

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON 26 JANUARY 2021 AT 2.00 PM  
VIA MS TEAMS, REMOTE MEETING.**

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

Members:

*Mr Tim Oliver (Chairman)	Mrs Natalie Bramhall
*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 Becky Rush	*Miss Alison Griffiths
*Mr Mark Nuti	*Miss Marisa Heath
*Mr Edward Hawkins	

\* = Present

Members in attendance:

Mr Nick Harrison, Chairman of the Resources and Performance Select Committee

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The Leader made a short announcement before the start of the formal meeting agenda. The following key points were made:

- That despite the pandemic, the council, working alongside partners continues to focus on delivering service improvements for residents.
- The Leader thanked frontline staff who continue to do a great job supporting vulnerable residents and communities.
- The Leader thanked the team within the council and the teams within the two health systems, Surrey Heartlands and Frimley for their support with rolling out the vaccination programme. The council will be on target for vaccinating all those residents in the top four cohorts.
- A special thanks was given to residents for continuing to comply with lockdown restrictions. The Leader reminded everyone that the vaccine would take up to three weeks to be effective and therefore it was important that those whom had taken the vaccine still needed to comply with restrictions.
- The Leader welcomed Jim Glover and Laura Thurlow from Community Foundation for Surrey to the meeting. The council would continue to provide support to the Community Foundation for Surrey and have committed to £500k funding for next year.
- Mark Nuti had been appointed as the Cabinet Member for Communities and Becky Rush as the Cabinet Member for Resources and Corporate Support. Both Mel Few and Zully Grant-Duff would be stepping down from the Cabinet. The Leader thanked both Mel and Zully for their exceptional work and commitment, wishing them both the best for the future.

- As part of the budget item, the council would be recommending an increase in council tax by 2.49%. In real terms, this would mean an increase for a Band D property to 72p per week and for a Band H property this would be an increase of £1.45 per week. The increase was significantly lower than council tax increases imposed by other local authorities.
- Investment and increased spending would be seen in independent living and extra care accommodation, facilities for those with Special Educational Needs and Disabilities (SEND), ultra-low emission vehicles, flood alleviation schemes, highways maintenance and major infrastructure schemes.
- There were four key areas that residents want the council to focus on, these include, education, adult social care, children social care and highways. This budget gives focus on these key areas.

## **PART ONE** **IN PUBLIC**

### **1/21 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Natalie Bramhall.

### **2/21 MINUTES OF PREVIOUS MEETING: 15 DECEMBER 2020 [Item 2]**

The Minutes of the Cabinet meeting held on 15 December 2020 were approved as a correct record of the meeting.

### **3/21 DECLARATIONS OF INTEREST [Item 3]**

There were none.

### **4/21 PROCEDURAL MATTERS [Item 4]**

#### **4/211 MEMBERS' QUESTIONS [Item 4a]**

There was one member question. The question and response were published as a supplement to the agenda. The Cabinet Member for Adult Social Care and Public Health stated that the public health team had recently submitted a bid to the Department of Health and Social Care for funding to go live with a series of asymptomatic testing sites across the county. The Cabinet Member confirmed that from 01 February 2021 three sites would go live, these would be, Thameside in Staines- Spelthorne, Goldwater in Woking and Bourne Hall in Epsom and Ewell. Two weeks later a further three sites would go live in Reigate and Banstead, Guildford and Elmbridge. Two weeks after this, as part of a third tranche, sites would go live in Waverley and Surrey Heath. These asymptomatic sites would compliment the current testing sites that are up and running. In addition to this, public health were also working hard with colleagues in pharmacy settings to finalise a commitment from up to 45 pharmacies across the County who will also be rolling out asymptomatic testing. The good work of the public health team in deploying this testing model so rapidly was acknowledged.

**5/21 PUBLIC QUESTIONS [Item 4b]**

There were two public questions. The questions and responses were published as a supplement to the agenda.

**6/21 PETITIONS [Item 4c]**

One petition with 812 signatures had been received. It requests that Surrey County Council rewards their social care staff appropriately during the pandemic. The response to the petition was published as part of the supplementary agenda. Mr Paul Couchman presented the petition. Mr Couchman explained that the proposed changes from 1 April 2021 would mean that many staff are actually worst off, with some facing cuts of 10%. The following four 'asks' were raised, the first, to backdate the enhancements to the end of September 2020 when they were stopped, the second, to consider a further recognition offer to those vital and dedicated workers, the third, to look again at the current pay offer and reinstate the 2% pay offer and finally, to take another look at unsocial hours allowances in the pay offer. The Cabinet Member for Adult Social Care and Public Health acknowledged the personal courage and bravery of all frontline staff. The four 'asks' would be taken away and explored further with the service, Executive Director and HR.

**7/21 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]**

There were none.

**8/21 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 5]**

Five decisions from the Committee in Common had been taken since the last Cabinet meeting.

**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.

**9/21 COVID-19 DELEGATED AND URGENT DECISIONS TAKEN [Item 6]**

No decisions were taken on this item.

