

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON 16 JULY 2019 AT 2.00 PM  
AT ASHCOMBE SUITE, COUNTY HALL, KINGSTON UPON THAMES,  
SURREY KT1 2DN.**

These minutes are subject to confirmation by the Cabinet at its next meeting.

Members:

*Mr Tim Oliver (Chairman)	*Mr Mike Goodman
*Mr Colin Kemp (Vice-Chairman)	*Mrs Mary Lewis
*Dr Zully Grant-Duff	*Mrs Julie Iles
*Mrs Sinead Mooney	*Mr Matt Furniss
*Mr Mel Few	*Ms Denise Turner-Stewart

Deputy Cabinet Members:

*Mrs Natalie Bramhall	*Mr Wyatt Ramsdale
*Mr Cameron McIntosh	*Miss Alison Griffiths

\* = Present

Members in attendance:

Mr Jonathan Essex (Redhill East)  
Mr Will Forster (Woking South)

**PART ONE  
IN PUBLIC**

**111/19 APOLOGIES FOR ABSENCE [Item 1]**

There were none.

**112/19 MINUTES OF PREVIOUS MEETING: (25 JUNE 2019) [Item 2]**

The Minutes of 25 June 2019 were approved as a correct record.

**113/19 DECLARATIONS OF INTEREST [Item 3]**

Mr Colin Kemp declared a personal interest in *item 12 - Proposal to enter into a local education partnership with Schools Alliance for Excellence* in that he was a director at Surrey Training School Networks until last year but he took no part in the negotiations.

**114/19 MEMBERS' QUESTIONS [Item 4a]**

There were two questions from Mr Jonathan Essex. These and the responses are attached as Annex A.

**115/19 PUBLIC QUESTIONS [Item 4b]**

There were none.

**116/19 PETITIONS [Item 4c]**

There was one petition relating to Surrey Fire & Rescue Service. Details of the petition and Cabinet response is attached as Annex B.

Fiona Dent spoke to the petition and explained fire arrival times using various scenarios. She also pointed out that if Egham was closed this would be disastrous as it was close to an airport and close to a couple of major motorways. The Cabinet Member for Community Safety, Fire & Resilience reported that she was in contact with the Leader of Runnymede Council and would follow this up in due course.

**117/19 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]**

There were none.

**118/19 REPORTS FROM SELECT COMMITTEES , TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]**

There were none.

**119/19 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS/ INVESTMENT BOARD TAKEN SINCE THE LAST CABINET MEETING [Item 6]**

**RESOLVED:**

That the decisions taken by Cabinet Members since the last meeting were noted.

**Reason for Decision:**

To inform the Cabinet of decisions taken by the Leader, Cabinet Members and Strategic Investment Board under delegated authority.

**120/19 SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) TRAVEL ASSISTANCE [Item 7]**

The Cabinet Member for All-Age Learning presented a report that detailed the Council's proposals to review and ensure its Special Education Needs & Disabilities (SEND) travel assistance policy enabled the Council to continue to deliver its statutory responsibilities, improve outcomes for children and young people with SEND and control costs. Members noted that much of the transport was provided through a procurement framework. Also, that social life and independence were key issues for clients and therefore supported the recommendations.

**RESOLVED:**

1. That the design principles to support the delivery of the Council's statutory responsibilities for home to school transport for children and young people with special educational needs and disabilities be approved.

2. That the Executive Director for Children, Families and Learning in consultation with the Cabinet Member for All-Age Learning finalises proposals for public consultation from September 2019 be agreed.
3. That responsibility be delegated to the Executive Director in consultation with the Cabinet Member for All-Age Learning to review the Council's SEND travel assistance policy following public consultation in Autumn 2019, including children and young people with SEND and their families.

**Reason for Decision:**

There were significant areas of underperformance in relation to Surrey County Council's delivery of its arrangements for home to school transport for children and young people with special educational needs and disabilities. Poor practice and culture were driving poor outcomes for children and young people and high costs. Delivery of the outcomes sought through the proposed design principles will benefit all Surrey residents by supporting the integration and independence of children and young people with SEND, promoting environmental sustainability and securing the efficient use of public resources.

*The decision was unanimous.*

**121/19 COMMISSIONING OF SPECIAL EDUCATIONAL NEED OR DISABILITY PLACEMENTS FROM SCHOOLS AND COLLEGES IN THE NON MAINTAINED INDEPENDENT SECTOR [Item 8]**

The Cabinet Member for All-Age Learning explained the current method of spot purchasing for placements and how this new Dynamic Purchasing System (DPS) would increase negotiation, transparency and tailor packages for individuals. She highlighted the maximum fee for provision that would help control unit costs and work undertaken to ensure providers choose to be part of the framework.

Members discussed lobbying of the new Secretary of State when the new Prime Minister was in place.

