

## CABINET DECISION RECORD

The following decisions were taken by the Cabinet on Tuesday 27 September 2022 and will take effect on 06/10/2022 unless the call-in procedure has been triggered.

**CALL-IN DEADLINE: 05/10/2022.**

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 Regulatory Business Manager or relevant Committee Manager.

The Cabinet at its meeting on Tuesday 27 September 2022 considered the following matters and resolved:

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

There were no apologies.

- **MINUTES OF PREVIOUS MEETING: 26 JULY 2022** (Item 2)

These were agreed as a correct record of the meeting.

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

There were none.

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

There were ten member questions. The questions and responses were published as a supplement to the agenda.

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

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

- **PETITIONS** (Item 4c)

There were none.

- **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)

There were none.

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

**RESOLVED:**

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

- **ENVIRONMENTALLY SUSTAINABLE PROCUREMENT POLICY (Item 7)**

**RESOLVED:**

1. That Cabinet approves the Environmentally Sustainable Procurement Policy on behalf of Surrey County Council (SCC).
2. That Cabinet delegates authority for approving any future changes to the Policy to the Director of Procurement in consultation with the Cabinet Member for Finance and Resources and the Cabinet Member for Environment, to enable the policy to evolve and adapt to local and national developments.

**Reasons for Decisions:**

This policy aims to improve the environmental considerations built into the core delivery of goods, works and services that the Council procures. Having declared a climate emergency and published both the Climate Change Strategy and Delivery Plan, this policy supports the net zero targets of the Council and embeds environmental sustainability, such as increases to Surrey's biodiversity and reducing waste, into procurement decisions to lead to a greener future for Surrey and its residents. This policy will prepare prospective suppliers for the environmental considerations and expectations that will be implemented into the Council's future contracts. On average, SCC spends £890million through its procurement activities across an average of 6,300 vendors per annum; increasing environmental considerations across the Council's procurement activity presents a significant opportunity to influence a reduction in carbon emissions across the county and within SCC's own services.

As national policy and technology are rapidly changing, the policy must also be agile. Therefore, it is recommended that delegated authority be given to the Director of Procurement in consultation with the Cabinet Member for Finance and Resources and the Cabinet Member for Environment, to enable the policy to evolve as needed. Review of the policy is expected to take place on an, at least, annual basis once approved or as required following local and national policy directives.

*(The decisions on this item can be called-in by the Resources and Performance Select Committee)*

- **REVISION TO PROCUREMENT AND CONTRACT STANDING ORDERS (Item 8)**

**RESOLVED:**

1. That Cabinet gives approval to amend summary table 2.7a in the 2021 PCSOs to update the current thresholds to ensure compliance with the World Trade Organisation (WTO) GPA (General Procurement

Agreement).

2. That Cabinet agrees to change the requirement for further approvals of contract awards over the regulated threshold to only being required when the budget is exceeded by +5%, removing further approval if the recommended contract price is below the allocated budget.
3. That Cabinet agrees to utilise the flexibilities for sourcing the best route to market for below threshold Public Contracts Regulations (PCR) 2015 Light Touch Regime procurements (applicable to Health, Educational, Cultural and Social Care related service procurements).
4. That Cabinet delegates authority to the Deputy Chief Executive and Executive Director of Resources for future changes to the regulatory thresholds specified in table 2.7a to be made in accordance with the WTO GPA thresholds without submitting to Cabinet / Council.
5. That Cabinet agrees to the removal of the requirement to register and maintain contracts over £5k and to increase this to £25k. This specifically relates to the uploading of contracts onto the procurement contracts database. Procurement is responsible for sourcing contracts over the value of £25K and therefore all contracts below this level are registered and maintained by the service. This amendment does not change any of the controls or the method/process of how we compliantly source the good/services.

**Reasons for Decisions:**

- Care related services falling below the Light Touch Regime threshold have greater flexibility in procurement delivery methods whilst still ensuring value for money is secured.
- Providing delegated authority to amend table 2.7a in line with regulatory thresholds will negate the need for Cabinet / Council approval whenever they are updated.
- The revisions will ensure that the Procurement and Contract Standing Orders (PCSOs) are current and in line with the latest government legislation and internal practice to enable procurement efficiency and compliance.

*(The decisions on this item can be called-in by the Resources and Performance Select Committee)*

- **STRATEGIC INVESTMENT BOARD ANNUAL REPORT - FINANCIAL YEAR 2021/22** (Item 9)

**RESOLVED:**

1. That Cabinet endorse the Annual Report of the Strategic Investment Board.

**Reasons for Decisions:**

To inform the Council about the activities of the Strategic Investment Board

The Strategic Investment Board has been established in accordance with best practice governance to ensure effective oversight and alignment with the strategic objectives and values of the Council.

*(The decisions on this item can be called-in by the Resources and Performance*

*Select Committee)*

- **YOUR FUND SURREY- CF149 REBUILDING RIPLEY VILLAGE HALL** (Item 10)

**RESOLVED:**

1. That Cabinet agrees to fund project CF149 for the full amount requested of £586,396, composed of:
  - £538,084 capital funding towards the rebuild of the Village Hall, comprising of three fully accessible community rooms, new kitchen, male and female toilets, and offices for the Parish Council.
  - £26,904 (5%) final payment is to be held by Surrey County Council (SCC) until final evidence of income, expenditure and evaluation is received and building control has signed-off the work.
  - £48,312 is to be held by Surrey County Council (SCC) as contingency funding, for release only upon an evidenced request.
2. That Cabinet agrees that the following conditions for the applicant should be included within the funding agreement:
  - 2.1. The applicant provides evidence, prior to release of any funding, to confirm £600,000 Section 106 funding from Guildford Borough Council (GBC).
  - 2.2. The applicant uses all measures identified to increase sustainability and reduce environmental impact during construction and operation of the facility.
  - 2.3. Requests that the applicant develops a usage policy to be adopted by Ripley Village Hall for the life of the facility which ensures the widest access to the community, to include a booking policy to maintain affordable rates and subsidies for the under privileged within the community.