**10/21 COVID-19: SURREY COUNTY COUNCIL UPDATE [Item 7]**

The Leader explained that very strong partnership working was taking place across the system and the report reflects on the activity taking place. Communications around testing and lockdown restrictions had been actively promoted with ad vans travelling across the county. 26 vaccination centres

had been opened with two mass vaccination centres in Guildford and Epsom. The vaccination process would start with the top 4 cohorts. The Leader explained that residents being offered vaccinations outside of the county did not have to accept this and should speak to their GP to get this re-arranged at a local vaccination centre. The Director of Public Health, Ruth Hutchinson was thanked for her sterling work in guiding the county through the pandemic. The Leader explained that Recommendation 8 should be amended to read May 2021 which was the anticipated date of the elections. Paragraph 47 should also be amended to read 6 May 2021.

**RESOLVED:**

1. It be agreed that decision-making for the use of the latest £3.3m of Contain Outbreak Management Fund (COMF) received and all future COMF monies be delegated to the Director of Public Health in consultation with the Cabinet Member for Adults & Health and Surrey's Local Resilience Forum (SLRF).
2. It be agreed that decision-making on the distribution of the grant to support Clinically Extremely Vulnerable (CEV) during the current lockdown, and future tranches of this grant be delegated to the Deputy Chief Executive, in consultation with the Cabinet Member for Finance and the Cabinet Member for Adults & Health.
3. That the challenges to the provision of normal council services presented by the new variant and more transmissible Covid-19 virus be noted.
4. That the principle of needing to de-prioritise certain services/projects to enable more capacity to be deployed into critical services be noted and endorsed.
5. That the lobbying for the prioritisation of key workers, including teachers, to have access to the vaccination programme as soon as possible be noted and endorsed.
6. That the latest public health situation, nationally and in Surrey, actions being delivered through Surrey's Local Outbreak Control Plan, and the ongoing support to vulnerable residents, including through the council's Community Helpline and the Covid Winter Support Grant scheme be noted.
7. That the latest impacts on Adult Social Care and Children's, Families, Lifelong learning services be noted.
8. That the ongoing preparation for the local elections in May 2021 and associated risks be noted and endorsed.
9. That the work in train to better understand and respond to the impacts on communities of Covid-19, and the work being planned and undertaken to harness the community spirit evident across the county be noted and endorsed.

**Reason for Decision:**

The county and council continue to face unprecedented challenges due to the Covid-19 crisis. We are simultaneously managing response activity and work with our partners to enable recovery within the county, looking ahead to a return to day-to-day life for communities following the end of national lockdown.

The recommendations set out in this report ensure Cabinet are appraised of the most recent work going on across the council to protect, sustain and support residents and communities and the economy of Surrey.

*[Where necessary a waiver for call-in will be sought from the relevant Select Committee Chairman]*

**11/21 REPORTS FROM SELECT COMMITTEES, TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 8]**

The Chairman of the Resources and Performance Select Committee thanked the Cabinet Member for Resources for the response to the scrutiny recommendations. On the recommendation on the capital programme the clarification of the process was welcomed. On the second recommendation regarding council tax and business rates, it was clear that much work had been done and the budget assumption on the collection fund had changed substantially since first review. He explained that the Resources and Performance Select Committee reviewed the draft budget last week and were satisfied with the revised budget. The Resources and Performance Select Committee were satisfied that positive steps had been taken to close the budget gap of £18.3m. The Chairman of the Resources and Performance Select Committee briefed the Cabinet on the comments raised by the Children's and Adults Select Committees on challenges in their service areas. The Cabinet Member for Resources was thanked for his exceptional services in the finance and resources area. The Leader thanked the Select Committees for their scrutiny work on the budget.

The Cabinet Member for All-Age Learning referred to comments from the Select Committee on the habitual use of the general Fund to offset overspends. The Select Committee were right to say this was unsustainable in the long term. The Cabinet response to the recommendations highlights improvement in practice and gives confidence in setting out the early intervention work and the graduated response approach rather than their availability being inadequate as suggested by the committee. Some of the projects were in their infancy and others such as the new commissioning arrangements for CAMHS had not yet started. The Cabinet Member for Communities spoke on behalf of the Cabinet Member for Environment and Climate Change and stated work was being undertaken to improve the visitor experience to the countryside. She explained that £3m would be invested over 5 years into improving public rights of way and into improving the countryside estate.

**RESOLVED:**

That the Scrutiny of 2021/22 Draft Budget and Medium-Term Financial Strategy to 2025/26 report be noted and recommendations agreed.

## **12/21 2021/22 FINAL BUDGET AND MEDIUM- TERM FINANCIAL STRATEGY TO 2025/26 [Item 9]**

The report was introduced by the Cabinet Member for Resources whom explained that the production of the 2021/22 budget had been developed through an integrated approach across Strategy, Transformation and Finance, based around a set of Core Planning Assumptions which set out likely changes to the environment in which we delivered our priorities. The budget being presented reflected the successes of the major transformation programmes and efficiencies driven by the Council, which commenced over three years ago. The draft budget process began well before December 2020 with the draft budget presenting a gap of £18.3m. This gap had now closed with a balanced budget finalised and no use of reserves. The Cabinet Member detailed all the actions that had been taken to close this gap. Details were given of the ambitious capital expenditure programme of £1.9b over the period till 2026. The Cabinet Member detailed the key elements of the budget including how the budget had been prepared, the revenue budget, council tax precept, adult social precept, business rates, government grant funding, expenditure and budget reserves. The Cabinet Member stated that he was satisfied the budget was balanced, fair and deliverable.