**RESOLVED:**

1. That Surrey County Council join with West Sussex County Council to implement the Children's Placements and Other Support Services Dynamic Purchasing System contract for the provision of the placement of day and residential learners in independent schools and colleges from July 2019 until 31st March 2026 was approved.
2. That providers as listed in the Part 2 annex to the submitted report be awarded a place on the new Dynamic Purchasing System as they have passed the Invitation to Tender (ITT) evaluation process, whilst recognising that further organisations will be able to join throughout the duration of the Dynamic Purchasing System if they pass the ITT.
3. That authority be delegated to the Director of Education, Lifelong Learning & Culture to implement the Dynamic Purchasing System and award all

contracts, where a mini-competition tender procedure has been followed under the new Dynamic Purchasing System.

**Reason for Decision:**

Working regionally with West Sussex County Council and using a Dynamic Purchasing System will achieve the following benefits:

- By increasing market share, it will enhance Surrey's position to influence and negotiate; share information around specialist educational placements; address gaps in support and improve value for money
- Provide a framework where there is transparency around price and service offer which support value for money commissioning within Surrey's new Gateway for Resources team.
- Support better quality of education and outcomes for children through collaborative contract management and monitoring.
- Build up cost knowledge of the sector in a joined-up way with other local authorities so that Surrey achieves best value and is charged at a similar rate as neighbouring authorities.
- Joint working with suppliers to ensure compliance with regulations and laws.
- A better understanding of suppliers' processes, which may foster collaboration and working together to reduce costs.
- Standard templates for contracting thus reducing supplier time working out variances between forms and contracts when placing children.

*The decision was unanimous.*

**122/19 PROPOSAL TO CHARGE MAINTAINED SCHOOLS FOR THE COST OF CONVERSION TO BECOME AN ACADEMY SCHOOL [Item 9]**

The Cabinet Member for All-Age Learning introduced a report that recommended charging schools for conversion to academy status. There were costs for the Department for Education (DfE), maintained schools and their maintaining authorities when a school converted to an academy. Schools were given a grant to contribute to their costs but local authorities get no financial support. She explained that charges would take effect from 1 September 2019 and would not affect those schools already in the process of converting.

Recommendation 3, as given in the report, was removed as it was repeated.

**RESOLVED:**

1. The charging of schools for the costs to the council on an 'averaged' basis was approved.
2. That charges of £6,000 for a community or voluntary controlled school, £5,000 for a voluntary aided school (which does not require HR service input); £4,000 for foundation or trust schools (which do not require human resource or property service input); and charges to be negotiated on a case by case basis for private finance initiative (PFI) schools was approved.

3. That annual consideration of charges, taking account of any inflation or deflation in the specific areas of work, be delegated to the Executive Director for Children, Families and Learning and that the Council's constitution be amended to allow the scheme of delegation to reflect this.
4. That charges be levied for any new school formally requesting to convert to academy status (upon receipt of approval from the Department for Education) from 1 September 2019 was agreed.

**Reason for Decision:**

The costs nationally of schools converting to become academy trusts (or becoming a part of an existing trust) are high. The House of Commons committee of public accounts estimated in its report, published in July 2018 and entitled 'Converting schools to academies', that the cost to the government of conversions had been £745,000,000 since 2010.

The committee noted that the full cost of conversion, including spending by schools and local authorities, is unclear. Surrey County Council, unlike many other top-tier councils in England, has not adopted a policy of charging for the costs it bears relating to such transfers. This currently means that the burden is shifted from general taxation to the council tax payer in Surrey. It also has an effect on the resources available for other council priorities.

For these reasons, it is proposed to charge schools, on the basis set out in recommendations above, for the costs to the council of conversions, on an averaged basis.

*The decision was unanimous.*

**123/19 LIBRARIES AND CULTURAL SERVICES TRANSFORMATION [Item 10]**

**RESOLVED:**

That this item be **DEFERRED**.

**Reason for decision:**

Following on from the widespread consultation at the end of 2018, the County Council had been discussing with districts and boroughs the precise way forward for a 21st century library service. These discussions had been fruitful but more time was required to formulate the final proposals. This item was therefore deferred to allow sufficient time for detailed discussions.

*The decision was unanimous.*

**124/19 CREATION OF A NEW SPECIALIST CENTRE AT WORPLESDON PRIMARY SCHOOL IN PARTNERSHIP WITH FREEMANTLES SCHOOL PROVIDING 21 PLACES FOR PUPILS WITH HIGH COMMUNICATION AND INTERACTION NEEDS [Item 11]**

The Cabinet Member for All-Age Learning detailed the proposals for a new specialist centre to be developed at Worplesdon Primary School in partnership with Freemantles School. This would meet place requirements

and the need for specialist placements. The specialist centre would be based at Worplesdon Primary School and operated in partnership with Freemantles School. It would be the first centre in Surrey that was being developed in partnership between a special school and a mainstream primary school.

Several Members expressed support for this proposal and for bringing it into mainstream education. They gave praise and thanks to council officers, the Cabinet Member and to Freemantles.

