

## CABINET DECISION RECORD

The following decisions were taken by the Cabinet on Tuesday, 21 July 2020 and will take effect on 30/07/2020 unless the call-in procedure has been triggered. **CALL-IN DEADLINE: 29/07/20.**

The following represents a summary of the decisions taken by the Cabinet. It is intended to represent the formal record of the decisions taken and to facilitate the call-in process. The minutes will be published in due course to site alongside this decision sheet.

Members wishing to request a call-in on any of these matters, should contact the Committees Business Manager or relevant Committee Manager.

The Cabinet at its meeting on Tuesday, 21 July 2020 considered the following matters and resolved:

- **APOLOGIES FOR ABSENCE** (Item 1)

There were no apologies.

- **MINUTES OF PREVIOUS MEETING: (23 JUNE 2020)** (Item 2)

The Minutes of the meeting held on 23 June were approved as a correct record.

- **DECLARATIONS OF INTEREST** (Item 3)

There were none.

**Members' Questions** (Item 4a)

There was one Member question from Mr Jonathan Essex. The question and response were published as a supplement to the agenda.

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

There were no public questions.

- **PETITIONS** (Item 4c)

There were no petitions.

- **REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE** (Item 4d)

There were none.

- **REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL** (Item 5)

**RESOLVED:**

That the Community Projects Fund Task and Finish Group report and Adults and Health Select Committee: Scrutiny of the Decision on the Change of Route to Market for Two Extra Care Housing Sites report be noted and recommendations

considered.

- **LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING** (Item 6)

**RESOLVED:**

That the delegated decisions taken since the last meeting of the Cabinet be noted.

**Reason for decision:**

To inform the Cabinet of decisions taken by Cabinet Members, Strategic Investment Board and the Committee in Common subcommittee under delegated authority.

- **CABINET MEMBER UPDATE** (Item 7)

**RESOLVED:**

That the Cabinet Member update be noted.

- **COVID- 19 DELEGATED AND URGENT DECISIONS TAKEN** (Item 8)

**RESOLVED:**

That the three decisions taken by officers since the last meeting be noted.

**Reason for decision:**

To inform the Cabinet of decisions taken officers under delegated authority.

*[This decision is subject to call-in by the relevant Select Committee Chairman dependent on the recommendation.]*

- **DECISION ON THE CHANGE OF ROUTE TO MARKET FOR TWO EXTRA CARE HOUSING SITES** (Item 9)

**RESOLVED:**

1. That the recommended approach (Option 1) for the delivery of Extra Care Housing at the former Brockhurst Care Home and former Pinehurst Resource Centre sites be approved. The approach recommended is to tender for a development and housing management strategic partner(s) for Extra Care Housing schemes on Council owned land on a design, build, finance and operate (DBFO) basis with up to a 125 year lease.
2. That grants approval to procure in order to enable a full tender process to identify an Extra Care Housing development and housing management strategic partner(s) for the former Brockhurst Care Home and former Pinehurst Resource Centre sites set out in this paper be approved.
3. Work to review the feasibility of further sites owned by the Council for the development of Extra Care Housing be approved.

### **Reasons for Decisions:**

The development of Extra Care Housing on the two sites set out in this paper will represent a substantial contribution towards the Council's strategic objective to expand affordable Extra Care Housing provision by 2030.

The development of Extra Care Housing through this delivery model is in line with previous decisions made by Cabinet. In October 2019 Cabinet agreed to identify a strategic partner for the development and housing management of Extra Care Housing at the former Pond Meadow School site through a tender process.

This is consistent with our ASC vision for development of Extra Care Housing, which has been clearly communicated through market and stakeholder engagement.

Through developing Extra Care Housing via this delivery model, the Council will have evidence and experience with which to benchmark future developments against and make informed decisions regarding future sites and approaches.

The Council received positive feedback following its market engagement on the tender for Extra Care Housing at the former Pond Meadow School site. In their feedback, a number of providers sought clarification on whether further sites will be offered to the market through a tender.

