

CABINET DECISION RECORD

The following decisions were taken by the Cabinet on Tuesday, 20 December 2022 and will take effect on 28/12/2022 unless the call-in procedure has been triggered.

CALL-IN DEADLINE: 27/12/2022.

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, 20 December 2022 considered the following matters and resolved:

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

An apology was received from Sinead Mooney.

- **MINUTES OF PREVIOUS MEETING: 29 NOVEMBER 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 three member questions. The questions and responses were published as a supplement to the agenda.

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

There were none.

- **PETITIONS** (Item 4c)

There were none.

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

There were none.

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

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

- **CABINET MEMBER OF THE MONTH** (Item 7)

RESOLVED:

That the Cabinet Member of the Month update be noted.

- **DEVELOPMENT AND INTRODUCTION OF YOUR FUND SURREY - SMALL COMMUNITY PROJECTS FUND** (Item 8)

RESOLVED:

1. That the introduction of a new subsidiary fund, 'Your Fund Surrey – Small Community Projects' be approved.
2. That the process, criteria and framework for Your Fund Surrey – Small Community Projects be agreed.
3. That Your Fund Surrey (YFS) be renamed as Your Fund Surrey – Large Community Projects to enable residents to differentiate between the funds.

Reasons for decision:

The proposed improvements to the Fund build on the learning of running YFS over the past two years. Since the Fund was launched, the financial climate has changed which has shifted the focus of the fund away from the initial “think big” branding.

The objectives of allocating a portion of YFS funding for smaller-scale projects are to:

- Support smaller capital projects which might otherwise not have met the YFS criteria due to size or lack of wider community benefits
- Make the process quicker, easier and more accessible for smaller community organisations
- Ensure every Division benefits from YFS funding
- Utilise the local knowledge of Divisional members to identify the needs within their communities and direct their support

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

- **DIRECT PAYMENTS STRATEGY 2023-2028** (Item 9)

RESOLVED:

1. That the production and publication of a Surrey Direct Payments Strategy covering the period 2023 to 2028 be supported.

Reasons for decision:

Direct Payments provide individuals with greater choice and control over their care and support arrangements than can be the case where services are directly commissioned by the Council. This Strategy presents Surrey County Council's ambition to increase resident take up of the system enabling them more autonomy and ownership of their lives. It sets out how we will seek to provide a stable, unified way of approaching direct payments which will resolve current issues and streamline the process, making it easier and more appealing to a wider resident base. Ultimately, we want to see out uptake rate increase to at least 40% by April 2028.

(The decisions on this item can be called-in by the Adults and Health Select

Committee)

- **AGILE OFFICE ESTATE - NORTH-WEST AND SOUTH-WEST CORPORATE OFFICE WORKSPACE** (Item 10)

RESOLVED:

1. That further consolidation into existing corporate estate, maximising the use of Hubs and ensuring minimal spokes and optimisation of wider locality assets be agreed.
2. That the business case recommendations for the provision of Agile workspace in the north-west and south-west of Surrey, to vacate Quadrant Court, Woking and the St Francis Centre office facilities in Guildford and release the sites to generate best returns for the Council, subject to ensuring service continuity and delivering best value be approved. The full business case is commercially sensitive at this time and is set out in the Part 2 report.
3. That a proposal will be submitted to Cabinet in due course for the optimum approach to deliver corporate office space in the north-west and south-west of Surrey be noted.

Reasons for decision:

Approving the recommendations in this report will build on the Agile Office Estate strategy and all associated benefits to:

- Continue to progress delivery of the Agile Office Estate programme through definition of the north-west and south-west elements.
- Optimise the existing corporate office estate, increasing colocation of services and further reducing the overall estate footprint, to deliver greater efficiencies.

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

- **CHOBHAM AND LINGFIELD FIRE STATIONS - REDEVELOPMENT SCHEMES** (Item 11)

RESOLVED:

1. That the allocation of capital funding from the pipeline to redevelop the existing fire stations in Chobham and Lingfield, and design and construct two new fire stations on the existing building footprints be approved. The capital funding required to redevelop the two buildings is commercially sensitive at this time and is set out in the Part 2 report.
2. That procurement of appropriate design and construction partners to deliver the design, build and fit out of the two new buildings in accordance with the Council's Procurement and Contract Standing Orders be approved.
3. That, regarding the procurement of design and construction partners, the Executive Director for Resources and the Director of Land and Property are authorised to award such contracts in consultation with the Cabinet Member for Communities and Community Safety, up to +5% of the budgetary tolerance level was noted.

Reasons for decision:

It was essential to redevelop both Chobham and Lingfield Fire Stations in order to:

- Address and mitigate constraints the current buildings present to the SFRS service and personnel based in these fire stations.
- House the new, larger fire appliances used by SFRS.
- Improve the health and safety provision and welfare facilities for SFRS staff.

