

# Cabinet



**Date & time**  
Tuesday, 18  
December 2018  
at 2.00 pm

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

**Contact**  
Vicky Hibbert or Angela  
Guest  
Room 122, County Hall  
Tel 020 8541 9229 or 020  
8541 9075

**Chief Executive**  
Joanna Killian



**We're on Twitter:**  
[@SCCdemocracy](#)

[vicky.hibbert@surreycc.gov.uk](mailto:vicky.hibbert@surreycc.gov.uk) or  
[angela.guest@surreycc.gov.uk](mailto:angela.guest@surreycc.gov.uk)

**Cabinet Members:** Mr David Hodge CBE, Mr John Furey, Mrs Natalie Bramhall, Mr Mel Few, Mr Matt Furniss, Mr Mike Goodman, Mrs Julie Iles, Mr Colin Kemp, Mrs Mary Lewis, Mrs Sinead Mooney, Ms Charlotte Morley, Mr Tim Oliver, Mr Wyatt Ramsdale and Ms Denise Turner-Stewart

**Deputy Cabinet Members:** Miss Alison Griffiths and Mr Cameron McIntosh

**NOTE:** New Cabinet Members, Deputy Cabinet Members and portfolios will be confirmed at full Council 11 December 2018. An update will be circulated following the Council meeting.

**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](mailto:vicky.hibbert@surreycc.gov.uk) or [angela.guest@surreycc.gov.uk](mailto:angela.guest@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 Angela Guest on 020 8541 9229 or 020 8541 9075.**

*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: 27 NOVEMBER 2018**

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**

The deadline for Member's questions is 12pm four working days before the meeting - 12 December 2012.

### **b Public Questions**

The deadline for public questions is seven days before the meeting - 11 December 2018.

### **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**

None had been received up to the date of publishing.

**6 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS/ INVESTMENT BOARD TAKEN SINCE THE LAST CABINET MEETING**

(Pages 1 - 4)

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

**CORPORATE VISION OUTCOME: 1. PEOPLE**

**7 CHILDREN'S IMPROVEMENT PLAN**

(Pages 5 - 42)

Following the re-inspection of children's services earlier this year, a new Children's Improvement Plan has been developed outlining the work we are, and will be, undertaking over the coming months and years. The plan has been developed by a multi-agency group of practitioners and leaders, and focusses on the recommended improvements reported by Ofsted in May 2018.

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

**8 COMMISSIONING OF PERSONAL SUPPORT SERVICES FOR CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES**

(Pages 43 - 84)

Surrey County Council has a statutory duty to support disabled children, young people and their families with short breaks. Personal support services are part of the overall short breaks offer, providing care and support within and also outside the home, helping children and young people to access and be included in social and leisure activities in their local communities.

This paper sets out how the Council intends to ensure that the Personal Support Offer responds to need, provides sufficient choice for families across Surrey, and is cost-effective, through the setup of a Light Touch Dynamic Purchasing System (DPS) from April 2019. This has been co-designed and co-commissioned with Family Voice Surrey.

N.B. There is a Part 2 Annex at Item 18.

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

**9 APPROVAL TO AWARD A CONTRACT FOR THE PROVISION OF YOUNG PEOPLE SUBSTANCE MISUSE SERVICE**

(Pages 85 - 126)

This report sets out recommendations arising from work on options for the provision of Surrey's Young People's Substance Misuse Service and outlines a competitive tender process which was carried out in order to select a supplier to deliver the service.

N.B. There is a Part 2 Annex at Item 19.

*[The decisions on this item can be called in by the Health Integration & Commissioning Select Committee]*

## **CORPORATE VISION OUTCOME: 2. PLACE**

- 10 PREPARATION OF THE NEW SURREY WASTE LOCAL PLAN: SUBMISSION PLAN** (Pages 127 - 322)

Surrey County Council is the Waste Planning Authority and is responsible for setting planning policy that is used in making decisions on planning applications for waste management facilities in Surrey. The current Surrey Waste Plan includes such policies (with allocations of land suitable for waste management) and was adopted in 2008 and is now being replaced by a new plan.