The Deputy Cabinet Member for Resources updated the Cabinet on capital expenditure and financing elements of the budget. The total capital budget for the next five years totalled £1b for capital projects and £900m for pipeline projects, which are the schemes at an early stage of development. A detailed breakdown was given of the capital budget and the services that would be impacted. Details were also provided on the financing elements of the budget.

Each of the Cabinet Members then proceeded to highlight the positive areas of the budget which supported their specific services. The Cabinet Member for Resources, Executive Director for Resources and finance team were congratulated for the presentation of the budget. The Cabinet highlighted that the budget would allow the council to deliver on the community vision for Surrey.

The Cabinet for Resources paid a special thanks to Anna D'Alessandro, Rachel Wigley, Mark Hak-Sanders and Nikki O'Connor who had put in tremendous effort to producing the budget. Leigh Whitehouse, the Executive Director for Resources was thanked for his oversight and direction. The 14 recommendations in the report were unanimously agreed by Cabinet.

### **RESOLVED:**

**That Cabinet makes the following recommendations to Council on 9 February 2020.**

Cabinet recommends that Council:

1. Approves the net revenue budget requirement be set at **£1,003.6 million** (net cost of services after service specific government grants) for 2021/22 (Annex B), subject to confirmation of the Final Local Government Financial Settlement;

2. Approves the total Council Tax Funding Requirement be set at **£777.9 million** for 2021/22. This is based on a council tax increase of 2.49%, made up of an increase in the level of core council tax of 1.99% to cover core Council services and an increase of 0.5% in the precept proposed by Central Government to cover the growing cost of Adult Social Care (Annex E);
3. Notes that for the purpose of section 52ZB of the Local Government Finance Act 1992, the Council formally determines that the increase in core council tax is not such as to trigger a referendum (i.e. not greater than 2%);
4. Sets the Surrey County Council precept for Band D Council Tax at £1,549.08, which represents a 2.49% uplift. This is a rise of £0.72 a week from the 2020/21 precept of £1,511.46. This includes £139.01 for the Adult Social Care precept, which has increased by £7.55. A full list of bands is as follows:

Valuation band	Core precept	ASC precept	Overall precept
A	£940.05	£92.67	£1,032.72
B	£1,096.72	£108.12	£1,204.84
C	£1,253.40	£123.56	£1,376.96
D	£1,410.07	£139.01	£1,549.08
E	£1,723.42	£169.90	£1,893.32
F	£2,036.77	£200.79	£2,237.56
G	£2,350.12	£231.68	£2,581.80
H	£2,820.14	£278.02	£3,098.16

5. Approves the Flexible Use of Capital Receipts Strategy for 2021/22 to meet the statutory guidelines for the use of such receipts to fund transformation (Annex F);
6. Notes that underlying General Fund Balances are projected to remain at £24.2 million as at 1 April 2021;
7. Approves the Total Schools Budget of £537.3 million to meet the Council's statutory requirement on schools funding;
8. Approves the overall indicative Budget Envelopes for Executive Directorates and individual services for the 2021/22 budget (Annex B);
9. Approves the total £1,905.5 million proposed five-year Capital Programme (comprising £1,026.2m of budget and £879.2m pipeline) and approves the £184.9 million Capital Budget in 2021/22 (Annex C);
10. Approves the Capital and Investment Strategy (Annex G), which provides an overview of how risks associated with capital expenditure, financing and treasury will be managed as well as how they contribute towards the delivery of services;
11. Approves the policy for making a prudent level of revenue provision for the repayment of debt (the Minimum Revenue Provision (MRP) Policy) (Annex I);

12. Agrees the Council's refreshed Transformation Programme (as set out in section 3 of 2021/22 Final Budget Report and Medium-Term Financial Strategy to 2025/26)

13. Note that the investment in transformation required to deliver improved outcomes and financial benefits is built into the proposed Medium-Term Financial Strategy (as set out in section 3 of 2021/22 Final Budget Report and Medium-Term Financial Strategy to 2025/26) and;

Cabinet recommends that the Audit & Governance Committee approves the following:

14. Treasury Management Strategy and Prudential Indicators (Annex H) which set a framework for the Council's treasury function to manage risks, source borrowing and invest surplus cash.

**Reason for Decision:**

Council will meet on 9 February 2021 to agree a budget and to set the Council Tax Precept for 2021/22. Cabinet is required to recommend a budget to Council for consideration at this meeting. The budget directs available resources to support the achievement of the Council's ambitions and priorities in the 2030 Vision and the Refreshed Organisation Strategy. The budget will also support the delivery of the continuing transformational changes that are required to ensure that the Council can improve priority outcomes for residents, while managing growing demand for services and ensuring future financial sustainability.

