

Cabinet

**Date & time**

Tuesday, 18 July
2017 at 2.00 pm

Place

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

Contact

Vicky Hibbert or Anne
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Chief Executive

David McNulty

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**We're on Twitter:**

@SCCdemocracy

Cabinet Members: Mr David Hodge CBE, Mrs Helyn Clack, Mrs Clare Curran, Mr Mel Few, Mr John Furey, Mr Mike Goodman, Mrs Mary Lewis, Mr Colin Kemp, Mr Tim Oliver and Ms Denise Turner-Stewart

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.

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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:

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

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PROCEDURAL MATTERS

a Members' Questions

- (i) The deadline for Member's questions is 12pm four working days before the meeting (*12 July 2017*).

b Public Questions

The deadline for public questions is seven days before the meeting (**11 July 2017**).

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 SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL (Pages 1 - 4)

Two reports have been received from the Environment and Infrastructure Select Committee regarding Local Highways Funding and Winter Service Cost Savings Proposals.

CORPORATE PRIORITIES: 1. WELLBEING

6 RECOMMENDATIONS FOR AWARDS OF CONTRACTS AND GRANTS TO PROVIDE SHORT BREAKS IN SURREY (Pages 5 - 66)

High-quality, locally delivered short breaks make a huge difference to over 2,200 children and young people with special educational needs and/or disabilities (SEND) in Surrey each year. Short breaks enable children and young people to achieve better outcomes by having fun, seeing their friends and trying new activities, whilst also giving families a much needed break from caring. Alongside this, Surrey County Council (SCC) has a range of statutory duties and responsibilities that it needs to fulfil in relation to short breaks provision.

This paper sets out proposed funding awards for a range of short breaks in Surrey, including overnight residential and play and leisure services, and specific grant-funded projects. Acknowledging the vital role played by short breaks, SCC has maintained the budget at £3.1 million, at a time of significant financial challenge.

These proposals are the result of a countywide re-commissioning project, which has aimed to achieve better outcomes for families and better value for money for our residents. To do this we have co-designed and co-commissioned short breaks with families, in partnership with Family Voice Surrey. Families have worked with us to analyse need and review existing services, explore and design new options, and evaluate bids received by providers looking to deliver short breaks.

We know that developments to short breaks services can be unsettling for families and we are committed to working with current and new providers to manage any changes as smoothly as possible. This report summarises the impact of our proposals on families in an Equality Impact Assessment and sets out mitigation of any negative impacts, informed by a recent six-week public engagement with families about the proposals.

Due to the commercial sensitivity involved in the contract award process, the names of the providers are listed in this report; however, all financial details and a summary of evaluation scores have been circulated in a Part 2 report.

N.B. An Annex containing exempt information is contained in Part 2 of the agenda – item 17.

[The decisions on this item can be called in by the Children and Education Select Committee]

- 7 SURREY COUNTY COUNCIL'S CABINET ADOPTION OF THE REVISED SURREY APPROVED SYLLABUS FOR RELIGIOUS EDUCATION** (Pages 67 - 82)

The Agreed Syllabus for Religious Education (RE) must be reviewed by the local Standing Advisory Council on Religious Education (SACRE) at least every five years. This has been done and a new syllabus has been approved by the Surrey SACRE, however, before it is recommended to Surrey schools, it must be adopted formally by the County Council.

[The decisions on this item can be called in by the Children and Education Select Committee]

- 8 SUNBURY MANOR SECONDARY SCHOOL, SUNBURY ON THAMES** (Pages 83 - 88)

There is a forecast need for additional Secondary Places in Spelthorne by 2020. Many Primary Schools within the vicinity of Sunbury Manor Secondary School have had bulge classes and permanent expansions, consequently the need for additional Secondary School places is emerging.

This paper provides the Business Case for the expansion of Sunbury Manor School, a standalone academy. The school currently operates as an eight Form of Entry (Published Admission number of 240 and a total school capacity of 1200 places) co-educational 11-16 school with a specialist centre for pupils with communication and interaction needs. The school is currently rated 'Good' by Ofsted.

The proposal is to expand the school by one 1 form of entry to 9 forms of entry per year from September 2020. A form of entry is normally 30 students. The school would change its Published Admission Number from 240 to 270 and grow incrementally over a five year period to total school capacity of 1350 places. This will provide in total an additional 150 secondary places in the Sunbury area of Spelthorne.

The expansion will enable Surrey County Council to meet the forecast demand for secondary school places in Spelthorne borough. Any existing surplus places at the school are in upper years, as the larger intake years (year 7 pupils) replace these smaller older year groups these vacant places will be reduced.

N.B. An Annex containing exempt information is contained in Part 2 of the agenda – item 18.

[The decisions on this item can be called in by the Corporate Services Select Committee and/or the Children and Education Select Committee]

CORPORATE PRIORITIES: 2. ECONOMIC PROSPERITY

- 9 MONTHLY BUDGET MONITORING REPORT** (Pages 89 - 94)

Surrey County 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 June 2017 (month three).

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 Overview and Budget Scrutiny Committee]

10 LEADERSHIP RISK REGISTER (Pages 95 - 106)

The Surrey County Council Leadership risk register is presented to Cabinet each quarter and this report presents the Leadership risk register as at 30th June 2017.

