

# Cabinet

**Date & time**

Tuesday, 26  
September 2017 at  
2.00 pm

**Place**

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

**Contact**

Vicky Hibbert or Andy Baird  
Room 122, County Hall  
Tel 020 8541 9229 or 020  
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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, Mr Mel Few, Mr Mike Goodman, Mr Colin Kemp, Mrs Mary Lewis, Mr Tim Oliver, Ms Denise Turner-Stewart and Mrs Clare Curran

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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 Andy Baird on 020 8541 9229 or 020 8541 7609.**

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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 (*20 September 2017*).

**b Public Questions**

The deadline for public questions is seven days before the meeting (*19 September 2017*).

**c Petitions**

The deadline for petitions was 14 days before the meeting, and two petitions have been received. Responses to these will be presented at the meeting.

**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 - 2)

A reports has been received from the Environment and Infrastructure Select Committee regarding Proposed Changes to Surrey's Community Recycling Centres.

## **CORPORATE PRIORITIES: 1. WELLBEING**

**6 PROPOSAL FOR THE FUTURE FUNDING OF ADULT SOCIAL CARE HOUSING RELATED SUPPORT SERVICES** (Pages 3 - 70)

'Supporting People' as it was originally branded, was launched on 1 April 2003 as the government's national programme for housing related support. It was a partnership programme of joint working relationships with service providers and partner agencies such as boroughs, districts, probation and health. The programme was initially managed by a discrete team of commissioners and a national monitoring system.

The funding was originally ring-fenced by government but this has since been removed. In 2012 a decision was made to bring housing related support and the associated budget into Adult Social Care.

The County Council provides Housing Related Support funding to providers who then deliver services to their residents. The current Housing Related Support budget is £9m on rolling contracts.

Providers are voluntary and community organisations, housing associations, borough and district councils who deliver services to residents via a scheme manager/warden - the Council's funding is a contribution towards the cost of employing the scheme manager/warden. Services are delivered in purpose-built schemes or by visiting support in the community.

Housing Related Support services include help with obtaining benefits and managing money; support to improve safety, health and wellbeing; help to avoid social isolation; to access mainstream services, manage everyday tasks, to develop new skills and move into employment. Housing Related Support services do not provide personal care. There are two streams to which funds flow:

- Older people and people with disabilities
- Socially excluded

Continued cuts to funding, rising costs and increasing demand for key services means the need for Surrey County Council to find savings has reached unprecedented levels. Adult Social Care has delivered £246m of savings over the last seven years, in order to manage huge pressures on the service including demand in excess of £20m per annum, and has a

further allocated saving of £26m for 2017/18. This has resulted in a continuous focus on efficiencies and changes to delivery to provide the services our residents need within available resources.

Housing Related Support funding is no longer ring fenced and future practice will be guided by our duties under the Care Act 2014 and the wellbeing principle. Individuals with an on-going need for support will be able to ask for an assessment and those meeting the Care Act eligibility criteria will receive funding through a personal budget. This will ensure everyone is treated consistently under the Care Act and is assessed based on their current need.

By implementing these changes to the future funding of Housing Related Support savings of £3.7m will be achieved. These changes will mean a shift from the current universal offer, to target the limited funding the Council has available on those adults with eligible needs and the socially excluded.

## **CORPORATE PRIORITIES: 2. ECONOMIC PROSPERITY**

### **7 CONSULTATION ON PROPOSED CHANGES TO SURREY'S COMMUNITY RECYCLING CENTRES (COST REDUCTIONS)**

(Pages  
71 - 134)

Surrey County Council (SCC) needs to make cost reductions of £104 million in 2017/18 and further cost reductions of £137 million in 2018/19 and 2019/20. The Council's Medium Term Financial Plan (MTFP) identifies that the waste service has the potential to save £12.4 million including £3.3 million from the operation of the Community Recycling Centre (CRC) service in the period 2016/17 to 2018/19.