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

**13/21 CABINET MEMBER STRATEGIC PRIORITY AREA UPDATE:  
EMPOWERING COMMUNITIES [Item 10]**

Both Item 10 and 11 were considered together. The report was introduced by the Deputy Cabinet Member to the Leader whom explained that Empowering communities was key to delivering our vision of a county where no one is left behind; ensuring residents in Surrey can play an active role in tackling local issues, supporting one another and influencing decisions that will shape their future. The 'Make It Happen' campaign which highlights the importance of working together to strengthen our communities and create better places to live had recently been launched. The Deputy Cabinet Member announced a £500k investment in the Community Foundation for Surrey which he hoped would be match funded.

Since its launch, the new 'Common Place' web-based ideas platform had already had nearly 450 schemes posted with over 10,600 people interacting with it. As at the end of last week, 47,000 visitors had visited the site with 600 projects and ideas being posted in the map. Public question and answer sessions had been organised to explain the process for the fund. It was stressed that the fund was designed to support legacy projects with the Community that were going to benefit and enhance areas across the County. The scheme was not designed to fund highway projects. It was envisaged that the application process would open in March with the funding being granted in the summer.

Dr Jim Glover OBE, Chairman, Community Foundation for Surrey updated the Cabinet on the work being undertaken by the Community Foundation for Surrey. The Chairman briefed the Cabinet on the priorities of the Foundation in understanding levels of needs, developing detailed knowledge of charities and voluntary groups and inspiring philanthropic giving. The Chairman updated Members on the development of the Coronavirus Respond Fund and thanked Surrey County Council for their support with funding of £200k. The further £500k awarded to the Foundation through the council was welcomed. Colleagues would work hard to ensure this was match funded by local donors.

The Leader thanked the Chairman of Community Foundation for Surrey for his leadership on behalf of the council and looked forward to continuing partnership working with the Foundation.

**RESOLVED:**

That the Cabinet Member Strategic Priority Area update report be noted.

**14/21 YOUR FUND SURREY UPDATE [Item 11]**

See Minute 13/21.

**RESOLVED:**

1. That the progress of the Fund since its launch in November 2020 be noted.
2. That a VCFS representative from Surrey Community Foundation sit on the network of experts that assess and score bids.
3. That the establishment of the YFS Advisory Panel be noted.
4. That the suggested timescales for the next steps for the Fund and the opening of the first funding window be agreed.

**Reason for Decision:**

Your Fund Surrey (YFS) continues to represent a significant and exciting opportunity for Surrey County Council (SCC) to invest in a meaningful and lasting way in communities, and for communities to drive projects that will make a real difference. The Fund fills a unique gap in the market for investment in truly resident and community-led projects to have a positive impact on the places in which they live.

YFS is a key part of the Council's wider Empowering Communities programme of work that is seeking to stimulate local engagement and involvement. By providing the financial backing for community-led projects, the Fund will help to ensure the benefits of the funding match local need and builds local resilience and sustainability by helping people help themselves.

This report highlights the innovative ways in which communities have been involved and engaged in the development of the Fund and the significant

interest so far from groups in wanting to use YFS to design and deliver projects that will benefit the areas in which they live.

The recommendations set out the continued work and planned next steps to ensure the Fund is accessible to all and can start to support successful projects once the funding window opens in spring 2021. As set out in the proposed timescales, this timeline is subject to review and monitoring of the ongoing impact of the Covid-19 pandemic.

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

**15/21 PLACEMENT VALUE AND OUTCOMES: DEVELOPING LOCAL SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) PROVISION TO MEET DEMAND IN SEPTEMBER 2021 [Item 12]**

The report was introduced by the Cabinet Member for All-Age Learning who explained that Surrey's existing maintained specialist estate, which includes places in specialist centres and units in mainstream schools and special schools, had 3,477 places of which 98% were currently occupied. The current position was that 400 additional specialist school places were needed on top of those already planned for the beginning of September 2021. It was explained that the average unit cost was £53k per learner per annum for independent sector provision compared to the average cost of £23k per learner per annum for maintained specialist places. The report recommended the use of £11.5m of the total approved SEND Capital Funding of £79.6m for a programme of adaption and refurbishment of SCC owned assets and maintained schools in Phase 3 of the SEND capital programme.

The Cabinet Member then went onto update the Cabinet on the SEND offer. An inspection in 2016 highlighted five areas where services for children with special education needs and disabilities required improvement. A revisit by Ofsted, and the Care Quality Commission in May 2019 left one area of focus which was connected with the increasing rates of absence and exclusion for children and young people who had specialist requirements. As of December 2020, the Department of Education and National Health officials confirmed that the council had demonstrated clear and sustained progress and that there was no longer a need for them to continue any formal monitoring.

**RESOLVED:**

1. That the strategy is agreed and the use of £11.5m of the total approved SEND Capital Funding of £79.6m be approved in principle for a programme of adaption and refurbishment of SCC owned assets and maintained schools in Phase 3 of the SEND capital programme to create 400 additional specialist school places in Surrey for September 2021.
2. That delegated authority to agree individual projects and resources is given to the Cabinet Member for All Age Learning and Cabinet Member for Resources, subject to a detailed business case for each scheme.