**RESOLVED:**

1. That the proposal to build a specialist centre at Worplesdon Primary School in partnership with Freemantles School, be agreed in principle, and the project to proceed subject to a full public consultation and statutory notices was approved.
2. That the funding for this project be allocated from the Special Education Needs & Disabilities Capital Grant of £10.7m and the scheme be added to the Capital programme, as detailed in the Part 2 annex of the submitted report.

**Reason for Decision:**

A new specialist provision centre at Worplesdon Primary School would meet the demand for additional places for children and young people with communication and interaction needs (COIN). This is the first centre in Surrey that is being developed in partnership between a special school and a mainstream primary school. The two schools working in partnership ensure pupils benefit from the expertise of a special school as well as inclusion in a mainstream primary school.

*The decision was unanimous.*

**125/19 PROPOSAL TO ENTER INTO A LOCAL EDUCATION PARTNERSHIP WITH SCHOOLS ALLIANCE FOR EXCELLENCE [Item 12]**

Cabinet considered a report that sought approval for the Council to be a partner in a new, not-for-profit company, which was to be called the Schools Alliance for Excellence (SAfE). This was a partnership – between schools, both maintained schools and academies, the Surrey Teaching Schools Network (STSN) and the Council – to continue to improve the quality of education in Surrey. The Cabinet Member for All-Age Learning explained how this proposal was an innovative idea driven by schools for schools.

**RESOLVED:**

1. That the establishment of the new school-led partnership for improvement in Surrey known as the Schools Alliance for Excellence (SAfE) be approved.
2. That the Council's participation as a member of SAfE with two officers of the Council to be appointed to the board of directors of the company be endorsed.

3. That the commission SAfE lead and manage Surrey's school improvement strategy for an initial three years, from September 2019 to 2022 was agreed.
4. That delegated authority be given to the Executive Director for Children, Families, Lifelong Learning and Culture, in consultation with the Cabinet Member for All-Age Learning, to agree, as appropriate, to SAfE being contracted for further council commissions over the next three years was agreed.
5. That the Council act as the 'supervising authority' for SAfE was agreed.

### **Reason for Decision:**

Surrey County Council outsourced its school improvement services over 15 years ago. Through the contract, Babcock 4S was engaged to undertake all 11 council duties relating to school standards and the quality assurance of all maintained schools, 14 compliance checking duties and five relating to the curriculum. This contract came to an end in March 2019, and these duties are currently being undertaken by council officers on a short-term basis. However, this is not consistent with the developing schools-led system and partnership approach underpinning our work with children and families.

Over recent years, Surrey schools have built a system of improvement using local practitioners and teaching schools. The recommendations in this report would extend the breadth and depth of that schools-led system so it can accelerate improvement in the outcomes for children and young people, particularly the most vulnerable, in Surrey schools.

*The decision was unanimous.*

*[Mr Colin Kemp declared a personal interest in that he was a director at Surrey Training School Networks until last year but he took no part in the negotiations.]*

### **126/19 CHILDREN'S IMPROVEMENT UPDATE [Item 13]**

The Cabinet Member for Children, Young People & Families introduced an update report on improvements to Children's Services. There were four key elements to the update:

- Progress on specific recommendations of Ofsted
- Findings of the Children's Commissioner
- Finding of the third Ofsted visit that looked at 'front door services', and
- The annual Ofsted conversation.

The Cabinet Member also reported that there had been an unexpected visit from the Probation Service to look at the Youth Offending Service and as they only looked at historical cases it was expected that their report may be a difficult read. She went on to say that the Children's Commissioner was due back in October/November and Ofsted were due back in October. A further update report would come to Cabinet in December.

In response to Member queries the Cabinet Member explained the process for monitoring areas of concern which included the Surrey Safeguarding Children's Board, Cabinet, Scrutiny and the Corporate Parenting Board.

Members paid tribute to the Executive Director and staff for the work undertaken and to the Cabinet Member.

**RESOLVED:**

1. The progress made delivering the Children's Improvement Plan and the findings from the recent Children's Commissioner Re-Visit, Ofsted Monitoring Visit 03 and Ofsted Annual Conversation was noted.
2. That Cabinet review progress in December 2019 on the delivery of the Children's Improvement Plan and the findings from subsequent inspections was agreed. (The Children's Commissioner will be conducting a further review of our improvement work in October 2019 and Ofsted will next conduct a Monitoring Visit in October-November 2019.)

**Reason for Decision:**

The Department for Education appointed Children's Commissioner will next be reviewing our progress improving practice across children's services in Surrey in October 2019. The Commissioner will then report to the Department for Education and Secretary of State for Education in November 2019.

The next Ofsted Monitoring Visit, focussed on the Assessment service, will take place October-November 2019 with publication of the report in late-November 2019.