*[The decisions on this item can be called in by the Environment Select Committee]*

- 11 UPDATED HIGHWAY ASSET MANAGEMENT STRATEGY AND POLICIES** (Pages 323 - 390)

A new Code of Practice (referred to as the 'Code' in this document) for Highway Maintenance, Well Managed Highway Infrastructure, was released in October 2016 giving Local Authorities until October 2018 to adopt the code taking a risk based approach. While we are satisfied that our policies align with the recommended risk-based approach, this report is brought to Cabinet to make some updated to existing policy documents that were identified as being beneficial during the review. This policy will update and improve our existing policies.

These policy changes are brought along with the updated Asset Strategy, which has been reviewed and updated 2 years after it was published in 2016 as recommended by the "Highway Infrastructure Asset Management Guidance" (HIAMG) document.

*[The decisions on this item can be called in by the Highways & Growth Select Committee]*

## **CORPORATE VISION OUTCOME: 3. COUNCIL**

- 12 WATER AND WASTE WATER SERVICES** (Pages 391 - 396)

This report sets out recommendations arising from work on options for the provision of water and waste water services and outlines a competitive tender procurement process in order to select a supplier to deliver the service.

N.B. There is a Part 2 Annex at Item 20.

*[The decisions on this item can be called in by the Environment Select Committee]*

- 13 FEES AND CHARGES POLICY** (Pages 397 - 412)
- The proposed fees & charges policy is an essential element of the Council's transformation programme and provides guidance on the setting of new charges and the policy context within which existing charges are to be reviewed. It confirms the Council's approach to cost recovery and income generation and the governance processes that are to be followed to gain approval for discretionary services that are to be provided at a subsidy, i.e. at a cost to the general tax payer.
- [The decisions on this item can be called in by the Corporate Overview Select Committee]*
- 14 LOCAL GOVERNMENT OMBUDSMAN REPORT** (Pages 413 - 428)
- This report concerns the findings of the Local Government and Social Care Ombudsman (the Ombudsman) in response to a complaint concerning the service provided to a Surrey family.
- 15 MONTHLY BUDGET MONITORING REPORT** (Pages 429 - 464)
- This report presents the Council's financial position for 2018/19 as at 31 October 2018 for both revenue and capital budgets. It also includes quarter end positions for the balance sheet, reserves, debt and treasury management.
- [The decisions on this item can be called in by the Corporate Overview Select Committee]*
- 16 AWARD OF FRAMEWORK AGREEMENTS AND CALL OFF CONTRACTS FOR THE PROVISION OF LEGAL SERVICES** (Pages 465 - 472)
- Surrey County Council's legal services department forms part of Orbis Public Law (OPL) which also incorporates the legal services of Brighton and Hove City Council, East Sussex County Council and West Sussex County Council. OPL has a vision to create a single, resilient, sustainable, cost effective legal service to the OPL authorities and the wider public sector where appropriate/feasible.
- The other OPL authorities are currently using different arrangements to access external legal advice and support. In order to help achieve the vision, a single tender process has been undertaken that standardises and incorporates all OPL's external legal services requirements.
- 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 framework and call off contract awards deliver best value for money.
- N.B. There is a Part 2 Annex at Item 21
- [The decisions on this item can be called in by the Corporate Overview Select Committee]*
- 17 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**

- 18 COMMISSIONING OF PERSONAL SUPPORT SERVICES FOR CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES** (Pages 473 - 476)
- This Part 2 report contains information which is exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).
- [The decisions on this item can be called in by the Children & Education Select Committee]*
- 19 APPROVAL TO AWARD A CONTRACT FOR THE PROVISION OF YOUNG PEOPLE SUBSTANCE MISUSE SERVICE** (Pages 477 - 480)
- This Part 2 report contains information which is exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).
- [The decisions on this item can be called in by the Health Integration & Commissioning Select Committee]*
- 20 WATER AND WASTE WATER SERVICES** (Pages 481 - 488)
- This Part 2 report contains information which is exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).
- [The decisions on this item can be called in by the Environment Select Committee]*
- 21 AWARD OF FRAMEWORK AGREEMENTS AND CALL OFF CONTRACTS FOR THE PROVISION OF LEGAL SERVICES** (Pages 489 - 496)
- This Part 2 report contains information which is exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).
- [The decisions on this item can be called in by the Corporate Overview Select 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.

**Joanna Killian**  
**Chief Executive**  
Monday, 10 December 2018

## 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*