### **Reason for Decision:**

Following the introduction of The Children and Families Act, 2014 and revised SEND Code of Practice in 2015, Surrey has seen the number of Education, Health and Care Plans (EHCPs) increase by between 11-18% each year, resulting in the projected demand for 5,100 specialist school places.

This significant increase in demand for specialist provision has led to a historic over reliance on the independent school sector. Surrey's ambition is to ensure sufficient maintained placement availability for the cohort of children and young people who have SEND and need specialist placements. The recommended Phase 3 SEND capital investment completes the planning for sufficiency of specialist school places in the academic year 2021/22.

*[The decisions on this item can be called in by the Children, Families, Lifelong Learning & Culture Select Committee]*

### **16/21 CHILDREN'S IMPROVEMENT UPDATE [Item 13]**

The report was introduced by the Cabinet Member for Children, Young People & Families who informed the Cabinet that a new Executive Director for Children Services, Rachael Wardell had been appointed. There had not been any Ofsted monitoring visits for some time due to the pandemic. Ofsted visits re-started in the autumn but Surrey had not been visited as there were no concerns about the council at the moment. A Covid themed monitoring visit would be organised in due course and the Cabinet Member was confident that the new Executive Director for Children Services was the right person to guide Surrey through this as she had done this at her previous local authority. An update was given on the peer review undertaken by East Sussex and Wokingham. The attached report evidences areas of improvements in the service. The Cabinet Member stated that the pandemic would impact improving practice which is fundamental to making things better for families.

The Deputy Cabinet Member for People recognised that a huge amount of work had been done to keep families together as the report shows. The Cabinet Member for Children, Young People & Families was thanked for her work.

### **RESOLVED:**

1. That the challenges presented by the Covid-19 pandemic, the risks highlighted in the report as a result of these challenges and the actions being taken to continue focussing on delivery of frontline services be noted.
2. That a further report is taken to Cabinet in spring 2021 – to include an update on the children's improvement activity and the continued impact of the Covid-19 pandemic and the response from Surrey's children's services.

### **Reason for decision:**

Following the suspension of routine Ofsted inspections in March 2020 due to COVID-19, the HMCI (Her Majesty's Chief Inspector) has now outlined the interim plans for a phased return to routine inspections. Surrey's children's

services look forward to hosting Ofsted for a Focussed Visit between January and March 2021 and will welcome feedback on how the local authority has supported children, young people and families throughout the pandemic.

The routine national inspection activity is expected to resume from April 2021; this was re-confirmed following the November/December 'lockdown' with further detail available on the GOV.UK website. We are anticipating a full re-inspection of Surrey's children's services later in 2021.

*[The decisions on this item can be called in by the Children, Families, Lifelong Learning & Culture Select Committee]*

**17/21 ADMISSION ARRANGEMENTS FOR SURREY'S COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS AND THE COORDINATED SCHEMES THAT WILL APPLY TO ALL SCHOOLS FOR SEPTEMBER 2022 AND SURREY'S RELEVANT AREA [Item 14]**

The Cabinet Member for All-Age Learning explained that Surrey County Council was responsible for setting the admission arrangements for 91 community and voluntary controlled schools for 2022 and the coordinated schemes across education settings. This was an annual process for school admissions but detailed explanation of the considerations around the removal of "nearest school" designation were given and the requirement to respond to a decision on this from the office of the school's adjudicator. The Cabinet Member for Corporate Support explained that chatbots had been deployed on webpages to advise families on admissions arrangements. The Cabinet Member for All-Age Learning confirmed that the chatbots had been successful and were being assessed for deployment on the school transport webpages.

**RESOLVED:**

**That Cabinet make the following recommendations to the Council on 9 February 2021.**

Cabinet recommends that Council:

**Recommendation 1**

That priority for children who have the school as their 'nearest school' is removed for the majority of community and voluntary controlled schools for 2022 admission, as indicated in Enclosure 5.

**Reasons for Recommendation**

- It will ensure the local authority complies with a decision of the Schools Adjudicator
- It will ensure that the admission arrangements for these schools comply with the School Admissions Code in regard to catchments
- It will simplify the admission arrangements
- It will enable parents to better understand how their application will be considered
- Analysis would indicate that this change will have no or minimal impact on the intake to each of these schools
- It will enable school specific criteria to remain where they already exist to accommodate feeder links
- The final distance criterion will still exist which will enable remaining applicants to be prioritised based on the distance they live from the

school, ensuring children who live closer to the school are allocated ahead of children who live further away

- 55% of academies, foundation, trust and voluntary aided schools do not give priority on the basis of 'nearest school'

### **Recommendation 2**

That a sibling link is introduced for Beauclerc Infant School with Chennestone Primary School for 2022 admission.

#### **Reasons for Recommendation**

- There was overall support for this change
- It is supported by the Headteacher and Governing Body of the school
- It would support families with more than one child as families with a sibling at Chennestone School would benefit from sibling priority for a place at Beauclerc Infant School
- It would maximise the opportunity for families to keep children together or at schools with agreed links

### **Recommendation 3**

That a sibling link is introduced for Horley Infant School with Yattendon School for 2022 admission.