Changes to the CRC service that were implemented during 2016/17 will achieve an estimated £1.4million of cost reductions in a full year. This means further cost reductions need to be found to meet the MTFP target. The waste service has identified a plan where further efficiency could be achieved at CRCs. A public consultation was carried out between 23 June 2017 and 7 August 2017 seeking the views of residents and stakeholders on a set of potential options, as set out in paragraphs 12 to 16. A number of key stakeholders have been consulted including, Surrey MP's, County Councillors, district & borough councils and parish & town councils.

CRCs are one of the most highly rated services provided by SCC with 77 % of users stating that they are satisfied or very satisfied with the service. The proposals are the latest in a series of measures designed to make CRCs more efficient and better value for money by focussing on their key purpose: to handle household waste that the Council has to take free of charge and that cannot be collected from the kerbside. If implemented the proposals would still maintain a comprehensive service that is highly valued by residents, which supports the strategic aims of increasing recycling and reducing landfill and meets legal requirements as a Waste Disposal Authority.

The Council would like to thank over 13,500 residents, who gave their opinion on the proposals in the consultation including their concerns with permanent CRC closures. Having listened to these views and taken into

consideration the factors above, this report recommends implementing changes that will:

- Avoid the need to permanently close any of Surrey's CRC's.
- Reduce costs and improve efficiencies.
- Retain a comprehensive service focussing on the key purpose of the facilities, but with a reduction in weekday opening at a number of CRC sites when those sites are less well used.

In a full year these efficiency measures could deliver estimated savings of £1.08 - £1.56 million. The earliest any measures could be implemented is from December 2017, apart from weekday closures which would be implemented from January 2018 due to operational reasons. This would mean an expected shortfall against the MTFP of £0.92m to £1.06m (part year impact) in 2017/18 and £0.34m to £0.82m in 2018/19 (full year impact). The service will need to continue to find further efficiencies to meet this shortfall.

## **CORPORATE PRIORITIES: 1. WELLBEING**

### **8 THOMAS KNYVETT COLLEGE, ASHFORD - SCHOOLS BASIC NEED EXPANSION PROJECT** (Pages 135 - 140)

To approve the Business Case for the expansion of Thomas Knyvett College, an academy in The Howard Learning Partnership Multi-Academy Trust. The school currently operates as a five form entry (5 FE) co-educational 11-16 school. Its Published Admission Number (PAN) is 150 although its current Number on Roll (NOR) is only 635. It was rated as 'Good' by OFSTED at its last inspection (December 2013).

The proposal is to expand the school by 1 FE to 6 FE per year. (A form of entry is normally 30 students). The school was previously larger but reduced its PAN some years ago when fewer places in Spelthorne Borough were required; however it has some latent capacity which we intend to recommission as part of the expansion project.

The school would admit an additional form of entry in 2018 as a 'bulge' class (offering up to 180 places in Year 7) within existing accommodation. It would then formally increase its PAN to 210 at the earliest opportunity, which would be September 2019. Thomas Knyvett College would then expand incrementally over a five year period to a maximum Number on Roll of 1050. These additional classes would add another 300 places (across all year groups 7-11) into the area.

The expansion will contribute to Surrey County Council's (SCC) place planning strategy to enable the Local Authority to meet the forecast demand for secondary school places in Spelthorne borough.

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

### **9 DE STAFFORD SCHOOL, CATERHAM - SCHOOLS BASIC NEED EXPANSION PROJECT** (Pages 141 - 146)

To approve the Business Case for the expansion of de Stafford School, an academy in The Glyn Learning Foundation Multi-Academy Trust. The school currently operates as a five Form of Entry (5FE) secondary (750 places) co-educational 11 – 16 school with a published admission number (PAN) of 150.

The proposal is to expand the school by 1FE to a 5FE secondary (900 places), thereby creating 150 additional places to support delivery against the basic need requirements in the Tandridge area from September 2018. (A form of entry is normally 30 students). The school was previously larger but reduced its PAN some years ago when fewer places in the Tandridge Borough area were required; however it has some latent capacity which can be recommissioned as part of the expansion project.

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

**10 ST MARY'S OXTED CHURCH OF ENGLAND JUNIOR SCHOOL - SCHOOLS BASIC NEED EXPANSION PROJECT**

(Pages  
147 -  
152)

To approve the Business Case for the expansion of St, Mary's Junior School from three Forms of Entry (360 places) to four Forms of Entry (480 places), thereby creating 120 additional places, to support delivery against the basic need requirements in the Oxted & Limpsfield area from September 2018.

