not be contained and we will manage vandalism in the same way that it is managed all around the site currently.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

Question (2) from Julie Brown:

Newlands Corner Proposed Developments regarding the access agreement between Surrey County Council (SCC) and the Albury Estate at Newlands Corner

- What are the specific changes to be made to that agreement?
- Could the Council confirm that the split in revenue from future car parking charges and income from any future development will be 75% SCC and 25% the Albury Estate; previous answers from the 2 February 2016 meeting were that they were still being negotiated.
- If details of the split have not been finalised yet, how can the Council estimate future revenue from the proposals if they don't know the percentage split?
- If both phases of the proposals were to go ahead, who would become owners of the property - SCC or the Albury Estate?
- If it is the Albury Estate, why are SCC spending public money to provide an asset for a private company?

Reply:

The Changes to be made to the Access Agreement are confidential at this stage. The business plan for the site has taken into account a number of scenarios for the split of the car parking income.

The County Council has leases on the property it currently owns at Newlands Corner and is proposing to do the same with new property.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

Question (3) from Kathryn Killner :

At Newlands Corner, over what period and over how large an area will detailed environmental surveys be carried out to assess how the installation of 10 large play structures in the woodland in Phase 1, as well as the associated increased use of paths and the wider area surrounding the play trails, will affect the flora and fauna, in particular with respect to protected species and the ancient yews.

Given that Surrey Wildlife Trust is an interested party, what other organisations will be involved in carrying out the surveys?

Reply:

Some surveys have already been undertaken and work has been done to collate the information held at the Biodiversity Information Centre. Further surveys are planned to cover the area of the play trail and car park and existing buildings. These will include a survey of active dormouse sites, and bats.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

Question (4) from Susan Darling:

What is the current annual cost of maintaining the Newlands Corner site, in total and broken down; does SCC consider this fair value and what options other than parking charges has the Council considered to cover this cost in future?

Reply:

The cost for maintaining Newlands Corner is £157,000 which is broken down into staffing, vehicle costs, car park maintenance, equipment, keeping the vegetation clearance around the play area and picnic area, litter picking, site cleaning, maintaining the toilets and emptying the septic tank, utilities (Water and electricity) and building maintenance.

The Council, in conjunction with Surrey Wildlife Trust has considered a range of options for income generation and has already implemented others, such as Christmas tree sales at Newlands Corner. The Car Parking charges are set at a fair level compared to other countryside sites.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

Question (5) from Shirley Dawe:

Mr Goodman informed the Albury Drop-in event on 9 February 2016 that the Council would hold a public consultation on development plans for Newlands Corner.

What form will this consultation take and what will its terms of reference be?
Can Cabinet confirm that:

- (a) it will be arranged for a time when most people will be able to attend, at a place which is readily accessible by public transport
- (b) that adequate notice will be given, and
- (c) that it will be widely advertised to the general public.

Will SCC and SWT also arrange for a prominent display of the proposals at the Newlands Corner Visitor Centre, with facilities for public feedback.

Reply:

A meeting is will be held on 9 March 2016 at 7.30 pm in Guildford. An e-mail will go out to all stakeholders for whom we hold e-mail addresses, it will be advertised on site and on SCC's website as well as SWT's website. This will take the form of a short presentation on what is being proposed, followed by a question and answer session to members of the Project Board.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

Question (6) from Pamela Keale:

Until recently public awareness of planned developments at Newlands Corner has been very low. Information is sought on public consultations and engagement.

- How have Surrey County Council publicised the proposed developments?
- What public consultations have been held on whether or not the Council should impose parking charges and construct a Play Trail with 10 adventure play sites at Newlands Corner?
- What consultations have been held with groups and organisations representing present visitors and SCC's intended future users of the phase 1 facilities, and with what results?
- What representations from the public have been received on the proposed

Phase 1 and Phase 2 developments, how are they being collated, and is the breakdown publicly accessible?

- How well do plans for parking charges, and play sites meet the identified needs of current regular users and SCC's stated targeted future users of Phase 1, including disabled people, the sensorily impaired, the elderly and anyone with dementia?

Reply:

The County Council started engaging stakeholders in August 2015 to discuss the proposed car parking charges, play trail and new visitor facilities at Newlands Corner. Subsequently two further meeting were held with Parish Councils and Borough Councillors.

All responses from the public are being collated and we are adjusting the implementation of Phase 1 accordingly.

The play trail designers are also running a number of meetings with the potential users of the play trail to ensure it meets their needs.

Work on Phase 2 will only involve concept designs for bringing the facilities together and will then be used in further public engagement sessions.

Mr Mike Goodman
Cabinet Member for Environment and Planning
23 February 2016

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