#### **Reasons for Recommendation**

- There was overall support for this change
- It is supported by the Headteacher and Governing Body of the school
- It would support families with more than one child as families with a sibling at Yattendon School would benefit from sibling priority for a place at Horley Infant School
- This proposal is in line with a separate proposal by the Governing Body of Yattendon School to introduce a reciprocal sibling link with Horley Infant School
- It would maximise the opportunity for families to keep children together or at schools with agreed links

### **Recommendation 4**

That the Published Admission Number for Reception at Onslow Infant School is reduced from 90 to 60 for 2022 admission.

#### **Reasons for Recommendation**

- It is supported by the Headteacher and Governing Body of the school, having been requested by them
- There will still be sufficient places for local children if the PAN is decreased
- It would help the school maintain financial viability
- It reflects what is currently being operated within the school
- It will have no impact on children who are currently on roll at the school

### **Recommendation 5**

That the Published Admission Numbers (PANs) for September 2022 for all other community and voluntary controlled schools (excluding Onslow Infant School which is covered by Recommendation 4) are determined as they are set out in Appendix 1 to Enclosure 1.

#### **Reasons for Recommendation**

- Most other PANs remain as they were determined for 2021 which enables parents to have some historical benchmark by which to make informed decisions about their school preferences for 2022 admission
- The PAN for William Cobbett School has been increased from 50 to 60 to provide for consistent class sizes of 60 throughout KS2
- The Education Place Planning team supports the PANs

#### **Recommendation 6**

That the aspects of Surrey's admission arrangements for community and voluntary controlled schools for September 2022 for which no change has been consulted on, are agreed as set out in Enclosure 1 and its appendices.

##### **Reasons for Recommendation**

- The admission arrangements are working well
- Surrey has undertaken to review the admission arrangements for the remaining eight schools which will still use 'nearest school' ahead of any consultation on the arrangements for 2023
- The arrangements enable the majority of pupils to attend their nearest schools and in doing so reduce travel and support Surrey's sustainability policies - this is still anticipated to be the case for 2022 admission, even with the changes proposed in Recommendations 1 to 5
- The change highlighted in bold in Section 12 of Enclosure 1 has been made to add clarity to the arrangements and reflects existing practice

#### **Recommendation 7**

That the primary and secondary coordinated admission schemes that will apply to all schools for 2022 are agreed as set out in Enclosure 2.

##### **Reasons for Recommendation**

- The coordinated schemes for 2022 are essentially the same as 2021 with dates updated
- The coordinated schemes will enable the County Council to meet its statutory duties regarding school admissions
- The coordinated schemes are working well

#### **Recommendation 8**

That Surrey's Relevant Area is agreed as set out in Enclosure 3.

##### **Reasons for Recommendation**

- The local authority is required by law to define the Relevant Area for admissions
- The Relevant Area must be consulted upon and agreed every two years even if no changes are proposed
- Setting a Relevant Area ensures that any schools who might be affected by changes to the admission arrangements for other local schools will be made aware of those changes
- No change has been made to Surrey's Relevant Area since it was last determined in February 2019

**18/21 SURREY FLOOD ALLEVIATION PROGRAMME - JOINT APPLICANT FOR THE RIVER THAMES SCHEME DEVELOPMENT CONSENT ORDER [Item 15]**

The report was introduced by the Deputy Leader on behalf of the Cabinet Member for Environment and Climate Change. In October 2019, Cabinet approved investment of £270m to deliver the objectives of Surrey's Local Flood Risk Management Strategy. This includes a financial contribution of £237M to the River Thames Scheme (RTS). The benefits of the scheme are not only to protect the homes of the residents that live adjacent to the River Thames, but many Surrey rivers flow into the Thames, so this scheme would benefit many residents throughout Surrey. With the size of the councils investment in this significant piece of infrastructure, it was vital that the council play a leading role in the schemes design and construction. On 24 December 2020, the Secretary of State gave direction that the RTS would be considered as a Nationally Significant Infrastructure Project and could therefore apply for a Development Consent Order (DCO) under the Planning Act 2008.

Members recognised the vast amount of work that had been undertaken by the Cabinet Member and the Flood team with this scheme. The fact that this scheme was now being recognised as a Nationally Significant Infrastructure Project was a great achievement. Residents impacted by flooding were delighted with the news of progress with the scheme.

**RESOLVED:**

1. That Surrey County Council becoming Joint Applicant with the Environment Agency in obtaining the Development Consent Order for the River Thames Scheme under the Planning Act 2008 subject to a legal agreement setting out the governance and financial arrangements be approved.
2. That Surrey County Council entering into negotiations for a legal agreement with the Environment Agency to include the governance and financial arrangements, how risk will be managed and how disputes will be resolved be approved.
3. That the approval of the separation of responsibilities for SCC's role as both applicant and host authority be delegated to the Executive Director for Environment, Transport and Infrastructure in consultation with the Planning Group Manager.
4. That the approval of a Service Level Agreement setting out the requirements and expected levels of service between SCC as Host Authority be delegated to the Planning Group Manager.

