

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 29 MAY 2018 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 David Hodge (Chairman)	*Mr Mike Goodman
*Mr John Furey (Vice-Chairman)	*Mrs Mary Lewis
*Mrs Helyn Clack	*Mr Colin Kemp
*Mrs Clare Curran	*Mr Tim Oliver
*Mr Mel Few	*Ms Denise Turner-Stewart

Deputy Cabinet Members:

*Mr Charlotte Morley	*Mr Jeff Harris
*Mr Cameron McIntosh	*Miss Alison Griffiths

* = Present

Members in attendance:

PART ONE
IN PUBLIC

80/18 APOLOGIES FOR ABSENCE [Item 1]

There were no apologies.

81/18 MINUTES OF PREVIOUS MEETING: 24 APRIL 2018 [Item 2]

The minutes of the meeting held on 24 April 2018 were approved as a correct record.

82/18 DECLARATIONS OF INTEREST [Item 3]

Mr Tim Oliver declared a personal interest in Item 7, Prudential RideLondon, in that he was riding in the race for his chosen charity.

83/18 PROCEDURAL MATTERS [Item 4]

1 MEMBERS' QUESTIONS [Item 4a]

There was one question from Mrs Hazel Watson. This and the response were published as a supplement to the agenda.

84/18 PUBLIC QUESTIONS [Item 4b]

There was one public question from Mr John Thornley. This and the Cabinet Member response were published as a supplement to the agenda.

As a supplementary question Mr Thornley asked what the Council were currently trying to do either interim or long term. The Cabinet Member for Community Services responded that the Council were working to keep the collection together and for long term support. It was hoped that the report for decision would come to the June Cabinet meeting.

Ms Denise Turner-Stewart left the room at the end of this item for three minutes.

85/18 PETITIONS [Item 4c]

There were none.

86/18 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

There were none.

87/18 REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

A question was received from the Chairman of Children and Education Select Committee's Performance Member Reference Group regarding Children and Adolescent Mental Health Services. This and the response was published as a supplement to the agenda.

88/18 LEADER / DEPUTY LEADER / CABINET MEMBER DECISIONS/ INVESTMENT BOARD TAKEN SINCE THE LAST CABINET MEETING [Item 6]

The Leader introduced the report for noting. The Cabinet Lead Member for Place thanked both the Cabinet Member for Children and the Cabinet Lead Member for People for the decision taken on the Laker's Youth Centre petition.

RESOLVED:

That the decisions taken by Cabinet Members / Investment Board since the last meeting as set out in Annex 1 to the submitted report were noted.

Reason for Decision:

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

89/18 PRUDENTIAL RIDELONDON-SURREY 100 & CLASSIC [Item 7]

The Cabinet Member for Community Services introduced the report which described how this was part of the legacy of the 2012 Olympic Games. The Prudential RideLondon-Surrey Classic and 100 (PRLS) had taken place annually since the 4 August 2013. Since the start of the event £2.5m has been given to Surrey Sporting and recreational Charities through the London Marathon Trust. A detailed breakdown of beneficiaries was provided in Appendix 1 to the submitted report.

Surrey County Council had shown commitment to supporting cycling as an affordable means of transport and as a healthy leisure activity and had published the Surrey Cycle Strategy. The continuation of the Prudential London-Surrey 100 and Classic would maintain Surrey's position as a centre for cycling while allowing residents with the opportunity to take part in a world class event and to view professional cycling teams racing in the county.

It was estimated that around 2500 Surrey residents take part in the event each year. The consultation results and details of complaints and compliments following the previous event was noted and where things could be improved lessons were learned.

The event was delivered on a not for profit basis with a charitable trust overseeing the allocation of grants to sporting and recreational charities in Surrey and London. The event was structured to ensure that all event costs are borne by the event organiser.

RESOLVED:

1. To host the Prudential RideLondon-Surrey event in 2020 using a route similar to the previous years to be delivered by the current delivery company, the London-Surrey Cycle Partnership (LSCP) under a one year extension to the current contract.
2. To continue to collaborate with the Greater London Authority, Transport for London and their delivery partners, to allow planning for events up to 2026, was agreed in principle. Approval of hosting events from 2021 to 2026 would be sought from Cabinet, following consultation.

Reasons for Decision:

There was a need for both Surrey and London, as the hosting areas, to agree or not to the hosting of the event to be delivered by the LSCP for 2020. This was to allow LSCP to approach the professional cycle teams to open discussions for the London-Surrey Classic. There was a pressing need for this decision because the contract with LSCP expired in 2019 and there was a need to allow them to represent the event in discussions. In addition the Summer of 2020 was a busy period in the sporting calendar due to the 2020 Olympics and Tour de France, and as such there was a need to secure the professional teams for the event.

There was a need for in principle agreement to host the event until 2026 to allow officers to undertake early discussions about possible events beyond 2020 subject to hosting being agreed.

90/18 AWARD OF CALL OFF CONTRACT FOR THE PROVISION OF PRINT MANAGEMENT SERVICES [Item 8]

The Cabinet Lead Member for Corporate Support introduced a report that sought approval to award a call off contract to Corporate Document Services (CDS) for the provision of Print Management Services to commence on 1 August 2018.

The Council operated a 'digital by default' approach to communications but had a need to print a range of publicity materials from leaflets and booklets to exhibition materials and consultation questionnaires. This information is aimed at residents and people who use services provided by the Council.

The report outlined the procurement process, including the results of the evaluation process. When considered in conjunction with the Part 2 report, it demonstrated why the recommended contract award would deliver value for money, quality and brand consistency across all areas of print.

Due to the commercial sensitivity involved in the contract award process, the names of the bidders and their financial details were circulated as a Part 2 report.