The school's most recent Ofsted (January 2016) rated the school as 'Outstanding'.

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

## **CORPORATE PRIORITIES: 2. ECONOMIC PROSPERITY**

**11 SURREY BUSINESS RATES RETENTION PILOT 2018/19**

On 1 September 2017 the government issued a prospectus inviting local authorities, particularly in two tier areas, to submit applications to be pilots for the 2018/19 Business Rates Retention Scheme. This application is required by 27 October 2017. This report asks for authority to be delegated to the Leader, in consultation with the Chief Executive and Director of Finance, to submit an application for a Surrey wide pilot involving the county council and eleven borough and districts councils.

**12 MONTHLY BUDGET MONITORING REPORT**

(To  
Follow)

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 31 August 2017 (month five).

The Section 151 Officer stated in her report of February 2017 to Full Council on the 2017/18 to 2019/20 budget and Medium Term Financial

Plan (MTFP) that the financial challenges facing the council have become even more serious in the last year. During 2017/18, the council must deliver already stretching service reduction plans of £104m to balance the 2017/18 budget and move towards a sustainable budget for future years. This total includes £9m savings it has yet to identify.

The annex to this report gives details of the council's financial position.

*[The decisions on this item are subject to call in by the Overview and Budget Scrutiny Board]*

## **CORPORATE PRIORITIES: 3. RESIDENT EXPERIENCE**

- 13**     **TRANSFER OF EMPLOYMENT OF CORONER'S OFFICE STAFF FROM SURREY POLICE TO SCC**     (Pages 153 - 158)

Surrey County Council (SCC) is responsible for appointing coroners and for meeting all the costs of the Surrey Coroner Service. Coroner's Officers are in many respects, the mainstay of the administration of the coronial system and a primary link between the 'system' and the bereaved. These roles have historically been provided and funded by Surrey Police (SyPol), but are not core policing roles and the current division of accountability does not sit well with a modern Coroner's Service.

Since September 2016 discussions have been ongoing with SyPol with a view to creating a single unified support service to the Surrey Coroner Service. This includes investment in a new case management system and transferring the employment of 15 Full Time Equivalent (FTE) coroner's office staff to SCC with a target date for implementation of the 1 April 2018. The arrangements will be underpinned by formally setting out each party's expectations of, and obligation to the others in a mutual Service Level Agreement (SLA) or SLAs.

As part of these discussions a five year phased withdrawal of funding has been proposed whereby SyPol continues to meet the full costs of the staff transferring in Year 1 (2018-19) then reducing by 20% a year to the point where SCC meets the full cost in Year 6 (2023-24). The cumulative MTFP pressure over the five years is £1.26m.

*[The decisions on this item are subject to call in by the Communities Select Committee]*

- 14**     **LEADER / DEPUTY LEADER / CABINET MEMBER / INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING**     (Pages 159 - 166)

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

- 15**     **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

- 16 THOMAS KNYVETT COLLEGE, ASHFORD - SCHOOLS BASIC NEED EXPANSION PROJECT** (Pages 167 - 174)
- 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 can be called in by the Corporate Services Select Committee or the Children and Education Select Committee]*
- 17 DE STAFFORD SCHOOL, CATERHAM- SCHOOLS BASIC NEED EXPANSION PROJECT** (Pages 175 - 182)
- This is a Part 2 annex relating to item 9.
- 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 Corporate Services Select Committee or the Children and Education Select Committee]*
- 18 ST MARY'S OXTED CHURCH OF ENGLAND JUNIOR SCHOOL - SCHOOLS BASIC NEED EXPANSION PROJECT** (Pages 183 - 190)
- 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 decisions on this item can be called in by the Corporate Services Select Committee or the Children and Education Select Committee]*
- 19 PROPERTY TRANSACTIONS** (Pages 191 - 210)
- 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 are subject to call in by the Corporate Services Select Committee]*

**20 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, 18 September 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.

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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*