*The decision was unanimous.*

**127/19 APPROVAL FOR SURREY TO JOIN THE REGIONAL ADOPTION AGENCY [Item 14]**

Cabinet considered a report that sought approval for Surrey County Council to enter into an agreement to establish a Regional Adoption Agency (RAA) with three other local authorities, Brighton and Hove City Council, East and West Sussex County Councils. The Cabinet Member for Children, Young People & Families explained that a hub and spoke model would be used and that East Sussex CC would support the hub with the other council's being spokes. She also reported that East Sussex CC adoption service was rated as outstanding.

**RESOLVED:**

1. That Surrey County Council's participation in (the creation of) a Regional Adoption Agency (RAA) to be known as Adoption South East (ASE) in partnership with Brighton and Hove City Council, and East and West Sussex County Councils was agreed.
2. That authority be delegated to the Executive Director for Children, Families, Lifelong Learning and Culture in consultation with the Cabinet Member for Children, Young People & Families to take any action necessary or incidental to the above including entering into and signing off the Partnership Agreement and any other agreement between Surrey County Council and the participating Authorities in



order for the Regional Adoption arrangement to be implemented by 2020 was agreed.

3. That authority be delegated to the Executive Director for Children, Families, Lifelong Learning and Culture in consultation with the Cabinet Member for Children, Young People & Families to agree transfer of the Council's contribution to the pooled RAA budget, in accordance with the terms of the Partnership Agreement was agreed.

**Reason for Decision:**

In response to the Action Plan for Adoption and alongside many other Councils Surrey County Council, in conjunction with Brighton and Hove City Council, East and West Sussex County Councils has developed a proposal to deliver its adoption services via a RAA. The Government has a power through the Education and Adoption Act 2016 which allows it to direct a Local Authority to join a Regionalised Adoption Agency if it has not already done so by 2020.

*The decision was unanimous.*

**128/19 PROVIDING COUNCIL TAX RELIEF FOR SURREY'S CARE LEAVERS  
[Item 15]**

The Cabinet Member for Children, Young People & Families introduced a report that sought agreement to support care leavers by paying the Surrey County Council proportion of Council Tax (around 75% of the total amount of Council Tax), for those care leavers living by themselves (independent living) or sharing with others with some support (semi-independent living). She went on to explain that currently in the local authority area of Surrey a small number of district and borough areas were providing council tax relief for care leavers, however this was an inconsistent offer resulting in unfairness. Conversations with districts and boroughs would be ongoing and the with the Police & Crime Commissioner.

Mr Will Forster addressed the Cabinet and stated he was pleased this was happening and requested that all care leavers be notified that they didn't have to pay when the districts & boroughs send out the bills. The Cabinet Member agreed to take this suggestion forward.

**RESOLVED:**

1. That Council Tax Relief be provided, for the Surrey County Council proportion of Council Tax, for Care Leavers (living in and out of the county) in independent and semi-independent living arrangements from 1 April 2020 from the ages of 18-25 years old (up to their 25th birthday) was agreed in principle.
2. That for Care Leavers from the ages of 18-25 years old (up to their 25th birthday), living in independent and semi-independent living arrangements outside of Surrey County Council local authority area; that 75% of their Council Tax is paid for Surrey County Council was agreed.

3. That Cabinet review this each political cycle (i.e. every 4 years), including understanding the impact this has made for Care Leavers, with the first review taking place in 2021 following the County Council elections was agreed.

**Reason for Decision:**

Through its Corporate Parenting responsibilities Surrey County Council (and its partners) has a duty to do the very best for Children in Care and Care Leavers, and provide the necessary care and support so they can achieve their potential. Supporting with the cost of living through Council Tax Relief will help Care Leavers to manage their transition to adulthood and help make their own home affordable, providing stability and a safe place.

*The decision was unanimous.*

**129/19 ADULT SOCIAL CARE ACCOMMODATION WITH CARE AND SUPPORT STRATEGY FOR EXTRA CARE HOUSING FOR OLDER PEOPLE AND INDEPENDENT LIVING SCHEMES FOR ADULTS WITH A LEARNING DISABILITY AND/OR AUTISM [Item 16]**

The Cabinet Member for Adults introduced a report that set out the challenges faced by the Care and Support system in Surrey. It also set out the Council's strategy to deliver accommodation with care and support by 2030 that would enable people to access the right health and social care at the right time in the right place, with appropriate housing for residents that helps them to remain independent, achieve their potential and ensure no one is left behind.

**RESOLVED:**

1. That commitment to the Adult Social Care Accommodation with Care and Support Strategy as approved by Cabinet on 30 October 2018 was reaffirmed.
2. Cabinet endorsed its ambition to deliver:
  - a. sufficient units of affordable extra care housing to reduce the council's reliance on traditional residential and nursing care over the next ten years; and
  - b. sufficient additional units of independent living to support people with a learning disability and/or autism over the next five years.
3. That the existing pipeline schemes that have been identified as suitable for extra care housing:
  - a. are assessed against the criteria and the process set out in the Asset and Place Strategy; and
  - b. have full business cases developed and submitted to Cabinet for consideration and (if appropriate) approval at its meeting in October 2019, was agreed.
4. That the use of available delegated powers to acquire individual units in existing or new developments, and for larger acquisitions to be brought forward to Cabinet for approval was endorsed.