A tender will be published in the Summer 2020 for an Extra Care Housing development and housing management strategic partner at the former Pond Meadow School site. This process will provide the Council with learning and a template to inform any future tenders for further Extra Care Housing schemes.

The financial case that underpins the recommended delivery model for these sites is set out in the Part 2 paper.

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

- **COMMUNITY PROJECTS FUND (Item 10)**

#### **RESOLVED:**

1. That the proposed process, criteria and governance for managing the Community Projects Fund (CPF) be approved;
2. That the role of the Member Task Group in helping to shape the CPF be noted;
3. That £300k of revenue funding in 2020/21 from the Corporate Feasibility budget is approved, to help establish a core CPF team to manage the delivery of the fund as well as other set up costs, on the understanding that the ongoing cost of managing the Fund will be built into the Medium Term Financial Strategy (MTFS) from 2021/22;
4. Delegated authority to approve funding awards, including the ability to transfer appropriate amounts from the capital pipeline to the capital programme, as well as to make funding awards to successful applicants in the following three bands is approved, on the understanding that the named decision maker will make such decisions after receiving and giving due consideration to the recommendations from the CPF Panel:

- Projects up to £100K – delegated to the Executive Director for Environment, Transport and Infrastructure
  - Projects between £100K and 500K – delegated to the appropriate Cabinet Member as determined by the Leader
  - Projects over £500K – decision taken by Cabinet
5. An initial phase of community co-development to test key aspects of the CPF as set out in this report prior to the formal launch of the Fund in the Autumn is approved;
  6. A further report in September confirming the outcome of the co-development phase and the final details of the Fund is supported.

**Reasons for Decisions:**

The development of the Community Project Fund (CPF) represents a significant opportunity for Surrey County Council (SCC) to invest in a meaningful and lasting way in communities. The recommendations in the report will enable the Fund to be developed in a way that ensures that the right level of due diligence and ensuring value for money is achieved from the Fund's investments, while at the same time ensuring that the Fund is as accessible as possible.

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

- **DIGITAL BUSINESS & INSIGHT PROGRAMME FULL BUSINESS CASE** (Item 11)

**RESOLVED:**

That subject to the agreement of the detailed financial information for the project as set out in Part 2 of this agenda, the full business case for the implementation of the new corporate system and the award of the contract to the preferred bidder be approved.

**Reasons for Decisions:**

The recommendation to award the contract to the preferred supplier and deliver the project will enable the council to implement a modern Software-as-a-Service (SaaS) solution, which will address urgent technical drivers for change, while also enabling the council to achieve its ambitions to transform services, drive efficiencies, improve management decision making and to fully enable a flexible and mobile workforce.

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

- **2020/21 MONTH 2 (MAY) FINANCIAL REPORT** (Item 12)

**RESOLVED:**

That the Council's forecast revenue and capital budget positions for the year is noted; and the reset of the 2020/21 revenue budget envelopes to reflect the additional costs and lost income related to COVID-19 be approved.

### **Reasons for Decisions:**

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

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

- **LOOKED AFTER CHILDREN PROPERTY PROJECTS - NEW CHILDREN'S HOMES AND SHAW FAMILY CENTRE (Item 13)**

### **RESOLVED:**

1. That the transfer of £5.5m capital from the pipeline budget for the 3 proposed schemes be approved.
2. To develop/replace the Shaw Family Contact Centre and two new Community Children's Homes at the capital costs set out in the report be approved.
3. That the tender for the above projects, carried out by the service be approved.
4. That delegated authority to approve final capital spend on each project is given to the Cabinet Member for Resources in consultation with the Cabinet Member for Children, Young People and Families, the Executive Director of Children, Families and Learning and the Executive Director for Resources.

### **Reasons for Decisions:**

To ensure the two new children's homes and the new Shaw Family Contact Centre can be delivered on time and within budget.