**Reason for Decision:**

It is recommended that Cabinet approves Surrey County Council becoming Joint Applicant for the River Thames Scheme alongside the Environment Agency, to enable influence over the programme, process, design, assurance and delivery, to ensure it represents the best interests of the County.

As Joint Applicant, Surrey County Council would be legally responsible for ensuring the process set out in the Planning Act 2008 is followed from pre-

application through to the completion of the project and that works are carried out in accordance with the Development Consent Order.

Officers are confident that being Joint Applicant would be at no extra cost to Surrey County Council as the project funding, including the approved £237 million contribution, will cover costs including resourcing. A Service Level Agreement is also being developed that would cover any additional costs incurred by Surrey County Council acting as Host Authority.

Surrey County Council is in a strong position to take on the role of Joint Applicant on this strategically important project which aligns with the Councils desire to take more of a leadership role in delivering infrastructure. There are several risks in this approach and would need to be kept entirely separate from SCC's role as a host authority. However, there is already a positive and collaborative relationship with the Environment Agency, and we are ready to mobilise the required resources to drive the River Thames Scheme forward. It will also send a strong message to residents and Government that the scheme is being delivered through a true partnership between the two organisations.

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

#### **19/21 FARNHAM INFRASTRUCTURE PROGRAMME [Item 16]**

The report was introduced by the Leader who explained that Farnham had been plagued by congestion and air pollution. The Farnham Infrastructure board was set up last year which has had great co-operation between Surrey County Council, Waverley Borough Council, Farnham Town Council and the local MP Jeremy Hunt. Work around a vision statement concluded last year and had input and feedback from residents, this informed the Optimised Infrastructure Plan for the town. Some 'quick wins' in the delivery of the plan would be sought and were included in paragraph 4 of the report. The Leader explained the 'quick wins' and longer term initiatives to the Cabinet.

The Deputy Leader thanked all parties involved for pushing the programme forward and showing a commitment to local delivery.

#### **RESOLVED:**

1. That the Farnham Infrastructure Programme and progress to date be noted.
2. That the decision to move £2.5m for the Quick Wins (project 1) is approved and the ongoing feasibility work from the capital pipeline to the capital budget be delegated to the Capital Programme Panel.
3. That the continued development of the Farnham Infrastructure Programme be noted with further reports brought back to Cabinet for projects 2 (Town Centre), 3 (A31 Hickleys Corner) and 4 (A325 Wrecclesham Relief Road) as more detailed business cases are developed.

4. That the highway schemes associated with Project 1 'Quick Wins' is agreed and progressed through consultation (statutory or otherwise) and responsibility to resolve objections and decide whether to implement the proposals is delegated to the Executive Director for Environment, Transport and Infrastructure in consultation with the Deputy Leader.

**Reason for Decision:**

The recommendations will enable the Farnham Infrastructure Programme to be developed to provide an exemplar future transport model for similar towns within Surrey by providing the necessary funding to continue development and implementation.

The capital programme (part of the 2021-26 Medium Term Financial Strategy) includes provision for future investment in Farnham over the next five years. Subject to Capital Programme Panel (CPP) approving a business case, £2.5m will be moved from the capital pipeline to the capital budget to allow the Quick Wins and further feasibility work to progress in 2021/22. As further schemes are developed and business cases approved in respect of projects 2-4, funding will be moved from the capital pipeline to the capital budget to allow works to commence.

The approval to advertise Traffic Regulation Orders would normally be sought from the Waverley Local Committee. Due to the timing of meetings Quick Wins (project 1) could be delayed if delegated approval is not sought now from Cabinet.

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

**20/21 DISPOSAL OF COUNTY HALL CAMPUS, PENRHYN ROAD, ROYAL BOROUGH OF KINGSTON UPON THAMES [Item 17]**

The Cabinet Member for Resources explained that the County Hall site in Kingston upon Thames had been marketed independently and a conditional offer for its purchase had been accepted. Details of the transaction are contained in Part 2 of the report. The contract also includes a 20 year revenue planning over reach clause. There was an amendment to recommendation 3 of the report which was agreed by the Cabinet. The Leader explained that the paper delivers on the commitment to relocate the council back into the county.

**RESOLVED:**

1. That the sale of land and buildings as outlined on the attached plan within Annex 1 (Marketing pack) on a unconditional basis - further details included within the Part 2 Paper be authorised.
2. That the separate marketing and subsequent disposal of the freehold and long underlease from the Royal Borough of Kingston upon Thames of the Bittoms car park on an existing use basis be approved.
3. That delegated authority be granted to the Leader and Cabinet Member for Resources, in consultation with the Executive Director of Resources and the Director of Land & Property to authorise a future disposal of the Bittoms Car park based upon Best

Consideration being obtained following a Marketing exercise or Special Purchaser interest.