5. That the overall programme be included in the budget report and capital programme to be brought forward in January 2020 was agreed.
6. That all other existing vacant sites be reviewed in accordance with the Asset and Place Strategy for their potential development as extra care or independent living accommodation, and that suitable sites were brought forward to Cabinet for approval once the business case was developed be agreed.
7. That a dedicated team be resourced within Adult Social Care to deliver the project in line with the Accommodation with Care and Support Strategy was agreed.

**Reason for Decision:**

To ensure the Council delivers its Accommodation with Care and Support Strategy and Community Vision for Surrey 2030.

*The decision was unanimous.*

**130/19 HOUSING INFRASTRUCTURE FUND - FUNDING ALLOCATION OF £95 MILLION TO WOKING TOWN CENTRE [Item 17]**

A report that set out how Surrey County Council, in conjunction with Woking Borough Council, submitted a bid to the Housing Infrastructure Fund in the second round of bidding submissions on 3 December 2018 was introduced by the Deputy Leader. He explained that subject to a legal agreement between Surrey County Council and Woking Borough Council this project will be delivered by Woking Borough Council, working in close partnership with Surrey County Council and Network Rail. It was expected to reduce congestion in the area, as well as opening up land for housing.

Mr Will Forster addressed the Cabinet and requested that divisional Members be consulted on individual projects as part of the process. He also noted that the Equalities Impact Assessment had highlighted that some residents would do poorly in the use of shared spaces and therefore requested that segregated rather than shared paths be used.

The Deputy Leader responded that consultation would be led by local council and he would ensure divisional Members were part of that process. Likewise, the use of shared space was borough-led but he would look at what could be insisted on.

**RESOLVED:**

1. That Surrey County Council accepts the funding award of £95million for the A320 Woking Town Centre project from the Housing Infrastructure Fund (HIF) allocated by the Ministry of Housing, Communities and Local Government, subject to Woking Borough Council entering into a legal agreement with Surrey County Council to deliver the project and accept all grant conditions as set by Homes England as well as indemnifying Surrey County Council against all financial and legal risks was agreed.

2. That Surrey County Council enter into appropriate legal agreements with Woking Borough Council to allow the Woking Borough Council to act as agent to deliver the project, accept all bid grant conditions as set by Homes England was agreed.
3. That authority be delegated to the Executive Director Community Protection, Transport & Environment and the Deputy Leader regarding any further decisions relating to this project was agreed.
4. That authority be delegated to the Executive Director Community Protection, Transport & Environment in consultation with the Deputy Leader for any future decisions on the three remaining HIF bids should they be successful and subject to meeting relevant and similar terms and conditions as set for the Woking Town Centre grant award was agreed.

**Reason for Decision:**

To accept the grant funding awarded by government to the A320 Woking Town Centre project and enter into appropriate legal agreements to pass on all financial and legal risks in delivering the project to Woking Borough Council.

The grant funding will allow Woking to continue to prosper as a town and provide much needed housing for the local community.

To fast track decisions on the remaining three HIF bids should they be successful.

*The decision was unanimous.*

**131/19 CONSULTATION RESPONSE TO THE TRANSPORT FOR THE SOUTH EAST PROPOSAL TO GOVERNMENT [Item 18]**

The Deputy Leader introduced a report that set out the Councils position and basis for agreement to a draft proposal to Government agreed by the Transport for the South East (TfSE) Shadow Partnership Board in December 2018 setting out the powers that TfSE wished to secure should it be offered statutory status in the future.

There was concern expressed about the term 'franchising' to which the Deputy Leader explained that TfSE were not looking to take over the running of bus services but were looking at how they could support bus services currently in use and looking across boundaries to deliver better services. TfSE were keen to work in partnership with local authorities.

**RESOLVED:**

1. That the consultation draft of the Proposal to Government (Annex 1 to the submitted report) including the powers and responsibilities requested by Transport for the South East (TfSE) and the proposed governance arrangements with the following amendments to Annex 1 (Table 1) be agreed,

- a. Rail - The powers being sought for rail should be for strategic schemes only and the County Council must still be consulted directly on the terms of the franchises and any matters that affect us locally (including infrastructure and service enhancements).
  - b. Bus Service Provision - The powers being sought for bus service franchising should be in partnership with and with the agreement of the County Council.
2. That authority be delegated to the Executive Director for Community Protection, Transport and Environment in consultation with the Deputy Leader to make any final changes to the TfSE proposal submitted to Government.

**Reason for Decision:**

The TfSE Proposal to Government is a constructive way for Authorities in the South East Area to exercise a common voice to government through the use of the powers sought in Annex 1.

*The decision was unanimous.*

**132/19 TOWN CENTRE HIGHWAY MANAGEMENT AGREEMENTS [Item 19]**

The Cabinet Member for Highways presented a report that sought agreement for the council to enter into "Town Centre Highway Management Agreement" if sought by district/borough councils.