*[The decisions on this item can be called in by the Resources and Performance Select Committee and/ or the Children's, Families, Lifelong Learning and Culture Select Committee]*

- **RECOVERY AND DEVOLUTION WHITE PAPER: OPPORTUNITIES AND BENEFITS FOR SURREY (Item 14)**

### **RESOLVED:**

That the preparations in hand to respond to the Government's anticipated Recovery and Devolution White Paper, due to be published in autumn 2020 be noted.

### **Reasons for Decisions:**

To ensure Cabinet are aware of the preparations being made in readiness for the publication of the anticipated Recovery and Devolution White Paper in the autumn.

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

- **EXCLUSION OF THE PUBLIC** (Item 15)

**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.

- **DECISION ON THE CHANGE OF ROUTE TO MARKET FOR TWO EXTRA CARE HOUSING SITES** (Item 16)

**RESOLVED:**

1. That the financial modelling set out in the Part 2 paper which demonstrates that the recommended option in Part 1 to tender for a development and strategic housing management partner(s) for Extra Care Housing schemes on the sites delivers the highest financial benefit for the Council, be noted.
2. That [Exempt minute E-5-20] of capital investment in the development of Extra Care Housing at the former Pinehurst Resource Centre site be approved, should investment up to this level be required by the Council when the tender for a development and strategic housing management partner(s) is conducted.
3. That [Exempt minute E-5-20] of capital investment in the development of Extra Care Housing at the former Brockhurst Care Home site be approved, should investment up to this level be required by the Council when the tender for a development and strategic housing management partner(s) is conducted.

**Reason for Decision:**

This paper sets out the case underpinning the recommended change in delivery approach, demonstrating why tendering for a development and strategic housing management partner is expected to achieve the highest financial return for the Council.

Cabinet is asked to approve capital investment by the Council of up to [Exempt minute E-5-20] in the development of Extra Care Housing at the former Pinehurst Resource Centre site and [Exempt minute E-5-20] at the former Brockhurst Care Home site. The aim will be to avoid or limit as far as possible any capital investment by the Council. Capital investment will only be considered if the winning bidder in the tender for each site requires it as part of their tendered proposal for the development of Extra Care Housing at a site. The level of capital investment Cabinet is being asked to approve here has been capped at the value for each site that means that the modelled financial benefits of developing Extra Care Housing on each site would be no less than the opportunity cost of selling the land. If a higher level of capital investment is required following the outcome of the tender, then the Extra Care project team will consider whether this is financially viable and acceptable to the Council. A further report would then be brought back to Cabinet if appropriate to request approval for additional capital investment above the levels approved in this paper.

If Cabinet approves the capital investment requested for the two sites in this paper, then this potential capital investment will not initially be added to the Council's capital programme. This is because the intention, if possible, is to avoid any capital investment. Once the tender has been conducted and preferred bidder(s) secured, then any capital investment required within the limits approved by Cabinet will be added to the capital programme at that point.

*[The decisions on this item can be called in by the Adults and Health Select*

*Committee]*

- **DIGITAL BUSINESS & INSIGHT PROGRAMME FULL BUSINESS CASE** (Item 17)

**RESOLVED:**

1. That the recommendation to award the contract to [Exempt minute E-6-20] and implement the new corporate system at a total capital cost of [Exempt minute E-6-20], and total revenue cost of [Exempt minute E-6-20] to run the system for the full 15-year life of the contract be approved.
2. That the indicative costs of a Data Archiving Solution which have been included in this business case for completeness be noted and that this solution does not form part of the scope of the project to implement the new corporate system.
3. That a separate delegated officer decision will be made to progress a Data Archiving Solution procurement by the Executive Director of Resources, in consultation with the Cabinet Member for Corporate Support and Cabinet Member for Resources.

**Reason for Decision:**

See Minute 113/20

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

- **PUBLICITY FOR PART 2 ITEMS** (Item 18)

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

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