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

- **ARRANGEMENTS FOR CIVIL PARKING AND MOVING TRAFFIC ENFORCEMENT IN SURREY FROM 2023/24** (Item 12)

RESOLVED:

1. That the award of a contract that covers the whole county for parking and moving traffic enforcement services commencing in April 2023 following the expiration of the current agency agreements for Civil Parking Enforcement (CPE) be approved.
2. That the appointment of the preferred supplier following a competitive tender which was undertaken through a mini-competition process as named in Part 2 of the report and award the Call-Off Contract to that supplier be approved.
3. That any one-off costs for service transfer and ongoing contributions to the Guildford Park & Ride and Woking Town Centre Maintenance Agreements are drawn from any operational financial surplus and the remainder is factored into the Council's medium term financial strategy be approved.
4. That the management of operational parking and moving traffic enforcement policy be delegated to the Director for Highways and Transport in consultation with the Cabinet Member for Highways and Community Resilience.

Reasons for decision:

An effective and cost-effective parking and moving traffic enforcement service will enable the Council to help achieve its Community Vision 2030 objectives, including that:

- Residents live in clean, safe and green communities, where people and organisations embrace their environmental responsibilities; and
- Journeys across the county are easier, more predictable and safer.

In addition, as part of the Council's organisational strategy, Surrey County Council wants to work in partnership with residents, businesses, partners and communities to collectively meet challenges and grasp opportunities. The effective enforcement of highway restrictions helps in making travel and transportation schemes more effective and could be a key tool in helping deliver the Council's strategic objectives to reduce congestion and to improve facilities for buses, cycles and pedestrians, particularly vulnerable road users.

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

- **ANNUAL PROCUREMENT FORWARD PLAN FY2023/24** (Item 13)

RESOLVED:

1. That procurement for the projects listed in Annex 1 of the submitted report

- “Annual Procurement Forward Plan for FY2023 24” in accordance with the Council’s Procurement and Contract Standing Orders be approved.
- 2. That where the first ranked tender for any projects listed in Annex 1 of the submitted report was within the +5% budgetary tolerance level, the relevant Executive Director, Director or Head of Service (as appropriate) be authorised to award such contracts.
- 3. That the procurement activity that will be returned to Cabinet prior to going out to market (see Annex 1 of the submitted report) be agreed.
- 4. That projects to be presented to Cabinet or the Strategic Investment Board for approval of the business case (see Annex 1 of the submitted report) be agreed.

Reasons for decision:

- To comply with the Procurement and Contract Standing Orders agreed by Council in May 2019 and further revised in October 2022.
- To provide Cabinet with strategic oversight of planned procurement projects for FY2023/24.
- To ensure Cabinet oversight is focussed on the most significant procurements.
- To avoid the need to submit multiple individual requests for Approval to Procure as well as individual contract award approvals for work taking place in FY2023/24.

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

- **MONTHLY BUDGET MONITORING- 2022/23 MONTH 07** (Item 14)

RESOLVED:

1. That the Council’s forecast revenue and capital budget positions for the year and the commitment to develop Directorate budget recovery plans be noted.
2. That the introduction of a new fee to charge Adult Social Care providers for work that the Council needs to undertake to enable the payment of VAT for care services under a Self-Billing arrangement, compliant with HMRC regulations be approved.
3. That Legal Services be authorised to execute and seal any future Deeds of Novation or any other legal documentation, as appropriate, in respect of Adult Social Care Providers.
4. That authority be delegated to the Director of Education and Lifelong Learning in consultation with the Executive Director of Children, Families and Lifelong Learning, the Executive Director of Resources and the Cabinet Member for Education and Learning to determine the mechanism for funding schools and the use of the proposed contingency from the DfE Homes for Ukraine Education and Childcare grant.
5. That the use of earmarked reserves of £1.1m and an increase in the capital budget of £7m, representing the additional costs associated with the moving of the go live date for the Council’s new finance, HR, payroll and procurement systems be approved.

Reasons for decision:

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)

- **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.

- **AGILE OFFICE ESTATE - NORTH-WEST AND SOUTH-WEST CORPORATE OFFICE WORKSPACE** (Item 16)

RESOLVED:

See Exempt Minute [E-30-22]

Reasons for Decisions:

See Minute 209/22

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

- **CHOBHAM AND LINGFIELD FIRE STATIONS - REDEVELOPMENT SCHEMES** (Item 17)

RESOLVED:

See Exempt Minute [E-31-22]

Reasons for Decisions:

See Exempt Minute [E-31-22]

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

- **ARRANGEMENTS FOR CIVIL PARKING AND MOVING TRAFFIC ENFORCEMENT IN SURREY FROM 2023/24** (Item 18)

RESOLVED:

See Minute 211/22

Reasons for Decisions:

See Minute 211/22

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

- **ANNUAL PROCUREMENT FORWARD PLAN FY2023/24** (Item 19)

RESOLVED:

See Exempt Minute [E-32-22]

Reasons for Decisions:

See Exempt Minute [E-32-22]

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

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