A few Members expressed their gratitude that this report was before them and stated how it showed the Council's commitment to partnership working.

**RESOLVED:**

1. That authority is delegated to the Head of Highways and Transport, in consultation with the Cabinet Member for Highways, to enter into "Town Centre Highway Management Agreements" with district/borough councils which request this arrangement was agreed.
2. That local / joint committees undertake operational oversight of any such agreements was agreed.

**Reason for Decision:**

The introduction of Town Centre Highway Management Agreements enable willing district/borough councils to manage and maintain their prestige locations according to local priorities and needs. Standards of maintenance will need to be as high as, or greater than that provided by the county council for the rest of the highway network. The agreements may help to attract additional investment in the highway network. Income from licensing will facilitate such investment.

They will build on close cooperation between the county council and district/borough councils in delivering services for Surrey residents.

*The decision was unanimous.*

## **133/19 MONTHLY BUDGET MONITORING REPORT [Item 20]**

The Cabinet Member for Finance gave highlights from a report that summarised the most significant issues for the Council's 2018/19 financial position as at 31 May 2019 for revenue and capital budgets. Annex 1 to the report provided further details on service budgets, expenditure to date and year-end forecast.

The Leader of the Council informed Members that there would be a thorough look at the capital budget going forward. He also reiterated the challenges faced by the Council.

### **RESOLVED:**

Cabinet noted that;

1. The Council's forecast revenue and capital budget positions for the year.

Cabinet approved;

2. The re-profiled 2019/20 capital budget of £114m, and
3. The draw-down of revenue funding carried forward at outturn for;
  - i. £0.28m for bus planning
  - ii. £0.05m for completed local highways works
  - iii. £0.23m for Economic Development

### **Reason for Decision:**

This report is presented to comply with the agreed policy of providing a monthly budget monitoring report to Cabinet for approval of any necessary actions.

*The decision was unanimous.*

## **134/19 CONTRACT FOR REACTIVE AND CYCLICAL MAINTENANCE OF SURREY COUNTY COUNCIL MAINTAINED BUILDINGS IN THE SURREY WEST AREA [Item 21]**

The Cabinet Member for Corporate Support introduced a report that described how this was included in the tender exercise for Hard Facilities Management, for which a report came to Cabinet in March, but the bids received did not provide value for money within the budget available. The decision was made to re-tender this service as a stand-alone requirement.

The existing contract for the provision of this service for Building Maintenance and Statutory Building Maintenance & Responsive Building Repairs Planned Maintenance Works was to expire on 30 September 2019. In order to maintain a continuous service and provide the new contractor with a reasonable mobilisation period, any new contract would need to be issued as soon as possible after the completion of the evaluation. Flexibility was therefore required on the timing of decision making to award contracts.

**RESOLVED:**

That authority be delegated to the Executive Director for Resources, in consultation with the Cabinet Member for Corporate Support, to award a contract to the winning bidder to provide Building Maintenance and Statutory Building Maintenance & Responsive Building Repairs – Building Fabric Maintenance to Surrey County Council Maintained Buildings in the Surrey West Area for up to 7 years.

**Reason for Decision:**

To ensure that a decision can be made flexibly and quickly to make sure that we can provide continuity of service and to maximise the mobilisation period available to the new Contractor.

*The decision was unanimous.*

**135/19 EXCLUSION OF THE PUBLIC [Item 22]**

**RESOLVED:** 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.

**136/19 COMMISSIONING OF SPECIAL EDUCATIONAL NEED OR DISABILITY PLACEMENTS FROM SCHOOLS AND COLLEGES IN THE NON MAINTAINED INDEPENDENT SECTOR [Item 23]**

The Cabinet Member for All-Age learning introduced this Part 2 annex to the main report that contained information which was 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).

**RESOLVED:**

See Minute 121/19.

**Reason for Decision:**

See Minute 121/19.

**137/19 CREATION OF A NEW SPECIALIST CENTRE AT WORPLESDON PRIMARY SCHOOL IN PARTNERSHIP WITH FREEMANTLES SCHOOL PROVIDING 21 PLACES FOR PUPILS WITH HIGH COMMUNICATION AND INTERACTION NEEDS [Item 24]**

The Cabinet Member for All-Age learning introduced this Part 2 annex to the main report that contained information which was 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).

**RESOLVED:**

1. That the business case for the project to provide a new specialist centre providing 21 places for pupils with high communication and interaction needs See Exempt Minute [E-7-19].
2. Approved the arrangements by which a variation (See Exempt Minute [E-7-19]) may be agreed by the Lead Asset Strategy Manager and Executive Director for Children, Families and Lifelong Learning and Culture in consultation with the Cabinet Member for Education, the Cabinet Member for All Age Learning and Cabinet Member for Finance and the Leader of the Council.
3. That authority be delegated to the Lead Asset Strategy Manager in consultation with the Leader of the Council, Cabinet Member for Education, Head of Procurement and Section 151 Officer to approve going to tender for works to when a competitive tender is procured.