**Reasons for Decisions:**

The recommendations will enable expenditure from the Your Fund Surrey to be awarded to Ripley Village Hall Charitable Incorporated Organisation (CIO). This application has been the subject of a rigorous assessment process by officers, as set out in the body of this report. Officers consider the project meets the aims and published criteria of the Fund and to satisfy the requirements to award funding.

*(The decisions on this item can be called-in by the Communities, Environment and Highways Select Committee)*

- **YOUR FUND SURREY- CF211 OLD WOKING AND DISTRICT COMMUNITY CENTRE** (Item 11)

**RESOLVED:**

1. That Cabinet agrees to fund project CF211 for the full £982,389 requested, composed of:

- £902,389 of capital funding towards the extension and refurbishment works to be paid in staged payments, on evidence of spend.
  - £49,119 (5%) is to be held by SCC (Surrey County Council) until final evidence of income, expenditure, evaluation and building control sign-off is received.
  - £80,000 contingency is to be held by SCC, only to be released on evidence of need.
2. That Cabinet recommends the following conditions for the applicant should be included within the funding agreement:
- 2.1 evidence that all planning requirements are met prior to the project start
  - 2.2 evidence of management agreement, lease and underlease in place prior to release of funding
  - 2.3 final evidence of all funding secured to complete the project
  - 2.4 the applicant uses all possible measures identified to increase sustainability and reduce environmental impact during construction and operation of the facility
  - 2.5 To develop a usage policy to be adopted by Old Woking Community Centre for the life of the facility which ensures the widest access to the community, to include;
    - I. a booking policy to ensure capacity for community uses is maintained at a specified level
    - II. schedule of fees maintaining affordable rates.
    - III. To encourage the applicant to consider all reasonable measures which could be undertaken to expand the reach and use of the facility, in particular to work closely with Woking Borough Council (WBC) and the local voluntary sector.

**Reasons for Decisions:**

The recommendations will enable expenditure from the Your Fund Surrey to be awarded to Old Woking and District Community Centre. This application has been the subject of a rigorous assessment process by officers, as set out in the body of this report. Officers consider the project to meet the aims and published criteria of the Fund and to satisfy the requirements to award funding.

*(The decisions on this item can be called-in by the Communities, Environment and Highways Select Committee)*

- **2022/23 MONTH 4 (JULY) FINANCIAL REPORT** (Item 12)

**RESOLVED:**

1. That Cabinet notes the Council's forecast revenue and capital budget positions for the year.
2. That Cabinet notes the projected position for Surrey schools following submission of their budget plans for 2022/23.

**Reason 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)*

- **STRATEGIC INVESTMENT BOARD ANNUAL REPORT - FINANCIAL YEAR 2021/22** (Item 14)

See Minute 137/22.

- **FUTURE WASTE TREATMENT AND DISPOSAL SERVICES** (Item 15)

**RESOLVED:**

See Exempt Minute [E-23-22]

**Reasons for Decisions:**

See Exempt Minute [E-23-22]

*(The decisions on this item can be called-in by the Communities, Environment and Highways Select Committee)*

<b>DEMOCRATIC SERVICES – CONTACT LIST</b>	
<b>Senior Manager- Regulatory and Appeals</b> Sarah Quinn – 07581 337391 <a href="mailto:sarah.quinn@surreycc.gov.uk">sarah.quinn@surreycc.gov.uk</a>	
Regulatory Business Manager Andre Ferreira – 07816096705 <a href="mailto:andre.ferreira@surreycc.gov.uk">andre.ferreira@surreycc.gov.uk</a>	Scrutiny Business Manager Ross Pike – x417368 <a href="mailto:ross.pike@surreycc.gov.uk">ross.pike@surreycc.gov.uk</a>
Committee Manager Angela Guest – x419075 <a href="mailto:angela.guest@surreycc.gov.uk">angela.guest@surreycc.gov.uk</a>	Scrutiny Officer Kunwar Khan <a href="mailto:kunwar.khan@surreycc.gov.uk">kunwar.khan@surreycc.gov.uk</a>
Committee Manager Huma Younis – 07866899016 <a href="mailto:huma.younis@surreycc.gov.uk">huma.younis@surreycc.gov.uk</a>	Scrutiny Officer Omid Nouri <a href="mailto:omid.nouri@surreycc.gov.uk">omid.nouri@surreycc.gov.uk</a>
Committee Manager Amelia Christopher – 07929725663 <a href="mailto:amelia.christopher@surreycc.gov.uk">amelia.christopher@surreycc.gov.uk</a>	Scrutiny Officer Julie Armstrong <a href="mailto:julie.armstrong@surreycc.gov.uk">julie.armstrong@surreycc.gov.uk</a>
Committee Manager Joss Butler – x419702 <a href="mailto:joss.butler@surreycc.gov.uk">joss.butler@surreycc.gov.uk</a>	