[The decisions on this item can be called in by the Overview and Budget Scrutiny Committee]

11 ANNUAL REPORT OF THE SHAREHOLDER BOARD (Pages 107 - 142)

As part of its strategy to innovate in developing new models of delivery and to benefit from the freedoms introduced by the Localism Act, Surrey County Council has made investments and created trading companies to deliver income and efficiencies and in doing so has established a Shareholder Board, which reports annually to the Council. The purpose of the Board is to safeguard the council's interest as shareholder and to take decisions in matters that require the approval of the Council as owner of a company.

[The decisions on this item can be called in by the Overview and Budget Scrutiny Committee]

12 INVESTMENT BOARD ANNUAL REPORT (Pages 143 - 164)

The Investment Strategy agreed by Cabinet in July 2013 was developed in response to the requirement for the Council to enhance its financial resilience in the longer term. In facilitation of this strategy, Cabinet approved the business case for the creation of a property company and associated subsidiaries in May 2014 in order to achieve a balanced property portfolio (across sectors and geographies) to generate an income for the Council. The property company, Halsey Garton Property Ltd, and its subsidiaries are referred to in this report as "the Halsey Garton Property Group" (HGP).

The Investment Board was created in March 2017 to approve property investment acquisitions, property investment management expenditure, property investment disposals and the provision of finance to HGP for the purposes of the strategy. Prior to this an Investment Advisory Board was in place to make recommendations for Cabinet decision. This annual report providing details of the investment property portfolio forms part of these changed governance arrangements.

N.B. An Annex containing exempt information is contained in Part 2 of the agenda – item 19.

[The decisions on this item can be called in by the Overview and Budget Scrutiny Committee]

13 AWARD OF CONTRACT FOR PROPERTY INVESTMENT ADVISORY SERVICES

(Pages
165 -
170)

The Cabinet reviewed the Investment Strategy in March 2017 and confirmed its ambitions to grow the investment portfolio further in order to secure an income stream in support of the council's services. It was recognised that the strategy requires the support of a property investment advisor to provide the necessary skills and level of support required to expand the investment portfolio.

This report seeks approval to award a contract for Surrey County Council under the Homes and Communities Agency (HCA) Framework Agreement for the provision of property investment advisory services to commence on 1 September 2017 as detailed in the recommendations. The role of the Investment Advisor will be to provide resource and necessary skills to undertake strategic property investment advice (Portfolio Management), advice on the acquisition and disposal of assets (Investment Management) and ongoing Asset Management services to support Finance, Property and Legal Services in meeting the objectives set by Cabinet in connection with the revised Investment Strategy.

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 the financial details of the recommended supplier has been circulated as a Part 2 report.

N.B. An Annex containing exempt information is contained in Part 2 of the agenda – item 20.

[The decisions on this item can be called in by the Corporate Services Select Committee]

CORPORATE PRIORITIES: 3. RESIDENT EXPERIENCE

14 WINTER SERVICE COST SAVINGS PROPOSALS

(Pages
171 -
180)

Winter Service is provided by Surrey County Council (SCC) to enable the residents of Surrey to carry out their everyday activities during periods of winter weather. Preventing icy roads and keeping priority roads and footways usable during snowy conditions contributes to the corporate goals by keeping residents safe as they travel about and maintaining the availability of key routes so residents have choices on travel. In addition the impact on the economy of severe weather is minimised.

In the Medium Term Financial Plan (MTFP) a reduction of £340,000 has been made to the Winter Service Budget. This saving could not be realised in 2016/17 and therefore one off compensating savings had to be made by reducing levels of service in other Highways and Transport areas. In 2017/18 there have been further budget reductions against other Highways & Transport activities, which has resulted in reductions to levels of service and significantly reduced the opportunity to continue to find

compensating savings.

Surrey Highways officers and our contractor, Kier, have considered where savings could be made, primarily by changing ways of working, to ensure that as far as possible current levels of service are maintained. We have been able to identify efficiencies that reduce costs whilst still retaining our ability to meet our statutory responsibilities and provide a resilient winter service.

[The decision on this item may be called in by the Environment and Infrastructure Select Committee]

- 15 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS/
INVESTMENT BOARD TAKEN SINCE THE LAST CABINET MEETING** (Pages
181 -
186)

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

- 16 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.

P A R T T W O - I N P R I V A T E

- 17 RECOMMENDATIONS FOR AWARDS OF CONTRACTS AND GRANTS
TO PROVIDE SHORT BREAKS IN SURREY** (Pages
187 -
196)

This is the 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)

- 18 SUNBURY MANOR SECONDARY SCHOOL, SUNBURY ON THAMES** (Pages
197 -
204)

This is the 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)

- 19 INVESTMENT BOARD ANNUAL REPORT** (Pages
205 -
218)

This is the 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)

20 AWARD OF CONTRACT FOR PROPERTY INVESTMENT ADVISORY SERVICES (Pages 219 - 224)

This is the 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)

21 INVESTMENT DISPOSAL (Pages 225 - 230)

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 Overview and Budget Scrutiny Committee]

22 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, 10 July 2017

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