**Reason for Decision:**

See Minute 124/19.

*The decision was unanimous.*

**138/19 PROPOSAL TO ENTER INTO A LOCAL EDUCATION PARTNERSHIP WITH SCHOOLS ALLIANCE FOR EXCELLENCE [Item 25]**

The Cabinet Member for All-Age learning introduced this Part 2 annex to the main report that contained information which was 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).

**RESOLVED:**

See Minute 125/19.

**Reason for Decision:**

See Minute 125/19.

**139/19 DISPOSAL OF THE FORMER MERSTHAM LIBRARY, WELDON WAY, MERSTHAM [Item 26]**

The Leader of the Council introduced this Part 2 report that contained information which was 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).

**RESOLVED:**

1. That the former Merstham library site be sold. See Exempt Minute [E-8-19].



2. That authority be delegated to the Executive Director of Resources, in consultation with the Leader, for a variation in the agreed sale price to reflect possible changes and circumstances as a result of the due diligence process. See Exempt Minute [E-8-19].

**Reason for Decision:**

The property was no longer considered suited to ongoing service delivery, nor capable of generating significant income. See Exempt Minute [E-8-19].

*The decision was unanimous.*

**140/19 PUBLICITY FOR PART 2 ITEMS [Item 27]**

**RESOLVED:**

It was agreed that non-exempt information may be made available to the press and public, where appropriate.

Meeting closed at 3.45 pm

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**Chairman**

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## CABINET – 16 July 2019

## PROCEDURAL MATTERS

Members Questions**Question (1) Jonathan Essex (Redhill East):**

Surrey Choices Annual Shareholder Report.

- a. In the past year the block agreement with Surrey Council has ensured that the ‘risk of any volume increase is with the company [which is wholly owned by the council] not the council’, and has shown an increase profitability of around £600,000 in 2018/19 [which is returned to the council]. Please confirm what changes in the volume, nature and way that services have been delivered have led to this surplus being created and what change there has been in the number of users of Surrey Choices and hours of contact time over the past year?
- b. Surrey Choices is noted in the Annual Report of the Shareholder Board as having recently approved a forward looking strategic business plan for 2019/20 aims for a ‘renewed focus on delivering transformational shifts in service delivery’. Please can this been made public and please explain what the above statement means. In particular, how does it relate to the services provided, predicted number of service users and average hours of contact time with each?

**Reply:**

- a) There are two ways you can look at the profit figures:

	Profit after Tax - As per statutory accounts (£)
2017-18	397,000
2018-19	734,000
<b>Difference</b>	<b>337,000</b>

	Profit after Tax - Net of pension adjustments (£)
2017-18	779,000
2018-19	1,024,000
<b>Difference</b>	<b>245,000</b>

The £245,000 increase is due to:

	Positive Changes (£)	Negative Changes (£)
Staff	210,000	
Depreciation	200,000	
Agency	80000	
Property	40000	
Other Changes	15000	
Reduction in SCC block Contract Income		300,000
	545,000	300,000
<b>Net Impact</b>		<b>245,000</b>

The profit net of pension adjustments provides the best indicator of financial performance. There has been very little change in the volume of service we have provided to our customers and the improvement from 2017/18 to 2018/19, as outlined above, is due to savings in a number of areas, primarily staffing and depreciation. Cost savings in total amounted to £545k, however this was reduced by a £300k reduction in Surrey County Council block contract income.

The £300k is a recurring saving for Surrey, and was the first tranche of a £900k recurring savings target agreed between Surrey County Council and Surrey Choices. Surrey Choices will continue to review costs and generate further internal efficiencies in order to meet this savings target.

In addition, the current block contract ends in August 2019, and negotiations are already in progress to agree a new 5 year contract. The new contract will obligate Surrey Choices to move from a block contract, to a spot price contract (based on volume). This means that Surrey County Council will then pay a pre-agreed rate for activity sessions provided, based on the amount of support that customer requires.

- b) The Joint Strategic Plan was included in Part B of the Committee which is confidential and not open to the public. It's confidential because the plan includes a lot of commercially sensitive information, such as services we are planning to expand (or contract) and of course new services. Other independent care providers or LATCOs would not open similar documents to the public.

The phrase "renewed focus on delivering transformational shifts in service delivery" is used to describe the 'how we are going to modernise and develop our day services'. Surrey is one of the only remaining providers of a buildings based day care service. The properties in general are in a poor state of repair, but more importantly they are set apart from the local community (the Lockwood service in Guildford for example is in the middle of the Slyfield industrial estate).

Modern day services are integrated into the local community and often share facilities with other community organisations. Surrey Choices are currently looking to work with Surrey Youth services and share their buildings (for example) which primarily are not used in the day time. If it is used in the day, then the youth services use it in the evening for youth clubs etc. They also plan to be carrying out the activities

currently provided in (or at) our buildings, in the community. For example, instead of having vegetable gardens at the day services, they would be provided by using local authority allotments like everyone else. In the future it is anticipated that the footprint of the buildings will reduce substantially (possibly by as much as 50%) and a lot of that will be shared space, with many more activities being by carried out in the community.