In response to a Member query regarding the relevancy and monitoring of the social benefits the Cabinet Lead Member for People responded that this was a zero based contract on a needs basis and that many of the listed benefits were attached to a national framework. With specific regard to apprenticeships he explained that local suppliers were encouraged to consider apprentices.

RESOLVED:

1. That a call off contract be awarded to CDS for two years from 1 August 2018 with the option to extend for two periods of one year. Over the maximum term of the call off contract (4 years), the anticipated value was £1.5m (approximately £375,000 per annum).
2. That the Council would work with CDS over the life of the call off contract to look at ways to standardise, rationalise and aggregate the Council's printing requirements, to reduce costs. In some areas the Council would also look to reduce and remove elements of the printed business stationery.

Reasons for Decision:

The current contract was due to expire on 31 July 2018. As there was an ongoing need to deliver these services, a new call off contract had been procured through a national framework.

A thorough evaluation process had identified awarding the call off contract to CDS would provide the Council with the best value for money.

91/18 FINANCIAL POSITION STATEMENT [Item 9]

The Leader introduced this report that proposed the level of 2017/18 capital programme carry forwards to be considered following deferral of this decision from the April Cabinet meeting.

It also provided an early summary assessment of the Council's financial position for 2018/19, highlighting initial indications of variations to assumptions since the Medium Term Financial Plan was prepared as well as emerging issues, risks and areas of concern.

The Cabinet Lead Member for Place said that there had been a 70% increase in reports of potholes on Surrey's roads and was pleased that a further £15m

had been allocated to repairing roads. This was on top of £5m already spent on repairing roads. The Leader explained that Surrey's grant was for length of road and number of bridges in the county and that London boroughs also had levels of traffic factored into their funding. However, in many areas of Surrey the traffic would equate to the level of an outer London borough. He also said that the new Executive Director should take this on to try to get more funding for Surrey.

RESOLVED:

That the following be approved:

1. The £32m capital carry forward requests as detailed in Annex 1 to the submitted report.
2. In addition to the £5m invested during 2017/18, a further investment in 2018/19 of £7m and then a further £8m in 2019/20 to improve the condition of the highways network.
3. That the Chief Executive conduct a review of the capital programme to ensure alignment with the council's strategy.

To note that:

4. The Corporate Leadership Team had reviewed the savings areas identified for 2018/19 with particular focus on those where there is the lowest confidence level of achievability.
5. The business cases for the flexible use of capital receipts to support the 2018/19 budget had been reviewed by the Investment Panel.
6. There were continuing indications of significant budget pressures in Special Educational Needs and Disabilities (SEND) greater than the assumptions in the Medium Term Financial Plan, which presented a risk to the overall financial position.

Reasons for Decisions:

To confirm the level of capital carry forward requests from 2017/18 and to provide an early, high level assessment and update of the financial position faced by the Council for 2018/19 for Cabinet to note, approve and action as necessary.

92/18 PURCHASE OF FIRE APPLIANCES [Item 10]

The Cabinet Member for Community Services introduced a report that explained how the Surrey Fire and Rescue Service (SFRS) had carried out a review of its fleet of fire appliances and identified the need for a planned replacement programme. She explained the Council's duties under the Fire and Rescue Services Act 2004. Whilst the review had provisionally identified a requirement for a minimum of 18 new fire appliances over a 10 year period, further detailed work was required to develop a business case for the full replacement programme. To meet the immediate operational need, approval was sought to award a contract and purchase two appliances now. This was from a flexible contract which enabled up to 30 to be purchased with no

minimum commitment, enabling the number of appliances ordered to be adjusted subject to future service requirements and financial affordability.

She also reported that the Investment Panel has scrutinised the proposal, and the capital budget has been approved as part of the Medium Term Financial Plan and will be reviewed on an annual basis. Details of the procurement process and the results of the evaluation process were contained in the Part 2 report.

In response to a Member query regarding the contract delivering technological changes the Cabinet Member for Community Services explained that Surrey would be the first authority in the country to trial an electric fire appliance towards the end of the year.

RESOLVED:

1. That the award of a flexible contract to Rosenbauer UK Ltd, which enabled up to 30 fire appliances to be purchased over a 10-year period, but had no minimum commitment, was approved.
2. That the purchase of two fire appliances from Rosenbauer UK Ltd now, with the purchase of additional appliances subject to Cabinet approval of a detailed business case was authorised.
3. To request that the Cabinet Member write to MPs and all Members of the Council to highlight that Surrey would be the first authority in the country to trial an electric fire appliance towards the end of the year.

Reasons for Decisions:

The SFRS fire appliance fleet requires a planned investment programme for service delivery to remain ensured and cost effective.

A full tender process compliant with the Public Contracts Regulations 2015 and Procurement Standing Orders for the purchase of fire appliances has been completed. A tender offer which provides the best value for money was selected. Rosenbauer UK Ltd offered the best value for money in a competitive tender as recommended on the basis set out in the Part 2 report.

93/18 EXCLUSION OF THE PUBLIC [Item 11]

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.

94/18 AWARD OF CALL OFF CONTRACT FOR THE PROVISION OF PRINT MANAGEMENT SERVICES [Item 12]

This Part 2 annex 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).

The information contained in this report may not be published or circulated beyond this report and will remain sensitive for the length of the call off contract.

RESOLVED:

See Minute 90/18.

Reasons for Decision:

See Minute 90/18.

95/18 PURCHASE OF FIRE APPLIANCES [Item 13]

This Part 2 annex 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).

The information contained in this annex may not be published or circulated beyond this report and will remain sensitive for the length of the contract.

RESOLVED:

See Minute 92/18.

Reasons for decision:

See Minute 92/18.

96/18 PUBLICITY FOR PART 2 ITEMS [Item 14]

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

Meeting closed at 2.50 pm

Chairman

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