**Reason for Decision:**

By approving these recommendations Surrey County Council (SCC) will be able to fulfil the long-term commitment to move its Civic Heart to within the County of Surrey

The disposal will deliver a significant capital receipt for SCC whilst delivering revenue savings from ongoing running costs and maintenance liabilities associated with a Grade II listed building.

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

**21/21 AGILE OFFICE ESTATE STRATEGY [Item 18]**

The Cabinet Member for Resources introduced the report explaining that there was urgent need for restructuring the corporate office estate which is outlined via a new Agile Office Estate Strategy. The Strategy aligns with the councils greener future strategy. The following benefits would be targeted through the work of the strategy, some of these include reducing overall office space by 60%, Carbon emissions to fall from 2,600 tonnes per annum to net zero by 2030, reduce overall spend on the office estate by c£3m per annum, progress the strategy of the one public estate and provide for four office hubs located in each quadrant in the county.

The Deputy Leader commented that the report displays the councils commitment to move back into Surrey and commitment to improving its environmental agenda. The four hubs placed around the county would reduce travel time and therefore impact positively on our environmental agenda. The Leader stated that it was important the council pushes forward the rationalisation of its property and aim to make the county carbon neutral by 2030.

**RESOLVED:**

1. That the outline Agile Office Estate Strategy, overall direction of travel and its proposal to develop an associated Agile Office Estate Programme be agreed.
2. That an allocation of £300k programme budget funding for dedicated external resources required to develop programme detail including a full Programme Business Case be agreed.
3. That a finalised Strategy and Programme Business Case seeking approval of required resources to deliver the full programme be produced by Q2 2021.

**Reason for Decision:**

The County Council's office estate has evolved over time with some but not a completely coordinated approach. This has brought about a situation where

the current corporate office estate is no longer fit for purpose and subject to several weaknesses. The most striking example of many of these characteristics is County Hall, which has been outside of the County boundaries since 1965.

Specifically, the current corporate office estate is:

- of generally low quality, that does not efficiently support the adoption of Agile modern working practices.
- expensive compared to industry benchmarks and expensive to maintain.
- high in its carbon output with poor energy efficiency.
- relatively poorly located and under-utilised.

This Agile Office Estate strategy proposes to address these issues by adopting a strategically led approach to transforming the County Council's corporate office estate.

Using the move out of County Hall as a catalyst and embracing the principles of the One Public Estate, while recognising that the impact of Covid has created a major step change in the way the organisation operates. The following benefits will be targeted through the work of the strategy:

- Reduce overall spend on the office estate by c£3m per annum.
- Reduce overall space from c50,000m<sup>2</sup> to c20,000m<sup>2</sup>.
- All offices to be within County.
- Carbon emissions to fall from 2,600 tonnes per annum to net zero by 2030.

Key strategic public sector partners will be engaged to identify collaborative opportunities to enable closer and more effective working across organisations as well as delivering financial efficiencies across the public sector in Surrey.

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

## **22/21 2020/21 MONTH 8 (NOVEMBER) FINANCIAL REPORT [Item 19]**

The report introduced by the Cabinet Member for Resources and provides details of the County Council's 2020/21 financial position as at Month 8 (M8) 30 November 2020 for revenue and capital budgets and the projected outlook for the financial year. As at November 2020 (M8); the Council was forecasting a full-year £3.4m deficit, a small improvement of £0.2m from the previous month. Work continues to identify further efficiencies to close the deficit against the budget. Reforecasting of the impact of Covid-19 will continue at M9 and further budget resets may be required. Further details were given of the revenue and capital budget positions for the year.

### **RESOLVED:**

1. That the Council's forecast revenue and capital budget positions for the year be noted.

### **Reason for Decision:**

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]*

**23/21 EXCLUSION OF THE PUBLIC [Item 20]**

**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.

**24/21 DISPOSAL OF COUNTY HALL CAMPUS, PENRHYN ROAD, ROYAL BOROUGH OF KINGSTON UPON THAMES [Item 21]**

The Cabinet Member for Resources introduced a 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 sale of land and buildings as outlined on the attached plan in Annex 1 to [E-2-21] through a [E-2-21] on an unconditional basis (subject to contract) as set out within the Heads of Terms Annex 2 is authorised.

**Reason for Decision:**

See Minute 20/21

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

**25/21 PROPERTY DISPOSAL [Item 22]**

The Cabinet Member for Resources introduced a 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 sale of the [E-3-21] site as outlined in red on the attached plan at Annex 1, extending to 1.97 ha (4.87 acres) to [E-3-21] on an unconditional basis as set out in the report, for a consideration of [E-3-21] is authorised.
2. That delegated authority be given to the Director of Land & Property, in consultation with the Cabinet Member for Resources to agree a

10% variation in the agreed sale price to reflect possible changes and circumstances as a result of the ongoing due diligence process.

**Reason for Decision:**

The property is no longer considered suited to ongoing service delivery, nor capable of generating significant income. The capital receipt from the sale will contribute to the funding sources available to the council in support of its delivery of its capital programme, specifically, as outlined below, to reimburse the cost of the [E-3-21].

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

**26/21 PUBLICITY FOR PART 2 ITEMS [Item 23]**

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

Meeting closed at 16:44

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**Chairman**