**Mr Tim Oliver**  
**Leader of the Council**  
**16 July 2019**

**Question (2) Jonathan Essex (Redhill East):**

The Annual Report of the Shareholder Board records sale of Surrey County Council's shares in FutureGov in June 2019 and sale of Babcock 4S to Strictly Education in February 2019. Please confirm receipts from exit from these two companies by Surrey County Council and the final dividend payment value of the latter.

**Reply:**

The reply includes the disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act. Therefore, a confidential response has been provided.

**Mr Tim Oliver**  
**Leader of the Council**  
**16 July 2019**

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**CABINET**

Tuesday 16 July 2019

**RESPONSE TO PETITION**

**The Petition concerning 'Cancel the proposed cuts to Surrey Fire and Rescue Service in Runnymede'**

It states: "When a fire is reported, the first appliance should reach it in 10 minutes or less. This standard should be achieved in at least 80% of cases - under these proposals this will not be possible. The response across Surrey would increase by 38 seconds but Runnymede would be hit particularly hard. Fordbridge has a 12-minute run to Egham using blue lights, Camberley is approximately 18 minutes and Chobham (with only intermittent 'retained' staff) around 16 minutes. Three appliances are needed for an incident on the M25 or M3 and four appliances needed for a house fire. Despite these demands, Egham Station regularly attends incidents in Berkshire. What has Egham and the surrounding area done to be excluded from very minimum standards? The potential for disaster and loss of life is self-evident.

Surrey Fire and Rescue Service has experienced brutal cuts, with 131 firefighter positions slashed between 2010 and 2018 - a 17% reduction in the workforce. The proposed cuts would see a further 70 firefighter posts axed in the area, cutting numbers by 22% since 2010. This follows a December 2018 report from Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) voicing 'serious concerns' about the service's effectiveness and efficiency in keeping people safe and secure from fire and other risks. Proposals from Surrey County Council would see drastic reductions to fire cover at night, with Egham, Painshill and Banstead fire stations closed at 1800 hours. Fire cover at Guildford, Woking, Camberley and Fordbridge would be cut in half. The drastic reductions to firefighter availability at night are under the guise of what the Council calls 'risk-based cover', as more fires occur during the day than in the evening. However, there is, in reality, a far greater chance of fire deaths at night, as victims are often asleep. Home Office figures show that, from 2017-18, 73% of all deaths from residential fires and 77% of all deaths from accidental residential fires occurred between the hours of 1800 and 0900. The appalling Grenfell fire started with an electrical fault at 1am.

Response times in the area have already suffered, with it now taking an average of nine minutes and 13 seconds for a crew of four firefighters to arrive at a fire, the longest response time for Surrey on record. In 1994/95, it took just six minutes and 52 seconds to send a larger crew of five, showing the cumulative effect of decades of cuts to the service. These proposals offer no improvement in public safety and do nothing to address how firefighters are supposed to keep themselves safe. We value the work of our firefighters, their safety, and we value our lives and we reject the proposals."

Submitted by Fiona Dent

Signatures: 1111

**Response:**

The proposals in the [Making Surrey Safer plan](#) have been developed to increase the service's focus on preventing emergencies, which we know saves lives with house fires down by 50% nationally over the past decade, and to ensure the right resources are in the

right places to deal with the risks in Surrey. The plan also addresses the [findings](#) from Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) inspection which said that our response to incidents is inefficient and we do not undertake enough prevention and protection activity to save lives by preventing emergencies happening in the first place. Given the scale of these concerns, we do not feel that continuing with the status quo is an option.

This work will see a significant increase in activities including fire safety visits for every Surrey school, more partnership working with districts and boroughs and four times as many safe and well visits as we do now. These visits are particularly important for people with mobility issues, other disability or vulnerability.

There will be no reduction in the number of fire engines, no fire station closures or any firefighter redundancies. The impact of this proposal on response times has also been modelled and independently verified. In terms of the Runnymede area specifically, the proposals mean a fire engine would be available at Egham fire station during the day (7am – 7pm) when we know the risk is higher and the service is busier. From 7pm until 7am, if a fire engine was needed in the area, this would come from a neighbouring fire station. We believe the impact of these changes is small and that residents will certainly be made safer because the increased prevention work will reduce the likelihood of emergencies happening in the first place.

We're also undertaking improvement work including bringing in new technology to speed up response times and have recently taken on 75 additional firefighters.

Sadly, recent tragedies in Surrey have shown us that even though firefighters arrive well within our committed response times to house fires, they had been unable to save lives due to fires taking hold. This reinforces that we need to do more to help prevent fires and work with residents and businesses to understand what to do when a fire does occur.

**Ms Denise Turner-Stewart**

**Cabinet Member for Community Safety, Fire & Resilience**

**16 July 2019**